



The Academy of Alameda Charter School Board

Board Meeting

Date and Time

Thursday November 17, 2022 at 6:30 PM PST

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
A. Record Attendance		Damaris Espinosa	2 m
B. Call the Meeting to Order	Discuss	David Forbes	1 m
C. Closed Session:	Discuss	Christine Chilcott	5 m
1. Conference with Legal Counsel – Anticipated Litigation: Significant exposure as litigation filed pursuant to paragraph (2) or (3) of subdivision (d) of section 54956.9: Two cases			
D. Open Public Session and Report Out on Any Actions From the Closed Session	Discuss	David Forbes	2 m
E. Zoom Meeting Agreements and Protocol	Discuss	Damaris Espinosa	2 m

This is a meeting of the Board. The Board is composed of 8 voting members and 1 non-voting member, the Executive Director. We are using the following protocols to guide our meeting:

- This meeting is being recorded
- If someone wishes to speak during the appropriate time, they will use the 'raise hand' icon or will raise their hand on video.
- Please mute yourself when you enter the meeting and while someone else is talking.
- Make sure your name is spelled correctly.
- Use reactions to give a "thumbs-up" or "clap."

	Purpose	Presenter	Time
F. The Board Reviews The Academy of Alameda's Mission and Envisioned Future Statements	Discuss	David Forbes	1 m

Mission: The Academy of Alameda equitably develops students into critical thinkers and life-long learners who navigate the world with integrity, and who apply their learning to empower themselves and their communities.

Envisioned Future: We envision a future where all of our students are successful, and their destinies are not determined by their demographics.

G. General Public Comments	Discuss	David Forbes	5 m
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II. Vote on Consent Agenda 6:48 PM

A. Approve Draft Meeting Minutes from October 27, 2022	Approve Minutes	David Forbes	2 m
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Approve Board Meeting Minutes from October 27, 2022 Board Meeting

B. Authorization of users for Bank of Marin Credit	Vote	David Forbes	2 m
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C. Be the change Scope of Work	Vote	Christine Chilcott	5 m
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D. Credit Card Registers	Discuss	Christine Chilcott	1 m
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October Credit Card statements not available as in the process of changing it from Matt to Christine, will be available next month.

III. Board Communication 6:58 PM

A. Special Education Presentation	Discuss	Christine Chilcott	20 m
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A Presentation on AoA's Special Education Program which will include a demographic breakdown and a closer look at ERMHS services and upcoming needs while looking at current caseload size, thinking about possible additional staffing needs, etc.

IV. Action Item 7:18 PM

A. TK Presentation	Vote	Christine Chilcott	20 m
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A Presentation and Requested Vote from the Board to Start the AoA TK Program in SY 24-25 instead of SY 23-24

Draft Motion: The Academy of Alameda Board of Directors approves the start of the TK program in the 24-25 School Year instead of the 23-24 school year.

V. Board Communication 7:38 PM

A. FY23 Forecast Update	Discuss	Jean Yang	15 m
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Financial Update

	Purpose	Presenter	Time
B. Board Committee Reports	Discuss	David Forbes	15 m

Reports from the following committees:

- Finance Committee
- Marketing Committee
- Student Success Committee
- Governance Committee
- Facilities Ad Hoc Committee

VI. Action Items 8:08 PM

A. AoA Assuming Facilities Rentals from AUSD	Vote	Christine Chilcott	15 m
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AUSD historically manages the rental of the AoA building after 6pm in a pre-Covid time. The rentals usually have been to basketball nonprofits since AoA has a full gym. Due to AUSD being short-staffed, they have approached us to take over the rental of our own facility.

Draft Motion: The Academy of Alameda Board of Directors approves assuming managing the facility rental of the Chipman/AoA facility from the Alameda Unified School District including the adoption of the facility manual and fee structure.

B. Approval of Board Findings Relating to Teleconference Meetings During State of Emergency	Vote	David Forbes	5 m
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Background: The passage of AB 361 allows public bodies to dispense with certain normally applicable Brown Act teleconferencing requirements wherever a public body holds a meeting during a proclaimed state of emergency and one of three conditions are met:

1. State or local officials have imposed or recommended measures to promote social distancing; or
2. The meeting is for the purpose of determining, by a majority vote, whether as a result of the state of emergency, meeting in person would present imminent risks to the health or safety of attendees; or
3. The body has determined, by a majority vote, that, as a result of the state of emergency, meeting in person would present imminent risks to the health or safety of attendees.

AB 361 provides that if a state of emergency remains in place, a local agency must make the following findings by majority vote every 30 days, in order to continue using the bill's exemption to the Brown Act teleconferencing rules:

- (A) The legislative body has reconsidered the circumstances of the emergency; and
- (B) Either of the following circumstances exists:
 - (1) the state of emergency continues to directly impact the ability of board members to meet safely in person, or
 - (2) State or local officials continue to impose or recommend social distancing measures.

Draft Motion: The Academy of Alameda Board of Directors approves continuing to hold Board meetings and Board committee meetings virtually through December 2022 due to the state of emergency related to COVID-19 that continues to directly impact the ability of board members and attendees to meet safely in person pursuant to AB 361.

VII. Closing Items 8:28 PM

	Purpose	Presenter	Time
A. Board Member Reports	Discuss	David Forbes	5 m
B. Upcoming Board Meetings	Discuss	David Forbes	2 m

December 15 Meeting Board Meeting Key Topics Include:

- First Interim Report
- Audit
- Enrollment Update

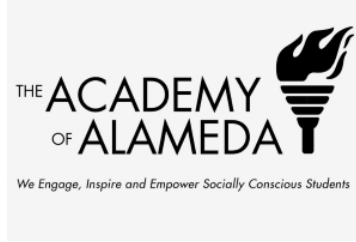
C. Adjourn Meeting	FYI		
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Coversheet

Approve Draft Meeting Minutes from October 27, 2022

Section: II. Vote on Consent Agenda
Item: A. Approve Draft Meeting Minutes from October 27, 2022
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on October 27, 2022

APPROVED



The Academy of Alameda Charter School Board

Minutes

Board Meeting

Date and Time

Thursday October 27, 2022 at 6:30 PM

Directors Present

C. Robie (remote), D. Forbes (remote), K. Welch (remote), K. Zimmerman (remote), W. Schaff (remote)

Directors Absent

A. Price, T. Ruiz

Guests Present

C. Chilcott (remote), Cpierman@mycharterlaw.com (remote), D. Espinosa (remote), S. Ranadive (remote), rrents60@gmail.com (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

D. Forbes called a meeting of the board of directors of The Academy of Alameda Charter School Board to order on Thursday Oct 27, 2022 at 6:29 PM.

C. The Board Reviews The Academy of Alameda's Mission and Envisioned Future Statements

D. General Public Comments

II. Action Item

A. Discuss and Vote on Potential Board Member: Randy Rentschler

K. Zimmerman made a motion to have Randy Rentschler become a member of the Board of Directors beginning today, October 27th through June 2025.

K. Welch seconded the motion.

C. Robie commented that she enjoyed the previous meeting with Randy and appreciated that he knew the difference between being staff and a board member.

K. Welch agreed with C. Robie and noted Randy's extensive experience volunteering with the community. She liked that Randy stated that "AoA needs to focus not on growing but getting better."

W. Schaff commented that he has known Randy for a while and he knows the principles of governance and would be an asset to the team.

D. Forbes advised he offered him a spot in the governance committee and finance committee should he be accepted into the board.

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

Roll Call

K. Welch	Aye
W. Schaff	Aye
T. Ruiz	Absent
D. Forbes	Aye
C. Robie	Aye
K. Zimmerman	Aye
A. Price	Absent

III. Opening Items

A. Closed Session:

B. Open Public Session and Report Out on Any Actions From the Closed Session

No action taken in closed session,

C. Zoom Meeting Agreements and Protocol

IV. Vote on Consent Agenda

A. Approve Draft Meeting Minutes from September 28, 2022 Board Meeting

C. Robie made a motion to approve the minutes from Board Meeting on 09-28-22.

K. Zimmerman seconded the motion.

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

Roll Call

K. Zimmerman Aye
W. Schaff Aye
C. Robie Aye
D. Forbes Aye
K. Welch Aye
A. Price Absent
T. Ruiz Absent

B. Check Registers & Credit Card Statement

V. Board Communication

A. Introduction of Messaging and Website Consultant

Megan Agee is a consultant helping out with telling "our story" here at the Academy of Alameda. C. Chilcott explained that M. Agee helped her with Girls Inc and she believed she would be helpful in telling what AoA stands for.

M. Agee stated she has been in the education space for about 20 years in a variety of positions. She stated that with C. Chilcott they have been trying to describe what AoA does. She is helping with a messaging project that puts to words what AoA members already feel and embodying already. She stated the project has 2 phases, phase 1 is the gathering information stage and phase 2 refreshing the website content (which is referring more to the language and not the layout as much). M. Agee stated she will have doodle poll's to gather information from the board, the principals, teachers, parents, students etc.

K. Welch advised she is extremely excited to have the opportunity to work with M. Agee as she has heard great things from C. Chilcott.

