



Camino Nuevo Charter Academy

CNCA Regular Board Meeting

Published on March 5, 2021 at 7:37 AM PST

Date and Time

Tuesday March 9, 2021 at 4:00 PM PST

Location

ZOOM Meeting

In accordance with Mayor Garcetti's "Safer at Home" City Order ([Link](#)) and Governor Newsome's State Executive Order([Link](#)) CNCA will be holding Board Meetings via ZOOM video conference and telephone. No physical CNCA school locations will be open to the public.

This meeting is open to the public through the telephone 1 (669) 900-9128 (US Toll) and ZOOM video conference. To ensure meeting safety, there will be an online ZOOM waiting room set up for participants 10 minutes prior to the meeting. Attendees will be welcomed in prior to the start of the meeting at 4:00 pm. The waiting room will be checked regularly so that anyone joining the meeting late can still join.

Join Zoom Meeting

[https://caminonuevo-org.zoom.us/j/98511106204?](https://caminonuevo-org.zoom.us/j/98511106204?pwd=MIhMVldzbloxQ1hPUjN0VzF5cEs0dz09)

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Meeting ID: 985 1110 6204

Passcode: gF2t1K

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Agenda

	Purpose	Presenter	Time
I. Opening Items			4:00 PM
A. Record Attendance		David Gidlow	
B. Call the Meeting to Order		Cindy Smet	
C. Approve 01/12/21 Meeting Minutes	Approve Minutes	Cindy Smet	
Approve minutes for CNCA Regular Board Meeting on January 12, 2021			
D. Approve 01/29/21 Special Meeting Minutes	Approve Minutes	Cindy Smet	
Approve minutes for CNCA Special Board Meeting on January 29, 2021			
II. Public Comment			4:00 PM
A. 2-Minute Limit per Speaker	FYI		20 m
III. Consent Agenda			4:20 PM
A. Consent Agenda Action	Vote	Cindy Smet	5 m
B. Distance Learning Policies - CNCA Student and Family Handbook			
C. Food Service Management Company (FSMC) Bid Package School Year 2021-22			
D. Los Angeles County Office of Education Certification of Signatures			
E. Suicide Prevention Policy - Revision			
F. Winter 2021 Consolidated Application			
IV. Facilities			4:25 PM
A. Castellanos Elementary Living Schoolyard Project	FYI	Matilda Reyes	20 m
Trust for Public Land Presentation			
V. Finance			4:45 PM
A. January 2021 Financial Reports	Discuss	Tammy Stanton	10 m
CNCA Consolidated Financial Reports: Dashboard, Variance Analysis, CashFlow, Budget Summary			
B. 2nd Interim Financial Reports	Vote	Tammy Stanton	10 m
January 2021 Actuals and Forecast			

	Purpose	Presenter	Time
VI. Academic Update			5:05 PM
A. Q2 Academic Outcomes	Discuss	Rachel Hazlehurst	15 m
VII. CEO Update			5:20 PM
A. CEO Report: Miramar High School and Tech & Play/Recreation Pods	Discuss	Adriana Abich	15 m
B. 2021-22 Academic Calendar(s)	Vote	Chantavia Moore	10 m
VIII. Convene to Closed Session			5:45 PM
A. Conference with real property negotiations; Government Code Section 54956.8: 669 S. Burlington Street, Los Angeles, CA 90057	Discuss		10 m
B. Conference with legal counsel – Anticipated Litigation; Government Code Section 54956.9: 1 case	Discuss		5 m
IX. Closing Items			6:00 PM
A. Adjourn Meeting	Vote	Cindy Smet	

Cover Sheet

Approve 01/12/21 Meeting Minutes

Section:	I. Opening Items
Item:	C. Approve 01/12/21 Meeting Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for CNCA Regular Board Meeting on January 12, 2021



Camino Nuevo Charter Academy

Minutes

CNCA Regular Board Meeting

Date and Time

Tuesday January 12, 2021 at 4:00 PM

Location

Join Zoom Meeting

<https://caminonuevo-org.zoom.us/j/6181735293>

Meeting ID: 618 173 5293

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Join Zoom Meeting

<https://caminonuevo-org.zoom.us/j/98687327915?pwd=RzAveHpNOVhndzdaUGpKMmdkZlZmQT09>

Meeting ID: 986 8732 7915

Passcode: 30EzBe

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Directors Present

C. Garcia Alvarado (remote), C. Smet (remote), D. Gidlow (remote), L. Jennings (remote), R. Hunt (remote), S. Ito (remote), T. Powers (remote)

Directors Absent

None

Guests Present

T. Stanton (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

C. Smet called a meeting of the board of directors of Camino Nuevo Charter Academy to order on Tuesday Jan 12, 2021 @ 4:11 PM.

C. Approve 11/20/20 Meeting Minutes

L. Jennings made a motion to approve the minutes from CNCA Board Meeting on 11-10-20.

T. Powers seconded the motion.

An amendment was made to change the agenda regarding this approval item as there is a typo in the agenda - the correct meeting date is 11/10/2020, NOT 11/20/2020. Lida Jennings made the motion to amend the agenda, which was seconded by Cindy Smet. The vote was unanimous to change the agenda and correct the typo to reflect the correct meeting date of 11/10/2020. The board **VOTED** to approve the motion.

