



California Pacific Charter Schools

California Pacific Charter Schools

Regular Meeting of the Board of Directors

Published on March 3, 2023 at 12:23 PM PST

Date and Time

Tuesday March 7, 2023 at 5:00 PM PST

Location

Holiday Inn Diamond Bar
Room: Northgate 101
21725 E Gateway Center Dr.
Diamond Bar, CA 91765

Teleconference Locations

1850 Peary Way, Livermore, CA 94550
32706 Spun Cotton Drive, Winchester, CA 92596

Join by telephone or via Zoom conferencing link below:

Dial by your location

+1 669 900 6833 US (San Jose)

+1 213 338 8477 US (Los Angeles)

Meeting ID: 952 2108 5452

<https://cal-pacs-org.zoom.us/j/95221085452>

MISSION STATEMENT

CalPac's mission is to support and encourage all students to relentlessly pursue their life goals by providing an accessible and inclusive personalized learning community.

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.

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 California Pacific Charter Schools at 949-752-0527.

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:00 PM
A. Call the Meeting to Order		Board President	1 m
B. Record Attendance		Board President	1 m
Roll Call:			
Kelly Wylie, President			
Dr. Shirley Peterson, Vice President			
Tanya Rogers, Clerk			
Bill Howard, Member			
Jason McFaul, Member			
II. Pledge of Allegiance			5:02 PM
A. Led by Board President or designee.		Board President	5 m
III. Approve Adopt/Agenda			5:07 PM
A. Agenda	Vote	Board President	1 m

It is recommended the Board of Directors adopt as presented, the agenda for the regular Board meeting of March 7, 2023.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

Purpose Presenter Time

IV. Approve Minutes **5:08 PM**

- | | | | |
|--|-----------------|-----------------|-----|
| A. Minutes of the Regular Board meeting that was held on February 21, 2023 | Approve Minutes | Board President | 5 m |
|--|-----------------|-----------------|-----|

Roll Call Vote:

- Kelly Wylie
- Dr. Shirley Peterson
- Tanya Rogers
- Bill Howard
- Jason McFaul

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

V. Board Governance **5:13 PM**

- | | | | |
|---|------|-----------------|-----|
| A. Approval of 2023-24 Board Meeting Calendar | Vote | Board President | 5 m |
|---|------|-----------------|-----|

It is recommended the Board approve the Board Meeting Calendar for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751) for the 2023-24 school year.

Roll Call Vote:

- Kelly Wylie
- Dr. Shirley Peterson
- Tanya Rogers
- Bill Howard
- Jason McFaul

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

VI. Public Comment - Closed Session

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board’s jurisdiction under Public Comments/Recognition/Reports.

VII. Adjourn to Closed Session **5:18 PM**

The Board will consider and may act on any of the Closed Session matters.

Roll Call Vote:

- Kelly Wylie
- Dr. Shirley Peterson
- Tanya Rogers
- Bill Howard
- Jason McFaul

	Purpose	Presenter	Time
1. Check Registers and J.P. Morgan Statement - February 2023			
B. Consent - Personnel Services	Vote	Board President	2 m
1. Approval of Classified Personnel Report			
2. Approval of Job Descriptions			

Consent items listed under A and B are considered routine and will be approved/adopted by a single motion.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XII. Policy Development

6:01 PM

A. Approval of New Board Policies	Vote	Shannon Green	8 m
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It is recommended the Board approve the proposed policies. These policies will replace the current policies and will allow the Board to address any related complaints or issues that may be raised in the school/work environment.

3000 Series - Business and Non Instructional

3150-CPCS Reserves Fiscal Policy

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XIII. Business/Financial Services

6:09 PM

A. Approval of Second Interim Financial Report	Vote	Shannon Green	10 m
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Purpose	Presenter	Time
It is recommended the Board approve the Second Interim Financial Report for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751) for the 2022-23 school year.		

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

B. Approval of Annual Audit Engagement Services between CliftonLarsonAllen (CLA) and California Pacific Charter Schools	Vote	Shannon Green	5 m
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It is recommended the Board approve the annual Audit Engagement Services between CliftonLarsonAllen (CLA) for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751) for the year ended June 30, 2023.

Fiscal Year 2023-24 Impact: \$35,760.00 to be split by ADA

California Pacific Charter - Los Angeles (#1751)	\$ 17,969.40
California Pacific Charter - San Diego (#1758)	\$ 11,933.11
California Pacific Charter - Sonoma (#2037)	\$ 5,857.49

2023-24 fiscal impact split subject to change based on actual ADA of the schools.

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XIV. Education/Student Services

6:24 PM

A. Approval of Alive Studios, LLC - Learning Alive Zoo Keeper Edition	Vote	Christine Feher	5 m
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It is recommended the Board approve of Alive Studios, LLC - Learning Alive Zoo Keeper Edition for California Pacific Charter Schools - Sonoma (#2037), San Diego (#1758), and Los Angeles (#1751).

	Purpose	Presenter	Time
Fiscal Impact: \$15,602.90 to be split by ADA			
California Pacific Charter - Los Angeles (#1751)	\$7,840.46		
California Pacific Charter - San Diego (#1758)	\$5,206.69		
California Pacific Charter - Sonoma (#2037)	\$2,555.76		

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XV. Calendar

The next regular meeting of the Board of Directors will be held on May 9, 2023.

XVI. Comments

6:29 PM

- A. Board Comments 5 m
- B. CEO/Superintendent Comments 5 m

XVII. Closing Items

6:39 PM

- A. Adjourn Meeting Vote Board 2 m
- President

Roll Call Vote:

Kelly Wylie

Dr. Shirley Peterson

Tanya Rogers

Bill Howard

Jason McFaul

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

FOR MORE INFORMATION

For more information concerning this agenda, contact
California Pacific Charter Schools. Telephone: 949-752-0527

Coversheet

Minutes of the Regular Board meeting that was held on February 21, 2023

Section: IV. Approve Minutes
Item: A. Minutes of the Regular Board meeting that was held on
February 21, 2023
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Regular Meeting of the Board of Directors on February 21, 2023

APPROVED



California Pacific Charter Schools

California Pacific Charter Schools

Minutes

Regular Meeting of the Board of Directors

Date and Time

Tuesday February 21, 2023 at 5:00 PM

Location

The meeting will be held virtually.

Join by telephone or via Zoom conferencing link below:

Dial by your location

+1 669 900 6833 US (San Jose)

+1 213 338 8477 US (Los Angeles)

Meeting ID: 978 3569 3475

<https://cal-pacs-org.zoom.us/j/97835693475>

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Directors Present

J. McFaul (remote), K. Wylie (remote), S. Peterson (remote), T. Rogers (remote), W. Howard (remote)

Directors Absent

None

Guests Present

Becki Ockey (remote), C. Amador (remote), C. Feher (remote), Cherie Cahn (remote), G. Chamberlain (remote), K. Madden (remote), Kevin Davis (remote), L. Hath (remote), S. Green (remote), Tyler Phipps (remote)

I. Opening Items

A. Call the Meeting to Order

K. Wylie called a meeting of the board of directors of California Pacific Charter Schools to order on Tuesday Feb 21, 2023 at 5:01 PM.

B. Record Attendance

Board Members were all present.

II. Pledge of Allegiance

A. Led by Board President or designee.

William Howard led the Pledge of Allegiance.

III. Approve Adopt/Agenda

A. Agenda

T. Rogers made a motion to Kelly Wylie, President.
J. McFaul seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Approve Minutes

A. Minutes of the Regular Board meeting that was held on January 10, 2023

J. McFaul made a motion to approve the minutes from Regular Meeting of the Board of Directors on 01-10-23.
W. Howard seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Board Governance

A. Approval of Resolution No. 2023-2-21 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361

J. McFaul made a motion to Kelly Wylie, President.
S. Peterson seconded the motion.
Board Members selected Option 2.
The board **VOTED** unanimously to approve the motion.

B.

Plan for In-Person Meetings of the Board of Directors, Presented by Kevin Davis, Procopio Law Firm

Christine Feher, CEO/Superintendent introduced Kevin Davis and he presented the Brown Act Updates for Board Meetings.

VI. Public Comments

A. Recognition and Reports

There were no public comments regarding recognition and reports.

VII. Correspondence/Proposals/Reports

A. School Highlights, Presented by Christine Feher, CEO/Superintendent

Presented by Christine Feher, CEO/Superintendent.

B. School Community and Events, Presented by Christine Feher, Student Council Members, and, Ms. Becki Ockey

Presented by Tyler Phipps, Becki Ockey, and CPCS Students Melissa Batts and Anthony Corbella.

C. California School Dashboard Update, Presented by Gretchen Chamberlain, Assistant Director of Data & Assessment

Presented by Gretchen Chamberlain, Assistant Director of Data & Assessment.

D. Letter from Warner Unified School District 2022-23 re: First Interim Report, California Pacific Charter School - San Diego, Presented by Christine Feher, CEO/Superintendent

Presented by Christine Feher, CEO/Superintendent.

E. Letter from Acton-Agua Dulce Unified School District re: 2022-23 First Interim Report, California Pacific Charter - LA, Presented by Christine Feher, CEO/Superintendent

Presented by Christine Feher, CEO/Superintendent.

F. 2023-24 Board Meeting Calendar - First Reading, Presented by Christine Feher, CEO/Superintendent

Presented by Christine Feher, CEO/Superintendent.

VIII. Consent

A. Consent - Business/Financial Services

1. Check Registers and J.P. Morgan Statement - January 2023
2. Approval of New Legal Fee Structure with Young, Minney & Corr LLP, Effective February 1, 2023
3. Ratification of Goalbook Toolkit Membership
4. Approval of Surplus of Electronic Devices

B.

Consent - Education/Student Services

1. Approval of 2023-24 Instructional Calendar
2. Approval of Comprehensive School Safety Plan (CSSP), February 2023

C. Consent - Personnel Services

T. Rogers made a motion to Kelly Wylie, President.
S. Peterson seconded the motion.

1. Approval of Certificated - Personnel Report
2. Approval of 2023-24 Employee Work Year Calendars

Consent items listed A through C were approved and adopted by a single motion.

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

IX. Business/Financial Services

A. Approval of Sage Intacct 2023-24 Accounting Services Contract (Renewal)

J. McFaul made a motion to Kelly Wylie, President.
W. Howard seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Ratification of TeachTown Expenses for Modified Curriculum for Moderate/Severe Special Education Students

W. Howard made a motion to Kelly Wylie, President.
S. Peterson seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approval of UKG Service Agreement

S. Peterson made a motion to Kelly Wylie, President.
T. Rogers seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approval of California Pacific Charter Schools Special Education In-Person Workshop

J. McFaul made a motion to Kelly Wylie, President.
W. Howard seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approval of Purchase of Student Chromebooks and Faculty Computers

T. Rogers made a motion to Kelly Wylie, President.
S. Peterson seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Ratification of 2023-25 DocuSign Contract (Renewal)

J. McFaul made a motion to Kelly Wylie, President.
W. Howard seconded the motion.
The board **VOTED** unanimously to approve the motion.

X. Education/Student Services

A. Approval of Arts, Music, and Instructional Materials Discretionary Block Grant Expenditure Plan

S. Peterson made a motion to Kelly Wylie, President.

J. McFaul seconded the motion.

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

XI. Policy Development

A. Approval of New Board Policy

T. Rogers made a motion to Kelly Wylie, President.

W. Howard seconded the motion.

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

XII. Calendar

A. The next scheduled regular meeting of the Board of Directors will be held on March 7, 2023.

Kelly Wylie, President shared that the next scheduled regular meeting of the Board of Directors will be held on March 7, 2023.

XIII. Comments

A. Board Comments

The Board thanked CPCS staff for all of their hard work on the presentations, and ensuring students are receiving their needs to be successful. They said they really enjoyed the student presentations. It is evident in the results that staff and students are happy. They commended Christine for her good work on negotiations, and Corrie for doing her homework on the UKG proposal. There are so many moving parts that are well managed, which is a testament to Christine's leadership to finding great people. They look forward to seeing everyone at the in-person meeting in March. Thank you.

B. CEO/Superintendent Comments

The CEO/Superintendent said CPCS packed in a lot of information at the meeting tonight. She was impressed staff stayed within the scheduled time for each item, saying cabinet planning to operate and estimate the time on presentations has really helped the meetings be more thorough and run on time. She commended Corrie and Shannon for their help in securing the best systems, Sage Intacct and UKG service agreements for CPCS. She looks forward to seeing everyone in-person at the March meeting, and reviewing the 2nd Interim Report. Well done!

XIV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:51 PM.

Respectfully Submitted,

K. Wylie

Documents used during the meeting

- AMENDED-CPCS Resolution-re-authorizing-AB-361_2.21.23.docx.pdf
- Cal-Pac_Presentation_re_Brown_Act_Updates_and_Board_Meetings.pdf
- January 22-23 SD School Highlights.pdf
- January 22-23 SO School Highlights.pdf
- January 22-23 LA School Highlights.pdf
- School Community & Events 2023.pdf
- CALPAC Dashboard 21-22 Board Presentation.pdf
- Warner USD Review of 2022-23 1st Interim Budget.pdf
- Acton-Agua Dulce FIB 22-23 Summary Analysis.pdf
- FIRST READING - 23_24 Board Meeting Calendar.pdf
- CalPac-SO Check Register January 31 2023.pdf
- CalPac-SD Check Register January 31 2023.pdf
- CalPac-LA Check Register January 31 2023.pdf
- J.P. Morgan Statement January 31 2023.pdf
- YMC_New_Rates_Eff._Feb_1_2023.pdf
- Goalbook Toolkit Membership 22_23, 23_24 TK10 _ Invoice 1001-49406.pdf
- ewaste list Feb 2023.pdf
- 23-24 School Calendar for Board Approval 2-21-23.pdf
- 2023 CalPac School Safety Plan.pdf
- DRAFT 2023 CalPac School Safety Plan - red line.pdf
- BUS 2023-2024 Employee Work Year Calendars.docx.pdf
- 2023-2024 Certificated 185 Days Employee Work Year Calendar.pdf
- 2023-2024 Certificated 190 Days Employee Work Year Calendar.pdf
- 2023-2024 Certificated 200 Days Employee Work Year Calendar.pdf
- 2023-2024 Certificated 205 Days Employee Work Year Calendar.pdf
- 2023-2024 Certificated 220 Days Employee Work Year Calendar.pdf
- 2023-2024 CLASSIFIED 175 Days Employee Work Year Calendar.pdf
- 2023-2024 CLASSIFIED 185 Days Employee Work Year Calendar.pdf
- 2023-2024 CLASSIFIED 12 month Employee Work Year Calendar.pdf
- CalPac Sage Intacct Contract April 2023-April 2024.pdf
- TeachTown Invoices (Totaling \$10,126.88).pdf
- BUS UKG Service Agreement 2023-2026.docx (1).pdf
- California Pacific Charter Schools - UKG MSA (UKG Clean 2023.02.16).pdf
- CalPac March 2023 Meeting 3.29.23.pdf
- SpEd In-Person Workshop March 2023 - Information.pdf
- Feb 2023 Board Staff Laptop Quote Example.pdf
- Feb 2023 Board Quote 647000 - Student Chromebook.pdf
- Feb 2023 Board Student CB Quote Example (1).pdf
- DocuSign Contract 2023-2025.pdf

- 2022_Art_and_Music_Discretionary_Block_Grant_Plan_CPC-LA.pdf
 - 2022_Art_and_Music_Discretionary_Block_Grant_Plan_CPC-SD.pdf
 - 2022_Art_and_Music_Discretionary_Block_Grant_Plan_CPC-Sonoma.pdf
 - CPCS-3016 Third-Party Processor Policy.pdf
-

FOR MORE INFORMATION

For more information concerning this agenda, contact
California Pacific Charter Schools. Telephone: 949-752-0527

Coversheet

Approval of 2023-24 Board Meeting Calendar

Section: V. Board Governance
Item: A. Approval of 2023-24 Board Meeting Calendar
Purpose: Vote
Submitted by:
Related Material: 23-24 Board Meeting Calendar.pdf



2023-2024 Board Meeting Calendar

(All dates are on the second Tuesday of the month- except where noted.)

TBD Board Retreat: Goals & Strategic Planning

Date	Items
August 8, 2023	Share School Kick-Off plans & PD Focus of the year EL Master Plan <i>Study Session: Board Evaluation</i>
September 12, 2023	Unaudited Actuals (22-23)
October 10, 2023	Student Performance Data Intervention/MTSS Fiscal Update
November 14, 2023	CTE Highlight SPSA Policies- Set 2 (5000- Student Services)
December 5, 2023*	First Interim Financial Reports Board Organization Meeting Audit Report (Draft)
January 9, 2024	Special Education Update SARC 2023-2024 Instructional Calendars
February 13, 2024	Community/Student Council/Clubs Presentation Comprehensive School Safety Plan (must be approved by March 1)
March 5, 2024*	Second Interim Financial Reports Policies- Set 3 (4000- Personnel)
May 14, 2024	Human Resources & Business Services- Strategic Staffing Plan Teacher/Staff Appreciation Board Meeting Calendar- First Reading
June 11, 2024	Year End Recap & Highlights LCAP/Budget Public Hearing Property and Casualty Insurance Policies Policies- Set 5 (9000- Board Bylaws)
June 18, 2024*	LCAP/Budget Approval Board Study Session Board & CEO Evaluations

February 21, 2023 - First Reading
BOARD APPROVED DATE

Coversheet

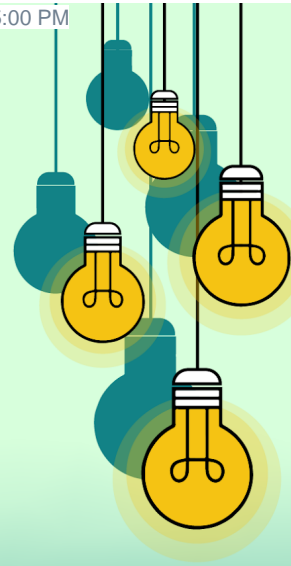
School Highlights, Presented by Christine Feher, CEO/Superintendent

Section: X. Correspondence/Proposals/Reports
Item: A. School Highlights, Presented by Christine Feher,
CEO/Superintendent
Purpose: Discuss
Submitted by:
Related Material: February 22-23 SD School Highlights.pdf
February 22-23 LA School Highlights.pdf
February 22-23 SO School Highlights.pdf

CPCS SAN DIEGO SCHOOL HIGHLIGHTS



February 2023

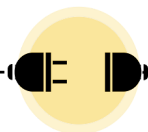


CURRENT ENROLLMENT

274

PROGRAM HIGHLIGHTS

CalPac celebrated many LOVE-ly events and activities in February. We kicked off the month with semester two K-8 M.A.R.S. (Math and Reading Success) academic support groups and a Spring club rush. We also celebrated big with the Honor Roll and On-A-Roll Ceremony followed by CTE academy meetings, recognition of the 100th day of school, high school information session for current 8th graders, standardized test preparation initiatives, field trips, diversity and equity training and other professional development opportunities. CalPac's Spring semester is off to an exciting start!





SAN DIEGO

February 2023

STUDENT ACHIEVEMENT

K-8 M.A.R.S. academic support

The 2nd Semester MARS program began with new and continuing students who qualified for additional academic support based on the Winter NWEA assessments. These students were grouped by their learning levels in both Reading and Math. Students continue to meet in small group sessions every week with their designated MARS teacher to target foundational skills and areas of growth. New to MARS this semester are the STAR and Freckle Renaissance programs. The STAR assessments enable MARS teachers to monitor student growth at more frequent intervals, while the Freckle adaptive learning platform allows students to practice foundational skills at their individual level. We look forward to gathering further data by diving deeper into these programs.

Spring Club Rush

Spring Club Rush was another great success!! We had tons of students show up and several CalPac teachers as well. We also had a lot of students who wanted to start a new club and were able to find a club leader for our new "Animal Club". This club has met several times and is off to a great start. We now have 11 clubs for our CalPac students K-12 to join online that meet twice a month.