D. Forbes stated M. Agee stated "agreed upon results" and wanted a bit more clarification on this. C. Chilcott stated it is essentially once M. Agee synthesizes all she has heard she will bring it back to the board to make sure the information she received is also agreed upon what the board is working for as well. It should be embedded by the leadership team at the school and are bringing it up to the board with the stamp of approval. M. Agee stated she wants to avoid messaging by committee but rather have it sync to every member. D. Forbes wanted to ensure there will be ample presentation prior to decisions.

C. Chilcott encouraged everyone to sign up with the doodle and to try to make those 2 times work as she will be having other groups to interview.

C. Robie stated on the 2nd she has a student success committee that ends at 6:30 and they can possibly roll over to a doodle with M. Agee

B.

Board Committee Reports and Goals

- Finance Committee- W. Schaff advised that Boardontrack has everything including templates for the agenda and goals. He stated the goals are: developing an annual budget, conducting annual audits with external company and present to the board, develop a multi-year calendar with potential committee meetings, and develop a finance plan. Nothing to report.
- Marketing Committee -K. Welch stated the primary goal is to boost in district enrollment records and to close the gaps in enrollment through increased family engagement, amplifying AoA information and messaging. Reported C. Chilcott is updating website, Miranda and Leah are scheduling meetings to welcome families.
- Student Success Committee- C. Robie stated the goals are to inform the board about programs and what student success is. The first goal will be: Assessment and programatic data will be presented twice a year by Special Ed program, Elementary and Middle School. By Sept 2023 we will present student success profile to the board, which will show what student success looks like in a variety of ways. Sharing discipline data will also be an important piece to share.
- Governance Committee -D. Forbes asked K. Zimmerman to chair the governance committee. Governance committee goals were to create a board pipeline of potential board members, onboarding process to new board members, recruit 1-2 board members by the end of this school year and identify officers for 23-24 year.
- Facilities Committee: D. Forbes shared T Ruiz's goal, which is: Clear communication with AUSD and maintenance are being taken.

C. 22-23 Enrollment Update (For the 23-24 School Year)

C. Chilcott gave an update on enrollment. She stated tours, information sessions, and postcards will be going out. We are currently preparing for the lottery at school internally. There will be a re-enrollment survey that will go to families in January, this will allow us to know how many spaces we have according to the grade levels. Lottery will happen on March 9th. After the lottery happens then the families have 2 weeks to decide. C. Chilcott stated the postcard is in the works and should be available next week and postcards should be going out by Friday of next week. Looking for new pictures and video for the website. Possible revamp of the full website.

J. Whatley asked if there will be picture that she can share to her Facebook or instagram to promote AoA. She asked if our postcards will be standing out or different for the other schools. She also stated the numbers of students being forecasted is worrisome as the expectations for teachers with grading, planning, and other duties are very time consuming and doing that for 140 kids will be very cumbersome. She also stated that the scheduling is difficult and even had to PE had to change and is only being taught 2 times a day, which makes it difficult for class movement. She is concerned with a higher percentage of student and the same amount of needs the time will not be given to them appropriately.

K. Welch stated that with the wording for the re-enrollment survey was cringey and problematic. She stated she would like to add family engagement activities to the timeline. She asked if the tours and information sessions are both online and in person.

C. Chilcott stated her understanding is all in person but will confirm. K. Welch advised she would like to see the new materials such as the pamphlet. K. Welch echoed J. Whatley's sentiment to have a AoA Bio to share on social media.

D. Update on Strategic Plan Consultant

C. Chilcott reached out to various consulting firms. Out of 8, 3 responded but 2 were unavailable for this school year. She was able to connect with one firm "Be the change" which is a woman owned, people of color firm. They would want to have a full day workshop which would cost between \$20k and \$29k. C. Chilcott stated she will be moving ahead with this consultant and would like the OLT team to meet up with them to explain the process to the team.

C. Robie noticed that in their areas of focus it states racial justice and wanted to know if that expands to social justice as well. C. Chilcott explained that Fong (consultant) and AoA's vision aligned and felt it worked well. She admired that Fong in a conversation asked if the work they would be doing along with the work that Megan is doing is repetitive and wanted to make sure AoA would not be paying twice for the same work, which proved their honesty as a company.

E. A Preview: AoA Starting TK in SY 24-25 Instead of SY 23-24

C. Chilcott stated that currently we are 2 years ahead of the mandatory TK program. However, in the November board meeting there will be a presentation that will show the benefits of postponing the TK program to the following year. In the November board meeting it will be voted on whether the TK program can be postponed to the 24-25 school year. and asked that all questions be sent to her by November 9.

J. Whatley asked if the building requirements are AUSD or AoA's responsibility. C. Chilcott stated AUSD's responsibility.

VI. Action Items

A. Approval of Board Findings Relating to Teleconference Meetings During State of Emergency

W. Schaff made a motion to continue to hold Board meetings and Board committee meetings virtually through November 2022 due to the state of emergency related to COVID-19 that continues to directly impact the ability of board members and attendees to meet safely in person pursuant to AB 361.

K. Welch seconded the motion.

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

Roll Call

A. Price	Absent
K. Welch	Aye

Roll Call

D. Forbes	Aye
T. Ruiz	Absent
C. Robie	Aye
K. Zimmerman	Aye
W. Schaff	Aye

VII. Closing Items

A. Board Member Reports

K. Zimmerman wanted to congratulate all of the staff and principals on creating a warm environment. She said she met a student from AoA and she stated the student light up and state she loved AoA and that everyone is very warm and friendly.

D. Forbes advised that R. Whittaker resigned but he did want to acknowledge and organizing a thank you for his 11 years of service. W. Schaff wanted to thank R. Whittaker for all his years of service and will miss him.

B. Upcoming Board Meetings

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:37 PM.

Respectfully Submitted,
D. Forbes

Coversheet

Authorization of users for Bank of Marin Credit

Section: II. Vote on Consent Agenda
Item: B. Authorization of users for Bank of Marin Credit
Purpose: Vote
Submitted by:
Related Material: Bank of Marin Authorized Users.pdf

As of July 1, 2022, The Academy of Alameda has a new Executive Director, Christine Chilcott, because of such it has been brought up to the Board of Directors the need to change with the Bank of Marin the registered authorized user. We need to remove Matthew Huxley from the account and change it over to Christine Chilcott and add David Forbes and William Schaff as authorized users.

Motion: The Academy of Alameda Board of Directors authorizes Christine Chilcott, Executive Director; David Forbes, Board Chair President and William Schaff, Board Vice Chair and Treasurer, as authorized members and users of the AoA Bank of Marin account, which include being able to open and borrow from the AoA line of credit on behalf of the Academy of Alameda.

Coversheet

Be the change Scope of Work

Section: II. Vote on Consent Agenda
Item: C. Be the change Scope of Work
Purpose: Vote
Submitted by:
Related Material: The Academy of Alameda_Strategic Visioning Scope of Work .pdf



The Academy of Alameda
Strategic Visioning Scope of Work

October 5, 2022

"We are fighting for a different world, and we are building new muscles to do so"
— Alicia Garza

Be The Change Consulting
fong@bethechangeconsulting.com

The Academy of Alameda 2022 Strategic Planning Scope of Work

“Never underestimate the power of dreams and the influence of the human spirit. We are all the same in this notion: The potential for greatness lives within each of us.” — [Wilma Rudolph](#)

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Vision:

Be the Change Consulting specializes in connecting community organizing models to organizational development with a social justice lens. We are a people of color run, racial justice centered capacity building firm. We create unique and tailored learning experiences for organizations through experiential learning, hands-on coaching, dynamic facilitation, and reflective action research.

Process:

Over the past twelve years Be the Change Consulting has developed a highly interactive process for strategy formation. We lift up an experiential, embodied and somatic methodology, paired with a dynamic, affirmative facilitation style. Our approach is touted as appealing to high level strategic thinkers and on-the-ground field leaders alike. To do this we use interactive activities & simulations, embodied practices, and graphic recording. We believe that organizational development moves at the speed of trust. Therefore, we place an equally high emphasis on internal culture building and alignment as we do on the work of planning and implementing.

Proposed Approach with the Academy of Alameda

Based on an initial discovery conversation, Be the Change Consulting proposes to work with the Academy of Alameda to support a strategic visioning process for the 2022 year. We understand that the Academy of Alameda...

- Holds a commitment to social justice
- Has operated from a place of values combined with passion with a dedicated and diverse team (Board members, teachers, staff and community members)
- Is currently working to align the upper and lower campus
- Wants to get alignment on how to articulate the values and mission of the school so AOA community members can feel confident when talking about talking about it
- Supporting the founder to articulate what is the vision and mission will look like in the next 5 years

Be the Change Consulting has worked with countless school districts, community based organizations, networks, and entities in exactly this moment of an organization’s trajectory. We propose to support the Academy of Alameda’s core team with a 3-person training team: Fong Marcolongo, in the role of design architect and lead strategist, Jae Maldonado, in the role of facilitator and content expert and Shelley Kuang, in the role of project coordinator and documentation design.