Roll Call

D. Gidlow	Aye
C. Garcia Alvarado	Aye
S. Ito	Aye
L. Jennings	Aye
T. Powers	Aye
R. Hunt	Aye
C. Smet	Aye

D. Approve 11/23/20 Special Meeting Minutes

T. Powers made a motion to approve the minutes from CNCA Special Board Meeting on 11-23-20.

D. Gidlow seconded the motion.

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

Roll Call

C. Smet	Aye
T. Powers	Aye
D. Gidlow	Aye
R. Hunt	Aye
C. Garcia Alvarado	Aye
S. Ito	Aye
L. Jennings	Aye

E. Approve 12/08/20 Special Meeting Minutes

R. Hunt made a motion to approve the minutes from CNCA Special Board Meeting - Amended Agenda on 12-08-20.

L. Jennings seconded the motion.

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

Roll Call

R. Hunt	Aye
C. Smet	Aye
T. Powers	Aye
S. Ito	Aye
L. Jennings	Aye
D. Gidlow	Aye
C. Garcia Alvarado	Aye

The original draft of the 12/08/2020 meeting minutes was amended to include clarifying language with regard to the vote taken on the proposed cessation of operations at the Miramar campus.

II. Public Comment

A. 2-Minute Limit per Speaker

There was no public comment.

III. Consent Agenda

A. Consent Agenda Action

D. Gidlow made a motion to approve the consent agenda item regarding Teacher Evaluation MOU with the Camino Nuevo Teacher's Association (CNTA), which is specific to the Miramar campus.

L. Jennings seconded the motion.

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

Roll Call

C. Garcia Alvarado	Aye
C. Smet	Aye
T. Powers	Aye
D. Gidlow	Aye
S. Ito	Aye
R. Hunt	Aye
L. Jennings	Aye

B. Teacher Evaluation MOU with Camino Nuevo Teacher's Association (CNTA)

IV. Finance

A. CNCA 2019 Tax Returns

R. Hunt made a motion to accept the current IRS and California state tax returns.

L. Jennings seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Smet	Aye
C. Garcia Alvarado	Aye
L. Jennings	Aye
T. Powers	Aye
S. Ito	Aye
R. Hunt	Aye
D. Gidlow	Aye

B. November 2020 Financial Reports

CFO Tammy Stanton presented updated financial reports to the Board.

V. Academic Update

A. Language Learner Update

Rachel Hazlehurst, Vice President of Curriculum and Instruction, and Kylie Rector, Director of Language Instruction presented the Language Learner update to the Board.

VI. Governance

A. Brown Act Training

John Lemmo of the law firm Procopio led the annual Brown Act training session for Board members.

VII. CEO Update

A. CEO Report - Distance Learning, Organization Wide Goals

CEO Adriana Abich, along with Chantavia Moore, Vice President of Strategy and Operations, Margarita Domingo, Vice President of Human Resources, and Erica Gonzalez, Vice President of Student and Family Supports, presented the CEO Update to the Board.

VIII. Convene to Closed Session

A. Conference with real property negotiations; Government Code Section 54956.8: 1215 W. Miramar St., Los Angeles, CA 90026

The Board convened to Closed Session at 6:30PM.

B. Conference with legal counsel – Anticipated Litigation; Government Code Section 54956.9: 1 case

The Board returned to Open Session at 7:18PM.

The following actions were taken: The Board authorized CEO Adriana Abich to negotiate and execute the Master Agreement, the Sublease Agreement and the Fourth Amendment to Charter School Lease and Joint Agreement, in relation to the Miramar site. The Board further authorized the CEO to negotiate a settlement in the dispute with LAUSD regarding the Notice of Default for Maintenance and Operations invoices.

IX. Closing Items

A. Adjourn Meeting

L. Jennings made a motion to adjourn the Board meeting.

S. Ito seconded the motion.

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

Roll Call

C. Smet Aye

T. Powers Aye

D. Gidlow Aye

R. Hunt Aye

C. Garcia Alvarado Aye

S. Ito Aye

L. Jennings Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:20 PM.

Respectfully Submitted,

D. Gidlow

Cover Sheet

Approve 01/29/21 Special Meeting Minutes

Section:	I. Opening Items
Item:	D. Approve 01/29/21 Special Meeting Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for CNCA Special Board Meeting on January 29, 2021



Camino Nuevo Charter Academy

Minutes

CNCA Special Board Meeting

Date and Time

Friday January 29, 2021 at 12:00 PM

Location

ZOOM Meeting

In accordance with Mayor Garcetti's "Safer at Home" City Order ([Link](#)) and Governor Newsome's State Executive Order ([Link](#)) CNCA will be holding Board Meetings via ZOOM video conference and telephone. No physical CNCA school locations will be open to the public.

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Meeting ID: 993 8192 6140

Passcode: 2ftMDX

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Directors Present

C. Garcia Alvarado (remote), C. Smet (remote), D. Gidlow (remote), R. Hunt (remote), S. Ito (remote), T. Powers (remote)

Directors Absent

L. Jennings

Guests Present

A. Abich (remote), L. Lira (remote), T. Stanton (remote)

I. Opening Items

A. Call the Meeting to Order

C. Smet called a meeting of the board of directors of Camino Nuevo Charter Academy to order on Friday Jan 29, 2021 @ 12:00 PM.

B. Record Attendance

II. Public Comment

A. Public Comment

The following educators addressed the Board Meeting:

Laura Farrel of the Dalzell-Lance campus, and President of the Camino Nuevo Teacher's Association
Sarah Tapia-Pruett of the Kayne-Siart campus
Maria Covarrubias of the Dalzell-Lance campus
Charleen Mendoza of the Castellanos campus