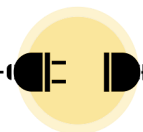
[Link to Clubs Slide](#)

Principal Honor Roll/Honor Roll Recognition

At our First Semester Award Ceremony we honored K-12 students for Principal's Honor Roll (GPA of 3.5+), Honor Roll (GPA of 3.0-3.49), and On-A-Roll for students that have overcome challenges and persevered. This is one of CalPac's favorite events as we get to recognize the academic achievements and determination of our students.

We honored 109 students:

- Principal's Honor Roll - 59
- Honor Roll - 36
- On-A-Roll - 14





SAN DIEGO

February 2023

We are incredibly proud of our honor roll recipients for their incredible academic achievement, and our on-a-roll students who continue to show perseverance and determination to succeed.

California Physical Fitness Testing

5th, 7th, and 9th grade students started the state physical fitness test this month. Students had the option to record themselves or complete the test virtually with their homeroom teacher.

Mid Year NWEA Assessment Results

2nd-8th grade students completed mid-year NWEA assessments in language arts, reading and math. Results are being used to compare with interim assessments to further support CAASPP preparation and the MARS academic support program.

CTE Academy Meetings

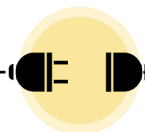
The CTE Academy met in early February for the Academy's 5th meeting of the year. For this semester, students are working on creating resumes that they can use for future job interviews. The students will continue to use the skills they are learning while working on their resumes to prepare for a job interview at our virtual (fictional) coffee cafe called the "CalPac Coastal Cafe". This will culminate in an end of the year activity where real world industry experts will interview our finalists to award a prize and a winner.

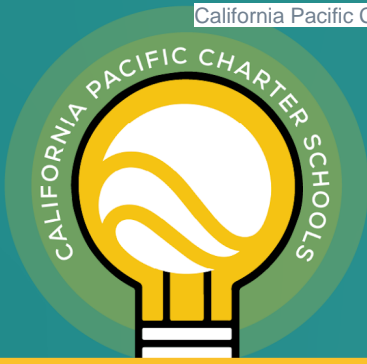
High School Information Session (8th graders)

The counseling department presented "Transitioning to High School-Why 9th grade matters" during 8th grade homeroom. Students were introduced to what it means to be College and Career Ready, graduation and A-G requirements as well as best practices to prepare for the transition. Electives and paths for after high school were presented to students with directions for next steps to meet with their counselor to discuss their goals and select 9th grade classes.

[Link to Slides](#)

[Link to Recording](#)





SAN DIEGO

February 2023

PROFESSIONAL DEVELOPMENT

Interim Assessment Training

CalPac assistant director of data and assessment led teachers through a training on utilizing CERS and interim assessments to prepare for upcoming CAASPP testing. Students will be exposed to and guided through a variety of questions that they can expect to see on the upcoming state tests. We will be able to collect some preliminary data as to the progress and preparedness of our students for the state assessments.

Diversity and Equity Training

CalPac Staff were joined by Rev. Wendell Bass and Dr. Angela Bass for a third training seminar on Diversity and Equity in Education. Our organization explored equity in social media platforms, 9 types of common biases found in the workplace, and CalPac's progress on creating an equitable educational environment for all students. We had many enriching conversations and key moments of reflection that will be utilized to move the organization forward as it pertains to celebrating diversity and creating an environment of equity for all students.

WASC

We've begun working on our self study for CalPac's combined school WASC visit next year. Staff members have divided up into groups according to sections and will be working in teams to collect evidence and build a narrative addressing the school's progress toward goals and improvement initiatives.

School Safety Plan

The 2023 Comprehensive School Safety Plan was developed with the School Site Council at a meeting held on January 25, 2023. Proposed revisions included an update of the school's administrative building address, updated office evacuation maps, updated Field Trip permission slip, updated suspected child abuse reporting form, office safety inspection checklist that replaces a hazard assessment checklist, and an added fire safety tips, checklist, and plan for home safety.





SAN DIEGO

February 2023

The plan was approved by SSC on January 25, 2023, shared with staff during an all staff meeting on January 30, 2023, and adopted by the board at the February board meeting.

Formal Classroom Observations

Formal classroom observations have been underway during the month of February. Administrators continue to collect wonderful evidence on the strong teaching and learning happening in CalPac classrooms. We're so thankful for our amazing teachers!

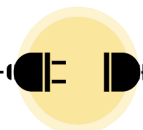
Leadership Book Club: The admin team and department chairs participated in their fifth book club session with Kurt Madden. This group is doing a deep dive into [Impact Players](#) by Liz Wiseman and discussing ways to improve their own practice and inspiring collaboration and innovation as impact players at CalPac.

E3 Committee Meeting: The E3 Committee continued their work with SDCOE this month by reflecting on goals and progress made so far, drafting revisions to the staff evaluation form, and setting action steps to keep working towards in order to roll out a new evaluation system in the 2023-24 school year.

Alludo Professional Development: Staff continued their asynchronous professional development work in Alludo to support staff yearly SMART Goals. All staff are required to utilize this platform to grow their technical and teaching skills this year.

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SMART GOALS





SAN DIEGO

February 2023

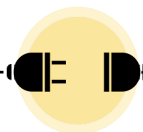
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PICTURES & VIDEOS

100th Day of School



Honor Roll Ceremony





SAN DIEGO

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La Brea Tar Pits Field Trip (2/17)

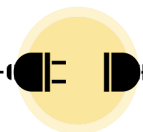


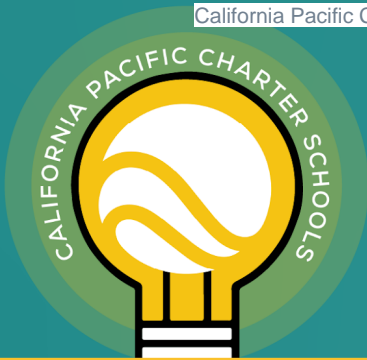
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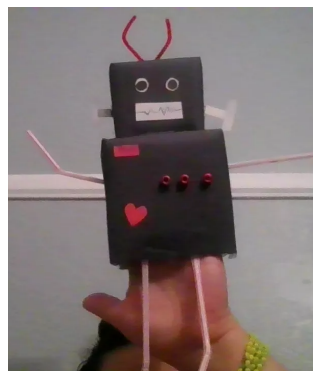
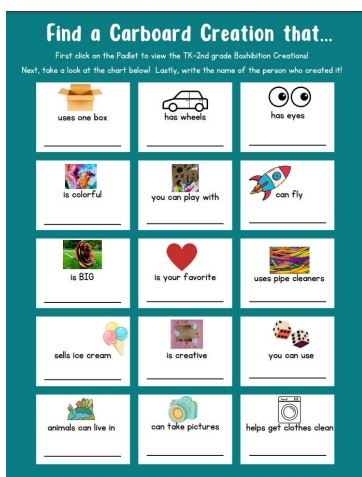


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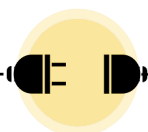
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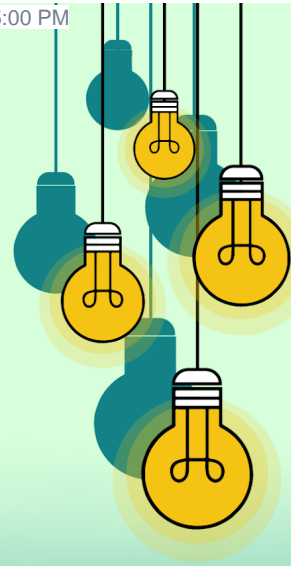
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CPCS LOS ANGELES SCHOOL HIGHLIGHTS



February 2023

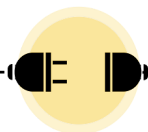


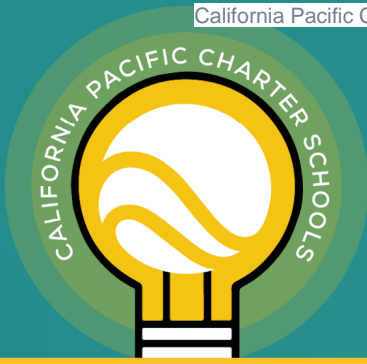
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422

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LOS ANGELES

February 2023

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We honored 159 students:

- Principal's Honor Roll - 85
- Honor Roll - 56





LOS ANGELES

February 2023

- On-A-Roll - 18

We are incredibly proud of our honor roll recipients for their incredible academic achievement, and our on-a-roll students who continue to show perseverance and determination to succeed.

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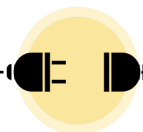
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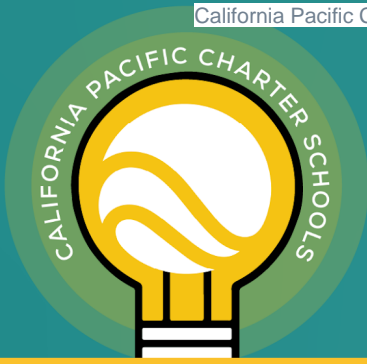
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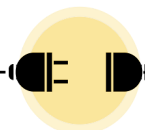
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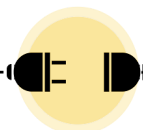
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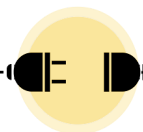
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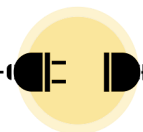


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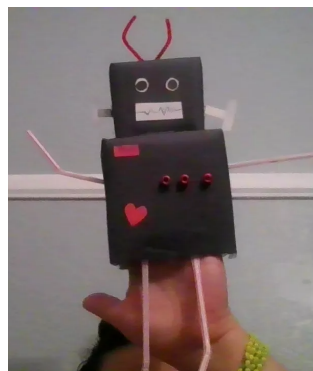
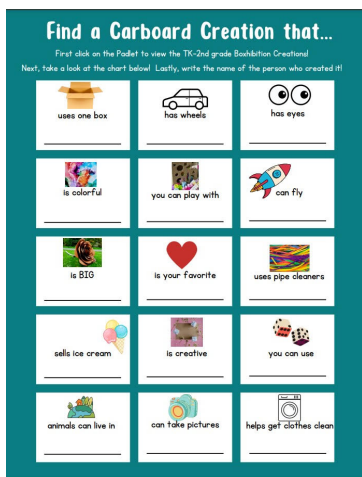


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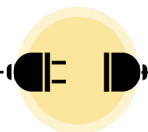
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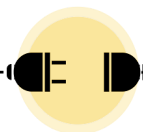




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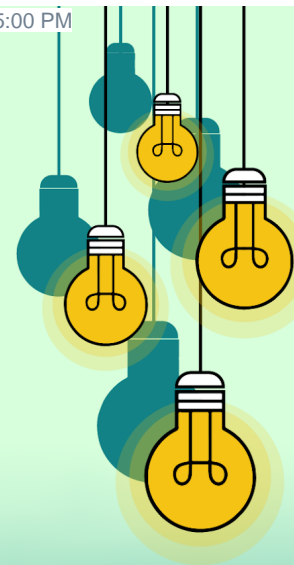
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CPCS SONOMA SCHOOL HIGHLIGHTS



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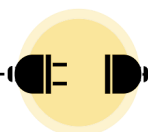


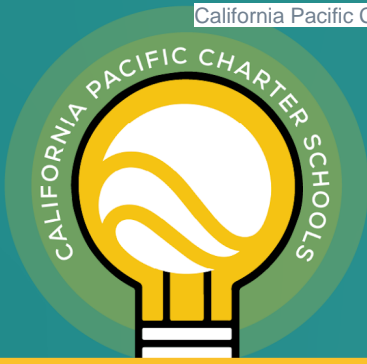
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SONOMA

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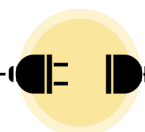
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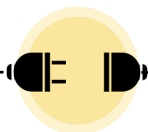
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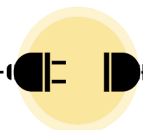
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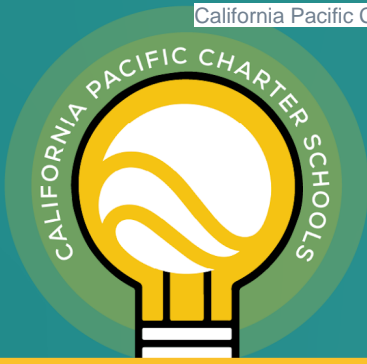
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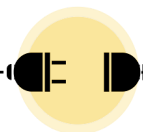
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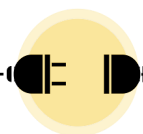


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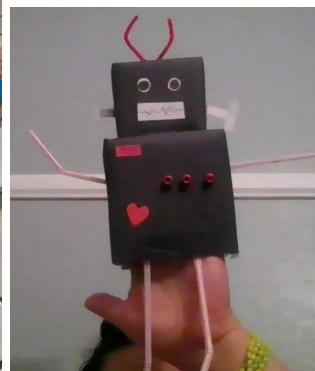
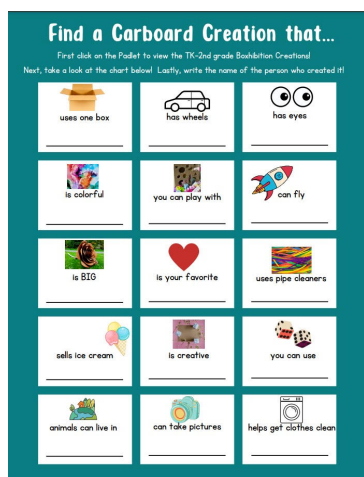


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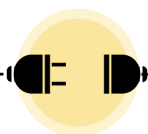
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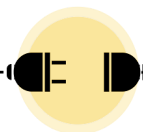




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- Read Across America Week
- Mid-Semester Progress Reports
- Spring Parent-Teacher Conferences
- Enhancing Writing Instruction PD
- 2023-24 Reenrollment
- End-of-Year Staff Evaluations
- Training/ Retreat for Special Education Department



Coversheet

Consent - Business/Financial Services

Section: XI. Consent
Item: A. Consent - Business/Financial Services
Purpose:
Submitted by:
Related Material: CalPac-SD Check Register February 2023.pdf
CalPac-SO Check Register February 2023.pdf
CalPac-LA Check Register February 2023.pdf
J.P. Morgan Statement February 28 2023.pdf

Company name: California Pacific Charter - San Diego
Report name: Check register
Created on: 3/1/2023
Location: 44--California Pacific Charter - San Diego

Bank	Date	Vendor	Document no.	Amount applied	Memo	Location
CHASE 1781 - Chase Bank	Account no: 505911781					
	2/1/2023	WORL000--Worldwide Express	101370818	757.80	Postage for CPC-SD	44--California Pacific Charter - San Diego
	2/1/2023	PART000--Partners in Special Education	101370815	972.50	ASSESSMENT AND OT SVCS NOV 2022 CPC-SD	44--California Pacific Charter - San Diego
	2/1/2023	ALPH000--Alpha Vision, Inc.	101370817	75.08	ersecurity Zoom Meeting with Corrie and Victor	44--California Pacific Charter - San Diego
	2/1/2023	ECC1000--ECC Imagina LLC.	101370819	3.33	Printer: 12/11/2022 to 1/10/2023 overage	44--California Pacific Charter - San Diego
	2/1/2023	AVID001--AVID	20137001482	393.21	Curriculum	44--California Pacific Charter - San Diego
		AVID001--AVID	20137001482	1,618.11	Membership for 22/23	44--California Pacific Charter - San Diego
		AVID001--AVID	20137001482	1,166.55	Aquilar, Frank- Registration for AVID workshop	44--California Pacific Charter - San Diego
	2/1/2023	CHRI001--Christine Feher	20137001480	1,501.65	Google Ads Advertising- January 2023	44--California Pacific Charter - San Diego
	2/1/2023	PATR001--Patrice Aquilar	20137001483	11.52	Aquilar, Patrice- Meals for CKA	44--California Pacific Charter - San Diego
		PATR001--Patrice Aquilar	20137001483	67.63	Aquilar, Patrice- Mileage for CKA conference	44--California Pacific Charter - San Diego
	2/1/2023	JILL001--Jill Stubbs	20137001481	18.32	Stubbs, Jill- Meals for CKA	44--California Pacific Charter - San Diego
		JILL001--Jill Stubbs	20137001481	5.18	Stubbs, Jill- Mileage for CKA	44--California Pacific Charter - San Diego
		JILL001--Jill Stubbs	20137001481	6.77	Stubbs, Jill- Flight change fee for CKA	44--California Pacific Charter - San Diego
	2/2/2023	DELA000--De Lae Landen Financial Services I	101370820	115.20	Copier lease for February 2023	44--California Pacific Charter - San Diego
	2/2/2023	BUCH001--Buchalter	20137001487	1,430.47	Legal services for December 2022	44--California Pacific Charter - San Diego
	2/2/2023	BUCH001--Buchalter	20137001486	802.88	Legal Services for Dec 2022	44--California Pacific Charter - San Diego
	2/9/2023	ARNE001--A&R Parcel Three	0405365246TC	1,749.92	Rent for February 2023	44--California Pacific Charter - San Diego
	2/9/2023	PROC000--Procopio, Corv, Harareaves & Savitc	101370822	9,115.19	Legal services	44--California Pacific Charter - San Diego
	2/9/2023	PROC000--Procopio, Corv, Harareaves & Savitc	101370826	1,483.96	Legal fees from 2022	44--California Pacific Charter - San Diego
	2/9/2023	CHAR001--Charter Impact	101370821	834.25	Pavroll/Retirement Services: January 2023	44--California Pacific Charter - San Diego
	2/9/2023	WORL000--Worldwide Express	101370829	683.84	Postage for CPC-SD	44--California Pacific Charter - San Diego
	2/9/2023	ALLS001--All Systems Go!	101370827	492.42	Marketing for January 2023	44--California Pacific Charter - San Diego
	2/9/2023	ALPH000--Alpha Vision, Inc.	101370828	126.47	Backupify G - Suite Cloud to Cloud Email and Dr	44--California Pacific Charter - San Diego
	2/9/2023	PART000--Partners in Special Education	101370824	130.00	OT SERVICES DECEMBER CPC-SD	44--California Pacific Charter - San Diego
	2/10/2023	RING000--RinaCentral	20137001492	1,017.02	Monthly phone bill- January 2023	44--California Pacific Charter - San Diego
	2/10/2023	EXCEL00--Excel Academy Charter School	20137001491	549.14	2 Excess STRS due to Excel Academy - J. Craiq	44--California Pacific Charter - San Diego
	2/10/2023	JILLT001--Jill Tanner	20137001488	5.80	Meals for office visit	44--California Pacific Charter - San Diego
		JILLT001--Jill Tanner	20137001488	45.25	Mileage and parking for office visit	44--California Pacific Charter - San Diego
	2/10/2023	SHAN000--Shannon Green	20137001489	28.31	age/parking for SSC conference and office visit	44--California Pacific Charter - San Diego
	2/14/2023	BALL001--Balloons by Jenn	101370830	271.01	Balloons for SoCal Graduation	44--California Pacific Charter - San Diego
	2/15/2023	BERK000--Berkshire Hathaway	0469466417TC	5,273.93	Workers Comp - January 2023	44--California Pacific Charter - San Diego
	2/15/2023	OHIO001--Ohio Bureau of Workers' Compensat	0469466404TC	47.38	Ohio Worker's Comp	44--California Pacific Charter - San Diego
	2/15/2023	CLIF000--Clifton Larson Allen LLP	20137001494	525.57	2021 Federal and State Tax Preparation	44--California Pacific Charter - San Diego