Objectives

- Support the Academy of Alameda’s core team to deepen relationships and better understand what brings them to this work.
- Reflect on the school’s history - what has worked, what are you most proud of from the work completed to date, what systems and structures have supported this work?
- Articulate the school’s core values.
- Practice using the values to steer decision-making, and establish an ongoing practice to connect values to decisions.
- Develop strategic priorities for the next 5 years, aligned to the values.
- Identify resource allocation to various strategies, so that all staff can balance independent decision making with alignment to goals.

Scope of Work

To begin, we will conduct 2-3 listening sessions to gather community feedback and input before 1-day strategic planning retreat on March 16, 2023. After the completion of the strategic report, there will be 2 implementation to support the team.

Timing: January- May 2023

Activity	Description	Investment
Background Research	Hours for lead consultant to review pre-work and granting history to understand landscape and context. Synthesize findings into retreat prep materials.	\$1000

<p>Community Listening Sessions January-February</p>	<p>Three listening sessions hosted in January-February to gain insights from students, families on the needs and goals for AOA.</p> <p>Includes session design, facilitation, and follow-up reflection documentation (in-person up to 25, virtual up to 100)</p>	<p>\$15,000</p>
<p>Full Day Retreat (up to 6 hours, in person)</p>	<p>Discovery, design, prep and facilitation, of a full-day retreat with the Academy of Alameda core team</p> <p>Initial Discovery: A 60-90 meeting with AOA’s Executive Director and Principals to confirm retreat agenda and priorities. Identify pre-work. Develop pre-work tools.</p> <p>Includes two strategic consultants, travel time, follow up documentation in the form of a 5-7 page strategic brief. Retreat topics may include:</p> <ul style="list-style-type: none"> - Community Building - Reflection on AOA’s successes and opportunities to date - Articulation of core values - Identification of strategic priorities - Resource allocation by priority area - Roles, responsibilities, and reporting structures <p>Date: Saturday March 16, 2023</p>	<p>\$15,000</p>
<p>Half Day Implementation Planning Session</p>	<p>Discovery, design, prep and facilitation, of a half day session with the Academy</p>	<p>\$5000</p>

Part 1 (3 hours)	of Alameda’s core team to deep dive into the first half of the goals. Date: April 2023	
Optional: Half Day Implementation Planning Session Part 2 (3 hours)	Discovery, design, prep and facilitation, of a half day session with the Academy of Alameda’s core team to deep dive into the second half of the goals. Date: May 2023	\$5000

Investment (does not include 2nd implementation session): \$36,000

Coversheet

Special Education Presentation

Section: III. Board Communication
Item: A. Special Education Presentation
Purpose: Discuss
Submitted by:
Related Material: SPED Board Presentation 11.17.22.pdf




SPED Board Presentation



Introduction

- My name is Tyler Levine-Hall and I'm the current K-8 SPED Coordinator at Academy of Alameda
- I've taught in Oakland (primarily East Oakland) as an Educational Specialist for 8 years and have been in a leadership role for the last 5 years (Program Specialist at Summit and Leadership Public Schools as well as a SPED Director at Community School for Creative Education.
- I was born and raised in Oakland. I went to college out on the East Coast (George Washington) and came back to work in the area I'm most passionate about.
- I value restorative practices that include accountability, as well as bridging the educational gap and creating a more equitable process that limits the disproportionate rate at which African American males are referred to Special Education

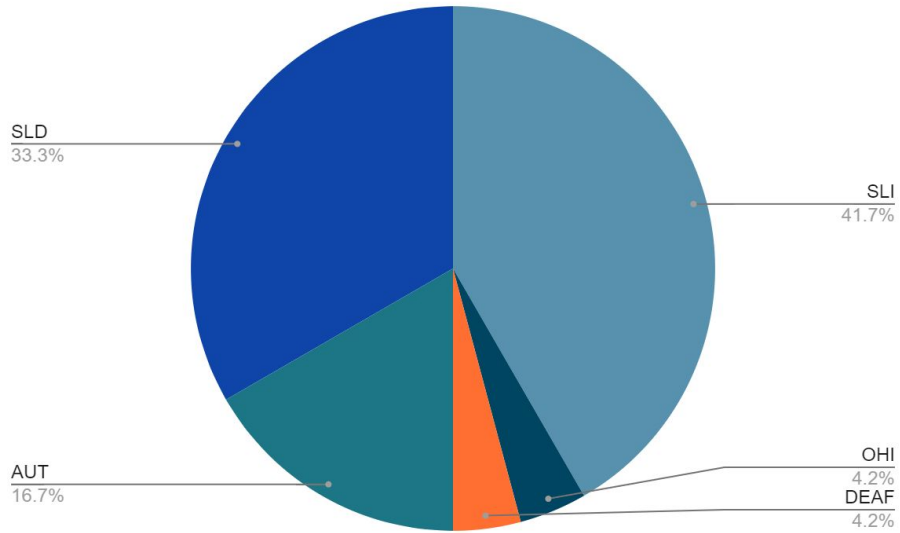
How many AoA students have IEPs?

	AoA Elementary School	AoA Middle School	AUSD
% in Special education	8% , or 24 students (3 pending, potentially 9%)	15% , or 46 students (3 pending, potentially 16%)	12% (2020)
% socioeconomically disadvantaged (2020)	47% (47% 2022)	52% (52% 2022)	29% (2022)

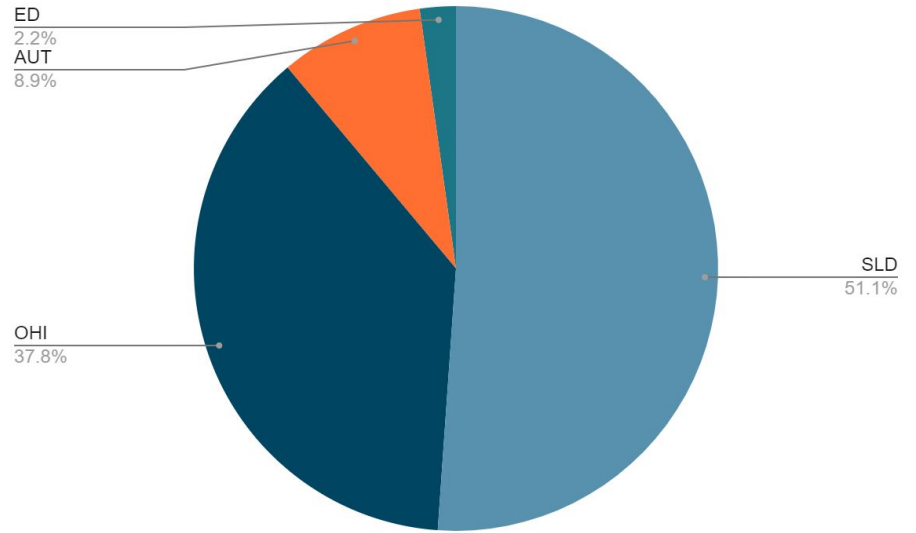
Current Eligibility Areas



Elementary School



Middle School



Range of student needs and services

	Elementary School	Middle School
Above <u>90%</u> of school day in gen ed	83% (20/24) SY21 74%	91% (42/46) SY21 87%
Range in number of goals	Academic: 1 to 7 (most students have 4-5)	Academic: 2 to 7 (most students have 3-5)
Range in SAI service minutes	60 minutes weekly to 500 minutes weekly	30 minutes weekly to 490 minutes weekly
IA needs (changes yearly)	2 students with 1:1 or 1:2 needs.	Four students IAs in all classes
Current number of students with behavior goals and/or plans	4 students with behavioral goals (1 Behavioral Plan)	25 students with behavioral goals (5 students with Behavioral Plans)



Special Education Assessments Fall 2022

Assessment	Total Assessments	Total Students Qualified
Triennial	3	2
Initial	10	3 6 still pending
ERMHS (Educationally Related Mental Health Services)	9	3 3 still pending
FBA (Functional Behavior Analysis)	3	2 (1 pending)



SPED staffing update

We're currently staffed with:

- 4 Instructional Aides for Elementary School
- 4 Instructional Aides for Middle School
- 1 Educational Specialist for Elementary School (contracted and currently virtual)
- 3 Educational Specialists for Middle School
- 1 ERMHS counselor
- 1 School Psychologist
- 1 Speech Pathologist (contracted)
- 1 DHH Specialist (contracted)
- 1 OT/Assistive Technology provider (contracted)
- 1 K-8 SPED Coordinator



Successes for the Program

So far this year, our team has:

- Provided professional development for gen ed teachers to align thinking regarding behavioral supports
- We have completed 6 ERMHS assessments and 4 initial assessments
- Currently have attended 3 professional development opportunities presented by the SELPA
- Collaborated and communicated with the gen ed staff about department goals and shift around providing services (Educational Specialists are taking more responsibility of implementing SAI)
- Held all 504 meetings (34)
- Created a standardized definition of SAI to support streamlining our services and how they're implemented
- Implementing consistent pull out services to develop students' basic skills
- Recently established a flow chart for the ERMHS referral process



Goals for the program

Goals:

- We are currently in the midst of changing the way we provide services as well as the way that we write IEPs in an effort to be in compliance with IDEA law and SELPA guidelines
- Increase our mental health and behavioral services to reflect students' needs
- Write IEP services (specifically, academic) that reflect student needs
- Attend more professional development seminars presented by the SELPA (as a department, we have attended a BIP training, a training to support EL learners as well as a training to understand more about students with dyslexia)
- Inputting behavioral services for students with behavioral goals
- Determining which students need behavioral goals/deciphering which goals should be written as executive functioning goals
- Hiring and in-house Speech Pathologist



Next Steps

As we move forward with the school year, our programs next steps include:

- Attending professional development to deepen understanding of supports for students with ADHD, students requiring behavioral supports, students with dyslexia/dysgraphia, etc.
- Continued professional development to support general education and special education collaboration and implementation of services
- We are attempting to establish a pre referral process for ERMHS
- Ensure that our team is able to provide behavioral/mental health supports with our current staffing as we continue to do ERMHS assessments and FBAs (while also taking into consideration the escalated need for mental health supports since resuming in person school).