III. California Safe Schools for All

A. CNCA Covid Safety Plan

D. Gidlow made a motion to approve the CNCA Covid Safety Plan.

S. Ito seconded the motion.

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

Roll Call

C. Garcia Alvarado	Aye
L. Jennings	Absent
D. Gidlow	Aye
S. Ito	Aye
C. Smet	Aye
R. Hunt	Aye
T. Powers	Aye

B. Covid Safety Plan MOU with the Camino Nuevo Teacher's Association

R. Hunt made a motion to approve the Covid Safety Plan MOU with the Camino Nuevo Teacher's Association.

T. Powers seconded the motion.

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

Roll Call

S. Ito	Aye
T. Powers	Aye
L. Jennings	Absent
R. Hunt	Aye
D. Gidlow	Aye
C. Garcia Alvarado	Aye
C. Smet	Aye

IV. Closing Items

A. Adjourn Meeting

R. Hunt made a motion to adjourn the Board meeting.

S. Ito seconded the motion.

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

Roll Call

R. Hunt Aye

L. Jennings Absent

C. Smet Aye

C. Garcia Alvarado Aye

S. Ito Aye

T. Powers Aye

D. Gidlow Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:48 PM.

Respectfully Submitted,

D. Gidlow

Cover Sheet

Distance Learning Policies - CNCA Student and Family Handbook

Section: III. Consent Agenda
Item: B. Distance Learning Policies - CNCA Student and Family Handbook
Purpose:
Submitted by: Rachel Hazlehurst
Related Material: Family Handbook Revisions Overview.pdf
2020-2021 CNCA Family Handbook_Revisions.pdf

BACKGROUND:

In June of 2020, the Board approved the 2020-2021 CNCA Family Handbook. We have made two updates to this year's handbook in order to reflect Distance Learning policies regarding (1) attendance and (2) standards-based promotion.

RECOMMENDATION:

Approve



**Camino
Nuevo
Charter
Academy**



STUDENT & FAMILY HANDBOOK

K - 12 Grades

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LETTER FROM THE CEO

Welcome to the 2020-2021 School Year!



Dear Families,

I am proud and grateful to serve as the Chief Executive Officer (CEO) of Camino Nuevo Charter Academy. Thank you for entrusting us with your child's education. As a parent, I know that choosing the right school for your child is extremely important. I also know that partnering with your child's school is one of the best ways to support their learning and help them achieve their goals.

All of us at Camino Nuevo believe in working together with you to ensure students can grow, learn, and reach their full potential. We are your partners in the education of your child, and we need your cooperation and support to make every day as meaningful and productive as possible.

This handbook contains the policies, procedures, and practices for the education of students enrolled at Camino Nuevo and other helpful information. It is important that you and your child review the handbook together and become familiar with its contents so that all students can have a safe and positive learning experience. If you have any questions, please contact your school.

While we do our best to keep your child on a path to success at school, we ask that you guide and support your child's learning at home by ensuring that your child:

- Comes to school daily and arrives on time, ready for learning
- Completes all homework assignments
- Reads daily to develop a love for reading and to improve literacy skills
- Shares school experiences with you so that you are aware of their progress
- Informs you if they need additional support in any area or subject

Thank you for your partnership and support. I look forward to meeting you and working together to help your child reach high levels of joy and success in school.

Sincerely,

Adriana Abich

Chief Executive Officer

ABOUT CAMINO NUEVO CHARTER ACADEMY

Who We Are

Camino Nuevo Charter Academy (CNCA) is a community of high-performing public schools that utilizes a comprehensive approach to prepare students from preschool through high school for success in college and in life. We integrate academic rigor with community, family, and wellness supports to empower students to thrive in a culturally connected and changing world.

Our Mission

Camino Nuevo Charter Academy's mission is to educate students in a college preparatory program to be literate, critical thinkers, and independent problem solvers who are agents of social justice with sensitivity towards the world around them.

Anchors

- **Excellence:** We take responsibility for our students and staff achieving consistently outstanding results.
- **Equity:** We recognize and value the individuality and experiences of all students and respond to their unique academic, emotional, psychological, and social needs.
- **Community:** We are rooted in our community's richness and in the cultural and environmental context where our students and families live.
- **Innovation:** We continuously learn, are curious, and implement new ideas, perspectives, and evidence-based methods in our work.
- **Joy:** We build and maintain positive relationships that foster happiness and fulfillment among students, staff and families.

History

Philip Lance founded Pueblo Nuevo Development in 1993. Based in Los Angeles, the nonprofit corporation was a vehicle to create economic opportunities for residents of the MacArthur Park neighborhood. Several organizations and businesses grew out of this effort, including a thrift store and a worker-owned janitorial company. In 2000, Philip Lance teamed up with Paul Cummins, the founder of several successful schools, to open Camino Nuevo Charter Academy with support from the community. Together, they built a school that offered children a safe learning environment and emphasized language immersion and the arts. Today, Pueblo Nuevo Development – now the Pueblo Nuevo Education and Development Group – supports eight Camino Nuevo campuses that serve 3,600 students

from grades Pre-K through 12th. Pueblo Nuevo provides resources to enrich the experiences and services offered to the schools' students, alumni, and their families.

The Camino Nuevo Way: Continuum of Care

At Camino Nuevo, we focus on addressing students' comprehensive needs to ensure that each student is healthy, supported, engaged and challenged – an approach that sets the stage for long-term student success. Our Continuum of Care supports early childhood education, high quality K-12 college pathways, college completion support, and authentic family engagement. These supports develop students' social-emotional and cultural capital, build critical thinking skills, and empower students to succeed in college and careers. In an effort to support the shared aspirations of the community and desire for each student to thrive and succeed in life, Camino Nuevo provides students with supports to ensure their basic health, human, and social needs are met. Comprehensive services include case management, mental health counseling, parent leadership development, health education and social services referral.

Access to Mental Health Services

The Jeri Weiss Mental Health Program at Camino Nuevo Charter Academy offers a wide range of free mental health services to the charter network's uninsured children and their families, helping them overcome social and emotional challenges and regain the focus and motivation to succeed in school and in life. Through the program, students and their families can receive individual and group therapy for a variety of challenges, ranging from abuse to neglect to trauma. The staff also works closely with teachers and administrators, providing them with tools and strategies to best support students who are struggling. By folding mental health services into the school day, more students will be able to get the help they need and realize their academic goals. We also partner with other agencies to meet the mental health needs of our students and families. To access mental health services at your school, please reach out to the Family Services Coordinator.