Company name: California Pacific Charter - San Diego
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Bank	Date	Vendor	Document no.	Amount applied	Memo	Location
CHASE 1781 - Chase Bank	Account no: 505911781					
	2/15/2023	IRON000--Iron Mountain	20137001493	10.08	Storage/Service for January 2023	44--California Pacific Charter - San Diego
	2/16/2023	CALI003--CaliforniaChoice	101370831	63,392.01	March 2023 Medical Premiums	44--California Pacific Charter - San Diego
	2/17/2023	METL001--MetLife Small Business Center	20137001497	11,783.85	February insurance payment	44--California Pacific Charter - San Diego
	2/21/2023	WORL000--Worldwide Express	101370835	319.04	Postage for CPC-SD	44--California Pacific Charter - San Diego
	2/21/2023	NYSI000--NYSIF Disability Benefits	101370833	128.23	Disability Benefits from 1/6/23 - 2/3/23	44--California Pacific Charter - San Diego
	2/21/2023	SPEC000--Specialized Therapy Services	101370832	60.30	APE SERVICES December CPC-SD	44--California Pacific Charter - San Diego
	2/21/2023	ECCI000--ECC Imagina LLC.	101370834	3.33	1/11/2023 to 2/10/2023 overage period	44--California Pacific Charter - San Diego
	2/22/2023	PROC000--Procopio, Cory, Hargreaves & Savitc.	101370840	2,502.35	Legal fees November 2022	44--California Pacific Charter - San Diego
	2/22/2023	PROC000--Procopio, Cory, Hargreaves & Savitc.	101370841	1,817.13	Legal fees for 2022	44--California Pacific Charter - San Diego
	2/22/2023	PROC000--Procopio, Cory, Hargreaves & Savitc.	101370839	533.48	Legal fees for 2022	44--California Pacific Charter - San Diego
	2/22/2023	PROC000--Procopio, Cory, Hargreaves & Savitc.	101370842	318.88	Legal fees for 2022	44--California Pacific Charter - San Diego
	2/22/2023	PROC000--Procopio, Cory, Hargreaves & Savitc.	101370838	186.87	Legal fees November 2022	44--California Pacific Charter - San Diego
	2/22/2023	PROC000--Procopio, Cory, Hargreaves & Savitc.	101370843	46.72	Legal fees for January 2023	44--California Pacific Charter - San Diego
	2/22/2023	WORL000--Worldwide Express	101370836	348.67	Postage for CPC-SD	44--California Pacific Charter - San Diego
	2/23/2023	JASO000--Jason D. McFaul	1009104794	200.00	FEBRUARY 2023 Board Stipends - JM	44--California Pacific Charter - San Diego
	2/23/2023	WILL000--William J Howard Jr. WILL000--William J Howard Jr.	1009104795 1009104795	200.00 150.00	FEBRUARY 2023 Board Stipends - WH EB Dir. Eval. Comm. 2023 Board Stipends - WH	44--California Pacific Charter - San Diego 44--California Pacific Charter - San Diego
	2/23/2023	TANY001--Tanya Rogers TANY001--Tanya Rogers	1009104798 1009104798	150.00 200.00	FEB Dir. Eval. Comm. 2023 Board Stipends - TR FEBRUARY 2023 Board Stipends - TR	44--California Pacific Charter - San Diego 44--California Pacific Charter - San Diego
	2/23/2023	KELL000--Kelly Wylie	1009104796	200.00	FEBRUARY 2023 Board Stipends - KW	44--California Pacific Charter - San Diego
	2/23/2023	SHIR000--Shirley Peterson	1109104797	200.00	FEBRUARY 2023 Board Stipends - SP	44--California Pacific Charter - San Diego
	2/23/2023	SEAS001--Carly Stone (Sea Stone Productions)	20137001530	233.59	Video Post - Production for Field Trip	44--California Pacific Charter - San Diego
	2/23/2023	TSWT000--TSW Therapy, Inc.	20137001531	550.00	OT SERVICES JANUARY CPC-SD	44--California Pacific Charter - San Diego
	2/23/2023	AMAZ000--Amazon	20137001507	36.66	Office supplies- tape	44--California Pacific Charter - San Diego
	2/23/2023	AMAZ000--Amazon	20137001526	22.09	Office supplies	44--California Pacific Charter - San Diego
	2/23/2023	AMAZ000--Amazon	20137001517	40.23	Visual Arts kit for student in CPC-SD	44--California Pacific Charter - San Diego
	2/23/2023	AMAZ000--Amazon	20137001524	26.53	Office supplies	44--California Pacific Charter - San Diego
	2/23/2023	AMAZ000--Amazon	20137001516	40.23	Visual Arts kit for student in CPC-SD	44--California Pacific Charter - San Diego
	2/23/2023	AMAZ000--Amazon	20137001521	3.94	Office supplies	44--California Pacific Charter - San Diego
	2/23/2023	KMED001--KM Educational Consulting and Exec	20137001503	412.96	Professional Services - January 2023	44--California Pacific Charter - San Diego

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	2/23/2023	CHRI001--Christine Feher	20137001499	83.74	Feher, Christine- Flight for DLC	44--California Pacific Charter - San Diego
		CHRI001--Christine Feher	20137001499	26.07	Feher, Christine- Mileage/Uber for DLC	44--California Pacific Charter - San Diego
		CHRI001--Christine Feher	20137001499	152.74	Feher, Christine- Hotel for DLC	44--California Pacific Charter - San Diego
		CHRI001--Christine Feher	20137001499	24.90	Feher, Christine- Meals for DLC	44--California Pacific Charter - San Diego
	2/23/2023	ARIT001--Ari Tavakoulnia	20137001501	8.84	Tavakoulnia, Ari- CAST conference	44--California Pacific Charter - San Diego
	2/23/2023	ROMY001--Romy Fay-Mason	20137001502	70.08	Mileage for office work days	44--California Pacific Charter - San Diego
	2/27/2023	MELI001--Melissa Bearup	101370850	234.68	SpEd protocols- Speech	44--California Pacific Charter - San Diego
	2/27/2023	MELI001--Melissa Bearup	Voided - 101370644	-234.68	SpEd protocols- Speech	44--California Pacific Charter - San Diego
	2/27/2023	CYNT000--Cynthia Corbett	101370847	8.23	Mileage reimbursement for SpEd retreat	44--California Pacific Charter - San Diego
	2/27/2023	DONA001--Donald McLeish	101370848	9.40	Mileage reimbursement for PD- Donald McLeish	44--California Pacific Charter - San Diego
	2/27/2023	DONA001--Donald McLeish	101370849	7.96	Lunch for meeting	44--California Pacific Charter - San Diego
	2/27/2023	DONA001--Donald McLeish	Voided - 101370627	-9.40	Mileage reimbursement for PD- Donald McLeish	44--California Pacific Charter - San Diego
	2/27/2023	DONA001--Donald McLeish	Voided - 101370464	-7.96	Lunch for meeting	44--California Pacific Charter - San Diego
	2/27/2023	CYNT000--Cynthia Corbett	Voided - 101370234	-8.23	Mileage reimbursement for SpEd retreat	44--California Pacific Charter - San Diego
	2/27/2023	LESL001--Leslee Bayer	Voided - 101370475	-8.03	Lunch for meeting	44--California Pacific Charter - San Diego
	2/27/2023	LISA001--Lisa Ross	Voided - 101370279	-13.66	lacement stale dated check 6-4-19 Strs Refund	44--California Pacific Charter - San Diego
	2/28/2023	ENOM001--Enome, Inc. (Goalbook)	101370851	1,591.74	Special Education Membership 22/23 SY	44--California Pacific Charter - San Diego
		ENOM001--Enome, Inc. (Goalbook)	101370851	2,387.62	Special Education Membership 23/24 SY	44--California Pacific Charter - San Diego
	2/28/2023	KAHO001--Kahoot! ASA	101370855	195.05	Kahoot ! EDU Standard Licenses	44--California Pacific Charter - San Diego
		KAHO001--Kahoot! ASA	101370855	468.08	Kahoot ! EDU Standard Licenses	44--California Pacific Charter - San Diego
	2/28/2023	KAJE000--Kajeet, Inc	101370854	159.40	Kajeet Student Unlimited Plans and Devices	44--California Pacific Charter - San Diego
	2/28/2023	UNDE001--Underwood Family Farms	101370852	80.75	Field Trip tickets-Educational Farm Tour	44--California Pacific Charter - San Diego
	2/28/2023	KAJE000--Kajeet, Inc	101370853	41.83	Kajeet Public Sector Unlimited Plan	44--California Pacific Charter - San Diego
	2/28/2023	SCHO000--School Pathways, LLC	20137001537	804.70	ttery Annual Subscription 2/1/2023-6/30/2024	44--California Pacific Charter - San Diego
		SCHO000--School Pathways, LLC	20137001537	335.30	ttery Annual Subscription 2/1/2023-6/30/2024	44--California Pacific Charter - San Diego
	2/28/2023	LESL001--Leslee Bayer	20137001534	8.03	Lunch for meeting	44--California Pacific Charter - San Diego
	2/28/2023	LISA001--Lisa Ross	20137001533	13.66	lacement stale dated check 6-4-19 Strs Refund	44--California Pacific Charter - San Diego
Total for CHASE 1781				121,873.67		

Company name: California Pacific Charter - Sonoma
Report name: Check register
Created on: 3/1/2023
Location: 95--California Pacific Charter - Sonoma

Bank	Date	Vendor	Document no.	Amount applied	Memo	Location
CHASE 1781 - Chase Bank	Account no: 505911781					
	2/1/2023	WORL000--Worldwide Express	101370818	328.62	Postage for CPC-SO	95--California Pacific Charter - Sonoma
	2/1/2023	ALPH000--Alpha Vision, Inc.	101370817	36.86	ersecurity Zoom Meeting with Corrie and Victor	95--California Pacific Charter - Sonoma
	2/1/2023	ECCI000--ECC Imaaqn LLC.	101370819	1.64	Printer: 12/11/2022 to 1/10/2023 overage	95--California Pacific Charter - Sonoma
	2/1/2023	AVID001--AVID	20137001482	794.27	Membership for 22/23	95--California Pacific Charter - Sonoma
		AVID001--AVID	20137001482	1,166.55	Aguilar, Frank- Registration for AVID workshop	95--California Pacific Charter - Sonoma
		AVID001--AVID	20137001482	193.02	Curriculum	95--California Pacific Charter - Sonoma
	2/1/2023	CHRI001--Christine Feher	20137001480	737.10	Google Ads Advertising- January 2023	95--California Pacific Charter - Sonoma
	2/1/2023	PATRO01--Patrice Aguilar	20137001483	33.20	Aguilar, Patrice- Mileage for CKA conference	95--California Pacific Charter - Sonoma
		PATRO01--Patrice Aquilar	20137001483	5.65	Aguilar, Patrice- Meals for CKA	95--California Pacific Charter - Sonoma
	2/1/2023	JILL001--Jill Stubbs	20137001481	3.33	Stubbs, Jill- Flight change fee for CKA	95--California Pacific Charter - Sonoma
		JILL001--Jill Stubbs	20137001481	2.54	Stubbs, Jill- Mileage for CKA	95--California Pacific Charter - Sonoma
		JILL001--Jill Stubbs	20137001481	9.00	Stubbs, Jill- Meals for CKA	95--California Pacific Charter - Sonoma
	2/2/2023	DELA000--De Laae Landen Financial Services I	101370820	56.55	Copier lease for February 2023	95--California Pacific Charter - Sonoma
	2/2/2023	BUCH001--Buchalter	20137001487	702.16	Legal services for December 2022	95--California Pacific Charter - Sonoma
	2/2/2023	BUCH001--Buchalter	20137001486	394.10	Legal Services for Dec 2022	95--California Pacific Charter - Sonoma
	2/9/2023	ARNE001--A&R Parcel Three	0405365246TC	858.97	Rent for February 2023	95--California Pacific Charter - Sonoma
	2/9/2023	PROC000--Procopio, Cory, Harareaves & Savitc	101370822	4,474.28	Legal services	95--California Pacific Charter - Sonoma
	2/9/2023	PROC000--Procopio, Cory, Harareaves & Savitc	101370826	728.42	Legal fees from 2022	95--California Pacific Charter - Sonoma
	2/9/2023	CHAR001--Charter Impact	101370821	409.50	Payroll/Retirement Services: January 2023	95--California Pacific Charter - Sonoma
	2/9/2023	WORL000--Worldwide Express	101370829	435.44	Postage for CPC-SO	95--California Pacific Charter - Sonoma
	2/9/2023	ALLS001--All Systems Go!	101370827	241.71	Marketing for January 2023	95--California Pacific Charter - Sonoma
	2/9/2023	ALPH000--Alpha Vision, Inc.	101370828	62.08	Backupify G - Suite Cloud to Cloud Email and Dr	95--California Pacific Charter - Sonoma
	2/9/2023	PART000--Partners in Special Education	101370823	260.00	OT SERVICES DECEMBER CPC-SO	95--California Pacific Charter - Sonoma
	2/10/2023	RING000--RinaCentral	20137001492	499.21	Monthly phone bill- January 2023	95--California Pacific Charter - Sonoma
	2/10/2023	JILLT001--Jill Tanner	20137001488	22.21	Mileage and parking for office visit	95--California Pacific Charter - Sonoma
		JILLT001--Jill Tanner	20137001488	2.85	Meals for office visit	95--California Pacific Charter - Sonoma
	2/10/2023	SHAN000--Shannon Green	20137001489	13.90	age/parking for SSC conference and office visit	95--California Pacific Charter - Sonoma
	2/10/2023	UNPL001--Unplug Studio LLC	20137001490	50.00	Hosting and Maintenance- February 2023	95--California Pacific Charter - Sonoma
	2/15/2023	OHIO001--Ohio Bureau of Workers' Compensat	0469466404TC	23.26	Ohio Worker's Comp	95--California Pacific Charter - Sonoma
	2/15/2023	CLIF000--Clifton Larson Allen LLP	20137001494	257.99	2021 Federal and State Tax Preparation	95--California Pacific Charter - Sonoma
	2/15/2023	IRON000--Iron Mountain	20137001493	4.95	Storage/Service for January 2023	95--California Pacific Charter - Sonoma
	2/21/2023	WORL000--Worldwide Express	101370835	176.78	Postage for CPC-SO	95--California Pacific Charter - Sonoma

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	2/21/2023	NYSI000--NYSIF Disability Benefits	101370833	62.94	Disability Benefits from 1/6/23 - 2/3/23	95--California Pacific Charter - Sonoma
	2/21/2023	ECCI000--ECC Imaging LLC.	101370834	1.64	1/11/2023 to 2/10/2023 overage period	95--California Pacific Charter - Sonoma
	2/22/2023	PROC000--Procopio, Cory, Harareaves & Savitc	101370840	1,228.30	Legal fees November 2022	95--California Pacific Charter - Sonoma
	2/22/2023	PROC000--Procopio, Cory, Harareaves & Savitc	101370841	891.96	Legal fees for 2022	95--California Pacific Charter - Sonoma
	2/22/2023	PROC000--Procopio, Cory, Harareaves & Savitc	101370839	261.87	Legal fees for 2022	95--California Pacific Charter - Sonoma
	2/22/2023	PROC000--Procopio, Cory, Harareaves & Savitc	101370842	156.53	Legal fees for 2022	95--California Pacific Charter - Sonoma
	2/22/2023	EMHS000--EMH Sports USA, Inc.	101370845	190.00	APE SERVICES CPC-SO	95--California Pacific Charter - Sonoma
	2/22/2023	PROC000--Procopio, Cory, Harareaves & Savitc	101370838	91.73	Legal fees November 2022	95--California Pacific Charter - Sonoma
	2/22/2023	YMCL000--Law Offices of Young, Minney & Corr	101370844	244.00	Legal fees- January 2023	95--California Pacific Charter - Sonoma
	2/22/2023	PROC000--Procopio, Cory, Hargreaves & Savitc	101370843	22.93	Legal fees for January 2023	95--California Pacific Charter - Sonoma
	2/22/2023	WORL000--Worldwide Express	101370836	347.11	Postage for CPC-SO	95--California Pacific Charter - Sonoma
	2/23/2023	JASO000--Jason D. McFaul	1009104794	200.00	FEBRUARY 2023 Board Stipends - JM	95--California Pacific Charter - Sonoma
	2/23/2023	WILL000--William J Howard Jr.	1009104795	200.00	FEBRUARY 2023 Board Stipends - WH	95--California Pacific Charter - Sonoma
	2/23/2023	WILL000--William J Howard Jr.	1009104795	150.00	EB Dir. Eval. Comm. 2023 Board Stipends - WH	95--California Pacific Charter - Sonoma
	2/23/2023	TANY001--Tanya Rogers	1009104798	200.00	FEBRUARY 2023 Board Stipends - TR	95--California Pacific Charter - Sonoma
	2/23/2023	TANY001--Tanya Rogers	1009104798	150.00	EB Dir. Eval. Comm. 2023 Board Stipends - TR	95--California Pacific Charter - Sonoma
	2/23/2023	KELL000--Kelly Wylie	1009104796	200.00	FEBRUARY 2023 Board Stipends - KW	95--California Pacific Charter - Sonoma
	2/23/2023	SHIR000--Shirley Peterson	1109104797	200.00	FEBRUARY 2023 Board Stipends - SP	95--California Pacific Charter - Sonoma
	2/23/2023	SEAS001--Carly Stone (Sea Stone Productions)	20137001530	114.66	Video Post - Production for Field Trip	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001507	18.00	Office supplies- tape	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001526	10.84	Office supplies	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001512	40.41	Visual Arts kit for student in CPC-SO	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001506	40.23	Visual Arts kit for student in CPC-SO	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001510	40.09	Visual Arts kit for student in CPC-SO	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001513	39.86	Visual Arts kit for student in CPC-SO	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001527	22.25	K-6 Art Enrichment kit for student in CPC-SO	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001524	13.03	Office supplies	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001511	40.41	Visual Arts kit for student in CPC-SO	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001523	40.09	Visual Arts kit for student in CPC-SO	95--California Pacific Charter - Sonoma
	2/23/2023	AMAZ000--Amazon	20137001514	40.09	Visual Arts kit for student in CPC-SO	95--California Pacific Charter - Sonoma

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	2/23/2023	AMAZ000--Amazon	20137001521	1.93	Office supplies	95--California Pacific Charter - Sonoma
	2/23/2023	KMED001--KM Educational Consulting and Exec	20137001503	202.70	Professional Services - January 2023	95--California Pacific Charter - Sonoma
	2/23/2023	CHRI001--Christine Feher	20137001499	74.97	Feher, Christine- Hotel for DLC	95--California Pacific Charter - Sonoma
		CHRI001--Christine Feher	20137001499	12.79	Feher, Christine- Mileage/Uber for DLC	95--California Pacific Charter - Sonoma
		CHRI001--Christine Feher	20137001499	41.10	Feher, Christine- Flight for DLC	95--California Pacific Charter - Sonoma
		CHRI001--Christine Feher	20137001499	12.22	Feher, Christine- Meals for DLC	95--California Pacific Charter - Sonoma
	2/23/2023	STAP001--Staples Technology Solutions	20137001498	96.00	CHROME OS MANAGEMENT for new computers	95--California Pacific Charter - Sonoma
	2/23/2023	ARIT001--Ari Tavakoulia	20137001501	4.34	Tavakoulia, Ari- CAST conference	95--California Pacific Charter - Sonoma
	2/23/2023	ROMY001--Romy Fay-Mason	20137001502	34.40	Mileage for office work days	95--California Pacific Charter - Sonoma
	2/27/2023	MELI001--Melissa Bearup	101370850	84.38	SpEd protocols- Speech	95--California Pacific Charter - Sonoma
	2/27/2023	MELI001--Melissa Bearup	Voided - 101370644	-84.38	SpEd protocols- Speech	95--California Pacific Charter - Sonoma
	2/27/2023	CYNT000--Cynthia Corbett	101370847	4.87	Mileage reimbursement for SpEd retreat	95--California Pacific Charter - Sonoma
	2/27/2023	DONA001--Donald McLeish	101370848	3.38	Mileage reimbursement for PD- Donald McLeish	95--California Pacific Charter - Sonoma
	2/27/2023	DONA001--Donald McLeish	101370849	4.71	Lunch for meeting	95--California Pacific Charter - Sonoma
	2/27/2023	DONA001--Donald McLeish	Voided - 101370627	-3.38	Mileage reimbursement for PD- Donald McLeish	95--California Pacific Charter - Sonoma
	2/27/2023	DONA001--Donald McLeish	Voided - 101370464	-4.71	Lunch for meeting	95--California Pacific Charter - Sonoma
	2/27/2023	CYNT000--Cynthia Corbett	Voided - 101370234	-4.87	Mileage reimbursement for SpEd retreat	95--California Pacific Charter - Sonoma
	2/27/2023	LESL001--Leslee Bayer	Voided - 101370475	-4.76	Lunch for meeting	95--California Pacific Charter - Sonoma
	2/28/2023	ENOM001--Enome, Inc. (Goalbook)	101370851	781.33	Special Education Membership 22/23 SY	95--California Pacific Charter - Sonoma
		ENOM001--Enome, Inc. (Goalbook)	101370851	1,171.99	Special Education Membership 23/24 SY	95--California Pacific Charter - Sonoma
	2/28/2023	KAHO001--Kahoot! ASA	101370855	229.76	Kahoot ! EDU Standard Licenses	95--California Pacific Charter - Sonoma
		KAHO001--Kahoot! ASA	101370855	95.74	Kahoot ! EDU Standard Licenses	95--California Pacific Charter - Sonoma
	2/28/2023	KAJE000--Kajeet, Inc	101370854	78.25	Kajeet Student Unlimited Plans and Devices	95--California Pacific Charter - Sonoma
	2/28/2023	UNDE001--Underwood Family Farms	101370852	39.64	Field Trip tickets-Educational Farm Tour	95--California Pacific Charter - Sonoma
	2/28/2023	KAJE000--Kajeet, Inc	101370853	20.53	Kajeet Public Sector Unlimited Plan	95--California Pacific Charter - Sonoma
	2/28/2023	SCHO000--School Pathways, LLC	20137001536	164.70	tterv Annual Subscription 2/1/2023-6/30/2024	95--California Pacific Charter - Sonoma
		SCHO000--School Pathways, LLC	20137001536	395.30	tterv Annual Subscription 2/1/2023-6/30/2024	95--California Pacific Charter - Sonoma
	2/28/2023	LESL001--Leslee Bayer	20137001534	4.76	Lunch for meeting	95--California Pacific Charter - Sonoma
Total for CHASE 1781				21,702.80		