Coversheet

TK Presentation

Section: IV. Action Item
Item: A. TK Presentation
Purpose: Vote
Submitted by:
Related Material: TK Board Presentation 11_17_22.pdf

ACADEMY OF ALAMEDA

TK BEGINNING IN

SY 24-25

→ PRESENTATION

OUR GOAL

- We want families to begin their AoA educational journey with us starting in Transitional Kindergarten (TK) and stay all 10 years until they graduate from eighth grade. That's why it is important to that we create a strong, sustainable TK program from the beginning.

California will require TK to be offered beginning in SY 25-26

AoA's board originally wanted TK to begin in SY 23-24

The OLT's ask tonight: Vote on TK to begin in 24-25

FACILITIES CONSIDERATIONS

→ Room 106

- ◆ Heating of the large space has become an issue this winter and may be unsuitable for all day classroom use.
- ◆ Bathroom determination has not been finalized (feasibility, cost, etc) and will require a year of planning, design, and construction
 - Walk paths to the Kinder / 1st quad bathrooms will need to be determined if a build is not doable.
- ◆ Outdoor space with extra cement steps and blocks will need to be redesigned for a safe TK play space – Including building near the boiler room

INSTRUCTIONAL PROGRAM

- Stand alone TK class
- One full time credentialed lead teacher
 - 1-2 full time classroom aides (depending on ratio requirement)
- Full day schedule, similar to our Full Day Kindergarten
- Determine instructional program model based on best practices
 - Will include visits to ABC preschool and other preschools and TKs
 - Research curriculum and developmentally appropriate practices

STAFFING/EXPENSE

- Due to the student to teacher ratio, 12:1, staffing TK is expense unless you run only 12 students per class. The ratio is expected to change to 10:1 in possibly SY 24–25 or 25–26
- We need to determine the amount of students to run, the staff needed to support them, and the funding to support the staffing level.
- TK also requires 9 hours of program which can include before and after care, so staffing for these programs has to be determined and financially planned for as well since TK students can not easily fold into the traditional afterschool program. Their TK needs are different from TK–8 students.

NEXT STEPS

- We are currently working from a backwards calendar that includes, current work orders to fix items to bring them into compliance, planning for when enrollment would begin in Fall 2023 and advertising for TK, and more.
- We will present an update to the board in spring 2023 and fall 2023 on our progress to opening TK in SY 24–25.

QUESTIONS?

Coversheet

FY23 Forecast Update

Section: V. Board Communication
Item: A. FY23 Forecast Update
Purpose: Discuss
Submitted by:
Related Material:
Academy of Alameda FY23 Forecast Update & Exhibits 11.8.22 - Revised.pdf

Academy of Alameda

FY23 Sep Forecast Update

JEAN YANG

NOVEMBER 2022



FY23 Forecast update

November 2022



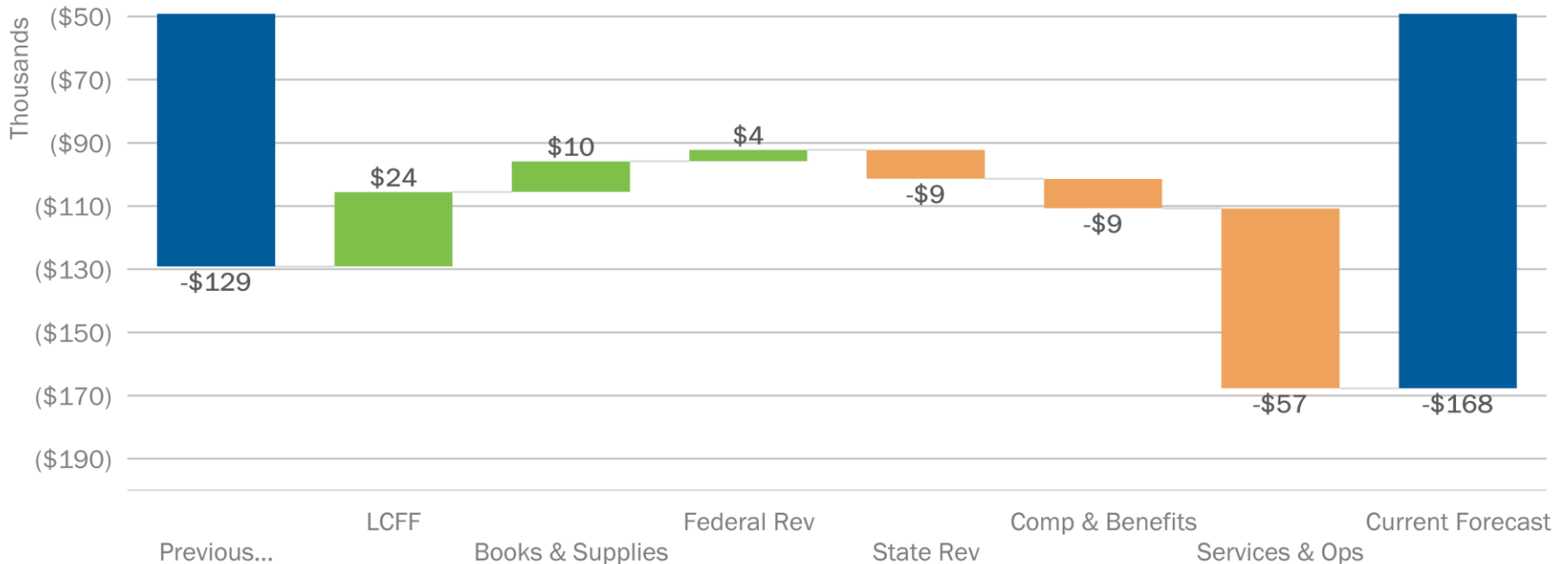
FY23 September forecast vs. August

Net income -167K, decreased 38K since previous forecast

		2022-23	2022-23	Variance
		Previous Forecast	Current Forecast	
Revenue	LCFF Entitlement	7,299,513	7,323,070	23,557
	Federal Revenue	602,283	605,931	3,648
	Other State Revenues	1,199,817	1,190,717	(9,101)
	Local Revenues	857,136	890,847	33,711
	Fundraising and Grants	24,000	24,000	-
	Total Revenue	9,982,749	10,034,565	51,815
Expenses	Compensation and Benefits	7,699,016	7,708,393	(9,377)
	Books and Supplies	508,542	498,842	9,700
	Services and Other Operating	1,904,340	1,987,727	(83,386)
	Depreciation	-	7,333	(7,333)
	Other Outflows	-	-	-
	Total Expenses	10,111,898	10,202,295	(90,397)
Operating Income		(129,149)	(167,730)	(38,581)
	Beginning Balance (Unaudited)	4,199,980	4,479,399	279,419
	Operating Income	(129,149)	(167,730)	(38,581)
Ending Fund Balance (incl. Depreciation)		4,070,831	4,311,669	240,838
Ending Fund Balance as % of Expenses		40.3%	42.3%	2.0%