Family Involvement: Families as Partners Program

At Camino Nuevo, we value the strengths and gifts that diverse families contribute, and believe that learning must be relevant and contextual. Our Families as Partners program engages the whole family in the learning process in order to support our students' social, emotional, and intellectual development. Our goal is to create the strongest possible partnership between home and school in order to increase student achievement and success. We strongly believe that students will find greater levels of academic success when their home and school share similar values about learning, develop a positive relationship and work together to build a strong partnership. To ensure the development of authentic and productive relationships, Camino Nuevo offers a variety of opportunities for families to be involved both in the classroom and at the school level. We further demonstrate our commitment to forging genuine

partnerships with all families by offering high-quality family services, including a comprehensive family workshop program and health case management for families in need.

Support Services for Students and Families

Each Camino Nuevo school offers coordinated support services for students and families as well as meaningful ways for parents/guardians to get involved in the school community. Workshops and training sessions are offered to build on the capacity of our families. Parents/guardians are involved in leadership positions through their active participation in Site Based Council, English Learner Advisory Committee (ELAC) /District English Learner Advisory Committee (DELAC), Wellness Committee and/or the School Culture Planning Committee. These opportunities offer parents targeted training that empower and motivate them to seek personal and professional growth opportunities for themselves while advocating for a quality education and life for their students.

SCHOOL INFORMATION AND PROCEDURES

School Day

	Shortened Day	Minimum Day	After School Program	Office Hours (M,T,W,F)	Office Hours (Th./Min. Day)
Burlington Campus K-5 Regular Day 8:00 am - 3:00 pm	10:00 am - 3:00 pm	7:30 am - 2:00 pm	3:00 pm - 6:00 pm	7:30 am - 3:30 pm	Th 9:30 am - 3:30 pm Min. 7:30 am - 2:00 pm
Burlington Campus 6-8 Regular Day 8:00 am - 3:15 pm	10:00 am - 3:15 pm	7:30 am - 2:00 pm	3:15 PM - 6:00 pm	7:30 am - 3:30 pm	Th 9:30 am - 3:30 pm Min. 7:30 am - 2:00 pm
KayneSlart Campus K-5 Regular Day 8:00 am - 3:00 pm	8:00 am - 12:45 pm	8:00 am - 12:45 pm	3:00 pm - 6:00 pm	7:30 am - 4:00 pm	
KayneSlart Campus 6-8 Regular Day 8:00 am - 3:15 pm	8:00 am - 12:45 pm	8:00 am - 12:45 pm	3:00 pm - 6:00 pm	7:30 am - 4:00 pm	
Cisneros Campus K-5 Regular Day 8:00 am - 3:05 pm	8:00 am - 1:00 pm	8:00 am - 12:30 pm	3:00 pm - 6:00 pm	7:30 am - 4:00 pm	7:30 am - 2:00 pm
Cisneros Campus K-5 Regular Day 8:00 am - 3:20 pm	8:00 am - 1:00 pm	8:00 am - 12:30 pm	3:00 pm - 6:00 pm	7:30 am - 4:00 pm	7:30 am - 2:00 pm
Castellanos Campus K Regular Day 8:00 am - 3:03 pm	8:00 am - 12:40 pm	8:00 am - 12:30 pm	3:00 pm - 6:00 pm	7:30 am - 4:00 pm	
Castellanos Campus 1-5 Regular Day 8:00 am - 3:00 pm	8:00 am - 12:40 pm	8:00 am - 12:30 pm	3:00 pm - 6:00 pm	7:30 am - 4:00 pm	
Einser Campus 6-8 (Mon., Tue., Wed.) 8:13 am - 3:35 pm (Mon., Tue., Wed.)	Shortened Day (Thu.) 10:19 am - 3:35 pm	Minimum Day 8:13 am - 1:05 pm	Friday 8:13 am - 2:43 pm	After School Program 3:35 pm - 6:00 pm	Office Hours 7:30 am - 4:30 pm
Dalzell Lane Campus 9-12 Regular Day 8:00 am - 3:15 pm	8:00 am - 1:25 pm	8:00 am - 1:25 pm	3:25PM - 6:25PM Regular 1:35PM - 3:35PM Short Day 1:35PM - 3:35PM Minimum Day	7:30 am - 4:00 pm	
Miramar Campus 9-12 Regular Day 8:00 am - 3:25 pm	8:00 am - 1:20 pm	8:00 am - 1:20 pm	3:35PM - 6:35PM Regular 1:30PM - 3:30PM Short Day 1:30PM - 3:30PM Minimum Day	7:30 am - 4:00 pm	Office Hours (Wednesdays) 7:30 am - 2:00 pm

School Calendar

The school calendar is included as Attachment A. CNCA's calendar includes 185 instructional days for grades K through 12 and 187 instructional days for the Early Childhood Education Center (pre-K). Please take time to review the holidays and shortened/minimum days.

School Accountability Report Card (SARC)

California public and nonpublic, nonsectarian schools annually provide information to the community to allow public comparison of schools for student achievement, environment, resources & demographics. To view the SARC for each campus, please visit www.caminonuevo.org >choose a Campus> Academics > School Accountability Report Card. A copy may also be requested in the main office of every school.