Company name: California Pacific Charter - Los Angeles
Report name: Check register
Created on: 3/1/2023
Location: 55--California Pacific Charter - Los Angeles

Bank	Date	Vendor	Document no.	Amount applied	Memo	Location
CHASE 1781 - Chase Bank	Account no: 505911781					
	2/1/2023	WORL000--Worldwide Express	101370818	999.30	Postage for CPC-LA	55--California Pacific Charter - Los Angeles
	2/1/2023	PART000--Partners in Special Education	101370816	260.00	SPED OT SVCS NOV 2022 CPC-LA	55--California Pacific Charter - Los Angeles
	2/1/2023	ALPH000--Alpha Vision, Inc.	101370817	113.06	ersecurity Zoom Meeting with Corrie and Victor	55--California Pacific Charter - Los Angeles
	2/1/2023	ECCI000--ECC Imagina LLC.	101370819	5.03	Printer: 12/11/2022 to 1/10/2023 overage	55--California Pacific Charter - Los Angeles
	2/1/2023	AVID001--AVID	20137001482	2,436.62	Membership for 22/23	55--California Pacific Charter - Los Angeles
		AVID001--AVID	20137001482	592.13	Curriculum	55--California Pacific Charter - Los Angeles
		AVID001--AVID	20137001482	1,166.90	Aquilar, Frank- Registration for AVID workshop	55--California Pacific Charter - Los Angeles
	2/1/2023	CHRI001--Christine Feher	20137001480	2,261.25	Google Ads Advertising- January 2023	55--California Pacific Charter - Los Angeles
	2/1/2023	PATR001--Patrice Aquilar	20137001483	17.34	Aquilar, Patrice- Meals for CKA	55--California Pacific Charter - Los Angeles
		PATR001--Patrice Aquilar	20137001483	101.85	Aquilar, Patrice- Mileage for CKA conference	55--California Pacific Charter - Los Angeles
	2/1/2023	JILL001--Jill Stubbs	20137001481	27.60	Stubbs, Jill- Meals for CKA	55--California Pacific Charter - Los Angeles
		JILL001--Jill Stubbs	20137001481	10.21	Stubbs, Jill- Flight change fee for CKA	55--California Pacific Charter - Los Angeles
		JILL001--Jill Stubbs	20137001481	7.80	Stubbs, Jill- Mileage for CKA	55--California Pacific Charter - Los Angeles
	2/2/2023	DELA000--De Lae Landen Financial Services I	101370820	173.47	Copier lease for February 2023	55--California Pacific Charter - Los Angeles
	2/2/2023	BUCH001--Buchalter	20137001487	2,154.07	Legal services for December 2022	55--California Pacific Charter - Los Angeles
	2/2/2023	BUCH001--Buchalter	20137001486	1,209.02	Legal Services for Dec 2022	55--California Pacific Charter - Los Angeles
	2/9/2023	ARNE001--A&R Parcel Three	0405365246TC	2,635.11	Rent for February 2023	55--California Pacific Charter - Los Angeles
	2/9/2023	PROC000--Procopio, Corv, Harareaves & Savitc.	101370822	13,726.04	Legal services	55--California Pacific Charter - Los Angeles
	2/9/2023	PROC000--Procopio, Corv, Harareaves & Savitc.	101370826	2,234.62	Legal fees from 2022	55--California Pacific Charter - Los Angeles
	2/9/2023	CHAR001--Charter Impact	101370821	1,256.25	Pavroll/Retirement Services: January 2023	55--California Pacific Charter - Los Angeles
	2/9/2023	WORL000--Worldwide Express	101370829	867.80	Postage for CPC-LA	55--California Pacific Charter - Los Angeles
	2/9/2023	ALLS001--All Systems Go!	101370827	741.50	Marketing for January 2023	55--California Pacific Charter - Los Angeles
	2/9/2023	ALPH000--Alpha Vision, Inc.	101370828	190.45	Backupify G - Suite Cloud to Cloud Email and Dr	55--California Pacific Charter - Los Angeles
	2/9/2023	PART000--Partners in Special Education	101370825	130.00	OT SERVICES DECEMBER CPC-LA	55--California Pacific Charter - Los Angeles
	2/10/2023	RING000--RinaCentral	20137001492	1,531.46	Monthly phone bill- January 2023	55--California Pacific Charter - Los Angeles
	2/10/2023	JILLT001--Jill Tanner	20137001488	68.13	Mileage and parking for office visit	55--California Pacific Charter - Los Angeles
		JILLT001--Jill Tanner	20137001488	8.73	Meals for office visit	55--California Pacific Charter - Los Angeles
	2/10/2023	SHAN000--Shannon Green	20137001489	42.64	age/parking for SSC conference and office visit	55--California Pacific Charter - Los Angeles
	2/14/2023	BALL001--Balloons by Jenn	101370830	271.02	Balloons for SoCal Graduation	55--California Pacific Charter - Los Angeles
	2/15/2023	OHIO001--Ohio Bureau of Workers' Compensat	0469466404TC	71.36	Ohio Worker's Comp	55--California Pacific Charter - Los Angeles
	2/15/2023	AMAZ000--Amazon	20137001496	40.78	Visual arts kit for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/15/2023	CLIF000--Clifton Larson Allen LLP	20137001494	791.44	2021 Federal and State Tax Preparation	55--California Pacific Charter - Los Angeles
	2/15/2023	IRON000--Iron Mountain	20137001493	15.19	Storage/Service for January 2023	55--California Pacific Charter - Los Angeles

Company name: California Pacific Charter - Los Angeles
Report name: Check register
Created on: 3/1/2023
Location: 55--California Pacific Charter - Los Angeles

Bank	Date	Vendor	Document no.	Amount applied	Memo	Location
CHASE 1781 - Chase Bank	Account no: 505911781					
	2/21/2023	WORL000--Worldwide Express	101370835	580.71	Postage for CPC-LA	55--California Pacific Charter - Los Angeles
	2/21/2023	NYSI000--NYSIF Disability Benefits	101370833	193.10	Disability Benefits from 1/6/23 - 2/3/23	55--California Pacific Charter - Los Angeles
	2/21/2023	ECCI000--ECC Imagine LLC.	101370834	5.03	1/11/2023 to 2/10/2023 overage period	55--California Pacific Charter - Los Angeles
	2/22/2023	PROC000--Procopio, Corv, Harareaves & Savitc.	101370840	3,768.15	Legal fees November 2022	55--California Pacific Charter - Los Angeles
	2/22/2023	PROC000--Procopio, Corv, Harareaves & Savitc.	101370841	2,736.31	Legal fees for 2022	55--California Pacific Charter - Los Angeles
	2/22/2023	PROC000--Procopio, Corv, Harareaves & Savitc.	101370839	803.35	Legal fees for 2022	55--California Pacific Charter - Los Angeles
	2/22/2023	PROC000--Procopio, Corv, Harareaves & Savitc.	101370842	480.19	Legal fees for 2022	55--California Pacific Charter - Los Angeles
	2/22/2023	EMHS000--EMH Sports USA, Inc.	101370845	380.00	APE SERVICES CPC-LA	55--California Pacific Charter - Los Angeles
	2/22/2023	PROC000--Procopio, Corv, Harareaves & Savitc.	101370838	281.40	Legal fees November 2022	55--California Pacific Charter - Los Angeles
	2/22/2023	PROC000--Procopio, Corv, Harareaves & Savitc.	101370843	70.35	Legal fees for January 2023	55--California Pacific Charter - Los Angeles
	2/22/2023	WORL000--Worldwide Express	101370836	503.94	Postage for CPC-LA	55--California Pacific Charter - Los Angeles
	2/22/2023	JANE000--Janet E. Kohtz	101370837	210.00	VISION THERAPY CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	JASO000--Jason D. McFaul	1009104794	200.00	FEBRUARY 2023 Board Stipends - JM	55--California Pacific Charter - Los Angeles
	2/23/2023	WILL000--William J Howard Jr.	1009104795	200.00	FEBRUARY 2023 Board Stipends - WH	55--California Pacific Charter - Los Angeles
		WILL000--William J Howard Jr.	1009104795	150.00	EB Dir. Eval. Comm. 2023 Board Stipends - WH	55--California Pacific Charter - Los Angeles
	2/23/2023	TANY001--Tanva Rodgers	1009104798	150.00	EB Dir. Eval. Comm. 2023 Board Stipends - TR	55--California Pacific Charter - Los Angeles
		TANY001--Tanva Rodgers	1009104798	200.00	FEBRUARY 2023 Board Stipends - TR	55--California Pacific Charter - Los Angeles
	2/23/2023	KELL000--Kelly Wylie	1009104796	200.00	FEBRUARY 2023 Board Stipends - KW	55--California Pacific Charter - Los Angeles
	2/23/2023	SHIR000--Shirley Peterson	1109104797	200.00	FEBRUARY 2023 Board Stipends - SP	55--California Pacific Charter - Los Angeles
	2/23/2023	SEAS001--Carly Stone (Sea Stone Productions)	20137001530	351.75	Video Post - Production for Field Trip	55--California Pacific Charter - Los Angeles
	2/23/2023	TSWT000--TSW Therapy, Inc.	20137001532	618.75	OT SERVICES JANUARY CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001529	40.23	Visual Arts kit for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001507	55.20	Office supplies- tape	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001526	33.27	Office supplies	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001509	40.78	Visual Arts kit for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001515	40.23	Visual Arts kit for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001528	39.86	Visual Arts kit for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001505	39.86	Visual Arts kit for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001518	39.86	Visual Arts kit for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001520	22.58	Art Enrichment supplies for student in CPC-LA	55--California Pacific Charter - Los Angeles

Company name: California Pacific Charter - Los Angeles
Report name: Check register
Created on: 3/1/2023
Location: 55--California Pacific Charter - Los Angeles

Bank	Date	Vendor	Document no.	Amount applied	Memo	Location
CHASE 1781 - Chase Bank	Account no: 505911781					
	2/23/2023	AMAZ000--Amazon	20137001524	39.96	Office supplies	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001504	40.50	Visual Arts kit for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001508	40.50	Visual Arts kit for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001519	39.86	Visual Arts kit for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001525	22.58	Art Enrichment supplies for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001522	22.53	Art Enrichment supplies for student in CPC-LA	55--California Pacific Charter - Los Angeles
	2/23/2023	AMAZ000--Amazon	20137001521	5.93	Office supplies	55--California Pacific Charter - Los Angeles
	2/23/2023	OXFO000--Oxford Consulting Services, Inc. OXFO000--Oxford Consulting Services, Inc.	20137001500 20137001500	2,281.25 214.00	BIS/ERMHS PT SERVICES	55--California Pacific Charter - Los Angeles 55--California Pacific Charter - Los Angeles
	2/23/2023	KMED001--KM Educational Consulting and Exec	20137001503	621.84	Professional Services - January 2023	55--California Pacific Charter - Los Angeles
	2/23/2023	CHRI001--Christine Feher CHRI001--Christine Feher CHRI001--Christine Feher CHRI001--Christine Feher	20137001499 20137001499 20137001499 20137001499	230.00 126.09 39.25 37.49	Feher, Christine- Hotel for DLC Feher, Christine- Flight for DLC Feher, Christine- Mileage/Uber for DLC Feher, Christine- Meals for DLC	55--California Pacific Charter - Los Angeles 55--California Pacific Charter - Los Angeles 55--California Pacific Charter - Los Angeles 55--California Pacific Charter - Los Angeles
	2/23/2023	ARIT001--Ari Tavakoulia	20137001501	13.32	Tavakoulia, Ari- CAST conference	55--California Pacific Charter - Los Angeles
	2/23/2023	ROMY001--Romy Fay-Mason	20137001502	105.54	Mileage for office work days	55--California Pacific Charter - Los Angeles
	2/27/2023	MELI001--Melissa Bearup	101370850	289.71	SpEd protocols- Speech	55--California Pacific Charter - Los Angeles
	2/27/2023	MELI001--Melissa Bearup	Voided - 101370644	-289.71	SpEd protocols- Speech	55--California Pacific Charter - Los Angeles
	2/27/2023	CYNT000--Cynthia Corbett	101370847	11.76	Mileage reimbursement for SpEd retreat	55--California Pacific Charter - Los Angeles
	2/27/2023	DONA001--Donald McLeish	101370848	11.60	Mileage reimbursement for PD- Donald McLeish	55--California Pacific Charter - Los Angeles
	2/27/2023	DONA001--Donald McLeish	101370849	11.38	Lunch for meeting	55--California Pacific Charter - Los Angeles
	2/27/2023	DONA001--Donald McLeish	Voided - 101370627	-11.60	Mileage reimbursement for PD- Donald McLeish	55--California Pacific Charter - Los Angeles
	2/27/2023	DONA001--Donald McLeish	Voided - 101370464	-11.38	Lunch for meeting	55--California Pacific Charter - Los Angeles
	2/27/2023	CYNT000--Cynthia Corbett	Voided - 101370234	-11.76	Mileage reimbursement for SpEd retreat	55--California Pacific Charter - Los Angeles
	2/27/2023	LESL001--Leslee Bayer	Voided - 101370475	-11.48	Lunch for meeting	55--California Pacific Charter - Los Angeles
	2/28/2023	ENOM001--Enome, Inc. (Goalbook) ENOM001--Enome, Inc. (Goalbook)	101370851 101370851	2,396.93 3,595.39	Special Education Membership 22/23 SY Special Education Membership 23/24 SY	55--California Pacific Charter - Los Angeles 55--California Pacific Charter - Los Angeles
	2/28/2023	KAHO001--Kahoot! ASA KAHO001--Kahoot! ASA	101370855 101370855	704.86 293.71	Kahoot ! EDU Standard Licenses Kahoot ! EDU Standard Licenses	55--California Pacific Charter - Los Angeles 55--California Pacific Charter - Los Angeles
	2/28/2023	KAJE000--Kajeet, Inc	101370854	240.04	Kajeet Student Unlimited Plans and Devices	55--California Pacific Charter - Los Angeles
	2/28/2023	UNDE001--Underwood Family Farms	101370852	121.61	Field Trip tickets-Educational Farm Tour	55--California Pacific Charter - Los Angeles
	2/28/2023	KAJE000--Kajeet, Inc	101370853	62.98	Kajeet Public Sector Unlimited Plan	55--California Pacific Charter - Los Angeles

Company name: California Pacific Charter - Los Angeles
Report name: Check register
Created on: 3/1/2023
Location: 55--California Pacific Charter - Los Angeles

Bank	Date	Vendor	Document no.	Amount applied	Memo	Location
CHASE 1781 - Chase Bank	Account no: 505911781					
	2/28/2023	SCHO000--School Pathways, LLC	20137001535	1,129.40	ttery Annual Subscription 2/1/2023-6/30/2024	55--California Pacific Charter - Los Angeles
		SCHO000--School Pathways, LLC	20137001535	470.60	terry Annual Subscription 2/1/ 2023-6/30/2024	55--California Pacific Charter - Los Angeles
	2/28/2023	LESL001--Leslee Bayer	20137001534	11.48	Lunch for meeting	55--California Pacific Charter - Los Angeles
Total for CHASE 1781				61,689.23		



JPMORGAN CHASE BANK NA
 PO BOX 15918
 MAIL SUITE DE1-1404
 WILMINGTON DE 19850

ACCOUNT NUMBER	5563 7579 0010 0937
PAYMENT DUE DATE	03/25/2023
AMOUNT DUE	\$26,499.46
CURRENT BALANCE	\$26,499.46

Remit To: JPMORGAN CHASE BANK NA
 P.O. BOX 4475
 CAROL STREAM, IL 60197-4475

AMOUNT ENCLOSED \$

CALIFORNIA PACIFIC
 SHANNON GREEN
 4101 BIRCH STREET
 SUITE 150
 NEWPORT BEACH CA 92660-2236

** 0000000

556375790010093702649946026499464

PLEASE TEAR PAYMENT COUPON AT PERFORATION

STATEMENT MESSAGES

COMMERCIAL ACCOUNT SUMMARY

ORGANIZATION NAME: CALIFORNIA PACIFIC
 ACCOUNT NUMBER: 5563757900100937

CLOSING DATE 02-28-23
 CREDIT LIMIT 100,000
 AVAILABLE CREDIT 73,501

FOR CUSTOMER SERVICE CALL:
 1-800-316-6056
 FOR TTY/TDD SERVICE CALL:
 1-800-955-8060

SEND BILLING INQUIRIES TO:
 JPMORGAN CHASE BANK NA
 COMMERCIAL CARD SOLUTIONS
 P.O. BOX 2015
 MAIL SUITE IL1-6225
 ELGIN, IL 60121

PREVIOUS BALANCE	18,937.63
PURCHASES AND OTHER CHARGES	26,589.82
CASH ADVANCES	.00
CREDITS	90.36
PAYMENTS	18,937.63-
LATE PAYMENT CHARGES	.00
CASH ADVANCE FEE	.00
FINANCE CHARGES	.00
NEW BALANCE	26,499.46
TOTAL PAYMENT DUE	26,499.46
DISPUTED AMOUNT	.00

ACCT. NUMBER: 5563 7579 0010 0937	CALIFORNIA PACIFIC
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COMMERCIAL ACCOUNT ACTIVITY

CALIFORNIA PACIFIC 5563-7579-0010-0937	TOTAL COMMERCIAL ACTIVITY \$18,937.63CR										
ACCOUNTING CODE:											
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Post Date</th> <th style="width: 10%;">Tran Date</th> <th style="width: 20%;">Reference Number</th> <th style="width: 50%;">Transaction Description</th> <th style="width: 10%;">Amount</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">02-27</td> <td style="text-align: center;">02-27</td> <td></td> <td>AUTO PAYMENT DEDUCTION</td> <td style="text-align: right;">18,937.63 CR</td> </tr> </tbody> </table>	Post Date	Tran Date	Reference Number	Transaction Description	Amount	02-27	02-27		AUTO PAYMENT DEDUCTION	18,937.63 CR	
Post Date	Tran Date	Reference Number	Transaction Description	Amount							
02-27	02-27		AUTO PAYMENT DEDUCTION	18,937.63 CR							

