



Amethod Public Schools

Regular Meeting of the AMPS Board of Directors

Published on April 16, 2021 at 5:02 PM PDT

Amended on April 21, 2021 at 6:35 PM PDT

Date and Time

Wednesday April 21, 2021 at 6:00 PM PDT

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors (Board) and employees of Amethod Public Schools shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

<https://us02web.zoom.us/j/81933091596>

Participating by Telephone: 669-900-9128 Meeting ID: 81933091596

Public Comment: Members of the public who wish to comment about an agenda item please send an email to lromo@amethodschools.org with your name, email address, and your zoom name (if different) and the item under which you would like to comment before the item begins. The Board Chair will call on you. Please note that comments are limited to two minutes. The Board Chair may increase or decrease the time allowed for public comment, depending upon the topic and number of persons wishing to be heard.

Access to Board Materials: A copy of the written materials which will be submitted to the School Board may be reviewed by any interested persons on the Amethod Public School's website at www.amethodschools.org along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 72 hours prior to the meeting by calling (510) 701 -2415. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Agenda

I. Opening Items

- A. Call the Meeting to Order
- B. Roll Call
- C. Announcements

II. Closed Session (Government Code 5457.7)

- A. Disclosure of Items to be Discussed
- B. Public Comment on Closed Session
- C. Recess to Closed Session
- D. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Paragraph (2) or (3) of subdivision (d) of Section 54956.9: One case
- E. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Paragraph (2) or (3) of subdivision (d) of Section 54956.9: One case
- F. Public Employee Appointment / Discussion, Position: Chief Executive Officer (Government Code Section 54957)
- G. Reconvene from Closed Session

III. Public/Board Comments

IV. Consent Agenda

- A. Approval of Board Meeting Minutes 3-10-2021 & 3-31-2021

- B.** Approval of Amended Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy
- C.** Approval of Attendance Policy
- D.** Approval of Student Wellness Policy
- E.** Approval of Parent and Family Engagement Policy
- F.** Approve Contract with Civic Innovations for assistance with Local Control and Accountability Plan (LCAP)
- G.** Approval of Charter School Facility Grant Program (SB740) Funding Application
- H.** Approve Dell Chromebook Laptop Purchase
Additional 800 Chromebooks and 80 laptops (all funded with Federal ESSERS funding)
- I.** Approve Board Resolution concerning Special Education Maintenance of Effort Allocation
- J.** Approve of 2021-2022 Futures Education Contract for Special Education Services and Authority of CEO to Approve Amendments for an additional \$200,000
- K.** Approve Contract with Measure Education

V. Business

- A.** Review of Comparable Compensation Data for Charter School CEO's/Superintendents/Executive Directors

The Board will review a compensation study and identify in range of reasonable non excessive compensation to be paid to the CEO.
- B.** Oral Report of Executive Compensation Paid to the CEO
- C.** Approval of Employment Agreement for CEO
- D.** CEO Report and School Reopening Update
- E.** Finance Update
- F.** Instructional Update

School Highlight: Oakland Charter High School
- G.** Approve Contract for Low Voltage Construction Work for 1450 Marina Way South Project

VI. Closing Items

A. Adjourn Meeting

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE. Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice. **REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY.** The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed. **SPECIAL PRESENTATIONS MAY BE MADE.** Notice is hereby given that; consistent with the requirements of the Ralph Brown Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only. **REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY.** Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting the Amethod Public School Inc., 2101 Livingston Street Second Floor. Oakland, CA 94606; telephone, (510) 434-7017 ext.117 info@amethodschools.org. **FOR MORE INFORMATION.** For more information concerning this agenda, please contact Amethod Public Schools Main Administration, 2101 Livingston St. Second Floor. Oakland, CA 94606; telephone, (510) 436-0172 ext. 106; Email: lromo@amethodschools.org

Coversheet

Approval of Board Meeting Minutes 3-10-2021 & 3-31-2021

Section:	IV. Consent Agenda
Item:	A. Approval of Board Meeting Minutes 3-10-2021 & 3-31-2021
Purpose:	Vote
Submitted by:	
Related Material:	2021_03_10_board_meeting_minutes.pdf 2021_03_18_board_meeting_minutes.pdf 2021_03_31_board_meeting_minutes.pdf

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Amethod Public Schools

Minutes

Regular Meeting of the AMPS Board of Directors

Date and Time

Wednesday March 10, 2021 at 6:00 PM

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors (Board) and employees of Amethod Public Schools shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

<https://us02web.zoom.us/j/82190029446>

Participating by Telephone: 669-900-9128 Meeting ID: 82190029446

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ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Directors Present

E. Quiroz (remote), G. Lopez Jr. (remote), M. Gonzalez (remote), N. Driver (remote), P. Hanley (remote)

Directors Absent

None

Guests Present

E. Villa (remote), L. Romo (remote)

I. Opening Items

A. Call the Meeting to Order

P. Hanley called a meeting of the board of directors of Amethod Public Schools to order on Wednesday Mar 10, 2021 at 6:06 PM.

B. Roll Call

C. Announcements

Public disclosure form 700s are due by April 1. The Board will pull the two policies (items C and D) from the consent agenda and they will be brought back at a future meeting. The Board will also pull item J from the business section of the agenda. This item requires more time to come to a resolution to finance the construction project. The contract will be considered for approval tonight.

II. Closed Session (Government Code 5457.7)

A. Disclosure of Items to be Discussed

The Board has a closed session concerning the public employee appointment; Chief Executive Officer.

B. Public Comment on Closed Session

There were no public comments on closed session.

C. Recess to Closed Session

D. Public Employee Appointment / Discussion, Position: Chief Executive Officer (Government Code Section 54957)

E. Reconvene from Closed Session

The Board would like to announce that Evelia Villa was selected as the CEO for Amethod Public Schools. Formal announcement to follow in the next 48 hours. We will have a contract for Mrs. Villa ready for the next regular Board meeting.

Board Comments; Nick Driver congratulates Evelia.

General Public Comment; Ken Kusactay makes an invitation to the John Henry High School Career Day on April 23, 2021.

General Public Comment; Gabriela Gutierrez congratulates Evelia Villa on her appointment and disappointment in learning about the CEO appointment prior to an AMPS announcement.

III. Consent Agenda

A. Approval of Board Meeting Minutes (February 17-20, 2021)

E. Quiroz made a motion to approve the minutes from Regular Meeting of the AMPS Board of Directors on 02-17-21.

N. Driver seconded the motion.

Motion made to approve the consent agenda as presented including Board meeting minutes from 2/17, 2/18, 2/19, & 2/20 and the 2021-2022 Academic Calendars

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

B. Approval of 2021-2022 Academic Calendars

C. Approval of Amended Attendance Policy

D. Approval of Amended Distance Learning Policy

IV. Business

A. Review of Comparable Compensation Data for Charter School CEO's/Superintendents/Executive Directors

This item will be postponed until the April 21, 2021 meeting.

B. Oral Report of Executive Compensation Paid to the CEO

This item will be postponed until the April 21, 2021 meeting.

C. Approval of Employment Agreement for CEO

This item will be postponed until the April 21, 2021 meeting.

D. CEO Report

Evelia Villa makes her report.

E. Approval of Second Interim Financial Report

Kelly Ellis makes presentation on second interim financial report and combines it with the state budget update.

N. Driver made a motion to approve the second interim financial report.

M. Gonzalez seconded the motion.

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

F. State Budget Update

Kelly Ellis makes her presentation.

G. Winter NWEA Data

Anjelica Zermeno presents NWEA data for the elementary school, Esther Prokopenko presents for middle schools and Eric Becker presents for the high schools.

H. Network Infrastructure Upgrade via E-Rate

Dennis Clark makes his presentation.

N. Driver made a motion to approve the contract with approval to spend up to \$70k if necessary.

E. Quiroz seconded the motion.

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

I. Approval of Construction Contract for 1450 Marina Way South Richmond CA 94804

Mike Barr presents this item to the Board alongside JoAnn Koplin.

N. Driver made a motion to approve this construction contract.

E. Quiroz seconded the motion.

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

J. Approval of Financing for Construction Contract for 1450 Marina Way South Richmond CA 94804 and possible Working Capital

This item will be brought back at a special Board meeting soon.

K. COVID Taskforce Update

Anjelica Zermeno presents the taskforce update.

L. Approval of Amended Board Bylaws

E. Quiroz made a motion to approve the amended Board bylaws as presented.

G. Lopez Jr. seconded the motion.

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

M. Approval of Amended FERPA Policy

E. Quiroz made a motion to approve the amended FERPA policy as presented.

G. Lopez Jr. seconded the motion.

The actual FERPA Policy document is titled "Family Educational Rights and Privacy Act"

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

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 9:04 PM.

Respectfully Submitted,

P. Hanley

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Administration, 2101 Livingston St. Second Floor. Oakland, CA 94606; telephone, (510) 436-0172 ext. 106; Email: lromo@amethodschools.org

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Amethod Public Schools

Minutes

Special Meeting of the AMPS Board of Directors

Date and Time

Thursday March 18, 2021 at 5:30 PM

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors (Board) and employees of Amethod Public Schools shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

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Participating by Telephone: 669-900-9128 Meeting ID: 8608159767

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ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Directors Present

E. Quiroz (remote), G. Lopez Jr. (remote), J. Azubuike (remote), M. Gonzalez (remote), N. Driver (remote), P. Hanley (remote)

Directors Absent

None

Guests Present

E. Villa (remote), L. Romo (remote)

I. Opening Items

A. Call the Meeting to Order

P. Hanley called a meeting of the board of directors of Amethod Public Schools to order on Thursday Mar 18, 2021 at 5:37 PM.

B. Roll Call

C. Announcements

More work is required on the attendance policy so it will be pulled from the agenda and brought back at a future meeting.

II. Consent Agenda

A. Approval of Amended Attendance Policy

There were no public comment on agenda items.

B. COVID Health & Safety Policy

G. Lopez Jr. made a motion to approve consent agenda excluding Item A (attendance policy).

E. Quiroz seconded the motion.

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

C. Approval of COVID-19 Employee Vaccination Policy

III. Business

A. Authorization of the CEO to Obtain a Line of Credit and Commercial Credit Cards from Umpqua Bank

Mike Barr presents items A-B in the Business section of the agenda and answers questions from the Board.

N. Driver made a motion to approve item.

E. Quiroz seconded the motion.

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

B. Approve Corporate Resolution of Authority

N. Driver made a motion to approve item.

G. Lopez Jr. seconded the motion.

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

C. Approval of Acknowledgment Resolutions for Charter School Capital Borrowing

N. Driver made a motion to approve item.

M. Gonzalez seconded the motion.

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

D. Approval of Grade Level Reopening Plans for Richmond Charter Academy, Benito Juarez Elementary & John Henry High School

Evelia Villa introduces plans and entertains questions from the Board.

G. Lopez Jr. made a motion to approve item.

E. Quiroz seconded the motion.

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

Gabriela Gutierrez makes a comment commending the staff on their hard work to prepare for a reopening while inviting Board members to the schools to see how they have reopened.

IV. Closed Session (Government Code 5457.7)

A. Disclosure of Items to be Discussed

The Board will discuss the public employee appointment; Chief Executive Officer.

B. Public Comment on Closed Session

No public comment on closed session items.

C. Recess to Closed Session

D. Public Employee Appointment / Discussion, Position: Chief Executive Officer (Government Code Section 54957)

E. Reconvene from Closed Session

The Board took no reportable action.

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 7:48 PM.

Respectfully Submitted,

P. Hanley

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Amethod Public Schools

Minutes

Special Meeting of the AMPS Board of Directors

Date and Time

Wednesday March 31, 2021 at 5:00 PM

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors (Board) and employees of Amethod Public Schools shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

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Participating by Telephone: 669-900-9128 Meeting ID: 82190029446

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Directors Present

E. Quiroz (remote), G. Lopez Jr. (remote), J. Azubuike (remote), N. Driver (remote), P. Hanley (remote)

Directors Absent

M. Gonzalez

Guests Present

E. Villa (remote), L. Romo (remote)

I. Opening Items

A. Call the Meeting to Order

P. Hanley called a meeting of the board of directors of Amethod Public Schools to order on Wednesday Mar 31, 2021 at 5:08 PM.

B. Roll Call

C. Announcements

Item A will be removed from the agenda. A contract with a different vendor will be brought back on at our April 21st Board meeting.

There were no public comments made.

II. Business

A. Approval of Local Control and Accountability Plan Contract with Impact Community Advisors

B. Approval of Grade Level Reopening Plans for Oakland Charter Academy, Downtown Charter Academy & Oakland Charter High School

G. Lopez Jr. made a motion to approve reopening plans as presented.

E. Quiroz seconded the motion.

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

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:15 PM.

Respectfully Submitted,
P. Hanley

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE. Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice. **REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC**

TESTIMONY. The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed. **SPECIAL PRESENTATIONS MAY BE MADE.** Notice is hereby given that; consistent with the requirements of the Ralph Brown Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only. **REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY.** Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting the Amethod Public School Inc., 2101 Livingston Street Second Floor. Oakland, CA 94606; telephone, (510) 434-7017 ext.117 info@amethodschools.org. **FOR MORE INFORMATION.** For more information concerning this agenda, please contact Amethod Public Schools Main Administration, 2101 Livingston St. Second Floor. Oakland, CA 94606; telephone, (510) 436-0172 ext. 106; Email: lromo@amethodschools.org

Coversheet

Approval of Amended Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy

Section: IV. Consent Agenda
Item: B. Approval of Amended Title IX, Harassment, Intimidation,
Discrimination, and Bullying Policy
Purpose: Vote
Submitted by:
Related Material: Title IX Policy Redline.docx
Briefing Sheet.docx
Title IX Policy Final.docx

TITLE IX, HARASSMENT, INTIMIDATION, DISCRIMINATION, AND BULLYING POLICY

Board Policy #: [INSERT]
 Adopted/Ratified: [INSERT]
 Revision Date: [INSERT]

Bullying

The AMPS Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. The AMPS organization employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, retaliate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

Cyberbullying includes the creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

As appropriate, the Chief Executive Officer or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementation of joint strategies to promote safety in schools and the community and to provide services for alleged victims and perpetrators of bullying.

Bullying Prevention

To the extent possible, the AMPS organization, and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying.

The AMPS organization may provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, restorative justice models, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

Based on an assessment of bullying incidents at school, the Chief Executive or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Chief Executive Officer or designee shall see that schools maintain a means for students to report threats or incidents confidentially and anonymously.

School staff who witness an act of bullying shall immediately intervene to stop the incident when it is safe to do so.

When appropriate, the Chief Executive Officer or designee shall notify the parents/guardians of victims and perpetrators. He/she also may involve school counselors, mental health counselors, and/or law enforcement.

Commented [MB1]: Per AB 34 and 543, this policy 1) must be posted in a prominent and readily accessible location on the School's website; 2) should be included in the School's "regular policy statement"; 3) shall be provided as part of any orientation program conducted for new and continuing pupils at the beginning of each quarter, semester, or summer session, as applicable; 4) shall be provided for each faculty member, all members of the administrative staff, and all members of the support staff at the beginning of the first quarter or semester of the school year, or at the time that there is a new employee hired; 5) shall appear in any publication of the institution that sets forth the comprehensive rules, regulations, procedures, and standards of conduct for the institution (i.e., student handbook); and 6) shall be displayed in a prominent location in the main administrative building or other area of the campus or schoolsite where other similar notices/policies are posted.

Please note that in addition to this policy, the School is legally required to have Title IX language on the School's website in compliance with Education Code section 221.61 including a link to the CDE's Title IX information, the definition of discrimination and harassment based on sex as described in Section 230, and the rights set forth in Section 221.8. We can provide you with some sample language if desired.

Further, charter schools serving pupils in any of grades 9 through 12, inclusive, shall create a poster that notifies pupils of the applicable sexual harassment policy. The language in the poster shall be age appropriate and culturally relevant. The poster shall be displayed in English and any primary language spoken by 15 percent or more of the pupils enrolled at the schoolsite as determined pursuant to EC Section 48985. The poster shall be no smaller than 8.5 by 11 inches and use at least 12-point font. The poster shall be prominently and conspicuously displayed in each bathroom and locker room at the schoolsite. The poster shall display, at a minimum, all of the following:

- (1) The rules and procedures for reporting a charge of sexual harassment.
- (2) The name, phone number, and email address of an appropriate schoolsite official to contact to report a charge of sexual harassment.
- (3) The rights of the reporting pupil, the complainant, and the respondent, and the responsibilities of the schoolsite in accordance with the applicable written policy on sexual harassment.

Please do not hesitate to reach out with any questions regarding posting requirements.

The Chief Executive Officer, site director, or site director's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate.

Reporting and Filing of Complaints

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the site director, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Chief Executive Officer or designee may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

When a report of bullying is submitted, the site director or a school administrator shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 1312.3. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

Investigation and Resolution of Complaints

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the organizations uniform complaint procedures.

If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the site director or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

Discipline

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention, restorative sessions, and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with organization policies and regulations.

Commented [MB2]: There have been numerous legal updates to this policy. We updated this language in the tracked changes below.

Discrimination, sexual harassment, harassment, intimidation, and bullying are all disruptive behaviors, which interfere with students' ability to learn, negatively affect student engagement, diminish school safety, and contribute to a hostile school environment. As such Amethod Public Schools ("AMPS" or the "Charter School") prohibits any acts of discrimination, sexual harassment, harassment, intimidation, and bullying altogether. This policy is inclusive of instances that occur on any area of the school campus, at school-sponsored events and activities, regardless of location, through school-owned technology, and through other electronic means.

As used in this policy, discrimination, sexual harassment, harassment, intimidation, and bullying are described as the intentional conduct, including verbal, physical, written communication or cyber-bullying, including cyber sexual bullying, based on the actual or perceived characteristics of mental or physical disability, sex (including pregnancy and related conditions, and parental status), sexual orientation, gender, gender identity, gender expression, immigration status, nationality (including national origin, country of origin, and citizenship), race or ethnicity (including ancestry, color, ethnic group identification, ethnic background, and traits historically associated with race, including, but not limited to, hair texture

and protective hairstyles such as braids, locks, and twist), religion (including agnosticism and atheism), religious affiliation, medical condition, genetic information, marital status, age or association with a person or group with one or more of these actual or perceived characteristics or based on any other characteristic protected under applicable state or federal law or local ordinance. Hereafter, such actions are referred to as “misconduct prohibited by this Policy.”

To the extent possible, the Charter School will make reasonable efforts to prevent students from being discriminated against, harassed, intimidated, and/or bullied, and will take action to investigate, respond, address and report on such behaviors in a timely manner. AMPS school staff that witness acts of misconduct prohibited by this Policy will take immediate steps to intervene when safe to do so.

Moreover, the Charter School will not condone or tolerate misconduct prohibited by this Policy by any employee, independent contractor or other person with whom AMPS does business, or any other individual, student, or volunteer. This Policy applies to all employees, students, or volunteer actions and relationships, regardless of position or gender. AMPS will promptly and thoroughly investigate and respond to any complaint of misconduct prohibited by this Policy in a manner that is not deliberately indifferent and will take appropriate corrective action, if warranted. AMPS complies with all applicable state and federal laws and regulations and local ordinances in its investigation of and response to reports of misconduct prohibited by this Policy.

Title IX, Harassment, Intimidation, Discrimination and Bullying Coordinator (“Coordinator”):

Grace Borja
2101 Livingston St
Oakland, CA 94606
Phone Number: (510) 535-1580
Email Address: gborja@amethodschools.org

Commented [MB3]: Please confirm. This was the contact listed on your website.

Definitions

Prohibited Unlawful Harassment

- Verbal conduct such as epithets, derogatory jokes or comments or slurs.
- Physical conduct including assault, unwanted touching, intentionally blocking normal movement or interfering with work or school because of sex, race or any other protected basis.
- Retaliation for reporting or threatening to report harassment.
- Deferential or preferential treatment based on any of the protected characteristics listed above.

Prohibited Unlawful Harassment under Title IX

Title IX (20 U.S.C. § 1681 *et seq.*; 34 C.F.R. § 106.1 *et seq.*) and California state law prohibit discrimination and harassment on the basis of sex. In accordance with these existing laws, discrimination and harassment on the basis of sex in education institutions, including in the education institution’s admissions and employment practices, is prohibited. All persons, regardless of sex, are afforded equal rights and opportunities and freedom from unlawful discrimination and harassment in education programs or activities conducted by AMPS.

AMPS is committed to providing a work and educational environment free of sexual harassment and considers such harassment to be a major offense, which may result in disciplinary action. Inquiries about

the application of Title IX and 34 C.F.R. Part 106 may be referred to the Coordinator, the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

Sexual harassment consists of conduct on the basis of sex, including but not limited to unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct on the basis of sex, regardless of whether or not the conduct is motivated by sexual desire, when: (a) Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, education, academic status, or progress; (b) submission to, or rejection of, the conduct by the individual is used as the basis of employment, educational or academic decisions affecting the individual; (c) the conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment; and/or (d) submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

It is also unlawful to retaliate in any way against an individual who has articulated a good faith concern about sexual harassment against themselves or against another individual.

Sexual harassment may include, but is not limited to:

- Physical assaults of a sexual nature, such as:
 - Rape, sexual battery, molestation or attempts to commit these assaults.
 - Intentional physical conduct that is sexual in nature, such as touching, pinching, patting, grabbing, brushing against another's body, or poking another's body.
- Unwanted sexual advances, propositions or other sexual comments, such as:
 - Sexually oriented gestures, notices, remarks, jokes, or comments about a person's sexuality or sexual experience.
 - Preferential treatment or promises of preferential treatment to an individual for submitting to sexual conduct, including soliciting or attempting to solicit any individual to engage in sexual activity for compensation or reward or deferential treatment for rejecting sexual conduct.
 - Subjecting or threats of subjecting a student or employee to unwelcome sexual attention or conduct or intentionally making the student's or employee's performance more difficult because of the student's or the employee's sex.
- Sexual or discriminatory displays or publications anywhere in the work or educational environment, such as:
 - Displaying pictures, cartoons, posters, calendars, graffiti, objections, promotional materials, reading materials, or other materials that are sexually suggestive, sexually demeaning or pornographic or bringing or possessing any such material to read, display or view in the work or educational environment.
 - Reading publicly or otherwise publicizing in the work or educational environment materials that are in any way sexually revealing, sexually suggestive, sexually demeaning or pornographic.
 - Displaying signs or other materials purporting to segregate an individual by sex in an area of the work or educational environment (other than restrooms or similar rooms).

The illustrations of harassment and sexual harassment above are not to be construed as an all-inclusive list of prohibited acts under this Policy.

Prohibited Bullying

Bullying is defined as any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act. Bullying includes one or more acts committed by a student or group of students that may constitute sexual harassment, hate violence, or creates an intimidating and/or hostile educational environment, directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing a reasonable student¹ or students in fear of harm to that student's or those students' person or property.
2. Causing a reasonable student to experience a substantially detrimental effect on the student's physical or mental health.
3. Causing a reasonable student to experience a substantial interference with the student's academic performance.
4. Causing a reasonable student to experience a substantial interference with the student's ability to participate in or benefit from the services, activities, or privileges provided by AMPS.

Cyberbullying is an electronic act that includes the transmission of harassing communication, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

Electronic act means the creation and transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

1. A message, text, sound, video, or image.
2. A post on a social network Internet Web site including, but not limited to:
 - a. Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in the definition of "bullying," above.
 - b. Creating a credible impersonation of another actual student for the purpose of having one or more of the effects listed in the definition of "bullying," above. "Credible impersonation" means to knowingly and without consent impersonate a student for the purpose of bullying the student and such that another student would reasonably believe, or has reasonably believed, that the student was or is the student who was impersonated.
 - c. Creating a false profile for the purpose of having one or more of the effects listed in the definition of "bullying," above. "False profile" means a profile of a fictitious student or a profile using the likeness or attributes of an actual student other than the student who created the false profile.

¹ "Reasonable student" is defined as a student, including, but not limited to, an exceptional needs student, who exercises care, skill and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

3. An act of “Cyber sexual bullying” including, but not limited to:
 - a. The dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a student to another student or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in definition of “bullying,” above. A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.
 - b. “Cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.
4. Notwithstanding the definitions of “bullying” and “electronic act” above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

Formal Complaint of Sexual Harassment means a written document filed and signed by a complainant who is participating in or attempting to participate in AMPS’s education program or activity or signed by the Coordinator alleging sexual harassment against a respondent and requesting that AMPS investigate the allegation of sexual harassment.

Respondent means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

Bullying and Cyberbullying Prevention Procedures

AMPS has adopted the following procedures for preventing acts of bullying, including cyberbullying.

1. Cyberbullying Prevention Procedures

AMPS advises students:

1. To never share passwords, personal data, or private photos online.
2. To think about what they are doing carefully before posting and by emphasizing that comments cannot be retracted once they are posted.
3. That personal information revealed on social media can be shared with anyone including parents, teachers, administrators, and potential employers. Students should never reveal information that would make them uncomfortable if the world had access to it.
4. To consider how it would feel receiving such comments before making comments about others online.

AMPS informs Charter School employees, students, and parents/guardians of AMPS’s policies regarding the use of technology in and out of the classroom. AMPS encourages parents/guardians to discuss these policies with their children to ensure their children understand and comply with such policies.

2. Education

Commented [MB4]: This section has been added pursuant to Education Code section 234.4 (AB 2291), which requires LEAs including charter schools to adopt, on or before December 31, 2019, “procedures for preventing acts of bullying, including cyberbullying.”

The law doesn’t specify the exact bullying prevention procedures that must be adopted by schools. However, since the law requires schools to provide the CDE’s bullying module to its staff who interact with students, the bullying prevention procedures developed by the School should be consistent with those outlined in the CDE’s online bullying module, which include education and professional development components.

To develop these procedures, we used the CDE’s bullying module and Stopbullying.gov–Bullying Training Prevention Center’s bullying module, which is also recommended by the CDE and available at:

<https://www.stopbullying.gov/prevention/training-center/index.html>

Please let us know if these proposed procedures do not work for the School logistically or if they are inconsistent with the procedures the School plans to implement. We can work with the School to further tailor the procedures to align with the School’s program.

Commented [MB5]: Please ensure the School’s technology use policies align with the cyberbullying prevention procedures adopted by the School as part of this policy. If the School doesn’t have a technology use policy, we can provide the School with a starting place draft for this policy upon request. These cyber-bullying prevention procedures were developed from the CDE’s bullying module.

Commented [MB6]: We recommend that the School have a technology policy and an acceptable use agreement. If you would like a sample policy, please let us know.

AMPS employees cannot always be present when bullying incidents occur, so educating students about bullying is a key prevention technique to limit bullying from happening. AMPS advises students that hateful and/or demeaning behavior is inappropriate and unacceptable in our society and at AMPS and encourages students to practice compassion and respect each other.

Charter School educates students to accept all student peers regardless of protected characteristics (including but not limited to actual or perceived sexual orientation, gender identification, physical or cognitive disabilities, race, ethnicity, religion, and immigration status) and about the negative impact of bullying other students based on protected characteristics.

AMPS's bullying prevention education also discusses the differences between appropriate and inappropriate behaviors and includes sample situations to help students learn and practice appropriate behavior and to develop techniques and strategies to respond in a non-aggressive way to bullying-type behaviors. Students will also develop confidence and learn how to advocate for themselves and others, and when to go to an adult for help.

AMPS informs AMPS employees, students, and parents/guardians of this Policy and encourages parents/guardians to discuss this Policy with their children to ensure their children understand and comply with this Policy.

3. Professional Development

AMPS annually makes available the online training module developed by the California Department of Education pursuant Education Code section 32283.5(a) to its certificated employees and all other AMPS employees who have regular interaction with students.

AMPS informs certificated employees about the common signs that a student is a target of bullying including:

- Physical cuts or injuries
- Lost or broken personal items
- Fear of going to school/practice/games
- Loss of interest in school, activities, or friends
- Trouble sleeping or eating
- Anxious/sick/nervous behavior or distracted appearance
- Self-destructiveness or displays of odd behavior
- Decreased self-esteem

Charter School also informs certificated employees about the groups of students determined by AMPS, and available research, to be at elevated risk for bullying. These groups include but are not limited to:

- Students who are lesbian, gay, bisexual, transgender, or questioning youth ("LGBTQ") and those youth perceived as LGBTQ; and
- Students with physical or learning disabilities.

AMPS encourages its employees to demonstrate effective problem-solving, anger management, and self-confidence skills for AMPS's students.

Commented [MB7]: Teaching students about the difference between appropriate and inappropriate behaviors, how to advocate for themselves and others, and when to go to an adult for help are listed as recommended bullying prevention procedures in the CDE's bullying module. Please ensure the School's bullying prevention education aligns with the procedures adopted by the School in this Policy.

Commented [MB8]: The CDE recommends bullying prevention procedures be placed within the parent/student handbook, school safety plan, and the bullying prevention policy.

Commented [MB9]: This is required per Ed. Code section 32283.5 (effective 1/1/19). The CDE's bullying module and online training module are currently located here:

<https://www.cde.ca.gov/ls/ss/se/bullyres.asp>

Commented [MB10]: Per Ed. Code section 218, schools that serve pupils in grades 7 to 12, inclusive, are encouraged to use CDE resources for the support of lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) pupils, and strategies to increase support for LGBTQ pupils and thereby improve overall school climate (which are to be updated by July 1, 2021) to provide training at least once every two years to teachers and other certificated employees.

Grievance Procedures

1. Scope of Grievance Procedures

AMPS will comply with its Uniform Complaint Procedures (“UCP”) policy when investigating and responding to complaints alleging unlawful harassment, discrimination, intimidation or bullying against a protected group or on the basis of a person’s association with a person or group with one or more of the protected characteristics set forth in the UCP that:

- a. Are written and signed;
- b. Filed by an individual who alleges that that individual has personally suffered unlawful discrimination, harassment, intimidation or bullying, or by one who believes any specific class of individuals has been subjected to discrimination, harassment, intimidation or bullying prohibited by this part, or by a duly authorized representative who alleges that an individual student has been subjected to discrimination, harassment, intimidation, or bullying; and
- c. Submitted to the AMPS UCP Compliance Officer not later than six (6) months from the date the alleged unlawful discrimination, harassment, intimidation or bullying occurred, or the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation or bullying.

The following grievance procedures shall be utilized for reports of misconduct prohibited by this Policy that do not comply with the writing, timeline, or other formal filing requirements of a uniform complaint. For formal complaints of sexual harassment, AMPS will utilize the following grievance procedures in addition to its UCP when applicable.

2. Reporting

All staff are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or become aware of misconduct prohibited by this Policy, to intervene when safe to do so, call for assistance, and report such incidents. The Board requires staff to follow the procedures in this policy for reporting alleged acts of misconduct prohibited by this Policy.

Any student who believes they have been subject to misconduct prohibited by this Policy or has witnessed such prohibited misconduct is encouraged to immediately report such misconduct to the Coordinator:

Grace Borja
2101 Livingston St
Oakland, CA 94606
Phone Number: (510) 535-1580
Email Address: gborja@amethodschools.org

Complaints regarding such misconduct may also be made to the U.S. Department of Education, Office for Civil Rights. Civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders may also be available to complainants.

While submission of a written report is not required, the reporting party is encouraged to submit a written report to the Coordinator. AMPS will investigate and respond to all oral and written reports of misconduct prohibited by this Policy in a manner that is not deliberately indifferent. Reports may be made anonymously, but formal disciplinary action cannot be based solely on an anonymous report.

Commented [MB11]: Please confirm. This was the contact listed on your website.

Commented [MB12]: For a complaint of discrimination, bullying, harassment, discrimination or intimidation to fall under the UCP, it must be a written complaint. However, all reports of harassment/discrimination/bullying must be investigated even if they are oral or outside the UCP timelines, and appropriate action must be taken when necessary according to the results of the investigation.

Students are expected to report all incidents of misconduct prohibited by this Policy or other verbal, or physical abuses. Any student who feels they are a target of such behavior should immediately contact a teacher, counselor, the Chief Executive Officer, Coordinator, a staff person or a family member so that the student can get assistance in resolving the issue in a manner that is consistent with this Policy.

Commented [MB13]: We believe this to be the title of the School's preferred administrative designee. Please revise as needed and if changes are made, please make these changes throughout the Policy.

AMPS acknowledges and respects every individual's right to privacy. All reports shall be investigated in a manner that protects the confidentiality of the parties and the integrity of the process to the greatest extent possible. This includes keeping the identity of the reporter confidential, as appropriate, except to the extent necessary to comply with the law, carry out the investigation and/or to resolve the issue, as determined by the Coordinator or administrative designee on a case-by-case basis.

AMPS prohibits any form of retaliation against any individual who files a report or complaint, testifies, assists, participates, or refuses to participate in any investigation or proceeding related to misconduct prohibited by this Policy. Such participation or lack of participation shall not in any way affect the status, grades, or work assignments of the individual. Individuals alleging retaliation in violation of this Policy may file a grievance using the procedures set forth in this Policy. Knowingly making false statements or knowingly submitting false information during the grievance process is prohibited and may result in disciplinary action.

All supervisors of staff will receive sexual harassment training within six (6) months of their assumption of a supervisory position and will receive further training once every two (2) years thereafter. All staff, and any individual designated as a coordinator, investigator or decision-maker will receive sexual harassment training and/or instruction concerning sexual harassment as required by law.

Commented [MB14]: the training of these individuals must include training on the definition of sexual harassment in § 106.30, the scope of the school's education program or activity, how to conduct an investigation and grievance process including appeals, and informal resolution processes, as applicable, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

The School also must ensure that investigators receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence and decision-makers are trained on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant.

3. Supportive Measures

Upon the receipt of an informal or formal complaint of sexual harassment, the Coordinator will promptly contact the complainant to discuss the availability of supportive measures. The Coordinator will consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint of sexual harassment, and explain the process for filing a formal complaint of sexual harassment.

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint of sexual harassment or where no formal complaint of sexual harassment has been filed. Such measures are designed to restore or preserve equal access to AMPS's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or AMPS's educational environment, or deter sexual harassment. Supportive measures available to complainants and respondents may include but are not limited to counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. AMPS will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of AMPS to provide the supportive measures.

4. Investigation and Response

Upon receipt of a report of misconduct prohibited by this Policy from a student, staff member, parent, volunteer, visitor or affiliate of AMPS, the Coordinator (or administrative designee) will promptly initiate

Commented [MB15]: If a complaint is against the Coordinator, that complaint must be investigated/resolved by another administrator who holds a position above the Coordinator or by a member of the Board.

an investigation. In most cases, a thorough investigation will take no more than twenty-five (25) school days. If the Coordinator (or administrative designee) determines that an investigation will take longer than twenty-five (25) school days and needs to be delayed or extended due to good cause, the Coordinator (or administrative designee) will inform the complainant of the reasons for the delay or extension and provide an approximate date when the investigation will be complete.

At the conclusion of the investigation, the Coordinator (or administrative designee) will meet with the complainant and, to the extent possible with respect to confidentiality laws, provide the complainant with information about the investigation, including any actions necessary to resolve the incident/situation. However, the Coordinator (or administrative designee) will not reveal confidential information related to other students or employees.

For investigations of and responses to formal complaints of sexual harassment, the following grievance procedures will apply:

- Notice of the Allegations
 - Upon receipt of a formal complaint of sexual harassment, the Coordinator will give all known parties written notice of its grievance process, including any voluntary informal resolution process. The notice will include:
 - A description of the allegations of sexual harassment at issue and to the extent known, the identities of the parties involved in the incident, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident;
 - A statement that the respondent is presumed not responsible for the alleged conduct until a final decision is reached;
 - A statement that the parties may have an advisor of their choice, who may be an attorney, and may inspect and review evidence; and
 - A statement that AMPS prohibits an individual from knowingly making false statements or knowingly submitting false information during the grievance process.
- Emergency Removal
 - AMPS may place a non-student employee respondent on administrative leave during the pendency of a formal complaint of sexual harassment grievance process in accordance with AMPS's policies.
 - AMPS may remove a respondent from AMPS's education program or activity on an emergency basis, in accordance with AMPS's policies, provided that AMPS undertakes an individualized safety and risk analysis, determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal, and provides the respondent with notice and an opportunity to challenge the decision immediately following the removal.
 - This provision may not be construed to modify any rights under the IDEA, Section 504, or the ADA.
- Informal Resolution
 - If a formal complaint of sexual harassment is filed, AMPS may offer a voluntary informal resolution process, such as mediation, to the parties at any time prior to reaching a determination regarding responsibility. If AMPS offers such a process, it will do the following:
 - Provide the parties with advance written notice of:
 - The allegations;

Commented [MB16]: EC 234.1 does not include a specific timeline for the investigation but requires that this policy include a timeline and the timeline should be reasonable. We have included a suggested timeline of 25 school days (or about 5 weeks unless over a break) or less, but have left flexibility in the event the investigation will take longer. Note that under the UCP, for complaints alleging discrimination, harassment, intimidation or bullying against a group based on protected characteristics or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, a written response including specific elements must be provided to the complainant within 60 days from the receipt of the complaint.

Commented [MB17]: If, in the course of an investigation, the School decides to investigate allegations about the complainant or respondent that are not included in this notice, the School must provide notice of the additional allegations to the parties whose identities are known.

Commented [MB18]: Regardless of any determination on whether to remove a student or employee on an emergency basis, the School still must follow the grievance process required for formal complaints of sexual harassment before imposing any disciplinary sanctions or other actions that are not supportive measures (e.g., terminations or expulsions) against a respondent. Emergency removal is not a substitute for reaching a determination as to a respondent's responsibility for the sexual harassment allegations; rather, emergency removal is for the purpose of addressing imminent threats posed to any person's physical health or safety, which might arise out of the sexual harassment allegations. Emergency removals allow schools to address emergency situations, whether or not a grievance process is underway, provided that the school first undertakes an individualized safety and risk analysis and provides the respondent notice and opportunity to challenge the removal decision.

- The requirements of the voluntary informal resolution process including the circumstances under which the parties are precluded from resuming a formal complaint of sexual harassment arising from the same allegations;
 - The parties' right to withdraw from the voluntary informal resolution process and resume the grievance process at any time prior to agreeing to a resolution; and
 - Any consequences resulting from participating in the voluntary informal resolution process, including the records that will be maintained or could be shared; and
 - Obtain the parties' advance voluntary, written consent to the informal resolution process.
 - AMPS will not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.
- Investigation Process
 - The decision-maker will not be the same person(s) as the Coordinator or the investigator. AMPS shall ensure that all decision-makers and investigators do not have a conflict of interest or bias for or against complainants or respondents.
 - In most cases, a thorough investigation will take no more than twenty-five (25) school days. If the investigator determines that an investigation will take longer than twenty-five (25) school days and needs to be delayed or extended due to good cause, the investigator will inform the complainant and any respondents in writing of the reasons for the delay or extension and provide an approximate date when the investigation will be complete.
 - The parties will be provided with an equal opportunity to present witnesses, to inspect and review any evidence obtained that is directly related to the allegations raised, and to have an advisor present during any investigative meeting or interview.
 - The parties will not be prohibited from discussing the allegations under investigation or to gather and present relevant evidence.
 - A party whose participation is invited or expected at an investigative meeting or interview will receive written notice of the date, time, location, participants, and purpose of the meeting or interview with sufficient time for the party to prepare to participate.
 - Prior to completion of the investigative report, AMPS will send to each party and the party's advisor, if any, a copy of the evidence subject to inspection and review, and the parties will have at least ten (10) days to submit a written response for the investigator's consideration prior to the completion of the investigation report.
 - The investigator will complete an investigation report that fairly summarizes all relevant evidence and send a copy of the report to each party and the party's advisor, if any, at least ten (10) days prior to the determination of responsibility.
- Dismissal of a Formal Complaint of Sexual Harassment
 - If the investigation reveals that the alleged harassment did not occur in AMPS's educational program in the United States or would not constitute sexual harassment even if proved, the formal complaint with regard to that conduct must be dismissed. However, such a dismissal does not preclude action under another applicable AMPS policy.
 - AMPS may dismiss a formal complaint of sexual harassment if:
 - The complainant provides a written withdrawal of the complaint to the Coordinator;
 - The respondent is no longer employed or enrolled at AMPS; or
 - The specific circumstances prevent AMPS from gathering evidence sufficient to reach a decision on the formal complaint or the allegations therein.

- If a formal complaint of sexual harassment or any of the claims therein are dismissed, AMPS will promptly send written notice of the dismissal and the reason(s) for the dismissal simultaneously to the parties.
- Determination of Responsibility
 - The standard of evidence used to determine responsibility is the preponderance of the evidence standard.
 - Determinations will be based on an objective evaluation of all relevant evidence and credibility determinations will not be based on a person's status as a complainant, respondent, or witness.
 - AMPS will send a written decision on the formal complaint to the complainant and respondent simultaneously that describes:
 - The allegations in the formal complaint of sexual harassment;
 - All procedural steps taken including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather other evidence;
 - The findings of facts supporting the determination;
 - The conclusions about the application of AMPS's code of conduct to the facts;
 - The decision and rationale for each allegation;
 - Any disciplinary sanctions the recipient imposes on the respondent, and whether remedies designed to restore or preserve equal access to the education program or activity will be provided to the complainant; and
 - The procedures and permissible bases for appeals.

5. Consequences

Students or employees who engage in misconduct prohibited by this Policy, knowingly make false statements or knowingly submit false information during the grievance process may be subject to disciplinary action up to and including expulsion from AMPS or termination of employment. The Coordinator is responsible for effective implementation of any remedies ordered by AMPS in response to a formal complaint of sexual harassment.

6. Right of Appeal

Should the reporting individual find AMPS's resolution unsatisfactory, the reporting individual may, within five (5) business days of notice of AMPS's decision or resolution, submit a written appeal to the President of the AMPS Board, who will review the investigation and render a final decision.

The following appeal rights and procedures will also apply to formal complaints of sexual harassment:

- The complainant and the respondent shall have the same appeal rights and AMPS will implement appeal procedures equally for both parties.
- AMPS will notify the other party in writing when an appeal is filed.
- The decision-maker for the appeal will give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome; issue a written decision describing the result of the appeal and the rationale for the result; and provide the written decision simultaneously to both parties.

7. Recordkeeping

All records related to any investigation of complaints under this Policy are maintained in a secure location.

AMPS will maintain the following records for at least seven (7) years:

Commented [MB19]: The School may change this reference to an administrator at the School who is in a position above the person making the initial decision as long as it is not the same person as the Coordinator or the investigator. The School could also use the Board to make the appeal decision, which may ultimately delay the process, but anyone on the Board who participated in the investigation or initial decision or who serves as the Coordinator would need to recuse themselves.

- Records of each sexual harassment investigation, including any determination of responsibility; any audio or audiovisual recording or transcript; any disciplinary sanctions imposed on the respondent; and any remedies provided to the complainant.
- Records of any appeal of a formal sexual harassment complaint and the results of that appeal.
- Records of any informal resolution of a sexual harassment complaint and the results of that informal resolution.
- All materials used to train Title IX coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process.
- Records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment.

Commented [MB20]: the School must make these training materials publicly available on its website or, if it does not have a website, make them available for inspection by the general public upon request.

TITLE IX, HARASSMENT, INTIMIDATION, DISCRIMINATION & BULLYING COMPLAINT FORM

Your Name: _____ Date: _____

Date of Alleged Incident(s): _____

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

List any witnesses that were present: _____

Where did the incident(s) occur? _____

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

I hereby authorize AMPS to disclose the information I have provided as it finds necessary in pursuing its investigation. I hereby certify that the information I have provided in this complaint is true and correct and complete to the best of my knowledge and belief. I further understand that providing false information in this regard could result in disciplinary action up to and including termination.


Signature of Complainant Date: _____

Print Name

To be completed by the Charter School:

Received by: _____ Date: _____

Follow up Meeting with Complainant held on: _____

 AMPS <hr style="border: 2px solid red;"/> HONOR HARD WORK	Amethod Public Schools Board Item Overview <i>Date: April 21, 2021</i>	
Subject:	Consent Agenda Item B. Approval of Amended Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy	
Action: <input checked="" type="checkbox"/> Information: <input type="checkbox"/> Committee: <input type="checkbox"/>		
RECOMMENDATIONS:	Approve the Amended Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy	
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:	Last approved on August 19, 2020	
SUMMARY OF KEYS ISSUES:	The section "Bullying and Cyber bullying Prevention Procedures" has been added pursuant to Education Code section 234.4 (AB 2291), which requires LEAs including charter schools to adopt, on or before December 31, 2019, "procedures for preventing acts of bullying, including cyber bullying."	
FISCAL ANALYSIS:	N/A	
ATTACHMENT (S):	Title IX Policy Redline Title IX Policy Final.docx	

TITLE IX, HARASSMENT, INTIMIDATION, DISCRIMINATION, AND BULLYING POLICY

Board Policy #: 5800
Adopted/Ratified: April 21, 2021
Revision Date: April 21, 2021

Discrimination, sexual harassment, harassment, intimidation, and bullying are all disruptive behaviors, which interfere with students' ability to learn, negatively affect student engagement, diminish school safety, and contribute to a hostile school environment. As such Amethod Public Schools ("AMPS" or the "Charter School") prohibits any acts of discrimination, sexual harassment, harassment, intimidation, and bullying altogether. This policy is inclusive of instances that occur on any area of the school campus, at school-sponsored events and activities, regardless of location, through school-owned technology, and through other electronic means.

As used in this policy, discrimination, sexual harassment, harassment, intimidation, and bullying are described as the intentional conduct, including verbal, physical, written communication or cyber-bullying, including cyber sexual bullying, based on the actual or perceived characteristics of mental or physical disability, sex (including pregnancy and related conditions, and parental status), sexual orientation, gender, gender identity, gender expression, immigration status, nationality (including national origin, country of origin, and citizenship), race or ethnicity (including ancestry, color, ethnic group identification, ethnic background, and traits historically associated with race, including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twist), religion (including agnosticism and atheism), religious affiliation, medical condition, genetic information, marital status, age or association with a person or group with one or more of these actual or perceived characteristics or based on any other characteristic protected under applicable state or federal law or local ordinance. Hereafter, such actions are referred to as "misconduct prohibited by this Policy."

To the extent possible, the Charter School will make reasonable efforts to prevent students from being discriminated against, harassed, intimidated, and/or bullied, and will take action to investigate, respond, address and report on such behaviors in a timely manner. AMPS school staff that witness acts of misconduct prohibited by this Policy will take immediate steps to intervene when safe to do so.

Moreover, the Charter School will not condone or tolerate misconduct prohibited by this Policy by any employee, independent contractor or other person with whom AMPS does business, or any other individual, student, or volunteer. This Policy applies to all employees, students, or volunteer actions and relationships, regardless of position or gender. AMPS will promptly and thoroughly investigate and respond to any complaint of misconduct prohibited by this Policy in a manner that is not deliberately indifferent and will take appropriate corrective action, if warranted. AMPS complies with all applicable state and federal laws and regulations and local ordinances in its investigation of and response to reports of misconduct prohibited by this Policy.

Title IX, Harassment, Intimidation, Discrimination and Bullying Coordinator ("Coordinator"):

Grace Borja

2101 Livingston St
Oakland, CA 94606
Phone Number: (510) 535-1580
Email Address: gborja@amethodschools.org

Definitions

Prohibited Unlawful Harassment

- Verbal conduct such as epithets, derogatory jokes or comments or slurs.
- Physical conduct including assault, unwanted touching, intentionally blocking normal movement or interfering with work or school because of sex, race or any other protected basis.
- Retaliation for reporting or threatening to report harassment.
- Deferential or preferential treatment based on any of the protected characteristics listed above.

Prohibited Unlawful Harassment under Title IX

Title IX (20 U.S.C. § 1681 *et seq.*; 34 C.F.R. § 106.1 *et seq.*) and California state law prohibit discrimination and harassment on the basis of sex. In accordance with these existing laws, discrimination and harassment on the basis of sex in education institutions, including in the education institution's admissions and employment practices, is prohibited. All persons, regardless of sex, are afforded equal rights and opportunities and freedom from unlawful discrimination and harassment in education programs or activities conducted by AMPS.

AMPS is committed to providing a work and educational environment free of sexual harassment and considers such harassment to be a major offense, which may result in disciplinary action. Inquiries about the application of Title IX and 34 C.F.R. Part 106 may be referred to the Coordinator, the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

Sexual harassment consists of conduct on the basis of sex, including but not limited to unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct on the basis of sex, regardless of whether or not the conduct is motivated by sexual desire, when: (a) Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, education, academic status, or progress; (b) submission to, or rejection of, the conduct by the individual is used as the basis of employment, educational or academic decisions affecting the individual; (c) the conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment; and/or (d) submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

It is also unlawful to retaliate in any way against an individual who has articulated a good faith concern about sexual harassment against themselves or against another individual.

Sexual harassment may include, but is not limited to:

- Physical assaults of a sexual nature, such as:
 - Rape, sexual battery, molestation or attempts to commit these assaults.

- Intentional physical conduct that is sexual in nature, such as touching, pinching, patting, grabbing, brushing against another's body, or poking another's body.
- Unwanted sexual advances, propositions or other sexual comments, such as:
 - Sexually oriented gestures, notices, remarks, jokes, or comments about a person's sexuality or sexual experience.
 - Preferential treatment or promises of preferential treatment to an individual for submitting to sexual conduct, including soliciting or attempting to solicit any individual to engage in sexual activity for compensation or reward or deferential treatment for rejecting sexual conduct.
 - Subjecting or threats of subjecting a student or employee to unwelcome sexual attention or conduct or intentionally making the student's or employee's performance more difficult because of the student's or the employee's sex.
- Sexual or discriminatory displays or publications anywhere in the work or educational environment, such as:
 - Displaying pictures, cartoons, posters, calendars, graffiti, objections, promotional materials, reading materials, or other materials that are sexually suggestive, sexually demeaning or pornographic or bringing or possessing any such material to read, display or view in the work or educational environment.
 - Reading publicly or otherwise publicizing in the work or educational environment materials that are in any way sexually revealing, sexually suggestive, sexually demeaning or pornographic.
 - Displaying signs or other materials purporting to segregate an individual by sex in an area of the work or educational environment (other than restrooms or similar rooms).

The illustrations of harassment and sexual harassment above are not to be construed as an all-inclusive list of prohibited acts under this Policy.

Prohibited Bullying

Bullying is defined as any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act. Bullying includes one or more acts committed by a student or group of students that may constitute sexual harassment, hate violence, or creates an intimidating and/or hostile educational environment, directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing a reasonable student¹ or students in fear of harm to that student's or those students' person or property.
2. Causing a reasonable student to experience a substantially detrimental effect on the student's physical or mental health.
3. Causing a reasonable student to experience a substantial interference with the student's academic performance.
4. Causing a reasonable student to experience a substantial interference with the student's ability to participate in or benefit from the services, activities, or privileges provided by AMPS.

¹ "Reasonable student" is defined as a student, including, but not limited to, an exceptional needs student, who exercises care, skill and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

Cyberbullying is an electronic act that includes the transmission of harassing communication, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

Electronic act means the creation and transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

1. A message, text, sound, video, or image.
2. A post on a social network Internet Web site including, but not limited to:
 - a. Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in the definition of "bullying," above.
 - b. Creating a credible impersonation of another actual student for the purpose of having one or more of the effects listed in the definition of "bullying," above. "Credible impersonation" means to knowingly and without consent impersonate a student for the purpose of bullying the student and such that another student would reasonably believe, or has reasonably believed, that the student was or is the student who was impersonated.
 - c. Creating a false profile for the purpose of having one or more of the effects listed in the definition of "bullying," above. "False profile" means a profile of a fictitious student or a profile using the likeness or attributes of an actual student other than the student who created the false profile.
3. An act of "Cyber sexual bullying" including, but not limited to:
 - a. The dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a student to another student or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in definition of "bullying," above. A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.
 - b. "Cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.
4. Notwithstanding the definitions of "bullying" and "electronic act" above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

Formal Complaint of Sexual Harassment means a written document filed and signed by a complainant who is participating in or attempting to participate in AMPS's education program or activity or signed by the Coordinator alleging sexual harassment against a respondent and requesting that AMPS investigate the allegation of sexual harassment.

Respondent means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

Bullying and Cyberbullying Prevention Procedures

AMPS has adopted the following procedures for preventing acts of bullying, including cyberbullying.

1. Cyberbullying Prevention Procedures

AMPS advises students:

1. To never share passwords, personal data, or private photos online.
2. To think about what they are doing carefully before posting and by emphasizing that comments cannot be retracted once they are posted.
3. That personal information revealed on social media can be shared with anyone including parents, teachers, administrators, and potential employers. Students should never reveal information that would make them uncomfortable if the world had access to it.
4. To consider how it would feel receiving such comments before making comments about others online.

AMPS informs Charter School employees, students, and parents/guardians of AMPS's policies regarding the use of technology in and out of the classroom. AMPS encourages parents/guardians to discuss these policies with their children to ensure their children understand and comply with such policies.

2. Education

AMPS employees cannot always be present when bullying incidents occur, so educating students about bullying is a key prevention technique to limit bullying from happening. AMPS advises students that hateful and/or demeaning behavior is inappropriate and unacceptable in our society and at AMPS and encourages students to practice compassion and respect each other.

Charter School educates students to accept all student peers regardless of protected characteristics (including but not limited to actual or perceived sexual orientation, gender identification, physical or cognitive disabilities, race, ethnicity, religion, and immigration status) and about the negative impact of bullying other students based on protected characteristics.

AMPS's bullying prevention education also discusses the differences between appropriate and inappropriate behaviors and includes sample situations to help students learn and practice appropriate behavior and to develop techniques and strategies to respond in a non-aggressive way to bullying-type behaviors. Students will also develop confidence and learn how to advocate for themselves and others, and when to go to an adult for help.

AMPS informs AMPS employees, students, and parents/guardians of this Policy and encourages parents/guardians to discuss this Policy with their children to ensure their children understand and comply with this Policy.

3. Professional Development

AMPS annually makes available the online training module developed by the California Department of Education pursuant Education Code section 32283.5(a) to its certificated employees and all other AMPS employees who have regular interaction with students.

AMPS informs certificated employees about the common signs that a student is a target of bullying including:

- Physical cuts or injuries
- Lost or broken personal items
- Fear of going to school/practice/games
- Loss of interest in school, activities, or friends
- Trouble sleeping or eating
- Anxious/sick/nervous behavior or distracted appearance
- Self-destructiveness or displays of odd behavior
- Decreased self-esteem

Charter School also informs certificated employees about the groups of students determined by AMPS, and available research, to be at elevated risk for bullying. These groups include but are not limited to:

- Students who are lesbian, gay, bisexual, transgender, or questioning youth (“LGBTQ”) and those youth perceived as LGBTQ; and
- Students with physical or learning disabilities.

AMPS encourages its employees to demonstrate effective problem-solving, anger management, and self-confidence skills for AMPS’s students.

Grievance Procedures

1. Scope of Grievance Procedures

AMPS will comply with its Uniform Complaint Procedures (“UCP”) policy when investigating and responding to complaints alleging unlawful harassment, discrimination, intimidation or bullying against a protected group or on the basis of a person’s association with a person or group with one or more of the protected characteristics set forth in the UCP that:

- a. Are written and signed;
- b. Filed by an individual who alleges that that individual has personally suffered unlawful discrimination, harassment, intimidation or bullying, or by one who believes any specific class of individuals has been subjected to discrimination, harassment, intimidation or bullying prohibited by this part, or by a duly authorized representative who alleges that an individual student has been subjected to discrimination, harassment, intimidation, or bullying; and
- c. Submitted to the AMPS UCP Compliance Officer not later than six (6) months from the date the alleged unlawful discrimination, harassment, intimidation or bullying occurred, or the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation or bullying.