Enrollment

New student enrollment requires the completion of the following steps and documents. Families must attend an enrollment orientation and provide the following:

- Age verification document for student
- Guardian/Family photo ID (Government Issued ID)
- Proof of Immunization
- Individual Education Plan (if applicable)
- Pupil Accounting Report/Letter of Transfer (if available)

The school will provide the following for the family to complete:

- CNCA Enrollment Form
- Request for PowerSchool Family/Guardian Access
- CNCA RUP (Internet Permission)
- Family/Guardian Education Level Questionnaire
- CNCA Migrant Education Program Family Questionnaire
- Media Release
- Oral Health Assessment
- Family/Guardian Compact (Family/Guardian Student Pledge)
- CNCA Emergency Card
- CNCA Volunteer Application
- Emergency Counseling Consent Form
- Contact Directory Release Form
- Alternative Income Form for the Meal Program
- FERPA Release Form

Returning student enrollment requires the completion of the following steps and documents:

- CNCA Re-Enrollment Form
- CNCA Emergency Card
- Family/Guardian Acknowledgement Form
- Meal Application Packet (collected after July 1)
- Proof of Immunization (for applicable grades)

Student Records

Confidentiality of Records & FERPA

CNCA will adhere to all procedures related to confidentiality and privacy of records. In the event that a student enters CNCA upon transfer from an existing district school, the student's cumulative records will be requested from the respective district. Upon exit from CNCA, the student's cumulative records will

be forwarded to the district of attendance upon request. (Education Code 49063 and 49069; 34 CFR 99.7; 20 USC 1232g.)

Notification of Privacy Rights of Students and Parents

Ref: Education Code 49063 and 49068; 20 U.S.C. 1232h(c)

A cumulative record, whether recorded by handwriting, print, tapes, film, microfilm or other means, must be maintained on the history of a pupil's development and educational progress. CNCA will protect the privacy of such records. Under Education Code 49063, parents/guardians have the right to (1) inspect and review the student's educational record maintained by the school, (2) request that a school correct records which they believe to be inaccurate or misleading, and (3) have some control over the disclosure of information from educational records.

School officials and employees with legitimate educational interests may access student records without parental consent as long as the official needs to review the records in order to fulfill his/her professional responsibility. Upon request from officials of another school district in which a student seeks or intends to enroll, CNCA shall disclose educational records without parental consent.

"School officials and employees" are officials or employees whose duties and responsibilities to CNCA, whether routine or as a result of special circumstances, require that they have access to student records. School officials and employees also include CNCA contractors or vendors who have a legitimate interest in student records and who are advised of applicable prohibition on redisclosure of personally identifiable non-directory information.

A "legitimate educational interest" is one held by school officials or employees whose duties and responsibilities to CNCA, whether routine or as a result of special circumstances, require they have access to student records.

Pursuant to Education Code 49070, any challenge to school records must be submitted in writing to CNCA. A parent challenging school records must show that the records are (1) inaccurate, (2) an unsubstantiated personal conclusion or inference, (3) a conclusion or inference outside the observer's area of competence, (4) not based on the personal observation of a named person with the time and place of the observation noted, (5) misleading, or (6) in violation of the privacy or other rights of the student. Parents have the right to file a complaint with the United States Department of Education concerning an alleged failure by the District to comply with the provisions of FERPA by writing to:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Ave.,
SW Washington, D.C. 20202- 4605.

When a pupil record includes information concerning any disciplinary action taken by CNCA personnel in connection with the pupil, the pupil's parent or guardian may include a written statement or response concerning the disciplinary action. (Education Code 49072.)

Student Records Requests

Parents have the right to access their student's school records. All student records requests (e.g., transcripts or report cards, immunization records, special education records, discipline records, etc.) must be submitted in writing. Processing time for records requests is approximately ten (10) business days. Records must be picked up, by appointment only, and you must show valid government-issued picture identification.

Student Information

CNCA is not required to collect information regarding a student's immigration or legal status, aside from the status of nonimmigrant international students enrolled in an educational program under an F-1 or M-1 visa. Schools are only required to collect information to satisfy certain admission requirements, such as proof of residency, none which require the provision of proof of legal immigration status or social security numbers. (Education Code 48204.1.) In addition, the California Department of Education (CDE) collects information from school districts regarding their students' country of birth through CALPADS in order to calculate the number of immigrant and English learner students in the state and to ensure compliance with the Title III provisions of the federal Every Student Succeeds Act. (Education Code 60900.)

If school staff is asked for student information, know that FERPA supersedes a Public Records Request (PRA) and that the school will maintain the confidentiality of all personally identifiable information in education records related to students. (20 U.S.C. §1232g; 34 CFR § Part 99.) Any and all records, including emails, student files, and personnel information, are generally exempt from disclosure. All student records, including emails and cumulative student files, are generally exempt from disclosure or subject to redaction to prevent disclosure of personally identifiable information.

The exception is "directory information" which is only considered private if it is designated as such. CNCA defines this information as the student name, date of birth, and most recent previous school attended. CNCA distributes a FERPA informational notification form as part of the enrollment paperwork to inform families of their data sharing rights about contact and directory information. Families can opt-in or opt-out via SchoolMint's enrollment form. A prepared letter is available for families who wish to update their FERPA permissions, a family may request this form from the school's office, indicate the new preference and sign and return it. If a family has not indicated that their directory information must not be shared in writing, then CNCA is obligated to share directory information with officers, government officials, or anyone who requests it. (Education Code 49073.)