INDIVIDUAL CARDHOLDER ACTIVITY

ALEXIS MORFIN 5563-7500-4480-5891	CREDITS \$0.00	PURCHASES \$5,775.28	CASH ADV \$0.00	TOTAL ACTIVITY \$5,775.28
ACCOUNTING CODE:				

Purchasing Activity				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-01	02-01	82305093032000007302000	STAMPLI FOR 1-2023 MOUNTAIN VIEW CA	1,269.80
02-06	02-03	55432863034201572258181	MYFAX SERVICE 866-563-9212 CA	10.00
02-08	02-07	82711163038000014643076	JANDRREGISTRATIONS.COM ARROYO GRANDE CA	295.00
02-09	02-08	55429503039715555279312	CALIFORNIA CHARTER SCH 2132441446 CA	599.00
02-13	02-10	55429503041852631062168	PAYPAL *SANDCASP 4029357733 CA P.O.S.: 63106216 SALES TAX: 0.00	130.00
02-13	02-10	55429503042852630864365	PAYPAL *SANDCASP 4029357733 CA P.O.S.: 63086436 SALES TAX: 0.00	130.00
02-13	02-11	55432863042101002705282	ABB*BOUDIN CATERING 415-283-1230 CA	125.72
02-14	02-13	55432863044202108801617	MYFAX SERVICE 866-563-9212 CA	10.00
02-15	02-14	75418233045167299078690	GPS*S E L P A ADMINIST 888-6047888 CA	76.69
02-15	02-14	75418233045167299236652	GPS*S E L P A ADMINIST 888-6047888 CA	76.69
02-15	02-14	75418233045167299264258	GPS*S E L P A ADMINIST 888-6047888 CA	76.69
02-20	02-19	55432863050203772320000	MYFAX SERVICE 866-563-9212 CA	12.00
02-20	02-19	55432863050203772399061	MYFAX SERVICE 866-563-9212 CA	25.00
02-20	02-17	82711163049000000365491	COWRITER VOLO IL	4.99
02-24	02-23	55429503054743874051857	ADOBE *ACROPRO SUBS 4085366000 CA P.O.S.: FP9T4PDQ SALES TAX: 0.00	218.14
02-24	02-23	55436873054270542155447	PRIMO WATER 800-7285508 FL P.O.S.: 100158046 SALES TAX: 8.84	88.41
02-28	02-27	82711163058000011810665	SCHOOL PATHWAYS LLC PORTOLA CA	500.00
Total Purchasing Activity				\$3,648.13

ACCT. NUMBER: 5563 7579 0010 0937

CALIFORNIA PACIFIC

INDIVIDUAL CARDHOLDER ACTIVITY

Travel Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-10	02-09	55436873041160411479661	EMBASSY HOTELS GARDEN GROVE CA 1264897 ARRIVAL: 02-09-23	395.88
02-10	02-09	55436873041160411479679	EMBASSY HOTELS GARDEN GROVE CA 1264898 ARRIVAL: 02-09-23	395.88
02-10	02-09	55436873041160411480230	EMBASSY HOTELS GARDEN GROVE CA 1264895 ARRIVAL: 02-09-23	395.88
02-10	02-09	55436873041160411481030	EMBASSY HOTELS GARDEN GROVE CA 1264896 ARRIVAL: 02-09-23	395.88
02-13	02-10	52704873041634001165965	AMERICAN 0012370681581 8004337300 TX BEARUP/MELISSA DEPART: 03-29-23 P.O.S.: SALES TAX: \$0.00 JFK B6 G SAN B6 L JFK	528.55
02-13	02-10	55240373042091025000112	BOUDIN SF METRO POINTE COSTA MESA CA	2.13
Total Travel Activity				\$2,114.20

Miscellaneous Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-16	02-15	82711163046000016776072	ULTIMATE SLP FARMINGTON CT	12.95
Total Miscellaneous Activity				\$12.95

CHRISTINE FEHER 5563-7501-9072-1330	CREDITS \$90.36	PURCHASES \$20,814.54	CASH ADV \$0.00	TOTAL ACTIVITY \$20,724.18
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ACCOUNTING CODE:

Purchasing Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-02	02-01	02682633033910003341096	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M09748360573 SALES TAX: 0.00	236.16
02-07	02-06	55429503037715209659531	ADOBE *STOCK 4085366000 CA P.O.S.: QRPD62WG SALES TAX: 0.00	29.99
02-09	02-08	55432863039100164547131	OVERNIGHTPRINTS 888-677-2000 NV	90.36
02-13	02-12	55480773043207555000913	ONTIMETEL DIALMYCALLS 8009282086 FL	44.99
02-14	02-13	55432863044202201436139	OVERNIGHTPRINTS 888-677-2000 NV	90.36 CR
02-15	02-14	82305093045000015274188	QR.IO GENERATOR NEWARK DE	350.00
02-16	02-16	15270213047000100224075	MSFT * E0800M8SFM MSBILL.INFO WA	759.00
02-16	02-15	55432863046202751476343	ATT*BILL PAYMENT 800-288-2020 TX P.O.S.: 323923130 SALES TAX: 0.00	187.25
02-17	02-16	15270213047002255465859	GOOGLE ADS3267517799 MOUNTAIN VIEW CA	500.00
02-17	02-17	55432863048203182289386	GOOGLE *ADS3267517799 650-253-0000 CA P.O.S.: P0PABqfE SALES TAX: 0.00	500.00
02-17	02-16	82711163047000017009704	STICKER MULE AMSTERDAM NY	2,623.62
02-20	02-17	02682633049910000144859	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M3917267769 SALES TAX: 0.00	500.00

ACCT. NUMBER: 5563 7579 0010 0937

CALIFORNIA PACIFIC

INDIVIDUAL CARDHOLDER ACTIVITY**Purchasing Activity**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-20	02-18	02682633050910001106671	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M28609900880 SALES TAX: 0.00	500.00
02-20	02-19	02682633051910000050382	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M78323702463 SALES TAX: 0.00	500.00
02-20	02-19	02682633051910000073616	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M92016666243 SALES TAX: 0.00	500.00
02-20	02-19	02682633051910000134004	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M42626621232 SALES TAX: 0.00	500.00
02-20	02-18	15270213049000254625851	GOOGLE ADS3267517799 MOUNTAIN VIEW CA	500.00
02-20	02-17	55432863048203316564712	MAILCHIMP *MISC MAILCHIMP.COM GA	72.25
02-20	02-18	55432863049203603985116	GOOGLE *ADS3267517799 650-253-0000 CA P.O.S.: P0PDhaFc SALES TAX: 0.00	500.00
02-20	02-19	55432863050203879181826	GOOGLE *ADS3267517799 650-253-0000 CA P.O.S.: P0PEEztz SALES TAX: 0.00	500.00
02-21	02-20	02682633052910004049389	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M15534223171 SALES TAX: 0.00	500.00
02-21	02-21	15270213052000111565856	GOOGLE ADS3267517799 MOUNTAIN VIEW CA	500.00
02-21	02-21	15270213052000725095852	GOOGLE ADS3267517799 MOUNTAIN VIEW CA	500.00
02-21	02-20	55432863051204085735081	GOOGLE *ADS3267517799 650-253-0000 CA P.O.S.: P0PFJlla SALES TAX: 0.00	500.00
02-22	02-21	02682633053910001130108	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M31737358984 SALES TAX: 0.00	500.00
02-22	02-21	15270213052001539945852	GOOGLE ADS3267517799 MOUNTAIN VIEW CA	500.00
02-22	02-22	15270213053000439005857	GOOGLE ADS3267517799 MOUNTAIN VIEW CA	500.00
02-23	02-22	15270213053001810655856	GOOGLE ADS3267517799 MOUNTAIN VIEW CA	500.00
02-24	02-23	02682633055910000110455	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M76359161719 SALES TAX: 0.00	500.00
02-24	02-23	02682633055910026010531	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M93143426000 SALES TAX: 0.00	500.00
02-24	02-22	52231463054323111525278	GOOGLE *ADS3267517799 MOUNTAIN VIEW CA	500.00
02-24	02-23	55429503054852181672287	ESPECIALNEE 8776644565 MO P.O.S.: 18167228 SALES TAX: 0.00	46.80
02-24	02-24	55432863055205107402499	GOOGLE *ADS3267517799 650-253-0000 CA P.O.S.: P0PL4TAc SALES TAX: 0.00	500.00
02-27	02-26	02682633058910003141363	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M45360940598 SALES TAX: 0.00	500.00
02-27	02-24	15270213055002261245856	GOOGLE ADS3267517799 MOUNTAIN VIEW CA	500.00
02-27	02-25	15270213056000782815859	GOOGLE ADS3267517799 MOUNTAIN VIEW CA	500.00
02-27	02-25	55432863056205318937191	APPLE.COM/US 800-676-2775 CA P.O.S.: 7073944343 SALES TAX: 37.12	520.12
02-27	02-25	55432863056205318937316	APPLE.COM/US 800-676-2775 CA P.O.S.: 7073944343 SALES TAX: 37.12	69.00

ACCT. NUMBER: 5563 7579 0010 0937

CALIFORNIA PACIFIC

INDIVIDUAL CARDHOLDER ACTIVITY

Purchasing Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-27	02-25	55432863056205503579923	GOOGLE *ADS3267517799 650-253-0000 CA P.O.S.: P0PNH71s SALES TAX: 0.00	500.00
02-27	02-26	55432863057205613147412	GOOGLE *ADS3267517799 650-253-0000 CA P.O.S.: P0POIHgs SALES TAX: 0.00	500.00
02-27	02-27	55432863058205870744348	GOOGLE *ADS3267517799 650-253-0000 CA P.O.S.: P0PPCjYY SALES TAX: 0.00	500.00
02-28	02-27	02682633059910001127660	GOOGLE*ADS3267517799 INTERNET CA P.O.S.: M70783035490 SALES TAX: 0.00	500.00
02-28	02-26	52231463058323172119033	GOOGLE *ADS3267517799 MOUNTAIN VIEW CA	500.00
02-28	02-28	55432863059206152946733	GOOGLE *ADS3267517799 650-253-0000 CA P.O.S.: P0PRk0NK SALES TAX: 0.00	500.00
Total Purchasing Activity				\$20,439.18

Travel Activity

Post Date	Tran Date	Reference Number	Transaction Description	Amount
02-22	02-21	82711163052000013150330	ALPACA FARM TOUR SONOMA CA	285.00
Total Travel Activity				\$285.00

Coversheet

Consent - Personnel Services

Section: XI. Consent
Item: B. Consent - Personnel Services
Purpose: Vote
Submitted by: Corrie Amador
Related Material: DRAFT Student Services Support Specialist - March 2023.pdf

BACKGROUND:

Job descriptions are critical to the successful personnel operations of the school. They provide structure in areas such as recruitment, on-boarding, determining reasonable accommodations, performance evaluation, succession planning, staff development, and compensation analysis. Job descriptions are routinely revised to remove antiquated wording, reflect the current duties of the positions, and align the minimum qualifications, knowledge, and abilities for the duties. New job descriptions are developed based on the schools' staffing plans and identified support needs.

Presented:

New - Student Services Support Specialist

RECOMMENDATION:

It is recommended the Board approve the job description as presented.



Student Services Support Specialist

Job Description

Reports To:	Guidance, Admissions, and Records Coordinator
FLSA Status:	Non-Exempt
School Classification:	Classified
Pay Range:	Grade 11
Work Schedule:	12 months
Location:	Onsite Office

Position Summary: *Under the supervision of the Guidance, Admissions, and Records Coordinator, the Student Services Support Specialist is responsible for providing various clerical support to the Admissions, Records, and Guidance Department. The Student Services Support Specialist functions as the department's primary point of contact for current and prospective parents and helps parents connect to various internal and external related information and resources, shares information for school-related programs, events, and activities, and assists with admissions and coordinating events.*

Minimum Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- Any combination equivalent to graduation from high school and related clerical and record keeping experience.
- Hold and maintain a valid California Driver's License, proof of automobile insurance, and full-time use of a dependable automobile that is insured pursuant to California regulations.
- State and federal background clearance (LiveScan) to work with students (Education Code Section 44237). No prospective employee can report to work without this clearance being received and Human Resources notifying the immediate supervisor of this clearance.
- Proof of a clear TB test dated within the last 60 days (Education Code Section 49406) upon employment and updated every four years thereafter.

General skills:

- Team player
- Love of learning – a lifelong learner
- Flexible and adaptable
- Open to differing views and objectives
- Conflict resolution skills
- Uphold The School's vision and mission by acting with integrity

Essential Duties and Responsibilities:

*Student Services Support Specialist CalPac Job Description
Board Approval: March 2023*

1. Perform a variety of clerical support tasks requiring an understanding of CalPac student services operations and procedures on behalf of the Admissions, Records, and Guidance department.
2. Act as the main point of contact for the Admissions, Records, and Guidance department; provide excellent customer service to families by answering questions, providing accurate and timely information, scheduling appointments, and /or directing parents to appropriate personnel.
3. Assists with admissions during high-volume call times by responding to parent and student inquiries, providing information, and processing paperwork.
4. Maintains and inputs student data into the SIS database; process a variety of forms and applications.
5. Processes purchase orders and invoices for student materials according to established procedures; maintains appropriate documentation, monitors for completion, and assists in resolving issues.
6. Collaborates with administrators to assist with the planning and coordination of student programs and activities; reserves facilities and confirms event logistics.
7. Assist with inventory of student-issued equipment; maintains logs and retrieves equipment upon program completion.
8. Answer calls, emails, and chat from parents, schools and staff in a professional, articulate manner.
9. Perform general tasks such as making copies, scanning or sending faxes, answering phones, and processing mail.
10. Work departmentally on school-wide projects, as needed.

Other Duties:

- Support school's management in the documentation and reporting of all formal disciplinary actions, if needed; supporting management with addressing and resolving complaints from staff, students and parents in a timely manner; ensuring compliance with the provisions of California Penal Code Section 11166 (Child Abuse and Neglect Reporting Act).
- Represent the school at community events.
- Respond to all school related written correspondence, phone calls, voicemails, and emails within 24 business hours.
- Perform other duties as assigned.

Knowledge and Abilities: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Knowledge

*Student Services Support Specialist CalPac Job Description
Board Approval: March 2023*

- Policies, procedures, rules, and regulations pertaining to student enrollment, attendance, and records.
- Applicable laws, codes, rules and regulations.
- Telephone techniques and etiquette.
- Statistical record-keeping and report preparation techniques.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Interpersonal skills using tact, patience and courtesy.
- Oral and written communication skills.
- Operation of a computer and assigned software.
- Methods of collecting and organizing data and information.
- Customer service and public relations techniques.
- Basic inventory tracking and shipping techniques.
- Basic ordering and invoice processing

Ability

- Must be detail oriented, have excellent analytical and organizational skills, and the ability to self-initiate work under minimal supervision.
- Organize, coordinate and oversee office activities.
- Understand and resolve issues, complaints or problems.
- Establish and revise priorities independently with little direction.
- Analyze situations accurately and adopt an effective course of action.
- Compose correspondence and written materials independently or from oral instructions.
- Assure efficient and timely completion of projects and activities.
- Establish and maintain cooperative and effective working relationships with others.
- Interpret, apply and explain laws, codes, rules, regulations, policies and procedures.
- Operate a variety of office equipment including a computer and assigned software.
- Prepare and maintain clear and accurate records.
- Maintain confidentiality of privileged and sensitive information.
- Complete work with multiple interruptions.
- Must be able to prioritize tasks and shift from one project to another on a daily basis.
- Compile and verify data and prepare reports.
- Communicate effectively both orally and in writing.
- Participate as a positive team member for the purpose of enhancing and sharing knowledge and skills for the delivery of best practices.

Use of Computer Technology: To perform this job successfully, an individual must be proficient utilizing assigned software, Microsoft Office applications, databases and a variety of web-based

*Student Services Support Specialist CalPac Job Description
Board Approval: March 2023*

applications; have the ability to utilize the Internet to conduct research and participate in virtual meetings; and respond to a high volume of emails and requests in a timely manner.

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

- Hearing and speaking to exchange information
- Dexterity of hands and fingers to demonstrate activities
- Operates a computer and other office productivity machinery
- Seeing to read a variety of materials
- Bending at the waist, kneeling or crouching
- Sitting or standing for extended periods of time
- Lifting objects up to 25 pounds with or without assistance
- Close vision and ability to adjust focus

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Office environment with frequent interruptions and strict deadlines
- Noise level is generally moderate
- Meetings conducted in an office setting
- Indoor varying in temperature

Hazards:

- Contact with dissatisfied individuals

Employee Acknowledgement:

The job description is not intended to be an all-inclusive list of duties and standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as assigned by their supervisor.

Employee Signature

Printed Name

Date

*Student Services Support Specialist CalPac Job Description
Board Approval: March 2023*

Coversheet

Approval of New Board Policies

Section: XII. Policy Development
Item: A. Approval of New Board Policies
Purpose: Vote
Submitted by: Shannon Green
Related Material: CPCS_-_3150_Reserves_Fiscal_Policy.pdf

BACKGROUND:

A key element of financial stability is ensuring that adequate levels of reserves are maintained. This is essential in mitigating current and future risks that may occur from unforeseen revenue fluctuations and/or unanticipated expenditures, and to fund all existing programs.

This Reserve Fiscal Policy defines categories of the reserve balance (also called “fund balance”) and provides direction for the components of ending fund balance. In particular, this policy provides direction for locally-defined assignments and includes suggested ranges for each in the form of a percentage of annual expenditures. Locally-defined assignments are amounts the School intends to use for a specific purpose including Special Education, Legal, Cash Flow Reserve, and Economic Uncertainty.

In development of this policy, CalPac management consulted with Karl Yoder, Managing Partner of Key Charter Advisors, LLC. Karl Yoder has over 20 years of direct experience assisting California charter schools with strategic consulting and financial guidance.

RECOMMENDATION:

It is recommended the Board approve the Reserves Fiscal Policy, as presented.

BUSINESS/NON-INSTRUCTIONAL**3150-CPCS****RESERVES FISCAL POLICY**

The Board of Directors of California Pacific Charter Schools (“Board”) states its belief that a key element of the financial stability of California Pacific Charter Schools (“School”) is ensuring that adequate levels of reserves are maintained. Reserves are essential in mitigating current and future risks that may occur from unforeseen revenue fluctuations and/or unanticipated expenditures, and to fund all existing programs. Reserves provide cash flow liquidity to fund general operations. Prudent reserves afford the school time to thoughtfully identify and implement budget adjustments.

DEFINITION OF “FUND BALANCE”

“Fund balance” is the difference between a fund's assets and liabilities. As a charter school, California Pacific Charter Schools only has a single fund, and the fund balance in its General Fund represents the reserves available to the organization. The accounting terms “fund balance”, “net asset balance”, “net position”, and “reserves” functionally mean the same thing when applied to the School. For example, if an organization has \$500,000 in assets and \$400,000 in liabilities, its fund balance, net position and net asset balance are all \$100,000, which represents the reserves of the organization. It is important to note that fund balance is not simply cash on hand. Depending on the type of assets and liabilities held by the organization, fund balance can be more or less than just cash balance, which makes it especially important to correctly designate fund balances appropriately to ensure the fiscal solvency of the School.

COMPONENTS OF ENDING FUND BALANCE

1. For charter schools operating as nonprofit corporations like California Pacific Charter Schools, the California Department of Education (CDE) requires this fund balance to be reported in three main components, as follows:
 - a. **“Net Investment in Capital Assets”** is the value of fixed assets such as land, buildings, or major equipment, since these capital assets cannot easily be liquidated and used to cover cash flow needs. Currently, the School has no capital assets.
 - b. **“Restricted Net Position”** refers to net asset balances that are constrained to specific state or federally designated purposes, such as special education, and so are not available for other uses.
 - c. **“Unrestricted Net Position”** represents the remaining amount of fund balance after excluding Net Investment in Capital Assets and Restricted Net Position.
2. The “Unrestricted Net Position” component assigned by CDE can then include additional locally-defined assignments. All locally-defined assignments are then combined and reported as the total “Unrestricted Net Position” for state reporting forms.