FY23 September forecast vs. August

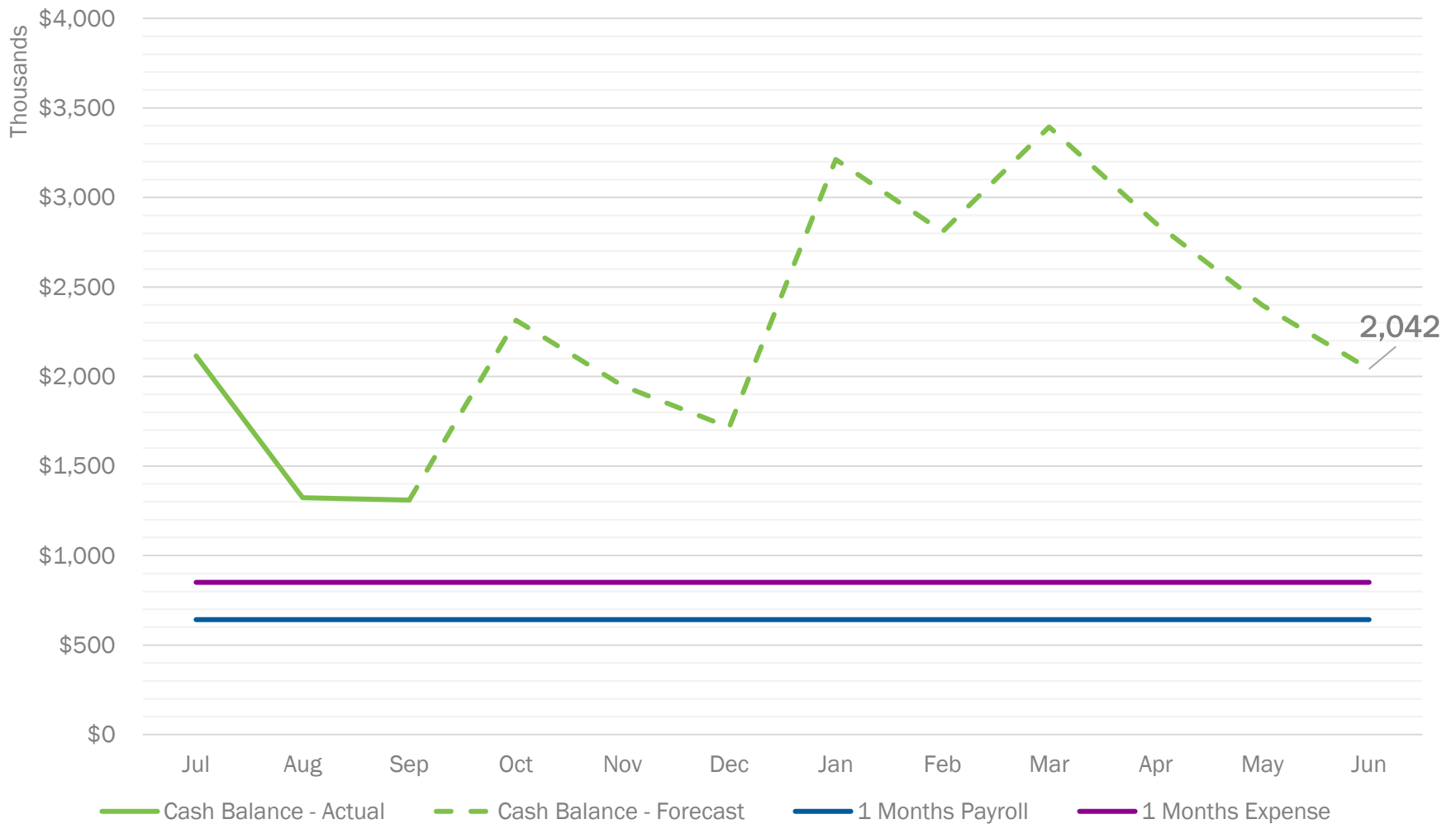
Net income -167K, decreased 38K mostly due to student recruitment



CATEGORY	BOTTOM LINE IMPACT	NOTES
Previous Forecast	(129,149)	
LCFF	23,557	Increased rate from 12.84% to 13.26%
Books & Supplies	9,700	Books and reference materials
Federal Rev	3,648	Title I estimated increase
State Rev	(9,101)	Sped revenue
Comp & Benefits	(9,377)	Added hours for instructional aides
Services & Ops	(57,008)	Marketing & student recruitment, PY cleaning fees
Current Forecast	(167,730)	

Projected Cash Flow

Projected ending FY23 Cash flow 2.04M (exclude 1.74M LAIF) = 73 COH



Exhibits



Academy of Alameda Middle
Income Statement
As of Sep FY2023

	Actual			YTD	Budget							
	Jul	Aug	Sep		Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
SUMMARY												
Revenue												
LCFF Entitlement	-	68,804	712,768	781,572	6,697,879	7,299,513	7,323,070	23,557	625,191	6,541,498	11%	
Federal Revenue	-	33	-	33	624,365	602,283	605,931	3,648	(18,434)	605,898	0%	
Other State Revenues	28,204	6,784	6,599	41,587	1,455,346	1,199,817	1,190,717	(9,101)	(264,629)	1,149,130	3%	
Local Revenues	58,388	4,615	6,795	69,798	864,136	857,136	890,847	33,711	26,711	821,049	8%	
Fundraising and Grants	1,260	-	-	1,260	24,000	24,000	24,000	-	-	22,740	5%	
Total Revenue	87,852	80,236	726,162	894,250	9,665,726	9,982,749	10,034,565	51,815	368,839	9,140,315	9%	
Expenses												
Compensation and Benefits	241,309	682,110	658,216	1,581,635	7,640,712	7,699,016	7,708,393	(9,377)	(67,681)	6,126,758	21%	
Books and Supplies	42,756	59,970	51,129	153,854	532,980	508,542	498,842	9,700	34,138	344,988	31%	
Services and Other Operating Expenditures	150,665	214,961	154,140	519,767	1,838,335	1,904,340	1,987,727	(83,386)	(149,391)	1,467,960	26%	
Depreciation	-	-	-	-	-	-	7,333	(7,333)	(7,333)	7,333	0%	
Other Outflows	-	(30)	50,143	50,113	-	-	-	-	-	(50,113)		
Total Expenses	434,729	957,011	913,629	2,305,369	10,012,028	10,111,898	10,202,295	(90,397)	(190,267)	7,896,926	23%	
Operating Income	(346,877)	(876,775)	(187,467)	(1,411,119)	(346,302)	(129,149)	(167,730)	(38,581)	178,571	1,243,389		
Fund Balance												
Beginning Balance (Unaudited)					4,203,154	4,199,980	4,479,399					
Audit Adjustment												
Beginning Balance (Audited)					4,203,154	4,199,980	4,479,399					
Operating Income					(346,302)	(129,149)	(167,730)					
Ending Fund Balance					3,856,852	4,070,831	4,311,669					
Fund Balance as a % of Expenses					39%	40%	42%					

Academy of Alameda Middle
Income Statement
As of Sep FY2023

	Actual			YTD	Budget						
	Jul	Aug	Sep		Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining
KEY ASSUMPTIONS											
Enrollment Summary											
K-3					194	194	194	-	-		
4-6					218	186	186	-	(32)		
7-8					260	239	239	-	(21)		
Total Enrolled					672	619	619	-	(53)		
ADA %											
K-3					95.5%	95.5%	95.5%	0.0%	0.0%		
4-6					95.0%	95.0%	95.0%	0.0%	0.0%		
7-8					95.0%	95.0%	95.0%	0.0%	0.0%		
Average ADA %					95.1%	95.2%	95.2%	0.0%	0.0%		
ADA											
K-3					185.27	185.27	185.27	-	-		
4-6					207.10	176.70	176.70	-	(30.40)		
7-8					247.00	227.05	227.05	-	(19.95)		
Total ADA					639.37	589.02	589.02	-	(50.35)		

Academy of Alameda Middle
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As of Sep FY2023

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		Jul	Aug	Sep	Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
REVENUE												
LCFF Entitlement												
8011	Charter Schools General Purpose Entitlement - State Aid	-	68,804	68,804	137,608	3,315,599	2,738,520	3,997,876	1,259,356	682,277	3,860,268	3%
8012	Education Protection Account Entitlement	-	-	230,995	230,995	1,163,449	1,353,603	117,804	(1,235,799)	(1,045,645)	(113,191)	196%
8019	State Aid - Prior Years	-	-	-	-	-	947,379	947,379	-	947,379	947,379	0%
8096	Charter Schools in Lieu of Property Taxes	-	-	412,969	412,969	2,218,831	2,260,011	2,260,011	-	41,180	1,847,042	18%
	SUBTOTAL - LCFF Entitlement	-	68,804	712,768	781,572	6,697,879	7,299,513	7,323,070	23,557	625,191	6,541,498	11%
Federal Revenue												
8181	Special Education - Entitlement	-	-	-	-	73,138	102,970	102,970	-	29,832	102,970	0%
8182	Special Education Reimbursement	-	-	-	-	7,020	7,020	6,954	(66)	(66)	6,954	0%
8291	Title I	-	-	-	-	143,362	143,362	147,076	3,714	3,714	147,076	0%
8292	Title II	-	-	-	-	22,403	22,403	22,403	-	-	22,403	0%
8294	Title IV	-	-	-	-	20,000	15,000	15,000	-	(5,000)	15,000	0%
8296	Other Federal Revenue	-	-	-	-	46,915	-	-	-	(46,915)	-	0%
8299	All Other Federal Revenue	-	33	-	33	311,528	311,528	311,528	-	-	311,495	0%
	SUBTOTAL - Federal Revenue	-	33	-	33	624,365	602,283	605,931	3,648	(18,434)	605,898	0%
Other State Revenue												
8319	Other State Apportionments - Prior Years	-	185	-	185	-	-	-	-	-	(185)	0%
8381	Special Education - Entitlement (State)	28,204	-	-	28,204	457,150	442,666	442,666	-	(14,483)	414,462	6%
8382	Special Education Reimbursement (State)	-	-	-	-	46,652	49,356	39,931	(9,425)	(6,721)	39,931	0%
8550	Mandated Cost Reimbursements	-	-	-	-	6,257	6,275	6,275	-	18	6,275	0%
8560	State Lottery Revenue	-	-	-	-	152,258	145,804	145,804	-	(6,453)	145,804	0%
8590	All Other State Revenue	-	-	-	-	472,976	240,653	240,977	324	(231,999)	240,977	0%
8593	ELO-Program (2600)	-	6,599	6,599	13,198	186,923	181,932	181,932	-	(4,991)	168,734	7%
8595	Afterschool (ASES)	-	-	-	-	133,131	133,131	133,131	-	-	133,131	0%
	SUBTOTAL - Other State Revenue	28,204	6,784	6,599	41,587	1,455,346	1,199,817	1,190,717	(9,101)	(264,629)	1,149,130	3%
Local Revenue												
8639	All Other Sales	288	-	35	323	1,000	1,000	500	(500)	(500)	177	65%
8662	Net Increase (Decrease)	-	-	-	-	12,000	12,000	12,000	-	-	12,000	0%
8676	After School Program Revenue	26,053	4,225	-	30,278	190,000	190,000	190,000	-	-	159,723	16%
8690	Other Local Revenue	4,226	390	1,361	5,977	4,000	4,000	5,977	1,977	1,977	-	100%
8693	Field Trips	-	-	-	-	6,500	6,500	6,500	-	-	6,500	0%
8699	All Other Local Revenue	27,822	-	3,423	31,244	-	-	31,244	31,244	31,244	-	100%
8701	Art and Music Fundraising	-	-	990	990	7,000	-	990	990	(6,010)	-	100%
8702	Measure B1 Parcel Tax	-	-	-	-	191,403	191,403	191,403	-	-	191,403	0%
8703	Measure A (2020) Parcel Tax	-	-	-	-	452,233	452,233	452,233	-	-	452,233	0%
8999	Uncategorized Revenue	-	-	987	987	-	-	-	-	-	(987)	0%
	SUBTOTAL - Local Revenue	58,388	4,615	6,795	69,798	864,136	857,136	890,847	33,711	26,711	821,049	8%
Fundraising and Grants												
8801	Donations - Parents	-	-	-	-	500	500	500	-	-	500	0%
8802	Donations - Private	1,260	-	-	1,260	8,000	8,000	8,000	-	-	6,740	16%
8803	Annual Fundraising (School-wide)	-	-	-	-	13,500	13,500	13,500	-	-	13,500	0%
8804	School Culture Fundraising	-	-	-	-	2,000	2,000	2,000	-	-	2,000	0%
	SUBTOTAL - Fundraising and Grants	1,260	-	-	1,260	24,000	24,000	24,000	-	-	22,740	5%