Access to Records by Persons without Written Parental Consent or Under Judicial Order

CNCA shall not authorize access to pupil records without written parental consent, judicial order, or lawfully issued subpoenas except as set forth in Education Code 49076, Education 49077, and FERPA as permitted by Part 99 (commencing with Section 99.1) of Title 34 of the Code of Federal Regulations. Access to those particular records that are relevant to legitimate educational interests of the requestor shall be permitted to the following:

- School officials, employees, members of a school attendance review board who are authorized representatives of CNCA, or designated volunteers. A "school official" is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility." (U.S. Department of Education, Family Policy Compliance Office)
- Officials or employees of other public schools or school systems, including correctional facilities.
- Authorized representatives of the Comptroller General, Secretary of Education, the United States Office of Civil Rights or representatives for state and local educational agencies.
- Other state and local officials to the extent that information is specifically required to be reported pursuant to state law adopted prior to November 19, 1974.
- Parents of a pupil 18 years of age or older who is a dependent pursuant to section 152 of the Internal Revenue Code.
- A pupil who is at least 16 years of age and had completed at least the 10th grade.
- A district attorney who is participating in, or conducting a truancy mediation program pursuant to section 48263.5 or 601.3 of the Welfare and Institutions Code, or participating in the presentation of evidence in a truancy petition pursuant to Section 681 of the Welfare and Institutions Code.
- A prosecuting agency for consideration against a parent or guardian for failure to comply with compulsory education laws.
- A probation officer, district attorney, or counsel of record for a minor for purposes of conducting a criminal investigation, investigation in regards to declaring a person a ward of the court, or involving a violation of a condition of probation.
- A judge or probation officer for the purposes of conducting a truancy mediation program or presenting evidence in a truancy petition, pursuant to Section 681 of the Welfare and Institutions Code.
- A county placing agency when acting as an authorized representative of a state or local educational agency pursuant to subsection (C) of Section 49076.
- Where allowed by the Family Educational Rights and Privacy Act (20 U.S.C. 1232g) and/or state law.

CNCA may permit access to the following:

- Appropriate persons in connection with an emergency if the information is required to protect the health or safety of the student or other persons.
- Financial aid organizations.
- County election officials for the purposes of voter registration.
- Accrediting associations.
- Organizations conducting studies for educational agencies or organizations.
- Officials or employees of private schools or school systems where the pupil is enrolled or plans to attend.

CNCA Schools are Safe Zones for Immigrant Students and Families

Camino Nuevo Charter Academy is a welcoming community for all students, families, and team members. We stand with our immigrant students and their families and firmly believe that the safest and most beneficial place for our students is a classroom where they can learn alongside their peers and work towards a bright future. This means that:

- Students and their families who are fearful of deportations and are looking for help can find support and resources at CNCA campuses, including on-site counseling and referrals to agencies that offer assistance on immigration matters;
- In accordance with *Plyler v. Doe* decision, CNCA will continue to enroll students regardless of their immigration status; families will not be asked to provide proof of legal immigration status;
- CNCA will cooperate with appropriate agencies to make sure that immigration enforcement efforts do not take place at or near school sites;

For more information please see Response to Immigration Enforcement Policy, BP 5145.13 (a) in this handbook.

Homeless and Unaccompanied Minor Students Policy

Ref: BP 6173-6173.1 Education for Homeless and Foster Youth Board Approved April, 17, 2020

The McKinney-Vento Homeless Assistance Act for Homeless Children and Youth entitles all homeless school-aged children to the same free and appropriate public education that is provided to non-homeless students. A homeless student is defined as a person between the ages of 6 to 18 who lacks a fixed, regular, and adequate nighttime residence and may:

- Live in an emergency or transitional shelter; abandoned building, parked car, or other facility not designed as a regular sleeping accommodation for human beings;
- Live doubled-up with another family, due to loss of housing stemming from financial problems (e.g., loss of job, eviction or natural disaster);
- Live in a hotel or motel;
- Live in a trailer park or campsite with their family;
- Have been abandoned at a hospital;

- Be awaiting foster placement in limited circumstances;
- Reside in a home for school-aged, unwed mothers or mothers-to-be if there are no other available living accommodations; or
- Be a migratory or abandoned, runaway, or pushed out youth who qualifies as homeless because he/she is living in circumstances described above.

Students are identified through self-identification and reporting occurs via an enrollment form during the application process and school personnel recommendations.

A homeless student has the right to attend either the school that the student was last enrolled in or the school of residence. The school will ensure that transportation is provided, at the request of the parent, guardian or homeless youth, to and from the school of origin, if the student is eligible. Eligible students and families will be provided with tokens or a pass from the local public transit agency. Family Services Coordinators are considered Homeless & Foster Youth Liaisons.

The law requires the immediate enrollment of homeless students. Schools cannot delay or prevent the enrollment of a student due to the lack of school or immunization records. It is the responsibility of the school to request all necessary documents from the previous school, and refer parents/guardians to all programs and services for which the student is eligible. Referrals may include, but are not limited to: free nutrition, special education services, tutoring, preschool, before and after school services and any other services needed. Unaccompanied youth have these same rights. If a dispute arises over school selection or enrollment, the parent/guardian has the right to dispute the school's decision.

CNCA shall accept coursework satisfactorily completed by a pupil in foster care, a pupil who is a homeless child or youth, a former juvenile court school pupil, a pupil who is a child of a military family, a pupil who is a migratory child, or a pupil participating in a newcomer program while attending another public school, a juvenile court school, a charter school, a school in a country other than the United States, or a nonpublic, nonsectarian school even if the pupil did not complete the entire course and shall issue that pupil full or partial credit for the coursework completed. (Education Code 51225.2.)

For a copy of the full policy and administrative regulation please visit www.caminonuevo.org in the "Board Policies" section or request a copy at the school's main office.

Human Trafficking Prevention

The commercial sexual exploitation of children and youth (CSECY) has become an epidemic in Los Angeles County and throughout the United States. CSECY refers to a child who is sexually trafficked or one who receives food, shelter, clothing, money, drugs, in exchange for a sexual act. An estimated 100,000 children are sold for sex each year within the United States, and as many as 300,000 children in the country are at risk of becoming victims.