The following grievance procedures shall be utilized for reports of misconduct prohibited by this Policy that do not comply with the writing, timeline, or other formal filing requirements of a uniform complaint. For formal complaints of sexual harassment, AMPS will utilize the following grievance procedures in addition to its UCP when applicable.

Commented [MB1]: This is required per Ed. Code section 32283.5 (effective 1/1/19). The CDE’s bullying module and online training module are currently located here:

<https://www.cde.ca.gov/ls/ss/se/bullyres.asp>

Commented [MB2]: Per Ed. Code section 218, schools that serve pupils in grades 7 to 12, inclusive, are encouraged to use CDE resources for the support of lesbian, gay, bisexual, transgender, queer, and questioning (LGBTQ) pupils, and strategies to increase support for LGBTQ pupils and thereby improve overall school climate (which are to be updated by July 1, 2021) to provide training at least once every two years to teachers and other certificated employees.

2. Reporting

All staff are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or become aware of misconduct prohibited by this Policy, to intervene when safe to do so, call for assistance, and report such incidents. The Board requires staff to follow the procedures in this policy for reporting alleged acts of misconduct prohibited by this Policy.

Any student who believes they have been subject to misconduct prohibited by this Policy or has witnessed such prohibited misconduct is encouraged to immediately report such misconduct to the Coordinator:

Grace Borja
2101 Livingston St
Oakland, CA 94606
Phone Number: (510) 535-1580
Email Address: gborja@amethodschools.org

Complaints regarding such misconduct may also be made to the U.S. Department of Education, Office for Civil Rights. Civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders may also be available to complainants.

While submission of a written report is not required, the reporting party is encouraged to submit a written report to the Coordinator. AMPS will investigate and respond to all oral and written reports of misconduct prohibited by this Policy in a manner that is not deliberately indifferent. Reports may be made anonymously, but formal disciplinary action cannot be based solely on an anonymous report.

Students are expected to report all incidents of misconduct prohibited by this Policy or other verbal, or physical abuses. Any student who feels they are a target of such behavior should immediately contact a teacher, counselor, the Chief Executive Officer, Coordinator, a staff person or a family member so that the student can get assistance in resolving the issue in a manner that is consistent with this Policy.

AMPS acknowledges and respects every individual's right to privacy. All reports shall be investigated in a manner that protects the confidentiality of the parties and the integrity of the process to the greatest extent possible. This includes keeping the identity of the reporter confidential, as appropriate, except to the extent necessary to comply with the law, carry out the investigation and/or to resolve the issue, as determined by the Coordinator or administrative designee on a case-by-case basis.

AMPS prohibits any form of retaliation against any individual who files a report or complaint, testifies, assists, participates, or refuses to participate in any investigation or proceeding related to misconduct prohibited by this Policy. Such participation or lack of participation shall not in any way affect the status, grades, or work assignments of the individual. Individuals alleging retaliation in violation of this Policy may file a grievance using the procedures set forth in this Policy. Knowingly making false statements or knowingly submitting false information during the grievance process is prohibited and may result in disciplinary action.

All supervisors of staff will receive sexual harassment training within six (6) months of their assumption of a supervisory position and will receive further training once every two (2) years thereafter. All staff,

and any individual designated as a coordinator, investigator or decision-maker will receive sexual harassment training and/or instruction concerning sexual harassment as required by law.

3. Supportive Measures

Upon the receipt of an informal or formal complaint of sexual harassment, the Coordinator will promptly contact the complainant to discuss the availability of supportive measures. The Coordinator will consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint of sexual harassment, and explain the process for filing a formal complaint of sexual harassment.

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint of sexual harassment or where no formal complaint of sexual harassment has been filed. Such measures are designed to restore or preserve equal access to AMPS's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or AMPS's educational environment, or deter sexual harassment. Supportive measures available to complainants and respondents may include but are not limited to counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. AMPS will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of AMPS to provide the supportive measures.

4. Investigation and Response

Upon receipt of a report of misconduct prohibited by this Policy from a student, staff member, parent, volunteer, visitor or affiliate of AMPS, the Coordinator (or administrative designee) will promptly initiate an investigation. In most cases, a thorough investigation will take no more than twenty-five (25) school days. If the Coordinator (or administrative designee) determines that an investigation will take longer than twenty-five (25) school days and needs to be delayed or extended due to good cause, the Coordinator (or administrative designee) will inform the complainant of the reasons for the delay or extension and provide an approximate date when the investigation will be complete.

At the conclusion of the investigation, the Coordinator (or administrative designee) will meet with the complainant and, to the extent possible with respect to confidentiality laws, provide the complainant with information about the investigation, including any actions necessary to resolve the incident/situation. However, the Coordinator (or administrative designee) will not reveal confidential information related to other students or employees.

For investigations of and responses to formal complaints of sexual harassment, the following grievance procedures will apply:

- Notice of the Allegations
 - Upon receipt of a formal complaint of sexual harassment, the Coordinator will give all known parties written notice of its grievance process, including any voluntary informal resolution process. The notice will include:
 - A description of the allegations of sexual harassment at issue and to the extent known, the identities of the parties involved in the incident, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident;

- A statement that the respondent is presumed not responsible for the alleged conduct until a final decision is reached;
 - A statement that the parties may have an advisor of their choice, who may be an attorney, and may inspect and review evidence; and
 - A statement that AMPS prohibits an individual from knowingly making false statements or knowingly submitting false information during the grievance process.
- Emergency Removal
 - AMPS may place a non-student employee respondent on administrative leave during the pendency of a formal complaint of sexual harassment grievance process in accordance with AMPS's policies.
 - AMPS may remove a respondent from AMPS's education program or activity on an emergency basis, in accordance with AMPS's policies, provided that AMPS undertakes an individualized safety and risk analysis, determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal, and provides the respondent with notice and an opportunity to challenge the decision immediately following the removal.
 - This provision may not be construed to modify any rights under the IDEA, Section 504, or the ADA.
- Informal Resolution
 - If a formal complaint of sexual harassment is filed, AMPS may offer a voluntary informal resolution process, such as mediation, to the parties at any time prior to reaching a determination regarding responsibility. If AMPS offers such a process, it will do the following:
 - Provide the parties with advance written notice of:
 - The allegations;
 - The requirements of the voluntary informal resolution process including the circumstances under which the parties are precluded from resuming a formal complaint of sexual harassment arising from the same allegations;
 - The parties' right to withdraw from the voluntary informal resolution process and resume the grievance process at any time prior to agreeing to a resolution; and
 - Any consequences resulting from participating in the voluntary informal resolution process, including the records that will be maintained or could be shared; and
 - Obtain the parties' advance voluntary, written consent to the informal resolution process.
 - AMPS will not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.
- Investigation Process
 - The decision-maker will not be the same person(s) as the Coordinator or the investigator. AMPS shall ensure that all decision-makers and investigators do not have a conflict of interest or bias for or against complainants or respondents.
 - In most cases, a thorough investigation will take no more than twenty-five (25) school days. If the investigator determines that an investigation will take longer than twenty-five (25) school days and needs to be delayed or extended due to good cause, the investigator will inform the complainant and any respondents in writing of the reasons for the delay or extension and provide an approximate date when the investigation will be complete.

- The parties will be provided with an equal opportunity to present witnesses, to inspect and review any evidence obtained that is directly related to the allegations raised, and to have an advisor present during any investigative meeting or interview.
- The parties will not be prohibited from discussing the allegations under investigation or to gather and present relevant evidence.
- A party whose participation is invited or expected at an investigative meeting or interview will receive written notice of the date, time, location, participants, and purpose of the meeting or interview with sufficient time for the party to prepare to participate.
- Prior to completion of the investigative report, AMPS will send to each party and the party's advisor, if any, a copy of the evidence subject to inspection and review, and the parties will have at least ten (10) days to submit a written response for the investigator's consideration prior to the completion of the investigation report.
- The investigator will complete an investigation report that fairly summarizes all relevant evidence and send a copy of the report to each party and the party's advisor, if any, at least ten (10) days prior to the determination of responsibility.
- Dismissal of a Formal Complaint of Sexual Harassment
 - If the investigation reveals that the alleged harassment did not occur in AMPS's educational program in the United States or would not constitute sexual harassment even if proved, the formal complaint with regard to that conduct must be dismissed. However, such a dismissal does not preclude action under another applicable AMPS policy.
 - AMPS may dismiss a formal complaint of sexual harassment if:
 - The complainant provides a written withdrawal of the complaint to the Coordinator;
 - The respondent is no longer employed or enrolled at AMPS; or
 - The specific circumstances prevent AMPS from gathering evidence sufficient to reach a decision on the formal complaint or the allegations therein.
 - If a formal complaint of sexual harassment or any of the claims therein are dismissed, AMPS will promptly send written notice of the dismissal and the reason(s) for the dismissal simultaneously to the parties.
- Determination of Responsibility
 - The standard of evidence used to determine responsibility is the preponderance of the evidence standard.
 - Determinations will be based on an objective evaluation of all relevant evidence and credibility determinations will not be based on a person's status as a complainant, respondent, or witness.
 - AMPS will send a written decision on the formal complaint to the complainant and respondent simultaneously that describes:
 - The allegations in the formal complaint of sexual harassment;
 - All procedural steps taken including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather other evidence;
 - The findings of facts supporting the determination;
 - The conclusions about the application of AMPS's code of conduct to the facts;
 - The decision and rationale for each allegation;
 - Any disciplinary sanctions the recipient imposes on the respondent, and whether remedies designed to restore or preserve equal access to the education program or activity will be provided to the complainant; and
 - The procedures and permissible bases for appeals.

5. Consequences

Students or employees who engage in misconduct prohibited by this Policy, knowingly make false statements or knowingly submit false information during the grievance process may be subject to disciplinary action up to and including expulsion from AMPS or termination of employment. The Coordinator is responsible for effective implementation of any remedies ordered by AMPS in response to a formal complaint of sexual harassment.

6. Right of Appeal

Should the reporting individual find AMPS's resolution unsatisfactory, the reporting individual may, within five (5) business days of notice of AMPS's decision or resolution, submit a written appeal to the President of the AMPS Board, who will review the investigation and render a final decision.

The following appeal rights and procedures will also apply to formal complaints of sexual harassment:

- The complainant and the respondent shall have the same appeal rights and AMPS will implement appeal procedures equally for both parties.
- AMPS will notify the other party in writing when an appeal is filed.
- The decision-maker for the appeal will give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome; issue a written decision describing the result of the appeal and the rationale for the result; and provide the written decision simultaneously to both parties.

7. Recordkeeping

All records related to any investigation of complaints under this Policy are maintained in a secure location.

AMPS will maintain the following records for at least seven (7) years:

- Records of each sexual harassment investigation, including any determination of responsibility; any audio or audiovisual recording or transcript; any disciplinary sanctions imposed on the respondent; and any remedies provided to the complainant.
- Records of any appeal of a formal sexual harassment complaint and the results of that appeal.
- Records of any informal resolution of a sexual harassment complaint and the results of that informal resolution.
- All materials used to train Title IX coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process.
- Records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment.

TITLE IX, HARASSMENT, INTIMIDATION, DISCRIMINATION & BULLYING COMPLAINT FORM

Your Name: _____ Date: _____

Date of Alleged Incident(s): _____

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

List any witnesses that were present: _____

Where did the incident(s) occur? _____

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

I hereby authorize AMPS to disclose the information I have provided as it finds necessary in pursuing its investigation. I hereby certify that the information I have provided in this complaint is true and correct and complete to the best of my knowledge and belief. I further understand that providing false information in this regard could result in disciplinary action up to and including termination.

Signature of Complainant Date: _____

Print Name

To be completed by the Charter School:

Received by: _____ Date: _____

Follow up Meeting with Complainant held on: _____

Coversheet

Approval of Attendance Policy

Section:	IV. Consent Agenda
Item:	C. Approval of Attendance Policy
Purpose:	Vote
Submitted by:	
Related Material:	Attendance Policy Redline.docx

ATTENDANCE POLICY

Board Policy #: [INSERT]

Adopted/Ratified: 2005

Revision Date: [INSERT]

Consistent school attendance is critical to the school's success. Being present for classroom instructional time is essential for students to reach their goals and achieve their dreams. Chronic absenteeism has been linked to an increased likelihood of poor academic performance, disengagement from school and further behavioral problems. It is the intent of the Board of Directors ("Board") of Amethood Public Schools ("AMPS" or "Charter School") to ensure that students attend school every day and on time. The policy permits students to be excused from school for justifiable reasons such as illness, doctor's appointment, family emergency, and attendance at religious retreats.

Definitions

- *"Tardy"*: AMPS starts at [INSERT TIME]. Students shall be classified as tardy if the student arrives after that time.
- *"Unexcused Absence"*: A student shall have an unexcused absence if the student is absent or is tardy for more than thirty (30) minutes without a valid excuse.
- *"Truant"*: A student shall be classified as a truant if the student is absent from school without a valid excuse three (3) full days in one school year, or if the student is tardy or absent for more than any 30-minute period during the school day without a valid excuse on three (3) occasions in one school year, or any combination thereof. Any student who has once been reported as a truant and who is again absent from school without valid excuse one or more days, or tardy on one or more days, shall again be deemed a truant. Such students shall be reported to the Chief Executive Officer or designee.
- *"Habitual Truant"*: A student shall be classified as a habitual truant if the student is reported for truancy three (3) or more times within the same school year. This generally occurs when the student is absent from school without a valid excuse for five (5) full days in one school year or if the student is tardy or absent for more than any 30-minute period during the school day without a valid excuse on five (5) occasions in one school year, or any combination thereof.
- *"Chronic Truant"*: Students shall be classified as a chronic truant if the student is absent from school without a valid excuse for ten (10) percent or more of the school days in one school year, from the date of enrollment to the current date.
- *"School Attendance Review Team ("SART")"*: The SART panel will be composed of [INSERT ADMINISTRATORS AND/OR OTHER CERTIFICATED PERSONNEL WHO WILL BE ON THE SART PANEL]. The SART panel will discuss the absence problem with the student's parent/guardian to work on solutions, develop strategies, discuss appropriate support services for the student and student's family, and establish a plan to resolve the attendance issue.

Commented [MB1]: These definitions mirror the Education Code. We advise using these definitions as it makes it easier to work with the local County Office of Education and/or the local D.A. to attempt to combat truancy problems.

Commented [MB2]: Please amend as necessary to align with the school's preferred admin designee.

Commented [MB3]: SART is a panel organized by the charter school pursuant to this policy. It is not something provided for in the law. School Districts or County Offices of Education utilize a School Attendance Review Board (SARB) that is defined within the Education Code. Charter schools may also (or instead) wish to consider contacting their local County Office of Education to determine whether participation in the COE's SARB process is an option, but usually it is not an option. If so, this policy can be updated with the appropriate information.

1. The SART panel shall direct the parent/guardian that no further unexcused absences or tardies can be tolerated.
2. The parent/guardian shall be required to sign a contract formalizing the agreement by the parent/guardian to improve the child's attendance or face additional administrative action. The contract will identify the corrective actions required in the future, and indicate that the SART panel shall have the authority to order one or more of the following consequences for non-compliance with the terms of the contract:
 - a. Parent/guardian to attend school with the child for one day
 - b. Student retention
 - c. After school detention program
 - d. Required school counseling
 - e. Loss of field trip privileges
 - f. Loss of school store privileges
 - g. Loss of school event privileges
 - h. Mandatory Saturday school
 - i. Required remediation plan as set by the SART
 - j. Notification to the County District Attorney

Commented [MB4]: Please note that charter schools are NOT permitted to collect ADA for Saturday school.

3. The SART panel may discuss other school placement options.
4. Notice of action recommended by the SART will be provided in writing to the parent/guardian.

Commented [MB5]: Please note that per AB 1360, notice and an opportunity for a hearing are required before a student can be involuntarily removed. We provide more information about this in the "Involuntary Removal" section below.

Also, even if the School follows all legally required procedures to remove a child due to truancy or other reasons, please keep in mind that such removals may be unlawful for other reasons. For example, students receiving special education services under the IDEA or Section 504 cannot be removed unless a manifestation determination meeting is held by the IEP or 504 team in accordance with applicable law. Please let us know if you have any questions.

Excused Absences for Classroom Based Attendance

Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons, as permitted bylaw or Board policy.

A student's absence shall be excused for the following reasons:

1. Personal illness;
2. Quarantine under the direction of a county or city health officer;
3. Medical, dental, optometric, or chiropractic appointments;
 - a. Students in grades 7-12, inclusive, may be excused from school for the purpose of obtaining confidential medical services without the consent of the student's parent or guardian.
- 3.4. Attendance at funeral services for a member of the immediate family:
 - a. Excused absence in this instance shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state.
 - b. "Immediate family" shall be defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister or any relative living in the student's immediate household.
- 4.5. Participation in religious instruction or exercises in accordance with Board policy:
 - a. The student shall be excused for this purpose on no more than four school days per

Commented [MB6]: Pursuant to EC §46010.1, the governing board of each school district shall, each academic year, notify pupils in grades 7 to 12, inclusive, and the parents or guardians of all pupils enrolled in the district, that school authorities **may excuse any pupil from the school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian.** This also mirrors Family Code §6924 and Health and Safety Code §124260, which allows for minors to unilaterally consent to medical treatment under certain circumstances.

While this provision applies to school districts, we recommend the charter school consider adopting it as a best practice to protect the health, safety, and confidentiality of students.

month.

6. For the purposes of jury duty in the manner provided for by law.
7. Due to the illness or medical appointment during school hours of a child of whom the student is the custodial parent, including absences to care for a sick child. (The school does not require a note from the doctor for this excusal).
8. To permit the student to spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the Charter School.
9. For the purpose of serving as a member of a precinct board for an election pursuant to Election Code section 12302.
10. Attendance at the student's naturalization ceremony to become a United States citizen.
11. Authorized parental leave for a pregnant or parenting student for up to eight (8) weeks, which may be extended if deemed medically necessary by the student's physician.
12. Authorized at the discretion of the Chief Executive Officer or designee, based on the facts of the student's circumstances, are deemed to constitute a valid excuse.
13. A student who holds a work permit to work for a period of not more than five (5) consecutive days in the entertainment or allied industries shall be excused from school during the period that the student is working in the entertainment or allied industry for a maximum of up to five (5) absences per school year subject to the requirements of Education Code section 48225.5.
14. In order to participate with a not-for-profit performing arts organization in a performance for a public-school student audience for a maximum of up to five (5) days per school year provided the student's parent or guardian provides a written note to the school authorities explaining the reason for the student's absence.
- 5.15. For the following justifiable personal reasons for a maximum of five (5) school days per school year, upon advance written request by the student's parent or guardian and approval by the Chief Executive Officer or designee pursuant to uniform standards. In addition, a student's absence shall be excused for justifiable personal reasons such as:
 - a. Appearance in court;
 - b. Attendance at a funeral;
 - e.b. Observation of a holiday or ceremony of his/her religion;
 - c. Attendance at religious retreats for no more than four hours during a semester.
 - d. Attendance at an employment conference.
 - d.e. Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization.

Commented [MB7]: Per Ed. Code Section 46015 (added by AB 2289 eff. 01/01/19). This law permits students who are pregnant or parenting to take 8 weeks of parental leave, which can be extended if medically necessary. Thus, we have included this section to comply with the law. If you have any specific questions about parental leave or supporting parent/pregnant students, please let us know.

Commented [MB8]: This timeframe may be adjusted in this policy per the School's program, but the approvals of these absences and the timeframes for these absences need to be based on a uniform standard.

Method of Verification

When a student has not arrived by 9:00 a.m., and no contact from a parent has been received, a school representative will attempt to contact parent/guardian. To have an absence excused, a parent/guardian must call or send a signed note stating the reason for the absence upon the student's return to school. ~~A doctor's note is recommended for extended absences due to medical reasons.~~

~~Three (3) or more consecutive absences due to medical reasons, the school may require a note from a physician.~~ If appropriate notification has not been received within two (2) days of student's return to school, the absence may be considered an unexcused absence. Parents whose work schedule prevents them from contacting the school during the normal school hours are strongly urged to send a note with the student, leave a message after hours, or email the school with an urgent message. When students who have been absent return to school, they must present a satisfactory explanation verifying the reason for the absence.

The following methods may be used to verify student absences:

1. Written note from parent/guardian, parent representative;
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
 - a) Name of student;
 - b) Name of parent/guardian or parent representative;
 - c) Name of verifying employee;
 - d) Date or dates of absence; and
 - e) Reason for absence.
3. Visit to the student's home by the verifying employee or designee, or any other reasonable method, which establishes the fact that the student was absent for the reasons stated. A written recording shall be made, including information outlined above.
4. Healthcare provider verification
 - a. When excusing students for confidential medical services or verifying such appointments, School staff shall not ask the purpose of such appointments but may contact a medical office to confirm the time of the appointment.
 - b. A healthcare provider's note of illness will be accepted for any reported absence. When a student has had 3 or more consecutive 14 absences in the school year for illness verified by methods listed in #1-#3 above without a healthcare provider's note, any further absences for illness must be verified by a healthcare provider.

***Insofar as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during non-school hours, and, whenever possible, to encourage students to return to school after a non-emergency appointment.*

Students ~~in grades K-8~~ should not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency or for students in grades 7-12, inclusive, who may be excused from school for the purpose of obtaining confidential medical services without the consent of the student's parent or guardian. Student absence for religious instruction or participation in religious

exercises away from school property may be considered excused subject to administrative regulations and law.

Unexcused Absences/Truancy for Classroom Based Attendance

~~Students shall be classified as truant if absent from school without a valid excuse three full days in one school year or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. Such students shall be reported to the Director or designee.~~ The Chief Executive Officer, or designee, shall implement positive steps to reduce truancy, including working with the family in an attempt to resolve the attendance problem. A student's progress and learning may be affected by excessive unexcused absences. In addition, the Charter School is fiscally dependent on student attendance and is negatively impacted by excessive unexcused absences. If all attempts to resolve the student's attendance problem are unsuccessful, the Charter School will implement the processes described below.

Commented [MB9]: While this is not required language for charter schools and you are not obligated to adopt a truancy policy, we strongly encourage a written policy on procedures the charter school will follow for truant students. Having a record of both absences and methods/frequency of intervention to remedy the truancy will be important if the charter school decides to involuntarily remove the student for attendance purposes. This documentation will allow the charter school to support its potential decision to remove the student should a parent of authorizing district contest the decision, and also track how thorough and effective certain methods of intervention are. Please let us know if you would like any assistance drafting any form letters described herein.

Process for Addressing Truancy

- a. ~~Each of the first two (2) unexcused absences or unexcused tardies over 30 minutes will result in a call home to the parent/guardian by the Chief Executive Officer or designee. The student's classroom teacher may also call home.~~
- b. ~~Each of the third (3rd) and fourth (4th) unexcused absences or unexcused tardies over 30 minutes will result in a call home to the parent/guardian by the Chief Executive Officer or designee. In addition, the student's classroom teacher may also call home and/or the Charter School may send the parent an e-mail notification. In addition, upon reaching three (3) unexcused absences or unexcused tardies over 30 minutes in a school year, the parent/guardian will receive "Truancy Letter #1 – Truancy Classification Notice" from the Charter School notifying the parent/guardian of the student's "Truant" status. This letter must be signed by the parent/guardian and returned to the Charter School. This letter shall also be accompanied by a copy of this Attendance Policy. This letter, and all subsequent letter(s) sent home, shall be sent by Certified Mail, return receipt requested, or some other form of mail that can be tracked. This letter shall be re-sent after a fourth (4th) unexcused absence.~~
- c. ~~Upon reaching five (5) unexcused absences or unexcused tardies over 30 minutes, the parent/guardian will receive "Truancy Letter #2 – Habitual Truant Classification Notice and Conference Request," notifying the parent/guardian of the student's "Habitual Truant" status and a parent/guardian conference will be scheduled to review the student's records and develop an intervention plan/contract. In addition, the Charter School will consult with a school counselor regarding the appropriateness of a home visitation and/or case management.~~
- d. ~~Upon reaching six (6) unexcused absences or unexcused tardies over 30 minutes, the parent/guardian will receive a "Truancy Letter #3 – Referral to SART Meeting" and the student will be referred to a Student Success Team (SST) and the SART.~~
5. If the conditions of the SART contract are not met, the student may incur additional administrative action up to and including disenrollment from the Charter School, consistent with the Involuntary Removal Process described below. If the student is disenrolled after the

Commented [MB10]: We can provide you with sample letters for all of the notifications in green. Please let us know if you would like any draft letters.

Commented [MB11]: You may revise the process below. However, a procedure for addressing truancy is strongly recommended, as a means of getting all staff on the same page and having clear expectations for how to manage absences.

Commented [MB12]: We recommend these letters be sent via certified mail, return receipt requested so that you can track that parents actually received the letters.

Commented [MB13]: This language should be modified or removed, consistent with available resources at the charter school

Commented [MB14]: At the sixth unexcused absence or tardy (which is the equivalent to the 4th truancy), the School might seek the assistance of the District Attorney. This is written in alignment with Education Code Section 48264.5

Commented [MB15]: See section below on involuntary removal.

Involuntary Removal Process has been followed, notification will be sent within thirty (30) days to the student's last known school district of residence.

6. For all communications set forth in this process, the Charter School will use the contact information provided by the parent/guardian in the registration packet. It is the parent's or guardian's responsibility to update the Charter School with any new contact information.
7. If a student is absent ten (10) or more consecutive school days without valid excuse and the student's parent/guardian cannot be reached at the number or address provided in the registration packet and does not otherwise respond to the Charter School's communication attempts, as set forth above, the student will be in violation of the SART contract, and the SART panel will recommend that the student be disenrolled in compliance with the Involuntary Removal Process described below. The Involuntary Removal Process can be started immediately upon the Charter School receiving documentation of the student's enrollment and attendance at another public or private school (i.e., a CALPADS report).

~~EC Section 48260 (a): Any pupil subject to compulsory full-time education or compulsory continuation education who is absent from school without a valid excuse three full days or tardy or absent more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof, is a truant and shall be reported to the attendance supervisor or the superintendent of the school district.~~

THE EC SECTION REGARDING NOTIFICATION READS AS FOLLOWS:

~~EC Section 48260.5: Upon a pupil's initial classification as a truant, the school district shall notify the pupil's parent or guardian, by first-class mail or other reasonable means, of the following:~~

- ~~(a) That the pupil is a truant.~~
 - ~~(b) That the parent or guardian is obligated to compel the attendance of the pupil at school.~~
 - ~~(c) That parents or guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to Article 6 (commencing with Section 48290) of Chapter 2 of Part 27.~~
 - ~~(d) That alternative educational programs are available in the district.~~
 - ~~(e) That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.~~
 - ~~(f) That the pupil may be subject to prosecution under Section 48264.~~
 - ~~(g) That the pupil may be subject to suspension, restriction, or delay of the pupil's driving privilege pursuant to Section 13202.7 of the Vehicle Code.~~
 - ~~(h) That it is recommended the parent or guardian accompany the pupil to school and attend classes with the pupil for one day.~~
- ~~(a) In accordance with California Charter Law EC Section 47610: Charter school is exempt from laws governing school districts; except for EC 47611 or 41365.~~

Commented [MB16]: a parent or the authorizing agency may take issue with this language. We generally advise that so long as the parent is non-responsive, the charter school has an obligation to disenroll the student and notify the district of residence.

However, for absences from a charter school, there is no express legal timeline authorizing a charter school disenroll. Thus, the 10 school day limitation may be subject to challenge. We believe adopting this policy language, however, sufficiently protects the charter school, particularly because it requires the school to make regular contact with the parent.

AMPS (INTERVENTIONS)

When a student is an *habitual* truant, or is irregular in attendance at school, or is habitually insubordinate or disorderly during school, the school will notify the parent or guardian of the excessive absences by phone call, first-class mail or other reasonable means, and the notification will include specific information related to the student's unexcused absences.

The student may be referred to a school attendance review board (SARB) or to the county probation department pursuant to *EC* Section 48263. The student may also be referred to a probation officer or district attorney mediation program pursuant to *EC* Section 48263.5. In accordance with AMPS policy, parents/guardians will be contacted and/or truant students may be assigned a special individualized program to make up absences. If a student and/or parents do not comply with the assigned Intervention program, then the student may be retained or demoted a grade (when coupled with low grades) in accordance with AMPS policies stated in the school contract.

The intent of these laws and policies is to provide intensive guidance to meet the unique needs of students with school attendance problems pursuant to *EC* Section 48320. These interventions are designed to divert students with serious attendance and behavioral problems from the juvenile justice system and to reduce the number of students who drop out of school.

Process for Students Who Are Not in Attendance at the Beginning of the School Year

FIRST DAY OF SCHOOL POLICY

Students, who are not in attendance due to an unexcused absence by the third day of school without notification, will be un-enrolled from the school roster, as it will be assumed that the student has chosen another school option. The School will attempt to reach the Parent/Guardian on a daily basis for each of the first three days to determine whether the student has an excused absence. If the student has a basis for an excused absence, parents must notify the school of the absence and provide documentation.

When a student is not in attendance on the first five (5) days of the school year, the Charter School will attempt to reach the student's parent/guardian on a daily basis for each of the first five (5) days to determine whether the student has an excused absence, consistent with the process outlined in this policy. If the student has a basis for an excused absence, the student's parent/guardian must notify the Charter School of the absence and provide documentation consistent with this policy. However, consistent with process below, students who are not in attendance due to an unexcused absence by the fifth (5th) day of the school year will be disenrolled from the Charter School roster after following the Involuntary Removal Process described below, as it will be assumed that the student has chosen another school option.

1. Students who are not in attendance on the first (1st) day of the school year will be contacted by phone to ensure their intent to enroll in the Charter School.
2. Students who have indicated their intent to enroll but have not attended by the third (3rd) day of the school year and do not have an excused absence will receive a letter indicating the student's risk of disenrollment.

3. Students who have indicated their intent to enroll but have not attended by the fifth (5th) day of the school year and do not have an excused absence will receive a phone call reiterating the content of the letter.
4. Students who are not in attendance by the sixth (6th) day of the school year and do not have an excused absence will receive an **Involuntary Removal Notice** and the **CDE Enrollment Complaint Notice and Form**. The Charter School will follow the Involuntary Removal Process described below, which includes an additional **five (5) schooldays** for the parent/guardian to respond to the Charter School and request a hearing before disenrollment.
5. The Involuntary Removal Process can be started immediately upon the Charter School receiving documentation of the student's enrollment and attendance at another public or private school (i.e., a CALPADS report).
6. The Charter School will use the contact information provided by the parent/guardian in the registration packet.
7. Within thirty (30) calendar days of disenrollment, the Charter School will send the student's last known school district of residence **a letter** notifying it of the student's failure to attend the Charter School.

Involuntary Removal Process

No student shall be involuntarily removed by the Charter School for any reason unless the parent or guardian of the student has been provided written notice of the Charter School's intent to remove the student ("Involuntary Removal Notice"). The Involuntary Removal Notice must be provided to the parent or guardian no less than **five (5) schooldays** before the effective date of the proposed disenrollment date.

The written notice shall be in the native language of the student or the student's parent or guardian or, if the student is a foster child or youth or a homeless child or youth, the student's educational rights holder. The Involuntary Removal Notice shall include:

1. The charges against the student
2. An explanation of the student's basic rights including the right to request a hearing before the effective date of the action
3. The CDE Enrollment Complaint Notice and Form

The hearing shall be consistent with the Charter School's expulsion procedures. If the student's parent, guardian, or educational rights holder requests a hearing, the student shall remain enrolled and shall not be removed until the Charter School issues a final decision. As used herein, "involuntarily removed" includes disenrolled, dismissed, transferred, or terminated, but does not include suspensions or expulsions pursuant to the Charter School's suspension and expulsion policy.

Upon a parent's or guardian's request for a hearing, the Charter School will provide notice of hearing consistent with its expulsion hearing process, through which the student has a fair opportunity to present testimony, evidence, and witnesses and confront and cross-examine adverse witnesses, and at which the student has the right to bring legal counsel or an advocate. The notice of hearing shall be in the native

Commented [MB17]: Pursuant to EC § 47605(e)(4)(D), this CDE Notice and Form is to be provided to a student's Parent/Guardian prior to the disenrollment of a student. As such, we also suggest including the CDE Notice and Form along with this letter.

This form can be located at:
<https://www.cde.ca.gov/sp/ch/cscomplaint.asp>

Commented [MB18]: Please note that based on this timeline, the School can not remove a student until a min. of 11 school days into the school year (6 days of no attendance and 5 days to respond to the involuntary removal letter).

Commented [MB19]: Please note that the school must wait 5 school days after sending this letter to remove a student.

Commented [MB20]: Per AB 1360 (EC 47605(b)(5)(J): a student cannot be involuntarily removed without following the procedures available under this subdivision of the statute. It is unclear whether that means the Charter School must follow its expulsion hearing procedures OR provide a hearing as outlined in the statute. Thus, the Charter School could consider utilizing slightly different hearing procedures, so long as the following criteria are met:

(I) Provide timely, written notice of the charges against the pupil and an explanation of the pupil's basic rights.

(II) Provide a hearing adjudicated by a neutral officer within a reasonable number of days at which the pupil has a fair opportunity to present testimony, evidence, and witnesses and confront and cross-examine adverse witnesses, and at which the pupil has the right to bring legal counsel or an advocate.

language of the student or the student's parent or guardian or, if the student is a foster child or youth or a homeless child or youth, the student's educational rights holder and shall include a copy of the Charter School's expulsion hearing process.

If the parent/guardian is nonresponsive to the Involuntary Removal Notice, the student will be disenrolled as of the effective date set forth in the Involuntary Removal Notice. If parent/guardian requests a hearing and does not attend on the date scheduled for the hearing, the student will be disenrolled effective the date of the hearing.

If as a result of the hearing the student is disenrolled, notice will be sent to the student's last known school district of residence within thirty (30) calendar days.

A hearing decision not to disenroll the student does not prevent the Charter School from making a similar recommendation in the future should student truancy continue or re-occur.

These policies will be enforced fairly, uniformly, and consistently without regard to any protected classification, including but not limited to race, ethnicity, national origin, gender, disability, or sexual orientation.

Referral to Appropriate Agencies or County District Attorney

It is the Charter School's intent to identify and remove all barriers to the student's success, and the Charter School will explore every possible option to address student attendance issues with the family. For any unexcused absence, the Charter School may refer the family to appropriate school-based and/or social service agencies.

If a student's attendance does not improve after a SART contract has been developed according to the procedures above, or if the parents/guardians fail to attend a required SART meeting, the Charter School shall notify the County District Attorney's office, which then may refer the matter for prosecution through the court system. Students twelve (12) years of age and older may be referred to the juvenile court for adjudication.

Non-Discrimination

These policies will be enforced fairly, uniformly, and consistently without regard to the characteristics listed in Education Code section 220 (actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Penal Code section 422.55, including immigration status, pregnancy, or association with an individual who has any of the aforementioned characteristics).

Reports

The Chief Executive Officer, or designee, shall gather and report to the Board the number of absences both excused and unexcused as well as students who are truant, and the steps taken to remedy the problem.

Commented [MB21]: These are not requirements under AB 1360, but we advise taking these steps to provide due process to the student. Therefore, the charter school will need to ensure documents are translated and include a copy of the expulsion hearing procedures.

Commented [MB22]: While this is not legally required, the charter school is encouraged to provide such references if they are available.

Commented [MB23]: We recommend specifying the interim at which these reports will be required (i.e. quarterly, annually, etc.).

Penalties (Student)

The law provides schools and school districts with discretion regarding student penalties for truancy as long as they are consistent with state law.

The AMPS policies regarding penalties for students who are truant reads as follows:

In accordance with EC Section 48264.5 AMPS may pursue or refer the following infractions within the stated Education Code:

(a) Student to attend makeup classes conducted on one day of a weekend pursuant to subdivision (c) of Section 37223

(b) The pupil may be personally given a written warning by any peace officer specified in Section 830.1 of the Penal Code. A record of written warning may be kept at the school for a period of not less than two years, or until the pupil graduates or transfers, from that school. If the pupil transfers, the record may be forwarded to any school receiving the pupil's school records. A record of the written warning may be maintained by the law enforcement agency in accordance with that law enforcement agency's policies and procedures.

(c) The pupil may be assigned by the OCA Administration to an after school and/or weekend study program located within the same county as the pupil's school and/or an "off school calendar" tutoring sessions. If the pupil fails to successfully complete the assigned study program, the pupil shall be subject to any/all OCA Policies and or legal remedies described by the state law.

PENALTIES (PARENT)

Penalties against parents apply when any parent, guardian, or other person having control or charge of any student fails to compel the student to attend school. The penalties against parents in EC Section 48293 (a) become progressively more severe with a second and third conviction. The EC Section regarding penalties for parents of a truant reads as follows:

EC Section 48293 (a): Any parent, guardian, or other person having control or charge of any pupil who fails to comply with this chapter, unless excused or exempted there from, is guilty of an infraction and shall be punished as follows:

(1) Upon a first conviction, by a fine of not more than one hundred dollars (\$100);

(2) Upon a second conviction, by a fine of not more than two hundred fifty dollars (\$250);

(3) Upon a third or subsequent conviction, if the person has willfully refused to comply with this section, by a fine of not more than five hundred dollars (\$500). In lieu of the fines prescribed in paragraphs (1), (2), and (3), the court may order the person to be placed in a

~~parent education and counseling program.~~

~~EC Section 48293 (b): A judgment that a person convicted of an infraction be punished as prescribed in subdivision (a) may also provide for the payment of the fine within a specified time or in specified installments, or for participation in the program. A judgment granting a defendant time to pay the fine or prescribing the days of attendance in a program shall order that if the any installment thereof, on the date it is due, he or she shall appear in court on that date for further proceedings. Willful violation of this order is punishable as contempt.~~

~~EC Section 48293 (c): The court may also order that the person convicted of the violation of subdivision (a) immediately enroll or reenroll the pupil in the appropriate school or educational program and provide proof of enrollment to the court. Willful violation of an order under this subdivision is punishable as civil contempt with a fine of up to one thousand dollars (\$1,000). An order of contempt under this subdivision shall not include imprisonment.~~

~~Attendance is a major component of student success and is mandatory according to state law. AMPS may choose to remedy truant students by enforcing the applicable laws listed above and any other remedies within the law and AMPS policies.~~

Coversheet

Approval of Student Wellness Policy

Section:	IV. Consent Agenda
Item:	D. Approval of Student Wellness Policy
Purpose:	Vote
Submitted by:	
Related Material:	Student Wellness Policy Redline.docx

STUDENT WELLNESS POLICY

Board Policy Number: **[INSERT]**

Adopted: **[INSERT]**

Revised: **[INSERT DATE]**

Commented [MB1]: This policy is legally required because the school participates in the National School Lunch Program and accepts Title I funds.

Commented [MB2]: Please update this information.

The Board of Directors of Amethod Public Schools (“AMPS” or the “Charter School”) is committed to the optimal development of every student. AMPS believes that for students to have the opportunity to achieve personal, academic, developmental and social success, we need to create positive, safe and health-promoting learning environments at every level, in every setting, throughout the school year.

Research shows that two components, good nutrition and physical activity before, during and after the school day, are strongly correlated with positive student outcomes. Conversely, less-than-adequate consumption of specific foods including fruits, vegetables and dairy products, is associated with lower grades among students. In addition, students who are physically active through active transport to and from school, recess, physical activity breaks, high-quality physical education and extracurricular activities – do better academically. Finally, there is evidence that adequate hydration is associated with better cognitive performance.

This Policy outlines AMPS’s approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. Specifically, this Policy establishes goals and procedures to ensure that:

- Students in AMPS have access to healthy foods throughout the school day—both through reimbursable school meals and other foods available throughout the Charter School campus—in accordance with Federal and state nutrition standards.
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors.
- Students have opportunities to be physically active before, during and after the school day.
- The Charter School engages in nutrition and physical activity promotion and other activities that promote student wellness.
- Charter School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school.
- The community is engaged in supporting the work of AMPS in creating continuity between Charter School and other settings for students and staff to practice lifelong healthy habits.
- The Charter School establishes and maintains an infrastructure for management, oversight, implementation, communication about and monitoring of this Policy and its established goals and objectives.

This Policy applies to all students and staff in AMPS. Specific measurable goals and outcomes are identified within each section below.

I. Charter School Wellness Committee

Committee Role and Membership

AMPS will convene a representative Charter School Wellness Committee (“Well-Com”), or work within

Commented [MB3]: 42 USCS § 1758b(b)(3) and 7 CFR 210.31(d) require the School to have parent involvement in the development and periodic review of the policy. While the law does not require the School to convene a committee to do this, the USDA recommends that school districts do so. As we understand it may be difficult/burdensome for a charter school to have this committee, we left the language here for your consideration and highlighted the references to this committee in blue. If you do not want to have the committee, please let us know so we can work with you to ensure appropriate alternative language is included here documenting parent involvement.

an existing school health committee, that meets at least **four (4)** times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review and update of this Policy.

Commented [MB4]: The USDA recommends meeting a minimum of 4 times per year. This is not a legal requirement, so the School can update this number as needed.

The **Well-Com** membership will represent all grade/school levels (elementary and secondary schools) and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program (e.g., school nutrition director); physical education teachers; health education teachers; school health professionals (e.g., health education teachers, school health services staff [e.g., nurses, physicians, dentists, health educators, and other allied health personnel who provide school health services], and mental health and social services staff [e.g., school counselors, psychologists, social workers, or psychiatrists]; school administrators (e.g., **Chief Executive Officer, principal, vice principal**); school board members; health professionals (e.g., dietitians, doctors, nurses, dentists); and the general public. When possible, membership will also include Supplemental Nutrition Assistance Program Education coordinators ("SNAP-EDEDSNAP-Ed"). To the extent possible, the **Well-Com** will include representatives from each school building and reflect the diversity of the community.

Commented [MB5]: This list can be revised/customized depending on the School, but should at least include parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the general public. See 7C.F.R. 210.31(c)(4).

Please ensure all of the administrative titles included align with your program.

Leadership

The **Chief Executive Officer** or designee(s) will convene the **Well-Com** and facilitate development of and updates to the Policy and will ensure Charter School's compliance with the Policy.

Additionally, the designated official for oversight of the **Well-Com** is:

[INSERT TITLE AND CONTACT INFORMATION]

II. Wellness Policy Implementation, Monitoring, Accountability and Community Engagement

Implementation Plan

Using the steps outlined below, AMPS will ensure the Charter School meets legal obligations regarding implementation of this Policy.

This Policy and the progress reports can be found at: **[INSERT WEBSITE LINK TO POLICY.]**

Recordkeeping

AMPS will retain records to document compliance with the requirements of this policy in the main office. Documentation maintained in this location will include but will not be limited to:

- The written Policy.
- Documentation demonstrating that the Policy has been made available to the public.
- Documentation to demonstrate compliance with the annual public notification requirements and community involvement requirements.
- Documentation of the triennial assessment of the Policy.
- Documentation demonstrating the most recent assessment on the implementation of the Policy has been made available to the public.

Annual Notification of Policy

AMPS will actively inform families and the public each year of basic information about this Policy, including its content, any updates to the Policy, and implementation status. AMPS will make this information available via the Charter School website and/or Charter School-wide communications. AMPS will provide as much information as possible about the Charter School nutrition environment. This will include a summary of Charter School's events or activities related to Policy implementation.

Annually, AMPS will also publicize the name and contact information of the Charter School official(s) leading and coordinating the Well-Com, as well as information on how the public can get involved with the Well-Com.

Commented [MB6]: This may be removed if the School does not opt to have a committee.

Triennial Progress Assessments

At least once every three years, AMPS will evaluate compliance with the wellness policy to assess the implementation of the Policy and include:

- The extent to which the Charter School is in compliance with this Policy;
- The extent to which the Charter School's Policy compares to model wellness policies; and
- A description of the progress made in attaining the goals of the Charter School's Policy.

Commented [MB7]: This policy is based on the USDA Alliance for a Healthier Generation Model Policy.

The position/person responsible for managing the triennial assessment and contact information is:

[INSERT PERSON RESPONSIBLE, HIS/HER TITLE, AND CONTACT INFO.]

The **Well-Com/** Chief Executive Officer will monitor the Charter School's compliance with this Policy.

Commented [MB8]: Amend as necessary to align with the school's preferred admin designee.

AMPS will actively notify households/families of the availability of the triennial progress report.

Revisions and Updating the Policy

AMPS will update or modify this Policy as appropriate based on the results of the annual Charter School Health Index and triennial assessments and/or as Charter School priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. This Policy will be assessed and updated as indicated at least every three (3) years, following the triennial assessment.

Commented [MB9]: Review and update of the policy is required based on the triennial assessments described above, pursuant to 7 C.F.R. 210.31(e)(2).

Commented [MB10]: The School Health Index is a free online self-assessment available from the Centers for Disease Control to help schools identify strengths and weaknesses in policies/programs; develop an action plan to improve student health and safety; and involve teachers, parents, students, and the community in improving school policies. The School does not have to use it but it is a resource available free of charge. It is available at: https://nccd.cdc.gov/DASH_SHI/Default/Login.aspx

Commented [MB11]: Please ensure this Policy is assessed and updated every 3 years.

Commented [MB12]: This section is consistent with 7 C.F.R. 210.31(d)(2), which requires the School to inform the public about the content and implementation of the policy, and updates to the policy, and make it available to the public annually.

Commented [MB13]: Revise as needed if School opts not to have the committee.

Community Involvement, Outreach and Communications

AMPS is committed to being responsive to community input, which begins with awareness of the Policy. AMPS will actively communicate ways in which representatives of Well-Com/the Charter School and others can participate in the development, implementation and periodic review and update of this Policy through a variety of means. AMPS will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in Charter School nutrition standards.

AMPS will use electronic mechanisms, such as email or displaying notices on the Charter School's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to this Policy, as well as how to get involved and support the Policy. The Charter School will ensure that communications are culturally and linguistically appropriate to the community and accomplished through means similar to other ways that other local schools are communicating important school information with parents.

Commented [MB14]: Update if there are any other or additional ways the School will communicate with families regarding the policy.

The Charter School will actively notify the public about the content of, the implementation of, and any updates to the Policy annually, at a minimum. AMPS will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

III. Nutrition

Charter School Meals

AMPS participates in USDA child nutrition programs, including the National School Lunch Program (“NSLP”), the School Breakfast Program (“SBP”), and *[include here any additional Federal child nutrition programs in which the district participates, possibly including the Fresh Fruit & Vegetable Program (“FFVP”), Special Milk Program (“SMP”), Summer Food Service Program (“SFSP”), Supper programs, or others]*. The Charter School also operates additional nutrition-related programs and activities including *[if applicable, insert here a list of other programs such as Farm to Charter School programs, school gardens, Breakfast in the Classroom, Mobile Breakfast carts, Grab ‘n’ Go Breakfast, or others]*. The Charter School is committed to offering school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that:

- Are accessible to all students.
- Are appealing and attractive to children.
- Are served in clean and pleasant settings.
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations (The Charter School offers reimbursable school meals that meet USDA nutrition standards).
- Promote healthy food and beverage choices using at least ten of the following Smarter Lunchroom techniques:
 - Whole fruit options are displayed in attractive bowls or baskets (instead of chaffing dishes or hotel pans).
 - Sliced or cut fruit is available daily.
 - Daily fruit options are displayed in a location in the line of sight and reach of students.
 - All available vegetable options have been given creative or descriptive names.
 - Daily vegetable options are bundled into all grab-and-go meals available to students.
 - All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal.
 - White milk is placed in front of other beverages in all coolers.
 - Alternative entrée options (e.g., salad bar, yogurt parfaits, etc.) are highlighted on posters or signs within all service and dining areas.
 - A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.).
 - Student surveys and taste testing opportunities are used to inform menu development, dining space decor and promotional ideas.
 - Student artwork is displayed in the service and/or dining areas.
 - Daily announcements are used to promote and market menu options.

Staff Qualifications and Professional Development

All Charter School nutrition staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These Charter School

Commented [MB15]: If none of these are applicable, this language should be deleted.

Commented [MB16]: Client Note:
We can also add to this list depending on specific practices at your School, including, for example
1. Menus posted on the website and will contain nutrition contents;
2. Students are served lunch at a reasonable time of day.
3. Menus are reviewed by a nutritionist.

Commented [MB17]: This is not required to be in the policy per 42 U.S.C. 1758b and 7 C.F.R. 210.31. Because it is optional, the School can choose to keep the language and conduct the professional development, or omit this paragraph entirely.

nutrition personnel will refer to USDA's Professional Standards for Charter School Nutrition Standards website to search for training that meets their learning needs.

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day. AMPS will make drinking water available where school meals are served during mealtimes.

Competitive Foods and Beverages

The Charter School is committed to ensuring that all foods and beverages available to students on the Charter School campus during the school day support healthy eating. The foods and beverages sold to students on campus during the school day (including the period from the midnight before, to 30 minutes after the end of the official school day) and served outside of the Charter School meal programs (e.g., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable School meal programs that are sold to students on the School campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores and snack or food carts.

Celebrations and Rewards

All foods offered on the AMPS campus will meet or exceed the USDA Smart Snacks in Charter School nutrition standards, including through:

1. Celebrations and parties. AMPS will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.
2. Classroom snacks brought by parents. AMPS will provide to parents a list of foods and beverages that meet Smart Snacks nutrition standards.
3. Rewards and incentives. AMPS will provide teachers and other relevant school staff a list of alternative ways to reward children. Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or behavior.

Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks in Charter Schools nutrition standards may be sold through fundraisers on the AMPS campus during the school day. AMPS will make available to parents and teachers a list of healthy fundraising ideas.

Nutrition Promotion

AMPS will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through at least:

- Implementing at least ten evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques described above; and
- Ensuring 100% of foods and beverages promoted to students meet the USDA Smart Snacks in Charter School nutrition standards.

Commented [MB18]: This is consistent with USDA recommendations and generally Ed. Code 49431.5(a)(1)(C).

Under 7 CFR section 210.10, schools must make potable water available and accessible without restriction to children at no charge in the place(s) where lunches are served during the meal service.

We can add to this section depending on practices at the School. For example, we can say students are allowed to bring and carry approved water bottles at the school; water cups will be available if there is no drinking fountain; etc.

Commented [MB19]: This language is consistent with USDA recommendations and generally Ed. Code 49430 *et seq.*

Commented [MB20]: A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are available at: <https://www.fns.usda.gov/tm/guide-smart-snacks-school>. The Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at <https://www.healthiergeneration.org/take-action/schools/wellness-topics/smart-snacks>.

Commented [MB21]: This is required per 7 CFR section 210.11.

Commented [MB22]: Healthy party ideas are available from the [Alliance for a Healthier Generation](#).

Commented [MB23]: You can find examples of foods and beverages that meet the standards by browsing the Healthier Generation Store section of the Alliance for a Healthier Generation's website. Confirm the products are compliant with Smart Snacks in School guidelines with this interactive tool: <https://foodplanner.healthiergeneration.org/calculator/>

Commented [MB24]: Some ideas are available at <https://www.healthiergeneration.org/take-action/schools/wellness-topics/nutrition-services/non-food-rewards>.

Commented [MB25]: This language is consistent with USDA recommendations and model policy, and generally consistent with 7 C.F.R. 210.31(c)(3).

Technically, under 7 CFR section 210.11(b)(4), a special exemption is allowed for the sale of food and/or beverages that do not meet the competitive food standards for the purpose of conducting an infrequent school-sponsored fundraiser. Such specially exempted fundraisers must not take place more than the frequency specified by the State agency during such periods that schools are in session. No specially exempted fundraiser foods or beverages may be sold in competition with school meals in the food service area during the meal service.

Commented [MB26]: Some ideas from the USDA and Child Nutrition Sharing Site are available at: <https://theicn.org/cnss/healthy-fundraising/>

Food and Beverage Marketing in Schools

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

As the Chief Executive Officer reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by this Policy.

IV. Physical Activity

The Centers for Disease Control (“CDC”) recommends that all children and adolescents participate in a minimum of sixty (60) minutes of physical activity every day. The CDC recommends that aerobic activity make up the bulk of such physical activity, with vigorous-intensity aerobic activity on at least three days per week. The CDC also recommends that physical activity include muscle strengthening activities, such as gymnastics or push-ups, on at least three days per week, and bone strengthening activities like jumping rope or running at least three days per week. The Charter School has the following specific goals to promote student wellness, consistent with this Policy: **[Insert specific goals based on School]**

In developing these goals, the Charter School reviewed and considered evidence-based strategies and techniques and parent input. AMPS will work toward achievement of these goals by: **[Insert specific physical activities based on School.]**

V. Other Activities that Promote Student Wellness

AMPS will integrate wellness activities across the entire Charter School setting, not just in the cafeteria, other food and beverage venues and physical activity facilities. AMPS will coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.

All efforts related to obtaining federal, state or association recognition for efforts, or grants/funding opportunities for healthy school environments will be coordinated with and complementary of this Policy, including but not limited to ensuring the involvement of the Well-Com and/or parents and the community.

All Charter School-sponsored events will adhere to this Policy’s wellness guidelines. All Charter School-sponsored wellness events will include physical activity and healthy eating opportunities when appropriate.

Community Partnerships

AMPS will **[insert as appropriate to current efforts: develop, enhance, or continue]** relationships with community partners (e.g., hospitals, universities/colleges, local businesses, SNAP-Ed providers and coordinators, etc.) in support of this Policy’s implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with this Policy and its goals.

Professional Learning

Commented [MB27]: The law does not require the School to define “marketing”, though it may be helpful to do so, but there is no definition in the Regulations or the Ed. Code. The USDA provides the following sample definition, which you can include if you want:

“Food and beverage marketing is defined as advertising and other promotions in School. Food and beverage marketing often includes an oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product.”

We can also assist if you would like to provide some examples of marketing to further bolster this definition.

Commented [MB28]: Referenced on USDA website. Available at <https://www.cdc.gov/physicalactivity/basics/children/index.htm>

Commented [MB29]: Revise depending on whether the School opts to develop the committee.

Commented [MB30]: Consistent with 7 C.F.R. 210.31(f)(2), which requires the School to document compliance with community involvement requirements, such as including parents and guardians and the general public in the development and review of the plan and posting of the plan.

Commented [MB31]: This language is not required by 7 C.F.R. section 210.31. Accordingly, we included it here in case the School wants to/already does conduct such professional development. If not, you can remove this section.

When feasible, AMPS will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help AMPS staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

Coversheet

Approval of Parent and Family Engagement Policy

Section:	IV. Consent Agenda
Item:	E. Approval of Parent and Family Engagement Policy
Purpose:	Vote
Submitted by:	
Related Material:	21 04 20 DRAFT - Family Engagement Policy (YMC redline).docx Family Engagement Policy Final.docx Parent and Family Engagement Policy Briefing Sheet.docx



HONOR HARD WORK

Board Policy Number: 5100
Adopted: September 23, 2020
Revised: April 21, 2021

Amethod Public Schools Family Engagement Policy

Amethod Public Schools (“AMPS” or the “Charter School”) has developed a written Parent and Family Engagement Policy (“Policy”) with input from Title I parents and families. This Policy applies to all AMPS schools. AMPS has distributed the Policy to parents of Title I students by posting the policy on the AMPS website at www.amethodschools.org and providing copies upon request at the office. This Policy describes the means for carrying out the following Title I parent and family engagement requirements.