Academy of Alameda Middle
Income Statement
As of Sep FY2023

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	Jul	Aug	Sep		Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining
TOTAL REVENUE	87,852	80,236	726,162	894,250	9,665,726	9,982,749	10,034,565	51,815	368,839	9,140,315	9%

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Income Statement
As of Sep FY2023

		Actual			YTD	Budget						
		Jul	Aug	Sep	Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
EXPENSES												
Compensation & Benefits												
Certificated Salaries												
1100	Teachers Salaries	561	209,358	210,492	420,411	2,335,380	2,260,389	2,223,237	37,152	112,143	1,802,826	19%
1101	Teacher - Stipends	2,900	4,080	-	6,980	10,000	15,000	15,000	-	(5,000)	8,020	47%
1103	Teacher - Substitute Pay	-	2,588	13,327	15,915	27,540	146,886	146,886	-	(119,346)	130,971	11%
1148	Teacher - Special Ed	-	9,496	6,524	16,020	75,096	70,398	70,398	-	4,699	54,378	23%
1200	Certificated Pupil Support Salaries	-	2,050	4,007	6,057	40,800	41,046	41,046	-	(246)	34,989	15%
1201	Certificated Pupil Support - School Psychologist	-	7,774	8,580	16,354	-	-	89,944	(89,944)	(89,944)	73,591	18%
1202	Certificated Pupil Support - Counselor	-	13,754	14,847	28,600	238,632	247,246	157,302	89,944	81,330	128,701	18%
1203	Certificated Pupil Support Salaries - Custom 3	-	9,746	11,548	21,294	137,907	121,416	121,416	-	16,491	100,122	18%
1300	Certificated Supervisor & Administrator Salaries	65,299	65,308	65,966	196,573	895,899	909,808	779,808	130,000	116,091	583,235	25%
1950	Other Cert - Instructional Coaches	-	37,418	39,764	77,181	466,086	405,263	412,798	(7,534)	53,288	335,616	19%
SUBTOTAL - Certificated Salaries		68,760	361,570	375,054	805,384	4,227,340	4,217,451	4,057,833	159,618	169,507	3,252,449	20%
Classified Salaries												
2100	Classified Instructional Aide Salaries	33,512	47,931	71,919	153,363	658,824	579,392	644,166	(64,774)	14,658	490,804	24%
2201	Classified Support - Restorative Justice coordinator	-	16,385	19,289	35,674	97,678	189,663	189,663	-	(91,985)	153,989	19%
2202	Classified Support - School Culture Coordinator	-	6,585	6,847	13,432	72,430	73,874	73,874	-	(1,444)	60,442	18%
2300	Classified Supervisor & Administrator Salaries	18,754	21,708	24,643	65,104	197,177	133,105	263,105	(130,000)	(65,928)	198,000	25%
2311	Classified Admin - After School Coordinator	5,761	5,761	5,990	17,512	68,797	70,505	70,505	-	(1,709)	52,994	25%
2400	Classified Clerical & Office Salaries	1,987	10,318	15,758	28,063	94,115	155,195	155,195	-	(61,079)	127,132	18%
2905	Other Classified - After School	23,640	20,674	28,628	72,942	423,688	390,352	371,037	19,314	52,651	298,095	20%
2940	Other Classified - Summer	-	-	-	-	3,060	3,120	3,120	-	(60)	3,120	0%
SUBTOTAL - Classified Salaries		83,653	129,363	173,074	386,090	1,615,769	1,595,206	1,770,665	(175,459)	(154,896)	1,384,576	22%
Employee Benefits												
3100	STRS	8,874	65,721	68,691	143,285	790,754	800,305	800,305	-	(9,551)	657,020	18%
3300	OASDI-Medicare-Alternative	8,696	15,800	18,963	43,459	190,313	184,883	186,095	(1,212)	4,218	142,636	23%
3400	Health & Welfare Benefits	67,373	41,223	7,758	116,354	604,800	690,000	690,000	-	(85,200)	573,646	17%
3500	Unemployment Insurance	3,602	11,221	14,025	28,848	127,922	127,308	127,922	(613)	-	99,073	23%
3600	Workers Comp Insurance	-	56,564	-	56,564	67,196	66,846	58,285	8,561	8,911	1,721	97%
3900	Other Employee Benefits	350	650	650	1,650	16,618	17,016	17,287	(271)	(670)	15,637	10%
SUBTOTAL - Employee Benefits		88,895	191,178	110,088	390,161	1,797,602	1,886,359	1,879,894	6,465	(82,292)	1,489,733	21%
Books & Supplies												
4200	Books & Other Reference Materials	7,056	857	2,475	10,388	53,000	53,000	43,000	10,000	10,000	32,613	24%
4315	Custodial Supplies	-	7,353	-	7,353	25,000	25,000	25,000	-	-	17,647	29%
4320	Educational Software	5,370	433	8,850	14,653	60,700	60,700	52,000	8,700	8,700	37,347	28%
4325	Instructional Materials & Supplies	1,884	7,262	3,550	12,695	77,000	77,000	75,000	2,000	2,000	62,305	17%
4326	Art & Music Supplies	1,117	3,127	588	4,832	23,240	23,240	23,240	-	-	18,408	21%
4330	Office Supplies	136	3,172	4,273	7,582	28,000	28,000	28,000	-	-	20,418	27%
4335	PE Supplies	-	-	-	-	15,000	15,000	10,000	5,000	5,000	10,000	0%
4340	Professional Development Supplies	-	373	323	696	6,000	5,000	4,000	1,000	2,000	3,304	17%
4345	Non Instructional Student Materials & Supplies	3,113	1,788	854	5,755	22,000	20,000	16,000	4,000	6,000	10,245	36%
4346	Teacher Supplies	-	-	-	-	15,000	13,000	13,000	-	2,000	13,000	0%
4350	Uniforms	-	-	-	-	102	102	102	-	-	102	0%
4351	Yearbook	-	-	-	-	7,000	10,000	10,000	-	(3,000)	10,000	0%
4352	Afterschool Supplies	-	13,029	3,966	16,995	16,000	16,000	27,000	(11,000)	(11,000)	10,005	63%