California law requires Camino Nuevo Charter Academy to inform staff and parents about this criminal activity and provide resources that can help keep children and youth safe. We believe the more informed and educated you are, the more you can protect youth in your care and in your community. To learn more about how to prevent commercial sexual exploitation of children and youth, visit the Los Angeles County Department of Mental Health website: <https://dmh.lacounty.gov/our-services/transition-age-youth/csecy/>

For information on how to share this with your children and other safety resources, visit the National Center for Missing & Exploited Children's KidSmartz website: <https://www.kidsmartz.org/ParentTips>

Age of Majority

CNCA encourages all students who are at least 18 years of age or older to be knowledgeable about any legal consequences that may occur based upon their decisions and actions. For more information on changes to a student's legal status and obligations upon reaching the age of 18, please download a copy of "When You Become 18, A Survival Guide for Teenagers", which is available at https://drive.google.com/file/d/1CZyH3gz0PKtjgw_8rmcOSC3VcMq0V8PF/view?usp=sharing

Emergency Cards

Every family/guardian must fill out a new emergency card or confirm the information on the existing emergency sheet every school year before classes begin. These must be turned into the main office. Please fill out a new emergency card immediately at any point during the year if any of the following information changes:

- Home address
- Home, cell, work telephone numbers
- Doctor's phone number
- People who are authorized to be contacted in case of an emergency
- Telephone numbers of people to be contacted in case of an emergency

Attendance Procedures

Attendance is a critical component of your child's success at Camino Nuevo. Daily and consistent attendance ensures key learning experiences and information are not missed. However, if an absence occurs for any reason, the school must be notified on the day of the absence, a note of verification of absence must be sent after the absence, and all class work and homework missed must be made up by a date agreed upon with the teacher. It is the responsibility of the student and family to ask teachers (at an appropriate time) for assignments on the day of the student's return to school. Absence notes must be turned in within 10 calendar days of the absence. No notes will be accepted after the last day of the calendar month in which the absence occurred.

Arrival

Please make sure that your child enters the school grounds safely. Remind them not to visit neighborhood businesses on their way to school, to remain in supervised areas, and not to run in the hallways. Upon entering the school building, students are under the supervision of school staff and therefore may not leave campus unless escorted by authorized school staff.

Dismissal

At dismissal time, students may be picked up by a family member or other authorized party, stay for the after school program, or travel home independently. Students are expected to depart from campus within 15 minutes of dismissal. After dismissal, students may remain on campus only during the time that they are engaged in an authorized/supervised afterschool activity in which they are enrolled. For permission to remain on campus for any other reason, students and families should go to the main office during business hours.

CNCA Staff have the authority to call Child Protective Services if your child is left after dismissal for more than thirty (30) minutes without notice or if your child is regularly not picked up for more than fifteen (15) minutes after dismissal. If you are going to be late, please call the school immediately.

Early Release from School

In case of an emergency during the school day, your child will only be released into the custody of those people who you have previously identified on the emergency card. Proof of identity may be required. Those NOT identified on the emergency card can only pick up a student if the parent or guardian has provided a handwritten and signed note to the school notifying the school of this person's identity and proof of identification.

Leaving the School During the Day

Students may not leave school grounds once they arrive at school, unless they are leaving to attend an internship or with written parent /guardian permission. If you must pick up your child for an appointment during the school day, please send a note to the office in advance. When picking up students early, the parent/guardian or authorized adult will be asked to complete an early dismissal form, and the office will notify the teacher to send the student to the office for departure. Families/guardians may not enter the classroom before the class has been dismissed without prior approval from the teacher or the main office.

Custodial Arrangements

Families/guardians shall provide complete information regarding the custodial care and visitation rights of their student(s). Upon request, the parent/guardian(s) shall furnish to the school principal a copy of

any relevant court order so as to ensure the safety and welfare of the respective student. The parent/guardian(s) shall have a continuing duty to apprise the school of any changes in the custodial care of the student and of the issuance of any court order restricting or prohibiting parental or third party access to the child.

Shortened and Minimum Days

For various purposes, shortened days are scheduled throughout the school year. Please refer to the current academic calendar in order to determine which days students will be released early from school. Additional shortened days may be scheduled. Families will be notified of these days through the parent/family meetings and monthly bulletins. A reminder notice or call will be provided the week before a scheduled minimum day.

Use of Ridesharing Services

Popular ridesharing services, such as Uber or Lyft, do not allow minors to ride unless they are accompanied by an adult. CNCA staff members will not arrange for nor assist any student in taking such a service unless they are accompanied by their parent, guardian, or designated emergency contact person.

Excused Absences

Notwithstanding Education Code 48200, Education Code 48205 provides that a pupil shall be excused from school when the absence is:

- Due to the pupil's illness.
- Due to quarantine under the direction of a county or city health officer.
- For the purpose of having medical, dental, optometrical, or chiropractic services rendered.
- For the purpose of attending the funeral services of a member of the pupil's immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
- For the purpose of jury duty in the manner provided for by law.
- Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, including absences to care for a sick child for which the school shall not require a note from a doctor.
- For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of the pupil's religion, attendance at religious retreats, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization when the pupil's absence is requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board. Absences that fall into this category also include, but are not limited to:
 - Mental Health Day Treatment

- Revoked suspension through appeals procedure
- "Take Our Daughters and Sons to Work Day"
- For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
- For the purpose of spending time with a member of the pupil's immediate family who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of CNCA.
- For the purpose of attending the pupil's naturalization ceremony to become a United States citizen.
- Authorized at the discretion of a school administrator, as described in subdivision (c) of Education Code 48260.

A pupil absent from school shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefor. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.

Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.

"Immediate family," as used in this section, means the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil.

Under Education Code 48980(i), no pupil may have his or her grade reduced or lose academic credit for any absence or absences excused pursuant to Education Code 48205 if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time.

Absences for Religious Purposes

Education Code 46014 provides that pupils, with the written consent of their parents or guardians, may be excused from school in order to participate in religious exercises or to receive moral and religious instruction at their respective places of worship or at other suitable place or places away from school property designated by the religious group, church, or denomination, which shall be in addition and supplementary to the instruction in manners and morals required elsewhere in this code.