Charter School Expectations and Objectives

In establishing the Charter School’s expectations and objectives for meaningful parent and family involvement, AMPS has established the following practices:

I. General Expectations:

Amethod Public Schools AMPS agrees to implement the following legal requirements:

- During Family Staff Team meetings, each AMPS school will jointly develop with parents/guardians and distribute to parents/guardians a Family Engagement Policy that the school and parents/guardians agree on.
- The school will notify parents/guardians about the Family Engagement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents/ guardians in a language that parents/guardians can understand.
- The school will make the Parent and Family Engagement Policy available to the local community. For example, copies of this policy will be available for pickup at the school’s office. A notice of the availability of this policy will be posted on the school website to inform community members.
- The school will update the Family Engagement Policy annually to meet the changing needs of parents/guardians and the school.
- The school will adopt the school’s “ Family School Commitment to Distinction” agreement as a component of its Family Engagement Policy

Commented [MB1]: This policy only applies for schools that are receiving Title I funds. As required by 20 U.S.C. Section 6318

Please note that this policy must be developed with input from parents. This policy establishes a framework, including a school compact that the Charter School can use as a starting point for crafting its own policy through coordination with parents. However, it must be understood that this policy is only a shell at this point and must be filled-in based upon the input received from parents through the iterative process. We have highlighted the passages that must be completed by the Charter School once it has received input from parents. We can assist the School in finalizing the policy.

Additionally, you can find more information about the policy and its requirements on the CDE website at: <http://www.cde.ca.gov/sp/sw/t1/parentfamilyinvolvement.asp>

Commented [MB2]: Please ensure this occurs.

Amethod Public Schools

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www.amethodschools.org



HONOR HARD WORK

Board Policy Number: 5100
Adopted: September 23, 2020
Revised: April 21, 2021

- The school agrees to be governed by the following legal definition of family engagement, and will carry out programs, activities and procedures in accordance with this definition:
 - Family engagement means the participation of parents/guardians in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—
 - That parents/guardians play an integral role in assisting their student's learning;
 - That parents/guardians are encouraged to be actively involved in their student's education at school;
 - That parents/guardians are full partners in their student's education and are included as appropriate, in decision-making and on advisory committees to assist in the education of their student;
 - The carrying out of other activities, such as those described in Section 1118 or the ESEA (Elementary and Secondary Education Act).
- II. Description of how the school will implement required Amethod Public Schools Family Engagement Policy components
 - a. Each school will take the following actions to involve parents/guardians in the joint development and joint agreement of its Family Engagement Policy and its schoolwide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:
 - i. Schedule a meeting of all parents/guardians to discuss the Title 1 program and to disseminate information/
 - ii. Review Title 1 policy and needs assessments through a cycle of inquiry as documented in our LCAP.
 - iii. Work collaboratively with all parent groups and advisory councils to update and inform parents/guardians of the Title 1 program.
 - b. Each school will take the following actions to distribute to all parents/guardians and the local community, the Family Engagement;
 - i. Copy and distribute the policy school-wide at the beginning of each school year and disseminate the information to all parents/guardians.
 - ii. Provide information on the policy through email listserv and online through the school website.

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- c. Each school will periodically update its Family Engagement Policy to meet the changing needs of parents/guardians and the school:
 - i. Family Staff Team will update the Family Engagement Policy annually with input from the parents/guardians.
 - ii. Family Staff Team will collect feedback from parents/guardians for the Family Engagement Policy throughout the year.
- d. Each school will convene an annual meeting to inform parents/guardians of the following:
 - i. That their student's school participates in the Title 1 schoolwide program,
 - ii. About the requirements of Title 1, and
 - iii. Of their rights to be involved in school activities, functions, and governance.
- e. Each school will hold a flexible number of meetings at varying times to make family involvement more convenient for families.
- f. Each school will provide timely information about Title 1 programs to all parents/guardians using the following:
 - i. Annual Title 1 Meeting (during Fall Open House)
 - ii. School website
 - iii. Family Staff Team meetings and bulletin board
- g. Each school will provide to all parents/guardians a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet by using the following:
 - i. Open House
 - ii. Quarterly Report Cards
 - iii. Parent Teacher Conferences (Fall and Spring- for students at-risk academically)
- h. Each school will provide parents/guardians of participating students, if requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their students, and respond to any such suggestions as soon as practicably possible using the following:
 - i. Annual Title 1 Meeting
 - ii. Parent Teacher Conferences
 - iii. Family Staff team Meetings
 - iv. Town Halls

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- i. Each school will submit to the CEO any parent comments if the schoolwide plan under section (1114)(b)(2) is not satisfactory to parents/guardians following the District Uniform Complaint process.

III. Shared Responsibilities for High Student Academic Achievement

- a. Amethod Public Schools will build the school's and parents/guardians' capacity for strong family involvement, in order to ensure effective involvement of parents/guardians and to support a partnership among the school, parents/guardians, and the community to improve student academic achievement, through the following activities specifically described below:
 - i. Provide opportunities for school, family, community partnership: Back to School Night, Open House, Annual Title 1 Meeting, Parent Teacher Conferences, Family Staff Team, parent volunteer, Literacy Nights, Data Dig Nights, AMPS Wellness Committee
 - ii. Update the Family School Commitment to Distinction agreement annually with parents/guardians through the Family Staff Team. The agreement will explain how the responsibility for high student academic achievement will be the shared responsibility of teachers/administrators, parents/guardians, and students.
 - iii. Publicize to parents that anyone can participate in the Family Staff Team meetings.
- b. Each school will, with the assistance of the Home Office, provide assistance to parents/guardians of students served by the school in understanding topics such as the following:
 - i. The State's Common Core State Standards (CCSS)
 - ii. The State's student academic achievement standards,
 - iii. The State and local academic assessments including alternate assessments,
 - iv. The requirements of Title 1,
 - v. How to monitor their student's progress, and
 - vi. How to work with educators;

Information will be distributed in the following ways to provide assistance to parents/guardians in understanding how to work with their students and school staff

- Family Handbook, in paper form, in the front office
- School Enrollment Packets

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- Back to School Night
- Open House
- Family Staff Team
- Report Card and Parent Teacher Conferences
- Robo calls, emails, and text messages through School Messenger.
- c. Each school will, with the assistance of the Home Office, provide materials and training to help parents/guardians work with their students to improve their students' academic achievement, such as literacy training, and using technology, as appropriate, to foster family engagement, by:
 - i. Distributing information to parents/guardians regarding district-wide trainings.
- d. Each school will, with the assistance of the Home Office, educate its staff in how to reach out to, communicate with, and work with parents/guardians as equal partners, in the value and utility of contributions of parents/guardians, and in how to implement and coordinate parent programs and build ties between parents/guardians and schools, by:
 - i. Having AMPS Community Outreach Coordinators to present at teacher Professional Development Friday staff meetings
 - ii. Welcoming teachers to attend Family Staff Team meetings
- e. Each school will, to the extent feasible and appropriate, coordinate and integrate family engagement and activities with its afterschool program, ASES through:
 - i. Recruiting parent volunteers to share their expertise or hobby with students
 - ii. Recruiting parent volunteers as homework helpers
 - iii. Having the ASES Coordinator present periodically at Family Staff Meetings informing parents of opportunities offered to their students through the after school program
- f. Each school will, to the extent feasible and appropriate, take the following actions to ensure that information related to the school and parents such as programs, meetings, and other activities, is sent to parents/guardians in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents/guardians can understand, by:
 - i. Disseminating information to parents/guardians in robo-calls, and email messages through AMPS Communications team
 - ii. Posting information to parents/guardians on bulletin boards at the school entrance and on school website

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Revised: April 21, 2021

- iii. Disseminating and posting messages in multiple languages as represented by our student population
- iv. Providing interpreters for parents/guardians during parent teacher conferences, Family Staff Meetings, Back to School Night, etc.
- v. Providing required Title 1 information, including parental/guardian rights and program details specific to our school, in a simplified and condensed one page handout.

Family-School Compact

Teachers/School Administration: *"We fully commit to distinction and commit to AMPS Schools."*

1. We will provide high-quality curriculum and instruct in a supportive and effective learning environment that enables all children to meet the Common Core State Standards.
2. We will monitor student progress and ensure all students get help as needs arise.
3. We will communicate with parents and guardians throughout the year about how their child is doing academically and socially, and ways the family can support their child's success.
4. We will communicate with parents and guardians throughout the year about how their child is doing academically and socially, and ways the family can support their child's success.
5. We will create a partnership with every family in our class/school and be accessible to parents at reasonable times through phone calls, notes, emails, or conferences.
6. We will provide a safe, positive, and healthy learning environment.
7. We will provide parents opportunities to volunteer and participate in our classroom activities during this school year, and we will make such opportunities accessible to all parents and family members including those with limited English proficiency and disabilities.
8. We will, as much as reasonably possible, provide information related to school and parent programs, meetings, and other activities in a format and language that the parents and family members can understand.

Parents/Families: "We fully commit to distinction and commit to AMPS Schools by the following:"

Commented [MB3]: This was the compact that was provide to us by AMPS. We recommend including it here at the end of this Policy.

Amethod Public Schools

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AMPS

HONOR HARD WORK

Board Policy Number: 5100
Adopted: September 23, 2020
Revised: April 21, 2021

1. We/I will make sure our child arrives to school every day by 8:20 a.m. (Mon. - Fri.)
2. We/I know that students will abide by the term of the AMPS Attendance and Truancy policies and procedures. cannot miss more than 5 days of school. (Students who miss 5 days may be retained.) Student absences may be required to be made up during Saturday school.
3. We/I will make sure our child follows the dress code; ~~-(Students cannot wear hats, make-up, bandannas, unnatural colored hair dye, jewelry, earrings, or nail polish)~~
4. ~~We/I will ensure that our child attends summer school and misses no more than 1 day of summer program.~~
- 5.4. We/I know that students cannot have visible or use personal electronic devices (i.e. cell phones, iPads, or iPods) campus during school hours unless an exception per the AMPS Cell Phone and Electronics Policy is applicable. If your child uses these items at school, they will may be confiscated ~~and may be held until the end of the school year.~~
- 6.5. We/I will assure that students complete all homework given by the teacher; No Excuses.
- 7.6. We/I will make arrangements for our child to come to school on assigned Saturday Schools on time and remain until they end. ~~I understand that if my child does not attend an assigned Saturday School, they may be suspended.~~
- 8.7. We/I will make arrangements so our child can remain at school until 5:00 p.m. (Mon. - Fri.) if needed
9. ~~We/I will check our child's homework every night and ensure all assignments are complete. , limit the amount of television they watch, and be absolutely careful for internet, social media sites, and text usages every night~~
- 10.8. We/I understand that our child must follow rules so as to protect the safety, integrity, interests, and items of all individuals in the classroom.
- 11.9. We/I know that tardiness and other infractions will result in after school detention and/or Friday and/or Saturday School.
- 12.10. We/I know that all students who choose to bring lunch must bring their own lunch and that parents cannot drop off lunch for the students after instruction begins.
- 13.11. We/I know that students will take pride in campus and work together with staff to keep school campus clean.
- 14.12. We/I know that Students are not allowed fast food, candy, or sodas on campus.
- 15.13. We/I understand that a child's negative behavior will prohibit their academic success, and for which there should be no excuse.

Commented [MB4]: Please confirm.

Commented [MB5]: Why are students staying this late?

Commented [MB6]: We do not recommend this, as it is difficult to policy and enforce.

Parent/Guardian Signature: _____ Date: _____

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Board Policy Number: 5100
Adopted: September 23, 2020
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Students: *"We fully commit to distinction and commit to AMPS Schools"*

1. I will arrive to school on time, every day.
2. I will attend all assigned Saturday schools and extension programs.
3. I will respect the school uniform and follow it daily.
4. I know that there are no easy routes to a long and successful path. I will Honor Hard Work.
5. I will complete assigned tasks, including homework- No Excuses!
6. I will be true to myself and commit to work, think, and behave in the best way I know how. I will ask questions in of my teachers and principal if I do not understand something.
7. I will not put-down my teammates at school.
8. I know that Fighting will not be tolerated.
9. I will adhere to expectations and raise my game every day!
10. I know that students must keep their hands to themselves.
11. I will not take, or borrow school, or others property without permission. Otherwise, it shall be considered stealing.
12. I will always behave and respect all rights of all individuals in the classroom.
13. I will commit to take pride and will work to keep my school campus clean.
14. I know that I cannot leave school campus or grounds at any time during school day without permission from the Principal.
15. I know that respect of the school facility is dependent on me doing my part and taking pride in my school.

Commented [MB7]: Site Director?

Student Name (First & Last): _____ Date: _____

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Board Policy Number: 5100
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Amethod Public Schools Family Engagement Policy

Amethod Public Schools (“AMPS” or the “Charter School”) has developed a written Parent and Family Engagement Policy (“Policy”) with input from Title I parents and families. This Policy applies to all AMPS schools. AMPS has distributed the Policy to parents of Title I students by posting the policy on the AMPS website at www.amethodschools.org and providing copies upon request at the office. This Policy describes the means for carrying out the following Title I parent and family engagement requirements.

Charter School Expectations and Objectives

In establishing the Charter School’s expectations and objectives for meaningful parent and family involvement, AMPS has established the following practices:

I. General Expectations:

AMPS agrees to implement the following legal requirements:

- During Family Staff Team meetings, each AMPS school will jointly develop with parents/guardians and distribute to parents/guardians a Family Engagement Policy that the school and parents/guardians agree on.
- The school will notify parents/guardians about the Family Engagement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents/ guardians in a language that parents/guardians can understand.
- The school will make the Parent and Family Engagement Policy available to the local community. For example, copies of this policy will be available for pickup at the school’s office. A notice of the availability of this policy will be posted on the school website to inform community members.
- The school will update the Family Engagement Policy annually to meet the changing needs of parents/guardians and the school.
- The school will adopt the school’s “ Family School Commitment to Distinction” agreement as a component of its Family Engagement Policy
- The school agrees to be governed by the following legal definition of family engagement, and will carry out programs, activities and procedures in accordance with this definition:

Amethod Public Schools



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Revised: April 21, 2021

- Family engagement means the participation of parents/guardians in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—
 - That parents/guardians play an integral role in assisting their student's learning;
 - That parents/guardians are encouraged to be actively involved in their student's education at school;
 - That parents/guardians are full partners in their student's education and are included as appropriate, in decision-making and on advisory committees to assist in the education of their student;
 - The carrying out of other activities, such as those described in Section 1118 or the ESEA (Elementary and Secondary Education Act).

- II. Description of how the school will implement required Amethod Public Schools Family Engagement Policy components
- a. Each school will take the following actions to involve parents/guardians in the joint development and joint agreement of its Family Engagement Policy and its schoolwide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:
 - i. Schedule a meeting of all parents/guardians to discuss the Title 1 program and to disseminate information/
 - ii. Review Title 1 policy and needs assessments through a cycle of inquiry as documented in our LCAP.
 - iii. Work collaboratively with all parent groups and advisory councils to update and inform parents/guardians of the Title 1 program.
 - b. Each school will take the following actions to distribute to all parents/guardians and the local community, the Family Engagement;
 - i. Copy and distribute the policy school-wide at the beginning of each school year and disseminate the information to all parents/guardians.
 - ii. Provide information on the policy through email listserv and online through the school website.
 - c. Each school will periodically update its Family Engagement Policy to meet the changing needs of parents/guardians and the school:
 - i. Family Staff Team will update the Family Engagement Policy annually with input from the parents/guardians.

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- ii. Family Staff Team will collect feedback from parents/guardians for the Family Engagement Policy throughout the year.
- d. Each school will convene an annual meeting to inform parents/guardians of the following:
 - i. That their student's school participates in the Title 1 schoolwide program,
 - ii. About the requirements of Title 1, and
 - iii. Of their rights to be involved in school activities, functions, and governance.
- e. Each school will hold a flexible number of meetings at varying times to make family involvement more convenient for families.
- f. Each school will provide timely information about Title 1 programs to all parents/guardians using the following:
 - i. Annual Title 1 Meeting (during Fall Open House)
 - ii. School website
 - iii. Family Staff Team meetings and bulletin board
- g. Each school will provide to all parents/guardians a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet by using the following:
 - i. Open House
 - ii. Quarterly Report Cards
 - iii. Parent Teacher Conferences (Fall and Spring- for students at-risk academically)
- h. Each school will provide parents/guardians of participating students, if requested by parents/guardians, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their students, and respond to any such suggestions as soon as practicably possible using the following:
 - i. Annual Title 1 Meeting
 - ii. Parent Teacher Conferences
 - iii. Family Staff team Meetings
 - iv. Town Halls
- i. Each school will submit to the CEO any parent comments if the schoolwide plan under section (1114)(b)(2) is not satisfactory to parents/guardians following the District Uniform Complaint process.

III. Shared Responsibilities for High Student Academic Achievement

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Adopted: September 23, 2020

Revised: April 21, 2021

- a. Amethod Public Schools will build the school's and parents/guardians' capacity for strong family involvement, in order to ensure effective involvement of parents/guardians and to support a partnership among the school, parents/guardians, and the community to improve student academic achievement, through the following activities specifically described below:
 - i. Provide opportunities for school, family, community partnership: Back to School Night, Open House, Annual Title 1 Meeting, Parent Teacher Conferences, Family Staff Team, parent volunteer, Literacy Nights, Data Dig Nights, AMPS Wellness Committee
 - ii. Update the Family School Commitment to Distinction agreement annually with parents/guardians through the Family Staff Team. The agreement will explain how the responsibility for high student academic achievement will be the shared responsibility of teachers/administrators, parents/guardians, and students.
 - iii. Publicize to parents that anyone can participate in the Family Staff Team meetings.
- b. Each school will, with the assistance of the Home Office, provide assistance to parents/guardians of students served by the school in understanding topics such as the following:
 - i. The State's Common Core State Standards (CCSS)
 - ii. The State's student academic achievement standards,
 - iii. The State and local academic assessments including alternate assessments,
 - iv. The requirements of Title 1,
 - v. How to monitor their student's progress, and
 - vi. How to work with educators;

Information will be distributed in the following ways to provide assistance to parents/guardians in understanding how to work with their students and school staff

- Family Handbook, in paper form, in the front office
- School Enrollment Packets
- Back to School Night
- Open House
- Family Staff Team
- Report Card and Parent Teacher Conferences
- Robo calls, emails, and text messages through School Messenger.

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- c. Each school will, with the assistance of the Home Office, provide materials and training to help parents/guardians work with their students to improve their students' academic achievement, such as literacy training, and using technology, as appropriate, to foster family engagement, by:
 - i. Distributing information to parents/guardians regarding district-wide trainings.
- d. Each school will, with the assistance of the Home Office, educate its staff in how to reach out to, communicate with, and work with parents/guardians as equal partners, in the value and utility of contributions of parents/guardians, and in how to implement and coordinate parent programs and build ties between parents/guardians and schools, by:
 - i. Having AMPS Community Outreach Coordinators to present at teacher Professional Development Friday staff meetings
 - ii. Welcoming teachers to attend Family Staff Team meetings
- e. Each school will, to the extent feasible and appropriate, coordinate and integrate family engagement and activities with its afterschool program, ASES through:
 - i. Recruiting parent volunteers to share their expertise or hobby with students
 - ii. Recruiting parent volunteers as homework helpers
 - iii. Having the ASES Coordinator present periodically at Family Staff Meetings informing parents of opportunities offered to their students through the after school program
- f. Each school will, to the extent feasible and appropriate, take the following actions to ensure that information related to the school and parents such as programs, meetings, and other activities, is sent to parents/guardians in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents/guardians can understand, by:
 - i. Disseminating information to parents/guardians in robo-calls, and email messages through AMPS Communications team
 - ii. Posting information to parents/guardians on bulletin boards at the school entrance and on school website
 - iii. Disseminating and posting messages in multiple languages as represented by our student population
 - iv. Providing interpreters for parents/guardians during parent teacher conferences, Family Staff Meetings, Back to School Night, etc.

Amethod Public Schools



Board Policy Number: 5100

Adopted: September 23, 2020

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- v. Providing required Title 1 information, including parental/guardian rights and program details specific to our school, in a simplified and condensed one page handout.

Family-School Compact

Teachers/School Administration: *“We fully commit to distinction and commit to AMPS Schools.”*

1. We will provide high-quality curriculum and instruct in a supportive and effective learning environment that enables all children to meet the Common Core State Standards.
2. We will monitor student progress and ensure all students get help as needs arise.
3. We will communicate with parents and guardians throughout the year about how their child is doing academically and socially, and ways the family can support their child’s success.
4. We will communicate with parents and guardians throughout the year about how their child is doing academically and socially, and ways the family can support their child’s success.
5. We will create a partnership with every family in our class/school and be accessible to parents at reasonable times through phone calls, notes, emails, or conferences.
6. We will provide a safe, positive, and healthy learning environment.
7. We will provide parents opportunities to volunteer and participate in our classroom activities during this school year, and we will make such opportunities accessible to all parents and family members including those with limited English proficiency and disabilities.
8. We will, as much as reasonably possible, provide information related to school and parent programs, meetings, and other activities in a format and language that the parents and family members can understand.

Parents/Families: *“We fully commit to distinction and commit to AMPS Schools by the following:”*

1. We/I will make sure our child arrives to school every day by **the school’s published start time (see school’s bell schedule).**
2. We/I know that students will abide by the term of the AMPS Attendance and Truancy policies and procedures. Student absences may be required to be made up during Saturday school.
3. We/I will make sure our child follows the dress code.
4. We/I know that students cannot have visible or use personal electronic devices (i.e. cell phones, iPads, or iPods) campus during school hours unless an exception per the AMPS

Amethod Public Schools



Board Policy Number: 5100

Adopted: September 23, 2020

Revised: April 21, 2021

Cell Phone and Electronics Policy is applicable. If your child uses these items at school, they may be confiscated.

5. We/I will assure that students complete all homework given by the teacher; No Excuses.
6. We/I will make arrangements for our child to come to school on assigned Saturday Schools on time and remain until they end.
7. We/I will make arrangements so our child can remain at school until 5:00 p.m. (Mon. - Fri.) if needed
8. We/I will check our child's academic progress throughout the school year including grades, progress reports and other items pertinent to my child's academics. We/I understand that our child must follow rules so as to protect the safety, integrity, interests, and items of all individuals in the classroom.
9. We/I know that tardiness and other infractions will result in after school detention and/or Friday and/or Saturday School.
10. We/I know that all students who choose to bring lunch must bring their own lunch and that parents cannot drop off lunch for the students after instruction begins.
11. We/I know that students will take pride in campus and work together with staff to keep school campus clean.
12. We/I know that Students are not allowed fast food, candy, or sodas on campus.
13. We/I understand that a child's negative behavior will prohibit their academic success, and for which there should be no excuse.

Parent/Guardian Signature: _____ Date: _____

Students: *"We fully commit to distinction and commit to AMPS Schools"*

1. I will arrive to school on time, every day.
2. I will attend all assigned Saturday schools and extension programs.
3. I will respect the school uniform and follow it daily.
4. I know that there are no easy routes to a long and successful path. I will Honor Hard Work.
5. I will complete assigned tasks, including homework- No Excuses!
6. I will be true to myself and commit to work, think, and behave in the best way I know how. I will ask questions in of my teachers and principal if I do not understand something.
7. I will not put-down my teammates at school.
8. I know that Fighting will not be tolerated.
9. I will adhere to expectations and raise my game every day!
10. I know that students must keep their hands to themselves.
11. I will not take, or borrow school, or others property without permission. Otherwise, it shall be considered stealing.

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12. I will always behave and respect all rights of all individuals in the classroom.
13. I will commit to take pride and will work to keep my school campus clean.
14. I know that I cannot leave school campus or grounds at any time during school day without permission from the Site Director.
15. I know that respect of the school facility is dependent on me doing my part and taking pride in my school.

Student Name (First & Last): _____ **Date:** _____

Amethod Public Schools

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HONOR HARD WORK

Amethod Public Schools Board Item Overview

Date: April 21, 2021

Subject:

E.Approval of Parent and Family Engagement Policy

Action:
☒
Information:
☐
Committee:
☐

RECOMMENDATIONS:	Approve the amended parent and Family Engagement Policy
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:	A draft was last approved unanimously by the Board on September 23, 2020.
SUMMARY OF KEYS ISSUES:	This policy only applies for schools that are receiving Title I funds. As required by 20 U.S.C. Section 6318.
FISCAL ANALYSIS:	N/A
ATTACHMENT (S):	21 04 20 DRAFT - Family Engagement Policy (YMC redline) Family Engagement Policy Final

Coversheet

Approve Contract with Civic Innovations for assistance with Local Control and Accountability Plan (LCAP)

Section: IV. Consent Agenda
Item: F. Approve Contract with Civic Innovations for assistance with Local Control and Accountability Plan (LCAP)
Purpose: Vote
Submitted by:
Related Material: Civic Innovations Amethod Contract LCAP 3.31.21.pdf
Briefing Sheet - Civic Innvoations contract.docx

LCAP PROJECT MANAGEMENT

CONSULTING SERVICES AGREEMENT

This “Agreement” is entered into this date by and between **Civic Innovations** (hereinafter “Consultant”), and **Amethod Public Schools**. Based upon mutual promises contained herein, and good valuable consideration, the parties identified above, intending to be bound hereby, enter in to the following Agreement:

I. Services

The Consultant agrees to provide LCAP Project Management Consulting Services to Amethod Public Schools for six schools as outlined in Appendix A.

II. Fees

The Consultant shall be paid a flat fee of \$58,000 for all six LCAPs to be billed in three installments:

- \$20,000 on May 1, 2021
- \$20,000 on June 1, 2021
- \$18,000 upon project completion

III. Expenses

Amethod Public Schools agrees to reimburse the Consultant for all reasonable expenses incurred and pre-approved by Amethod Public Schools. Regular expenses including, but not limited to, travel and meals for meetings with staff, if applicable

IV. Term of Agreement

This Agreement shall commence on March 31, 2021.

V. Termination

Either party may terminate this Agreement upon thirty days (30) written notice to the other. Consultant shall retain all funds up through the last day of the month in which the contract is terminated.

VI. Confidentiality

Consultant acknowledges that during the course of, and as a result of the Consultant's contemplated relationship with Amethod Public Schools, the Consultant may have access to, acquire, and be required to utilize certain confidential data and information. As a material inducement to Amethod Public Schools to enter into this Agreement, Consultant hereby covenants and agrees that he will not, without the written consent of Amethod Public Schools, directly or indirectly divulge, communicate, or disclose to any person, firm, or organization any confidential data or information.

VII. Independent Contractor

The Consultant and Amethod Public Schools have entered into this Agreement with the mutual understanding that the Consultant is an independent contractor and not an employee of Amethod Public Schools. Consultant has no authority to act for, represent or bind Amethod Public Schools unless expressed by Amethod Public Schools in writing.

VIII. Entire Agreement

This Agreement contains the entire agreement between the parties and supersedes any and all other agreements, negotiations, or discussions. This Agreement may be altered only by a written document signed by the parties to the Agreement.

IX. No Guaranteed Result

Amethod Public Schools acknowledges and agrees that Consultant does not have any control over third party decision makers, and Consultant makes no representation, warranties or guarantees that it can achieve any particular results. However, Consultant shall act in good faith towards the performance of its duties.

X. Construction

This Agreement shall be construed and interpreted according to the laws of the State of California in effect at the time.

IN WITNESS WHEREOF the parties set their hands as of the dates below.

CIVIC INNOVATIONS

AMETHOD PUBLIC SCHOOLS

Gary Davis

Name:

Date

Date

Appendix A - Scope of Services

Civic Innovations (Consultant) to provide the following consulting services to Amethod Public Schools(AMPS) for their six school LCAPs:

- Development of the 2021-22 LCAP which includes transferring the data (Goals, Outcomes, Actions) from the 2019-20 LCAP and 2020-21 Learning Continuity & Attendance Plan into the 2021 Annual Update Template
- Review previous LCAPs
- Review 3-year CA School Dashboard data
- Review school demographics
- Review stakeholder engagement/survey data from SY 20-21
- Conduct empathy interviews with the school principal, lead team, and selected teachers to identify areas of success and growth to inform goals, outcomes, and actions for the '21-'24 LCAP
- Create family stakeholder presentations for school leadership to conduct family engagement sessions
- Create an LCAP survey for school leadership to send out to families and other stakeholders
- Take data gathered from empathy interviews, family engagement feedback, survey data, current and previous year academic, social emotional, and school climate data to develop 3-year LCAP goals, outcomes, and Actions
- Create an infographic of the final LCAP to share with families, staff, and school members in a more presentable and visually appealing format
- The Consultant will communicate with AMPS the necessary documents, contacts, access to internal documentation needed in order to complete the project
- The Consultant and AMPS will determine a cadence of check-ins

Consultant Deliverables:

1. Completed Annual Update Template
2. Completed 2021-2024 LCAP which includes the full PDF package of the following reports:
 - a. Annual Update
 - b. LCAP
 - c. Expenditure Tables (completed by AMPS)
 - d. Budget Overview for Parents (completed by AMPS)
3. Completed Local Indicators
 - a. Local Indicators will be completed and can either be uploaded to the CA School Dashboard by the Contractor or AMPS.


4. LCAP Infographic to share with families and school staff in a more presentable and visually appealing format.

Amethod Public Schools will be responsible for:

- Completing all “pre-work” worksheets, demographic data, local priorities, verified data (disaggregated by student groups) in preparation for each check-in meeting
- Ensuring input/feedback and analysis from staff with regards to: SPED, and EL (Foster youth if the school has >14 foster youth enrolled)
- Providing survey results & participation rates for staff, students and parents specifically on questions pertaining to school connectedness and engagement for 2019-20 and 2020-21

Contractor will not be responsible for:

- Calculating AMPS’s LCFF budget & expenditures for the LCAP
- Calculating estimated supplemental & concentration grant funds
- Calculating percentage to increase/improve services
- Completing actual expenditures, revenues, and funding sources for each action/service outlined in the 2019-20 LCAP Annual Update
- Completing estimated actual expenditures, revenues, and funding sources for each action/service outlined in the 2020-21 Learning Continuity Plan Annual Update
- Completing 2021-24 LCAP expenditure tables
- Completing LCFF budget overview for parents document

 HONOR HARD WORK	<p align="center">Amethod Public Schools</p> <p align="center">Board Item Overview</p> <p><i>Date: April 16, 2021</i></p>	
Subject:	Contract with Civic Innovations to complete LCAP's	
Action: <input checked="" type="checkbox"/> Information: <input type="checkbox"/> Committee: <input type="checkbox"/>	Move to approve Civic Innovations contract to compete LCAP's (ie. Local Control and Accountability Plan) for AMPS schools in the amount of \$58,000	
RECOMMENDATIONS:	Vote to approve the contract with Civic Innovations	
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:		
SUMMARY OF KEYS ISSUES:	<p>The LCAP is a three-year plan that describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities. The LCAP provides an opportunity for local educational agencies (LEAs) to share their stories of how, what, and why programs and services are selected to meet their local needs. The components of the LCAP for the 2021-2022 LCAP year must be posted as one document assembled in the following order:</p> <p>LCFF Budget Overview for Parents Annual Update with instructions Plan Summary Stakeholder Engagement Goals and Actions Increased or Improved Services for Foster Youth, English Learners, and Low-income students Expenditure Tables Instructions</p> <p>The LCAP is an immense undertaking and AMPS will best be served to have Civic Innovation take lead and to ensure that it is completed in a timely and complete manner.</p>	
FISCAL ANALYSIS:	Several LCAP consultants were contacted and Civic Innovations was chosen based on availability and price.	
ATTACHMENT (S):	Civic Innovation contract	

Coversheet

Approval of Charter School Facility Grant Program (SB740) Funding Application

Section:	IV. Consent Agenda
Item:	G. Approval of Charter School Facility Grant Program (SB740) Funding Application
Purpose:	Vote
Submitted by:	
Related Material:	SB740 LSQ and Signature Page - DCA.pdf SB740 LSQ and Signature Page - JHHS.pdf SB740 LSQ and Signature Page - RCA.pdf Briefing Sheet - SB740.docx SB740 LSQ and Signature Page - OCHS.pdf SB740 LSQ and Signature Page - OCA.pdf SB740 LSQ and Signature Page - BJE.pdf

Charter School Facility Grant Program LEGAL STATUS QUESTIONNAIRE

1. Disclose material information relating to any legal or regulatory proceeding or investigation in which the applicant/borrower/project sponsor is or has been a party and which might have a material impact on the financial viability of the project or the applicant/borrower/project sponsor. Such disclosures should include any parent, subsidiary, or affiliate of the applicant/borrower/project sponsor that is involved in the management, operation, or development of the project.

Response: None

2. Disclose any civil, criminal, or regulatory action in which the applicant/borrower/project sponsor, or any current board members (not including volunteer board members of non-profit entities), partners, limited liability corporation members, senior officers, or senior management personnel has been named a defendant in such action in the past ten years involving fraud or corruption, or matters involving health and safety where there are allegations of serious harm to employees, the public, or the environment.

Response: None

Disclosures should include civil or criminal cases filed in state or federal court; civil or criminal investigations by local, state, or federal law enforcement authorities; and enforcement proceedings or investigations by local, state or federal regulatory agencies. The information provided must include relevant dates, the nature of the allegation(s), charters, complaint or filing, and the outcome.

Signatures on behalf of (school name): Downtown Charter Academy

I/We attest that we have provided full disclosure *as indicated* in response to the items 1 and 2 above.

Signature of Principal, CEO, or Lead Administrator

Evelia Villa
Print or Type Name:

April 22, 2021
Date

Signature of President or Chair of Governing Board

Peter Hanley
Print or Type Name

April 22, 2021
Date

Charter School Facility Grant Program

CHARTER SCHOOL CERTIFICATION

I/We hereby certify that to the best of my knowledge and belief, this data is true and correct and that all data reported on this application have been compiled and reported in accordance with state and federal laws, regulations, general legal assurances, and instructions to prepare this report form. I/We further certify that the Charter School will comply with all program requirements as outlined in Education Code section 46714.5 and Article 1.5 of Division 15 of Title 4 of the California Code of Regulations (commencing with section 10170.1). I/We attest we have provided full disclosure and understand misrepresentation can cause ineligibility to participate in the Charter School Facility Grant Program.

Signature of Principal, CEO, or Lead Administrator

Evelia Villa

Print or Type Name

April 22, 2021

Date

Signature of President or Chair of Governing Board

Peter Hanley

Print or Type Name

April 22, 2021

Date

Charter School Facility Grant Program LEGAL STATUS QUESTIONNAIRE

1. Disclose material information relating to any legal or regulatory proceeding or investigation in which the applicant/borrower/project sponsor is or has been a party and which might have a material impact on the financial viability of the project or the applicant/borrower/project sponsor. Such disclosures should include any parent, subsidiary, or affiliate of the applicant/borrower/project sponsor that is involved in the management, operation, or development of the project.

Response: None

2. Disclose any civil, criminal, or regulatory action in which the applicant/borrower/project sponsor, or any current board members (not including volunteer board members of non-profit entities), partners, limited liability corporation members, senior officers, or senior management personnel has been named a defendant in such action in the past ten years involving fraud or corruption, or matters involving health and safety where there are allegations of serious harm to employees, the public, or the environment.

Response: None

Disclosures should include civil or criminal cases filed in state or federal court; civil or criminal investigations by local, state, or federal law enforcement authorities; and enforcement proceedings or investigations by local, state or federal regulatory agencies. The information provided must include relevant dates, the nature of the allegation(s), charters, complaint or filing, and the outcome.

Signatures on behalf of (school name): John Henry High School

I/We attest that we have provided full disclosure *as indicated* in response to the items 1 and 2 above.

Signature of Principal, CEO, or Lead Administrator

Evelia Villa
Print or Type Name:

April 22, 2021
Date

Signature of President or Chair of Governing Board

Peter Hanley
Print or Type Name

April 22, 2021
Date

Charter School Facility Grant Program

CHARTER SCHOOL CERTIFICATION

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Signature of Principal, CEO, or Lead Administrator

Evelia Villa

Print or Type Name

April 22, 2021

Date

Signature of President or Chair of Governing Board

Peter Hanley

Print or Type Name

April 22, 2021

Date

Charter School Facility Grant Program LEGAL STATUS QUESTIONNAIRE

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Response: None

2. Disclose any civil, criminal, or regulatory action in which the applicant/borrower/project sponsor, or any current board members (not including volunteer board members of non-profit entities), partners, limited liability corporation members, senior officers, or senior management personnel has been named a defendant in such action in the past ten years involving fraud or corruption, or matters involving health and safety where there are allegations of serious harm to employees, the public, or the environment.

Response: None

Disclosures should include civil or criminal cases filed in state or federal court; civil or criminal investigations by local, state, or federal law enforcement authorities; and enforcement proceedings or investigations by local, state or federal regulatory agencies. The information provided must include relevant dates, the nature of the allegation(s), charters, complaint or filing, and the outcome.

Signatures on behalf of (school name): Richmond Charter Academy

I/We attest that we have provided full disclosure *as indicated* in response to the items 1 and 2 above.

Signature of Principal, CEO, or Lead Administrator

Evelia Villa
Print or Type Name:

April 22, 2021
Date

Signature of President or Chair of Governing Board

Peter Hanley
Print or Type Name

April 22, 2021
Date

Charter School Facility Grant Program

CHARTER SCHOOL CERTIFICATION

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Signature of Principal, CEO, or Lead Administrator

Evelia Villa

Print or Type Name

April 22, 2021

Date


Signature of President or Chair of Governing Board

Peter Hanley

Print or Type Name

April 22, 2021

Date

 HONOR HARD WORK	<p align="center">Amethod Public Schools Board Item Overview</p> <p><i>Date: April 16, 2021</i></p>	
Subject:	Application to apply for Charter School Facility Grant Program (Senate Bill 740 Program) for school year 2021-2022	
Action: <input checked="" type="checkbox"/> Information: <input type="checkbox"/> Committee: <input type="checkbox"/>	Move to elect to apply for the funds available through the Charter School Facilities Grant Program for all 6 current Amethod School Sites	
RECOMMENDATIONS:	Seeking permission to submit online application for SB740, due May 14, 2021 at 5pm.	
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:		
SUMMARY OF KEYS ISSUES:	A state-funded grant program, requiring annual application, managed by the Charter School Finance Authority to assist in coverage of facility lease and maintenance costs.	
FISCAL ANALYSIS:	Grant CAN be used for: -Lease of the school facility -Costs associated to the facility, including, but not limited to: -Deferred maintenance -Initially installing or extending service systems and other built-in equipment -Improving sites, and common area maintenance charges that are based on the Charter School's usage of the facility are limited to maintaining and repairing the facility and its common areas	
ATTACHMENT (S):	Legal Status Questionnaire to be signed by Board President and CEO	

Charter School Facility Grant Program LEGAL STATUS QUESTIONNAIRE

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Response: None

2. Disclose any civil, criminal, or regulatory action in which the applicant/borrower/project sponsor, or any current board members (not including volunteer board members of non-profit entities), partners, limited liability corporation members, senior officers, or senior management personnel has been named a defendant in such action in the past ten years involving fraud or corruption, or matters involving health and safety where there are allegations of serious harm to employees, the public, or the environment.

Response: None

Disclosures should include civil or criminal cases filed in state or federal court; civil or criminal investigations by local, state, or federal law enforcement authorities; and enforcement proceedings or investigations by local, state or federal regulatory agencies. The information provided must include relevant dates, the nature of the allegation(s), charters, complaint or filing, and the outcome.

Signatures on behalf of (school name): Oakland Charter High School

I/We attest that we have provided full disclosure *as indicated* in response to the items 1 and 2 above.

Signature of Principal, CEO, or Lead Administrator

Evelia Villa
Print or Type Name:

April 22, 2021
Date

Signature of President or Chair of Governing Board

Peter Hanley
Print or Type Name

April 22, 2021
Date

Charter School Facility Grant Program

CHARTER SCHOOL CERTIFICATION

I/We hereby certify that to the best of my knowledge and belief, this data is true and correct and that all data reported on this application have been compiled and reported in accordance with state and federal laws, regulations, general legal assurances, and instructions to prepare this report form. I/We further certify that the Charter School will comply with all program requirements as outlined in Education Code section 46714.5 and Article 1.5 of Division 15 of Title 4 of the California Code of Regulations (commencing with section 10170.1). I/We attest we have provided full disclosure and understand misrepresentation can cause ineligibility to participate in the Charter School Facility Grant Program.

Signature of Principal, CEO, or Lead Administrator

Evelia Villa

Print or Type Name

April 22, 2021

Date

Signature of President or Chair of Governing Board

Peter Hanley

Print or Type Name

April 22, 2021

Date

Charter School Facility Grant Program LEGAL STATUS QUESTIONNAIRE

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Response: None

2. Disclose any civil, criminal, or regulatory action in which the applicant/borrower/project sponsor, or any current board members (not including volunteer board members of non-profit entities), partners, limited liability corporation members, senior officers, or senior management personnel has been named a defendant in such action in the past ten years involving fraud or corruption, or matters involving health and safety where there are allegations of serious harm to employees, the public, or the environment.

Response: None

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Signatures on behalf of (school name): Oakland Charter Academy

I/We attest that we have provided full disclosure *as indicated* in response to the items 1 and 2 above.

Signature of Principal, CEO, or Lead Administrator

Evelia Villa
Print or Type Name:

April 22, 2021
Date

Signature of President or Chair of Governing Board

Peter Hanley
Print or Type Name

April 22, 2021
Date

Charter School Facility Grant Program

CHARTER SCHOOL CERTIFICATION

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Signature of Principal, CEO, or Lead Administrator

Evelia Villa

Print or Type Name

April 22, 2021

Date

Signature of President or Chair of Governing Board

Peter Hanley

Print or Type Name

April 22, 2021

Date

Charter School Facility Grant Program

LEGAL STATUS QUESTIONNAIRE

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Response: None

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Response: None

Disclosures should include civil or criminal cases filed in state or federal court; civil or criminal investigations by local, state, or federal law enforcement authorities; and enforcement proceedings or investigations by local, state or federal regulatory agencies. The information provided must include relevant dates, the nature of the allegation(s), charters, complaint or filing, and the outcome.

Signatures on behalf of (school name): Benito Juarez Elementary

I/We attest that we have provided full disclosure *as indicated* in response to the items 1 and 2 above.

Signature of Principal, CEO, or Lead Administrator

Evelia Villa

Print or Type Name:

April 22, 2021

Date

Signature of President or Chair of Governing Board

Peter Hanley

Print or Type Name

April 22, 2021

Date

Charter School Facility Grant Program

CHARTER SCHOOL CERTIFICATION

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Signature of Principal, CEO, or Lead Administrator

Evelia Villa

Print or Type Name

April 22, 2021

Date

Signature of President or Chair of Governing Board

Peter Hanley

Print or Type Name

April 22, 2021

Date

Coversheet

Approve Dell Chromebook Laptop Purchase

Section:	IV. Consent Agenda
Item:	H. Approve Dell Chromebook Laptop Purchase
Purpose:	Vote
Submitted by:	
Related Material:	Briefing Sheet - Dell purchases.docx US_QUOTE_3000081929627.4.pdf US_QUOTE_3000081930960.2.pdf US_QUOTE_3000082039541.3.pdf



HONOR HARD WORK

Amethod Public Schools Board Item Overview

Date: April 16, 2021

Subject:

Proposal to purchase additional Chromebooks and laptop computers

Action:**Information:****Committee:**

Move to purchase Chromebook and laptop computers for Amethod School Sites in the total amount of \$375,825.43

RECOMMENDATIONS:	Vote to approve purchase of additional Chromebooks and laptop computers.
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:	
SUMMARY OF KEYS ISSUES:	<p>Purchase of 800 Chromebooks for students. Purchase of 110 laptop computers for High School digital media classes and for new employee hires.</p> <p>We previously purchased 1,200 Chromebooks for AMPS students. The additional 800 Chromebooks would put a new Chromebook into the hands of every single student within the AMPS network.</p> <p>70 laptops (35 for each high school) will provide a digital media platform for instruction for Adobe Suite programs.</p> <p>40 laptops for AMPS staff. This will place an up to date laptop computer into the hands of every AMPS staff member.</p>
FISCAL ANALYSIS:	Utilizing ESSERS II and ESSER III Funding to help pay for the Chromebooks and laptop computers. Incoming ESSER II funding is approximately \$2.4 million and incoming ESSERS III funding is estimated to be \$5.3 million. These funding sources are more than adequate to help pay for the Chromebook and laptop computer purchases.
ATTACHMENT (S):	<p>Dell quotes for Chromebooks \$263,689.56</p> <p>Dell quote for laptops \$93,785.87</p> <p>Dell quote for laptops \$18,337.00</p>



A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000081929627.4	Sales Rep	Jeremiah Jones
Total	\$93,785.87	Phone	(800) 456-3355, 6179175
Customer #	530021485813	Email	Jeremiah_Jones@Dell.com
Quoted On	Apr. 13, 2021	Billing To	DENNIS CLARK
Expires by	May. 13, 2021		AMETHOD PUBLIC SCHOOLS
			2101 LIVINGSTON ST
			OAKLAND, CA 94606-5218

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Jeremiah Jones

Shipping Group

Shipping To	Shipping Method
DENNIS CLARK AMETHOD PUBLIC SCHOOLS 2101 LIVINGSTON ST OAKLAND, CA 94606-5218 (510) 816-4803	Standard Delivery

Product	Unit Price	Quantity	Subtotal
SI# C88P01 Dell Latitude 3410	\$869.90	100	\$86,990.00

Subtotal:	\$86,990.00
Shipping:	\$0.00
Environmental Fee:	\$400.00
Non-Taxable Amount:	\$18,245.00
Taxable Amount:	\$69,145.00
Estimated Tax:	\$6,395.87

Total:	\$93,785.87
---------------	--------------------

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

DENNIS CLARK
AMETHOD PUBLIC SCHOOLS
2101 LIVINGSTON ST
OAKLAND, CA 94606-5218
(510) 816-4803

Shipping Method

Standard Delivery

	Quantity	Subtotal
SI# C88P01 Dell Latitude 3410	\$869.90	100
		\$86,990.00

Estimated delivery if purchased today:

Apr. 30, 2021

Contract # C000000008783

Customer Agreement # 3-16-70-0012B

Description	SKU	Unit Price	Quantity	Subtotal
Dell Latitude 3410	210-AVLB	-	100	-
10th Generation Intel Core i7-10510U (4 Core, 8M cache, base 1.8GHz, up to 4.9GHz)	379-BDTW	-	100	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	100	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	100	-
Integrated Intel UHD for 10th Generation Intel Core i7-10510U	338-BUZZ	-	100	-
8GB,1x8GB, DDR4 Non-ECC	370-AFEH	-	100	-
M.2 256GB PCIe NVMe Class 35 Solid State Drive	400-BIJP	-	100	-
14" HD (1366 x 768) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable	391-BFDV	-	100	-
Touch Fingerprint Reader in Power Button	346-BGJF	-	100	-
Single Pointing Backlit Keyboard, English	583-BFRM	-	100	-
Intel Dual Band Wi-Fi 6 AX201 2x2 802.11ax 160MHz + Bluetooth 5.1	555-BFNI	-	100	-
4 Cell 53Whr ExpressCharge Capable Battery	451-BCPS	-	100	-
65 Watt AC Adapter	450-ADTR	-	100	-
US Power Cord	537-BBBL	-	100	-
Custom Configuration	817-BBBB	-	100	-
Regulatory Label, FCC	389-DPGZ	-	100	-
SupportAssist	525-BBCL	-	100	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	100	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	100	-
Waves Maxx Audio	658-BBRB	-	100	-
Dell Power Manager	658-BDVK	-	100	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	100	-
Dell Optimizer	658-BEQP	-	100	-
ENERGY STAR Qualified	387-BBOO	-	100	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	100	-
Windows AutoPilot	634-BRWG	-	100	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	100	-
Dell Limited Hardware Warranty	997-6727	-	100	-

ProSupport Plus: Accidental Damage Service, 3 Years	997-6746	-	100	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	997-6755	-	100	-
ProSupport Plus: Next Business Day Onsite, 1 Year	997-6762	-	100	-
ProSupport Plus: Next Business Day Onsite, 2 Year Extended	997-6764	-	100	-
ProSupport Plus: 7x24 Technical Support, 3 Years	997-6773	-	100	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	100	-
CFI Routing SKU	365-0257	-	100	-
Basic Deployment for Client, C onfiguration Services	366-0493	-	100	-
ProDeploy Client Suite Imaging Services, Configuration Servi ces	366-0496	-	100	-
CFI,Information,WIN 10 PRO,64B IT,Original Equipment Mfgr.,Fa ctory Install	378-2291	-	100	-
Basic Deployment for Client Ba sic Information, Configuration Services	380-6311	-	100	-
ProDeploy Client Suite Imaging Services, Information, Config uration Services	380-6314	-	100	-
Basic Deployment Dell Client P C	810-1356	-	100	-

Subtotal:	\$86,990.00
Shipping:	\$0.00
Environmental Fee:	\$400.00
Estimated Tax:	\$6,395.87
Total:	\$93,785.87

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions : Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.



A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No. 3000081930960.2
Total \$263,689.56
 Customer # 530021485813
 PO Number 20201218Dell
 Quoted On Apr. 07, 2021
 Expires by May. 07, 2021
 Deal ID 21816897

Sales Rep Jeremiah Jones
Phone (800) 456-3355, 6179175
Email Jeremiah_Jones@Dell.com
Billing To DENNIS CLARK
 AMETHOD PUBLIC SCHOOLS
 2101 LIVINGSTON ST
 OAKLAND, CA 94606-5218

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
 Jeremiah Jones

Shipping Group

Shipping To	Shipping Method
DENNIS CLARK AMETHOD PUBLIC SCHOOLS 2101 LIVINGSTON ST OAKLAND, CA 94606-5218 (510) 816-4803	VALS Delivery

Product	Unit Price	Quantity	Subtotal
NEW GOOGLE CHROME EDU PERPETUAL LICENSE (NO RESELLERS)	\$32.07	800	\$25,656.00
SI# C88P02 Chromebook 11 3100	\$274.88	800	\$219,904.00

Subtotal:	\$245,560.00
Shipping:	\$0.00
Environmental Fee:	\$3,200.00
Non-Taxable Amount:	\$87,360.00
Taxable Amount:	\$161,400.00
Estimated Tax:	\$14,929.56
<hr/>	
Total:	\$263,689.56

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

DENNIS CLARK
AMETHOD PUBLIC SCHOOLS
2101 LIVINGSTON ST
OAKLAND, CA 94606-5218
(510) 816-4803

Shipping Method

VALS Delivery

		Quantity	Subtotal
NEW GOOGLE CHROME EDU PERPETUAL LICENSE (NO RESELLERS)	\$32.07	800	\$25,656.00

Estimated delivery if purchased today:

Apr. 26, 2021

Contract # C000000006563

Customer Agreement # Dell Standard Terms and Conditions

Description	SKU	Unit Price	Quantity	Subtotal
NEW GOOGLE CHROME EDU PERPETUAL LICENSE (NO RESELLERS)	AB543620	-	800	-

		Quantity	Subtotal
SI# C88P02 Chromebook 11 3100	\$274.88	800	\$219,904.00

Estimated delivery if purchased today:

Apr. 16, 2021

Contract # C000000006563

Customer Agreement # Dell Standard Terms and Conditions

Description	SKU	Unit Price	Quantity	Subtotal
Dell Chromebook 3100	210-ARJL	-	800	-
Intel Celeron N4020 (Dual Core, up to 2.8GHz, 4M Cache, 6W)	338-BUUI	-	800	-
4GB 2400MHz LPDDR4 Non-ECC	370-ADZI	-	800	-
16GB eMMC Hard Drive	400-AWCY	-	800	-
11.6" HD (1366 x 768) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable	391-BDXY	-	800	-
US English Keyboard, non-backlit	580-AHRW	-	800	-
Intel(R) Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0	555-BEVK	-	800	-
Primary 3-Cell 42WHr Battery	451-BCNK	-	800	-
65W AC Adapter 250V, 1M	492-BCNV	-	800	-
US Power Cord	537-BBBL	-	800	-
Quick Start Guide	340-CKUZ	-	800	-
Fixed Hardware Configuration	998-DYKJ	-	800	-
Label 0X01	389-DPUD	-	800	-
Min Config Packaging	340-CRSG	-	800	-
BTS/BTP Smart Selection Shipment, Chromebook (VS)	800-BBQM	-	800	-
Not Included	631-ABBH	-	800	-
Non-Touch LCD Cover	320-BCTK	-	800	-
Comprehensive Hardware Support for Chromebook K12 up to 10% Annual Coverage Model 3 Years	825-6930	-	800	-
Dell Limited Hardware Warranty Initial Year	823-5168	-	800	-
Onsite/In-Home Service After Remote Diagnosis, 1 Year	823-5180	-	800	-
Onsite/In-Home Service After Remote Diagnosis, 2 Years Extended	823-5184	-	800	-

Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	800	-
CFI Routing SKU	365-0257	-	800	-
Configuration Services-Chromebook Bundle Enrollment,Report,Asset Tag, Liftgate Not Included	366-0469	-	800	-
CFI,Complete Destination Bundle,LAT	369-2306	-	800	-
Configuration Services Liftgate Plus Inside Delivery Notice	381-5298	-	800	-

Subtotal:	\$245,560.00
Shipping:	\$0.00
Environmental Fee:	\$3,200.00
Estimated Tax:	\$14,929.56
Total:	\$263,689.56

Important Notes

Terms of Sale

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Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions : Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.