Academy of Alameda Middle
Income Statement
As of Sep FY2023

	Actual			YTD	Budget						
	Jul	Aug	Sep	Actual YTD	Approved	Previous	Current	Previous	Approved	Current	% Current
					Budget v1	Forecast	Forecast	Forecast vs. Current	Budget v1 vs. Current	Forecast Remaining	Forecast Spent
4353 Summerschool Supplies	18,984	2,798	-	21,783	5,000	5,000	25,000	(20,000)	(20,000)	3,217	87%
4354 Middle school Athletics	-	1,305	-	1,305	-	-	5,000	(5,000)	(5,000)	3,695	26%
4355 Org Culture supplies	3,190	3,437	85	6,712	12,038	13,000	13,000	-	(962)	6,288	52%
4360 Books and Supplies - Sped	-	-	-	-	7,400	4,000	4,000	-	3,400	4,000	0%
4410 Classroom Furniture, Equipment & Supplies	-	2,476	4,425	6,902	40,000	30,000	20,000	10,000	20,000	13,098	35%
4420 Computers: individual items less than \$5k	-	8,230	2,889	11,120	60,000	50,000	50,000	-	10,000	38,880	22%
4423 Additional Technology	1,634	230	14,400	16,264	25,500	25,500	25,500	-	-	9,236	64%
4430 Non Classroom Related Furniture, Equipment & Supplies	-	3,032	1,646	4,678	20,000	20,000	15,000	5,000	5,000	10,322	31%
4700 Food	-	-	-	-	6,500	6,500	6,500	-	-	6,500	0%
4720 Other Food	274	1,066	2,803	4,143	8,500	8,500	8,500	-	-	4,357	49%
SUBTOTAL - Books and Supplies	42,756	59,970	51,129	153,854	532,980	508,542	498,842	9,700	34,138	344,988	31%
Services & Other Operating Expenses											
5210 Conference Fees	6,010	4,735	-	10,746	28,000	28,000	28,000	-	-	17,254	38%
5220 Travel and Lodging	-	-	-	-	3,774	5,000	5,000	-	(1,226)	5,000	0%
5305 Dues & Membership - Professional	26,738	-	-	26,738	16,000	9,000	9,000	-	7,000	(17,738)	297%
5310 Subscriptions	10,735	1,596	6,200	18,531	18,000	18,000	28,000	(10,000)	(10,000)	9,469	66%
5400 Insurance	-	101,523	-	101,523	83,550	83,550	101,523	(17,973)	(17,973)	-	100%
5510 Utilities - Gas and Electric	-	-	222	222	2,000	2,000	2,000	-	-	1,778	11%
5515 Janitorial, Gardening Services & Supplies	817	817	1,614	3,248	160,015	152,015	154,400	(2,385)	5,615	151,152	2%
5525 Utilities - Waste	-	4,040	4,235	8,276	26,000	35,000	35,000	-	(9,000)	26,724	24%
5605 Equipment Leases	1,065	1,169	1,928	4,162	16,000	13,000	13,000	-	3,000	8,838	32%
5611 Prop 39 Related Costs	-	-	28,334	28,334	148,400	148,400	148,400	-	-	120,066	19%
5615 Repairs and Maintenance - Building	15,350	27,357	-	42,707	10,000	80,000	45,000	35,000	(35,000)	2,293	95%
5617 Repairs and Maintenance - Other Equipment	17,307	435	780	18,522	8,000	8,000	19,000	(11,000)	(11,000)	478	97%
5803 Accounting Fees	-	-	-	-	3,000	3,000	3,000	-	-	3,000	0%
5804 Internal Audit & Accounting support	-	-	-	-	16,000	16,000	16,000	-	-	16,000	0%
5805 Administrative Fees	1,349	-	-	1,349	14,000	1,500	1,500	-	12,500	151	90%
5809 Banking Fees	-	-	-	-	3,500	3,500	3,500	-	-	3,500	0%
5812 Business Services	16,308	16,308	16,308	48,925	195,700	195,700	195,700	-	-	146,775	25%
5815 Consultants - Instructional	-	-	-	-	38,770	30,000	15,000	15,000	23,770	15,000	0%
5817 Contribution	-	-	2,401	2,401	-	-	-	-	-	(2,401)	-
5818 Coaching	-	-	-	-	28,000	48,000	48,000	-	(20,000)	48,000	0%
5819 School Culture Initiatives	-	200	9,187	9,387	25,120	21,120	21,620	(500)	3,500	12,233	43%
5820 Consultants - Non Instructional - Custom 1	-	-	-	-	8,000	8,000	8,000	-	-	8,000	0%
5824 District Oversight Fees	-	-	-	-	231,936	249,985	250,692	(707)	(18,756)	250,692	0%
5828 Translators	-	-	-	-	2,040	2,040	2,040	-	-	2,040	0%
5830 Field Trips Expenses	-	-	-	-	41,000	41,000	41,000	-	-	41,000	0%
5833 Fines and Penalties	-	25	56	81	1,500	1,500	1,500	-	-	1,419	5%
5834 Afterschool & Summer Services	-	-	-	-	12,000	12,000	-	12,000	12,000	-	-
5836 Fingerprinting	147	-	145	292	1,836	1,836	1,836	-	-	1,544	16%
5839 Fundraising Expenses	-	-	-	-	7,000	3,000	3,000	-	4,000	3,000	0%
5845 Legal Fees	-	673	2,966	3,639	39,000	39,000	39,000	-	-	35,362	9%
5846 Loan and Financing Fees	-	-	-	-	250	250	250	-	-	250	0%
5848 Licenses and Other Fees	1,290	-	-	1,290	11,500	11,500	11,500	-	-	10,210	11%
5851 Marketing and Student Recruiting	-	507	13,087	13,594	80,000	80,000	144,000	(64,000)	(64,000)	130,406	9%
5857 Payroll Fees	164	(2,004)	(2,005)	(3,845)	6,000	8,000	8,000	-	(2,000)	11,845	-48%
5860 Printing and Reproduction	28	30	1,388	1,446	10,000	9,000	9,000	-	1,000	7,554	16%
5861 Prior Yr Exp (not accrued)	-	8,430	22,545	30,975	1,000	3,000	31,000	(28,000)	(30,000)	25	100%
5863 Professional Development	15,200	180	2,467	17,847	59,110	59,110	59,110	-	-	41,263	30%
5866 Sped Tuition & Fees	-	14,507	7,242	21,749	118,884	118,884	118,884	-	-	97,135	18%

**Academy of Alameda Middle
Income Statement
As of Sep FY2023**

		Actual			YTD	Budget						
		Jul	Aug	Sep		Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining
5869	Special Education Contract Instructors	3,825	18,531	20,680	43,036	157,000	157,000	157,000	-	-	113,964	27%
5875	Staff Recruiting	-	299	5,342	5,641	13,000	13,000	13,000	-	-	7,359	43%
5880	Student Health Services	-	145	1,533	1,678	20,000	20,000	20,000	-	-	18,322	8%
5881	Student Information System	4,778	2,500	-	7,278	25,000	20,000	20,000	-	5,000	12,722	36%
5884	Substitutes	1,188	11,020	4,731	16,938	60,000	60,000	44,000	16,000	16,000	27,062	38%
5885	Tutor	-	-	-	-	2,550	2,550	2,550	-	-	2,550	0%
5887	Technology Services	545	-	2,576	3,121	55,000	55,000	54,000	1,000	1,000	50,879	6%
5898	Bad Debt Expense	-	-	-	-	300	300	300	-	-	300	0%
5899	Miscellaneous Operating Expenses	27,821	1,902	62	29,785	5,500	5,500	33,322	(27,822)	(27,822)	3,536	89%
5900	Communications	-	-	-	-	12,000	10,000	10,000	-	2,000	10,000	0%
5915	Postage and Delivery	-	35	115	150	13,000	12,000	12,000	-	1,000	11,850	1%
5920	Communications - Telephone & Fax	-	-	-	-	100	100	100	-	-	100	0%
SUBTOTAL - Services & Other Operating Exp.		150,665	214,961	154,140	519,767	1,838,335	1,904,340	1,987,727	(83,386)	(149,391)	1,467,960	26%
Capital Outlay & Depreciation												
6900	Depreciation	-	-	-	-	-	-	7,333	(7,333)	(7,333)	7,333	0%
SUBTOTAL - Capital Outlay & Depreciation		-	-	-	-	-	-	7,333	(7,333)	(7,333)	7,333	0%
Other Outflows												
7999	Uncategorized Expense	-	(30)	50,143	50,113	-	-	-	-	-	(50,113)	
SUBTOTAL - Other Outflows		-	(30)	50,143	50,113	-	-	-	-	-	(50,113)	
TOTAL EXPENSES		434,729	957,011	913,629	2,305,369	10,012,028	10,111,898	10,202,295	(90,397)	(190,267)	7,896,926	23%