BUSINESS/NON-INSTRUCTIONAL**3150-CPCS**

RESERVES FISCAL POLICY**LOCAL ASSIGNMENTS**

The School hereby designates the following locally-defined assignments for its Unrestricted Net Position balance, along with a suggested range for each in the form of a percentage of annual expenditures:

1. Special Education – This assignment represents a reserve for associated costs in the event a school enrolls a student with exceptional needs requiring services that are not covered by the school’s adopted budget or by emergency Special Education Local Plan Area (SELPA) funding. The typical range for this assignment is one to four percent (1-4%) of annual expenditures, and the specific percentage may be set or reset by the Board at any time depending on changing circumstances.

2. Legal - While much can be done to prevent litigation, even the best planning does not eliminate the risk of litigation. This assignment establishes a planned reserve to cover potential legal costs. The typical range for this assignment is one to four percent (1-4%) of annual expenditures, and the specific percentage may be set or reset by the Board at any time depending on changing circumstances.

3. Cash Flow Reserve – This assignment represents a reserve to cover short-term delays in cash receipts from governmental sources. California’s statewide tax base has become increasingly volatile as dependence on capital gains tax and higher-end income tax brackets has increased over time. This has in turn caused the State to defer or delay monthly K-12 apportionments for months at a time and even into the following fiscal year, with deferrals totaling as much as thirty-five percent (35%) of annual funding. For charter schools without sufficient reserves, this has meant resorting to outside lenders and incurring hundreds of thousands of dollars in interest and fees to obtain interim funding to cover payroll and other critical expenses. The recommended level for this assignment is thirty-five percent (35%) of annual expenditures, matching the high end of recent actual deferrals for some schools, but this percentage may be set or reset by the Board at any time depending on changing circumstances.

4. Economic Uncertainty – This assignment represents an overall “safety net” for the School to cover a variety of unforeseen mid-term to long-term economic circumstances, including higher than expected outflows in any of the above three assignments. The onset of the COVID-19 pandemic in 2020 is an excellent example of how unforeseen events can require substantial reserves. Within a space of two months, the State budget projections were changed to reduce projected K-12 funding by as much as nineteen percent (19%) for the upcoming year. While federal

BUSINESS/NON-INSTRUCTIONAL

3150-CPCS

RESERVES FISCAL POLICY

stimulus ended up mitigating this, there are no guarantees that future unforeseen impacts will be similarly mitigated. The funds designated for economic uncertainty represent the amounts necessary to protect the School from any combination of unforeseen revenue shortfalls, unexpected costs, and economic uncertainties.

5. **Unassigned** - Any remaining Unrestricted Net Position amount not included in any of the above four assignments shall be considered Unassigned.

Coversheet

Approval of Second Interim Financial Report

Section: XIII. Business/Financial Services
Item: A. Approval of Second Interim Financial Report
Purpose: Vote
Submitted by: Shannon Green
Related Material: 2022-23 Second Interim Budget - California Pacific Charter.pdf

BACKGROUND:

The Second Interim Budget report is a snapshot in time of a Local Educational Agency's (LEA) revenue and expenditure forecasts for the current fiscal year, as well as a projection of the two subsequent fiscal years. It is a time to adjust the budget based upon the Governor's January State Budget proposal and subsequent trailer bills, discuss changes from the First Interim Budget report, adjust revenues and expenditures, and begin projecting the ending balances for your funds and resources.

The Second Interim report covers the period of time from July 1 through January 31, and must be submitted to the County Office of Education (COE) no later than March 15 (45 days after the close of the reporting period per Education Code Section [EC §] 42131[a]).

RECOMMENDATION:

It is recommended the Board approve the Second Interim Financial Report, as presented.



California Pacific Charter Schools

2022-23 Second Interim Budget

1758 California Pacific Charter School-San Diego

1751 California Pacific Charter School-Los Angeles

2037 California Pacific Charter School-Sonoma



California Pacific Charter Schools

2022-23 SECOND INTERIM BUDGET NARRATIVE

- 1758 California Pacific Charter School – San Diego (CPC-SD)
 1751 California Pacific Charter School – Los Angeles (CPC-LA)
 2037 California Pacific Charter School – Sonoma (CPC-SO)

Financial Highlights for the 2022-23 Second Interim Budget:

All three schools have sufficient reserves, healthy cash flows, and project fiscal solvency in the current year plus the next two years.

CPC-SD 2022-23 Second Interim Budget projects a deficit of (\$211,871), a decrease from the First Interim Budget of \$67,014. This includes planned deficit spending which will allow CPC-SD to end this fiscal year with an ending fund balance of \$2,056,939, which is 52.73% of annual expenditures (decreased from 22-23 First Interim Budget 54.08% of annual expenditures). The goal of this planned deficit spending is to spend down large reserves. Management believes this ending fund balance is sufficient.

CPC-LA 2022-23 Second Interim Budget projects a surplus of \$15,782, a decrease from the First Interim Budget of \$174,572. This will allow CPC-LA to end this fiscal year with an ending fund balance of \$2,480,466, which is 46.41% of annual expenditures (decreased from 22-23 First Interim Budget 49.62% of annual expenditures). The goal of this planned deficit spending is to spend down large reserves. Management believes this ending fund balance is sufficient.

CPC-SO 2022-23 Second Interim Budget projects a surplus of \$118,081, an increase from the First Interim Budget of \$43,814. This will allow CPC-SO to end this fiscal year with an ending fund balance of \$719,213, which is 41.78% of annual expenditures (increased from 22-23 First Interim Budget 37.79% of annual expenditures). Management believes this is a sufficient ending fund balance.

Enrollment and ADA Assumptions

Average Daily Attendance (ADA) is the base factor used in determining the single largest source of income (Local Control Funding Formula “LCFF” apportionment); therefore, any change in enrollment or attendance, however slight, creates a significant change in the amount of revenue apportionment.

By-grade enrollment and ADA projections are shown on the Enrollment & ADA sheet.

For all three schools, enrollment is coming in higher than was previously projected as a result of a successful marketing campaign to overcome declining enrollment and achieve reasonable enrollment stability.

Attendance ratio percentage is management’s estimate based on historical data trends. When reviewing the Attendance Ratio, decreases shown are in large part the result of rolling enrollment. It’s important to note that this is not solely on a per pupil basis, but also includes any students that did not complete a full year at CalPac. As such, not every student will equal 1 FTE and their inclusion contributes to the overall ADA ratio.



California Pacific Charter Schools

2022-23 SECOND INTERIM BUDGET NARRATIVE

For CPC-SD, enrollment is coming in higher than expected for the Second Interim Budget. In the multi-year projections for enrollment, CPC-SD expects 3% growth.

	2022-23 Preliminary	2022-23 First Interim	2022-23 Second Interim	2023-24 Projected	2024-25 Projected
California Pacific Charter-San Diego					
Enrollment	320.00	262.00	275.00	286.00	295.00
Total Charter ADA	297.60	243.66	242.00	251.68	259.60
Attendance Ratio	93.00%	93.00%	88.00%	88.00%	88.00%

For CPC-LA, enrollment is coming in higher than expected for the Second Interim Budget. In the multi-year projections for enrollment, CPC-LA expects 5% growth.

	2022-23 Preliminary	2022-23 First Interim	2022-23 Second Interim	2023-24 Projected	2024-25 Projected
California Pacific Charter-LA					
Enrollment	395.00	385.00	434.00	465.00	477.00
Total Charter ADA	367.35	358.05	362.04	387.91	397.91
Attendance Ratio	93.00%	93.00%	83.42%	83.42%	83.42%

For CPC-SO, enrollment is coming in higher than expected for the Second Interim Budget. In the multi-year projections for enrollment, no growth in enrollment is projected for CPC-SO.

	2022-23 Preliminary	2022-23 First Interim	2022-23 Second Interim	2023-24 Projected	2024-25 Projected
California Pacific Charter - Sonoma					
Enrollment	115.00	134.00	151.00	151.00	151.00
Total Charter ADA	106.95	124.62	124.99	124.99	124.99
Attendance Ratio	93.00%	93.00%	82.78%	82.78%	82.78%

Revenue

General Purpose Entitlement - LCFF Revenue – LCFF is the primary funding source for all three schools. LCFF revenues have been calculated based on the most recent FCMAT LCFF calculator. Cost-of-living adjustment (COLA) remains at 6.56% for LCFF Revenue.

Key changes to Federal Revenue –

- Title I, II, and IV Funds have been updated to reflect the most current allocation schedules.
- Federal Educationally Related Mental Health Services (ERMHS) allocations have been added to the Second Interim Budget.
- A portion of Elementary and Secondary School Relief (ESSER) III Funds have been deferred an additional year.



California Pacific Charter Schools

2022-23 SECOND INTERIM BUDGET NARRATIVE

Key changes to State Revenue –

- A portion of A-G Access Grant funds have been deferred.
- Additional Educator Effectiveness Grant funds to be recognized in 2022-23.
- A portion of Learning Recovery Emergency Block Grant funds have been deferred.
- SELPA Dispute Prevention and Dispute Resolution allocations have been added to the Second Interim Budget.

Expenses:

Key updates to Staffing and Benefits Expenditures – Updated to reflect current active positions and projections for an Executive Assistant and two Instructional Assistant positions.

In the Second Interim Budget (for CPC-SD and CPC-LA only), a one-time discretionary Learning Recovery Bonus in response to COVID-19 and the exemplary work by staff in learning recovery. This is subject to future Board approval and will be reviewed by management as part of the on-going budget process, ensuring adequate reserves and cash flow.

Key updates to Books and Supplies Expenditures – Overall increase in Second Interim Budget can be attributed to additional purchases of computers for staff for all three schools.

Key updates to Other Services and Operating Expenditures – For CPC-SD, overall decrease in Second Interim Budget can be attributed largely to special education consultants and vendors services actuals coming in lower than previously expected.

For all three schools, expenditures for a California Pacific Charter Schools Special Education In-Person Workshop have been added which largely contributes to CPC-LA's and CPC-SO's overall increase in this category.

Per pupil expenditures –

CPC-SD's per pupil spending rate for 2022-23 Second Interim Budget is \$16,120.

CPC-LA's per pupil spending rate for 2022-23 Second Interim Budget is \$14,763.

CPC-SO's per pupil spending rate for 2022-23 Second Interim Budget is \$13,752.

2023-2024 Governor's Proposed Budget

The Governor's 2023-24 proposed budget was released in January 2023. The following are key items from the proposal:

- At least for now, gone are the litany of new ongoing and one-time categorical programs that have filled the Proposition 98 minimum guarantee during the economic expansion years.
- Provides an estimated COLA to the LCFF of 8.13%, an increase from the 5.38% COLA projection at First Interim Budget.



California Pacific Charter Schools

2022-23 SECOND INTERIM BUDGET NARRATIVE

(2023-2024 Governor's Proposed Budget Continued)

- Proposed mid-year reduction to Arts, Music, and Instructional Material of \$1.2 billion in the \$3.5 billion one-time funding provided in the 2022-23 Enacted Budget package, bringing the appropriation down to \$2.3 billion.
- Special Education – proposed limit on the amount of additional funding that SELPAs are allowed to retain for non-direct student services before allocating special education base funds to their member LEAs (Local Education Agency). Many SELPAs have seen an increase in compliance monitoring and accountability support and professional development coordination.

Multi-Year Projection Assumptions

A Multi-Year Projection has been prepared to show that CalPac has a sound financial plan in place that will assure fiscal solvency in the current year plus the next two years. This report shows the projected revenues and expenditures for the current year and each of the next two years.

2023-2024 Assumptions

- CPC-LA has officially exited the CSI program going forward, thus 2023-24 does not include any CSI funds.
- A portion of ESSER III – Learning Loss funds are expected to be spent in the 2023-24 fiscal year. For CPC-SD and CPC-SO, a portion is now being deferred to the 2024-25 fiscal year.
- An additional portion of Universal Prekindergarten Planning & Implementation Grant (UPK) funds have been deferred to the 2023-24 fiscal year (this will exhaust these funds).
- Educator Effectiveness Grant funds for 2022-23 have been updated to reflect actuals. The remaining allocation has been split fifty-fifty between 2023-24 and 2024-25 fiscal years.
- Proposition 28 funding will provide an annual allocation for arts and music programs beginning with the 2023-24 fiscal year. Currently estimated as \$113.45 per student based on the enrollment metric and \$84.15 per student based on the low-income metric. Keep in mind that these estimates were derived using the latest data available—they will fluctuate as more current information becomes available.
- Arts & Music Block Grant – the Governor's Budget proposes a reduction to this one-time funding and has been reduced by one-third. Management considers this to be a conservative approach.
- CalPac was approved for CTEIG funds for the 2022-23. CalPac intends to continue to apply for these funds. As the CTE program expands, CalPac expects to be approved for higher allocations.
- Step increases have been incorporated into the 2023-24 staffing expenses.
- An estimated 6.00% COLA salary schedule increase has been included in 2023-24. This is subject to future Board approval and will be reviewed by management as part of the on-going budget process, ensuring adequate reserves and cash flow.
- Vendors with a “per student” pricing model have been increased proportional to the expected change in enrollment.



California Pacific Charter Schools

2022-23 SECOND INTERIM BUDGET NARRATIVE

2024-2025 Assumptions

- A portion of ESSER III – for CPC-SD and CPC-SO, a portion is now being deferred to the 2024-25 fiscal year.
- Proposition 28 is expected to be on-going funding.
- CalPac was approved for CTEIG funds for the 2022-23. CalPac intends to continue to apply for these funds. As the CTE program expands, CalPac expects to be approved for higher allocations.
- Step increases have been incorporated into the 2024-25 staffing expenses.
- An estimated 3.00% COLA salary schedule increase has been included in 2024-25. This is subject to future Board approval and will be reviewed by management as part of the on-going budget process, ensuring adequate reserves and cash flow.
- Vendors with a “per student” pricing model have been increased proportional to the expected change in enrollment.

Debt – Revolving Loan Fund Program

California Pacific Charter School – Sonoma received a low-cost loan through the California School Financing Authority Charter School Revolving Loan Fund Program (RLF). The loan carries an interest rate of approximately 2%. Annual payments of principal and interest are deducted from CPC-SO’s LCFF payments received. This loan is expected to be paid in full at the end of the 2024-25 fiscal year.

<u>Fiscal Year</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>2024-2025</u>
Principal Balance	<u>\$ 138,586</u>	<u>\$ 92,392</u>	<u>\$ 46,198</u>
Principal Payment	\$ 46,194	\$ 46,194	\$ 46,198
Interest Payment	<u>2,612</u>	<u>1,681</u>	<u>737</u>
Total Repayment	\$ 48,806	\$ 47,875	\$ 46,935
Ending Principal Balance	<u>\$ 92,392</u>	<u>\$ 46,198</u>	<u>\$ 0.00</u>

Reserves

Management is bringing forward a Reserves Fiscal Policy to the Board of Directors of California Pacific Charter Schools in March 2023. This policy provides clarifications of the different categories of reserves (also called “Fund Balance”) and provides direction for the components of fund balance. Reserves are essential in mitigating current and future risks that may occur from unforeseen revenue fluctuations and/or unanticipated expenditures, and to fund all existing programs.

Restricted Net Position – For all three schools, this balance reflects constrained funds for the Educationally Related Mental Health Services Program. These funds are expected to be fully expended in 2022-23 thus releasing them from restriction.



California Pacific Charter Schools

2022-23 SECOND INTERIM BUDGET NARRATIVE

Assignment for Special Education – While LEAs receive specific funding allocated to meet the needs of special education students, occasionally the needs of such students may arise to the extent that alternative placement is necessary to meet the child’s offer of Free and Appropriate Public Education. If a school enrolls a student with exceptional needs which requires services that are not covered by the school’s adopted budget or by emergency SELPA funding, this assignment establishes a planned reserve for these associated costs. The recommended level for this assignment is one to four percent (1-4%) of annual expenditures.

Assignment for Legal – While much can be done to prevent litigation, even the best planning does not eliminate the risk of litigation. This assignment establishes a planned reserve to cover potential legal costs. The recommended level for this assignment is one to four percent (1-4%) of annual expenditures.

Assignment for Economic Uncertainty – This amount represents an overall “safety net” for the school to cover a variety of unforeseen mid-term to long-term economic circumstances, including higher than expected outflows in any of the above three assignments.

Cashflow Reserve – This is an amount set-aside to cover short-term delays in cash receipts from governmental sources. The Second Interim Budget includes an amount equal to twenty five to thirty five percent (25-35%) of annual expenditures.

California Pacific Charter - San Diego Summary of Ending Fund Balance

	2022-23	2023-24	2024-25
Ending Fund Balance (EFB)	2,056,939	2,023,412	2,083,902
Components of EFB			
<i>Restricted Net Position</i>	21,994		
<i>Assigned for Special Education (3%)</i>	117,032	121,569	125,691
<i>Assigned for Legal (4%)</i>	156,042	162,092	167,588
<i>Assigned for Economic Uncertainty</i>	396,501	321,448	324,224
<i>Cashflow Reserve (35%)</i>	1,365,378	1,418,303	1,466,399



California Pacific Charter Schools

2022-23 SECOND INTERIM BUDGET NARRATIVE

California Pacific Charter - Los Angeles Summary of Ending Fund Balance

	2022-23	2023-24	2024-25
Ending Fund Balance (EFB)	2,480,466	2,553,072	2,624,261
Components of EFB			
<i>Restricted Net Position</i>	15,306		
<i>Assigned for Special Education (4%)</i>	213,797	228,226	240,444
<i>Assigned for Legal (4%)</i>	213,797	228,226	240,444
<i>Assigned for Economic Uncertainty</i>	434,087	384,928	340,064
<i>Cashflow Reserve (30%)</i>	1,603,479	1,711,692	1,803,327

California Pacific Charter - Sonoma Summary of Ending Fund Balance

	2022-23	2023-24	2024-25
Ending Fund Balance (EFB)	719,213	801,979	833,744
Components of EFB			
<i>Restricted Net Position</i>	6,936		
<i>Assigned for Special Education (1%)</i>	17,216	19,194	20,005
<i>Assigned for Legal (4%)</i>	68,864	76,776	80,018
<i>Assigned for Economic Uncertainty</i>	195,795	226,157	233,606
<i>Cashflow Reserve (25%)</i>	430,402	479,852	500,115

Cash Flow

Despite the challenges the COVID-19 pandemic has brought about during the past two years, cash flow continues to be strong for all three schools, with positive monthly cash balances expected for the 2022-23 fiscal year as shown on the Monthly Cash Forecast. No state deferrals for the current year or future years are noted at this time. Cash is always closely monitored to ensure each school is liquid to satisfy obligations. No external borrowing is anticipated to be needed.

For CPC-SD the ending cash balance as of June 30, 2023 is forecasted to be \$2,101,451, which represents approximately 197 days of cash on hand.

For CPC-LA the ending cash balance as of June 30, 2023 is forecasted to be \$2,390,590, which represents approximately 163 days of cash on hand.

For CPC-SO the ending cash balance as of June 30, 2023 is forecasted to be \$782,311, which represents approximately 166 days of cash on hand.