A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No. 3000082039541.3
Total \$18,337.00
 Customer # 530021485813
 Quoted On Apr. 07, 2021
 Expires by May. 07, 2021

Sales Rep Jeremiah Jones
Phone (800) 456-3355, 6179175
Email Jeremiah_Jones@Dell.com
Billing To DENNIS CLARK
 AMETHOD PUBLIC SCHOOLS
 2101 LIVINGSTON ST
 OAKLAND, CA 94606-5218

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
 Jeremiah Jones

Shipping Group

Shipping To	Shipping Method
DENNIS CLARK AMETHOD PUBLIC SCHOOLS 2101 LIVINGSTON ST OAKLAND, CA 94606-5218 (510) 816-4803	Express Delivery

Product	Unit Price	Quantity	Subtotal
SI# C88P01 Dell Latitude 9520	\$1,685.76	10	\$16,857.60

Subtotal:	\$16,857.60
Shipping:	\$0.00
Environmental Fee:	\$50.00
Non-Taxable Amount:	\$1,454.80
Taxable Amount:	\$15,452.80
Estimated Tax:	\$1,429.40

Total:	\$18,337.00
---------------	--------------------

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

DENNIS CLARK
AMETHOD PUBLIC SCHOOLS
2101 LIVINGSTON ST
OAKLAND, CA 94606-5218
(510) 816-4803

Shipping Method

Express Delivery

	Quantity	Subtotal
SI# C88P01 Dell Latitude 9520	10	\$16,857.60

Estimated delivery if purchased today:

May. 07, 2021

Contract # C000000181093

Customer Agreement # MHEC-07012015

Description	SKU	Unit Price	Quantity	Subtotal
Dell Latitude 9520, XCTO	210-AXRN	-	10	-
11th Generation Intel Core i7-1185G7 (4 Core, 12M cache, base 3.0GHz, up to 4.8GHz, vPro)	379-BEGS	-	10	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	10	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	10	-
Intel Iris Xe Graphics for Intel 7-1185G7 (vPro) Processor with 16GB memory	338-BXSQ	-	10	-
Intel vPro Technologys Advanced Management Features	631-ACTT	-	10	-
16GB, 4267MHz, LPDDR4x, Non-ECC	370-AGBL	-	10	-
M.2 512GB PCIe NVMe Class 35 Solid State Drive	400-BHRH	-	10	-
Laptop, 15.0"FHD16:9(1920x1080)Non-T, AG, IR Cam + P-Sensor, Shutter, Mic, SLP, Cmft View+ (400 Nits)	391-BFOO	-	10	-
Single Point Keyboard English US with backlight	583-BHBD	-	10	-
Intel Wi-Fi 6 AX201 2x2 802.11ax 160MHz + Bluetooth 5.1 Wireless Driver	555-BGHV	-	10	-
Intel Wi-Fi 6 AX201 2x2 802.11ax 160MHz + Bluetooth 5.1	555-BFVZ	-	10	-
49 WHr Polymer, ExpressCharge capable	451-BCSZ	-	10	-
65W Type-C Epeat Adapter	492-BCXP	-	10	-
No Security, Thunderbolt4, WLAN Capable	346-BGYD	-	10	-
US Power Cord	537-BBBL	-	10	-
Quick Reference Guide, Laptop	340-CUDJ	-	10	-
ENERGY STAR Qualified	387-BBOK	-	10	-
Custom Configuration	817-BBBB	-	10	-
FCC Label	389-DPGO	-	10	-
SupportAssist	525-BBCL	-	10	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	10	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	10	-
Waves Maxx Audio	658-BBRB	-	10	-
Dell Power Manager	658-BDVK	-	10	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	10	-

Dell Optimizer	658-BEQP	-	10	-
Mix Model Ship, 65W, Laptop	340-CUNK	-	10	-
11th Gen Intel Core i7 vPro label	340-CTSW	-	10	-
EPEAT 2018 Registered (Gold)	379-BDZB	-	10	-
Door Bottom, WLAN	321-BGCV	-	10	-
Windows AutoPilot	634-BRWG	-	10	-
Dell Limited Hardware Warranty Plus Service	831-5181	-	10	-
ProSupport Plus Accidental Damage Service 3 Years	831-5199	-	10	-
ProSupport Plus Next Business Day Onsite 3 Years	831-5200	-	10	-
ProSupport Plus Keep Your Hard Drive 3 Years	831-5201	-	10	-
ProSupport Plus 7x24 Technical Support 3 Years	831-5202	-	10	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	10	-
CFI Routing SKU	365-0257	-	10	-
Basic Deployment for Client, C onfiguration Services	366-0493	-	10	-
ProDeploy Client Suite Imaging Services, Configuration Servi ces	366-0496	-	10	-
CFI,Information,WIN 10 PRO,64B IT,Original Equipment Mfgr.,Fa ctory Install	378-2291	-	10	-
Basic Deployment for Client Ba sic Information, Configuration Services	380-6311	-	10	-
ProDeploy Client Suite Imaging Services, Information, Config uration Services	380-6314	-	10	-
Basic Deployment Dell Client P C	810-1356	-	10	-

Subtotal:	\$16,857.60
Shipping:	\$0.00
Environmental Fee:	\$50.00
Estimated Tax:	\$1,429.40
Total:	\$18,337.00

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^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.

Coversheet

Approve Board Resolution concerning Special Education Maintenance of Effort Allocation

Section:	IV. Consent Agenda
Item:	I. Approve Board Resolution concerning Special Education Maintenance of Effort Allocation
Purpose:	Vote
Submitted by:	
Related Material:	AMPS Board Resolution to move SELPA funds.docx Briefing Sheet - SPED MOE Calculation.docx

Amethod Public Schools Board Resolution concerning Maintenance of Effort Calculation

Pursuant to EC Section 56836.05(b), El Dorado Charter SELPA has the authority develop an allocation plan to define the distribution of Special Education funds to charters within the SELPA.

The El Dorado Charter SELPA has approved an allocation plan that provides for the distribution of funds to each Charter LEA in the SELPA. A charter is defined as having a separate County-District-School (CDS) code.

The allocation plan further authorizes, a CMO, Non-Profit Corporation serving more than one charter school, or JPA may desire to change the distribution of State and Federal funding to Charter LEAs within their authority. These changes to the funding distribution are finalized at the end of the fiscal year upon submission of the approved resolution. The resolution must be approved by the board of the CMO, Non-Profit Corporation, or JPA. The impacted charter school LEA boards must also approve.

Name:

Non-Profit Corporation serving more than one charter school: Amethod Public Schools

Charters in the Charter SELPA under authority of CMO, Non-Profit, JPA:

Downtown Charter Academy

Oakland Charter Academy

Oakland Charter High School

John Henry High School

Richmond Charter Academy

Benito Juarez Elementary

Movement of Special Education Funds at close of 2020-2021 Fiscal Funds:

Final data will be determined at fiscal year-end and will be presented to the Board upon final determination.

This reallocation will occur in the months of August and September following the close of a fiscal year with final reallocation done by October 1st.

IN WITNESS WHEREOF, I have hereunto subscribed my name on this _____ day of _____, _____.

(Secretary) Signature

Print name



HONOR HARD WORK

Amethod Public Schools Board Item Overview

Date: April 16, 2021

Subject:

Special Education Maintenance of Effort (MOE) Calculation distribution of funding for school year 2020-2021

Action:**Information:****Committee:**

Move to allow changes in the distribution of State and Federal funding to Charter LEAs within the AMPS CMO for all 6 Amethod School Sites when calculating MOE.

RECOMMENDATIONS:	Vote to pass the Board resolution to allow for changes in distribution of State and Federal Special Education Funding when calculating MOE
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:	
SUMMARY OF KEYS ISSUES:	<p>The El Dorado Charter SELPA has approved an allocation plan that provides for the distribution of funds to each Charter LEA in the SELPA. A charter is defined as having a separate County-District-School (CDS) code.</p> <p>The allocation plan further authorizes, a CMO, Non-Profit Corporation serving more than one charter school, may desire to change the distribution of State and Federal funding to Charter LEAs within their authority. These changes to the funding distribution are finalized at the end of the fiscal year upon submission of the approved resolution. The resolution must be approved by the board of the CMO, Non-Profit Corporation.</p>
FISCAL ANALYSIS:	When final MOE calculations are completed in the fall of 2021, changes to funding distribution, if needed, will be completed. Amounts will be determined at the time when final calculations are done.
ATTACHMENT (S):	Board Resolution for concerning MOE calculation

Coversheet

Approve of 2021-2022 Futures Education Contract for Special Education Services and Authority of CEO to Approve Amendments for an additional \$200,000

Section: IV. Consent Agenda
Item: J. Approve of 2021-2022 Futures Education Contract for Special Education Services and Authority of CEO to Approve Amendments for an additional \$200,000
Purpose: Vote
Submitted by:
Related Material:
Amethod PS Addendum 5 - Renewal Year 1 of 3 _ 2021-2022 4.15.2021 - unsigned.pdf
Futures Contract Briefing Sheet.pdf



Addendum 5
Renewal Year 1 of 3
to the Service Agreement
by and between
Amethod Public Schools
and
Futures Education of California, LLC
Dated August 14, 2019

This addendum is made and entered into as of July 1, 2021, and commences on that same day of July 2021, by and between Amethod Public Schools (AMPS) and Futures Education of California, LLC (Futures) and hereby amends the above Agreement to the following:

Contract is hereby mutually agreed upon to extend the term of the contract for an additional one-year period thru June 30, 2022. This is the first of three renewal option years.

2021/2022 Academic School Year	
Annual Set Flat Fee for Special Education Services	\$1,744,733.48
Additional Services - 2 Board Certified Behavior Analyst (BCBA), part-time Hearing-Impaired Teacher, and increase time for Vision and Orientation and Mobility Services	\$316,266.52
Total	\$2,061,000.00
Total Due Monthly (10 months)	\$206,100.00

AMPS CEO, Evelia Villa, is authorized to allocate an additional \$200,000.00 for special education staff.

Revised Contract Language:

The language in **Section 3. Compensation** is revised to reflect the following:

AMPS shall compensate Futures for services rendered in accordance with the Fee Schedule set forth in the Table above. Futures will submit a statement to AMPS by the 15th day of each following month indicating all Related Services rendered to AMPS students by Futures for the previous month. AMPS agree to pay Futures the stated monthly fee within thirty (30) days upon receipt of the invoice. Any charges which become past due (and per the original contract) and cannot be reconciled will be pursued through legal channels and will include any outstanding balance as well as all expenses, court cost, and reasonable attorney's fees incident to collection.

All other contract language in the original service agreement document by and between Futures Education of California, LLC Service and Amethod Public Schools dated August 1, 2019, will remain in effect.

Agreed to by:

Amethod Public Schools

Futures Education of California, LLC

Signed: _____

Signed: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Amethod Public Schools

Board Item Overview

Date: April 17, 2021

Subject: Consent I

Approve of 2021-2022 Futures Education Contract for Special Education Services and Authority of CEO to Approve Amendments for an additional \$200,000

Action:



Information:



Committee:



RECOMMENDATIONS:	The staff recommends that the board approves the Futures Education Contract for Special Education Services and Authority of CEO to Approve Amendments for an additional \$200,000.										
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:	NA										
SUMMARY OF KEYS ISSUES:	Futures came to our six sites to review our program in 2020, they made recommendations for improvement, and crafted a proposal that would meet our service needs. By partnering with Futures, we have remained members of the El Dorado County SELPA. Since then, our direct services to students and SPED staffing has been managed by Futures.										
FISCAL ANALYSIS	<p>The contract is for the 2021-2022 academic school year.</p> <table border="1"> <thead> <tr> <th colspan="2">2021/2022 Academic School Year</th></tr> </thead> <tbody> <tr> <td>Annual Set Flat Fee for Special Education Services</td><td>\$1,744,733.48</td></tr> <tr> <td>Additional Services - 2 Board Certified Behavior Analyst (BCBA), part-time Hearing-Impaired Teacher, and increase time for Vision and Orientation and Mobility Services</td><td>\$316,266</td></tr> <tr> <td>Total</td><td>\$2,061,000.00</td></tr> <tr> <td>Total Due Monthly (10 months)</td><td>\$206,100.00</td></tr> </tbody> </table>	2021/2022 Academic School Year		Annual Set Flat Fee for Special Education Services	\$1,744,733.48	Additional Services - 2 Board Certified Behavior Analyst (BCBA), part-time Hearing-Impaired Teacher, and increase time for Vision and Orientation and Mobility Services	\$316,266	Total	\$2,061,000.00	Total Due Monthly (10 months)	\$206,100.00
2021/2022 Academic School Year											
Annual Set Flat Fee for Special Education Services	\$1,744,733.48										
Additional Services - 2 Board Certified Behavior Analyst (BCBA), part-time Hearing-Impaired Teacher, and increase time for Vision and Orientation and Mobility Services	\$316,266										
Total	\$2,061,000.00										
Total Due Monthly (10 months)	\$206,100.00										
ATTACHMENT(S):	Futures Contract 2021-2022										

Coversheet

Approve Contract with Measure Education

Section:	IV. Consent Agenda
Item:	K. Approve Contract with Measure Education
Purpose:	Vote
Submitted by:	
Related Material:	20210201 AMPS Replacement SOW_v1 - signed.pdf 20201007 AMPS Contract_v1 - signed.pdf



STATEMENT OF WORK: 2020-02-01

This Statement of Work is governed by and subject to the provisions of the Consulting Services Agreement dated **October 7, 2020** (the “Agreement”), the terms of which are incorporated herein, between **Amethod Public Schools** (“Client”) and **Measure Education Inc.** (“Measure Education”). The parties previously executed Statement of Work(s), the latest Statement of Work is dated **October 7, 2020** (“Previous Statement of Work”). This Statement of Work, dated **February 1, 2021**, shall amend, replace and supersede any Previous Statement of Work in its entirety. The term “Client” in the Agreement shall include the entity signing this Statement of Work. Any terms used in this Statement of Work and not otherwise defined shall have the same meaning as in the Agreement. If there is a conflict between the Agreement and the Statement of Work, this Statement of Work shall prevail.

1.0 SCOPE OF SERVICES

Measure Education offers a wide range of support services for schools. The following services (“Services”) shall be provided by Measure Education to Client pursuant to the terms of the Agreement and this Statement of Work:

Definition of Schools in Scope

- Measure Education will be providing services for the following school(s):
 - Oakland Charter Academy (CDS Code 01612596111660)
 - Downtown Charter Academy (CDS Code 01612590129635)
 - Oakland Charter High School (CDS Code 01612590114868)
 - Richmond Charter Academy (CDS Code 07617960126805)
 - Richmond Charter Elementary-Benito Juarez (CDS Code 07617960129643)
 - John Henry High School (CDS Code 07773540132233)

Consultant Support

- Main Point of Contact
 - Measure Education will assign a main point of contact who will serve as Client’s primary contact with Measure Education. If that point of contact is unavailable or cannot answer your question in a timely manner, Measure Education leadership’s will ensure that Client’s questions are answered.
 - Measure Education limits access to Client data to individuals that require access to perform job functions and Services for Client. This may include the Client’s primary contact and other Measure Education employees tasked to support Client. In cases where Measure Education requires additional access accounts to Client Information Systems, Measure Education will notify the Client.
- Helpdesk
 - Phone and Email support is officially available from 10 AM to 4 PM (Pacific Time Zone), Monday through Friday, except when Measure Education is closed due to federal or state holidays. Client-site contacts who can utilize this service can include school leadership and individuals who are responsible for data management related to:
 - Attendance
 - California School Dashboard
 - CALPADS
 - Discipline
 - English Learners
 - Enrollment and Student Demographics
 - Federal Reporting
 - Independent Study
 - Lunch Systems
 - Master Schedule
 - Grade Storage
 - Special Education
 - State Reporting
 - Student Information System Configuration for Compliance Reporting



- Teacher and Staff Management
 - Testing
- Recommendations
 - Measure Education will proactively manage the communication of recommendations that are related to state-wide data systems and any changes to requirements and business rules.
 - Measure Education will provide ad-hoc support to Client contacts that manage district-wide data systems, people, or processes related to:
 - Project Management
 - Staff Training
 - Student Information System Configuration
 - Technical Documentation

PowerSchool Student Information System Support

- Solution Document
 - Measure Education will document and maintain the overall Technical Solution of the Student Information System (“SIS”) in a single, comprehensive document (“Solution Document”).
 - Measure Education needs Client's relevant policies in order to create the Solution Document for the current/upcoming year. Client will provide all relevant policies to Measure Education **at least five weeks before the final day of the previous school year.** Relevant policies may include but are not limited to:
 - Grading
 - Grading Terms
 - Credit Assignment
 - End of Term Process
 - GPA
 - Honor Roll
 - Gradebook
 - Grade Scales
 - Standards
 - Reports
 - Scheduling
 - Scheduling Timeline
 - Scheduling Terms
 - Periods
 - Bell Schedules
 - Days
 - Courses
 - Sections
 - Calendar Days
 - Calendar Patterns
 - Attendance
 - Preferences
 - Full Time Equivalency (FTE)
 - Attendance Conversion
 - Attendance Codes
 - Truancy
 - Reports
 - Dashboards
 - State/Local Reporting
 - Federal Reporting
 - Other Setup
 - Graduation Planner
 - Graduation Sets
 - Parent/Student Portal



- Security: Groups
 - Security: Users by Group
 - Substitute Setup
 - Third-Party Integrations
 - Discipline
 - Special Education
 - English Language Acquisition
 - Independent Study
 - Student Enrollment
 - Scheduled Test Score Imports
- Client agrees that Measure Education's ability to successfully create the Solution Document depends on these relevant policies. If Client wants to change these policies after they have been provided to Measure Education, Client shall provide as much written notice as possible to Measure Education. Measure Education's ability to perform the Services is impaired if Client changes these policies after submission. Measure Education shall not be responsible for missing deadlines related to the Solution Document or other related Services if Client changes these or similar policies after they have been submitted to Measure Education.
- End of Year Processes
 - Master Calendar Setup
 - Measure Education will setup the master scheduling calendar for each school year in the SIS. This will include scheduling and grading terms that are based on the school calendar.
 - Client will provide Measure Education with the board approved school calendar **at least five weeks before the final day of the previous school year.**
 - Data Cleanup and Review
 - Measure Education will train staff on data validation reports.
 - Client will update student data within the SIS **at least one week before the final day of the previous school year.**
 - Promotion and Retention of Students
 - Measure Education will train staff on how to update the SIS for promotion and retention of students.
 - Client will update student data within the SIS **at least one week before the final day of the previous school year.**
 - Execution of End of Year Process
 - Measure Education will execute the End of Year Process upon confirmation from Client that all required prerequisite processes have been completed.
 - Client will provide confirmation that all previous school year compliance reports and student data are finalized and backed up before sending confirmation to Measure Education that End of Year processes can proceed **within one week of the final day of the previous school year.**
- Beginning of Year Processes
 - SIS Setup
 - System Configuration
 - Measure Education will perform the technical configuration of the SIS based on the policies outlined in the Solution Document.
 - Training
 - Teachers
 - Upon Client's request, Measure Education will perform a virtual Beginning of Year training for a group of teachers, not to exceed ten, who want to learn how attendance and grading systems are setup in their SIS.



- Client will request virtual Beginning of Year training with teachers for the upcoming year **at least one week before the final day of the previous school year.**
- Administrators
 - Measure Education will perform virtual Beginning of Year training for staff members based on need and scheduling availability.
 - Client will meet with Measure Education to participate in virtual Beginning of Year training **within four weeks of a request.**
- Beginning of Scheduling Term Processes
 - Scheduling
 - Measure Education will perform a one-time load of a master schedule to the SIS based on files provided by Client per scheduling term.
 - Client will create the master schedule and provide master scheduling files to Measure Education based on provided templates **at least two weeks before the first day of the upcoming scheduling term.**
 - Measure Education is not responsible for the creation of the master schedule.
- End of Grading Term Processes
 - Grade Storage
 - For grades that require a process of grade storage, Measure Education will perform the end of term grade storage process in the SIS for specified grade storage terms.
 - Client will identify the grade storage dates and parameters **at least five weeks before the final day of the previous school year.**
 - Client will confirm that the data in the SIS is ready to undergo the process of grade storage **at least 24 hours before storage.**
 - Report Cards
 - Measure Education will review Report Cards for Client and make up to three hours of programming changes to the SIS before the end of the first reporting term.
 - Client will request specific changes for the current/upcoming school year's report card **at least one week before the final day of the previous school year.**

Compliance Support

- Compliance Support - California
 - California Longitudinal Pupil Achievement Data System ("CALPADS")
 - Student Enrollment Maintenance
 - Measure Education will provide regular uploads of student information associated with school enrollment to the CALPADS system and will send a report of anomalies or errors to Client for resolution.
 - Client will communicate all resolution actions to Measure Education associated with enrollment anomalies or errors **within one week of receiving the report from Measure Education.**
 - Client will provide Measure Education with a school administrator account to CALPADS **upon the signing of this Statement of Work.**
 - Direct Certification Extraction
 - Measure Education will provide a report to Client that contains the direct certification results from the CALPADS system. The schedule of this report will be based on the availability of this report from the State.
 - Data Submissions
 - Fall 1
 - Measure Education will upload CALPADS Fall 1 related files from Client's SIS to the CALPADS system.



- Client will confirm that student data in the SIS is complete and accurate **on the CALPADS census day.**
 - This submission is considered in scope for the current school year if there are at least 45 days between the finalization of reportable data (as determined by Measure Education) and the deadline published by the California Department of Education.
 - This submission is considered in scope for the current school year if there are at least 45 days between the finalization of reportable data (as determined by Measure Education) and the end of the Statement of Work term.
- Fall 2
 - Measure Education will upload CALPADS Fall 2 related files from Client's SIS to the CALPADS system.
 - Client will confirm that staff and course data in the SIS is complete and accurate **on the CALPADS census day.**
 - This submission is considered in scope for the current school year if there are at least 45 days between the finalization of reportable data (as determined by Measure Education) and the deadline published by the California Department of Education.
 - This submission is considered in scope for the current school year if there are at least 45 days between the finalization of reportable data (as determined by Measure Education) and the end of the Statement of Work term.
- End of Year
 - Measure Education will upload CALPADS End of Year related files from Client's SIS to the CALPADS system.
 - Client will confirm that student data in the SIS is complete and accurate **within one week of the final day of the current school year.**
 - This submission is considered in scope for the current school year if there are at least 45 days between the finalization of reportable data (as determined by Measure Education) and the deadline published by the California Department of Education.
 - This submission is considered in scope for the current school year if there are at least 45 days between the finalization of reportable data (as determined by Measure Education) and the end of the Statement of Work term.
- Review and Certification
 - Measure Education will review the uploaded files with school leadership for Client's certification.
 - Client will meet with Measure Education to review and certify the school data **within one week of a request.**
 - Measure Education is not responsible for the accuracy of data within the Student Information System or timely certification by Client.
- Data Audit
 - During the submission window, Measure Education will download and restructure aggregate and detailed reports from CALPADS for ease of



review and communication to Client leadership related to CALPADS submissions.

- Client will agree to upload and post a complete set of required data files to CALPADS **at least 30 days before the end of the submission window.**
- Measure Education will facilitate regular CALPADS data review meetings with relevant Client staff to help ensure the accuracy of data reported before certification.
 - Client will meet with Measure Education to review or certify school data **within one week of a request.**
- State Testing Support
 - During specified testing dates, Measure Education will upload complete and accurate data provided by Client in the SIS to State-Provided databases within 24 hours of request.
 - Client will provide test names, dates and required fields to Measure Education **at least five weeks before the start of the testing period.**
- CA School Dashboard Data Support
 - Measure Education will provide phone, email, and reporting support for CALPADS data sets if used for the CA School Dashboard.

Other Services

- 2021-2022 Report Card Design and Build
 - Measure Education will program a set of Report Cards in the SIS using supported functionality of the built-in reporting systems.
 - Client will provide a list of data elements and characteristics to be included in the report card for the current/upcoming school year **before the final day of the previous school year.**
 - Measure Education shall make reasonable and good faith efforts to deliver a report card consistent with Client's requests. Client agrees that an exact replica of a desired report card may not be possible due to technical constraints.

System Access

- Upon the execution of this Statement of Work, it is Client's responsibility to provide Measure Education administrative access to any data systems that Measure Education needs in order to complete the Services. This will also include access to any direct contact support services that may be offered by these data systems.

Unauthorized Changes to SIS

- Measure Education provides training to new employees as well as continuous support to administrators throughout the school year to build their understanding of the SIS. The successful and continuous operation SIS is based on the setup before the start of the school year. Client agrees to consult with Measure Education before making any changes to the SIS, as unauthorized changes may hinder the successful operation of the SIS. In the event that issues arise from Client's unauthorized changes made to the SIS without consultation with Measure Education, the Parties agree Measure Education shall not be responsible for issues stemming from these unauthorized changes. Further, Client agrees Measure Education may not be able to resolve issues caused by unauthorized modifications without an additional statement of work.



2.0 TIMING AND DURATION

2.1 Timing

Timing for future projects shall vary and shall be agreed upon by the Parties based upon particular objectives and deliverables.

2.2 Duration

The Statement of Work is effective on **February 1, 2021** and shall then be coterminous with the Agreement. The term of this Statement of Work shall renew and/or terminate consistent with Section 7 of the Agreement.

Measure Education may terminate this Statement of Work by providing written notice to the Client within fourteen (14) days after Measure Education starts to provide the Services ("Start Date"), if it determines in its sole discretion that it will not be reasonably able to provide any of the requested Services due to conditions outside of its reasonable control. Measure Education retains sole discretion to determine the Start Date as used in this paragraph, but it affirms its intention is for the Start Date to accurately reflect the date Measure Education has confirmed access to Client's information system(s) and successfully holds a conference with responsible Client contacts. If Measure Education terminates the Statement of Work pursuant to this paragraph, there will be no charge to the Client and this Statement of Work will be considered invalid and Measure Education shall not be required to deliver the Services described herein.

3.0 FEES AND PAYMENT

3.1 Professional Fees

For Services listed in this Statement of Work, a fee will be charged on a monthly basis for work performed. This monthly fee shall be invoiced on the 1st of each calendar month for the amount of **\$8,316.88** (U.S. Dollars) with the first invoice sent on **March 1, 2021**.

For additional services outside the scope of the Services set forth above or otherwise agreed to by the Parties, the hourly rate for services provided by Measure Education during our weekday business hours (10:00A.M. to 4:00 P.M. Pacific Time Zone) will be **\$125.00** and invoiced on a monthly schedule. For services requested that require work during out-of-business hours and the weekend, the hourly rate will be **\$250.00**.

School on-site training or other on-site services are not part of the Services set forth above and, if requested by Client, will be billed at a daily rate of **\$1,500.00**, which includes reasonable travel, lodging, food, and other expenses.

All amounts set forth for payment are exclusive of applicable sales and similar taxes and it shall be Client's responsibility to add to the amounts payable, and to pay all such taxes, if applicable.

Notwithstanding any other provision in any Statement of Work or the Agreement, Measure Education may revise the monthly fee and other fees set forth in this section on an annual basis for the subsequent term with written notice. Measure Education will not change the fees mid-term, except with the mutual written consent of the Parties. Measure Education will provide written notice to the Client of fee changes at least sixty (60) days before the effective date of the fee change. The Parties agree that they do not need to execute a new Statement of Work or other written instrument in order for Measure Education to effectuate a change in fees pursuant to this section for subsequent terms.



3.2 Payment Terms

Consistent with the terms of the Agreement, payment shall be made within thirty (30) days of receipt of invoice, by check to the order of Measure Education Inc., and sent to:

Measure Education Inc.
Attn: Accounts Receivable
1673 9th Ave
San Francisco, CA 94122

Measure Education may also allow Client to make Automated Clearing House (ACH) payments.

This Statement of Work may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument. A faxed copy or electronic (e.g., .pdf) copy of the fully executed original version of this Statement of Work shall have the same legal effect as an executed original for all purposes.

IN WITNESS WHEREOF, each of the Parties has caused this Statement of Work to be executed on its behalf by its duly authorized representative as of the date first above written.

Measure Education Inc.

By: 

Name: Curtis Loo

Title: President

Date: Jan 21, 2021

Amethod Public Schools

By: 
Evelia Villa (Jan 21, 2021 16:14 PST)

Name: Evelia Villa

Title: COO

Date: Jan 21, 2021

Page 9 of 9









20210201 AMPS Replacement SOW_v1

Final Audit Report

2021-01-22

Created:	2021-01-21
By:	Curtis Loo (cloo@measureed.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAugr4QUtLM_cVfxBcaX6ZdFEBurb1WBX1

"20210201 AMPS Replacement SOW_v1" History

-  Document created by Curtis Loo (cloo@measureed.com)
 2021-01-21 - 2:49:11 AM GMT- IP address: 73.162.103.2
-  Document emailed to Evelia Villa (evilla@amethodschools.org) for signature
 2021-01-21 - 2:51:42 AM GMT
-  Email viewed by Evelia Villa (evilla@amethodschools.org)
 2021-01-21 - 3:00:03 AM GMT- IP address: 66.249.84.217
-  Document e-signed by Evelia Villa (evilla@amethodschools.org)
 Signature Date: 2021-01-22 - 0:14:07 AM GMT - Time Source: server- IP address: 71.198.150.18
-  Document emailed to Curtis Loo (cloo@measureed.com) for signature
 2021-01-22 - 0:14:08 AM GMT
-  Email viewed by Curtis Loo (cloo@measureed.com)
 2021-01-22 - 0:14:20 AM GMT- IP address: 73.162.103.2
-  Document e-signed by Curtis Loo (cloo@measureed.com)
 Signature Date: 2021-01-22 - 0:18:02 AM GMT - Time Source: server- IP address: 73.162.103.2
-  Agreement completed.
 2021-01-22 - 0:18:02 AM GMT



CONSULTING SERVICES AGREEMENT

This Consulting Services Agreement ("Agreement"), dated as of **October 7, 2020** (the "Effective Date"), is between Measure Education Inc. ("Measure Education"), EIN 81-4622301, and **Amethod Public Schools** with offices at **2101 Livingston Street, Oakland, CA 94606** ("Client"), each individually referred to as a Party" and collectively referred to as the "Parties."

1. Scope of Agreement and Services

(a) This Agreement describes the process by which Client engages Measure Education to perform consulting services, and sets out the terms and conditions applicable to those services. Client may procure services under this Agreement for itself and for its affiliates that Client binds to this Agreement by its signature (collectively, the "Affiliates").

(b) Measure Education shall perform such services (the "Services") as agreed in one or more statements of work issued under this Agreement, a form of which is attached and incorporated herein as Exhibit A ("Statement of Work"). Each Statement of Work shall describe the Services to be performed, the expected schedule for performance, the amounts that Client shall pay for those Services, and any other relevant information. This Agreement does not obligate either Party to enter into any Statement of Work and does not create an exclusive arrangement between the Parties. If there is a conflict between the Agreement and the Statement of Work, the Statement of Work shall prevail. If Measure Education commenced Services prior to execution of this Agreement or a particular Statement of Work, the terms of this Agreement and relevant Statement of Work shall govern such Services.

(c) Measure Education and Client recognize that Measure Education's Services may include working on various projects for Client outside of the Statement of Work. Measure Education shall obtain Client's approval prior to the commencement of a new project and the Parties shall agree to a new and/or amended Statement of Work for such new project. Other than the Services set forth in Statement of Work(s), Measure Education is not responsible for any other services, unless mutually agreed to in writing.

2. Deliverables and Performance of Services

(a) Measure Education shall determine the manner, location, and specific hours for performance of the Services, subject to the limits specified in this Agreement. Measure Education shall coordinate with Client's designee regarding the performance of the Services.

(b) Client shall own all written material that is prepared for and delivered to it under this Agreement ("Deliverables"), except as follows: Measure Education shall own its working papers, preexisting materials and software, as well as any general skills, know-how, trade secrets, processes, or other intellectual property (including a non-Client specific version of any Deliverables, proprietary software, etc.) which may be discovered or created by Measure Education as a result of providing Services ("Measure Education Materials"). Client has a nonexclusive, non-transferable license to use any Measure Education Materials included in the Deliverables for Client's own internal use of those Deliverables.

(c) Measure Education is providing the Services and Deliverables solely for Client's internal use and benefit. The Services and Deliverables are not for a third party's use, benefit or reliance and Measure Education disclaims any contractual or other responsibility or duty of care to others based upon the Services or Deliverables.



3. Client Responsibilities. Client acknowledges that by providing the Services, Measure Education performs an advisory and task-related function, and therefore provides the Services at the direction of Client. Client is responsible for all management functions and decisions relating to the Services.

In order to provide the Services, Measure Education relies on Client to provide timely, accurate and complete information, and to cooperate reasonably with Measure Education. Client shall provide reasonable support services, including providing adequate and timely documentation and information required in order to allow Measure Education to provide the Services. Measure Education shall not be responsible for any missed deadlines if Client and/or Client's employees, agents, or contractors fails to timely provide necessary information and materials to Measure Education.

Client shall immediately inform Measure Education of any material change in Client's operations that might impact Measure Education's ability to provide the Services under this Agreement. Client also is solely responsible for the results achieved from using the Services or Deliverables. Client shall designate a competent member of Client's management to oversee the Services.

4. Fees, Expenses and Payment. Client shall pay the amounts described in the Statement(s) of Work for the Services. Measure Education shall invoice Client on a regular basis, and Client shall pay each invoice within thirty (30) days after the invoice date or incur a late fee of 1.5% of the outstanding balance for each 30-day period overdue. Notwithstanding any other provision in any Statement of Work or the Agreement, Measure Education may revise the monthly fee and other fees set forth in a Statement of Work on an annual basis for the subsequent term with written notice. Measure Education will not change the fees mid-term, except with the mutual written consent of the Parties. Measure Education will provide written notice to the Client of fee changes at least sixty (60) days before the effective date of the fee change. The Parties agree that they do not need to execute a new Statement of Work or other written instrument in order for Measure Education to effectuate a change in fees pursuant to this section for subsequent terms. Notwithstanding any other provision herein, Measure Education may promptly terminate the Agreement if Client has an unpaid invoice that is outstanding for more than thirty (30) days.

5. Confidentiality and Protection of Data. "Confidential Information" means non-public information marked "confidential" or "proprietary" or that otherwise should be understood by a reasonable person to be confidential in nature, or provided by a Party or on its behalf. Confidential information may include but is not limited to trade secrets, policies, procedures student records, intellectual property, business or strategic plans, contractual agreements or negotiations, fundraising strategies, financial information and employee information. Confidential Information does not include any information which (i) is rightfully known to the recipient prior to its disclosure; (ii) is released to any other person or entity (including governmental agencies) without restriction; (iii) is independently developed by the recipient without use of or reliance on Confidential Information; or (iv) is or later becomes publicly available without violation of this Agreement or may be lawfully obtained by a Party from a non-party. Each Party shall protect the confidentiality of Confidential Information that it receives and, neither Party shall use or disclose any Confidential Information for any purpose other than to perform this Agreement or as required by applicable law, statute, rule, regulation or professional standard, without the other Party's prior consent. If disclosure is required by law, statute, rule or regulation (including any subpoena or other similar form of process), or by professional standards, the Party to which the request for disclosure is made shall (other than in connection with routine supervisory examinations by regulatory authorities with jurisdiction and without breaching any legal or regulatory requirement) provide the other Party with prior prompt written notice thereof and, if practicable under the circumstances, allow the other Party to seek a restraining order or other appropriate relief. The confidentiality provisions of this Agreement shall remain in full force and effect after the termination of this Agreement.

Notwithstanding and in addition to the paragraph above, the Parties agree to the following terms related to the protection of Client's education records.

The Client acknowledges that they have reviewed the Measure Education Privacy Policy located at <http://www.measureed.com/privacy/>, which applies to the Client's use of Measure Education's Services.



Client and Measure Education acknowledge and agree that pursuant to the Family Educational Rights and Privacy Act (“FERPA”) and applicable state law, the Parties have certain obligations with regard to maintaining the security, integrity and confidentiality of “personally identifiable information” in student “education records”, as those terms are defined by FERPA (referred to herein as “Student Records”). The Parties acknowledge that the Client at all times retains ownership of Student Records and that each party must perform its obligations under this agreement in compliance with FERPA. Measure Education shall use Student Records only for those purposes required or permitted by this agreement.

Client acknowledges and agrees Measure Education, its agents, employees, and contractors, can access Student Records without parental consent as a “school official” under FERPA because Measure Education is performing an institutional services or function for which the Client would otherwise use its employees to perform, is under the direct control of the Client with respect to the use and maintenance of Student Records, and is subject to FERPA’s redisclosure requirements. Further, Measure Education has a legitimate educational interest in accessing Student Records to provide the Services set forth herein.

Client agrees to distribute its Annual Notification of FERPA Rights in compliance with FERPA (34 CFR § 99.7). Client shall ensure its Annual Notification of FERPA Rights defines “school official” so that it includes Measure Education, its employees, agents, and contractors who are responsible for providing the institutional services set forth herein.

Measure Education will maintain and enforce commercially reasonable administrative, technical, and physical safeguards to reasonably protect the confidentiality, availability, and integrity of Client’s student records and other sensitive information.

6. Non-Solicitation. Client understands that Measure Education has invested considerable resources in finding, training, and retaining employees and contractors, and the loss of any of them will require considerable effort and resources to replace. Client acknowledges that it has engaged Measure Education to provide educational Services under this Agreement. Client further agrees not to solicit or hire any Measure Education employee that Measure Education has introduced to the Client and/or any of the Client’s affiliates (“Employee”) until the expiration of a one year period following the last date such Employee has worked for Measure Education, except as otherwise permitted in writing by Measure Education. Should Client hire an Employee in violation of this paragraph, or otherwise circumvent this Agreement, (i) Company acknowledges and agrees that it would be difficult to ascertain the loss that would be suffered by Measure Education, and (ii) for that reason, Client agrees to pay Measure Education a placement fee equal to 35% of the annual wage of the Employee, which amount is intended to constitute liquidated damages and not a penalty. Client agrees the provisions of this paragraph are reasonable terms to compensate Measure Education for its recruitment, training and placement of its Employees.

7. Term and Termination. This Agreement is effective as of the Effective Date stated above. The term of this Agreement shall be from the Effective Date until **June 30, 2021** (the “Initial Term”). This Agreement shall automatically renew for consecutive additional one (1) year terms unless either Party provides written notice of non-renewal to the other at least sixty (60) days prior to the expiration of the then-current term (each, a “Renewal Term”). The Initial Term and any Renewal Term(s) are referred to as the Term.

Either Party may terminate this Agreement or any Statement of Work without penalty with sixty (60) days’ written notice to the other Party. Either party may also terminate this Agreement for breach of a material term or condition of this Agreement upon thirty (30) days’ written notice to the other party. Such written notice shall specifically identify the breach and provide fifteen (15) days for the other party to cure. Upon any termination under this section, Client shall pay Measure Education for all services rendered by Measure Education prior to the effective date of termination.

Any provisions of this Agreement that should be reasonably intended to survive its termination or expiration shall do so.



8. Limitations of Liability. Measure Education's aggregate liability for all claims, losses, liability or damages in connection with this Agreement or its subject matter, whether as a result of breach of contract, tort (including negligence) or otherwise, regardless of the theory of liability asserted, is limited to no more than the total amount of fees paid to Measure Education by the Client for the particular Service giving rise to the liability under the relevant Statement of Work under this Agreement. In addition, Measure Education shall not be liable in any event for lost profits, consequential, indirect, punitive, exemplary or special damages. Also, Measure Education shall have no liability to Client arising from or relating to any third-party hardware, software, information or materials selected or supplied by Client.

9. Disclaimer of Warranties. ANY SERVICES AND SPREADSHEETS, ELECTRONIC MATERIALS, SOFTWARE TOOLS, DELIVERABLES, OR OTHER MATERIALS THAT MEASURE EDUCATION PROVIDES TO CLIENT ARE PROVIDED ON AN "AS IS" and "AS AVAILABLE" BASIS WITHOUT WARRANTY OF ANY KIND EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ACCURACY, AND NON- INFRINGEMENT. Measure Education shall not be responsible for results obtained by anyone other than Measure Education from the access, distribution, or use of such Deliverables and materials.

10. Waiver. The failure of either Party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that Party's right to subsequently enforce and compel strict compliance with every provision of this agreement.

11. Relationship of Parties. The Parties understand that Measure Education is an independent contractor with respect to Client. Client shall not provide fringe benefits, including health insurance benefits, paid vacation, workers' compensation coverage, or any other employee benefit, for Measure Education's benefit. The Parties acknowledge that they will not hold themselves out as an agent, partner or co-venturer of the other and that this Agreement is not intended and does not create an agency, partnership, joint venture or any other type of relationship except the contract relationships established herein.

12. Governing of Law. This Agreement and any dispute relating to the Services shall be governed by and construed, interpreted and enforced in accordance with the laws of the State of California (United States of America), without giving effect to any provisions that would require the laws of another jurisdiction to apply. Measure Education and Client agree that any and all disputes or controversies of any nature relating to or arising at any time under this Agreement or otherwise in connection with the rights and obligations under this Agreement shall be resolved by binding arbitration, which shall constitute the sole forum for any disputes between the parties to this Agreement. This means by signing this Agreement, each party is waiving the right to take court action and is waiving the right to a jury. Each party also agrees to, and hereby does, waive any right to compel the other party to participate as a defendant, cross-defendant or in any other capacity in any court action, including any action for indemnity. Each party agrees to equally split the costs of the arbitration. Arbitration shall be governed by the JAMS Comprehensive Arbitration Rules and Procedures conducted in San Francisco, California (United States of America). The parties to this Agreement further agree that any arbitration demand must be filed with JAMS within 12 months from the time of any breach of this Agreement, and that any claim commenced or filed after that time shall be time-barred as a matter of law. With the mutual written consent of the parties, the parties may waive the arbitration requirement herein and pursue other methods of dispute resolution (e.g., mediation).

13. Indemnification. Client shall indemnify Measure Education and hold harmless its directors, officers, employees, contractors, and agents from and against any and all actions, claims, damages and losses, including attorney's fees that may arise out of or in any way result from the negligent or intentional acts, errors, or omissions of Client. This term shall survive termination of this Agreement.



14. Force Majeure. Except for the obligation to make payments, neither Party will be liable for any failure or delay in its performance under this Agreement due to any cause beyond its reasonable control, including acts of war, acts of God, acts of terrorism, fire, earthquake, flood, embargo, riot, sabotage, labor shortage or dispute, governmental act or failure of the Internet (not resulting from the actions or inactions of Measure Education), provided that the delayed Party: (i) gives the other party prompt notice of such cause, and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance.

15. Notice. All notices, requests, offers or demands or other communications (each, a "Notice") given to or by the Parties under this Agreement and each Statement of Work shall be in writing and shall be deemed to have been duly given on the date of service if personally served on the Party to whom Notice is to be given, by electronic mail at the address below, or seventy-two (72) hours after mailing by United States mail first class, registered or certified mail, postage prepaid, addressed to the Party to whom Notice is to be given, at such Party's address set forth below, or such other address for such Party as shall be specified in a Notice given in accordance with this Section:

For Measure Education:

Measure Education
1673 9th Ave
San Francisco, CA 94122
cloo@measureed.com
Attn: Curtis Loo

For Client:

Amethod Public Schools
2101 Livingston Street
Oakland, CA 94606
evilla@amethodschools.org
Attn: Evelia Villa

15. Additional Terms. No Party to this Agreement may assign or transfer this Agreement, or any rights, obligations, claims or proceeds from claims arising under it, without prior written consent of the other Party, and any attempted assignment without such consent shall be void and invalid. Measure Education may use Client's name and logo in experience citations and recruiting materials. If any provision of this Agreement is found to be unenforceable, the remainder of this Agreement shall be enforced to the extent permitted by law. This Agreement, including the executed Statement of Works attached and incorporated hereto, constitutes the entire agreement between the parties with respect to the subject matter contained herein and supersedes all agreements, representations and understandings of the parties with respect to such subject matter made or entered into prior to the date of this Agreement. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing by both parties. Paragraph headings are for reference only and will not be considered as parts of this Agreement. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument. A faxed copy or electronic (e.g., .pdf) copy of the fully executed original version of this Agreement shall have the same legal effect as an executed original for all purposes.



IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed on its behalf by its duly authorized representative as of the date first above written.

Measure Education Inc.

By: 

Name: Curtis Loo

Title: President

Date: Oct 16, 2020

Amethod Public Schools

By: 
Evelia Villa (Oct 16, 2020 08:37 PDT)

Name: Evelia Villa

Title: CEO

Date: Oct 16, 2020



EXHIBIT A

STATEMENT OF WORK: 2020-10-07

This Statement of Work is governed by and subject to the provisions of the Consulting Services Agreement dated **October 7, 2020** (the "Agreement"), the terms of which are incorporated herein, between **Amethood Public Schools** ("Client") and **Measure Education Inc.** ("Measure Education"). The term "Client" in the Agreement shall include the entity signing this Statement of Work. Any terms used in this Statement of Work and not otherwise defined shall have the same meaning as in the Agreement. If there is a conflict between the Agreement and the Statement of Work, this Statement of Work shall prevail.

1.0 SCOPE OF SERVICES

Measure Education offers a wide range of support services for schools. The following services ("Services") shall be provided by Measure Education to Client pursuant to the terms of the Agreement and this Statement of Work:

Definition of Schools in Scope

- Measure Education will be providing services for the following school(s):
 - Oakland Charter Academy (CDS Code 01612596111660)
 - Downtown Charter Academy (CDS Code 01612590129635)
 - Oakland Charter High School (CDS Code 01612590114868)
 - Richmond Charter Academy (CDS Code 07617960126805)
 - Richmond Charter Elementary-Benito Juarez (CDS Code 07617960129643)
 - John Henry High School (CDS Code 07773540132233)

Consultant Support

- Main Point of Contact
 - Measure Education will assign a main point of contact who will serve as Client's primary contact with Measure Education. If that point of contact is unavailable or cannot answer your question in a timely manner, Measure Education leadership's will ensure that Client's questions are answered.
 - Measure Education limits access to Client data to individuals that require access to perform job functions and Services for Client. This may include the Client's primary contact and other Measure Education employees tasked to support Client. In cases where Measure Education requires additional access accounts to Client Information Systems, Measure Education will notify the Client.
- Helpdesk
 - Phone and Email support is officially available from 10 AM to 4 PM (Pacific Time Zone), Monday through Friday, except when Measure Education is closed due to federal or state holidays. Client-site contacts who can utilize this service can include school leadership and individuals who are responsible for data management related to:
 - CALPADS
 - California School Dashboard
 - Student Information System Configuration for Compliance Reporting
- Recommendations
 - Measure Education will proactively manage the communication of recommendations that are related to state-wide data systems and any changes to requirements and business rules.
 - Measure Education will provide ad-hoc support to Client contacts that manage district-wide data systems, people, or processes related to:
 - Project Management
 - Staff Training
 - Student Information System Configuration
 - Technical Documentation

Compliance Support

Measure Education

- Compliance Support - California
 - California Longitudinal Pupil Achievement Data System ("CALPADS")
 - Student Enrollment Maintenance
 - Measure Education will provide regular uploads of student information associated with school enrollment to the CALPADS system and will send a report of anomalies or errors to Client for resolution.
 - Client will communicate all resolution actions to Measure Education associated with enrollment anomalies or errors **within one week of receiving the report from Measure Education.**
 - Client will provide Measure Education with a school administrator account to CALPADS **upon the signing of this Statement of Work.**
 - Direct Certification Extraction
 - Measure Education will provide a report to Client that contains the direct certification results from the CALPADS system. The schedule of this report will be based on the availability of this report from the State.
 - Data Submissions
 - Fall 1
 - Measure Education will upload CALPADS Fall 1 related files from Client's SIS to the CALPADS system.
 - Client will confirm that student data in the SIS is complete and accurate **on the CALPADS census day.**
 - Fall 2
 - Measure Education will upload CALPADS Fall 2 related files from Client's SIS to the CALPADS system.
 - Client will confirm that staff and course data in the SIS is complete and accurate **on the CALPADS census day.**
 - End of Year
 - Measure Education will upload CALPADS End of Year related files from Client's SIS to the CALPADS system.
 - Client will confirm that student data in the SIS is complete and accurate **within one week of the final day of the current school year.**
 - Review and Certification
 - Measure Education will review the uploaded files with school leadership for Client's certification.
 - Client will meet with Measure Education to review and certify the school data **within one week of a request.**
 - Measure Education is not responsible for the accuracy of data within the Student Information System or timely certification by Client.
 - Data Audit
 - During the submission window, Measure Education will download and restructure aggregate and detailed reports from CALPADS for ease of review and communication to Client leadership related to CALPADS submissions.
 - Client will agree to upload and post a complete set of required data files to CALPADS **at least 30 days before the end of the submission window.**
 - Measure Education will facilitate regular CALPADS data review meetings with relevant Client staff to help ensure the accuracy of data reported before certification.
 - Client will meet with Measure Education to review or certify school data **within one week of a request.**
- State Testing Support



- During specified testing dates, Measure Education will upload complete and accurate data provided by Client in the SIS to State-Provided databases within 24 hours of request.
 - Client will provide test names, dates and required fields to Measure Education **at least five weeks before the start of the testing period.**
- CA School Dashboard Data Support
 - Measure Education will provide phone, email, and reporting support for CALPADS data sets if used for the CA School Dashboard.

System Access

- Upon the execution of this Statement of Work, it is Client's responsibility to provide Measure Education administrative access to any data systems that Measure Education needs in order to complete the Services. This will also include access to any direct contact support services that may be offered by these data systems.

Unauthorized Changes to SIS

- Measure Education provides training to new employees as well as continuous support to administrators throughout the school year to build their understanding of the SIS. The successful and continuous operation SIS is based on the setup before the start of the school year. Client agrees to consult with Measure Education before making any changes to the SIS, as unauthorized changes may hinder the successful operation of the SIS. In the event that issues arise from Client's unauthorized changes made to the SIS without consultation with Measure Education, the Parties agree Measure Education shall not be responsible for issues stemming from these unauthorized changes. Further, Client agrees Measure Education may not be able to resolve issues caused by unauthorized modifications without an additional statement of work.



2.0 TIMING AND DURATION

2.1 Timing

Timing for future projects shall vary and shall be agreed upon by the Parties based upon particular objectives and deliverables.

2.2 Duration

The Statement of Work is effective upon execution and shall then be coterminous with the Agreement. The term of this Statement of Work shall renew and/or terminate consistent with Section 7 of the Agreement.

Measure Education may terminate this Statement of Work by providing written notice to the Client within fourteen (14) days after Measure Education starts to provide the Services ("Start Date"), if it determines in its sole discretion that it will not be reasonably able to provide any of the requested Services due to conditions outside of its reasonable control. Measure Education retains sole discretion to determine the Start Date as used in this paragraph, but it affirms its intention is for the Start Date to accurately reflect the date Measure Education has confirmed access to Client's information system(s) and successfully holds a conference with responsible Client contacts. If Measure Education terminates the Statement of Work pursuant to this paragraph, there will be no charge to the Client and this Statement of Work will be considered invalid and Measure Education shall not be required to deliver the Services described herein.

3.0 FEES AND PAYMENT

3.1 Professional Fees

For Services listed in this Statement of Work, a fee will be charged on a monthly basis for work performed. This monthly fee shall be invoiced on the 1st of each calendar month for the amount of **\$6,397.88** (U.S. Dollars) with the first invoice sent on **November 1, 2020**.

For additional services outside the scope of the Services set forth above or otherwise agreed to by the Parties, the hourly rate for services provided by Measure Education during our weekday business hours (10:00A.M. to 4:00 P.M. Pacific Time Zone) will be **\$125.00** and invoiced on a monthly schedule. For services requested that require work during out-of-business hours and the weekend, the hourly rate will be **\$250.00**.

School on-site training or other on-site services are not part of the Services set forth above and, if requested by Client, will be billed at a daily rate of **\$1,500.00**, which includes reasonable travel, lodging, food, and other expenses.

All amounts set forth for payment are exclusive of applicable sales and similar taxes and it shall be Client's responsibility to add to the amounts payable, and to pay all such taxes, if applicable.

Notwithstanding any other provision in any Statement of Work or the Agreement, Measure Education may revise the monthly fee and other fees set forth in this section on an annual basis for the subsequent term with written notice. Measure Education will not change the fees mid-term, except with the mutual written consent of the Parties. Measure Education will provide written notice to the Client of fee changes at least sixty (60) days before the effective date of the fee change. The Parties agree that they do not need to execute a new Statement of Work or other written instrument in order for Measure Education to effectuate a change in fees pursuant to this section for subsequent terms.



3.2 Payment Terms

Consistent with the terms of the Agreement, payment shall be made within thirty (30) days of receipt of invoice, by check to the order of Measure Education Inc., and sent to:

Measure Education Inc.
Attn: Accounts Receivable
1673 9th Ave
San Francisco, CA 94122

Measure Education may also allow Client to make Automated Clearing House (ACH) payments.

This Statement of Work may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument. A faxed copy or electronic (e.g., .pdf) copy of the fully executed original version of this Statement of Work shall have the same legal effect as an executed original for all purposes.

IN WITNESS WHEREOF, each of the Parties has caused this Statement of Work to be executed on its behalf by its duly authorized representative as of the date first above written.

Measure Education Inc.