Academy of Alameda Middle
Monthly Cash Forecast
As of Sep FY2023

	2022-23													Forecast	Remaining Balance
	Actuals & Forecast														
	Jul Actuals	Aug Actuals	Sep Actuals	Oct Forecast	Nov Forecast	Dec Forecast	Jan Forecast	Feb Forecast	Mar Forecast	Apr Forecast	May Forecast	Jun Forecast	Forecast		
Beginning Cash	2,137,283	2,115,066	1,323,307	1,310,027	2,314,475	1,948,205	1,715,970	3,212,621	2,809,355	3,393,440	2,855,958	2,397,814			
REVENUE															
LCFF Entitlement	-	68,804	712,768	1,372,771	307,388	538,383	2,338,277	307,388	1,186,858	208,655	208,655	(135,531)	7,323,070	208,655	
Federal Revenue	-	33	-	80,167	45,771	78,462	580	45,771	78,462	52,065	45,771	78,462	605,931	100,390	
Other State Revenue	28,204	6,784	6,599	156,626	49,036	109,724	49,036	72,164	147,305	92,892	116,020	147,305	1,190,717	209,021	
Other Local Revenue	30,566	4,615	53,901	(50,747)	17,802	17,769	18,621	18,600	18,649	18,769	18,600	662,236	890,847	61,465	
Fundraising & Grants	29,082	-	-	(16,641)	2,985	2,985	5,235	5,235	5,235	5,235	5,235	7,235	24,000	(27,822)	
TOTAL REVENUE	87,852	80,236	773,268	1,542,176	422,981	747,322	2,411,748	449,159	1,436,509	377,615	394,281	759,707	10,034,565	551,709	
EXPENSES															
Certificated Salaries	68,760	361,570	375,054	453,375	372,888	372,888	368,529	368,529	368,529	368,529	368,529	370,269	4,057,833	(159,618)	
Classified Salaries	83,653	129,363	169,308	127,707	135,647	135,647	135,647	135,647	135,647	135,647	135,647	135,647	1,770,665	175,459	
Employee Benefits	88,895	191,178	108,192	176,813	156,162	156,162	155,297	155,297	155,297	155,297	155,297	155,642	1,879,894	70,363	
Books & Supplies	87,540	66,137	50,549	(35,380)	42,212	42,212	42,212	42,212	42,212	42,212	42,212	42,212	498,842	(7,700)	
Services & Other Operating Expenses	105,881	208,793	132,372	205,873	143,349	143,349	206,022	143,349	143,349	206,022	143,349	206,022	1,987,727	-	
Capital Outlay & Depreciation	-	-	-	2,444	611	611	611	611	611	611	611	611	7,333	-	
Other Outflows	-	(30)	72,491	(72,461)	-	-	-	-	-	-	-	-	-	-	
TOTAL EXPENSES	434,729	957,011	907,967	858,371	850,869	850,869	908,318	845,645	845,645	908,318	845,645	910,403	10,202,295	78,505	
Operating Cash Inflow (Outflow)	(346,877)	(876,775)	(134,699)	683,805	(427,887)	(103,547)	1,503,431	(396,486)	590,864	(530,703)	(451,364)	(150,696)	(167,730)	473,204	
Revenues - Prior Year Accruals	266,846	102,784	106,799	363,452	105,007	105,007	17,528	17,528	17,528	17,528	17,528	11,822			
Accounts Receivable - Current Year	-	-	-	3,165	-	-	-	-	-	-	-	-	-	-	
Other Assets	44,294	-	-	64	-	-	-	-	-	-	-	-	-	-	
Fixed Assets	-	-	(44,000)	2,444	611	611	611	611	611	611	611	611	-	-	
Expenses - Prior Year Accruals	230,875	(19,978)	-	(44,619)	(24,919)	(24,919)	(24,919)	(24,919)	(24,919)	(24,919)	(24,919)	(24,919)	-	-	
Accounts Payable - Current Year	(112,119)	(7,981)	47,635	(3,863)	(19,082)	(19,082)	-	-	-	-	-	-	-	-	
Summerholdback for Teachers	(109,735)	10,192	10,984	-	-	-	-	-	-	-	-	-	-	-	
Other Liabilities	4,500	-	-	-	-	(190,306)	-	-	-	-	-	(192,556)	-	-	
Ending Cash	2,115,066	1,323,307	1,310,027	2,314,475	1,948,205	1,715,970	3,212,621	2,809,355	3,393,440	2,855,958	2,397,814	2,042,077			

**Academy of Alameda
Multi-year Projection
As of Sep FY2023**

	Year 1 2022-23	Year 2 2023-24	Year 3 2024-25	Year 4 2025-26	Assumptions
5828 Translators	2,040	2,081	2,122	2,165	
5830 Field Trips Expenses	41,000	48,820	42,656	50,510	
5833 Fines and Penalties	1,500	1,530	1,561	1,592	
5836 Fingerprinting	1,836	1,873	1,910	1,948	
5839 Fundraising Expenses	3,000	3,060	3,121	3,184	
5845 Legal Fees	39,000	39,780	40,576	41,387	
5846 Loan and Financing Fees	250	255	260	265	
5848 Licenses and Other Fees	11,500	11,730	11,965	12,204	
5851 Marketing and Student Recruiting	144,000	98,940	100,919	102,937	
5857 Payroll Fees	8,000	8,160	8,323	8,490	
5860 Printing and Reproduction	9,000	9,180	9,364	9,551	
5861 Prior Yr Exp (not accrued)	31,000	15,000	15,300	15,606	
5863 Professional Development	59,110	60,292	61,498	62,728	
5866 Sped Tuition & Fees	118,884	121,262	-	-	MS student placement ends FY24
5869 Special Education Contract Instructors	157,000	160,140	163,343	166,610	
5875 Staff Recruiting	13,000	13,260	13,525	13,796	
5880 Student Health Services	20,000	20,400	20,808	21,224	
5881 Student Information System	20,000	20,400	20,808	21,224	
5884 Substitutes	44,000	30,600	31,212	31,836	
5885 Tutor	2,550	2,601	2,653	2,706	
5887 Technology Services	54,000	55,080	76,182	57,305	
5898 Bad Debt Expense	300	306	312	318	
5899 Miscellaneous Operating Expenses	33,322	5,610	5,722	5,837	
5900 Communications	10,000	10,200	10,404	10,612	
5915 Postage and Delivery	12,000	12,240	12,485	12,734	
5920 Communications - Telephone & Fax	100	102	104	106	
SUBTOTAL - Services & Other Operating Exp.	1,987,727	1,856,566	1,803,926	1,844,053	
Depreciation Expense					
6900 Depreciation	7,333	8,800	8,800	8,800	
SUBTOTAL - Depreciation Expense	7,333	8,800	8,800	8,800	
Other Outflows					
SUBTOTAL - Other Outflows	-	-	-	-	
TOTAL EXPENSES	10,202,295	10,274,625	10,504,083	10,754,404	

Coversheet

AoA Assuming Facilities Rentals from AUSD

Section: VI. Action Items
Item: A. AoA Assuming Facilities Rentals from AUSD
Purpose: Vote
Submitted by:
Related Material: Facility Rentals Presentation.pdf

Assuming Facility Rentals From AUSD Presentation November 2022

Historical Context

- **Prior to COVID, AUSD would handle renting out the AOA / Chipman Facility to outside organizations during evenings (starting at 6pm) and weekends.**
 - **AUSD provided opening / closing and janitorial coverage for the rentals**
 - **AUSD retained all fees charged for the rental of the site.**
- **During COVID, rentals of all AUSD facilities stopped.**
- **For the 22-23 SY AUSD resumed renting their own gyms and other athletic and conference sites again, however they have asked The Academy of Alameda to manage the facility rentals of the Chipman site due to:**
 - **Shortage of AUSD staff to facilitate the rental process**
 - **Shortage of AUSD custodial staff to open / close and clean during rentals.**

Current Proposal

- **The Academy of Alameda has been authorized by the district to take over the rental responsibilities for the facility if we choose.**
 - **We would use our own custodial staff for opening / closing and cleaning during events.**
 - **We would manage the rental process including booking, verifying insurance, non-profit status, etc.**
 - **Per our lease agreement with the District, we would use the district fee structure for facility rental costs and expenses.**
 - **We would retain all fees from the rentals**

Current Proposal

- **We are proposing that The Academy of Alameda Board accepts the district proposal to handle all external rentals of the Chipman facility per the Facility Use Handbook.**
 - **We are aware that the City of Alameda is short on gym rental space, and would like to partner with our community organizations to provide this resource.**
 - **By not handling the rental responsibilities ourselves, the gym would remain unused after hours by the community as the District will not be renting it.**
 - **Per Ed Code 38130-38138 School districts are encouraged to use facilities as a civic center for community activities and events**

Rental Groups

There are 5 priority groups to rent after hours time on site.

Group 1 - The Academy of Alameda

Group 2 - AUSD Approved Partners and Schools (including Charters) - Ex: AEF, NEA / ACLC, Booster Organizations, etc.

Group 3 - Alameda Non-Profit Organizations - Ex: Local Basketball, Theater or Scouting groups

Group 4 - Non-Alameda Non Profit Organizations - Ex: Day Camps, YMCA

Group 5 - All other organizations

Fee Schedule (As set by the District)

Facility Costs	Group 1	Group 2	Group 3	Group 4	Group 5
Classroom			11.43	11.43	31.17
Blacktop			25.98	25.98	51.95
Gymnasium			25.98	25.98	62.34

Direct Costs (minimum 2 hours)	Group 1	Group 2	Group 3	Group 4	Group 5
Utility Fees (water/electricity/gas)			2.34	2.34	2.34
Custodian on duty		37.29	37.29	37.29	37.29
Custodian is not on duty*		51.98	51.98	51.98	51.98

Potential Rental Groups

- **Tomorrow Youth Rep**
- **Alameda Youth Basketball**
- **Vipers Basketball**
- **NEA / ACLC Performance groups**

Potential Income

Scenario: AYB rents the gym for 2.5 hours after school 5 days a week. AYB is a Group 3 organization as a local Alameda Non-profit and would be charged \$25.98 / hour for gym use plus additional custodial fees. They would be charged ~\$400/week for that type of rental or ~\$1600/month for the use of the gym.

2.5/hrs *5/days a week *\$25.98/hour = \$400 per week or \$1600/month

Approximately two months total usage = \$3200

Questions?