California Pacific Charter-San Diego

2022-23 Second Interim Budget

California Pacific Charter - San Diego
2022-23 Second Interim Budget
Enrollment & ADA

CHARTER 1758	CPC-SD		CPC-SD		CPC-SD	
	2022-23		2023-24		2024-25	
Attendance Ratio:	88.00%		88.00%		88.00%	
	Enrollment	ADA	Enrollment	ADA	Enrollment	ADA
TK	2	1.76	2	1.76	2	1.76
Kinder	9	7.92	9	7.92	9	7.92
Grade 1	9	7.92	9	7.92	9	7.92
Grade 2	7	6.16	7	6.16	7	6.16
Grade 3	11	9.68	11	9.68	11	9.68
Grade 4	7	6.16	8	7.04	8	7.04
Grade 5	8	7.04	8	7.04	8	7.04
Grade 6	23	20.24	25	22.00	26	22.88
Grade 7	20	17.60	21	18.48	22	19.36
Grade 8	17	14.96	18	15.84	19	16.72
Grade 9	17	14.96	18	15.84	19	16.72
Grade 10	44	38.72	45	39.60	46	40.48
Grade 11	50	44.00	52	45.76	54	47.52
Grade 12	51	44.88	53	46.64	55	48.40
TOTAL	275	242.00	286	251.68	295	259.60
	ENROLL	ADA	ENROLL	ADA	ENROLL	ADA
Total TK-3 Enrollment	38	33.44	38	33.44	38	33.44
Total 4-6 Enrollment	38	33.44	41	36.08	42	36.96
Total 7-8 Enrollment	37	32.56	39	34.32	41	36.08
Total 9-12 Enrollment	162	142.56	168	147.84	174	153.12
Total Enrollment/ADA	275	242.00	286	251.68	295	259.60
Unduplicated Pupil Percentage	53.82%	148	53.82%	154	53.82%	159
Percentage of ELL/LEP students	4.00%	11	4.00%	11	4.00%	12
Percentage of SPED Student	14.91%	41	14.91%	43	14.91%	44

California Pacific Charter - San Diego
2022-23 Second Interim Budget
Budget Summary

CHARTER 1758	2022-23 First Interim	Year To Date 01/31/2023	2022-23 Second Interim	\$ Change	% Change
Enrollment	320	-	275	(45)	-14.06%
Average Daily Attendance	297.60	-	242.00	(55.60)	-18.68%
REVENUES					
General Purpose Revenue	2,888,026	1,718,794	2,869,084	(18,942)	-0.66%
Federal Revenue	322,428	93,850	267,267	(55,161)	-17.11%
Other State Revenue	440,588	125,336	407,745	(32,843)	-7.45%
Other Local Revenue	131,364	109,819	145,090	13,726	10.45%
TOTAL REVENUES	3,782,405	2,047,800	3,689,186	(93,220)	-2.46%
EXPENDITURES					
Certificated Salaries	1,734,731	1,036,273	1,922,646	187,916	10.83%
Classified Salaries	583,781	271,126	443,846	(139,935)	-23.97%
Employee Benefits	750,986	394,474	700,050	(50,936)	-6.78%
Books and Supplies Expenditures	286,916	251,462	331,463	44,548	15.53%
Other Services and Operating Expenditures	570,848	337,735	503,051	(67,798)	-11.88%
Other Outgo	-	-	-	-	-
TOTAL EXPENDITURES	3,927,262	2,291,071	3,901,056	(26,205)	-0.67%
NET INCREASE / (DECREASE)	(144,856)	(243,272)	(211,871)	(67,014)	46.26%
BEGINNING BALANCE, RESERVES	2,268,810	2,268,810	2,268,810	-	-
NET INCREASE / (DECREASE)	(144,856)	(243,272)	(211,871)	(67,014)	46.26%
ENDING BALANCE	2,123,954	2,025,538	2,056,939	(67,014)	-3.16%
ENDING BALANCE AS % OF EXPENDITURES	54.08%	88.41%	52.73%	-1.35%	

California Pacific Charter - San Diego

2022-23 Second Interim Budget

Multi-Year Projection

CHARTER 1758	2022-23	2023-24	2024-25
Enrollment	275	286	295
Average Daily Attendance	242.00	251.68	259.60
REVENUES			
General Purpose Revenue	2,869,084	3,223,879	3,459,461
Federal Revenue	267,267	190,669	133,222
Other State Revenue	407,745	522,456	572,807
Other Local Revenue	145,090	81,762	84,712
TOTAL REVENUES	3,689,186	4,018,766	4,250,202
EXPENDITURES			
Certificated Salaries	1,922,646	1,831,867	1,960,517
Classified Salaries	443,846	551,802	584,903
Employee Benefits	700,050	750,751	785,957
Books and Supplies Expenditures	331,463	264,881	301,312
Other Services and Operating Expenditures	503,051	602,992	557,023
Other Outgo	-	-	-
TOTAL EXPENDITURES	3,901,056	4,002,294	4,189,712
NET INCREASE / (DECREASE)	(211,871)	16,473	60,490
BEGINNING BALANCE, RESERVES	2,268,810	2,056,939	2,073,412
NET INCREASE / (DECREASE)	(211,871)	16,473	60,490
ENDING BALANCE	2,056,939	2,073,412	2,133,902
ENDING BALANCE AS % OF EXPENDITURES	52.73%	51.81%	50.93%
<u>MULTI-YEAR REVENUE DETAIL</u>			
	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
General Purpose Revenue Assumptions			
8011 LCFF General Entitlement	2,657,873	3,004,220	3,232,890
8012 EPA Entitlement	48,400	50,336	51,920
8019 Prior Year Unrestricted Revenue	-	-	-
8096 In-Lieu-Of Property Taxes	162,811	169,323	174,651
Total General Purpose Revenue	2,869,084	3,223,879	3,459,461
Federal Revenue Assumptions			
8181 Federal IDEA SpEd Revenue	36,081	37,524	38,705
8182 SpEd - Discretionary Grants	3,064	2,814	2,927
8290 Other Federal Revenue	228,122	150,331	91,590
Total Federal Revenue	267,267	190,669	133,222
Other State Revenue Assumptions			
8311 AB602 State SpEd Revenue	191,345	198,999	205,261
8550 Mandated Cost Reimbursements	10,040	10,441	10,770
8560 State Lottery Revenue	61,720	64,189	66,208
8590 Other State Revenue	144,640	248,827	290,568
Total Other State Revenue	407,745	522,456	572,807
Other Local Revenue Assumptions			
8660 Interest Income	19,708	5,000	5,000
8699 Other Revenue	125,383	76,762	79,712
Total Other Local Revenue	145,090	81,762	84,712

California Pacific Charter - San Diego 2022-23 Second Interim Budget Monthly Cash Forecast

	BUDGET	July Actuals	August Actuals	September Actuals	October Actuals	November Actuals	December Actuals	January Actuals	February Forecast	March Forecast	April Forecast	May Forecast	June Forecast	ACCRUALS	TOTAL
BEGINNING CASH		2,495,009	2,442,029	2,031,538	2,036,224	2,016,869	2,252,195	2,388,844	2,506,844	2,403,809	2,441,405	2,352,905	2,300,487		
Revenues															
General Purpose Revenue	\$ 2,869,084	\$ 144,353	\$ 144,353	\$ 295,572	\$ 259,836	\$ 259,836	\$ 273,008	\$ 341,836	\$ 227,022	\$ 241,171	\$ 219,022	\$ 219,022	\$ 5,025	\$ 239,026	\$ 2,869,084
Federal Revenue	267,267	-	1	4,342	30,493	-	12,528	46,486	-	22,314	-	-	68,470	82,633	267,267
Other State Revenue	407,745	4,116	-	53,935	17,880	198,761	90,617	(239,973)	-	88,266	-	-	114,783	79,360	407,745
Other Local Revenue	145,090	2,767	2,386	75	56,693	13,031	17,985	16,883	8,638	-	8,638	8,638	8,638	717	145,090
Total Revenues	\$ 3,689,186	\$ 151,236	\$ 146,740	\$ 353,924	\$ 364,902	\$ 471,628	\$ 394,138	\$ 165,232	\$ 235,661	\$ 351,752	\$ 227,661	\$ 227,661	\$ 196,916	\$ 401,736	\$ 3,689,186
Expenditures															
Certificated Salaries	\$ 1,922,646	\$ 40,063	\$ 178,642	\$ 173,155	\$ 168,856	\$ 156,141	\$ 159,421	\$ 159,994	\$ 158,519	\$ 159,312	\$ 159,275	\$ 159,035	\$ 159,207	\$ 91,025	\$ 1,922,646
Classified Salaries	443,846	24,388	33,073	38,995	46,282	42,119	45,195	41,074	41,074	41,074	41,074	24,644	14,786	10,067	443,846
Employee Benefits	700,050	30,958	121,625	52,688	76,735	51,918	59,402	1,149	59,402	59,402	59,402	59,402	29,701	38,268	700,050
Books and Supplies	331,463	191,771	25,453	3,798	8,876	3,388	14,372	3,804	2,853	19,287	19,287	1,970	-	36,604	331,463
Other Services and Operating	503,051	104,701	62,603	42,362	29,428	26,278	28,956	43,407	32,881	35,081	37,123	35,028	21,017	4,186	503,051
Other Outgo	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 3,901,056	\$ 391,880	\$ 421,396	\$ 310,998	\$ 330,177	\$ 279,844	\$ 307,347	\$ 249,428	\$ 294,729	\$ 314,156	\$ 316,161	\$ 280,079	\$ 224,711	\$ 180,150	\$ 3,901,056
BALANCE SHEET ITEMS															
		Beginning													Ending
Assets		Balance													Balance
Accounts Receivable	297,017	80,952	93,019	13,843	(50,340)	48,047	45,373	12,501	53,621						\$ 401,736
Prepaid Expenditures	14,619	(166,828)	-	(4,575)	-	-	2,022	(63,956)							247,957
Liabilities															
Accounts Payable	98,120	273,540	(228,854)	(47,508)	(3,740)	(4,505)	2,464	8,071	(97,588)						180,150
Due To Grantor Governments	171,241	-	-	-	-	-	-	-					(171,241)		-
Unearned Revenues	268,474	-	-	-	-	-	-	245,580							514,054
Net Increases/Decreases		\$ 187,665	\$ (135,835)	\$ (38,241)	\$ (54,079)	\$ 43,542	\$ 49,858	\$ 202,197	\$ (43,967)	\$ -	\$ -	\$ -	\$ -	\$ (171,241)	
		\$ 2,442,029	\$ 2,031,538	\$ 2,036,224	\$ 2,016,869	\$ 2,252,195	\$ 2,388,844	\$ 2,506,844	\$ 2,403,809	\$ 2,441,405	\$ 2,352,905	\$ 2,300,487	\$ 2,101,451	ENDING CASH	
Days Cash on Hand		228	190	191	189	211	224	235	225	228	220	215	197		



California Pacific Charter-Los Angeles

2022-23 Second Interim Budget

California Pacific Charter - Los Angeles
2022-23 Second Interim Budget
Enrollment & ADA

CHARTER 1751	CPC-LA		CPC-LA		CPC-LA	
	2022-23		2023-24		2024-25	
Attendance Ratio:	83.42%		83.42%		83.42%	
	Enrollment	ADA	Enrollment	ADA	Enrollment	ADA
TK	3	2.50	3	2.50	3	2.50
Kinder	9	7.51	14	11.68	15	12.51
Grade 1	25	20.86	26	21.69	16	13.35
Grade 2	14	11.68	15	12.51	16	13.35
Grade 3	20	16.68	22	18.35	23	19.19
Grade 4	20	16.68	21	17.52	22	18.35
Grade 5	17	14.18	19	15.85	20	16.68
Grade 6	20	16.68	21	17.52	22	18.35
Grade 7	35	29.20	37	30.87	39	32.53
Grade 8	44	36.70	47	39.21	49	40.88
Grade 9	37	30.87	39	32.53	41	34.20
Grade 10	40	33.37	43	35.87	45	37.54
Grade 11	71	59.23	75	62.57	79	65.90
Grade 12	79	65.90	83	69.24	87	72.58
TOTAL	434	362.04	465	387.91	477	397.91
	ENROLL	ADA	ENROLL	ADA	ENROLL	ADA
Total TK-3 Enrollment	71	59.23	80	66.73	73	60.90
Total 4-6 Enrollment	57	47.54	61	50.89	64	53.38
Total 7-8 Enrollment	79	65.90	84	70.08	88	73.41
Total 9-12 Enrollment	227	189.37	240	200.21	252	210.22
Total Enrollment/ADA	434	362.04	465	387.91	477	397.91
Unduplicated Pupil Percentage	53.69%	233	53.69%	250	53.69%	256
Percentage of ELL/LEP students	3.23%	14	3.23%	15	3.23%	15
Percentage of SPED Student	14.29%	62	14.29%	66	14.29%	68

California Pacific Charter - Los Angeles
2022-23 Second Interim Budget
Budget Summary

CHARTER 1751	2022-23 First Interim	Year To Date 01/31/2023	2022-23 Second Interim	\$ Change	% Change
Enrollment	395	-	434	39	9.87%
Average Daily Attendance	367.35	-	362.04	(5.31)	-1.45%
REVENUES					
General Purpose Revenue	4,349,777	1,864,486	4,272,701	(77,076)	-1.77%
Federal Revenue	669,484	166,873	626,101	(43,383)	-6.48%
Other State Revenue	521,221	156,450	459,867	(61,354)	-11.77%
Other Local Revenue	175	2,045	2,045	1,870	1068.67%
TOTAL REVENUES	5,540,657	2,189,854	5,360,714	(179,943)	-3.25%
EXPENDITURES					
Certificated Salaries	2,529,496	1,350,039	2,682,268	152,772	6.04%
Classified Salaries	747,976	319,343	582,820	(165,156)	-22.08%
Employee Benefits	1,052,277	497,226	963,619	(88,658)	-8.43%
Books and Supplies Expenditures	333,706	334,669	378,686	44,980	13.48%
Other Services and Operating Expenditures	686,847	471,396	737,538	50,691	7.38%
Other Outgo	-	-	-	-	-
TOTAL EXPENDITURES	5,350,302	2,972,672	5,344,931	(5,371)	-0.10%
NET INCREASE / (DECREASE)	190,355	(782,819)	15,782	(174,572)	-91.71%
BEGINNING BALANCE, RESERVES	2,464,684	2,464,684	2,464,684	-	-
NET INCREASE / (DECREASE)	190,355	(782,819)	15,782	(174,572)	-91.71%
ENDING BALANCE	2,655,038	1,681,865	2,480,466	(174,572)	-6.58%
ENDING BALANCE AS % OF EXPENDITURES	49.62%	56.58%	46.41%	-3.22%	

California Pacific Charter - Los Angeles

2022-23 Second Interim Budget

Multi-Year Projection

CHARTER 1751	2022-23	2023-24	2024-25
Enrollment	434	465	477
Average Daily Attendance	362.04	387.91	397.91
REVENUES			
General Purpose Revenue	4,272,701	4,937,745	5,252,886
Federal Revenue	626,101	243,463	159,267
Other State Revenue	459,867	597,039	670,126
Other Local Revenue	2,045	-	-
TOTAL REVENUES	5,360,714	5,778,247	6,082,279
EXPENDITURES			
Certificated Salaries	2,682,268	2,744,766	2,936,940
Classified Salaries	582,820	811,432	859,701
Employee Benefits	963,619	1,106,641	1,158,992
Books and Supplies Expenditures	378,686	353,154	370,421
Other Services and Operating Expenditures	737,538	689,648	685,036
Other Outgo	-	-	-
TOTAL EXPENDITURES	5,344,931	5,705,641	6,011,090
NET INCREASE / (DECREASE)	15,782	72,606	71,189
BEGINNING BALANCE, RESERVES	2,464,684	2,480,466	2,553,072
NET INCREASE / (DECREASE)	15,782	72,606	71,189
ENDING BALANCE	2,480,466	2,553,072	2,624,261
ENDING BALANCE AS % OF EXPENDITURES	46.41%	44.75%	43.66%
<u>MULTI-YEAR REVENUE DETAIL</u>			
	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
General Purpose Revenue Assumptions			
8011 LCFF General Entitlement	4,006,347	4,651,223	4,958,978
8012 EPA Entitlement	72,408	77,582	79,582
8019 Prior Year Unrestricted Revenue	(1,060)	-	-
8096 In-Lieu-Of Property Taxes	195,006	208,940	214,326
Total General Purpose Revenue	4,272,701	4,937,745	5,252,886
Federal Revenue Assumptions			
8181 Federal IDEA SpEd Revenue	44,538	47,720	48,950
8182 SpEd - Discretionary Grants	3,861	4,211	4,511
8290 Other Federal Revenue	577,702	191,532	105,806
Total Federal Revenue	626,101	243,463	159,267
Other State Revenue Assumptions			
8311 AB602 State SpEd Revenue	167,794	179,784	184,419
8550 Mandated Cost Reimbursements	11,766	12,607	12,931
8560 State Lottery Revenue	92,335	98,933	101,483
8590 Other State Revenue	187,972	305,715	371,293
Total Other State Revenue	459,867	597,039	670,126
Other Local Revenue Assumptions			
8660 Interest Income	-	-	-
8699 Other Revenue	2,045	-	-
Total Other Local Revenue	2,045	-	-

California Pacific Charter - Los Angeles

2022-23 Second Interim Budget

Monthly Cash Forecast

	BUDGET	July Actuals	August Actuals	September Actuals	October Actuals	November Actuals	December Actuals	January Actuals	February Forecast	March Forecast	April Forecast	May Forecast	June Forecast	ACCRUALS	TOTAL
BEGINNING CASH		2,189,631	2,461,159	1,874,096	1,773,422	1,808,954	2,066,663	2,260,613	2,189,876	2,325,653	2,651,584	2,676,875	2,704,638		
Revenues															
General Purpose Revenue	\$ 4,272,701	\$ 13,125	\$ 189,462	\$ 200,192	\$ 379,093	\$ 355,338	\$ 355,338	\$ 371,938	\$ 468,259	\$ 500,799	\$ 467,678	\$ 467,678	\$ 15,019	\$ 488,782	\$ 4,272,701
Federal Revenue	626,101	43,115	-	-	-	45,800	16,724	61,234	-	156,525	-	-	77,168	225,534	626,101
Other State Revenue	459,867	5,011	7	39,190	45,493	270,719	114,996	(318,965)	-	106,949	-	-	64,714	131,754	459,867
Other Local Revenue	2,045	-	175	-	-	168	50	1,652	-	-	-	-	-	-	2,045
Total Revenues	\$ 5,360,714	\$ 61,251	\$ 189,644	\$ 239,382	\$ 424,586	\$ 672,025	\$ 487,108	\$ 115,859	\$ 468,259	\$ 764,273	\$ 467,678	\$ 467,678	\$ 156,901	\$ 846,071	\$ 5,360,714
Expenditures															
Certificated Salaries	\$ 2,682,268	\$ 46,693	\$ 213,500	\$ 207,548	\$ 202,028	\$ 222,925	\$ 228,181	\$ 229,164	\$ 226,757	\$ 228,034	\$ 227,985	\$ 227,592	\$ 227,870	\$ 193,992	\$ 2,682,268
Classified Salaries	582,820	22,974	33,991	43,335	50,529	55,152	59,784	53,578	52,695	52,695	52,695	52,695	31,617	21,078	582,820
Employee Benefits	963,619	42,736	68,374	73,484	65,577	83,066	80,084	83,905	93,279	93,279	93,279	93,279	55,967	37,311	963,619
Books and Supplies	378,686	234,622	39,141	6,106	12,291	11,974	23,422	7,113	12,549	6,805	8,822	9,392	5,635	814	378,686
Other Services and Operating	737,538	131,514	73,773	59,339	45,561	42,356	51,299	67,553	53,736	57,529	59,606	56,957	34,174	4,140	737,538
Other Outgo	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 5,344,931	\$ 478,540	\$ 428,779	\$ 389,811	\$ 375,986	\$ 415,473	\$ 442,770	\$ 441,314	\$ 439,016	\$ 438,342	\$ 442,387	\$ 439,915	\$ 355,263	\$ 257,335	\$ 5,344,931
BALANCE SHEET ITEMS															
	Beginning Balance														Ending Balance
Assets															
Accounts Receivable	736,259	539,024	(132)	73,027	15	2,243	74,198	(65)	47,948						\$ 846,071
Prepaid Expenditures	18,856	(205,141)	-	(5,648)	-	-	2,496	(3,331)							230,480
Liabilities															
Accounts Payable	65,303	365,003	(347,797)	(17,623)	(13,083)	(1,086)	72,919	(65,050)	58,586						257,335
Due To Grantor Governments	125,755	(10,070)	-	-	-	-	-	-					(115,685)		-
Unearned Revenues	289,004	-	-	-	-	-	-	323,163							612,167
Net Increases/Decreases		\$ 688,817	\$ (347,929)	\$ 49,756	\$ (13,068)	\$ 1,158	\$ 149,612	\$ 254,718	\$ 106,534	\$ -	\$ -	\$ -	\$ (115,685)		
		\$ 2,461,159	\$ 1,874,096	\$ 1,773,422	\$ 1,808,954	\$ 2,066,663	\$ 2,260,613	\$ 2,189,876	\$ 2,325,653	\$ 2,651,584	\$ 2,676,875	\$ 2,704,638	\$ 2,390,590		ENDING CASH
Days Cash on Hand		168	128	121	124	141	154	150	159	181	183	185	163		