By: 

Name: Curtis Loo

Title: President

Date: Oct 16, 2020

Amethod Public Schools

By: 
[Evelia Villa \(Oct 16, 2020 08:37 PDT\)](#)

Name: Evelia Villa

Title: CEO

Date: Oct 16, 2020



Form (Rev. October 2018) Department of the Treasury Internal Revenue Service	<h2 style="margin: 0;">Request for Taxpayer Identification Number and Certification</h2> <p style="margin: 0;">▶ Go to www.irs.gov/FormW9 for instructions and the latest information.</p>	Give Form to the requester. Do not send to the IRS.																																																		
W-9																																																				
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. MEASURE EDUCATION INC.																																																				
2 Business name/disregarded entity name, if different from above																																																				
Print or type. See Specific Instructions on page 3.	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.																																																			
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate																																																			
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.																																																			
	<input type="checkbox"/> Other (see instructions) ▶ _____																																																			
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>																																																				
5 Address (number, street, and apt. or suite no.) See instructions. 1673 9TH AVE		Requester's name and address (optional)																																																		
6 City, state, and ZIP code SAN FRANCISCO, CA 94122																																																				
7 List account number(s) here (optional)																																																				
Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.																																																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="10" style="text-align: center;">Social security number</td> </tr> <tr> <td style="width: 30px; height: 30px;"></td> <td style="width: 30px; height: 30px;"></td> <td style="width: 30px; height: 30px;"></td> <td style="width: 30px; height: 30px;"></td> <td style="width: 30px; height: 30px;"></td> <td style="width: 30px; height: 30px;"></td> <td style="width: 30px; height: 30px;"></td> <td style="width: 30px; height: 30px;"></td> <td style="width: 30px; height: 30px;"></td> <td style="width: 30px; height: 30px;"></td> </tr> <tr> <td colspan="10" style="text-align: center;">or</td> </tr> <tr> <td colspan="10" style="text-align: center;">Employer identification number</td> </tr> <tr> <td style="width: 30px; height: 30px; text-align: center;">8</td> <td style="width: 30px; height: 30px; text-align: center;">1</td> <td style="width: 30px; height: 30px; text-align: center;">-</td> <td style="width: 30px; height: 30px; text-align: center;">4</td> <td style="width: 30px; height: 30px; text-align: center;">6</td> <td style="width: 30px; height: 30px; text-align: center;">2</td> <td style="width: 30px; height: 30px; text-align: center;">3</td> <td style="width: 30px; height: 30px; text-align: center;">0</td> <td style="width: 30px; height: 30px; text-align: center;">1</td> <td style="width: 30px; height: 30px;"></td> </tr> </table>			Social security number																				or										Employer identification number										8	1	-	4	6	2	3	0	1	
Social security number																																																				
or																																																				
Employer identification number																																																				
8	1	-	4	6	2	3	0	1																																												
Part II Certification Under penalties of perjury, I certify that:																																																				
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.																																																				
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.																																																				
Sign Here	Signature of U.S. person	Date ▶ Oct 16, 2020																																																		

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Cat. No. 10231X

Form **W-9** (Rev. 10-2018)











20201007 AMPS Contract_v1

Final Audit Report

2020-10-16

Created:	2020-10-07
By:	Curtis Loo (cloo@measureed.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIWQgov1scpLqwdlhF-13f8S6ukz2H-W-

"20201007 AMPS Contract_v1" History

-  Document created by Curtis Loo (cloo@measureed.com)
 2020-10-07 - 8:23:00 PM GMT- IP address: 73.162.103.2
-  Document emailed to Evelia Villa (evilla@amethodschools.org) for signature
 2020-10-07 - 8:25:51 PM GMT
-  Email viewed by Evelia Villa (evilla@amethodschools.org)
 2020-10-08 - 4:47:11 AM GMT- IP address: 66.102.7.27
-  Email viewed by Evelia Villa (evilla@amethodschools.org)
 2020-10-13 - 0:48:44 AM GMT- IP address: 66.102.7.26
-  Email viewed by Evelia Villa (evilla@amethodschools.org)
 2020-10-16 - 0:40:24 AM GMT- IP address: 66.102.7.2
-  Document e-signed by Evelia Villa (evilla@amethodschools.org)
 Signature Date: 2020-10-16 - 3:37:02 PM GMT - Time Source: server- IP address: 71.198.246.66
-  Document emailed to Curtis Loo (cloo@measureed.com) for signature
 2020-10-16 - 3:37:04 PM GMT
-  Email viewed by Curtis Loo (cloo@measureed.com)
 2020-10-16 - 3:37:14 PM GMT- IP address: 73.162.103.2
-  Document e-signed by Curtis Loo (cloo@measureed.com)
 Signature Date: 2020-10-16 - 3:40:39 PM GMT - Time Source: server- IP address: 73.162.103.2
-  Agreement completed.
 2020-10-16 - 3:40:39 PM GMT

Coversheet

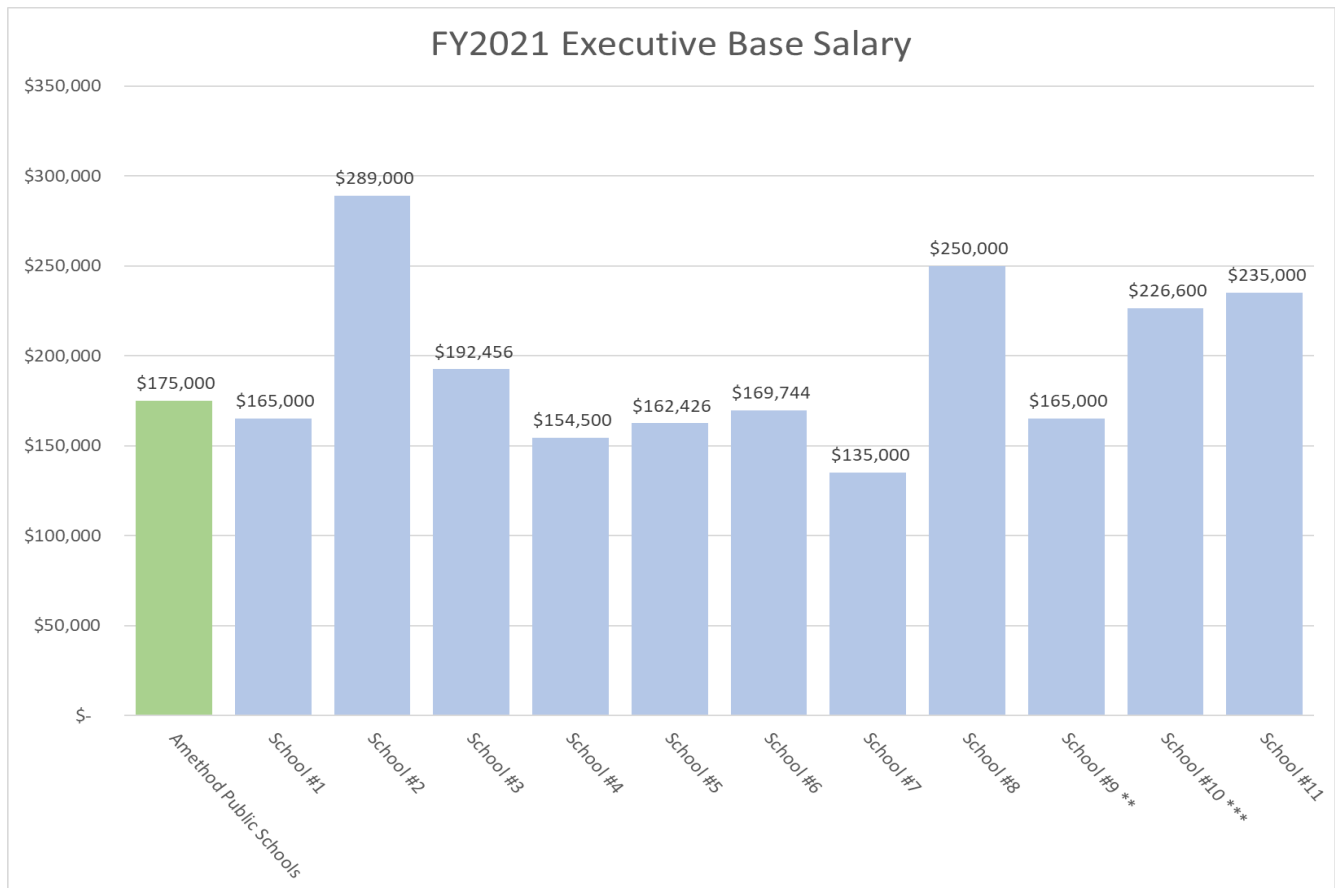
Review of Comparable Compensation Data for Charter School CEO's/Superintendents/Executive Directors

Section: V. Business
Item: A. Review of Comparable Compensation Data for Charter School
CEO's/Superintendents/Executive Directors
Purpose: Discuss
Submitted by:
Related Material: Executive Compensation Study.pdf

Multi-Site Charter Schools Executive Compensation

EdTec, Inc
Emeryville, CA

School	Location	Cost of Living Index*	Charters	ADA	Title	FY2021 Base Salary
Amethod Public Schools	Oakland, CA	174.4	6	2008	Interim CEO	\$ 175,000
School #1	Los Angeles Area	164.7	3	1188	CEO	\$ 165,000
School #2	San Francisco Bay Area	269.3	3	3309	Executive Director	\$ 289,000
School #3	Sacramento Area	157.9	4	733	Executive Director	\$ 192,456
School #4	Los Angeles Area	164.7	3	1287	CEO	\$ 154,500
School #5	Los Angeles Area	164.7	4	1586	CEO	\$ 162,426
School #6	Los Angeles Area	164.7	3	875	Principal	\$ 169,744
School #7	Los Angeles Area	164.7	5	2798	Principal	\$ 135,000
School #8	Los Angeles Area	214.5	4	1670	CEO	\$ 250,000
School #9 **	San Francisco Bay Area	174.4	7	2846	Executive Director	\$ 165,000
School #10 ***	San Francisco Bay Area	174.4	5	1427	Executive Director	\$ 226,600
School #11	Sacramento Area	130.1	4	2602	Executive Director	\$ 235,000

*Source: <https://www.bestplaces.net>

** ADA based on FY2019 Audit Report

*** Compensation based on FY2020 plus 3% COLA

Coversheet

Approval of Employment Agreement for CEO

Section:	V. Business
Item:	C. Approval of Employment Agreement for CEO
Purpose:	Vote
Submitted by:	
Related Material:	Draft Fixed Term Employment Agreement (E Villa) 041521.docx

**FIXED TERM EMPLOYMENT AGREEMENT
BETWEEN
AMETHOD PUBLIC SCHOOLS & EVELIA VILLA**

THIS AGREEMENT (“Agreement”) is made and entered into as of the date fully executed by and between the Board of Directors (“Board”) of Amethod Public Schools (“AMPS” or the “School”), a California nonprofit public benefit corporation which operates public charter schools and Evelia Villa (the “CEO”). The Board desires to hire employees who will assist the Board in achieving the goals and meeting the requirements of AMPS’s charters, and in implementing AMPS policies and procedures. The parties recognized that the provisions of the California Education Code do not govern AMPS, except as expressly set forth in the Charter Schools Act of 1992 and its successors.

RECITALS

WHEREAS, AMPS operates charter schools that are governed by the provisions of their charters and applicable law; and

WHEREAS, AMPS is authorized pursuant to the terms of the charters to appoint and hire a CEO to assist the Board and to carry out the duties and functions as outlined in the job description attached and incorporated to this Agreement as **Attachment A** and;

WHEREAS, AMPS desires to retain the services of the CEO of AMPS by way of this Agreement and the CEO is qualified to perform such duties; and

WHEREAS, the CEO and AMPS desire to formalize the employment relationship by way of this Agreement;

Now, THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto do agree as follows:

AGREEMENT

1. **TERM AND WORK SCHEDULE.** Subject to the terms and conditions expressed herein, including Section 14, “Termination of Contract” and Section 15, “Non-Renewal/Expiration of Term,” AMPS hereby employs the CEO beginning March 11, 2021 and ending June 30, 2024.

The CEO position is a full-time position exempt from overtime law. As a minimum performance requirement, the work schedule for the CEO shall be Monday through Friday, with daily work hours at the School of 8 a.m. to 5 p.m. As this position is exempt from overtime, additional duties of the CEO may need to be performed outside of the work schedule, as well as before and after the regular work year or hours of the work day.

The CEO will not render services in person or by electronic means, paid or otherwise, for any other person or entity during contracted work hours with AMPS.

2. **COMPENSATION.** The annual compensation for this position shall be \$192,500 per

year, to be paid twelve (12) equal monthly installments, subject to all regular withholdings. The CEO's compensation may be prorated depending on whether the CEO remains employed, or in active work status, for the entire year. As an exempt employee, the CEO shall not be eligible to earn overtime.

3. **BENEFITS.**

- a. **Health Benefits/Retirement Benefits.** At the School's expense, the CEO shall be afforded such health and other benefits of employment as shall be granted to other AMPS' employees, including entitlement to participation in any AMPS' employee retirement plan as applicable, subject to program and eligibility requirements.
- b. **Vacation Leave.** The CEO shall be entitled to accrue twenty (20) days of vacation per year. Vacation leave accrues year to year up to a cap of thirty (30) days. Once the cap is reached, no further vacation leave shall accrue until some vacation leave is utilized. The CEO may utilize vacation leave subject to prior approval of the Board.
- c. **Sick Leave.** The CEO shall be entitled to accrue one (1) day of sick leave per month, or twelve (12) sick leave days annually. Sick days accrue from year to year but are not paid out upon separation from employment.
- d. **Life Insurance.** During the term of this Agreement, AMPS shall maintain (at its cost) a life insurance policy with coverage in the amount of \$50,000 for the CEO consistent with School policy.

4. **DUTIES.** The CEO shall perform the duties of CEO as outlined below, directed by the Board, Board Policy or procedures, prescribed by the charters, or specified in the attached job description which is incorporated by reference as **Attachment A** to this Agreement. This description and the job duties for the CEO may be altered from time to time by the Board.

5. **WORK YEAR.** The CEO shall be required to work 225 days throughout the calendar year.

6. **PERFORMANCE EVALUATION.** The Board shall evaluate the performance of the CEO at least once annually. This evaluation shall be based on the job description and any board-established goals and objectives after having received input from the CEO. If applicable, the evaluation shall include recommendations as to areas of improvement in all instances where the Board deems such to be necessary or appropriate. A copy of the written evaluation shall be delivered to the CEO and she shall have the right to make an oral or written response to the evaluation. Within thirty (30) days of the delivery of the written evaluation to the CEO, the Board shall meet with the CEO to discuss the evaluation. Failure to evaluate the CEO shall not impair the Board's right to terminate this Agreement pursuant to Section 14.

7. **EXPENSE REIMBURSEMENT.** AMPS shall reimburse the CEO for all documented actual and necessary expenses personally incurred within the scope of employment in accordance with applicable AMPS policy and authorization.

8. **VEHICLE MILEAGE.** AMPS will reimburse vehicle mileage in accordance with existing organization policy.
9. **PROFESSIONAL DUES/MEMBERSHIPS.** AMPS shall provide up to \$1000.00 per year toward relevant professional membership fees for the CEO. Any additional reimbursement must be Board approved.
10. **FINGERPRINTING/TB CLEARANCE.** Fingerprint clearance for the CEO will be acquired through submitting the CEO's fingerprints to the California Department of Justice. The CEO will be required to assume the cost of all fees related to the fingerprinting process and will be required to submit evidence from a licensed physician that the CEO was found to be free from tuberculosis risk factors, or active tuberculosis if risk factors were identified. Both clearances must be in place prior to the first day of service.
11. **CHILD ABUSE AND NEGLECT REPORTING.** California Penal Code section 11166 requires any child care custodian who has knowledge of, or observes, a child in his or her professional capacity or within the scope of his or her employment whom he or she knows or reasonably suspects has been the victim of child abuse to 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. By executing this Agreement, the CEO acknowledges she is a child care custodian and is certifying that she has knowledge of California Penal Code section 11166 and will comply with its provisions.
12. **CONFLICTS OF INTEREST.** The CEO understands that, while employed at the School, she will have access to confidential and proprietary information. CEO therefore shall not maintain employment or contracts for employment, or engage in any consultant or independent contractor relationship, with any other agency or school that will in any way conflict with her employment with AMPS.
13. **OUTSIDE PROFESSIONAL ACTIVITIES.** Upon obtaining prior written approval of the Board, the CEO may undertake for consideration outside professional activities, including consulting, speaking, and writing. The outside activities shall not occur during regular work hours. AMPS shall in no way be responsible for any expenses attendant to the performance of such outside activities.
14. **TERMINATION OF CONTRACT**

This Agreement may be terminated by any of the following:

- a. **Termination for Cause:** The CEO may be terminated by the Board at any time for cause. In addition, CEO may be disciplined (e.g., reprimand, suspension without pay, etc.) for cause during the term of this Agreement. "Cause" shall include, but is not limited to, breach of this Agreement; misconduct or dishonest behavior; conviction of a crime involving dishonesty, breach of trust, or physical or emotional harm to any person; any ground enumerated in the AMPS Employee Handbook; or the CEO's failure to satisfactorily perform her job duties as set forth

in this Agreement, as defined by law, or as specified in the above-mentioned and incorporated by reference job description.

The Board shall not terminate this Agreement pursuant to this paragraph until a written statement of the grounds of termination has first been served upon the CEO. The CEO shall have the right to a representative of her choice at a conference with the Board. The conference with the Board shall be the CEO's exclusive right to any hearing otherwise required by law.

- b. **Early Termination Without Cause:** The Board may unilaterally and without cause or advance notice terminate this Agreement. In consideration of the Board's right to terminate this Agreement without cause, the Board shall pay to the CEO the remainder of her salary (based upon any remaining calendared work days) for the term of this Agreement or for a period of six (6) months following the effective date of termination, whichever is less.
 - c. **Death or Incapacitation of the CEO:** The death of the CEO shall terminate this Agreement and all rights entitled under this Agreement. In the event that the CEO becomes incapacitated to the extent that, in the judgment of the Board, the CEO may no longer perform the essential functions of her job with or without reasonable accommodation, as set forth in job specifications, the Board may terminate this Agreement.
 - d. **Revocation/Nonrenewal:** In the event that the AMPS charters with their granting agencies are either revoked or nonrenewed, this Agreement shall terminate immediately upon the effective date of the revocation/nonrenewal of the charters, and without the need for the processes outlined in Sections a or b above.
15. **NON-RENEWAL/EXPIRATION OF TERM.** The Board may elect not to offer future employment agreements to the CEO at its sole discretion, without cause, and this Agreement will lapse by its own terms. The AMPS Board shall provide a notice of non-renewal to the CEO by March 15, 2024.
16. **REQUIRED CONTRACT PROVISIONS.** The following provisions are required to be included in this Agreement by the California Government Code:
- a. **Limitations on Cash Settlement.** In no case upon termination of this Agreement shall the maximum cash settlement exceed an amount equal to the monthly salary of the CEO multiplied by twelve (12).
 - b. **Required Reimbursement:** The CEO shall be required to reimburse AMPS for any salary or fees she receives from AMPS in relation to her placement on paid administrative leave pending criminal charges if she is convicted of a crime involving the abuse of office/position. Regardless of the term of this Agreement, if the Agreement is terminated, the CEO must reimburse AMPS for any cash settlement she receives in relation to her termination if she is convicted of a crime involving the abuse of office/position.

17. **ENTIRE AGREEMENT.** This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
18. **WAIVER.** Either party to this Agreement may specifically and expressly waive, in writing, compliance by the other party thereto with any term, condition or requirements set forth in this Agreement. Either party to this Agreement may specifically and expressly waive, in writing, any breach of any term, condition or requirement of this Agreement by the other party hereto. However, in the event that either party makes or gives such a waiver, such action shall not constitute a further or continuing waiver of any preceding or succeeding breach, or requirement of compliance with, the same or any other provision or contractual requirement, unless a specific statement to the contrary is contained with such waiver. The waiving party may, at any time thereafter, require further compliance by the other party hereto with the requirements or provisions of this Agreement that have been so waived. The consent of one party to any act by the other party for which such written consent was required shall not be deemed to imply consent or waiver of the necessity of obtaining such written consent for the same or similar acts in the future. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.
19. **JURISDICTION.** The parties hereby understand and agree that this Agreement, and the attachments hereto, have been negotiated and executed in the State of California and shall be governed by, and construed under, the laws of the State of California.
20. **AMENDMENTS.** No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing *and* signed by the authorized representative of both of the parties hereto. This Agreement may be modified by mutual agreement between the Board and the CEO at any time.
21. **INTERPRETATION AND OPPORTUNITY TO COUNSEL.** The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein and no presumption shall arise concerning the draftsman of such provision.
22. **SEVERABILITY.** If any term, provision, condition or covenant of the Agreement shall, to any extent, be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
23. **EXECUTION OF COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.
24. **SIGNATURES.** In witness therein, we affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

**The Governing Board of and on Behalf of
Amethod Public Schools**

DATED: _____

By: _____
Peter Hanley, Board Chair

DATED: _____

By: _____
Evelia Villa, CEO

This Employment Agreement is subject to ratification and
approval by the Governing Board of AMPS.

ATTACHMENT A – CEO JOB DESCRIPTION



Job Description Chief Executive Officer

Amethod Public Schools (AMPS) is mission and values driven organization. Our mission is to provide a rigorous college preparatory education and character development program that will prepare students from underserved communities to succeed in college and beyond. Our day-to-day work is embodied with a set of core values: **Students First, Be Adaptable, Perseverance, Take Responsibility, and Commitment to Distinction.** We are looking for team members who exude these values and a passion for our mission.

POSITION SUMMARY

Reporting to the Amethod Public Schools' Board of Directors, the CEO is responsible for providing strategic, financial and operational leadership for AMPS, closely coordinating and working with the senior leadership team. The Chief Executive Officer will play an integral role in creating access and opportunity for some of the country's most chronically under-served students. S/he will be a reliable, consistent steward of priorities, engage AMPS constituent groups around a strategic plan, and align human capital and other resources to ensure its faithful execution. The CEO will represent AMPS to the larger stakeholder communities, and hold the standard for quality and accountability across all aspects of the organization.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Maintain AMPS as a leading academic organization with student academic success as its priority.
- Work with the Board of Directors to set clear academic, growth, operational, and financial goals.
- Implement effective accountability systems to assess and drive progress toward goals, key strategic priorities, and implementation plans.
- Ensure AMPS establishes strong connections with its students' families and with the communities where it operates.
- Communicate effectively and establish credibility throughout the organization and with the Board of Directors as an effective developer of solutions to academic and business challenges.
- Act as a strategic partner by developing and implementing AMPS' plans and programs, especially for renewal of each existing charter school.
- Analyze and make recommendations on the impact of long-range growth initiatives, planning, and introduction of new strategies and regulatory actions.
- Plan, develop, implement and direct the organization's operational and fiscal function and performance with particular emphasis on policies to improve financial effectiveness.
- Develop credibility and authority for the finance leadership team by

providing financial guidance and advice, accurate analysis of budgets, reports and financial trends and operational procedures in order to assist the Board and senior executive team.

- Provide strategic input and leadership on decision making issues affecting the organization; specifically relating to the evaluation of growth opportunities and strategic financial partnerships.
- Work with finance team to develop a solid cash flow projection and reporting mechanism, which includes setting a minimum cash threshold to meet operating needs.
- In conjunction with the Board, nurture existing funder relationships and lead all fundraising efforts.
- Act as a strategic advisor and consultant offering sound advice on contracts, negotiations or business deals that the organization may enter into.
- Evaluate AMPS' financial and operational structures to plan for continual improvements and a continual increase of operating efficiencies.
- Mentor and interact with members of staff at all levels to foster recruitment and retention of talented staff as well as growth and encourage development among senior executive team and all members of staff.
- Promote and celebrate diversity among AMPS student body and staff.

IMPORTANT LEADERSHIP TRAITS

- Strong leadership ability.
- Strategic mindset.
- Professional business acumen.
- Outstanding problem-solving skills.
- Excellent ability to lead and manage.
- Continually drive effective results.
- Communicate effectively at all levels.
- Ability to partner effectively with families, and external partners

QUALIFICATIONS

- C-level experience in a complex organization, and corresponding demonstrable operational and financial stewardship.
- Excellent written, presentation, and interpersonal skills, and the ability to inspire and motivate others.
- Bachelor's degree in education, public policy, business or related, MA from top school preferred.
- First-hand experience in classroom in a high poverty disenfranchised community.
- Knowledge of local, state and federal laws applying to California public charter schools.
- Knowledge of special education needs and issues.
- Knowledge of English learner needs and issues.
- 10-15 years of relevant experience.
- Ability to train, develop and manage large executive teams.

- Executive presence and ability to maintain calm demeanor in high stress environments.
- Demonstrated success in working with low-income and/or minority communities.
- Spanish or Chinese language fluency is beneficial.
- Must pass a Department of Justice (DOJ) background check

PHYSICAL REQUIREMENTS

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations can be made to enable individuals with disabilities to perform essential functions.

- Regularly required to talk and listen.
- Must be able to have repetitive wrist/hand/finger movement to work on computer and/or related office equipment.
- Occasionally may be required to lift boxes of no more than 30 lbs.;
- Carry, grasp, push, reach, or stoop/kneel

Coversheet

CEO Report and School Reopening Update

Section:	V. Business
Item:	D. CEO Report and School Reopening Update
Purpose:	Discuss
Submitted by:	
Related Material:	villa_gonzalez_laserfocusenglishlearners_nilslca.pdf CEO REPORT.pptx



Policy Memorandum: A Laser Focus on our Long-Term English Learners

Evelia Villa, Chief Operating Officer, Amethod Public Schools

Nereyda Gonzalez, Director of Secondary Education, Hemet Unified School District

Who We Are

We are administrators in California schools with a high number of Latino and English Learner (EL) students. We represent high-poverty, high-need communities in Northern and Southern California. Evelia Villa is currently the Chief Operating Officer for the Amethod Public Schools, K-12 system. Villa previously served as a founding principal and Chief Academic Officer within the organization. Nereyda Gonzalez currently serves as Director of Secondary Education in a district in Riverside County, where she formerly served as a high school principal, counselor, and teacher. We are Fellows from the National Institute for Latino School Leaders-California (NILSL-CA), sponsored by a UnidosUS program that links practitioners to policy makers.

Summary

Currently, schools must notify parents of their child's language designation under Assembly Bill (AB) 81 (Gonzalez, 2017). Parents of Long-Term English Learners (LTELs) are not accounted for when we talk about any next steps or progress monitoring. Although parental notification is communicated via a written letter, support services and processes are not explicitly detailed. As administrators, we believe it is important to inform parents of this designation, as it affects the type of course access available to their children. Oftentimes, LTELs are overlooked and suffer academically from not being re-designated appropriately. Therefore, we seek to advance policy recommendations that will enhance school-parent communication and collaboration while providing support for students who have not reclassified.

The Need

In 2014, California became the first state in the nation to define and identify English Learners who, after many years, struggle continuously to succeed academically or progress in their language development. These LTEL students are too often overlooked by educators.

Reasons for this can vary from local educational agency (LEA) to LEA in California, leaving students stuck in a category that can have a negative impact on their future. There is a critical need to elevate this issue to bring about a uniform approach, one in which all school systems are held accountable to serve and assure that students are making academic progress and that language re-designation is appropriately assessed. We find the following areas to be problematic, as they hinder the performance of English learners:

- **Latino males are overrepresented in the LTEL student population.**

The state has identified nearly 350,000 students in grades 6 through 12 who have attended California schools for seven years or more and who are still not fluent in English. They make up three-fourths of all secondary school students still learning English.¹ Graduating from high school is a milestone on the road to being adequately prepared for college or career success. Female ELs are 11% less likely to become LTELs than their male peers. The largest difference in observed graduation rates, 36.1%, occurred between never English learner students (meaning those who were never classified) and long-term English learner students.²

- **LTEL students have lower rates of college attendance.**

Never-English learner students had the highest observed four-year graduation rate (85%), followed by long-term proficient former EL students (81%), recently proficient former EL students (67%), and new EL students (52%). Long-term English learner students had the lowest graduation rate (49%). Thus, LTEL students as a group tend to lag behind never-English speakers in academic outcomes, including rates of high school graduation. The earlier that English learner students achieved English proficiency, the higher the graduation rate.

- **LTEL students demonstrate lower academic performance.**

According to researchers, many schools assess the language skills of students and wrongly assume that they have no special needs because they are more fluent in English than in Spanish. In fact, these underachievers represent one of California's most serious educational challenges. LTELs are not new arrivals; rather, they have been in the United States for seven or more years, and many are in fact U.S.-born.³ As a result, they are usually orally proficient in English and often sound like native speakers.⁴ Despite their oral proficiency in English, these students are characterized by low levels of academic literacy in both English and their home language. As such, their reading and writing scores below grade level in both languages, and they often experience poor overall academic performance and high course failure rates due to their inability to meet the literacy demands across content areas.⁵

Although AB 81 mandates schools to notify families, it has failed to yield the results needed. Given that LTELs have significantly lower rates of graduation, college attendance, and career success, it is imperative that families know their student's EL status. Without basic information about a student's educational status, we cannot expect families to make informed decisions about their children's education.

Background

Assembly Bill (AB) 2193 (Lara, 2012)⁶ adopted recommendations from the report entitled "Reparable Harm: Fulfilling the Unkept Promise of Educational Opportunity for California's Long Term English Learners," authored by Dr. Laurie Olson.⁷ AB 2193 was the first bill in the nation to define "long-term English learner" and "English-Learner at risk of becoming a long-term English learner." It also required the collection of data of "long-term English learner" and "English-Learner at risk of becoming a long-term English Learner."

The original version of AB 2193 included parent notification, intervention, and support. Unfortunately, as the bill moved through the legislative process, these same requirements of parent notification, intervention, and support were removed.⁸

However, AB 2193 did lead to the collection of data of LTELs. Currently, California's DataQuest database collects the number of LTELs. Specifically, it collects the number of students that are "At-Risk" of becoming LTELs and LTELs by grade by school within a district. The data allows the public to view the number of students who are LTELs or at risk of becoming LTELs according to gender, disability, or other disadvantaged student groups, such as Socially Economically Disadvantaged students (SED), foster, migrant, and homeless. Although this database provides several filters, the data cannot be cross-tabulated. In addition, the number of LTELs is not disaggregated in any part of the California Data Dashboard.

Five years after AB 2193 passed, AB 81 was enacted.⁹ This piece of legislation required the annual notice of assessment of a student's English proficiency to include specific additional information, including whether a student is at risk of becoming LTEL. The legislation mandated parent notification but stopped there.

In addition, Title III, as part of the Federal Monitoring Program, requires LEAs to report on the "most recent ELP level, standard instructional program (i.e. ELD, including designated and integrated instruction, International Baccalaureate, Advanced Placement, and A-G subject requirements), and academic assessment data." It also requires that LEAs "include all currently enrolled ELs and identify those who are long term English learners (LTELs) or ELs at risk of becoming LTELs."¹⁰

LEAs collect data on LTELs and the instruction they receive as part of their Title III program monitoring. Although this information is collected, it is unclear what is done with the data beyond collection.

Specifically, although California has started to collect data on LTELs, the growth of this student population has provided us with a heightened sense of urgency. According to one report, "in California, for instance, the number of LTELs in California secondary schools grew from 344,862 in 2008/09 to 380,995 in 2015/16; in other words, the percentage of LTEL students among the total EL population in secondary schools increased in seven years by 20 percentage points."¹¹

It is imperative to act on the needs of this growing population by collecting the necessary data that will enable systems and educators to better identify needs, communicate and collaborate with parents, and provide teachers with the professional development opportunities that will better position them to support and teach LTELs. We must move beyond collecting data on Long Term English Learners and turn swiftly to action.

Our Ask

- **Parent meetings:** In addition to the parent notification for LTELs, schools should be required to hold an annual meeting with parents to discuss reclassification and supports and to create an intervention plan.
- **DataQuest:** Additional fields should be added, to allow for cross-tabulation that provides more detailed and comprehensive information about EL students, including LTELs.
- **Funding:** Earmark and report the amount of Title I, II, Title III, supplemental, and concentrated Local Control Funding Formula (LCFF) funding for professional development opportunities for teachers, parents, and district staff, to dive in data equity analysis that considers the needs of ELs, and in particular, LTELs.

Impact

In California and within the EL population, the LTEL population continues to grow. These students are “at-risk” of low academic achievement and lower outcome data, such as graduation or college-going rates. What is predictable is preventable! The following refinements to the current system will lead to greater awareness and change the trajectory of this student population from “at-risk” to a path of greater opportunity.

1. **Parent meetings:** In addition to the parent notification for LTELs, the school would be required to hold an annual meeting with parents to discuss reclassification and supports and to create an intervention plan.

If we are able to inform parents of what it means to have their child identified as an LTEL and provide resources and supports, then parents would know how to advocate for their children. A major area of concern is that parents do not know what is available and what they need to know regarding an LTEL designation. If schools create plans that include supports and interventions, then more students will be reclassified.

2. **DataQuest:** Additional fields should be added to allow for cross-tabulation that provides more detailed and comprehensive information about EL students, including LTEL students.

If we have more specific data about LTELs, it will lead to increased transparency about the academic achievement of LTELs. We especially believe knowing important data such as graduation rates, A-G completion, and assessment will lead to greater understanding of the growth of our LTELs, or lack thereof. One of the key ideas is that what we measure is intentional and defines what we value. If we continue to spotlight the achievement of LTELs, then we will increase accountability for the outcomes of our LTELs.

3. **Funding:** Earmark and report the amount of Title I, II, Title III, supplemental, and concentrated LCFF funding for professional development opportunities for teachers, parents, and district staff to dive in data equity analysis that considers the needs of ELs, and in particular, LTELs.

If we increase the collective knowledge of the gaps and needs of LTELs, then we will understand the needs of parents, students, and staff. If we provide professional development to educators for research-based best programs and practices, then we can effectively implement the programs and practices that will have the greatest impact for our LTELs.

Endnotes

- 1 Teresa Watanabe, "California schools step up efforts to help 'long-term English learners,'" *Los Angeles Times*, December 17, 2014, <https://www.latimes.com/local/education/la-me-english-learners-20141218-story.html>.
- 2 "Characteristics of Long-Term English Learners," Los Angeles Unified School District Independent Analysis Unit, October 15, 2018, accessed April 1, 2021, <http://laschoolboard.org/sites/default/files/IAU%20Report20181015-CharacteristicsofLELs.pdf>.
- 3 *Spotlight on "Long-Term English Language Learners": Characteristics and Prior Schooling Experiences of an Invisible Population*, Kate Menken Department of Linguistics Queens College & Graduate Center City University of New York Tatyana Kleyn Bilingual Education TESOL Program City College of New York Nabin Chae Center for Urban Education Graduate Center City College of New York *International Multilingual Research Journal*, 6: 121-142, 2012
- 4 Jorge Ruiz-de-Velasco, Michael E. Fix, and Beatriz Chu Clewell, "Overlooked and Underserved: Immigrant Students in U.S. Secondary Schools," Urban Institute, December 1, 2000, <https://www.urban.org/research/publication/overlooked-and-underserved-immigrant-students-us-secondary-schools>.
- 5 See Ruiz de Velasco, Fix, and Clewell, "Overlooked and Underserved." See also Kate Menken, Tatyana Kleyn, and Nabin Chae, "Spotlight on 'Long-Term English Language Learners': Characteristics and Prior Schooling Experiences of an Invisible Population," *International Multilingual Research Journal* 6 (2012): 121-142, accessed April 1, 2021, <https://katemenken.files.wordpress.com/2011/10/menken-kleyn-chae-2012-spotlight-on-e2809clong-term-english-language-learnerse2809d-imrj1.pdf>. See also Kate Menken and Tatyana Kleyn, "The Long-Term Impact of Subtractive Schooling in the Educational Experiences of Secondary English Language Learners," *International Journal of Bilingual Education and Bilingualism* 13, no. 4 (July 2010): 399-417, <https://doi.org/10.1080/13670050903370143>.
- 6 California Assembly Bill 2193, Chapter 427, "Long-term English Learner," California Education Code Section 313.1-2 (Lara 2012), https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=201120120AB2193.
- 7 Laurie Olsen, "Reparable Harm: Fulfilling the Unkept Promise of Educational Opportunity for California's Long Term English Learners," Californians Together, 2010, accessed 4/1/2021, <https://www.californianstogether.org/reparable-harm-fulfilling-the-unkept-promise-of-educational-opportunity-for-californias-long-term-english-learners/>.
- 8 Senate Appropriations Committee Fiscal Summary http://www.leginfo.ca.gov/pub/11-12/bill/asm/ab_2151-2200/ab_2193_cfa_20120816_124320_sen_comm.html
- 9 California Assembly Bill 81, Chapter 609, "English learners: identification: notice," California Education Code Section 313.2 (Gonzalez Fletcher 2017), https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=201720180AB81.
- 10 California Department of Education, 2020-21 Cycle A and C Program Instruments, "English Learner Program Instrument," accessed April 1, 2021, <https://www.cde.ca.gov/ta/cr/progrinst202021.asp>.
- 11 Regional Education Laboratory West (REL West), "Long-Term English Learners: Spotlight on an Overlooked Population," WestEd, November 2016, <https://www.wested.org/resources/long-term-english-learner-students/#>.



CEO Report

*AMPS Board Meeting
April 21, 2021*

AMPS

HONOR HARD WORK

- Announcement: *Director of Data and Student Success*
- Recruitment is taking place for the following:
 - Deans of Instruction (OCHS, BJE)
 - Teachers for all sites
 - Director of Human Resource @Home Office
 - Director of Instruction@ Home Office

Updates

AMPS

HONOR HARD WORK

Summer Plans

- All AMPS Schools have opened small cohorts
- Leadership Teams are preparing summers school plans which include:
 - A summer bridge program for incoming K, 6th and 9th graders
 - NWEA will be used to measure skills to offers instruction in core subjects strategically
 - Remedial Courses
 - This will mitigate learning loss
- College/Career readiness
 - Offered to the seniors to give a head start to their senior year

AMPS

HONOR HARD WORK

School updates

Schools:

- Attendance is over 98% at all sites.
- LCAPs (Local Control Accountability Plans) are underway and will be ready by May 2021
- Leadership Meetings are taking on a monthly
- Finished Unidos US Fellowship
- Charter renewals (OCA/RCA) underway
- Graduations
- Black and Brilliant: 4/24/2021

Coversheet

Finance Update

Section:	V. Business
Item:	E. Finance Update
Purpose:	Discuss
Submitted by:	
Related Material:	AMPS - April Board Meeting Financial Packet - 20210416.pdf

Amethod Public Schools Board Financial Update

KELLY ELLIS

APRIL 21, 2021





Contents

1. State Budget Updates

- A. Deferred Revenues
- B. 2020-21 Distance Learning

2. FY 2020-21 Financials Update

- A. Budget Update
 - 1. Key Revenue updates
 - 2. Key Expenses updates
- B. Individual Site Budgets
- C. Cash Flow Forecast for FY 2020-21
- D. Fund Balance by Site
- E. COVID Funds Spending Recap

3. Budget Updates

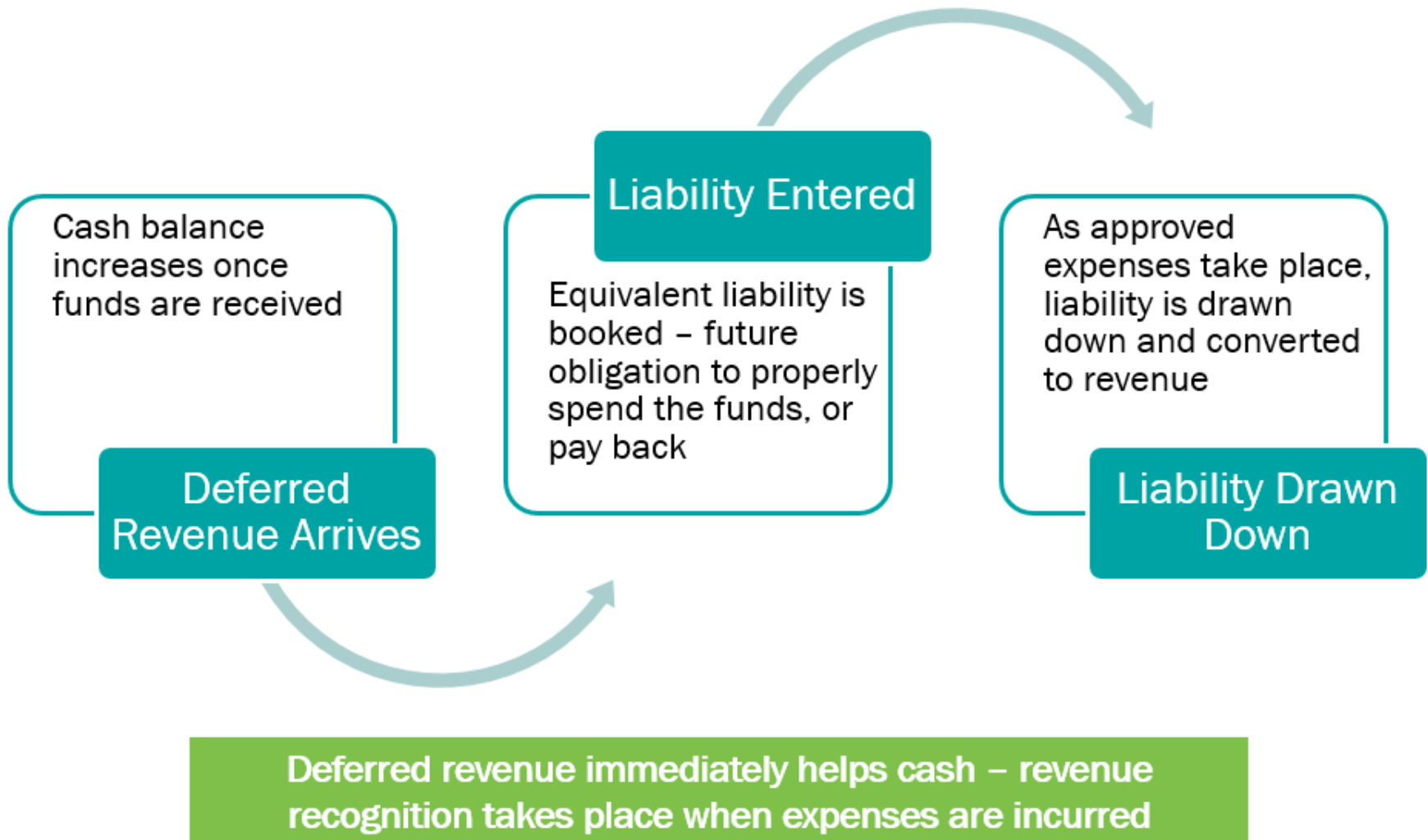
- A. FY 2021-22 Budget Draft

State Budget Updates



Deferred Revenues

Many COVID relief funds will be recorded as deferred revenue



2021-22 Distance Learning ADA To Be Decided



Potential updates re: virtual learning in the next few weeks



Current distance
learning provisions
expire June 30, 2021

Distance learning →
independent study,
board approval
required



Non-classroom based
ADA cannot exceed
20%

FY 2020-21 Financials Update



Budget Comparison



OI goes down by \$10K as both revenue and expense decrease

		2020-21	2020-21	2020-21	Variance
	*in Thousands	Operating Budget	Previous Forecast	Current Forecast	
Revenue	LCFF Entitlement	\$22,019	\$21,981	\$21,815	(\$166)
	Federal Revenue	\$4,209	\$3,952	\$3,890	(\$62)
	Other State Revenues	\$4,629	\$4,553	\$4,732	\$179
	Local Revenues	\$3,467	\$3,461	\$3,444	(\$17)
	Fundraising and Grants	\$18	\$33	\$33	\$0
	Total Revenue	\$34,341	\$33,981	\$33,915	(\$66)
Expenses	Compensation and Benefits	\$15,147	\$15,075	\$15,181	\$106
	Books and Supplies	\$1,438	\$1,918	\$1,855	(\$63)
	Services and Other Operating	\$16,087	\$15,268	\$15,169	(\$99)
	Depreciation	\$850	\$815	\$815	\$0
	Other Outflows	\$319	\$319	\$319	\$0
	Total Expenses	\$33,842	\$33,395	\$33,339	(\$56)
	Operating Income	\$499	\$586	\$576	(\$10)
	Beginning Balance (Audited)	\$6,604	\$4,920	\$4,920	\$0
	Operating Income	\$499	\$586	\$576	(\$10)
Ending Fund Balance (incl. Depreciation)		\$7,104	\$5,506	\$5,496	(\$10)
Ending Fund Balance as % of Expenses		21.0%	16.5%	16.5%	0.0%

Key Revenue Updates

Revenue is projected to lower by \$66K

Revenue	Description / Notes	Impact
LCFF	Decrease in districts' unduplicated percentage	(\$166K)
State	Increase in SB740	\$114K
Other adjustments	Netted decrease in other federal, state, and local revenues	(\$14K)
	Total Decrease in Revenue	(\$66K)

Key Expense Updates

Savings from distance learning exceed the increases in other expenses

Expense	Description / Notes	Impact
Compensation and Benefits	Recognizes anticipated PTO liability and one-time payments Continues to update previously conservative forecast in personnel expenses	+ \$106K
Rent deposits	Writes off HOME site's deposits for Sacramento sites	+ \$202K
Consultants	Netted increase in expenses for consultants (instructional and non-instructional)	+ \$16K
All other expenses	Operational savings from distance learning that we have not factored in previous forecast	- \$380K
	Total Decrease in Expenditures	(\$56K)

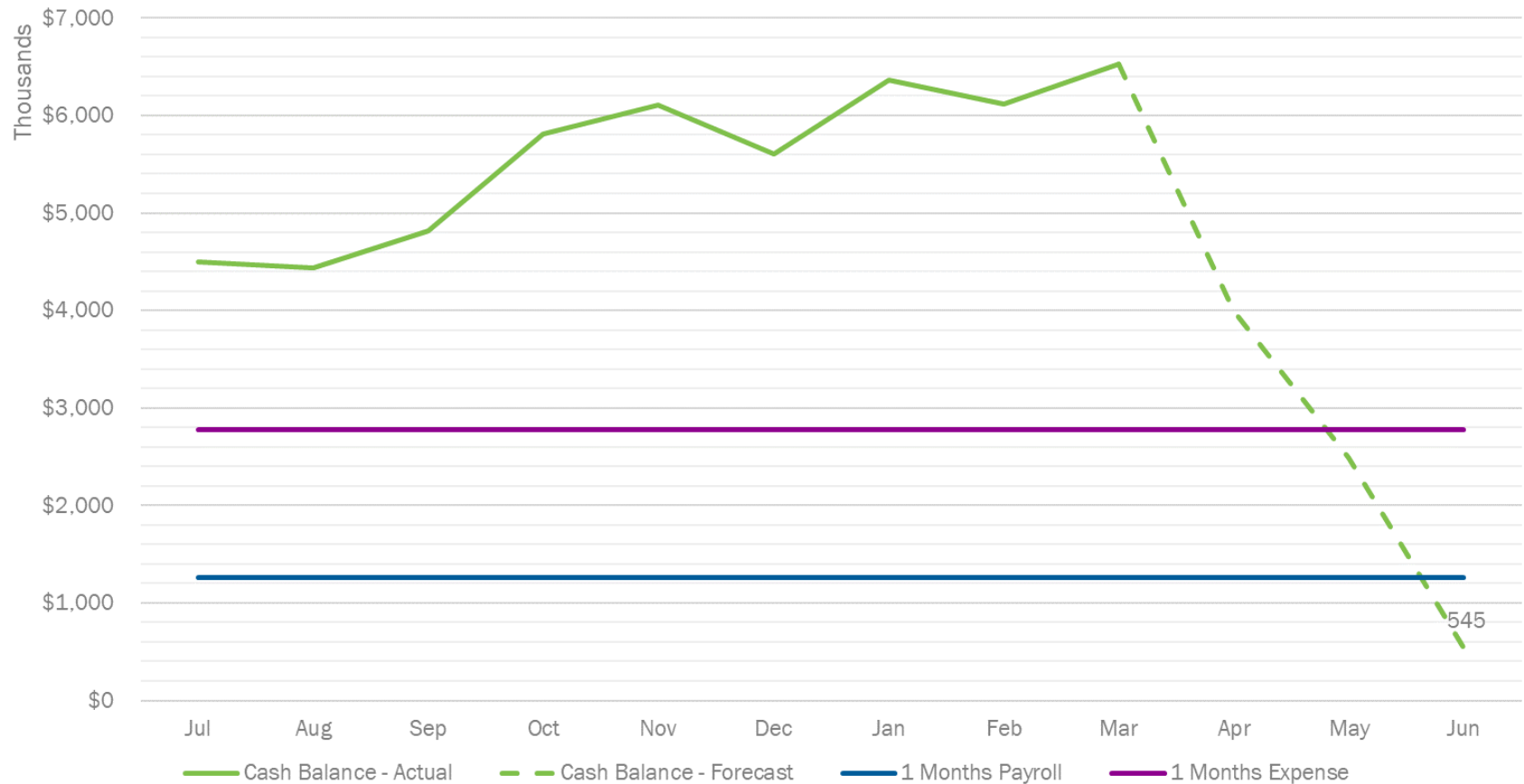
Individual Site Budgets

10

		BJE	RCA	JHHS	OCA	DCA	OCHS	HOME	Total
Revenue	LCFF Entitlement	\$4,669	\$2,464	\$3,578	\$2,465	\$3,227	\$5,413	-	\$21,815
	Federal Revenue	\$876	\$494	\$580	\$542	\$516	\$883	-	\$3,890
	Other State Revenues	\$1,111	\$665	\$636	\$633	\$837	\$847	\$3	\$4,732
	Local Revenues	\$131	\$99	\$87	\$1	\$5	\$5	\$3,117	\$3,444
	Fundraising and Grants	-	\$2	\$15	\$6	-	\$6	\$5	\$33
	Total Revenue	\$6,788	\$3,723	\$4,896	\$3,647	\$4,585	\$7,152	\$3,125	\$33,915
Expenses	Comp and Benefits	\$2,512	\$1,211	\$2,275	\$1,713	\$2,487	\$3,535	\$1,447	\$15,181
	Books and Supplies	\$406	\$264	\$355	\$185	\$242	\$372	\$31	\$1,855
	Services and Other Ops	\$3,308	\$2,030	\$2,157	\$1,304	\$1,643	\$2,363	\$2,364	\$15,169
	Depreciation	\$175	\$65	\$64	\$122	\$17	\$131	\$241	\$815
	Other Outflows	\$68	\$49	\$40	\$14	-	\$9	\$139	\$319
	Total Expenses	\$6,468	\$3,619	\$4,892	\$3,338	\$4,389	\$6,411	\$4,222	\$33,339
	Operating Income	\$320	\$103	\$4	\$309	\$195	\$742	(\$1,097)	\$576
	Beginning Balance (Audited)	\$612	\$657	\$189	\$2,892	\$2,835	\$6,010	(\$8,273)	\$4,920
	Operating Income	\$320	\$103	\$4	\$309	\$195	\$742	(\$1,097)	\$576
	Ending Fund Balance (incl. Depreciation)	\$931	\$760	\$193	\$3,201	\$3,030	\$6,751	(\$9,370)	\$5,496
	Ending Fund Balance as % of Expenses	14.40%	21.00%	3.94%	95.89%	69.03%	105.31%	-221.94%	16.48%

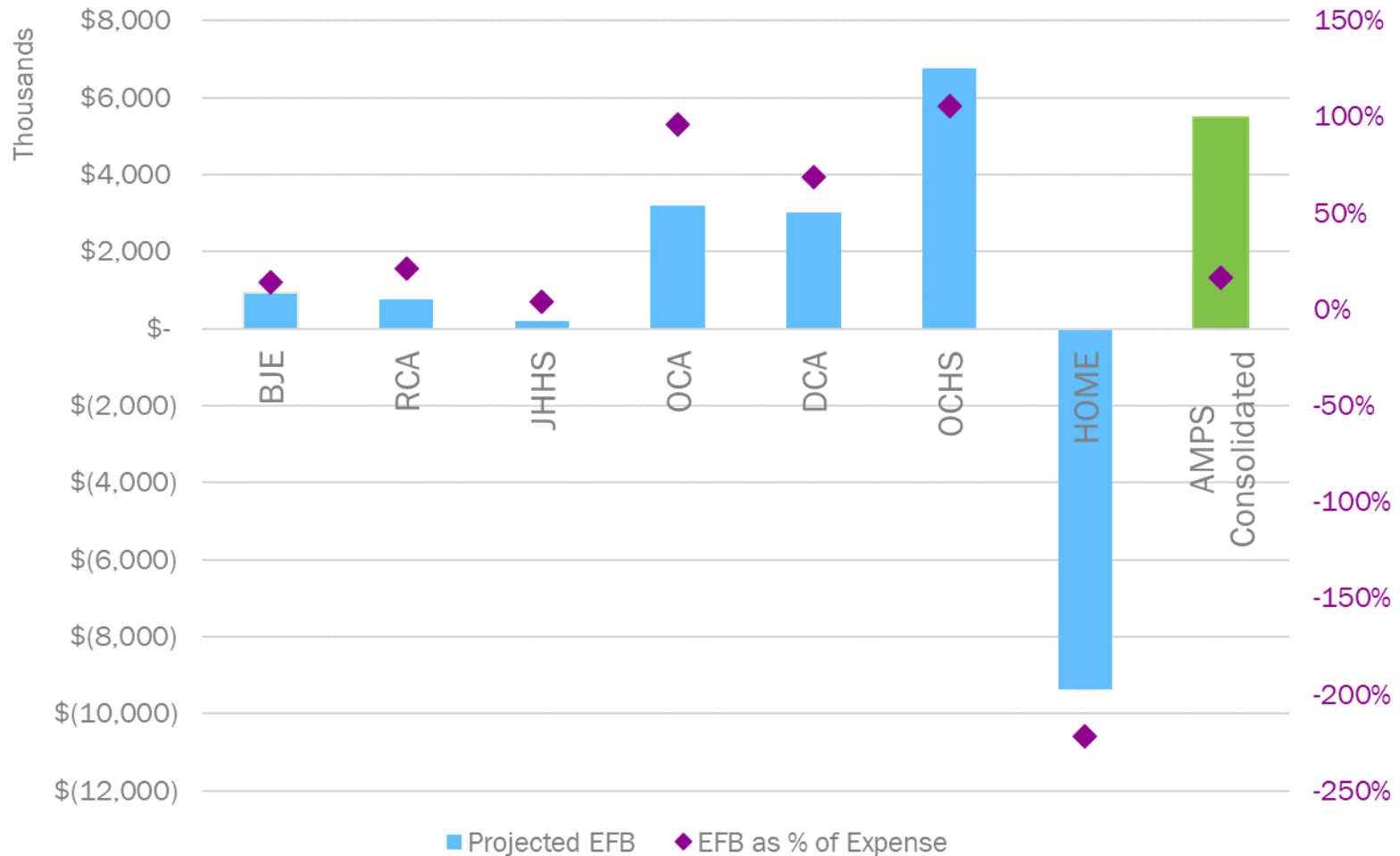
Conservative Cash Flow Forecast for FY21

Lots of potential for cash to arrive in Spring not yet factored in



Fund Balance by Site

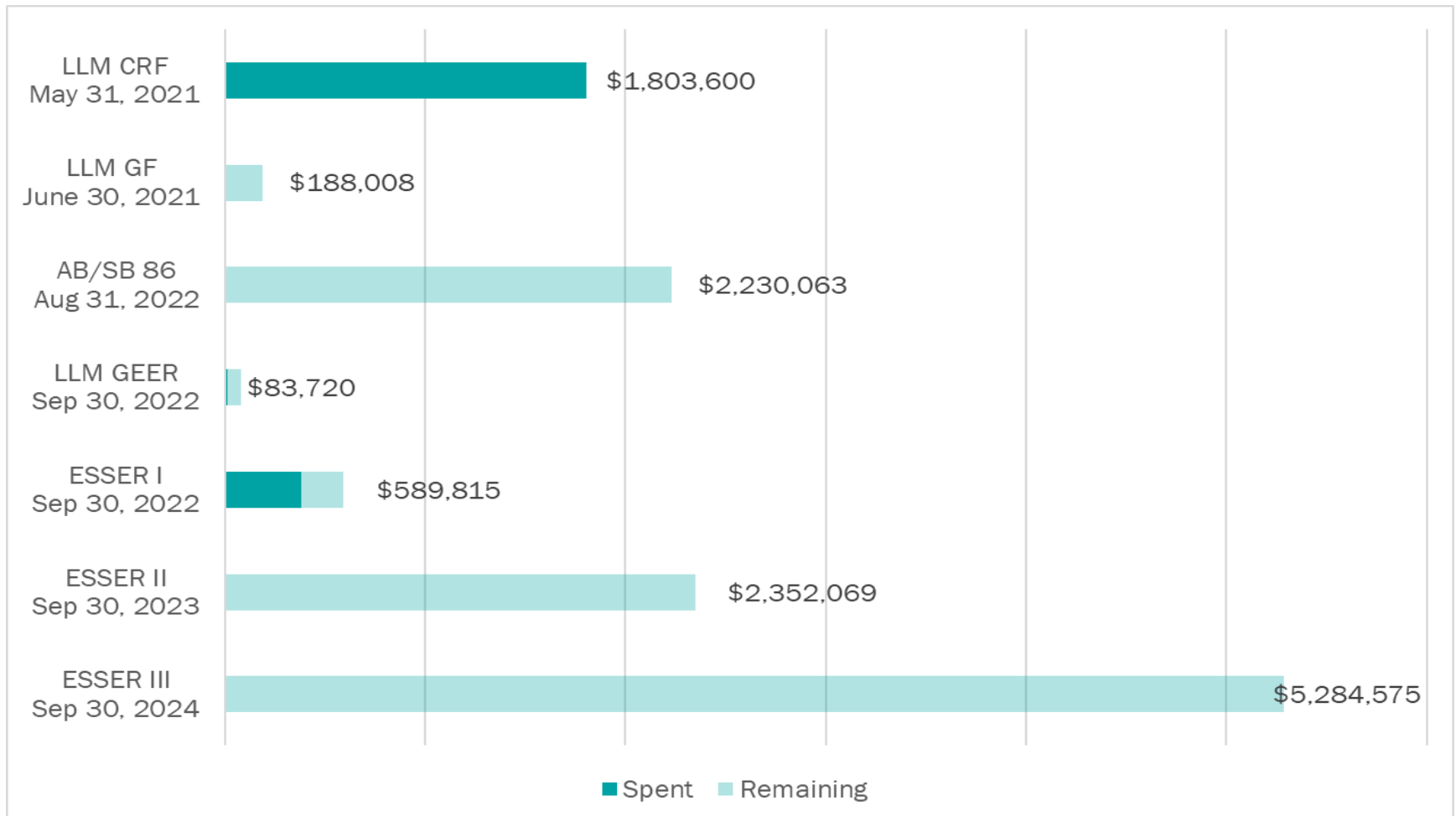
Overall ending fund balance stays healthy at 16% of total expense



COVID Funding Sources and Deadlines



Many resources and spending deadlines to track

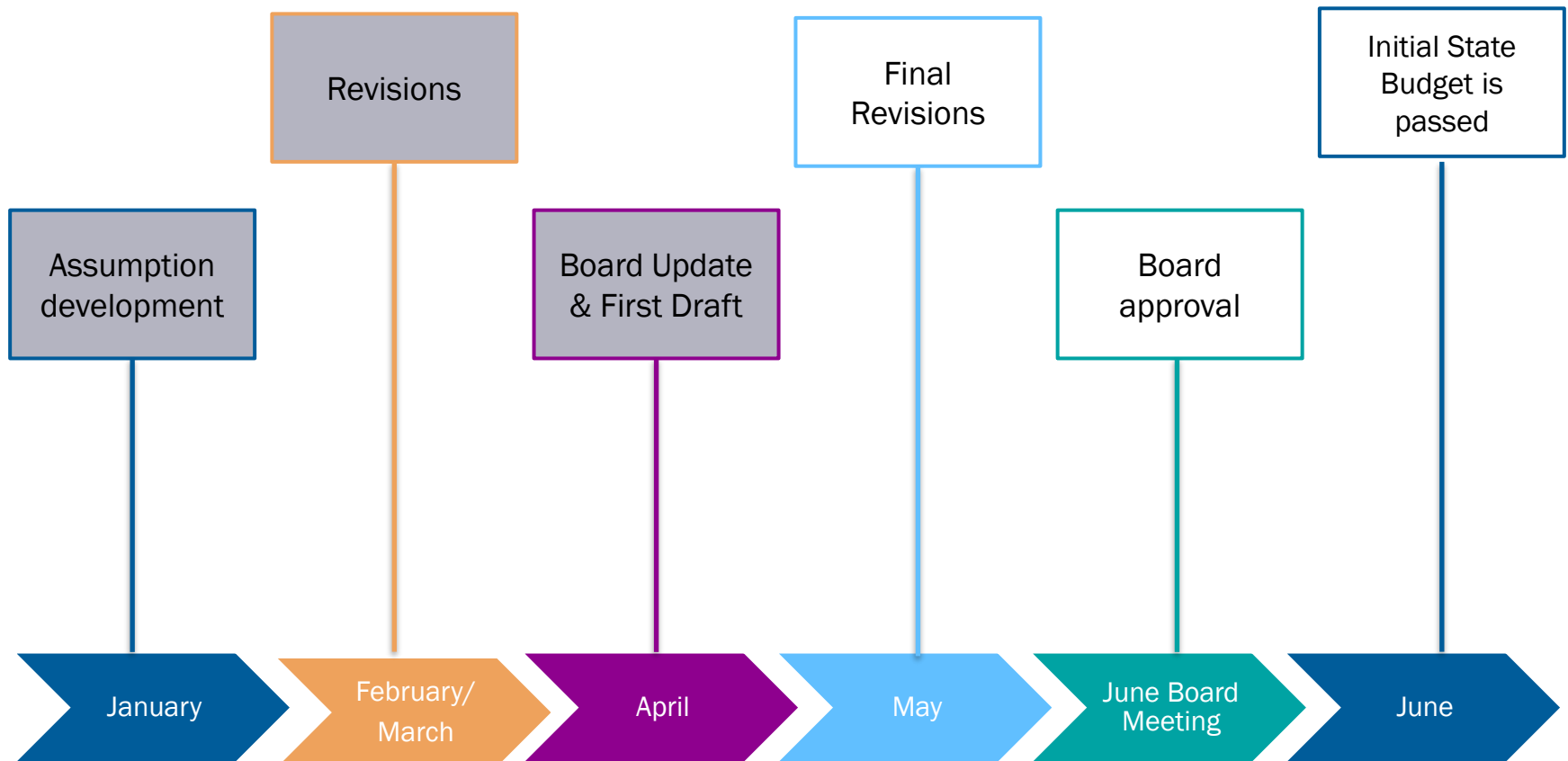


FY 2021-22 Budget Draft v1



Budget Development

Process begins in late winter/early spring with budget approval by June 30



Enrollment Assumptions

Current forecast assumes small increase in enrollment

Sites	2019-20 Average Enrollment	2020-21 Current Enrollment*	2021-22 Projected Enrollment
BJE	481	479	495
RCA	260	264	270
JHHS	315	300	304
OCA	256	253	260
DCA	327	320	330
OCHS	463	466	470
Total	2,102	2,082	2,129

*as of 03/09/2021

Major Revenue Assumptions

Revenue	Description / Notes	FY21	FY22
Total Revenue	Total funding per ADA decreases	\$16,886/ ADA	\$15,971/ ADA
COVID-related Revenue	We have yet to include any COVID revenues for next year	\$2.67M	\$0M
SB740	Proration increased from 85% to 90% of lease costs	\$2.05M	\$2.19M
Total Variance			(\$798K)

Major Expense Assumptions

Expense	Description / Notes	FY21	FY22
Compensation & Benefits	Assuming 3% in COLA and including some open positions	\$15.2M	\$16.1M
Books and Supplies (exclude computer purchases)	Assuming back-to-normal spending	\$1.17M	\$1.38M
Services and Operating Expenses (exclude Rent, Deferred Rent, CMO, Legal Fees, Prior Year write offs)	Assuming back-to-normal spending	\$6.20M	\$7.02M
Total Variance			+1.02M

Budget Comparison



		2020-21	2021-22
		Current Forecast	Projected Budget
Revenue	LCFF Entitlement	\$21,815	\$23,310
	Federal Revenue	\$3,890	\$1,464
	Other State Revenues	\$4,732	\$4,712
	Local Revenues	\$3,444	\$3,598
	Fundraising and Grants	\$33	\$33
	Total Revenue	\$33,915	\$33,117
Expenses	Compensation and Benefits	\$15,181	\$16,086
	Books and Supplies	\$1,855	\$1,487
	Services and Other Operating Expenditures	\$15,169	\$15,686
	Depreciation	\$815	\$815
	Other Outflows	\$319	\$287
	Total Expenses	\$33,339	\$34,362
	Operating Income	\$576	(\$1,245)
	Beginning Balance (Audited)	\$4,920	\$5,496
	Operating Income	\$576	(\$1,245)
Ending Fund Balance (incl. Depreciation)		\$5,496	\$4,250
Ending Fund Balance as % of Expenses		16.5%	12.4%

Thank you



AMPS
Income Statement
As of Mar FY2021

	Actual			YTD	Budget							
	Jan	Feb	Mar		Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs.	Approved Budget v2 vs.	Current Forecast	% Current Forecast
									Current Forecast	Current Forecast	Remaining	Spent
SUMMARY												
Revenue												
LCFF Entitlement	2,369,741	1,465,814	1,501,788	12,820,971	22,018,570	21,981,414	21,815,145	(166,269)	(203,425)	8,994,174	59%	
Federal Revenue	296,288	40,807	28,222	2,780,504	4,208,777	3,951,977	3,890,454	(61,523)	(318,323)	1,109,950	71%	
Other State Revenues	457,788	246,650	1,093,819	2,588,325	4,629,075	4,553,253	4,731,907	178,655	102,833	2,143,582	55%	
Local Revenues	4,695	401,236	10,765	487,157	3,466,768	3,461,156	3,444,316	(16,840)	(22,452)	2,957,160	14%	
Fundraising and Grants	-	67	-	15,179	18,000	33,100	33,100	-	15,100	17,921	46%	
Total Revenue	3,128,512	2,154,574	2,634,594	18,692,136	34,341,190	33,980,900	33,914,923	(65,977)	(426,267)	15,222,787	55%	
Expenses												
Compensation and Benefits	1,233,597	1,229,924	1,213,078	11,033,246	15,147,353	15,074,886	15,180,986	(106,100)	(33,633)	4,147,739	73%	
Books and Supplies	66,370	88,916	692,161	1,356,350	1,438,167	1,918,021	1,855,214	62,807	(417,046)	498,864	73%	
Services and Other Operating Expenditures	1,551,713	1,377,564	1,026,548	9,115,532	16,087,146	15,267,913	15,169,039	98,874	918,107	6,053,506	60%	
Depreciation	467,257	66,070	52,079	585,406	850,367	815,340	815,340	-	35,027	229,934	72%	
Other Outflows	24,965	31,124	5,756	199,218	318,819	318,819	318,819	-	-	119,601	62%	
Total Expenses	3,343,903	2,793,599	2,989,622	22,289,753	33,841,852	33,394,980	33,339,398	55,582	502,455	11,049,645	67%	
Operating Income (215,391) (639,025) (355,028) (3,597,617) 499,338 585,920 575,525 (10,395) 76,187 4,173,142												
Fund Balance												
Beginning Balance (Audited)					6,604,226	4,920,128	4,920,128					
Operating Income					499,338	585,920	575,525					
Ending Fund Balance					7,103,563	5,506,048	5,495,653					
Fund Balance as a % of Expenses					21%	16%	16%					

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Actual			YTD	Budget						
Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
KEY ASSUMPTIONS										
Enrollment Summary										
K-3				325	325	325	-	-		
4-6				460	460	460	-	-		
7-8				570	570	570	-	-		
9-12				774	774	774	-	-		
Total Enrolled				2,129	2,129	2,129	-	-		
ADA %										
K-3				91.2%	91.2%	91.2%	0.0%	0.0%		
4-6				92.3%	92.3%	92.3%	0.0%	0.0%		
7-8				95.3%	95.3%	95.3%	0.0%	0.0%		
9-12				96.2%	96.2%	96.2%	0.0%	0.0%		
Average ADA %				94.3%	94.3%	94.3%	0.0%	0.0%		
ADA										
K-3				296.24	296.24	296.24	-	-		
4-6				424.59	424.59	424.59	-	-		
7-8				543.01	543.01	543.01	-	-		
9-12				744.63	744.63	744.63	-	-		
Total ADA				2,008.47	2,008.47	2,008.47	-	-		

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
REVENUE												
LCFF Entitlement												
8011	Charter Schools General Purpose Entitlement - State Aid	1,302,170	1,302,170	682,520	8,640,228	15,296,624	15,259,468	14,646,996	(612,473)	(649,629)	6,006,768	59%
8012	Education Protection Account Entitlement	539,226	-	-	1,078,455	2,156,909	2,156,909	2,156,909	-	-	1,078,454	50%
8019	State Aid - Prior Years	-	502	-	502	-	-	-	-	-	(502)	
8096	Charter Schools in Lieu of Property Taxes	528,345	163,142	819,268	3,101,786	4,565,037	4,565,037	5,011,240	446,204	446,204	1,909,454	62%
SUBTOTAL - LCFF Entitlement		2,369,741	1,465,814	1,501,788	12,820,971	22,018,570	21,981,414	21,815,145	(166,269)	(203,425)	8,994,174	59%
Federal Revenue												
8181	Special Education - Entitlement	-	-	-	-	263,500	263,500	263,500	-	-	263,500	0%
8220	Child Nutrition Programs	41,456	-	28,222	120,689	498,817	299,290	299,290	-	(199,527)	178,601	40%
8291	Title I	211,269	-	-	608,741	728,015	703,651	699,751	(3,900)	(28,264)	91,010	87%
8292	Title II	17,868	19,322	-	56,565	93,275	89,441	91,471	2,030	(1,804)	34,906	62%
8293	Title III	(7,637)	-	-	-	90,869	60,059	-	(60,059)	(90,869)	-	
8294	Title IV	11,984	-	-	22,368	60,000	61,735	62,105	370	2,105	39,737	36%
8297	PY Federal - Not Accrued	-	36	-	36	-	-	36	36	36	-	100%
8299	All Other Federal Revenue	21,348	21,449	-	1,972,105	2,474,301	2,474,301	2,474,301	-	-	502,196	80%
SUBTOTAL - Federal Revenue		296,288	40,807	28,222	2,780,504	4,208,777	3,951,977	3,890,454	(61,523)	(318,323)	1,109,950	71%
Other State Revenue												
8319	Other State Apportionments - Prior Years	(1,876)	51,364	-	49,488	-	-	49,488	49,488	49,488	-	100%
8381	Special Education - Entitlement (State	108,876	16,279	79,780	748,134	1,255,294	1,255,294	1,255,294	-	-	507,160	60%
8382	SPED - Reimbursement (Mental Health)	-	-	38,555	33,751	131,700	60,480	60,480	-	(71,220)	26,729	56%
8520	Child Nutrition - State	7,349	-	2,355	13,961	36,757	22,054	22,054	-	(14,703)	8,093	63%
8545	School Facilities Apportionments	-	-	973,129	973,129	1,922,195	1,936,491	2,050,402	113,911	128,207	1,077,273	47%
8550	Mandated Cost Reimbursements	-	-	-	56,209	56,209	56,209	56,209	-	-	0	100%
8560	State Lottery Revenue	112,612	-	-	112,612	417,456	413,260	413,260	-	(4,196)	300,648	27%
8590	All Other State Revenue	-	-	-	191,208	188,008	188,008	194,208	6,200	6,200	3,000	98%
8596	ASES	230,827	179,006	-	409,833	621,457	621,457	630,513	9,056	9,056	220,679	65%
SUBTOTAL - Other State Revenue		457,788	246,650	1,093,819	2,588,325	4,629,075	4,553,253	4,731,907	178,655	102,833	2,143,582	55%
Local Revenue												
8634	Food Service Sales	-	-	-	(98)	32,100	-	-	-	(32,100)	98	
8636	Uniforms	-	-	-	-	31,069	22,569	4,569	(18,000)	(26,500)	4,569	0%
8650	Leases and Rentals	2,250	-	-	11,250	5,500	20,250	20,250	-	14,750	9,000	56%
8660	Interest	4	4	5	39	194	193	193	-	(1)	154	20%
8699	All Other Local Revenue	2,441	(18,816)	10,760	55,468	26,000	83,217	89,611	6,394	63,611	34,143	62%
8721	CMO Fees Revenue	-	419,798	-	419,798	3,085,642	3,048,664	3,043,431	(5,234)	(42,212)	2,623,632	14%
8781	All Other transfers from Districts or Charter Schools	-	-	-	-	286,263	286,263	286,263	-	-	286,263	0%
8999	Uncategorized Revenue	-	250	-	700	-	-	-	-	-	(700)	
SUBTOTAL - Local Revenue		4,695	401,236	10,765	487,157	3,466,768	3,461,156	3,444,316	(16,840)	(22,452)	2,957,160	14%
Fundraising and Grants												
8802	Donations - Private	-	-	-	15,079	6,500	21,600	21,600	-	15,100	6,521	70%
8803	Fundraising	-	67	-	100	11,500	11,500	11,500	-	-	11,400	1%
SUBTOTAL - Fundraising and Grants		-	67	-	15,179	18,000	33,100	33,100	-	15,100	17,921	46%
TOTAL REVENUE												
		3,128,512	2,154,574	2,634,594	18,692,136	34,341,190	33,980,900	33,914,923	(65,977)	(426,267)	15,222,787	55%

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Actual				YTD	Budget							
								Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent	
Jan Feb Mar				Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast					
EXPENSES												
Compensation & Benefits												
Certificated Salaries												
1100	Teachers Salaries	530,350	531,349	531,453	4,682,934	6,415,756	6,375,468	6,257,968	117,500	157,788	1,575,034	75%
1300	Certificated Supervisor & Administrator Salaries	92,192	92,192	97,942	842,058	1,103,900	1,103,900	1,109,931	(6,031)	(6,031)	267,873	76%
1401	Bonuses & Extra Pay	-	-	-	57,436	200,000	200,000	357,436	(157,436)	(157,436)	300,000	16%
SUBTOTAL - Certificated Salaries		622,542	623,540	629,395	5,582,428	7,719,656	7,679,368	7,725,335	(45,967)	(5,679)	2,142,907	72%
Classified Salaries												
2100	Classified Instructional Aide Salaries	117,530	121,131	119,115	1,104,994	1,575,840	1,506,840	1,556,173	(49,333)	19,667	451,179	71%
2103	Classified - Special Ed	20,058	20,058	21,481	211,248	296,800	296,800	296,800	-	-	85,552	71%
2300	Classified Supervisor & Administrator Salaries	104,996	104,048	98,720	930,451	1,312,500	1,245,931	1,245,931	-	66,569	315,480	75%
2400	Classified Clerical & Office Salaries	96,414	114,847	126,871	953,888	1,158,284	1,236,324	1,249,224	(12,900)	(90,940)	295,336	76%
2905	Other Classified - After School	36,326	34,678	32,807	322,587	479,130	465,977	465,977	-	13,153	143,389	69%
SUBTOTAL - Classified Salaries		375,325	394,762	398,994	3,523,168	4,822,554	4,751,872	4,814,105	(62,233)	8,449	1,290,937	73%
Employee Benefits												
3300	OASDI-Medicare-Alternative	76,084	77,182	77,328	685,073	956,652	948,163	956,440	(8,277)	212	271,367	72%
3400	Health & Welfare Benefits	89,168	90,453	92,562	888,508	1,198,400	1,169,000	1,158,733	10,267	39,667	270,226	77%
3500	Unemployment Insurance	40,292	18,222	2,378	77,440	109,354	110,619	110,473	146	(1,119)	33,033	70%
3600	Workers Comp Insurance	13,450	13,450	-	168,141	163,029	161,586	162,993	(1,406)	36	(5,148)	103%
3900	Other Employee Benefits	16,736	12,315	12,422	108,488	177,708	254,279	252,907	1,372	(75,199)	144,419	43%
SUBTOTAL - Employee Benefits		235,731	211,622	184,689	1,927,650	2,605,142	2,643,647	2,641,546	2,101	(36,404)	713,896	73%
Books & Supplies												
4100	Approved Textbooks & Core Curricula Materials	14,451	23,626	-	124,209	205,000	228,500	200,000	28,500	5,000	75,791	62%
4200	Books & Other Reference Materials	-	2,264	4,613	11,310	11,283	13,793	15,755	(1,962)	(4,472)	4,445	72%
4320	Educational Software	1,886	2,730	215	54,237	62,000	68,792	76,000	(7,208)	(14,000)	21,763	71%
4325	Instructional Materials & Supplies	1,302	3,127	8,376	65,187	107,304	107,304	89,390	17,914	17,914	24,203	73%
4326	Art & Music Supplies	53	1,081	(110)	13,213	15,622	24,452	21,306	3,147	(5,684)	8,093	62%
4330	Office Supplies	7,845	13,944	4,488	99,020	151,185	157,557	141,517	16,040	9,668	42,498	70%
4335	PE Supplies	-	-	673	1,490	7,015	7,315	2,846	4,469	4,169	1,357	52%
4345	Non Instructional Student Materials & Supplies	37	19,014	4,523	58,473	18,709	39,220	70,641	(31,422)	(51,932)	12,168	83%
4350	Uniforms	2,422	1,787	-	58,894	127,586	132,569	89,797	42,772	37,789	30,903	66%
4410	Classroom Furniture, Equipment & Supplies	2,714	2,180	27,784	34,959	18,477	18,880	44,500	(25,620)	(26,023)	9,541	79%
4420	Computers: individual items less than \$5k	23,261	-	589,911	654,141	53,647	672,370	689,813	(17,443)	(636,165)	35,672	95%
4430	Non Classroom Related Furniture, Equipment & Supplies	153	2,082	40,284	47,757	32,966	32,966	58,044	(25,078)	(25,078)	10,287	82%
4710	Student Food Services	11,808	17,041	11,946	129,626	532,673	319,604	319,604	-	213,069	189,978	41%
4720	Other Food	438	43	(541)	3,835	94,699	94,699	36,001	58,698	58,698	32,166	11%
SUBTOTAL - Books and Supplies		66,370	88,916	692,161	1,356,350	1,438,167	1,918,021	1,855,214	62,807	(417,046)	498,864	73%
Services & Other Operating Expenses												
5210	Conference Fees	461	280	585	1,686	15,300	15,300	6,625	8,675	8,675	4,939	25%
5220	Travel and Lodging	2	19	(1,979)	(502)	76,967	76,967	12,000	64,967	64,967	12,502	-4%
5305	Dues & Membership - Professional	21,080	-	165	21,970	10,300	23,423	24,790	(1,367)	(14,490)	2,820	89%
5400	Insurance	23,414	23,415	921	240,744	266,168	306,169	302,551	3,618	(36,382)	61,806	80%
5515	Janitorial, Gardening Services & Supplies	2,277	627	3,021	21,121	51,529	53,936	31,037	22,899	20,492	9,916	68%
5520	Security	1,486	2,601	517	23,291	97,333	100,212	49,906	50,306	47,428	26,615	47%
5535	Utilities - All Utilities	24,197	82,461	39,684	384,914	767,384	767,384	712,703	54,682	54,682	327,789	54%
5600	Rentals, Leases, & Repairs	9,154	9,154	(4,213)	69,848	122,430	122,430	111,562	10,868	10,868	41,713	63%
5610	Rent	354,184	154,314	632,395	3,883,010	4,809,372	4,761,673	4,761,673	0	47,699	878,663	82%
5615	Repairs and Maintenance - Building	2,654	301	53,092	79,581	93,024	93,024	102,220	(9,196)	(9,196)	22,639	78%

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
5631	Deferred Rent	329,448	38,911	38,911	407,271	-	430,654	430,654	-	(430,654)	23,383	95%
5803	Accounting Fees	10,437	-	-	24,437	65,045	65,045	60,062	4,984	4,984	35,625	41%
5809	Banking Fees	291	272	411	2,540	5,278	6,763	7,763	(1,000)	(2,485)	5,223	33%
5812	Business Services	21,875	21,875	21,875	196,875	262,500	262,500	262,500	-	-	65,625	75%
5815	Consultants - Instructional	1,515	7,407	5,090	32,747	183,423	183,423	105,000	78,423	78,423	72,253	31%
5820	Consultants - Non Instructional - Custom 1	29,775	61,628	45,065	458,560	284,562	534,781	628,881	(94,100)	(344,319)	170,321	73%
5824	District Oversight Fees	18,192	9,096	-	54,575	226,791	219,814	218,151	1,663	8,640	163,576	25%
5828	LLM Funds Contingency	-	-	-	-	2,005,328	-	-	-	2,005,328	-	
5833	Fines and Penalties	324	665	(154)	6,221	25,754	32,254	17,500	14,754	8,254	11,279	36%
5836	Fingerprinting	84	307	(952)	2,583	12,554	12,559	9,109	3,449	3,444	6,527	28%
5845	Legal Fees	20,906	56,520	29,177	366,721	127,496	500,000	506,000	(6,000)	(378,504)	139,279	72%
5848	Licenses and Other Fees	994	2,519	19,508	70,794	86,250	88,780	92,735	(3,955)	(6,485)	21,940	76%
5851	Marketing and Student Recruiting	2,063	384	(449)	6,191	13,285	13,285	13,285	-	-	7,094	47%
5852	CAM Fees	45,890	-	91,780	440,901	694,966	694,966	631,967	63,000	63,000	191,066	70%
5857	Payroll Fees	1,364	2,527	(15,610)	(2,800)	76,293	20,226	18,226	2,000	58,067	21,027	-15%
5858	CMO Fees Expense	-	419,798	-	419,798	3,085,642	3,048,664	3,043,431	5,234	42,212	2,623,632	14%
5860	Printing and Reproduction	677	393	137	1,345	12,360	12,360	8,500	3,860	3,860	7,155	16%
5861	Prior Yr Exp (not accrued)	-	213,142	(162)	229,227	10,000	31,020	230,250	(199,229)	(220,250)	1,022	100%
5863	Professional Development	28,707	5,500	8,972	86,414	100,282	114,236	113,767	469	(13,485)	27,353	76%
5864	Professional Development - Other	-	-	(2,010)	(2,010)	-	-	-	-	-	2,010	
5866	Special Ed Admin and other fees	-	-	-	-	71,715	71,715	8,000	63,715	63,715	8,000	0%
5869	Special Education Contract Instructors	570,977	174,402	35,672	1,107,626	1,547,350	1,923,096	1,923,096	-	(375,746)	815,470	58%
5874	Sports	-	282	-	364	80,585	80,585	13,864	66,722	66,722	13,500	3%
5875	Staff Recruiting	-	-	33	32,537	41,779	45,077	45,177	(100)	(3,397)	12,640	72%
5877	Student Activities	1,457	4,608	(15,798)	31,593	80,637	80,637	79,988	649	649	48,395	39%
5878	Student Assessment	-	7,516	3,319	31,218	196,032	37,422	41,050	(3,628)	154,982	9,832	76%
5880	Student Health Services	-	-	-	-	24,498	24,498	14,792	9,706	9,706	14,792	0%
5881	Student Information System	6,398	43,813	14,715	99,740	33,474	38,675	118,000	(79,325)	(84,526)	18,260	85%
5887	Technology Services	11,906	16,731	14,878	176,479	117,377	158,038	208,000	(49,962)	(90,623)	31,521	85%
5893	Transportation - Student	-	-	(11,604)	(11,604)	41,389	41,389	14,867	26,522	26,522	26,471	-78%
5896	Internet/Website consulting	-	-	7,396	7,396	-	-	-	-	-	(7,396)	
5899	Miscellaneous Operating Expenses	-	-	-	-	-	-	3,000	(3,000)	(3,000)	3,000	0%
5900	Communications	8,162	11,285	11,612	94,914	246,617	154,958	154,958	-	91,659	60,043	61%
5915	Postage and Delivery	1,365	4,813	547	17,214	18,074	19,974	31,400	(11,426)	(13,326)	14,186	55%
SUBTOTAL - Services & Other Operating Exp.		1,551,713	1,377,564	1,026,548	9,115,532	16,087,146	15,267,913	15,169,039	98,874	918,107	6,053,506	60%
Capital Outlay & Depreciation												
6100	Sites & Improvement of Sites	-	-	(14,586)	(14,586)	-	-	-	-	-	14,586	
6900	Depreciation	467,257	66,070	66,665	599,992	850,367	815,340	815,340	-	35,027	215,348	74%
SUBTOTAL - Capital Outlay & Depreciation		467,257	66,070	52,079	585,406	850,367	815,340	815,340	-	35,027	229,934	72%
Other Outflows												
7438	Long term debt - Interest	24,942	22,727	5,746	199,015	318,819	318,819	318,819	-	-	119,804	62%
7999	Uncategorized Expense	24	8,397	10	203	-	-	-	-	-	(203)	
SUBTOTAL - Other Outflows		24,965	31,124	5,756	199,218	318,819	318,819	318,819	-	-	119,601	62%
TOTAL EXPENSES		3,343,903	2,793,599	2,989,622	22,289,753	33,841,852	33,394,980	33,339,398	55,582	502,455	11,049,645	67%

BJE
Income Statement
As of Mar FY2021

Actual				YTD	Budget									
								Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent			
Jan				Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast					
SUMMARY														
Revenue														
LCFF Entitlement				536,338	408,043	239,125	2,792,916	4,748,346	4,728,852	4,669,205	(59,647)	(79,141)	1,876,289	60%
Federal Revenue				117,817	5,486	17,041	652,847	943,188	876,023	875,931	(92)	(67,257)	223,084	75%
Other State Revenues				50,203	128,039	299,789	658,497	1,048,768	1,042,299	1,111,352	69,053	62,584	452,854	59%
Local Revenues				-	(1,452)	-	(98)	151,291	137,108	131,108	(6,000)	(20,183)	131,206	0%
Fundraising and Grants				-	-	-	-	-	-	-	-	-	-	-
Total Revenue				704,358	540,115	555,954	4,104,162	6,891,592	6,784,282	6,787,596	3,314	(103,997)	2,683,434	60%
Expenses														
Compensation and Benefits				189,113	195,700	182,647	1,813,964	2,409,780	2,507,844	2,512,149	(4,305)	(102,369)	698,185	72%
Books and Supplies				10,170	15,693	152,266	284,132	322,678	419,603	405,854	13,749	(83,176)	121,721	70%
Services and Other Operating Expenditures				359,901	190,958	300,582	1,995,693	3,799,842	3,461,857	3,307,620	154,237	492,221	1,311,927	60%
Depreciation				101,878	14,554	14,554	130,986	183,476	174,658	174,658	-	8,818	43,672	75%
Other Outflows				4,805	4,777	(1,376)	37,151	67,538	67,538	67,538	-	-	30,387	55%
Total Expenses				665,867	421,683	648,673	4,261,927	6,783,313	6,631,500	6,467,819	163,680	315,494	2,205,892	66%
Operating Income				38,491	118,432	(92,718)	(157,765)	108,279	152,782	319,777	166,994	211,497	477,541	
Fund Balance														
Beginning Balance (Audited)								901,742	611,600	611,600				
Operating Income								108,279	152,782	319,777				
Ending Fund Balance								1,010,022	764,383	931,377				
Fund Balance as a % of Expenses								15%	12%	14%				
KEY ASSUMPTIONS														
Enrollment Summary														
K-3								325	325	325	-	-		
4-6								170	170	170	-	-		
Total Enrolled								495	495	495	-	-		
ADA %														
K-3								91.2%	91.2%	91.2%	0.0%	0.0%		
4-6								93.6%	93.6%	93.6%	0.0%	0.0%		
Average ADA %								92.0%	92.0%	92.0%	0.0%	0.0%		
ADA														
K-3								296.24	296.24	296.24	-	-		
4-6								159.16	159.16	159.16	-	-		
Total ADA								455.40	455.40	455.40	-	-		
REVENUE														
LCFF Entitlement														
8011	Charter Schools General Purpose Entitlement - State Aid	302,518	302,518	137,576	1,986,297	3,338,204	3,318,710	3,183,034	(135,676)	(155,170)	1,196,738	62%		
8012	Education Protection Account Entitlement	22,770	-	-	45,540	91,080	91,080	91,080	-	-	45,540	50%		
8096	Charter Schools in Lieu of Property Taxes	211,050	105,525	101,549	761,079	1,319,062	1,319,062	1,395,091	76,029	76,029	634,011	55%		
SUBTOTAL - LCFF Entitlement		536,338	408,043	239,125	2,792,916	4,748,346	4,728,852	4,669,205	(59,647)	(79,141)	1,876,289	60%		
Federal Revenue														
8181	Special Education - Entitlement	-	-	-	-	61,000	61,000	61,000	-	-	61,000	0%		
8220	Child Nutrition Programs	-	-	17,041	52,594	143,805	86,283	86,283	-	(57,522)	33,689	61%		

BJE
Income Statement
As of Mar FY2021

Actual				YTD	Budget						
					Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
Jan	Feb	Mar		Actual YTD							
8291 Title I	114,858	-	-	153,487	165,549	154,514	153,487	(1,027)	(12,062)	-	100%
8292 Title II	-	5,306	-	10,427	20,627	20,484	21,222	738	595	10,795	49%
8294 Title IV	2,933	-	-	5,817	10,000	11,535	11,732	197	1,732	5,915	50%
8299 All Other Federal Revenue	5,060	180	-	430,522	542,207	542,207	542,207	-	-	111,685	79%
SUBTOTAL - Federal Revenue	117,817	5,486	17,041	652,847	943,188	876,023	875,931	(92)	(67,257)	223,084	75%
Other State Revenue											
8319 Other State Apportionments - Prior Years	-	41,478	-	41,478	-	-	41,478	41,478	41,478	-	100%
8381 Special Education - Entitlement (State	24,683	-	19,022	172,863	284,625	284,625	284,625	-	-	111,762	61%
8382 SPED - Reimbursement (Mental Health)	-	-	3,600	3,600	18,840	7,200	7,200	-	(11,640)	3,600	50%
8520 Child Nutrition - State	-	-	1,422	4,389	10,823	6,494	6,494	-	(4,329)	2,105	68%
8545 School Facilities Apportionments	-	-	275,745	275,745	458,315	468,766	496,340	27,574	38,026	220,596	56%
8550 Mandated Cost Reimbursements	-	-	-	7,678	7,678	7,678	7,678	-	-	0	100%
8560 State Lottery Revenue	25,520	-	-	25,520	94,654	93,702	93,702	-	(951)	68,182	27%
8590 All Other State Revenue	-	-	-	40,664	40,664	40,664	40,664	-	-	-	100%
8596 ASES	-	86,560	-	86,560	133,169	133,169	133,169	-	-	46,609	65%
SUBTOTAL - Other State Revenue	50,203	128,039	299,789	658,497	1,048,768	1,042,299	1,111,352	69,053	62,584	452,854	59%
Local Revenue											
8634 Food Service Sales	-	-	-	-	9,500	-	-	-	(9,500)	-	
8636 Uniforms	-	-	-	-	12,000	6,000	-	(6,000)	(12,000)	-	
8660 Interest	-	-	-	-	2	2	2	-	-	2	0%
8699 All Other Local Revenue	-	(1,452)	-	(98)	-	1,317	1,317	-	1,317	1,415	-7%
8781 All Other transfers from Districts or Charter Schools	-	-	-	-	129,789	129,789	129,789	-	-	129,789	0%
SUBTOTAL - Local Revenue	-	(1,452)	-	(98)	151,291	137,108	131,108	(6,000)	(20,183)	131,206	0%
Fundraising and Grants											
SUBTOTAL - Fundraising and Grants	-	-	-	-	-	-	-	-	-	-	
TOTAL REVENUE	704,358	540,115	555,954	4,104,162	6,891,592	6,784,282	6,787,596	3,314	(103,997)	2,683,434	60%
EXPENSES											
Compensation & Benefits											
Certificated Salaries											
1100 Teachers Salaries	104,825	102,824	101,750	916,461	1,204,600	1,210,600	1,210,600	-	(6,000)	294,139	76%
1300 Certificated Supervisor & Administrator Salaries	(6,083)	6,083	6,083	54,750	73,000	73,000	73,000	-	-	18,250	75%
1401 Bonuses & Extra Pay	-	-	-	-	45,375	45,375	45,375	-	-	45,375	0%
SUBTOTAL - Certificated Salaries	98,742	108,907	107,833	971,211	1,322,975	1,328,975	1,328,975	-	(6,000)	357,764	73%
Classified Salaries											
2100 Classified Instructional Aide Salaries	22,367	22,367	20,975	217,016	265,400	289,400	289,400	-	(24,000)	72,384	75%
2103 Classified - Special Ed	4,058	4,058	5,481	66,498	104,800	104,800	104,800	-	-	38,302	63%
2300 Classified Supervisor & Administrator Salaries	5,723	-	-	52,223	93,000	93,000	93,000	-	-	40,777	56%
2400 Classified Clerical & Office Salaries	7,868	15,129	9,658	86,473	89,380	100,380	104,280	(3,900)	(14,900)	17,807	83%
2905 Other Classified - After School	10,574	10,277	9,854	93,451	110,300	128,960	128,960	-	(18,660)	35,509	72%
SUBTOTAL - Classified Salaries	50,590	51,831	45,968	515,661	662,880	716,540	720,440	(3,900)	(57,560)	204,779	72%
Employee Benefits											
3300 OASDI-Medicare-Alternative	11,383	12,183	11,565	111,991	151,661	156,225	156,523	(298)	(4,862)	44,531	72%
3400 Health & Welfare Benefits	17,923	16,794	15,773	164,535	207,200	212,800	212,800	-	(5,600)	48,265	77%
3500 Unemployment Insurance	6,213	2,876	356	12,286	18,907	19,418	19,418	-	(511)	7,132	63%
3600 Workers Comp Insurance	1,922	1,922	-	25,331	25,813	26,588	26,639	(51)	(826)	1,308	95%

BJE
Income Statement
As of Mar FY2021

		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
3900	Other Employee Benefits	2,341	1,187	1,152	12,950	20,345	47,298	47,354	(56)	(27,009)	34,404	27%
	SUBTOTAL - Employee Benefits	39,781	34,963	28,846	327,093	423,925	462,329	462,734	(405)	(38,809)	135,641	71%
Books & Supplies												
4100	Approved Textbooks & Core Curricula Materials	-	-	-	14,961	30,000	30,000	30,000	-	-	15,039	50%
4200	Books & Other Reference Materials	-	-	(334)	2,292	990	3,500	3,500	-	(2,510)	1,208	65%
4320	Educational Software	-	-	107	8,765	10,000	10,000	10,000	-	-	1,235	88%
4325	Instructional Materials & Supplies	511	197	163	17,947	22,664	22,664	22,664	-	-	4,717	79%
4326	Art & Music Supplies	53	111	(110)	54	293	293	293	-	-	239	18%
4330	Office Supplies	2,397	6,608	2,067	39,483	24,436	30,809	40,000	(9,191)	(15,564)	517	99%
4335	PE Supplies	-	-	351	351	990	990	-	990	990	(351)	
4345	Non Instructional Student Materials & Supplies	-	3,477	754	8,845	972	5,100	10,000	(4,900)	(9,028)	1,155	88%
4350	Uniforms	-	894	-	6,488	55,621	55,621	25,000	30,621	30,621	18,512	26%
4410	Classroom Furniture, Equipment & Supplies	-	1,173	3,829	5,002	2,304	2,304	6,000	(3,696)	(3,696)	998	83%
4420	Computers: individual items less than \$5k	4,543	-	135,550	142,346	8,413	148,756	148,756	-	(140,342)	6,410	96%
4430	Non Classroom Related Furniture, Equipment & Supplies	-	-	7,641	7,641	7,925	7,925	8,000	(75)	(75)	359	96%
4710	Student Food Services	2,666	3,233	1,845	29,071	141,068	84,641	84,641	-	56,427	55,570	34%
4720	Other Food	-	-	403	887	17,001	17,001	17,001	-	-	16,113	5%
	SUBTOTAL - Books and Supplies	10,170	15,693	152,266	284,132	322,678	419,603	405,854	13,749	(83,176)	121,721	70%
Services & Other Operating Expenses												
5210	Conference Fees	461	-	278	738	1,665	1,665	1,000	665	665	262	74%
5220	Travel and Lodging	-	-	(350)	(350)	12,051	12,051	-	12,051	12,051	350	
5305	Dues & Membership - Professional	3,513	-	-	3,528	1,918	3,528	3,528	-	(1,610)	-	100%
5400	Insurance	3,213	3,213	-	42,082	43,704	58,458	54,958	3,500	(11,254)	12,876	77%
5515	Janitorial, Gardening Services & Supplies	290	238	(75)	5,749	11,472	11,472	11,472	-	-	5,723	50%
5520	Security	-	414	-	551	16,306	16,306	5,000	11,306	11,306	4,449	11%
5535	Utilities - All Utilities	6,151	24,026	12,678	135,302	196,355	196,355	196,355	-	-	61,053	69%
5600	Rentals, Leases, & Repairs	1,526	1,526	(2,301)	9,904	19,512	19,512	18,512	1,000	1,000	8,608	53%
5610	Rent	82,080	(4,709)	198,742	988,195	1,226,815	1,226,815	1,226,815	-	-	238,620	81%
5615	Repairs and Maintenance - Building	-	-	150	2,036	6,120	6,120	6,120	-	-	4,084	33%
5631	Deferred Rent	47,926	6,847	6,847	61,620	-	48,828	48,828	-	(48,828)	(12,792)	126%
5803	Accounting Fees	-	-	-	2,333	14,885	14,885	14,885	-	-	12,551	16%
5809	Banking Fees	-	-	-	-	1,090	1,090	1,090	-	-	1,090	0%
5815	Consultants - Instructional	-	-	550	2,050	40,000	40,000	20,000	20,000	20,000	17,950	10%
5820	Consultants - Non Instructional - Custom 1	2,151	1,163	64	11,326	25,000	25,000	22,000	3,000	3,000	10,674	51%
5824	District Oversight Fees	7,952	3,976	-	23,857	48,908	47,289	46,692	596	2,216	22,835	51%
5828	LLM Funds Contingency	-	-	-	-	453,958	-	-	-	453,958	-	
5833	Fines and Penalties	-	-	(52)	(13)	3,602	3,602	500	3,102	3,102	513	-3%
5836	Fingerprinting	-	-	(185)	104	1,945	1,950	1,000	950	945	896	10%
5845	Legal Fees	-	-	-	-	20,538	-	-	-	20,538	-	
5848	Licenses and Other Fees	155	7	(93)	3,396	3,443	3,482	4,000	(518)	(557)	604	85%
5851	Marketing and Student Recruiting	344	-	(150)	882	1,490	1,490	1,490	-	-	608	59%
5852	CAM Fees	19,525	-	39,050	189,091	316,053	316,053	253,053	63,000	63,000	63,962	75%
5857	Payroll Fees	226	405	(2,617)	(685)	13,141	2,500	2,500	-	10,641	3,185	-27%
5858	CMO Fees Expense	-	99,451	-	99,451	674,030	664,717	665,649	(931)	8,381	566,197	15%
5860	Printing and Reproduction	-	-	-	-	956	956	500	456	456	500	0%
5861	Prior Yr Exp (not accrued	-	268	67	5,667	-	5,332	5,667	(335)	(5,667)	-	100%
5863	Professional Development	-	-	1,500	2,473	20,000	20,000	5,000	15,000	15,000	2,527	49%
5866	Special Ed Admin and other fees	-	-	-	-	16,411	16,411	1,000	15,411	15,411	1,000	0%
5869	Special Education Contract Instructors	179,768	39,160	35,672	323,296	326,374	570,684	570,684	-	(244,310)	247,389	57%
5874	Sports	-	-	-	-	5,771	5,771	-	5,771	5,771	-	
5875	Staff Recruiting	-	-	-	12,000	19,348	19,348	19,348	-	-	7,348	62%
5877	Student Activities	-	913	-	913	10,923	10,923	5,000	5,923	5,923	4,087	18%

BJE
Income Statement
As of Mar FY2021

		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
5878	Student Assessment	-	1,200	553	5,150	170,684	10,684	10,684	-	160,000	5,534	48%
5880	Student Health Services	-	-	-	-	7,643	7,643	3,000	4,643	4,643	3,000	0%
5881	Student Information System	1,066	7,302	2,452	16,031	6,081	6,277	20,000	(13,723)	(13,919)	3,969	80%
5887	Technology Services	1,787	2,574	849	26,388	24,990	28,000	30,000	(2,000)	(5,010)	3,612	88%
5893	Transportation - Student	-	-	(1,996)	(1,996)	10,648	10,648	5,000	5,648	5,648	6,996	-40%
5896	Internet/Website consulting	-	-	7,396	7,396	-	-	-	-	-	(7,396)	
5900	Communications	1,766	2,202	2,236	16,889	25,090	25,090	25,090	-	-	8,201	67%
5915	Postage and Delivery	-	781	(684)	338	922	922	1,200	(278)	(278)	862	28%
SUBTOTAL - Services & Other Operating Exp.		359,901	190,958	300,582	1,995,693	3,799,842	3,461,857	3,307,620	154,237	492,221	1,311,927	60%
Capital Outlay & Depreciation												
6900	Depreciation	101,878	14,554	14,554	130,986	183,476	174,658	174,658	-	8,818	43,672	75%
SUBTOTAL - Capital Outlay & Depreciation		101,878	14,554	14,554	130,986	183,476	174,658	174,658	-	8,818	43,672	75%
Other Outflows												
7438	Long term debt - Interest	4,805	4,777	(1,376)	37,151	67,538	67,538	67,538	-	-	30,387	55%
SUBTOTAL - Other Outflows		4,805	4,777	(1,376)	37,151	67,538	67,538	67,538	-	-	30,387	55%
TOTAL EXPENSES		665,867	421,683	648,673	4,261,927	6,783,313	6,631,500	6,467,819	163,680	315,494	2,205,892	66%

DCA
Income Statement
As of Mar FY2021

Actual				YTD	Budget									
								Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent			
Jan Feb Mar				Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast							
SUMMARY														
Revenue														
LCFF Entitlement				292,516	212,014	311,058	2,041,753	3,232,868	3,235,626	3,226,943	(8,683)	(5,925)	1,185,190	63%
Federal Revenue				8,491	-	2,948	385,014	527,530	515,743	516,210	467	(11,320)	131,196	75%
Other State Revenues				163,711	1	212,442	498,255	814,989	814,360	836,762	22,401	21,772	338,506	60%
Local Revenues				190	1,550	-	2,457	10,100	3,500	4,957	1,457	(5,144)	2,500	50%
Fundraising and Grants				-	-	-	-	-	-	-	-	-	-	-
Total Revenue				464,908	213,564	526,448	2,927,479	4,585,487	4,569,229	4,584,871	15,642	(616)	1,657,392	64%
Expenses														
Compensation and Benefits				205,675	202,251	204,803	1,832,625	2,497,409	2,503,045	2,486,962	16,082	10,446	654,337	74%
Books and Supplies				9,823	4,217	87,561	175,244	183,499	265,604	241,868	23,736	(58,368)	66,624	72%
Services and Other Operating Expenditures				155,180	172,665	81,830	889,679	1,825,610	1,634,521	1,643,102	(8,581)	182,507	753,423	54%
Depreciation				10,115	1,445	1,445	13,005	-	17,477	17,477	-	(17,477)	4,472	74%
Other Outflows				-	-	-	-	-	-	-	-	-	-	-
Total Expenses				380,793	380,579	375,639	2,910,553	4,506,518	4,420,647	4,389,409	31,238	117,109	1,478,856	66%
Operating Income				84,115	(167,015)	150,809	16,926	78,969	148,582	195,462	46,880	116,493	178,536	
Fund Balance														
Beginning Balance (Audited)								2,880,746	2,834,641	2,834,641				
Operating Income								78,969	148,582	195,462				
Ending Fund Balance								2,959,715	2,983,223	3,030,103				
Fund Balance as a % of Expenses								66%	67%	69%				
KEY ASSUMPTIONS														
Enrollment Summary														
4-6								110	110	110	-	-		
7-8								220	220	220	-	-		
Total Enrolled								330	330	330	-	-		
ADA %														
4-6								98.9%	98.9%	98.9%	0.0%	0.0%		
7-8								96.2%	96.2%	96.2%	0.0%	0.0%		
Average ADA %								97.1%	97.1%	97.1%	0.0%	0.0%		
ADA														
4-6								108.83	108.83	108.83	-	-		
7-8								211.58	211.58	211.58	-	-		
Total ADA								320.41	320.41	320.41	-	-		
REVENUE														
LCFF Entitlement														
8011	Charter Schools General Purpose Entitlement - State Aid	212,014	212,014	98,772	1,394,414	2,362,763	2,365,521	2,251,955	(113,566)	(110,808)	857,541		62%	
8012	Education Protection Account Entitlement	16,020	-	-	32,041	64,082	64,082	64,082	-	-	32,041		50%	
8096	Charter Schools in Lieu of Property Taxes	64,482	-	212,286	615,298	806,023	806,023	910,906	104,883	104,883	295,608		68%	
SUBTOTAL - LCFF Entitlement		292,516	212,014	311,058	2,041,753	3,232,868	3,235,626	3,226,943	(8,683)	(5,925)	1,185,190		63%	
Federal Revenue														
8181	Special Education - Entitlement	-	-	-	-	40,750	40,750	40,750	-	-	40,750		0%	
8220	Child Nutrition Programs	-	-	2,948	7,946	37,927	22,756	22,756	-	(15,171)	14,810		35%	

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Actual				YTD	Budget									
					Approved	Previous	Current	Previous	Approved	Current	% Current			
					Budget v2	Forecast	Forecast	Forecast vs.	Budget v2 vs.	Forecast	Forecast			
								Current	Current	Remaining	Spent			
Jan	Feb	Mar	Actual YTD					Forecast	Forecast					
8291	Title I	-	-	92,689	88,750	92,672	92,672	-	3,922	(17)	100%			
8292	Title II	3,353	-	6,590	13,484	12,946	13,413	467	(71)	6,823	49%			
8294	Title IV	2,500	-	5,000	10,000	10,000	10,000	-	-	5,000	50%			
8299	All Other Federal Revenue	2,638	-	272,789	336,619	336,619	336,619	-	-	63,830	81%			
SUBTOTAL - Federal Revenue				8,491	-	2,948	385,014	527,530	515,743	516,210	467	(11,320)	131,196	75%
Other State Revenue														
8319	Other State Apportionments - Prior Years	-	1	1	-	-	1	1	1	-	100%			
8381	Special Education - Entitlement (State	30,353	-	13,388	132,531	200,256	200,256	200,256	-	-	67,725	66%		
8382	SPED - Reimbursement (Mental Health)	-	-	4,800	4,800	12,540	6,300	6,300	-	(6,240)	1,500	76%		
8520	Child Nutrition - State	-	-	246	663	2,683	1,610	1,610	-	(1,073)	946	41%		
8545	School Facilities Apportionments	-	-	194,008	194,008	322,461	329,814	349,215	19,401	26,754	155,207	56%		
8550	Mandated Cost Reimbursements	-	-	-	5,402	5,402	5,402	5,402	-	-	0	100%		
8560	State Lottery Revenue	17,945	-	-	17,945	66,596	65,927	65,927	-	(669)	47,982	27%		
8590	All Other State Revenue	-	-	-	27,492	27,492	27,492	30,492	3,000	3,000	3,000	90%		
8596	ASES	115,413	-	-	115,413	177,559	177,559	177,559	-	-	62,146	65%		
SUBTOTAL - Other State Revenue				163,711	1	212,442	498,255	814,989	814,360	836,762	22,401	21,772	338,506	60%
Local Revenue														
8634	Food Service Sales	-	-	-	-	5,100	-	-	-	(5,100)	-			
8636	Uniforms	-	-	-	-	5,000	2,500	2,500	-	(2,500)	2,500	0%		
8699	All Other Local Revenue	190	1,550	-	2,457	-	1,000	2,457	1,457	2,457	-	100%		
SUBTOTAL - Local Revenue				190	1,550	-	2,457	10,100	3,500	4,957	1,457	(5,144)	2,500	50%
Fundraising and Grants														
SUBTOTAL - Fundraising and Grants				-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE				464,908	213,564	526,448	2,927,479	4,585,487	4,569,229	4,584,871	15,642	(616)	1,657,392	64%
EXPENSES														
Compensation & Benefits														
Certificated Salaries														
1100	Teachers Salaries	81,692	82,492	85,670	750,697	1,003,300	1,030,988	1,015,988	15,000	(12,688)	265,291	74%		
1300	Certificated Supervisor & Administrator Salaries	18,692	18,692	18,692	167,825	221,900	221,900	221,900	-	-	54,075	76%		
1401	Bonuses & Extra Pay	-	-	-	-	31,720	31,720	31,720	-	-	31,720	0%		
SUBTOTAL - Certificated Salaries				100,383	101,183	104,362	918,522	1,256,920	1,284,608	1,269,608	15,000	(12,688)	351,086	72%
Classified Salaries														
2100	Classified Instructional Aide Salaries	26,330	27,104	26,832	239,298	389,840	337,173	335,173	2,000	54,667	95,875	71%		
2103	Classified - Special Ed	4,000	4,000	4,000	36,000	48,000	48,000	48,000	-	-	12,000	75%		
2300	Classified Supervisor & Administrator Salaries	6,467	6,467	6,467	58,200	77,520	77,520	77,520	-	-	19,320	75%		
2400	Classified Clerical & Office Salaries	15,950	18,377	17,838	139,029	133,524	165,924	171,024	(5,100)	(37,500)	31,995	81%		
2905	Other Classified - After School	12,899	11,113	13,892	109,732	139,550	139,550	139,550	-	-	29,818	79%		
SUBTOTAL - Classified Salaries				65,646	67,061	69,029	582,260	788,434	768,167	771,267	(3,100)	17,167	189,008	75%
Employee Benefits														
3300	OASDI-Medicare-Alternative	12,659	12,752	13,038	113,151	156,470	157,037	156,127	910	343	42,976	72%		
3400	Health & Welfare Benefits	15,085	14,100	15,549	152,649	212,800	210,000	207,200	2,800	5,600	54,551	74%		
3500	Unemployment Insurance	6,704	3,011	401	12,773	19,418	19,661	19,515	146	(97)	6,743	65%		
3600	Workers Comp Insurance	1,921	1,921	-	31,257	26,586	26,683	26,528	155	58	(4,729)	118%		
3900	Other Employee Benefits	3,276	2,223	2,425	22,013	36,781	36,888	36,716	171	64	14,704	60%		
SUBTOTAL - Employee Benefits				39,646	34,007	31,413	331,843	452,055	450,269	446,087	4,182	5,968	114,244	74%

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		Actual			YTD	Budget							
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent	
Books & Supplies													
4100	Approved Textbooks & Core Curricula Materials	3,192	-	-	4,037	40,000	40,000	20,000	20,000	20,000	15,963	20%	
4200	Books & Other Reference Materials	-	196	-	671	1,239	1,239	1,239	-	-	568	54%	
4320	Educational Software	-	-	-	8,089	12,000	12,000	12,000	-	-	3,911	67%	
4325	Instructional Materials & Supplies	159	-	293	12,141	18,163	18,163	18,163	-	-	6,022	67%	
4326	Art & Music Supplies	-	434	-	8,233	1,148	8,000	10,000	(2,000)	(8,852)	1,767	82%	
4330	Office Supplies	72	1,286	600	7,501	27,691	27,691	15,000	12,691	12,691	7,499	50%	
4335	PE Supplies	-	-	-	-	510	510	510	-	-	510	0%	
4345	Non Instructional Student Materials & Supplies	37	79	754	10,131	4,542	10,000	14,000	(4,000)	(9,458)	3,869	72%	
4350	Uniforms	-	-	-	4,233	155	4,233	6,000	(1,767)	(5,845)	1,767	71%	
4410	Classroom Furniture, Equipment & Supplies	2,714	-	243	4,267	1,097	1,500	6,000	(4,500)	(4,903)	1,733	71%	
4420	Computers: individual items less than \$5k	2,714	-	82,632	92,684	4,205	89,918	95,676	(5,758)	(91,470)	2,991	97%	
4430	Non Classroom Related Furniture, Equipment & Supplies	-	475	1,440	6,121	10,681	10,681	10,681	-	-	4,560	57%	
4710	Student Food Services	920	1,748	1,599	17,013	51,000	30,600	30,600	-	20,400	13,587	56%	
4720	Other Food	14	-	-	122	11,070	11,070	2,000	9,070	9,070	1,878	6%	
SUBTOTAL - Books and Supplies		9,823	4,217	87,561	175,244	183,499	265,604	241,868	23,736	(58,368)	66,624	72%	
Services & Other Operating Expenses													
5210	Conference Fees	-	-	-	-	1,069	1,069	200	869	869	200	0%	
5220	Travel and Lodging	-	-	-	-	7,880	7,880	2,000	5,880	5,880	2,000	0%	
5305	Dues & Membership - Professional	3,513	-	60	3,573	1,254	3,513	3,573	(60)	(2,319)	-	100%	
5400	Insurance	3,766	3,766	552	31,347	30,291	31,465	31,347	118	(1,056)	-	100%	
5515	Janitorial, Gardening Services & Supplies	-	-	444	1,353	6,504	6,504	2,500	4,004	4,004	1,147	54%	
5520	Security	693	-	-	2,079	3,953	3,953	3,953	-	-	1,874	53%	
5535	Utilities - All Utilities	1,193	4,478	1,997	22,521	61,815	61,815	61,815	-	-	39,293	36%	
5600	Rentals, Leases, & Repairs	1,526	1,526	568	12,939	19,512	19,512	19,512	-	-	6,573	66%	
5610	Rent	39,600	39,600	39,600	394,800	473,388	473,388	473,388	-	-	78,588	83%	
5615	Repairs and Maintenance - Building	835	137	22,030	30,217	25,704	25,704	35,000	(9,296)	(9,296)	4,783	86%	
5631	Deferred Rent	(7,200)	(1,200)	(1,200)	(9,600)	-	(13,200)	(13,200)	-	13,200	(3,600)	73%	
5803	Accounting Fees	-	-	-	2,333	9,893	9,893	9,893	-	-	7,560	24%	
5809	Banking Fees	-	-	-	-	724	724	724	-	-	724	0%	
5815	Consultants - Instructional	-	5,300	80	7,700	20,000	20,000	20,000	-	-	12,300	39%	
5820	Consultants - Non Instructional - Custom 1	4,843	3,306	1,582	30,022	30,900	30,900	40,000	(9,100)	(9,100)	9,978	75%	
5824	District Oversight Fees	-	-	-	-	33,299	32,356	32,269	87	1,029	32,269	0%	
5828	LLM Funds Contingency	-	-	-	-	288,980	-	-	-	288,980	-	-	
5833	Fines and Penalties	-	-	(52)	100	2,394	2,394	1,000	1,394	1,394	900	10%	
5836	Fingerprinting	84	-	(87)	903	1,635	1,635	1,635	-	-	732	55%	
5845	Legal Fees	6,000	-	-	6,000	1,107	-	6,000	(6,000)	(4,893)	-	100%	
5848	Licenses and Other Fees	154	137	12,967	26,732	30,244	30,244	30,244	-	-	3,513	88%	
5851	Marketing and Student Recruiting	344	-	-	1,031	1,675	1,675	1,675	-	-	644	62%	
5857	Payroll Fees	219	400	(2,633)	(798)	12,039	3,000	3,000	-	9,039	3,798	-27%	
5858	CMO Fees Expense	-	66,788	-	66,788	457,539	456,573	457,991	(1,419)	(453)	391,203	15%	
5860	Printing and Reproduction	-	147	-	147	735	735	735	-	-	588	20%	
5861	Prior Yr Exp (not accrued)	-	2,046	-	2,851	-	1,972	2,851	(879)	(2,851)	-	100%	
5863	Professional Development	6,400	2,500	725	10,740	21,012	21,012	21,012	-	-	10,272	51%	
5866	Special Ed Admin and other fees	-	-	-	-	10,907	10,907	2,000	8,907	8,907	2,000	0%	
5869	Special Education Contract Instructors	88,210	29,403	-	176,420	152,000	294,034	294,034	-	(142,034)	117,614	60%	
5874	Sports	-	-	-	-	7,671	7,671	1,000	6,671	6,671	1,000	0%	
5875	Staff Recruiting	-	-	-	1,405	533	1,405	1,405	-	(872)	-	100%	
5877	Student Activities	-	720	(1,000)	5,613	11,367	11,367	11,367	-	-	5,754	49%	
5878	Student Assessment	-	1,516	553	5,467	6,639	6,639	6,639	-	-	1,173	82%	
5880	Student Health Services	-	-	-	-	2,338	2,338	2,338	-	-	2,338	0%	
5881	Student Information System	1,066	7,302	2,452	15,824	5,665	5,665	18,000	(12,335)	(12,335)	2,176	88%	