California Pacific Charter-Sonoma

2022-23 Second Interim Budget

California Pacific Charter - Sonoma
2022-23 Second Interim Budget
Enrollment & ADA

CHARTER 2037	CPC-SO		CPC-SO		CPC-SO	
	2022-23		2023-24		2024-25	
Attendance Ratio:	82.78%		82.78%		82.78%	
	Enrollment	ADA	Enrollment	ADA	Enrollment	ADA
TK	-					
Kinder	5	4.14	5	4.14	5	4.14
Grade 1	6	4.97	6	4.97	6	4.97
Grade 2	7	5.79	7	5.79	7	5.79
Grade 3	3	2.48	3	2.48	3	2.48
Grade 4	8	6.62	8	6.62	8	6.62
Grade 5	9	7.45	9	7.45	9	7.45
Grade 6	13	10.76	13	10.76	13	10.76
Grade 7	11	9.11	11	9.11	11	9.11
Grade 8	12	9.93	12	9.93	12	9.93
Grade 9	16	13.24	16	13.24	16	13.24
Grade 10	15	12.42	15	12.42	15	12.42
Grade 11	27	22.35	27	22.35	27	22.35
Grade 12	19	15.73	19	15.73	19	15.73
TOTAL	151	124.99	151	124.99	151	124.99
	ENROLL	ADA	ENROLL	ADA	ENROLL	ADA
Total TK-3 Enrollment	21	17.38	21	17.38	21	17.38
Total 4-6 Enrollment	30	24.83	30	24.83	30	24.83
Total 7-8 Enrollment	23	19.04	23	19.04	23	19.04
Total 9-12 Enrollment	77	63.74	77	63.74	77	63.74
Total Enrollment/ADA	151	124.99	151	124.99	151	124.99
Unduplicated Pupil Percentage	49.67%	75	49.67%	75	49.67%	75
Percentage of ELL/LEP students	4.64%	7	4.64%	7	4.64%	7
Percentage of SPED Student	12.58%	19	12.58%	19	12.58%	19

California Pacific Charter - Sonoma
2022-23 Second Interim Budget
Budget Summary

CHARTER 2037	2022-23 First Interim	Year To Date 01/31/2023	2022-23 Second Interim	\$ Change	% Change
Enrollment	115	-	151	36	31.30%
Average Daily Attendance	106.69	-	125.00	18.31	17.16%
REVENUES					
General Purpose Revenue	1,451,303	703,723	1,452,253	950	0.07%
Federal Revenue	167,854	22,577	161,006	(6,849)	-4.08%
Other State Revenue	241,232	110,756	224,456	(16,775)	-6.95%
Other Local Revenue	1,000	1,974	1,974	974	97.41%
TOTAL REVENUES	1,861,389	839,030	1,839,689	(21,700)	-1.17%
EXPENDITURES					
Certificated Salaries	776,269	401,661	779,717	3,448	0.44%
Classified Salaries	243,558	98,922	189,678	(53,880)	-22.12%
Employee Benefits	325,023	147,802	293,604	(31,419)	-9.67%
Books and Supplies Expenditures	101,908	101,040	116,331	14,423	14.15%
Other Services and Operating Expenditures	337,752	217,199	339,666	1,914	0.57%
Other Outgo	2,612	2,266	2,612	-	-
TOTAL EXPENDITURES	1,787,122	968,891	1,721,608	(65,514)	-3.67%
NET INCREASE / (DECREASE)	74,267	(129,861)	118,081	43,814	59.00%
BEGINNING BALANCE, RESERVES	601,133	601,133	601,133	-	-
NET INCREASE / (DECREASE)	74,267	(129,861)	118,081	43,814	59.00%
ENDING BALANCE	675,400	471,272	719,213	43,814	6.49%
ENDING BALANCE AS % OF EXPENDITURES	37.79%	48.64%	41.78%	3.98%	

California Pacific Charter - Sonoma

2022-23 Second Interim Budget

Multi-Year Projection

	CHARTER 2037	2022-23	2023-24	2024-25
Enrollment		151	151	151
Average Daily Attendance		125.00	124.99	125.81
REVENUES				
General Purpose Revenue		1,452,253	1,572,590	1,626,452
Federal Revenue		161,006	111,886	82,339
Other State Revenue		224,456	316,699	322,435
Other Local Revenue		1,974	1,000	1,000
TOTAL REVENUES		1,839,689	2,002,175	2,032,226
EXPENDITURES				
Certificated Salaries		779,717	887,405	930,321
Classified Salaries		189,678	265,544	275,753
Employee Benefits		293,604	358,498	370,122
Books and Supplies Expenditures		116,331	121,315	124,350
Other Services and Operating Expenditures		339,666	284,966	298,235
Other Outgo		2,612	1,681	1,681
TOTAL EXPENDITURES		1,721,608	1,919,409	2,000,461
NET INCREASE / (DECREASE)		118,081	82,766	31,765
BEGINNING BALANCE, RESERVES		601,133	719,213	801,979
NET INCREASE / (DECREASE)		118,081	82,766	31,765
ENDING BALANCE		719,213	801,979	833,744
ENDING BALANCE AS % OF EXPENDITURES		41.78%	41.78%	41.68%
<u>MULTI-YEAR REVENUE DETAIL</u>				
		<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
General Purpose Revenue Assumptions				
8011 LCFF General Entitlement		858,348	978,685	1,032,547
8012 EPA Entitlement		24,998	24,998	24,998
8019 Prior Year Unrestricted Revenue		-	-	-
8096 In-Lieu-Of Property Taxes		568,907	568,907	568,907
Total General Purpose Revenue		1,452,253	1,572,590	1,626,452
Federal Revenue Assumptions				
8181 Federal IDEA SpEd Revenue		12,967	12,966	13,051
8182 SpEd - Discretionary Grants		1,761	1,454	1,454
8290 Other Federal Revenue		146,278	97,466	67,834
Total Federal Revenue		161,006	111,886	82,339
Other State Revenue Assumptions				
8311 AB602 State SpEd Revenue		104,213	104,205	104,888
8550 Mandated Cost Reimbursements		4,778	4,778	4,809
8560 State Lottery Revenue		31,880	31,877	32,087
8590 Other State Revenue		83,585	175,839	180,651
Total Other State Revenue		224,456	316,699	322,435
Other Local Revenue Assumptions				
8660 Interest Income		1,042	1,000	1,000
8699 Other Revenue		933	-	-
Total Other Local Revenue		1,974	1,000	1,000

California Pacific Charter - Sonoma 2022-23 Second Interim Budget Monthly Cash Forecast

	BUDGET	July Actuals	August Actuals	September Actuals	October Actuals	November Actuals	December Actuals	January Actuals	February Forecast	March Forecast	April Forecast	May Forecast	June Forecast	ACCRUALS	TOTAL
BEGINNING CASH		843,895	740,174	507,887	720,917	914,270	793,665	945,606	816,678	822,898	929,185	903,146	877,107		
Revenues															
General Purpose Revenue	\$ 1,452,253	\$ -	\$ -	\$ 231,782	\$ 245,892	\$ -	\$ 226,049	\$ -	\$ 142,746	\$ 189,959	\$ 116,058	\$ 116,058	\$ 18,825	\$ 164,885	\$ 1,452,253
Federal Revenue	161,006	-	-	6,722	2,970	-	4,943	7,941	-	40,251	-	-	43,994	54,184	161,006
Other State Revenue	224,456	-	-	54,178	50,808	10,247	94,854	(99,331)	-	26,053	-	-	-	87,646	224,456
Other Local Revenue	1,974	-	-	436	-	160	606	773	-	-	-	-	-	-	1,974
Total Revenues	\$ 1,839,689	\$ -	\$ -	\$ 293,117	\$ 299,671	\$ 10,407	\$ 326,453	\$ (90,617)	\$ 142,746	\$ 256,263	\$ 116,058	\$ 116,058	\$ 62,819	\$ 306,715	\$ 1,839,689
Expenditures															
Certificated Salaries	\$ 779,717	\$ 14,623	\$ 59,732	\$ 58,782	\$ 56,953	\$ 69,249	\$ 71,097	\$ 71,225	\$ 71,225	\$ 71,225	\$ 71,225	\$ 71,225	\$ 64,102	\$ 29,055	\$ 779,717
Classified Salaries	189,678	6,652	9,833	12,686	14,822	17,977	19,488	17,465	17,465	17,465	17,465	17,465	17,465	3,432	189,678
Employee Benefits	293,604	12,490	18,989	20,520	18,305	25,938	24,942	26,618	26,618	26,618	26,618	26,618	23,956	15,373	293,604
Books and Supplies	116,331	70,081	11,642	5,212	3,743	2,107	4,937	3,318	2,489	3,201	3,201	3,201	3,201	-	116,331
Other Services and Operating	339,666	52,042	39,267	26,680	16,757	38,448	20,416	23,589	23,589	23,589	23,589	23,589	23,589	4,522	339,666
Other Outgo	2,612	-	-	1,645	218	-	403	-	167	179	-	-	-	-	2,612
Total Expenditures	\$ 1,721,608	\$ 155,887	\$ 139,464	\$ 125,524	\$ 110,799	\$ 153,719	\$ 141,282	\$ 142,215	\$ 141,552	\$ 142,276	\$ 142,097	\$ 142,097	\$ 132,313	\$ 52,381	\$ 1,721,608
BALANCE SHEET ITEMS															
	Beginning														Ending
Assets	Balance														Balance
Accounts Receivable	171,629	36,738	(38)	63,353	11,884	(42)	4,959	(173)	54,947						\$ 306,715
Prepaid Expenditures	10,317	(54,919)	-	(1,645)	-	-	727	(970)							67,125
Liabilities															
Accounts Payable	70,294	70,346	(92,785)	(8,571)	295	22,749	(23,517)	3,410	(42,221)						52,381
Due To Grantor Governments	25,302	-	-	-	-	-	-	-					(25,302)		-
Current Loans	138,586	-	-	(7,699)	(7,699)	-	(15,398)	-	(7,699)	(7,699)					92,392
Unearned Revenues	190,526	-	-	-	-	-	-	101,637							292,164
Net Increases/Decreases		\$ 52,166	\$ (92,823)	\$ 45,438	\$ 4,481	\$ 22,708	\$ (33,229)	\$ 103,904	\$ 5,026	\$ (7,699)	\$ -	\$ -	\$ (25,302)		
		\$ 740,174	\$ 507,887	\$ 720,917	\$ 914,270	\$ 793,665	\$ 945,606	\$ 816,678	\$ 822,898	\$ 929,185	\$ 903,146	\$ 877,107	\$ 782,311		ENDING CASH
Days Cash on Hand		157	108	153	194	168	200	173	174	197	191	186	166		

Coversheet

Approval of Annual Audit Engagement Services between CliftonLarsonAllen (CLA) and California Pacific Charter Schools

Section: XIII. Business/Financial Services
Item: B. Approval of Annual Audit Engagement Services between CliftonLarsonAllen (CLA) and California Pacific Charter Schools
Purpose: Vote
Submitted by: Shannon Green
Related Material: 2023 CLA Statement of Work Engagement Letter - Audit Services CalPac.pdf

BACKGROUND:

In accordance with Education Code (EC) Section 41020 (b) (3), the governing Board of each Local Educational Agency (LEA) shall provide for an audit of the books and accounts of the LEA. The audit contract must be in place by April 1.

CLA (CliftonLarsonAllen LLP) is a well-known CPA firm (the eighth-largest accountancy firm in the United States).

RECOMMENDATION:

It is recommended the Board approve the 2023 CLA Statement of Work Engagement Letter, as presented.

Fiscal Year 2023-24 Impact: \$35,760.00 to be split by ADA

California Pacific Charter - Los Angeles (#1751) \$ 17,969.40

California Pacific Charter - San Diego (#1758) \$ 11,933.11

California Pacific Charter - Sonoma (#2037) \$ 5,857.49

2023-24 fiscal impact split subject to change based on actual ADA of the schools.



CliftonLarsonAllen LLP
<https://www.claconnect.com>

Statement of Work - Audit Services Copy

February 17, 2023

This document constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated September 21, 2022, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and California Pacific Charter Schools ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended June 30, 2023.

Lili Huang is responsible for the performance of the audit engagement. Per Education Code Section 41020(f)(2), there is a limit of six consecutive years for any firm where the principal of the audit and the reviewing principal have been the same in each of those years. This is the third consecutive year Lili Huang will be the engagement principal.

Scope of audit services

We will audit the financial statements of California Pacific Charter Schools, which comprise the financial statements identified below, and the related notes to the financial statements (collectively, the "financial statements").

The statement of financial position as of June 30, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

We will also evaluate and report on the presentation of the following supplementary information accompanying the financial statements in relation to the financial statements as a whole:

- Schedule of Expenditures of Federal Awards
- Schedule of Instructional Time
- Schedule of Average Daily Attendance
- Reconciliation of Annual Financial Report With Audited Financial Statements

The following supplementary information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements and our auditors' report will not provide an opinion or any assurance on that information:

- Local Education Agency Organization Structure

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and the related notes.
- Preparation of the supplementary information.
- Preparation of adjusting journal entries, as needed.
- Preparation of the Data Collection Form.
- Preparation of the informational tax returns.

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the *2022-2023 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express opinions and render the required reports.

We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

The objectives of our audit also include:

- Reporting on internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Reporting on internal control over compliance related to major programs and expressing an opinion (or

disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Uniform Guidance.

- Reporting on compliance related to state programs and expressing an opinion (or disclaimer of opinion) on compliance with the laws and regulations of the state programs in accordance with the requirements of the *2022-2023 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We will issue written reports upon completion of our audit of your financial statements and compliance with requirements applicable to major programs.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions on the financial statements or compliance are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements or material noncompliance caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements or an opinion on compliance, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue reports, or withdrawing from the engagement.

We also will issue a written report on state compliance upon completion of our audit.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS, the standards for financial audits contained in *Government Auditing Standards*, and the Uniform Guidance.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements and material noncompliance, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement or a material noncompliance resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Override of Management Controls
- Revenue Recognition

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements or noncompliance may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS, Government Auditing Standards, and the Uniform Guidance. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, Government Auditing Standards do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with

governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a single audit.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards that may have a direct and material effect on each of the entity's major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the "OMB Compliance Supplement" for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs. The purpose of these procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

We will evaluate the presentation of the schedule of expenditures of federal awards accompanying the financial statements in relation to the financial statements as a whole. We will make certain inquiries of management and evaluate the form, content, and methods of preparing the schedule to determine whether

the information complies with U.S. GAAP and the Uniform Guidance, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We will compare and reconcile the schedule to the underlying accounting records and other records used to prepare the financial statements or to the financial statements themselves.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and the schedule of expenditures of federal awards in accordance with U.S. GAAP. Management is also responsible for identifying all federal awards received, understanding and complying with the compliance requirements, and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the requirements of the Uniform Guidance.

Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for one year after the date the financial statements are available to be issued.

Management is responsible for compliance with applicable laws and regulations and the provisions of contracts and grant agreements, including compliance with federal statutes, regulations, and the terms and conditions of federal awards applicable to the entity's federal programs. Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are responsible for the design, implementation, and maintenance of effective internal control, including internal control over compliance, relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and objectives are met; and that there is reasonable assurance that government programs are administered in compliance with compliance requirements.

You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of

fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements, including compliance with federal statutes, regulations, and the terms and conditions of federal awards applicable to the entity's federal programs; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements, including compliance with federal statutes, regulations, and the terms and conditions of federal awards applicable to the entity's federal programs; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered.

You are responsible for taking timely and appropriate steps to remedy any fraud; noncompliance with provisions of laws, regulations, contracts, or grant agreements; or abuse that we may report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings; and to follow up and take prompt corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers), and for ensuring management information and financial information is reliable and properly reported; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the

schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

Management is responsible for the preparation and fair presentation of other supplementary information in accordance with U.S. GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's operations, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies to us of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We expect to begin our audit on approximately May 1, 2023.

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

At the conclusion of the engagement, we will complete the auditor sections of the electronic Data Collection Form SF-SAC and perform the steps to certify the Form SF-SAC and single audit reporting package. It is

management's responsibility to complete the auditee sections of the Data Collection Form. We will create the single audit reporting package PDF file for submission; however, it is management's responsibility to review for completeness and accuracy and electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be electronically submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the sole and exclusive property of CLA and constitutes confidential and proprietary information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to California Department of Education, California State Controllers Office, and authorizer(s), or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of CLA personnel. Furthermore, upon request, we may provide copies or electronic versions of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the California Department of Education, California State Controllers Office, and authorizer(s). If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Fees

Our professional fees are detailed in the table below. We will also bill for expenses (including travel, internal and administrative charges) plus a technology and client support fee of five percent (5%) of all professional fees billed. This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation. There is a ten percent withholding clause per Education Code 14505. **Service Professional Fee**

Audit services, includes procedures for one major federal program (if additional programs are required to be tested they will be billed at \$6,500 per additional program)	\$29,500
Data Collection Form SF-FAC and single audit reporting package	\$1,050
Informational tax returns	\$3,500
Technology and client support fee	\$1,710
Total	\$35,760

Additional state compliance procedures related to changes to the *2022-2023 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel will be billed as out-of-scope.

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide to you the services described in this SOW under the MSA and believe this SOW accurately summarizes the significant terms of our audit engagement. This SOW and the MSA constitute the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA related to audit

services. If you have any questions, please let us know. Please sign, date, and return this SOW to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP

Response:

This letter correctly sets forth the understanding of California Pacific Charter Schools.

CLA
CLA



Lili Huang, Principal

Client
California Pacific Charter Schools

SIGN:

Christine Feher, Superintendent

DATE:

Coversheet

Approval of Alive Studios, LLC - Learning Alive Zoo Keeper Edition

Section: XIV. Education/Student Services
Item: A. Approval of Alive Studios, LLC - Learning Alive Zoo Keeper Edition
Purpose: Vote
Submitted by: Christine Feher
Related Material: Alive Studios LLC - Learning Alive Zoo Keeper Edition.pdf

BACKGROUND:

Learning Alive is a high-quality, supplemental curriculum that includes Letters Alive Zoo Keeper Edition, Math Alive, and three Interactive Stories. It is designed to help early learners become proficient in reading, writing, and mathematics. TK-2nd grade teachers will use this curriculum to enrich student learning, particularly in the area of early literacy.

RECOMMENDATION:

It is recommended the Board approve Alive Studios, LLC - Learning Alive Zoo Keeper Edition, as presented.



Alive Studios, LLC
 1461 Harbins Rd
 Dacula, GA 30019

Quote

DATE	ESTIMATE #
1/27/2023	229209

BILL TO
Accounts Payable California Pacific Charter Schools 940 South Coast Drive #185 Costa Mesa, CA 92626

SHIP TO
Erin Rineberg California Pacific Charter Schools 940 South Coast Drive #185 Costa Mesa, CA 92626 erineberg@cal-pacs.org (707) 615-6680

Item	Description	Qty	Rate	Amt
50500	Learning alive Zoo Keeper Edition	8	\$1,795.00	\$14,360.00
Sales Tax		1	\$1,112.90	\$1,112.90
			SUBTOTAL	\$15,472.90
			SHIPPING	\$130.00
			DISCOUNT	\$0.00
			TAX	\$0.00
			TOTAL	\$15,602.90

We look forward to you joining our Zoo Crew!
 Estimate Expires:
 Fax, Phone, Email, or Mail your purchase order when you're ready!
 Fax - 678-248-9030
 Phone - 678-404-7473
 Email - Sales@AliveStudiosCo.com
 Mail - 1461 Harbins Road, Dacula Georgia 30019