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
5887	Technology Services	2,216	2,949	2,866	26,921	25,500	27,000	30,000	(3,000)	(4,500)	3,079	90%
5893	Transportation - Student	-	-	(1,916)	(1,916)	7,077	7,077	1,000	6,077	6,077	2,916	-192%
5900	Communications	1,628	1,826	2,051	15,510	52,019	25,200	25,200	-	26,819	9,690	62%
5915	Postage and Delivery	90	18	190	654	347	500	1,000	(500)	(653)	346	65%
SUBTOTAL - Services & Other Operating Exp.		155,180	172,665	81,830	889,679	1,825,610	1,634,521	1,643,102	(8,581)	182,507	753,423	54%
Capital Outlay & Depreciation												
6900	Depreciation	10,115	1,445	1,445	13,005	-	17,477	17,477	-	(17,477)	4,472	74%
SUBTOTAL - Capital Outlay & Depreciation		10,115	1,445	1,445	13,005	-	17,477	17,477	-	(17,477)	4,472	74%
Other Outflows												
SUBTOTAL - Other Outflows		-	-	-	-	-	-	-	-	-	-	
TOTAL EXPENSES		380,793	380,579	375,639	2,910,553	4,506,518	4,420,647	4,389,409	31,238	117,109	1,478,856	66%

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	Actual			YTD	Budget						
	Jan	Feb	Mar		Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
SUMMARY											
Revenue											
LCFF Entitlement	-	-	-	-	-	-	-	-	-	-	
Federal Revenue	-	-	-	-	-	-	-	-	-	-	
Other State Revenues	-	-	-	3,200	-	-	3,200	3,200	3,200	-	100%
Local Revenues	2,604	395,153	10,765	475,171	3,091,330	3,122,102	3,116,868	(5,234)	25,538	2,641,698	15%
Fundraising and Grants	-	67	-	179	5,000	5,100	5,100	-	100	4,921	4%
Total Revenue	2,604	395,220	10,765	478,550	3,096,330	3,127,202	3,125,168	(2,034)	28,838	2,646,618	15%
Expenses											
Compensation and Benefits	114,126	126,013	108,789	1,041,716	1,339,975	1,275,718	1,447,244	(171,526)	(107,270)	405,528	72%
Books and Supplies	3,049	2,068	(2,292)	10,737	36,600	36,600	30,910	5,690	5,690	20,173	35%
Services and Other Operating Expenditures	294,531	407,062	246,007	2,178,567	1,600,822	2,468,326	2,364,059	104,267	(763,237)	185,492	92%
Depreciation	140,357	20,051	5,465	165,873	366,161	240,610	240,610	-	125,551	74,737	69%
Other Outflows	6,874	13,990	5,530	56,782	139,249	139,249	139,249	-	-	82,467	41%
Total Expenses	558,937	569,184	363,498	3,453,676	3,482,807	4,160,503	4,222,072	(61,569)	(739,266)	768,397	82%
Operating Income	(556,333)	(173,964)	(352,734)	(2,975,126)	(386,477)	(1,033,301)	(1,096,904)	(63,603)	(710,427)	1,878,222	
Fund Balance											
Beginning Balance (Audited)					(7,369,864)	(8,273,483)	(8,273,483)				
Operating Income					(386,477)	(1,033,301)	(1,096,904)				
Ending Fund Balance					(7,756,341)	(9,306,784)	(9,370,387)				
Fund Balance as a % of Expenses					-223%	-224%	-222%				
KEY ASSUMPTIONS											
Enrollment Summary											
Total Enrolled					-	-	-	-	-		
ADA %											
Average ADA %											
ADA											
Total ADA					-	-	-	-	-		
REVENUE											
LCFF Entitlement											
SUBTOTAL - LCFF Entitlement	-	-	-	-	-	-	-	-	-	-	
Federal Revenue											
SUBTOTAL - Federal Revenue	-	-	-	-	-	-	-	-	-	-	
Other State Revenue											
8590 All Other State Revenue	-	-	-	3,200	-	-	3,200	3,200	3,200	-	100%
SUBTOTAL - Other State Revenue	-	-	-	3,200	-	-	3,200	3,200	3,200	-	100%
Local Revenue											
8650 Leases and Rentals	2,250	-	-	11,250	5,500	20,250	20,250	-	14,750	9,000	56%
8660 Interest	4	4	5	39	188	188	188	-	-	149	21%
8699 All Other Local Revenue	350	(24,899)	10,760	43,384	-	53,000	53,000	-	53,000	9,616	82%
8721 CMO Fees Revenue	-	419,798	-	419,798	3,085,642	3,048,664	3,043,431	(5,234)	(42,212)	2,623,632	14%

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
8999	Uncategorized Revenue	-	250	-	700	-	-	-	-	-	(700)	
	SUBTOTAL - Local Revenue	2,604	395,153	10,765	475,171	3,091,330	3,122,102	3,116,868	(5,234)	25,538	2,641,698	15%
Fundraising and Grants												
8802	Donations - Private	-	-	-	79	-	100	100	-	100	21	79%
8803	Fundraising	-	67	-	100	5,000	5,000	5,000	-	-	4,900	2%
	SUBTOTAL - Fundraising and Grants	-	67	-	179	5,000	5,100	5,100	-	100	4,921	4%
TOTAL REVENUE												
		2,604	395,220	10,765	478,550	3,096,330	3,127,202	3,125,168	(2,034)	28,838	2,646,618	15%
EXPENSES												
Compensation & Benefits												
Certificated Salaries												
1401	Bonuses & Extra Pay	-	-	-	57,436	-	-	157,436	(157,436)	(157,436)	100,000	36%
	SUBTOTAL - Certificated Salaries	-	-	-	57,436	-	-	157,436	(157,436)	(157,436)	100,000	36%
Classified Salaries												
2300	Classified Supervisor & Administrator Salaries	85,140	84,762	84,586	745,875	1,049,980	983,411	983,411	-	66,569	237,536	76%
2400	Classified Clerical & Office Salaries	6,667	20,979	6,667	85,113	80,000	91,000	91,000	-	(11,000)	5,887	94%
	SUBTOTAL - Classified Salaries	91,807	105,741	91,253	830,988	1,129,980	1,074,411	1,074,411	-	55,569	243,423	77%
Employee Benefits												
3300	OASDI-Medicare-Alternative	7,000	8,015	6,862	66,241	84,131	79,880	91,924	(12,044)	(7,793)	25,682	72%
3400	Health & Welfare Benefits	7,548	6,708	8,728	53,927	72,800	69,533	69,533	-	3,267	15,607	78%
3500	Unemployment Insurance	3,707	1,892	211	7,525	6,643	7,154	7,154	-	(511)	(371)	105%
3600	Workers Comp Insurance	1,922	1,922	-	11,529	14,688	13,966	16,012	(2,046)	(1,324)	4,483	72%
3900	Other Employee Benefits	2,143	1,735	1,736	14,070	31,733	30,775	30,775	-	959	16,704	46%
	SUBTOTAL - Employee Benefits	22,319	20,271	17,536	153,293	209,995	201,307	215,398	(14,090)	(5,403)	62,105	71%
Books & Supplies												
4330	Office Supplies	2,640	2,068	617	9,822	13,905	13,905	13,905	-	-	4,083	71%
4345	Non Instructional Student Materials & Supplies	-	-	-	-	641	641	641	-	-	641	0%
4420	Computers: individual items less than \$5k	-	-	-	2,549	15,000	15,000	15,000	-	-	12,451	17%
4430	Non Classroom Related Furniture, Equipment & Supplies	-	-	(108)	143	363	363	363	-	-	220	39%
4720	Other Food	409	-	(2,801)	(1,777)	6,690	6,690	1,000	5,690	5,690	2,777	-178%
	SUBTOTAL - Books and Supplies	3,049	2,068	(2,292)	10,737	36,600	36,600	30,910	5,690	5,690	20,173	35%
Services & Other Operating Expenses												
5210	Conference Fees	-	30	30	245	6,820	6,820	3,000	3,820	3,820	2,755	8%
5220	Travel and Lodging	-	19	(1,536)	(169)	25,750	25,750	5,000	20,750	20,750	5,169	-3%
5305	Dues & Membership - Professional	-	-	45	575	2,149	2,149	2,149	-	-	1,574	27%
5400	Insurance	3,581	3,582	368	22,932	85,252	30,307	30,307	-	54,945	7,375	76%
5515	Janitorial, Gardening Services & Supplies	-	-	212	1,532	2,065	2,065	2,065	-	-	533	74%
5520	Security	693	-	-	2,079	3,953	3,953	3,953	-	-	1,874	53%
5535	Utilities - All Utilities	795	2,125	1,332	12,623	29,092	29,092	29,092	-	-	16,468	43%
5610	Rent	64,199	36,400	91,998	641,189	774,447	774,447	440,860	333,587	333,587	(200,329)	145%
5615	Repairs and Maintenance - Building	885	137	15,604	23,508	30,600	30,600	30,600	-	-	7,092	77%
5631	Deferred Rent	155,125	22,046	22,046	199,218	-	258,317	258,317	-	(258,317)	59,099	77%
5803	Accounting Fees	10,437	-	-	10,437	-	-	-	-	-	(10,437)	
5809	Banking Fees	291	272	411	2,540	515	2,000	3,000	(1,000)	(2,485)	460	85%
5812	Business Services	21,875	21,875	21,875	196,875	262,500	262,500	262,500	-	-	65,625	75%
5820	Consultants - Non Instructional - Custom 1	13,959	54,580	43,326	381,353	146,350	396,569	486,569	(90,000)	(340,219)	105,217	78%

HOME-100
Income Statement
As of Mar FY2021

		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
5833	Fines and Penalties	324	665	156	4,531	5,000	11,500	11,500	-	(6,500)	6,969	39%
5836	Fingerprinting	-	156	-	441	1,500	1,500	1,500	-	-	1,059	29%
5845	Legal Fees	14,906	56,520	29,177	355,142	97,895	500,000	500,000	-	(402,105)	144,858	71%
5848	Licenses and Other Fees	15	30	8,628	28,314	17,510	20,000	30,000	(10,000)	(12,490)	1,686	94%
5851	Marketing and Student Recruiting	-	-	-	-	2,808	2,808	2,808	-	-	2,808	0%
5852	CAM Fees	5,339	-	10,678	53,211	67,285	67,285	-	67,285	67,285	(53,211)	
5857	Payroll Fees	123	280	129	1,943	2,826	2,826	2,826	-	-	883	69%
5858	CMO Fees Expense	-	320	-	320	-	-	-	-	-	(320)	
5860	Printing and Reproduction	-	152	-	152	1,432	1,432	1,432	-	-	1,280	11%
5861	Prior Yr Exp (not accrued	-	203,806	-	203,780	10,000	7,058	203,780	(196,723)	(193,780)	-	100%
5863	Professional Development	-	-	-	4,165	9,270	9,270	9,270	-	-	5,105	45%
5875	Staff Recruiting	-	-	-	53	1,063	1,063	1,063	-	-	1,010	5%
5877	Student Activities	-	-	-	31	-	-	-	-	-	(31)	
5887	Technology Services	741	863	1,120	23,511	7,725	12,000	25,000	(13,000)	(17,275)	1,489	94%
5900	Communications	192	199	241	1,567	2,467	2,467	2,467	-	-	901	63%
5915	Postage and Delivery	1,050	3,006	168	6,467	4,548	4,548	15,000	(10,452)	(10,452)	8,533	43%
SUBTOTAL - Services & Other Operating Exp.		294,531	407,062	246,007	2,178,567	1,600,822	2,468,326	2,364,059	104,267	(763,237)	185,492	92%
Capital Outlay & Depreciation												
6100	Sites & Improvement of Sites	-	-	(14,586)	(14,586)	-	-	-	-	-	14,586	
6900	Depreciation	140,357	20,051	20,051	180,459	366,161	240,610	240,610	-	125,551	60,151	75%
SUBTOTAL - Capital Outlay & Depreciation		140,357	20,051	5,465	165,873	366,161	240,610	240,610	-	125,551	74,737	69%
Other Outflows												
7438	Long term debt - Interest	6,874	5,594	5,520	56,604	139,249	139,249	139,249	-	-	82,645	41%
7999	Uncategorized Expense	-	8,397	10	179	-	-	-	-	-	(179)	
SUBTOTAL - Other Outflows		6,874	13,990	5,530	56,782	139,249	139,249	139,249	-	-	82,467	41%
TOTAL EXPENSES		558,937	569,184	363,498	3,453,676	3,482,807	4,160,503	4,222,072	(61,569)	(739,266)	768,397	82%

JHHS
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Actual				YTD	Budget								
								Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent		
				Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast						
				Jan	Feb	Mar							
SUMMARY													
Revenue													
LCFF Entitlement	258,558	243,539	206,166	1,724,497	3,630,705	3,623,632	3,578,060	(45,572)	(52,645)	1,853,563	48%		
Federal Revenue	60,126	32,191	4,934	415,889	602,301	580,542	579,760	(782)	(22,541)	163,871	72%		
Other State Revenues	33,063	18,442	13,633	172,326	619,358	615,409	635,728	20,319	16,370	463,402	27%		
Local Revenues	714	603	-	1,617	94,609	90,909	87,226	(3,683)	(7,383)	85,609	2%		
Fundraising and Grants	-	-	-	15,000	-	15,000	15,000	-	15,000	-	100%		
Total Revenue	352,461	294,775	224,733	2,329,329	4,946,974	4,925,493	4,895,775	(29,718)	(51,199)	2,566,446	48%		
Expenses													
Compensation and Benefits	188,825	175,072	203,516	1,705,073	2,282,067	2,351,271	2,275,127	76,143	6,940	570,055	75%		
Books and Supplies	13,168	17,392	132,386	303,153	196,879	311,166	355,380	(44,213)	(158,500)	52,226	85%		
Services and Other Operating Expenditures	177,086	122,877	111,615	952,028	2,004,465	1,806,101	2,157,476	(351,376)	(153,012)	1,205,448	44%		
Depreciation	37,583	5,369	5,369	48,321	61,221	64,428	64,428	-	(3,207)	16,107	75%		
Other Outflows	2,942	2,924	(1,315)	22,312	39,798	39,798	39,798	-	-	17,486	56%		
Total Expenses	419,604	323,634	451,571	3,030,887	4,584,430	4,572,763	4,892,209	(319,446)	(307,779)	1,861,322	62%		
Operating Income				(67,143)	(28,859)	(226,838)	(701,558)	362,543	352,730	3,565	(349,164)	(358,978)	705,123
Fund Balance													
Beginning Balance (Audited)								365,807	189,097	189,097			
Operating Income								362,543	352,730	3,565			
Ending Fund Balance								728,350	541,827	192,662			
Fund Balance as a % of Expenses								16%	12%	4%			
KEY ASSUMPTIONS													
Enrollment Summary													
9-12					304	304	304	-	-				
Total Enrolled					304	304	304	-	-				
ADA %													
9-12					98.8%	98.8%	98.8%	0.0%	0.0%				
Average ADA %					98.8%	98.8%	98.8%	0.0%	0.0%				
ADA													
9-12					300.38	300.38	300.38	-	-				
Total ADA					300.38	300.38	300.38	-	-				
REVENUE													
LCFF Entitlement													
8011	Charter Schools General Purpose Entitlement - State Aid	243,539	243,539	209,196	1,697,489	3,570,629	3,563,556	3,517,984	(45,572)	(52,645)	1,820,495	48%	
8012	Education Protection Account Entitlement	15,019	-	-	30,038	60,076	60,076	60,076	-	-	30,038	50%	
8096	Charter Schools in Lieu of Property Taxes	-	-	(3,030)	(3,030)	-	-	-	-	-	3,030		
SUBTOTAL - LCFF Entitlement		258,558	243,539	206,166	1,724,497	3,630,705	3,623,632	3,578,060	(45,572)	(52,645)	1,853,563	48%	
Federal Revenue													
8181	Special Education - Entitlement	-	-	-	-	41,000	41,000	41,000	-	-	41,000	0%	
8220	Child Nutrition Programs	-	-	4,934	4,934	45,767	27,460	27,460	-	(18,307)	22,526	18%	
8291	Title I	57,136	-	-	83,579	108,615	105,771	104,970	(801)	(3,645)	21,391	80%	
8292	Title II	-	11,013	-	14,516	14,618	14,010	14,010	-	(608)	(506)	104%	
8294	Title IV	-	-	-	2,500	10,000	10,000	10,000	-	-	7,500	25%	

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
8297	PY Federal - Not Accrued	-	19	-	19	-	-	19	19	19	-	100%
8299	All Other Federal Revenue	2,990	21,159	-	310,341	382,301	382,301	382,301	-	-	71,960	81%
SUBTOTAL - Federal Revenue		60,126	32,191	4,934	415,889	602,301	580,542	579,760	(782)	(22,541)	163,871	72%
Other State Revenue												
8319	Other State Apportionments - Prior Years	(32)	2,163	-	2,131	-	-	2,131	2,131	2,131	-	100%
8381	Special Education - Entitlement (State	16,279	16,279	8,421	107,904	187,738	187,738	187,738	-	-	79,834	57%
8382	SPED - Reimbursement (Mental Health)	-	-	4,800	(4)	18,480	9,600	9,600	-	(8,880)	9,604	0%
8520	Child Nutrition - State	-	-	412	412	3,338	2,003	2,003	-	(1,335)	1,591	21%
8545	School Facilities Apportionments	-	-	-	-	302,302	309,196	327,384	18,188	25,082	327,384	0%
8550	Mandated Cost Reimbursements	-	-	-	14,079	14,079	14,079	14,079	-	-	(0)	100%
8560	State Lottery Revenue	16,817	-	-	16,817	62,433	61,806	61,806	-	(627)	44,989	27%
8590	All Other State Revenue	-	-	-	30,988	30,988	30,988	30,988	-	-	-	100%
SUBTOTAL - Other State Revenue		33,063	18,442	13,633	172,326	619,358	615,409	635,728	20,319	16,370	463,402	27%
Local Revenue												
8634	Food Service Sales	-	-	-	-	4,000	-	-	-	(4,000)	-	
8636	Uniforms	-	-	-	-	5,000	5,000	-	(5,000)	(5,000)	-	
8660	Interest	-	-	-	-	1	1	1	-	-	1	0%
8699	All Other Local Revenue	714	603	-	1,617	-	300	1,617	1,317	1,617	-	100%
8781	All Other transfers from Districts or Charter Schools	-	-	-	-	85,608	85,608	85,608	-	-	85,608	0%
SUBTOTAL - Local Revenue		714	603	-	1,617	94,609	90,909	87,226	(3,683)	(7,383)	85,609	2%
Fundraising and Grants												
8802	Donations - Private	-	-	-	15,000	-	15,000	15,000	-	15,000	-	100%
SUBTOTAL - Fundraising and Grants		-	-	-	15,000	-	15,000	15,000	-	15,000	-	100%
TOTAL REVENUE		352,461	294,775	224,733	2,329,329	4,946,974	4,925,493	4,895,775	(29,718)	(51,199)	2,566,446	48%
EXPENSES												
Compensation & Benefits												
Certificated Salaries												
1100	Teachers Salaries	91,575	92,575	91,575	820,444	1,102,000	1,157,715	1,097,715	60,000	4,285	277,271	75%
1300	Certificated Supervisor & Administrator Salaries	29,167	29,167	29,167	263,152	350,000	350,000	350,000	-	-	86,848	75%
1401	Bonuses & Extra Pay	-	-	-	-	29,879	29,879	29,879	-	-	29,879	0%
SUBTOTAL - Certificated Salaries		120,742	121,742	120,742	1,083,596	1,481,879	1,537,594	1,477,594	60,000	4,285	393,998	73%
Classified Salaries												
2100	Classified Instructional Aide Salaries	13,033	14,233	13,233	137,934	214,400	176,400	176,400	-	38,000	38,466	78%
2103	Classified - Special Ed	4,108	4,108	4,108	36,975	49,300	49,300	49,300	-	-	12,325	75%
2300	Classified Supervisor & Administrator Salaries	-	5,153	-	5,153	-	-	-	-	-	(5,153)	
2400	Classified Clerical & Office Salaries	18,312	128	38,107	152,872	164,320	202,480	202,480	-	(38,160)	49,608	75%
SUBTOTAL - Classified Salaries		35,454	23,622	55,449	332,933	428,020	428,180	428,180	-	(160)	95,247	78%
Employee Benefits												
3300	OASDI-Medicare-Alternative	11,909	11,018	13,248	106,667	146,107	150,382	145,792	4,590	316	39,125	73%
3400	Health & Welfare Benefits	10,085	11,969	11,501	129,597	159,600	166,133	156,800	9,333	2,800	27,203	83%
3500	Unemployment Insurance	6,307	2,601	407	11,836	14,564	15,841	15,841	-	(1,278)	4,005	75%
3600	Workers Comp Insurance	1,922	1,922	-	22,583	24,826	25,552	24,772	780	54	2,189	91%
3900	Other Employee Benefits	2,407	2,199	2,169	17,861	27,072	27,589	26,149	1,440	923	8,287	68%
SUBTOTAL - Employee Benefits		32,630	29,708	27,325	288,544	372,169	385,497	369,354	16,143	2,815	80,810	78%

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
Books & Supplies												
4100	Approved Textbooks & Core Curricula Materials	2,470	7,870	-	69,336	40,000	70,000	80,000	(10,000)	(40,000)	10,664	87%
4200	Books & Other Reference Materials	-	2,028	-	2,562	682	682	3,000	(2,318)	(2,318)	438	85%
4320	Educational Software	1,662	1,965	-	12,594	10,000	10,000	15,000	(5,000)	(5,000)	2,406	84%
4325	Instructional Materials & Supplies	-	291	2,223	8,144	10,225	10,225	10,225	-	-	2,081	80%
4326	Art & Music Supplies	-	535	-	3,066	553	2,530	4,000	(1,470)	(3,447)	934	77%
4330	Office Supplies	137	193	-	15,830	20,000	20,000	20,000	-	-	4,170	79%
4335	PE Supplies	-	-	-	-	3,479	3,479	-	3,479	3,479	-	-
4345	Non Instructional Student Materials & Supplies	-	-	754	4,441	231	4,000	5,000	(1,000)	(4,769)	559	89%
4350	Uniforms	1,691	-	-	14,365	20,000	20,000	20,000	-	-	5,635	72%
4410	Classroom Furniture, Equipment & Supplies	-	-	17,991	17,991	2,967	2,967	20,000	(17,033)	(17,033)	2,009	90%
4420	Computers: individual items less than \$5k	4,543	-	92,186	116,639	15,000	114,716	121,391	(6,675)	(106,391)	4,752	96%
4430	Non Classroom Related Furniture, Equipment & Supplies	-	1,321	16,038	17,610	540	540	20,000	(19,460)	(19,460)	2,390	88%
4710	Student Food Services	2,666	3,189	1,845	18,502	52,939	31,763	31,763	-	21,176	13,262	58%
4720	Other Food	-	-	1,350	2,074	20,263	20,263	5,000	15,263	15,263	2,926	41%
SUBTOTAL - Books and Supplies		13,168	17,392	132,386	303,153	196,879	311,166	355,380	(44,213)	(158,500)	52,226	85%
Services & Other Operating Expenses												
5210	Conference Fees	-	250	-	425	1,192	1,192	425	767	767	-	100%
5220	Travel and Lodging	-	-	(93)	(93)	7,828	7,828	-	7,828	7,828	93	-
5305	Dues & Membership - Professional	3,513	-	60	3,753	1,328	3,693	5,000	(1,307)	(3,672)	1,247	75%
5400	Insurance	3,213	3,213	-	37,619	22,881	49,530	49,530	-	(26,649)	11,912	76%
5515	Janitorial, Gardening Services & Supplies	1,375	-	(264)	2,586	9,164	9,164	3,000	6,164	6,164	414	86%
5520	Security	100	1,282	267	4,284	10,000	10,000	6,000	4,000	4,000	1,716	71%
5535	Utilities - All Utilities	4,590	4,383	4,939	31,514	82,659	82,659	82,659	-	-	51,145	38%
5600	Rentals, Leases, & Repairs	1,526	1,526	(807)	11,398	19,512	19,512	19,512	-	-	8,114	58%
5610	Rent	41,698	-	83,397	416,984	502,883	502,883	836,470	(333,587)	(333,587)	419,486	50%
5615	Repairs and Maintenance - Building	-	-	685	898	6,120	6,120	1,500	4,620	4,620	602	60%
5631	Deferred Rent	40,113	5,730	5,730	51,574	-	66,602	66,602	-	(66,602)	15,028	77%
5803	Accounting Fees	-	-	-	2,333	9,984	9,984	5,000	4,984	4,984	2,667	47%
5809	Banking Fees	-	-	-	-	731	731	731	-	-	731	0%
5815	Consultants - Instructional	-	2,107	-	9,533	20,000	20,000	15,000	5,000	5,000	5,467	64%
5820	Consultants - Non Instructional - Custom 1	2,203	440	161	8,275	15,000	15,000	13,000	2,000	2,000	4,725	64%
5824	District Oversight Fees	6,060	3,030	-	18,181	37,396	36,236	35,781	456	1,616	17,600	51%
5828	LLM Funds Contingency	-	-	-	-	329,140	-	-	-	329,140	-	-
5833	Fines and Penalties	-	-	(52)	(43)	2,416	2,416	-	2,416	2,416	43	-
5836	Fingerprinting	-	-	(390)	68	1,650	1,650	-	1,650	1,650	(68)	-
5845	Legal Fees	-	-	-	-	2,194	-	-	-	2,194	-	-
5848	Licenses and Other Fees	1	1,011	(1,352)	59	8,563	8,563	2,000	6,563	6,563	1,941	3%
5851	Marketing and Student Recruiting	344	384	(150)	1,266	1,690	1,690	1,690	-	-	424	75%
5852	CAM Fees	8,009	-	16,018	75,718	100,927	100,927	168,212	(67,285)	(67,285)	92,494	45%
5857	Payroll Fees	215	359	(2,589)	(194)	12,283	3,500	1,500	2,000	10,783	1,694	-13%
5858	CMO Fees Expense	-	56,965	-	56,965	485,236	481,958	479,355	2,603	5,882	422,390	12%
5860	Printing and Reproduction	-	12	-	12	5,694	5,694	2,000	3,694	3,694	1,988	1%
5861	Prior Yr Exp (not accrued)	-	2,369	214	3,388	-	1,972	3,388	(1,416)	(3,388)	-	100%
5863	Professional Development	252	3,000	6,258	31,979	10,000	22,469	35,000	(12,531)	(25,000)	3,021	91%
5866	Special Ed Admin and other fees	-	-	-	-	11,007	11,007	-	11,007	11,007	-	-
5869	Special Education Contract Instructors	58,077	22,066	-	118,065	200,000	220,658	220,658	-	(20,658)	102,593	54%
5874	Sports	-	282	-	364	15,000	15,000	364	14,636	14,636	-	100%
5875	Staff Recruiting	-	-	-	100	-	-	100	(100)	(100)	-	100%
5877	Student Activities	1,037	1,112	(6,562)	(699)	15,000	15,000	15,000	-	-	15,699	-5%
5878	Student Assessment	-	1,200	553	5,803	2,659	4,050	7,000	(2,950)	(4,341)	1,197	83%
5880	Student Health Services	-	-	-	-	3,383	3,383	1,500	1,883	1,883	1,500	0%
5881	Student Information System	1,066	7,302	2,452	15,849	4,943	5,028	18,000	(12,972)	(13,057)	2,151	88%

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		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
5887	Technology Services	1,787	2,519	2,586	24,028	10,000	24,000	30,000	(6,000)	(20,000)	5,972	80%
5893	Transportation - Student	-	-	(1,937)	(1,937)	2,000	2,000	-	2,000	2,000	1,937	
5900	Communications	1,906	2,274	2,391	17,163	24,000	24,000	24,000	-	-	6,837	72%
5915	Postage and Delivery	-	62	99	4,812	10,000	10,000	7,500	2,500	2,500	2,688	64%
SUBTOTAL - Services & Other Operating Exp.		177,086	122,877	111,615	952,028	2,004,465	1,806,101	2,157,476	(351,376)	(153,012)	1,205,448	44%
Capital Outlay & Depreciation												
6900	Depreciation	37,583	5,369	5,369	48,321	61,221	64,428	64,428	-	(3,207)	16,107	75%
SUBTOTAL - Capital Outlay & Depreciation		37,583	5,369	5,369	48,321	61,221	64,428	64,428	-	(3,207)	16,107	75%
Other Outflows												
7438	Long term debt - Interest	2,942	2,924	(1,315)	22,312	39,798	39,798	39,798	-	-	17,486	56%
SUBTOTAL - Other Outflows		2,942	2,924	(1,315)	22,312	39,798	39,798	39,798	-	-	17,486	56%
TOTAL EXPENSES		419,604	323,634	451,571	3,030,887	4,584,430	4,572,763	4,892,209	(319,446)	(307,779)	1,861,322	62%

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				Actual	YTD	Budget								
								Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent			
				Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast				
SUMMARY														
Revenue														
LCFF Entitlement				289,546	126,441	213,362	1,517,010	2,479,409	2,471,041	2,464,546	(6,495)	(14,863)	947,536	62%
Federal Revenue				2,527	-	3,299	353,502	586,348	542,711	542,455	(256)	(43,892)	188,953	65%
Other State Revenues				128,845	231	140,532	361,889	619,451	620,828	633,124	12,296	13,673	271,235	57%
Local Revenues				-	614	-	614	2,501	-	614	614	(1,887)	-	100%
Fundraising and Grants				-	-	-	-	6,000	6,000	6,000	-	-	6,000	0%
Total Revenue				420,918	127,287	357,194	2,233,015	3,693,708	3,640,581	3,646,739	6,159	(46,969)	1,413,724	61%
Expenses														
Compensation and Benefits				139,322	139,093	133,084	1,202,604	1,812,741	1,713,491	1,713,491	-	99,250	510,887	70%
Books and Supplies				10,587	9,606	76,369	119,075	161,375	204,280	184,824	19,457	(23,449)	65,749	64%
Services and Other Operating Expenditures				111,532	142,556	41,243	668,012	1,562,686	1,291,417	1,303,886	(12,469)	258,799	635,874	51%
Depreciation				70,931	10,133	10,133	91,197	118,147	121,601	121,601	-	(3,454)	30,404	75%
Other Outflows				1,421	1,390	478	11,677	13,870	13,870	13,870	-	-	2,193	84%
Total Expenses				333,793	302,778	261,306	2,092,565	3,668,819	3,344,660	3,337,673	6,987	331,146	1,245,107	63%
Operating Income				87,126	(175,491)	95,888	140,450	24,890	295,921	309,067	13,146	284,177	168,617	
Fund Balance														
Beginning Balance (Audited)								2,946,742	2,891,588	2,891,588				
Operating Income								24,890	295,921	309,067				
Ending Fund Balance								2,971,631	3,187,509	3,200,655				
Fund Balance as a % of Expenses								81%	95%	96%				
KEY ASSUMPTIONS														
Enrollment Summary														
4-6								90	90	90	-	-		
7-8								170	170	170	-	-		
Total Enrolled								260	260	260	-	-		
ADA %														
4-6								79.6%	79.6%	79.6%	0.0%	0.0%		
7-8								98.7%	98.7%	98.7%	0.0%	0.0%		
Average ADA %								92.1%	92.1%	92.1%	0.0%	0.0%		
ADA														
4-6								71.67	71.67	71.67	-	-		
7-8								167.71	167.71	167.71	-	-		
Total ADA								239.38	239.38	239.38	-	-		
REVENUE														
LCFF Entitlement														
8011	Charter Schools General Purpose Entitlement - State Aid	126,441	126,441	54,762	827,457	1,417,506	1,409,138	1,324,284	(84,854)	(93,222)	496,827	62%		
8012	Education Protection Account Entitlement	114,930	-	-	229,860	459,719	459,719	459,719	-	-	229,859	50%		
8096	Charter Schools in Lieu of Property Taxes	48,175	-	158,600	459,693	602,184	602,184	680,543	78,359	78,359	220,850	68%		
SUBTOTAL - LCFF Entitlement		289,546	126,441	213,362	1,517,010	2,479,409	2,471,041	2,464,546	(6,495)	(14,863)	947,536	62%		
Federal Revenue														
8181	Special Education - Entitlement	-	-	-	-	29,750	29,750	29,750	-	-	29,750	0%		
8220	Child Nutrition Programs	-	-	3,299	13,759	58,857	35,314	35,314	-	(23,543)	21,555	39%		

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Actual				YTD	Budget						
					Approved	Previous	Current	Previous	Approved	Current	% Current
					Budget v2	Forecast	Forecast	Forecast vs.	Budget v2 vs.	Forecast	Forecast
								Current	Current	Remaining	Spent
				Actual YTD				Forecast	Forecast		
Jan	Feb	Mar									
8291	Title I	-	-	89,188	137,182	117,644	116,981	(663)	(20,201)	27,793	76%
8292	Title II	-	-	-	11,832	11,277	11,684	407	(148)	11,684	0%
8294	Title IV	1,989	-	1,989	10,000	10,000	10,000	-	-	8,011	20%
8299	All Other Federal Revenue	3,141	-	248,566	338,726	338,726	338,726	-	-	90,160	73%
SUBTOTAL - Federal Revenue				353,502	586,348	542,711	542,455	(256)	(43,892)	188,953	65%
Other State Revenue											
8319	Other State Apportionments - Prior Years	-	231	231	-	-	231	231	231	-	100%
8381	Special Education - Entitlement (State	-	-	76,351	149,613	149,613	149,613	-	-	73,262	51%
8382	SPED - Reimbursement (Mental Health)	-	-	7,200	7,920	11,580	11,580	-	3,660	4,380	62%
8520	Child Nutrition - State	-	-	1,148	4,455	2,673	2,673	-	(1,782)	1,525	43%
8545	School Facilities Apportionments	-	-	123,054	205,090	205,090	217,154	12,064	12,064	94,100	57%
8550	Mandated Cost Reimbursements	-	-	4,036	4,036	4,036	4,036	-	-	(0)	100%
8560	State Lottery Revenue	13,432	-	13,432	49,755	49,254	49,254	-	(500)	35,823	27%
8590	All Other State Revenue	-	-	21,023	21,023	21,023	21,023	-	-	-	100%
8596	ASES	115,413	-	115,413	177,559	177,559	177,559	-	-	62,146	65%
SUBTOTAL - Other State Revenue				361,889	619,451	620,828	633,124	12,296	13,673	271,235	57%
Local Revenue											
8634	Food Service Sales	-	-	-	2,500	-	-	-	(2,500)	-	
8660	Interest	-	-	-	1	-	-	-	(1)	-	
8699	All Other Local Revenue	-	614	614	-	-	614	614	614	-	100%
SUBTOTAL - Local Revenue				614	2,501	-	614	614	(1,887)	-	100%
Fundraising and Grants											
8802	Donations - Private	-	-	-	6,000	6,000	6,000	-	-	6,000	0%
SUBTOTAL - Fundraising and Grants				-	6,000	6,000	6,000	-	-	6,000	0%
TOTAL REVENUE				2,233,015	3,693,708	3,640,581	3,646,739	6,159	(46,969)	1,413,724	61%
EXPENSES											
Compensation & Benefits											
Certificated Salaries											
1100	Teachers Salaries	65,042	65,042	65,042	551,445	778,100	741,550	-	36,550	190,105	74%
1300	Certificated Supervisor & Administrator Salaries	11,250	11,250	11,250	101,550	135,000	135,000	-	-	33,450	75%
1401	Bonuses & Extra Pay	-	-	-	-	23,951	23,951	-	-	23,951	0%
SUBTOTAL - Certificated Salaries				652,995	937,051	900,501	900,501	-	36,550	247,506	73%
Classified Salaries											
2100	Classified Instructional Aide Salaries	12,308	12,308	12,308	111,315	147,700	147,700	-	-	36,385	75%
2103	Classified - Special Ed	4,100	4,100	4,100	36,900	49,200	49,200	-	-	12,300	75%
2400	Classified Clerical & Office Salaries	11,592	13,312	11,973	115,532	176,320	167,520	-	8,800	51,988	69%
2905	Other Classified - After School	8,469	8,904	8,661	78,770	176,680	139,750	-	36,930	60,980	56%
SUBTOTAL - Classified Salaries				342,518	549,900	504,170	504,170	-	45,730	161,652	68%
Employee Benefits											
3300	OASDI-Medicare-Alternative	8,598	8,710	8,522	75,217	113,752	107,457	-	6,294	32,240	70%
3400	Health & Welfare Benefits	10,176	10,783	10,264	97,229	168,000	147,000	-	21,000	49,771	66%
3500	Unemployment Insurance	4,553	2,056	262	8,691	15,330	14,308	-	1,022	5,617	61%
3600	Workers Comp Insurance	1,922	1,922	-	19,783	19,328	18,258	-	1,070	(1,525)	108%
3900	Other Employee Benefits	1,313	706	701	6,170	9,381	21,796	-	(12,416)	15,626	28%
SUBTOTAL - Employee Benefits				207,091	325,790	308,820	308,820	-	16,970	101,729	67%

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
Books & Supplies												
4100	Approved Textbooks & Core Curricula Materials	5,306	-	-	5,638	25,000	23,500	20,000	3,500	5,000	14,362	28%
4200	Books & Other Reference Materials	-	-	-	262	516	516	516	-	-	254	51%
4320	Educational Software	-	-	-	4,135	10,000	10,000	10,000	-	-	5,865	41%
4325	Instructional Materials & Supplies	-	190	891	1,561	10,000	10,000	5,000	5,000	5,000	3,439	31%
4326	Art & Music Supplies	-	-	-	-	6,397	6,397	3,000	3,397	3,397	3,000	0%
4330	Office Supplies	-	193	92	2,459	15,000	15,000	7,500	7,500	7,500	5,041	33%
4335	PE Supplies	-	-	-	817	516	817	817	-	(301)	-	100%
4345	Non Instructional Student Materials & Supplies	-	3,542	754	5,032	516	1,500	7,000	(5,500)	(6,484)	1,968	72%
4350	Uniforms	-	-	-	1,039	10,000	10,000	5,000	5,000	5,000	3,961	21%
4410	Classroom Furniture, Equipment & Supplies	-	-	-	-	1,111	1,111	500	611	611	500	0%
4420	Computers: individual items less than \$5k	2,375	-	69,951	73,030	516	72,639	74,989	(2,350)	(74,472)	1,959	97%
4430	Non Classroom Related Furniture, Equipment & Supplies	-	-	2,244	2,522	929	929	3,000	(2,071)	(2,071)	478	84%
4710	Student Food Services	2,891	5,681	2,406	21,997	72,504	43,502	43,502	-	29,002	21,506	51%
4720	Other Food	15	-	31	583	8,369	8,369	4,000	4,369	4,369	3,417	15%
SUBTOTAL - Books and Supplies		10,587	9,606	76,369	119,075	161,375	204,280	184,824	19,457	(23,449)	65,749	64%
Services & Other Operating Expenses												
5210	Conference Fees	-	-	-	-	1,088	1,088	500	588	588	500	0%
5220	Travel and Lodging	-	-	-	-	9,116	9,116	2,000	7,116	7,116	2,000	0%
5305	Dues & Membership - Professional	3,513	-	-	3,513	959	3,513	3,513	-	(2,554)	-	100%
5400	Insurance	3,213	3,213	-	38,616	20,968	51,524	51,524	-	(30,557)	12,909	75%
5515	Janitorial, Gardening Services & Supplies	150	150	608	1,701	9,524	9,524	2,000	7,524	7,524	299	85%
5520	Security	-	-	180	2,475	2,122	5,000	5,000	-	(2,878)	2,525	50%
5535	Utilities - All Utilities	1,300	14,827	583	26,394	72,782	72,782	72,782	-	-	46,388	36%
5600	Rentals, Leases, & Repairs	1,526	1,526	(94)	12,278	19,512	19,512	19,512	-	-	7,235	63%
5610	Rent	27,571	27,571	27,571	273,003	331,361	331,361	331,361	-	-	58,358	82%
5615	Repairs and Maintenance - Building	934	-	14,516	21,181	9,180	9,180	25,000	(15,820)	(15,820)	3,819	85%
5631	Deferred Rent	(9,342)	(1,721)	(1,721)	(12,784)	-	(17,946)	(17,946)	-	17,946	(5,162)	71%
5803	Accounting Fees	-	-	-	2,333	7,503	7,503	7,503	-	-	5,170	31%
5809	Banking Fees	-	-	-	-	549	549	549	-	-	549	0%
5815	Consultants - Instructional	-	-	(890)	(890)	15,000	15,000	5,000	10,000	10,000	5,890	-18%
5820	Consultants - Non Instructional - Custom 1	2,151	865	(110)	10,196	20,000	20,000	20,000	-	-	9,804	51%
5824	District Oversight Fees	-	-	-	-	25,538	24,710	24,645	65	892	24,645	0%
5828	LLM Funds Contingency	-	-	-	-	251,294	-	-	-	251,294	-	-
5833	Fines and Penalties	-	-	(52)	1,734	1,816	1,816	2,000	(184)	(184)	266	87%
5836	Fingerprinting	-	-	(117)	296	2,060	2,060	2,060	-	-	1,764	14%
5845	Legal Fees	-	-	-	-	1,655	-	-	-	1,655	-	-
5848	Licenses and Other Fees	162	201	(84)	7,323	15,000	15,000	15,000	-	-	7,677	49%
5851	Marketing and Student Recruiting	344	-	-	1,099	1,574	1,574	1,574	-	-	475	70%
5857	Payroll Fees	158	289	(2,676)	(1,376)	11,658	2,400	2,400	-	9,258	3,776	-57%
5858	CMO Fees Expense	-	57,156	-	57,156	368,521	363,458	364,013	(554)	4,508	306,857	16%
5860	Printing and Reproduction	-	-	-	-	1,776	1,776	1,776	-	-	1,776	0%
5861	Prior Yr Exp (not accrued)	-	2,398	-	3,203	-	1,972	3,203	(1,231)	(3,203)	-	100%
5863	Professional Development	6,000	-	-	6,485	5,000	6,485	6,485	-	(1,485)	-	100%
5864	Professional Development - Other	-	-	(2,010)	(2,010)	-	-	-	-	-	2,010	-
5866	Special Ed Admin and other fees	-	-	-	-	8,272	8,272	2,000	6,272	6,272	2,000	0%
5869	Special Education Contract Instructors	69,206	23,069	-	138,413	250,000	230,688	230,688	-	19,313	92,275	60%
5874	Sports	-	-	-	-	5,818	5,818	1,500	4,318	4,318	1,500	0%
5875	Staff Recruiting	-	-	-	12,000	9,575	12,000	12,000	-	(2,425)	-	100%
5877	Student Activities	-	-	-	3,223	8,621	8,621	8,621	-	-	5,398	37%
5878	Student Assessment	-	1,200	553	4,301	4,449	4,449	5,000	(551)	(551)	699	86%
5880	Student Health Services	-	-	-	-	2,554	2,554	2,554	-	-	2,554	0%

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
5881	Student Information System	1,066	7,302	2,452	15,689	5,150	5,935	20,000	(14,065)	(14,850)	4,311	78%
5887	Technology Services	1,787	2,519	2,286	27,843	12,000	23,038	35,000	(11,962)	(23,000)	7,157	80%
5893	Transportation - Student	-	-	(1,916)	(1,916)	5,367	5,367	5,367	-	-	7,284	-36%
5899	Miscellaneous Operating Expenses	-	-	-	-	-	-	3,000	(3,000)	(3,000)	3,000	0%
5900	Communications	1,628	1,826	2,051	15,510	45,000	25,200	25,200	-	19,800	9,690	62%
5915	Postage and Delivery	165	165	110	1,023	324	517	1,500	(983)	(1,176)	477	68%
SUBTOTAL - Services & Other Operating Exp.		111,532	142,556	41,243	668,012	1,562,686	1,291,417	1,303,886	(12,469)	258,799	635,874	51%
Capital Outlay & Depreciation												
6900	Depreciation	70,931	10,133	10,133	91,197	118,147	121,601	121,601	-	(3,454)	30,404	75%
SUBTOTAL - Capital Outlay & Depreciation		70,931	10,133	10,133	91,197	118,147	121,601	121,601	-	(3,454)	30,404	75%
Other Outflows												
7438	Long term debt - Interest	1,397	1,390	478	11,653	13,870	13,870	13,870	-	-	2,217	84%
7999	Uncategorized Expense	24	-	-	24	-	-	-	-	-	(24)	
SUBTOTAL - Other Outflows		1,421	1,390	478	11,677	13,870	13,870	13,870	-	-	2,193	84%
TOTAL EXPENSES		333,793	302,778	261,306	2,092,565	3,668,819	3,344,660	3,337,673	6,987	331,146	1,245,107	63%

RCA
Income Statement
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Actual				YTD	Budget									
								Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent			
Jan				Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast					
SUMMARY														
Revenue														
LCFF Entitlement				352,854	175,791	105,363	1,424,978	2,499,273	2,495,229	2,463,815	(31,414)	(35,458)	1,038,837	58%
Federal Revenue				44,995	3,130	-	308,724	608,760	553,695	493,507	(60,188)	(115,252)	184,783	63%
Other State Revenues				25,602	99,336	169,344	388,726	637,119	635,599	664,756	29,157	27,637	276,030	58%
Local Revenues				152	2,700	-	2,888	103,936	98,936	98,936	-	(5,000)	96,048	3%
Fundraising and Grants				-	-	-	-	1,500	1,500	1,500	-	-	1,500	0%
Total Revenue				423,603	280,958	274,707	2,125,316	3,850,588	3,784,960	3,722,515	(62,445)	(128,074)	1,597,199	57%
Expenses														
Compensation and Benefits				111,870	104,836	104,946	900,489	1,250,977	1,199,999	1,210,875	(10,876)	40,102	310,386	74%
Books and Supplies				11,037	27,399	83,357	201,210	219,533	257,138	263,947	(6,809)	(44,414)	62,737	76%
Services and Other Operating Expenditures				188,661	124,999	186,538	1,278,720	2,254,727	2,070,536	2,030,135	40,401	224,592	751,416	63%
Depreciation				29,757	3,570	4,165	37,492	65,199	65,199	65,199	-	-	27,707	58%
Other Outflows				8,922	8,043	2,439	71,296	49,332	49,332	49,332	-	-	(21,964)	145%
Total Expenses				350,247	268,846	381,445	2,489,206	3,839,769	3,642,204	3,619,488	22,715	220,280	1,130,282	69%
Operating Income				73,356	12,112	(106,738)	(363,891)	10,820	142,756	103,026	(39,730)	92,207	466,917	
Fund Balance														
Beginning Balance (Audited)								804,516	656,905	656,905				
Operating Income								10,820	142,756	103,026				
Ending Fund Balance								815,336	799,661	759,931				
Fund Balance as a % of Expenses								21%	22%	21%				
KEY ASSUMPTIONS														
Enrollment Summary														
4-6								90	90	90	-	-		
7-8								180	180	180	-	-		
Total Enrolled								270	270	270	-	-		
ADA %														
4-6								94.4%	94.4%	94.4%	0.0%	0.0%		
7-8								91.0%	91.0%	91.0%	0.0%	0.0%		
Average ADA %								92.1%	92.1%	92.1%	0.0%	0.0%		
ADA														
4-6								84.93	84.93	84.93	-	-		
7-8								163.72	163.72	163.72	-	-		
Total ADA								248.65	248.65	248.65	-	-		
REVENUE														
LCFF Entitlement														
8011	Charter Schools General Purpose Entitlement - State Aid	117,672	117,672	49,836	768,945	1,299,267	1,295,223	1,222,297	(72,926)	(76,970)	453,352	63%		
8012	Education Protection Account Entitlement	119,948	-	-	239,897	479,794	479,794	479,794	-	-	239,897	50%		
8019	State Aid - Prior Years	-	502	-	502	-	-	-	-	-	(502)			
8096	Charter Schools in Lieu of Property Taxes	115,234	57,617	55,527	415,634	720,212	720,212	761,724	41,512	41,512	346,091	55%		
SUBTOTAL - LCFF Entitlement		352,854	175,791	105,363	1,424,978	2,499,273	2,495,229	2,463,815	(31,414)	(35,458)	1,038,837	58%		
Federal Revenue														
8181	Special Education - Entitlement	-	-	-	-	33,375	33,375	33,375	-	-	33,375	0%		

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				Actual	YTD		Budget							
								Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent			
				Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast				
8220	Child Nutrition Programs	-	-	-	-	-	-	70,985	42,591	42,591	-	(28,394)	42,591	0%
8291	Title I	39,275	-	-	62,855	88,776	94,318	93,754	(564)	4,978	30,899	67%		
8292	Title II	-	3,003	-	5,901	12,995	11,593	12,011	418	(984)	6,110	49%		
8293	Title III	-	-	-	-	90,869	60,059	-	(60,059)	(90,869)	-	-		
8294	Title IV	2,500	-	-	5,000	10,000	10,000	10,000	-	-	5,000	50%		
8297	PY Federal - Not Accrued	-	17	-	17	-	-	17	17	17	-	100%		
8299	All Other Federal Revenue	3,220	110	-	234,951	301,759	301,759	301,759	-	-	66,808	78%		
SUBTOTAL - Federal Revenue				44,995	3,130	-	308,724	608,760	553,695	493,507	(60,188)	(115,252)	184,783	63%
Other State Revenue														
8319	Other State Apportionments - Prior Years	(1,844)	6,890	-	5,046	-	-	5,046	5,046	5,046	-	-	100%	
8381	Special Education - Entitlement (State	13,477	-	10,386	92,745	155,406	155,406	155,406	-	-	62,661	60%		
8382	SPED - Reimbursement (Mental Health)	-	-	8,400	8,400	15,840	11,220	11,220	-	(4,620)	2,820	75%		
8520	Child Nutrition - State	-	-	-	-	5,219	3,131	3,131	-	(2,088)	3,131	0%		
8545	School Facilities Apportionments	-	-	150,558	150,558	250,241	255,948	271,004	15,056	20,762	120,446	56%		
8550	Mandated Cost Reimbursements	-	-	-	4,192	4,192	4,192	4,192	-	-	0	100%		
8560	State Lottery Revenue	13,969	-	-	13,969	51,681	51,162	51,162	-	(519)	37,193	27%		
8590	All Other State Revenue	-	-	-	21,370	21,370	21,370	21,370	-	-	-	100%		
8596	ASES	-	92,446	-	92,446	133,169	133,169	142,225	9,056	9,056	49,779	65%		
SUBTOTAL - Other State Revenue				25,602	99,336	169,344	388,726	637,119	635,599	664,756	29,157	27,637	276,030	58%
Local Revenue														
8634	Food Service Sales	-	-	-	-	5,000	-	-	-	(5,000)	-	-		
8636	Uniforms	-	-	-	-	2,069	2,069	2,069	-	-	2,069	0%		
8660	Interest	-	-	-	-	2	2	2	-	-	2	0%		
8699	All Other Local Revenue	152	2,700	-	2,888	26,000	26,000	26,000	-	-	23,112	11%		
8781	All Other transfers from Districts or Charter Schools	-	-	-	-	70,865	70,865	70,865	-	-	70,865	0%		
SUBTOTAL - Local Revenue				152	2,700	-	2,888	103,936	98,936	98,936	-	(5,000)	96,048	3%
Fundraising and Grants														
8802	Donations - Private	-	-	-	-	500	500	500	-	-	500	0%		
8803	Fundraising	-	-	-	-	1,000	1,000	1,000	-	-	1,000	0%		
SUBTOTAL - Fundraising and Grants				-	-	-	-	1,500	1,500	1,500	-	-	1,500	0%
TOTAL REVENUE				423,603	280,958	274,707	2,125,316	3,850,588	3,784,960	3,722,515	(62,445)	(128,074)	1,597,199	57%
EXPENSES														
Compensation & Benefits														
Certificated Salaries														
1100	Teachers Salaries	46,792	46,792	46,792	396,074	596,457	503,315	503,315	-	93,142	107,241	79%		
1300	Certificated Supervisor & Administrator Salaries	18,250	6,083	11,833	66,531	73,000	73,000	79,031	(6,031)	(6,031)	12,500	84%		
1401	Bonuses & Extra Pay	-	-	-	-	24,816	24,816	24,816	-	-	24,816	0%		
SUBTOTAL - Certificated Salaries				65,042	52,875	58,625	462,604	694,272	601,131	607,162	(6,031)	87,111	144,557	76%
Classified Salaries														
2100	Classified Instructional Aide Salaries	11,875	13,375	11,875	103,013	91,100	140,100	140,100	-	(49,000)	37,087	74%		
2400	Classified Clerical & Office Salaries	10,806	16,453	16,108	135,423	186,300	180,580	184,480	(3,900)	1,820	49,057	73%		
2905	Other Classified - After School	4,383	4,383	-	40,233	52,600	57,717	57,717	-	(5,117)	17,483	70%		
SUBTOTAL - Classified Salaries				27,065	34,211	27,983	278,668	330,000	378,397	382,297	(3,900)	(52,297)	103,628	73%
Employee Benefits														
3300	OASDI-Medicare-Alternative	7,026	6,601	6,512	55,435	78,100	74,677	75,436	(760)	2,663	20,002	73%		

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
3400	Health & Welfare Benefits	6,522	6,848	10,809	71,327	109,200	101,267	101,267	-	7,933	29,939	70%
3500	Unemployment Insurance	3,536	1,558	200	6,544	9,965	9,709	9,709	-	256	3,165	67%
3600	Workers Comp Insurance	1,921	1,921	-	20,149	13,314	12,732	12,861	(129)	453	(7,287)	157%
3900	Other Employee Benefits	759	821	817	5,761	16,126	22,087	22,143	(56)	(6,017)	16,382	26%
SUBTOTAL - Employee Benefits		19,763	17,749	18,338	159,216	226,704	220,471	221,416	(945)	5,288	62,201	72%
Books & Supplies												
4100	Approved Textbooks & Core Curricula Materials	2,387	15,756	-	24,770	40,000	35,000	35,000	-	5,000	10,230	71%
4200	Books & Other Reference Materials	-	-	(85)	(85)	1,026	1,026	500	526	526	585	-17%
4320	Educational Software	225	-	107	3,080	10,000	10,000	7,000	3,000	3,000	3,920	44%
4325	Instructional Materials & Supplies	631	198	(24)	11,349	16,338	16,338	16,338	-	-	4,989	69%
4326	Art & Music Supplies	-	-	-	-	513	513	513	-	-	513	0%
4330	Office Supplies	2,600	1,504	1,017	11,267	25,041	25,041	20,000	5,041	5,041	8,733	56%
4335	PE Supplies	-	-	322	322	513	513	513	-	-	191	63%
4345	Non Instructional Student Materials & Supplies	-	4,566	754	9,942	6,000	6,000	12,000	(6,000)	(6,000)	2,058	83%
4350	Uniforms	-	894	-	31,797	30,000	30,904	31,797	(894)	(1,797)	-	100%
4410	Classroom Furniture, Equipment & Supplies	-	1,007	2,383	3,523	2,999	2,999	4,000	(1,001)	(1,001)	477	88%
4420	Computers: individual items less than \$5k	2,375	-	67,801	73,612	513	73,178	75,838	(2,660)	(75,325)	2,227	97%
4430	Non Classroom Related Furniture, Equipment & Supplies	153	286	8,763	9,202	1,026	1,026	10,000	(8,974)	(8,974)	798	92%
4710	Student Food Services	2,666	3,189	1,845	21,127	77,412	46,447	46,447	-	30,965	25,320	45%
4720	Other Food	-	-	474	1,304	8,153	8,153	4,000	4,153	4,153	2,696	33%
SUBTOTAL - Books and Supplies		11,037	27,399	83,357	201,210	219,533	257,138	263,947	(6,809)	(44,414)	62,737	76%
Services & Other Operating Expenses												
5210	Conference Fees	-	-	278	278	1,026	1,026	500	526	526	223	56%
5220	Travel and Lodging	2	-	-	110	4,249	4,249	1,000	3,249	3,249	890	11%
5305	Dues & Membership - Professional	3,513	-	-	3,513	922	3,513	3,513	-	(2,591)	-	100%
5400	Insurance	3,213	3,213	-	33,424	20,968	41,141	41,141	-	(20,173)	7,717	81%
5515	Janitorial, Gardening Services & Supplies	290	238	(75)	4,120	2,593	5,000	5,000	-	(2,407)	880	82%
5520	Security	-	414	-	551	1,000	1,000	1,000	-	-	449	55%
5535	Utilities - All Utilities	7,713	22,952	13,834	119,746	175,836	175,836	170,000	5,836	5,836	50,254	70%
5600	Rentals, Leases, & Repairs	1,526	1,526	(95)	12,110	19,512	19,512	19,512	-	-	7,403	62%
5610	Rent	41,763	(1,819)	133,816	648,481	817,877	817,877	817,877	-	-	169,396	79%
5615	Repairs and Maintenance - Building	-	27	150	1,402	6,120	6,120	2,000	4,120	4,120	598	70%
5631	Deferred Rent	31,951	4,564	4,564	41,080	-	3,958	3,958	-	(3,958)	(37,122)	1038%
5803	Accounting Fees	-	-	-	2,333	8,168	8,168	8,168	-	-	5,835	29%
5809	Banking Fees	-	-	-	-	598	598	598	-	-	598	0%
5815	Consultants - Instructional	1,515	-	3,850	9,304	30,000	30,000	15,000	15,000	15,000	5,696	62%
5820	Consultants - Non Instructional - Custom 1	2,151	579	64	6,392	10,000	10,000	10,000	-	-	3,608	64%
5824	District Oversight Fees	4,179	2,090	-	12,537	25,743	24,952	24,638	314	1,104	12,101	51%
5828	LLM Funds Contingency	-	-	-	-	176,785	-	-	-	176,785	-	-
5833	Fines and Penalties	-	-	(52)	(43)	1,977	1,977	500	1,477	1,477	543	-9%
5836	Fingerprinting	-	99	7	220	1,350	1,350	500	850	850	280	44%
5845	Legal Fees	-	-	-	-	1,046	-	-	-	1,046	-	-
5848	Licenses and Other Fees	503	303	(293)	918	1,523	1,523	1,523	-	-	604	60%
5851	Marketing and Student Recruiting	344	-	(150)	882	1,574	1,574	1,574	-	-	692	56%
5852	CAM Fees	13,017	-	26,034	122,881	210,702	210,702	210,702	-	-	87,821	58%
5857	Payroll Fees	112	219	(2,716)	(1,781)	11,081	1,800	1,800	-	9,281	3,581	-99%
5858	CMO Fees Expense	-	52,811	-	52,811	374,515	368,452	362,208	6,244	12,307	309,397	15%
5860	Printing and Reproduction	-	-	-	-	857	857	857	-	-	857	0%
5861	Prior Yr Exp (not accrued)	-	268	66	2,172	-	6,027	2,172	3,855	(2,172)	-	100%
5863	Professional Development	2,000	-	2,692	6,339	10,000	10,000	7,000	3,000	3,000	661	91%
5866	Special Ed Admin and other fees	-	-	-	-	9,006	9,006	1,000	8,006	8,006	1,000	0%
5869	Special Education Contract Instructors	71,245	23,748	-	142,491	256,206	237,484	237,484	-	18,722	94,993	60%

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
5874	Sports	-	-	-	-	1,000	1,000	1,000	-	-	1,000	0%
5875	Staff Recruiting	-	-	-	6,027	7,210	7,210	7,210	-	-	1,183	84%
5877	Student Activities	-	869	(316)	553	4,236	4,236	5,000	(764)	(764)	4,447	11%
5878	Student Assessment	-	1,200	553	4,544	4,873	4,873	5,000	(127)	(127)	456	91%
5880	Student Health Services	-	-	-	-	6,180	6,180	3,000	3,180	3,180	3,000	0%
5881	Student Information System	1,066	7,302	2,452	15,759	5,665	6,005	17,000	(10,995)	(11,335)	1,241	93%
5887	Technology Services	1,802	2,519	2,586	22,171	18,000	18,000	25,000	(7,000)	(7,000)	2,829	89%
5893	Transportation - Student	-	-	(1,916)	(1,916)	5,843	5,843	1,500	4,343	4,343	3,416	-128%
5900	Communications	696	1,096	1,125	8,312	20,000	13,000	13,000	-	7,000	4,688	64%
5915	Postage and Delivery	60	781	81	1,001	486	486	1,200	(714)	(714)	199	83%
SUBTOTAL - Services & Other Operating Exp.		188,661	124,999	186,538	1,278,720	2,254,727	2,070,536	2,030,135	40,401	224,592	751,416	63%
Capital Outlay & Depreciation												
6900	Depreciation	29,757	3,570	4,165	37,492	65,199	65,199	65,199	-	-	27,707	58%
SUBTOTAL - Capital Outlay & Depreciation		29,757	3,570	4,165	37,492	65,199	65,199	65,199	-	-	27,707	58%
Other Outflows												
7438	Long term debt - Interest	8,922	8,043	2,439	71,296	49,332	49,332	49,332	-	-	(21,964)	145%
SUBTOTAL - Other Outflows		8,922	8,043	2,439	71,296	49,332	49,332	49,332	-	-	(21,964)	145%
TOTAL EXPENSES		350,247	268,846	381,445	2,489,206	3,839,769	3,642,204	3,619,488	22,715	220,280	1,130,282	69%

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Actual				YTD	Budget									
								Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent			
Jan Feb Mar				Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast							
SUMMARY														
Revenue														
LCFF Entitlement				639,929	299,986	426,714	3,319,817	5,427,969	5,427,034	5,412,576	(14,458)	(15,393)	2,092,759	61%
Federal Revenue				20,876	-	-	623,072	940,652	883,262	882,590	(672)	(58,062)	259,518	71%
Other State Revenues				49,013	600	258,080	498,082	889,390	824,757	846,986	22,228	(42,404)	348,903	59%
Local Revenues				1,035	2,069	-	4,508	13,000	8,600	4,607	(3,993)	(8,393)	98	98%
Fundraising and Grants				-	-	-	-	5,500	5,500	5,500	-	-	5,500	0%
Total Revenue				710,854	302,655	684,794	4,445,480	7,276,511	7,149,153	7,152,258	3,105	(124,252)	2,706,779	62%
Expenses														
Compensation and Benefits				284,667	286,959	275,293	2,536,774	3,554,403	3,523,519	3,535,137	(11,618)	19,267	998,362	72%
Books and Supplies				8,537	12,541	162,515	262,798	317,603	423,631	372,432	51,199	(54,829)	109,634	71%
Services and Other Operating Expenditures				264,823	217,469	58,734	1,153,855	3,038,995	2,535,154	2,362,759	172,396	676,237	1,208,903	49%
Depreciation				76,636	10,948	10,948	98,532	56,163	131,367	131,367	-	(75,204)	32,835	75%
Other Outflows				-	-	-	-	9,032	9,032	9,032	-	-	9,032	0%
Total Expenses				634,663	527,917	507,489	4,051,960	6,976,196	6,622,703	6,410,726	211,977	565,470	2,358,766	63%
Operating Income				76,191	(225,262)	177,304	393,520	300,314	526,450	741,532	215,082	441,218	348,012	
Fund Balance														
Beginning Balance (Audited)								6,074,537	6,009,780	6,009,780				
Operating Income								300,314	526,450	741,532				
Ending Fund Balance								6,374,851	6,536,230	6,751,312				
Fund Balance as a % of Expenses								91%	99%	105%				
KEY ASSUMPTIONS														
Enrollment Summary														
9-12								470	470	470	-	-		
Total Enrolled								470	470	470	-	-		
ADA %														
9-12								94.5%	94.5%	94.5%	0.0%	0.0%		
Average ADA %								94.5%	94.5%	94.5%	0.0%	0.0%		
ADA														
9-12								444.25	444.25	444.25	-	-		
Total ADA								444.25	444.25	444.25	-	-		
REVENUE														
LCFF Entitlement														
8011	Charter Schools General Purpose Entitlement - State Aid			299,986	299,986	132,378	1,965,626	3,308,255	3,307,320	3,147,442	(159,879)	(160,814)	1,181,816	62%
8012	Education Protection Account Entitlement			250,539	-	-	501,079	1,002,158	1,002,158	1,002,158	-	-	501,079	50%
8096	Charter Schools in Lieu of Property Taxes			89,404	-	294,336	853,112	1,117,555	1,117,555	1,262,976	145,421	145,421	409,864	68%
SUBTOTAL - LCFF Entitlement				639,929	299,986	426,714	3,319,817	5,427,969	5,427,034	5,412,576	(14,458)	(15,393)	2,092,759	61%
Federal Revenue														
8181	Special Education - Entitlement			-	-	-	-	57,625	57,625	57,625	-	-	57,625	0%
8220	Child Nutrition Programs			-	-	-	-	141,475	84,885	84,885	-	(56,590)	84,885	0%
8291	Title I			-	-	-	126,943	139,144	138,732	137,887	(845)	(1,257)	10,944	92%
8292	Title II			14,515	-	-	19,131	19,719	19,131	19,131	-	(588)	-	100%
8294	Title IV			2,062	-	-	2,062	10,000	10,200	10,373	173	373	8,311	20%

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		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
8299	All Other Federal Revenue	4,299	-	-	474,936	572,689	572,689	572,689	-	-	97,753	83%
SUBTOTAL - Federal Revenue		20,876	-	-	623,072	940,652	883,262	882,590	(672)	(58,062)	259,518	71%
Other State Revenue												
8319	Other State Apportionments - Prior Years	-	600	-	600	-	-	600	600	600	-	100%
8381	Special Education - Entitlement (State	24,084	-	18,560	165,740	277,656	277,656	277,656	-	-	111,916	60%
8382	SPED - Reimbursement (Mental Health)	-	-	9,755	9,755	58,080	14,580	14,580	-	(43,500)	4,825	67%
8520	Child Nutrition - State	-	-	-	-	10,239	6,143	6,143	-	(4,096)	6,143	0%
8545	School Facilities Apportionments	-	-	229,765	229,765	383,785	367,677	389,305	21,628	5,519	159,540	59%
8550	Mandated Cost Reimbursements	-	-	-	20,822	20,822	20,822	20,822	-	-	(0)	100%
8560	State Lottery Revenue	24,929	-	-	24,929	92,336	91,408	91,408	-	(928)	66,479	27%
8590	All Other State Revenue	-	-	-	46,471	46,471	46,471	46,471	-	-	-	100%
SUBTOTAL - Other State Revenue		49,013	600	258,080	498,082	889,390	824,757	846,986	22,228	(42,404)	348,903	59%
Local Revenue												
8634	Food Service Sales	-	-	-	(98)	6,000	-	-	-	(6,000)	98	
8636	Uniforms	-	-	-	-	7,000	7,000	-	(7,000)	(7,000)	-	
8699	All Other Local Revenue	1,035	2,069	-	4,607	-	1,600	4,607	3,007	4,607	-	100%
SUBTOTAL - Local Revenue		1,035	2,069	-	4,508	13,000	8,600	4,607	(3,993)	(8,393)	98	98%
Fundraising and Grants												
8803	Fundraising	-	-	-	-	5,500	5,500	5,500	-	-	5,500	0%
SUBTOTAL - Fundraising and Grants		-	-	-	-	5,500	5,500	5,500	-	-	5,500	0%
TOTAL REVENUE		710,854	302,655	684,794	4,445,480	7,276,511	7,149,153	7,152,258	3,105	(124,252)	2,706,779	62%
EXPENSES												
Compensation & Benefits												
Certificated Salaries												
1100	Teachers Salaries	140,425	141,625	140,625	1,247,814	1,731,300	1,731,300	1,688,800	42,500	42,500	440,986	74%
1300	Certificated Supervisor & Administrator Salaries	20,917	20,917	20,917	188,250	251,000	251,000	251,000	-	-	62,750	75%
1401	Bonuses & Extra Pay	-	-	-	-	44,259	44,259	44,259	-	-	44,259	0%
SUBTOTAL - Certificated Salaries		161,342	162,542	161,542	1,436,064	2,026,559	2,026,559	1,984,059	42,500	42,500	547,996	72%
Classified Salaries												
2100	Classified Instructional Aide Salaries	31,617	31,744	33,891	296,419	467,400	416,067	467,400	(51,333)	-	170,981	63%
2103	Classified - Special Ed	3,792	3,792	3,792	34,875	45,500	45,500	45,500	-	-	10,625	77%
2300	Classified Supervisor & Administrator Salaries	7,667	7,667	7,667	69,000	92,000	92,000	92,000	-	-	23,000	75%
2400	Classified Clerical & Office Salaries	25,219	30,469	26,519	239,446	328,440	328,440	328,440	-	-	88,994	73%
2905	Other Classified - After School	-	-	400	400	-	-	-	-	-	(400)	
SUBTOTAL - Classified Salaries		68,294	73,671	72,269	640,140	933,340	882,007	933,340	(51,333)	-	293,200	69%
Employee Benefits												
3300	OASDI-Medicare-Alternative	17,509	17,904	17,581	156,371	226,432	222,505	223,181	(676)	3,251	66,810	70%
3400	Health & Welfare Benefits	21,830	23,250	19,938	219,244	268,800	262,267	264,133	(1,867)	4,667	44,889	83%
3500	Unemployment Insurance	9,272	4,227	541	17,786	24,528	24,528	24,528	-	-	6,742	73%
3600	Workers Comp Insurance	1,922	1,922	-	37,509	38,474	37,807	37,921	(115)	552	413	99%
3900	Other Employee Benefits	4,498	3,444	3,422	29,662	36,269	67,846	67,973	(127)	(31,704)	38,311	44%
SUBTOTAL - Employee Benefits		55,031	50,746	41,482	460,571	594,504	614,953	617,737	(2,784)	(23,233)	157,166	75%
Books & Supplies												
4100	Approved Textbooks & Core Curricula Materials	1,096	-	-	5,468	30,000	30,000	15,000	15,000	15,000	9,532	36%

OCHS
Income Statement
As of Mar FY2021

		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
4200	Books & Other Reference Materials	-	40	5,032	5,607	6,829	6,829	7,000	(171)	(171)	1,393	80%
4320	Educational Software	-	765	-	17,574	10,000	16,792	22,000	(5,208)	(12,000)	4,426	80%
4325	Instructional Materials & Supplies	-	2,251	4,830	14,044	29,914	29,914	17,000	12,914	12,914	2,956	83%
4326	Art & Music Supplies	-	-	-	1,860	6,719	6,719	3,500	3,219	3,219	1,640	53%
4330	Office Supplies	-	2,092	95	12,657	25,112	25,112	25,112	-	-	12,455	50%
4335	PE Supplies	-	-	-	-	1,007	1,007	1,007	-	-	1,007	0%
4345	Non Instructional Student Materials & Supplies	-	7,350	754	20,082	5,806	11,978	22,000	(10,022)	(16,194)	1,918	91%
4350	Uniforms	730	-	-	972	11,811	11,811	2,000	9,811	9,811	1,028	49%
4410	Classroom Furniture, Equipment & Supplies	-	-	3,339	4,177	8,000	8,000	8,000	-	-	3,823	52%
4420	Computers: individual items less than \$5k	6,711	-	141,791	153,281	10,000	158,164	158,164	-	(148,164)	4,882	97%
4430	Non Classroom Related Furniture, Equipment & Supplies	-	-	4,266	4,517	11,503	11,503	6,000	5,503	5,503	1,483	75%
4710	Student Food Services	-	-	2,406	21,916	137,749	82,650	82,650	-	55,100	60,733	27%
4720	Other Food	-	43	3	641	23,153	23,153	3,000	20,153	20,153	2,359	21%
SUBTOTAL - Books and Supplies		8,537	12,541	162,515	262,798	317,603	423,631	372,432	51,199	(54,829)	109,634	71%
Services & Other Operating Expenses												
5210	Conference Fees	-	-	-	-	2,439	2,439	1,000	1,439	1,439	1,000	0%
5220	Travel and Lodging	-	-	-	-	10,094	10,094	2,000	8,094	8,094	2,000	0%
5305	Dues & Membership - Professional	3,513	-	-	3,513	1,770	3,513	3,513	-	(1,743)	-	100%
5400	Insurance	3,213	3,213	-	34,725	42,105	43,743	43,743	-	(1,638)	9,018	79%
5515	Janitorial, Gardening Services & Supplies	171	-	2,172	4,081	10,206	10,206	5,000	5,206	5,206	919	82%
5520	Security	-	491	70	11,271	60,000	60,000	25,000	35,000	35,000	13,729	45%
5535	Utilities - All Utilities	2,455	9,669	4,321	36,813	148,846	148,846	100,000	48,846	48,846	63,187	37%
5600	Rentals, Leases, & Repairs	1,526	1,526	(1,484)	11,220	24,868	24,868	15,000	9,868	9,868	3,780	75%
5610	Rent	57,272	57,272	57,272	520,358	682,601	634,903	634,903	-	47,699	114,545	82%
5615	Repairs and Maintenance - Building	-	-	(42)	339	9,180	9,180	2,000	7,180	7,180	1,661	17%
5631	Deferred Rent	70,874	2,644	2,644	76,162	-	84,094	84,094	-	(84,094)	7,932	91%
5803	Accounting Fees	-	-	-	2,333	14,613	14,613	14,613	-	-	12,279	16%
5809	Banking Fees	-	-	-	-	1,070	1,070	1,070	-	-	1,070	0%
5815	Consultants - Instructional	-	-	1,500	5,050	58,423	58,423	30,000	28,423	28,423	24,950	17%
5820	Consultants - Non Instructional - Custom 1	2,317	695	(21)	10,997	37,312	37,312	37,312	-	-	26,315	29%
5824	District Oversight Fees	-	-	-	-	55,908	54,270	54,126	145	1,782	54,126	0%
5828	LLM Funds Contingency	-	-	-	-	505,171	-	-	-	505,171	-	-
5833	Fines and Penalties	-	-	(52)	(43)	8,549	8,549	2,000	6,549	6,549	2,043	-2%
5836	Fingerprinting	-	52	(180)	551	2,415	2,415	2,415	-	-	1,864	23%
5845	Legal Fees	-	-	-	5,579	3,061	-	-	-	3,061	(5,579)	-
5848	Licenses and Other Fees	4	829	(264)	4,051	9,968	9,968	9,968	-	-	5,916	41%
5851	Marketing and Student Recruiting	344	-	-	1,031	2,474	2,474	2,474	-	-	1,443	42%
5857	Payroll Fees	311	576	(2,509)	89	13,266	4,200	4,200	-	9,066	4,111	2%
5858	CMO Fees Expense	-	86,307	-	86,307	725,801	713,505	714,215	(710)	11,586	627,908	12%
5860	Printing and Reproduction	677	82	137	1,034	910	910	1,200	(290)	(290)	166	86%
5861	Prior Yr Exp (not accrued)	-	3,010	(509)	9,188	-	6,688	9,188	(2,500)	(9,188)	-	100%
5863	Professional Development	14,055	-	(2,203)	24,232	25,000	25,000	30,000	(5,000)	(5,000)	5,768	81%
5866	Special Ed Admin and other fees	-	-	-	-	16,111	16,111	2,000	14,111	14,111	2,000	0%
5869	Special Education Contract Instructors	104,471	36,955	-	208,942	362,769	369,548	369,548	-	(6,779)	160,606	57%
5874	Sports	-	-	-	-	45,325	45,325	10,000	35,325	35,325	10,000	0%
5875	Staff Recruiting	-	-	33	953	4,051	4,051	4,051	-	-	3,098	24%
5877	Student Activities	420	995	(7,919)	21,960	30,490	30,490	35,000	(4,510)	(4,510)	13,040	63%
5878	Student Assessment	-	1,200	553	5,953	6,727	6,727	6,727	-	-	774	89%
5880	Student Health Services	-	-	-	-	2,400	2,400	2,400	-	-	2,400	0%
5881	Student Information System	1,066	7,302	2,452	20,587	5,970	9,766	25,000	(15,234)	(19,030)	4,413	82%
5887	Technology Services	1,787	2,788	2,586	25,618	19,162	26,000	33,000	(7,000)	(13,838)	7,382	78%
5893	Transportation - Student	-	-	(1,922)	(1,922)	10,453	10,453	2,000	8,453	8,453	3,922	-96%
5900	Communications	347	1,862	1,516	19,963	78,040	40,000	40,000	-	38,040	20,037	50%

OCHS
Income Statement
As of Mar FY2021

Actual				YTD	Budget									
								Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent			
Jan	Feb	Mar	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast								
5915 Postage and Delivery	-	-	582	2,919	1,446	3,000	4,000	(1,000)	(2,554)	1,081	73%			
SUBTOTAL - Services & Other Operating Exp.				264,823	217,469	58,734	1,153,855	3,038,995	2,535,154	2,362,759	172,396	676,237	1,208,903	49%
Capital Outlay & Depreciation														
6900 Depreciation	76,636	10,948	10,948	98,532	56,163	131,367	131,367	-	(75,204)	32,835	75%			
SUBTOTAL - Capital Outlay & Depreciation				76,636	10,948	10,948	98,532	56,163	131,367	131,367	-	(75,204)	32,835	75%
Other Outflows														
7438 Long term debt - Interest	-	-	-	-	9,032	9,032	9,032	-	-	9,032	0%			
SUBTOTAL - Other Outflows				-	-	-	-	9,032	9,032	9,032	-	-	9,032	0%
TOTAL EXPENSES				634,663	527,917	507,489	4,051,960	6,976,196	6,622,703	6,410,726	211,977	565,470	2,358,766	63%

AMPS
Monthly Cash Forecast
As of Mar FY2021

	2020-21													
	Actuals & Forecast													
	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Forecast	May Forecast	Jun Forecast	Forecast	Remaining Balance
Beginning Cash	4,186,603	4,496,807	4,431,809	4,815,499	5,813,199	6,106,021	5,604,979	6,359,015	6,112,570	6,529,535	3,992,864	2,494,086		
REVENUE														
LCFF Entitlement	-	1,049,533	1,219,030	2,043,460	1,667,373	1,504,231	2,369,741	1,465,814	1,501,788	1,425,344	825,978	821,800	21,815,145	5,921,052
Federal Revenue	-	-	986,213	943,095	228,638	257,242	254,832	40,807	28,222	91,785	87,156	25,323	3,890,454	947,142
Other State Revenue	49,032	66,098	196,627	204,898	135,598	137,816	450,439	246,650	1,093,819	169,680	123,817	25,774	4,731,907	1,831,660
Other Local Revenue	4,724	10,265	32,347	11,873	4,256	6,995	4,695	401,236	10,765	(409,719)	10,683	3,054,113	3,444,316	302,083
Fundraising & Grants	-	33	-	15,000	79	-	-	67	-	3,917	3,920	3,917	33,100	6,168
TOTAL REVENUE	53,756	1,125,928	2,434,218	3,218,326	2,035,944	1,906,284	3,079,707	2,154,574	2,634,594	1,281,006	1,051,554	3,930,927	33,914,923	9,008,106
EXPENSES														
Certificated Salaries	504,172	654,646	617,511	623,319	636,044	671,259	622,542	623,540	629,395	801,469	620,719	720,719	7,725,335	-
Classified Salaries	386,293	394,870	431,523	368,990	372,106	400,305	375,325	394,762	398,994	429,868	430,534	430,534	4,814,105	-
Employee Benefits	212,907	203,133	218,971	268,510	186,113	205,975	235,731	211,622	184,689	301,303	205,379	202,066	2,641,546	5,147
Books & Supplies	10,183	99,680	118,490	121,864	43,645	115,040	66,370	88,916	692,161	175,483	159,260	163,604	1,855,214	516
Services & Other Operating Expenses	816,998	884,774	918,895	915,746	718,020	905,275	1,551,713	1,378,197	1,026,548	1,051,227	864,594	4,093,338	15,169,039	43,714
Capital Outlay & Depreciation	-	-	-	-	-	-	467,257	66,070	52,079	67,945	67,945	67,945	815,340	26,099
Other Outflows	24,365	25,836	24,062	14,502	24,696	23,913	24,965	31,124	5,756	35,635	42,092	41,874	318,819	-
TOTAL EXPENSES	1,954,918	2,262,938	2,329,452	2,312,930	1,980,623	2,321,767	3,343,903	2,794,231	2,989,622	2,862,931	2,390,524	5,720,081	33,339,398	75,477
Operating Cash Inflow (Outflow)	(1,901,162)	(1,137,010)	104,766	905,396	55,321	(415,483)	(264,197)	(639,657)	(355,028)	(1,581,925)	(1,338,970)	(1,789,155)	575,525	8,932,629
Revenues - Prior Year Accruals	2,863,456	1,139,360	224,888	144,747	223,309	22,622	18,038	(170,633)	369,620	48,122	1,077	1,077	-	
Accounts Receivable - Current Year	-	-	-	-	-	-	-	267	-	-	-	-	-	
Other Assets	451,269	-	-	-	-	(22,704)	-	171,212	(3,084)	-	-	-	-	
Fixed Assets	-	(1,231)	(2,092)	-	(2,031)	(2,113)	462,046	54,804	39,215	119,339	67,945	67,945	-	
Due To (From)	-	-	-	-	-	-	-	-	-	(7,133)	-	-	-	
Expenses - Prior Year Accruals	(36,755)	(43,704)	40,350	(1,178)	69,270	(12,639)	89,906	290,841	47,626	(223,835)	(176,162)	(176,061)	-	
Accounts Payable - Current Year	(1,020,556)	22,315	62,130	(4,620)	(7,328)	(23,336)	209,968	62,025	329,440	(839,289)	-	-	-	
Loans Payable (Long Term)	(46,049)	(44,728)	(46,352)	(46,646)	(45,718)	(47,390)	(45,473)	(47,687)	(43,207)	(45,401)	(45,618)	(45,836)	-	
Other Liabilities	-	-	-	-	-	-	283,748	32,383	32,383	(6,550)	(7,050)	(7,050)	-	
Ending Cash	4,496,807	4,431,809	4,815,499	5,813,199	6,106,021	5,604,979	6,359,015	6,112,570	6,529,535	3,992,864	2,494,086	545,008		

Financial Row	Total Amount
ASSETS	
Current Assets	
Bank	
9120-OCA - Cash in Bank - OCA	
9121-6649 - Cash in Bank - OCA: BofA Checking Account	\$6,449,546.14
9122-5942 - Cash in Bank - OCA: BofA Checking Account 5942	\$6,002.48
9123-4834 - New Resource Bank Non-Profit Checking	\$107,662.70
9191-OCA - Cash Balancing - OCA	\$0.57
Total - 9120-OCA - Cash in Bank - OCA	\$6,563,211.89
Total Bank	\$6,563,211.89
Accounts Receivable	
9200 - Accounts Receivable	
9212 - AR - Title II	\$5,520.00
9219 - AR - Special Ed (Fed)	\$132,149.81
9233 - AR - Lottery	\$13,100.15
9237 - AR - ASSES	(\$0.19)
9247 - AR - School Facilities Apportionment	\$201,132.60
9251 - AR - Gen Purpose prior yr adjustment (Due from District)	\$256,858.62
9252 - AR - Gen Purpose/Categ/SHI PY Adj (Due from Co)	\$3,231.00
9260 - AR - Misc	(\$0.71)
Total - 9200 - Accounts Receivable	\$611,991.28
Total Accounts Receivable	\$611,991.28
Other Current Asset	
9295 - Due from Other Funds	\$0.00
9330 - Prepaid Expenditures (Expenses)	\$57,300.10
Total Other Current Asset	\$57,300.10
Total Current Assets	\$7,232,503.27
Fixed Assets	
9420 - Land Improvements	\$6,351,845.43
9425 - Accumulated Depreciation - Land Improvements	(\$3,343,442.77)
9430 - Buildings	\$1,961,079.68
9431 - Fixed Asset - Building Improvements	\$4,740,569.95
9435 - Accumulated Depreciation-Buildings	(\$643,601.98)
9436 - Accumulated Depreciation - Building Improvements	(\$1,198,033.63)
9440 - Equipment	\$307,014.60
9445 - Accumulated Depreciation-Equipment	(\$151,646.59)
9457 - Construction in Progress project 7	\$76,133.27
Total Fixed Assets	\$8,099,917.96
Other Assets	
9360 - Other Asset - Deposits	\$201,050.00
Total Other Assets	\$201,050.00
Total ASSETS	\$15,533,471.23
Liabilities & Equity	
Current Liabilities	
Accounts Payable	
9500 - Accounts Payable	
9500 - Accounts Payable	\$609,978.45
9511 - AP - Prior Yr Adjustment	\$456.88
9512 - AP - District Prior Year Prop Tax Adjustment	\$505,311.63
9516 - AP - Payable to County (prior yr adj)	\$187,831.62
Total - 9500 - Accounts Payable	\$1,303,578.58
Total Accounts Payable	\$1,303,578.58
Other Current Liability	
9501 - Accrued Accounts Payable	\$56,282.52
9514 - AP - Other	\$17,424.00
9525 - Flex Plan Liability	\$25,327.64
9540 - Payroll Liability - Federal	\$72,955.96
9541 - Payroll Liability - OASDI	(\$87.56)
9542 - Payroll Liability - Medicare	(\$20.48)
9545 - Payroll Liability - State	\$7,773.86
9547 - Payroll Liability - SDI	\$2,246.20

9570 - Wages Payable	\$21,609.27
9580 - 403B Payable	\$49,871.15
9590 - Due to Grantor Governments	\$422,559.01
9655 - Deferred Rent (liability)	\$4,463,779.54
APSB - AP Balancing	\$0.56
Total Other Current Liability	\$5,139,721.67
Total Current Liabilities	\$6,443,300.25
Long Term Liabilities	
9660 - Long Term Liabilities	
9667 - Capital Leases Payable	\$110,299.21
9671 - Notes Payable (School Defined 1)	\$1,020,588.58
9672 - Notes Payable (School Defined 2)	\$1,944,929.54
9673 - Notes Payable (School Defined 3)	\$1,913,907.80
9675 - Notes Payable (School Defined 5)	\$2,778,325.00
Total - 9660 - Long Term Liabilities	\$7,768,050.13
Total Long Term Liabilities	\$7,768,050.13
Equity	
9791 - Beginning Fund Balance	(\$56,308.36)
9793 - Audit Adjustments	(\$1,386,251.96)
Retained Earnings	\$6,362,297.81
Net Income	(\$3,597,616.64)
Total Equity	\$1,322,120.85
Total Liabilities & Equity	\$15,533,471.23

AMPS
Multi-year Projection
As of Mar FY2021

	Year 1 2020-21	Year 2 2021-22
SUMMARY		
Revenue		
LCFF Entitlement	21,815,145	23,310,413
Federal Revenue	3,890,454	1,463,841
Other State Revenues	4,731,907	4,711,987
Local Revenues	3,444,316	3,597,817
Fundraising and Grants	33,100	33,000
Total Revenue	33,914,923	33,117,057
Expenses		
Compensation and Benefits	15,180,986	16,086,199
Books and Supplies	1,855,214	1,487,069
Services and Other Operating Expenditures	15,169,039	15,686,415
Depreciation	815,340	815,339
Other Outflows	318,819	287,247
Total Expenses	33,339,398	34,362,270
Operating Income	575,525	(1,245,213)
Fund Balance		
Beginning Balance (Unaudited)	6,604,226	5,495,653
Audit Adjustment	(1,684,098)	
Beginning Balance (Audited)	4,920,128	5,495,653
Operating Income	575,525	(1,245,213)
Ending Fund Balance	5,495,653	4,250,440
Total Revenue Per ADA	16,886	15,971
Total Expenses Per ADA	16,599	16,572
Operating Income Per ADA	287	(601)
Fund Balance as a % of Expenses	16%	12%

AMPS **Multi-year Projection** **As of Mar FY2021**

	Year 1 2020-21	Year 2 2021-22
Key Assumptions		
Enrollment Breakdown		
K	80	75
1	80	75
2	80	90
3	85	90
4	85	90
5	85	90
6	290	290
7	285	290
8	285	285
9	205	227
10	193	199
11	185	200
12	191	166
Total Enrolled	2,129	2,167
ADA %		
K-3	91.2%	95.3%
4-6	92.3%	95.9%
7-8	95.3%	96.3%
9-12	96.2%	95.2%
Average ADA %	94.3%	95.7%
ADA		
K-3	296	315
4-6	425	451
7-8	543	554
9-12	745	754
Total ADA	2,008	2,074
Demographic Information		
CALPADS Enrollment (for unduplicated % calc)	2,045	2,167
# Unduplicated (CALPADS)	1,702	1,805
# Free & Reduced Lunch (CALPADS)	1,610	1,705
# ELL (CALPADS)	554	592

AMPS

Multi-year Projection As of Mar FY2021

	Year 1 2020-21	Year 2 2021-22
New Students	45	122
School Information		
FTE's	204.5	214.2
Teachers	102	108
Certificated Pay Increases	2%	3%
Classified Pay Increases	2%	3%
# of school days	-	-
Default Expense Inflation Rate		21%

AMPS
Multi-year Projection
As of Mar FY2021

	Year 1	Year 2
	2020-21	2021-22
REVENUE		
LCFF Entitlement		
8011 Charter Schools General Purpose Entitlement - State Aid	14,646,996	16,881,584
8012 Education Protection Account Entitlement	2,156,909	1,255,342
8096 Charter Schools in Lieu of Property Taxes	5,011,240	5,173,486
SUBTOTAL - LCFF Entitlement	21,815,145	23,310,413
Federal Revenue		
8181 Special Education - Entitlement	263,500	255,625
8220 Child Nutrition Programs	299,290	354,889
8291 Title I	699,751	699,751
8292 Title II	91,471	91,471
8294 Title IV	62,105	62,105
8297 PY Federal - Not Accrued	36	-
8299 All Other Federal Revenue	2,474,301	-
SUBTOTAL - Federal Revenue	3,890,454	1,463,841
Other State Revenue		
8319 Other State Apportionments - Prior Years	49,488	-
8381 Special Education - Entitlement (State	1,255,294	1,315,434
8382 SPED - Reimbursement (Mental Health)	60,480	60,480
8520 Child Nutrition - State	22,054	26,219
8545 School Facilities Apportionments	2,050,402	2,188,308
8550 Mandated Cost Reimbursements	56,209	57,046
8560 State Lottery Revenue	413,260	430,987
8590 All Other State Revenue	194,208	3,000
8596 ASES	630,513	630,513
SUBTOTAL - Other State Revenue	4,731,907	4,711,987
Local Revenue		
8634 Food Service Sales	-	33,000
8636 Uniforms	4,569	57,000
8650 Leases and Rentals	20,250	20,250
8660 Interest	193	193
8699 All Other Local Revenue	89,611	328,000
8721 CMO Fees Revenue	3,043,431	2,948,624

AMPS

Multi-year Projection

As of Mar FY2021

	Year 1 2020-21	Year 2 2021-22
8781 All Other transfers from Districts or Charter Schools	286,263	210,750
SUBTOTAL - Local Revenue	3,444,316	3,597,817
Fundraising and Grants		
8802 Donations - Private	21,600	21,500
8803 Fundraising	11,500	11,500
SUBTOTAL - Fundraising and Grants	33,100	33,000
TOTAL REVENUE	33,914,923	33,117,057

AMPS
Multi-year Projection
As of Mar FY2021

	Year 1	Year 2
	2020-21	2021-22
EXPENSES		
Compensation & Benefits		
Certificated Salaries		
1100 Teachers Salaries	6,257,968	6,778,396
1300 Certificated Supervisor & Administrator Salaries	1,109,931	1,137,017
1401 Bonuses & Extra Pay	357,436	206,000
SUBTOTAL - Certificated Salaries	7,725,335	8,121,413
Classified Salaries		
2100 Classified Instructional Aide Salaries	1,556,173	1,564,405
2103 Classified - Special Ed	296,800	305,704
2300 Classified Supervisor & Administrator Salaries	1,245,931	1,454,772
2400 Classified Clerical & Office Salaries	1,249,224	1,263,217
2905 Other Classified - After School	465,977	506,309
SUBTOTAL - Classified Salaries	4,814,105	5,094,407
Employee Benefits		
3300 OASDI-Medicare-Alternative	956,440	1,006,210
3400 Health & Welfare Benefits	1,158,733	1,312,416
3500 Unemployment Insurance	110,473	110,887
3600 Workers Comp Insurance	162,993	171,784
3900 Other Employee Benefits	252,907	269,082
SUBTOTAL - Employee Benefits	2,641,546	2,870,379
Books & Supplies		
4100 Approved Textbooks & Core Curricula Materials	200,000	226,842
4200 Books & Other Reference Materials	15,755	19,020
4320 Educational Software	76,000	120,723
4325 Instructional Materials & Supplies	89,390	89,626
4326 Art & Music Supplies	21,306	18,402
4330 Office Supplies	141,517	140,125
4335 PE Supplies	2,846	8,037
4345 Non Instructional Student Materials & Supplies	70,641	50,522
4350 Uniforms	89,797	115,000

AMPS**Multi-year Projection****As of Mar FY2021**

	Year 1	Year 2
	2020-21	2021-22
4410 Classroom Furniture, Equipment & Supplies	44,500	47,491
4420 Computers: individual items less than \$5k	689,813	109,740
4430 Non Classroom Related Furniture, Equipment & Supplies	58,044	60,605
4710 Student Food Services	319,604	375,401
4720 Other Food	36,001	105,536
SUBTOTAL - Books and Supplies	1,855,214	1,487,069
Services & Other Operating Expenses		
5210 Conference Fees	6,625	10,198
5220 Travel and Lodging	12,000	82,000
5305 Dues & Membership - Professional	24,790	26,281
5400 Insurance	302,551	314,252
5515 Janitorial, Gardening Services & Supplies	31,037	149,090
5520 Security	49,906	130,252
5535 Utilities - All Utilities	712,703	810,204
5600 Rentals, Leases, & Repairs	111,562	135,195
5610 Rent	4,761,673	4,958,319
5615 Repairs and Maintenance - Building	102,220	151,173
5631 Deferred Rent	430,654	236,721
5803 Accounting Fees	60,062	50,619
5809 Banking Fees	7,763	6,957
5812 Business Services	262,500	262,500
5815 Consultants - Instructional	105,000	243,040
5820 Consultants - Non Instructional - Custom 1	628,881	477,152
5824 District Oversight Fees	218,151	233,909
5833 Fines and Penalties	17,500	16,905
5836 Fingerprinting	9,109	10,532
5845 Legal Fees	506,000	525,180
5848 Licenses and Other Fees	92,735	103,378
5851 Marketing and Student Recruiting	13,285	13,528
5852 CAM Fees	631,967	670,281
5857 Payroll Fees	18,226	47,254
5858 CMO Fees Expense	3,043,431	2,948,624
5860 Printing and Reproduction	8,500	7,371
5861 Prior Yr Exp (not accrued)	230,250	-
5863 Professional Development	113,767	207,033
5866 Special Ed Admin and other fees	8,000	7,060

AMPS**Multi-year Projection****As of Mar FY2021**

		Year 1	Year 2
		2020-21	2021-22
5869	Special Education Contract Instructors	1,923,096	1,980,788
5874	Sports	13,864	75,000
5875	Staff Recruiting	45,177	28,475
5877	Student Activities	79,988	101,821
5878	Student Assessment	41,050	78,929
5880	Student Health Services	14,792	22,472
5881	Student Information System	118,000	93,430
5887	Technology Services	208,000	208,340
5893	Transportation - Student	14,867	28,800
5899	Miscellaneous Operating Expenses	3,000	3,090
5900	Communications	154,958	198,966
5915	Postage and Delivery	31,400	31,295
SUBTOTAL - Services & Other Operating Exp.		15,169,039	15,686,415
Depreciation Expense			
6900	Depreciation	815,340	815,339
SUBTOTAL - Depreciation Expense		815,340	815,339
Other Outflows			
7438	Long term debt - Interest	318,819	287,247
SUBTOTAL - Other Outflows		318,819	287,247
TOTAL EXPENSES		33,339,398	34,362,270

Coversheet

Instructional Update

Section:	V. Business
Item:	F. Instructional Update
Purpose:	Discuss
Submitted by:	
Related Material:	_Instructional Update - OCHS 04_21_2020.pptx

Instructional Update - OCHS

December April 21st



Mr. Hopkins



One of the art tools I have been able to teach effectively during remote learning is digital painting. This portrait of VP Harris was painted by a student in my AP Drawing section who had no previous experience with digital painting. The portrait demonstrates a thorough understanding of how different brushes and settings can contribute to a polished work.



Mr. Hopkins



Here's another technique I managed to teach somewhat effectively in remote learning: watercolor. We ordered fairly nice travel sets of watercolor cakes and brushes for all students so that I could demonstrate the techniques I know about in this medium. This student followed the tutorial on painting the alpine scene with great precision and had never used watercolor before this unit. In a normal year I would teach multiple other paint media, including acrylic, oil, etc. but those materials are very costly. Getting watercolor kits into kids' hands worked very well.

Mr. Hopkins

In some cases I have just been impressed by students' ability to get creative with the limitations lockdown has created. Here's a piece from an AP portfolio centered around questions about breaking points. At the beginning of the year I demonstrated a variety of ways of making art supplies out of non-arts supplies, including making paint out of a ballpoint pen, etc. Here the AP artist is really breaking down the boundaries of what can or cannot be called "drawing" and creating something quite novel while also discussing the quarantine itself.



Mr. Kim



College Acceptances



Boston University
CSU East Bay
CSU Bakersfield
CSU Chico
CSU Los Angeles
CSU San Marcos
CSU Dominguez Hills
Cal Poly San Luis Obispo
Mills College
Fresno State University
San Francisco State
University
Sacramento State University

San Diego State University
San Jose State University
Santa Clara University
Sonoma State University
Stanford University
University of San Diego
Rice University
UC Berkeley
UC Davis
UC Irvine
UC Los Angeles
UC Merced

UC Riverside
UC Santa Barbara
UC Santa Cruz
UC San Diego
Holy Names University
University of Oregon
University of the
Pacific
University of San
Francisco
Vanderbilt



FAFSA/DREAM ACT Completion

100% of A-G Eligible students
completed a FAFSA or Dream Act
Application

Scholarship Awards



Scholarships (so far):

2 Questbridge Finalists (Stanford and Vanderbilt)

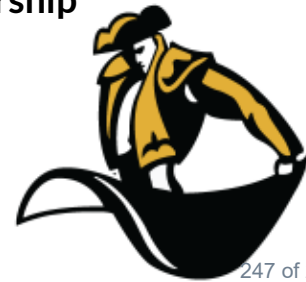
1 UC Regents Scholarship

1 UC Chancellor Scholarship

1 University of Pacific Regents Scholarship

1 Oakland Kiwanis Club Scholarship

3 Oakland Promise Finalists



Coversheet

Approve Contract for Low Voltage Construction Work for 1450 Marina Way South Project

Section:	V. Business
Item:	G. Approve Contract for Low Voltage Construction Work for 1450 Marina
Way South Project	
Purpose:	Vote
Submitted by:	
Related Material:	Briefing Sheet 042121 - Low Voltage.docx Avaya Quote.pdf Cabling Quote.pdf Camera Quote.pdf IDF Equipment Quote.pdf Projector Quote.pdf



HONOR HARD WORK

Amethod Public Schools Board Item Overview

Date: 4/21/21

Subject: V.G.**V.G.** Approve Contract for Low Voltage Construction Work for 1450 Marina Way South Project**Action:****Information:****Committee:**

RECOMMENDATIONS:	Approval												
SUMMARY OF PREVIOUS BOARD DISCUSSION AND ACTION:	None												
SUMMARY OF KEYS ISSUES:	The board approved the contract for Westgate Construction at the 3/18/21 board meeting. Certain parts of the work for this project will be done by other vendors and billed separately. This contract exceeds the CEO's signing limit of \$50,000 and is therefore being brought to the board for approval.												
FISCAL ANALYSIS:	<p>There are five parts to this quote:</p> <table border="1"> <tbody> <tr> <td>IDF Equipment</td><td>\$61,944.37</td></tr> <tr> <td>Cameras</td><td>\$9,079.62</td></tr> <tr> <td>Projectors</td><td>\$15,847.79</td></tr> <tr> <td>Phones</td><td>\$13,098.45</td></tr> <tr> <td>Cabling</td><td>\$133,100.00</td></tr> <tr> <td>Total</td><td>\$233,070.23</td></tr> </tbody> </table> <p>After accounting for the cost of this quote, we are still currently on budget for the construction at 1450 Marina Way South.</p>	IDF Equipment	\$61,944.37	Cameras	\$9,079.62	Projectors	\$15,847.79	Phones	\$13,098.45	Cabling	\$133,100.00	Total	\$233,070.23
IDF Equipment	\$61,944.37												
Cameras	\$9,079.62												
Projectors	\$15,847.79												
Phones	\$13,098.45												
Cabling	\$133,100.00												
Total	\$233,070.23												
ATTACHMENT (s):	<ol style="list-style-type: none"> 1. IDF Equipment Quote.pdf 2. Camera Quote.pdf 3. Avaya Quote.pdf 4. Projector Quote.pdf 5. Cabling Quote.pdf 												



482 West San Carlos St
 San Jose, CA 95110 Telephone : 408-519-3200
 www.cland.com Fax : 408-519-3260

Quotation

Ship to Amethod Public Schools
 2101 Livingston
 Oakland, CA 94606

Salesperson Michael Greer
 mgreer@cland.com
 Account Manager
 Phone : 408-519-3241
 Phone :
 Fax : 408-519-3260

Date: 4/15/2021
Number: 170703-1
Page: 1 of 1
Sales order: 170703
Payment: Net 10
Purchase order

Bill to Amethod Public Schools
 Attn: John Henry High School
 2101 Livingston
 Oakland, CA 94606

Contact Dennis Clark
 dclark@amethodschools.org
 (510) 816-4803

Item number	Description	Quantity	Unit price	Amount
383110	IP OFFICE R10+ AVAYA IP ENDPOINT 1 LIC:CU	44.00	43.20	1,900.80
700504031	IP OFFICE MEDIA CARD VOICE (VCM) CODING MODULE 32 V2	1.00	105.98	105.98
700511093	IP OFFICE IP500 DIGITAL STATION 16B V2 RJ45	1.00	1,362.24	1,362.24
700512394	J159 IP PHONE	14.00	222.00	3,108.00
700513638	J129 IP PHONE GLOBAL NO POWER SUPPLY	30.00	75.00	2,250.00
SRVC-3RDPARTY	INSTALLATION AND CONFIGURATION OF 29 WALL- MOUNTED PHONES AND 44 ENDPOINT LICENSES	1.00	3,740.00	3,740.00

Subtotal: 12,467.02
 Tax: 631.43
 Shipping & handling ..: 0.00
 Total: 13,098.45



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2101 Livingston
Oakland, CA 94606

Salesperson Michael Greer
mgreer@cland.com
Account Manager
Phone : 408-519-3241
Fax : 408-519-3260

Date : 4/15/2021
Number : 170656-7
Page : 1 of 1
Sales order : 170656
Payment : Net 10
Purchase order :

Bill to Amethod Public Schools
Attn: John Henry High School
2101 Livingston
Oakland, CA 94606

Contact Dennis Clark
dclark@amethodschools.org
(510) 816-4803

Item number	Description	Quantity	Unit price	Amount
SRVC-3RDPARTY	PULL 350 PVC CAT6 DATA CABLE DROPS PLUS IDFS RACK SETUP, NEW PATCH PANEL AND WIRE MANAGEMENTS	1.00	123,200.00	123,200.00
SRVC-3RDPARTY	RUN 25 HDMI CABLES FROM PROJECTORS TO TEACHER DESK	1.00	9,900.00	9,900.00

MATERIAL: \$56,855.00
LABOR: \$76,245.00

NOTE: PRICE INCLUDES ALL MATERIAL AND LABOR. CUSTOMER IS REQUIRED TO SUBMIT A PURCHASE ORDER FOR THE FULL AMOUNT AND MAKE A 25% DEPOSIT OF \$33,275.00 WITH THE REMAINDER TO BE PAID UPON COMPLETION OF THE PROJECT.

Subtotal : 133,100.00
Tax : 0.00
Shipping & handling : 0.00
Total : 133,100.00



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 www.cland.com Fax : 408-519-3260

Quotation

<i>Ship to</i>	Amethod Public Schools 2101 Livingston Oakland, CA 94606	<i>Salesperson</i>	Michael Greer mgreer@cland.com Account Manager Phone : 408-519-3241 Fax : 408-519-3260	<i>Date</i>: 4/15/2021 <i>Number</i>: 170501-4 <i>Page</i>: 1 of 1 <i>Sales order</i>: 170501 <i>Payment</i>: Net 10 <i>Purchase order</i>
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<i>Bill to</i>	Amethod Public Schools Attn: John Henry High School 2101 Livingston Oakland, CA 94606	<i>Contact</i>	Dennis Clark dclark@amethodschools.org (510) 816-4803
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Item number	Description	Quantity	Unit price	Amount
CC9381-HV	VIVOTEK USA, INC. : 5MP 30M IR H265 OUTDOOR 180DEG 145MM LENS, 120DB WDR PRO, 30 FPS 2560X1920, SUPREME NIGHT VISIBILITY, SMART STREAM III, SMART IR, VIDEO R	16.00	399.86	6,397.82
SRVC-3RDPARTY	INSTALLATION OF 16 CAMERA'S INCLUDING MOUNTS	1.00	2,090.00	2,090.00

Subtotal	8,487.82
Tax	591.80
Shipping & handling ..	0.00
Total	9,079.62



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Quotation

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2101 Livingston
Oakland, CA 94606

Salesperson Michael Greer
mgreer@cland.com
Account Manager
Phone : 408-519-3241
Phone :
Fax : 408-519-3260

Date : 4/15/2021
Number : 170451-1
Page : 1 of 1
Sales order : 170451
Payment : Net 10
Purchase order :

Bill to Amethod Public Schools
Attn: John Henry High School
2101 Livingston
Oakland, CA 94606

Contact Dennis Clark
dclark@amethodschools.org
(510) 816-4803

Item number	Description	Quantity	Unit price	Amount
JZ370A	HEWLETT PACKARD ENTERPRISE : AP-MNT-MP10-A AP MOUNT BRACKET 10-PACK A	2.00	71.50	143.00
R3J15A	HEWLETT PACKARD ENTERPRISE : AP-MNT-A AP MOUNT BRACKET INDIVIDUAL A	6.00	14.00	84.00
JZ017AAE	HEWLETT PACKARD ENTERPRISE : ARUBA CENTRAL 5YR E-RATE BNDL E-STU	34.00	101.25	3,442.50
JL665A#ABA	HEWLETT PACKARD ENTERPRISE : ARUBA 6300F 48G CL4 POE 4SFP56 SW U.S. - ENGLISH LOCALIZATION	7.00	3,509.70	24,567.90
JL666A#ABA	HEWLETT PACKARD ENTERPRISE : ARUBA 6300F 24G CL4 POE 4SFP56 SW U.S. -	1.00	2,169.70	2,169.70
JZ357A	HEWLETT PACKARD ENTERPRISE : ARUBA AP-555 (US) UNIFIED AP	26.00	627.00	16,302.00
SMART2200RMLN	TRIPP LITE : 2200VA 1920W UPS SMART LCD RACKMOUNT AVR 120V USB DB9 SNM	2.00	1,131.64	2,263.28
BP48V24-2U	TRIPP LITE : BP48V24-2U EXTERNAL BATTERY PACK FOR UPS SYSTEM	4.00	449.94	1,799.76
PDUMV20-24	TRIPP LITE : PDU METERED 120V 20A 5-15/20R 6 OUTLET L5-20P 24IN HEIGHT	2.00	114.07	228.14
SRVC-3RDPARTY	1. RACK MOUNT 8 SWITCHES, 2 UPS'S & 4 BATTERY PACKS 2. INSTALL 26 AP'S 3. CONFIGURE 8 SWITCHES & 26 AP'S TO ARUBA CENTRAL	1.00	6,545.00	6,545.00

Subtotal : 57,545.28
Tax : 4,399.09
Shipping & handling : 0.00
Total : 61,944.37



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Quotation

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 2101 Livingston
 Oakland, CA 94606

Salesperson Michael Greer
 mgreer@cland.com
 Account Manager
 Phone : 408-519-3241
 Phone :
 Fax : 408-519-3260

Date: 4/15/2021
Number: 170566-3
Page: 1 of 1
Sales order: 170566
Payment: Net 10
Purchase order

Bill to Amethod Public Schools
 Attn: John Henry High School
 2101 Livingston
 Oakland, CA 94606

Contact Dennis Clark
 dclark@amethodschools.org
 (510) 816-4803

Item number	Description	Quantity	Unit price	Amount
V11HA03020	EPSON : POWERLITE 118,XGA,3800 LMNS	24.00	468.73	11,249.57
V12H005A02	EPSON : WIRELESS LAN MODULE FOR BL 1485FI	24.00	106.10	2,546.50
V12H808001	EPSON : UNIVERSAL PROJECTOR MOUNT KIT ELPMBPJG	24.00	109.00	2,616.00
SRVC-3RDPARTY	INSTALLATION OF 24 EPSON PROJECTORS	1.00	3,080.00	3,080.00

Subtotal: 19,492.07
 Tax: 1,518.12
 Shipping & handling ..: 0.00
 Total: 21,010.19