Accommodations for Pregnant and Parenting Pupils

Education Code 46015 provides that pregnant and parenting pupils are entitled to accommodations that provide them with the opportunity to succeed academically while protecting their health and the health of their children. Pregnant and parenting pupils are entitled to eight weeks of parental leave, will not be required to complete academic work or other school requirements during leave, may return to school and the course of study he or she was enrolled in before taking parental leave, make up work missed during his or her leave, and be provided with alternative educational programs if the pupil chooses not to return to school. The person holding the right to make educational decisions for the pupil should notify the school of the pupil's intent to exercise this right. A complaint of noncompliance may be filed with the local educational agency under the Uniform Complaint Procedures set forth in Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations.

Parent/Guardian Notes

Once the student returns to school, a note from their parent/guardian must be turned in to the main office. Any student who is absent for medical, dental, or other professional services must, in addition, present a note to the school office directly from the respective provider's office. The school is required to keep on file a note signed by a parent/guardian for every student absence. The note must be legible and written in ink. A valid note should contain:

- Full name of the student
- Date(s) or time of absence
- Specific reason for absence
- Telephone numbers where both parents/guardians may be reached (home and work)
- Signature of parent or guardian

Unexcused Absences

Any absence that does not fall into one of the above excused absence categories is to be considered unexcused. Any student who has been absent from school will be marked with an unexcused absence until the required documentation is received. Failure to provide the required documentation within ten school days upon the return to school will result in an unexcused absence, conversely, if required documentation is provided within ten days then the unexcused absence will be changed to an excused absence.

Unexcused absences include: vacations, personal services, local non-school event, program or sporting activity.

If the parent does not turn in a valid note to excuse the absence, office staff and teachers may provide students returning from an absence with an Absence Verification Form and request to have their parent complete, sign, and return the form to the school.

Absence Procedures

If a student is absent:

- Parents or guardians must call the school and leave a message. Failure to do so may be considered a truancy.
- Upon return to school, parents/students must provide a note of verification of absence. A note from a doctor, court, or dentist must be attached to the parent/guardian letter for the absence to be considered excused.
- The parent/guardian note should contain:
 - Student’s full name and grade
 - Date(s) of absence(s) and reason
 - Signature

Distance Learning Attendance

On days during which students are participating in distance or remote learning, attendance is taken during every synchronous period (6-12) or instructional block (TK-5). Additionally, teachers keep track of students’ asynchronous (i.e., independent) work completion, which students are expected to complete as part of their distance learning program. Families will be contacted by the school if a student is not participating in either synchronous or asynchronous distance learning programming.

Students are expected to participate in online instruction provided by their teacher with live instruction through Google Classroom and/or Zoom. Attendance will be taken each day, and student progress with independent work will be monitored.

In the event of a technology outage or in the case where a student temporarily does not have access to technology, students are expected to engage in asynchronous, non-tech based work that will be assigned by their teacher(s). In addition, the student’s teacher(s) will engage in a tutoring phone call with the student. In order to be considered present for the day, the student is required to engage in this reciprocal phone-based communication.

Distance Learning: Absences

If your child is unable to participate in the day’s distance learning due to illness or other reasons, please email the teacher and call the school office by 8:15 a.m. the day your child is absent. When a student has been absent a written email or phone call giving the reason for the absence is required. If a valid excuse by a parent is not submitted the child’s absence will be counted as unexcused.

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Student Attendance Review Board (SARB and SART)

Research indicates that regular school attendance is imperative in promoting student success at school. At each CNCA school a Student Attendance Review Team (SART) addresses chronic student attendance and truancy problems. The SART meets with students and families to identify persistent attendance issues, and collaboratively develop solutions to resolve these issues. The SART may include administrators, teachers, counselors, and/or student services staff; these meetings may also be called attendance SSTs. If meetings and interventions with the SART team fail to improve chronic student attendance concerns, the student and family may be referred for a SARB hearing (Student Attendance Review Board). SARB is a panel that may include the SARB Coordinator, social/mental health services, school police officer or LAPD Officer, community agency representatives, and a referring school site representative.

Tardy Procedures

Students must be present in class by 8 am, the start of the school day, and at the start of each subsequent class period. Students who arrive late will be considered tardy and must report to the office to receive a tardy pass before entering the classroom. Students who are more than 30 minutes tardy will be marked truant for that period. Consequences for being tardy may include loss of Kickboard/Dean's List score points, lunch or after school reflection, and/or referral to the School Attendance Review Team (SART).

Truancy

Education Code 48260 states that any pupil subject to compulsory full-time education or to compulsory continuing education who is absent from school without a verifiable excuse three full days in a school year or tardy or absent for more than any 30-minute period during the school day without a verifiable excuse on three occasions in one school year, or any combination thereof, is a truant and shall be referred to the school-based SART (Student Attendance Review Team) and/or referred to the SARB (Student Attendance Review Board).

Absences not cleared by a parent/guardian, arriving to school more than 30 minutes late to class or school, and leaving campus without permission may all be considered truantries. Please see the section on Attendance Policy. The following consequences may occur as a result of truancy:

- Family/Guardian written/phone notification (Education Code 48260.5.)
- Family/Guardian attendance at an attendance and tardy workshop
- Family/Guardian attendance at an individual parent/teacher/administrator conference
- Referral to the Student Attendance Review Team/Student Attendance Review Board
- Referral to law enforcement or other local service agencies

Meal Program and Applications

Parents and guardians are advised that CNCA participates in the National School Lunch Program (NSLP). All CNCA campuses participate in Provision 2, a program within the NSLP that allows all students to be served breakfast and lunch at no charge. Students enrolled in the afterschool program also receive a snack or supper at no charge. If your child has dietary restrictions such as food allergies, please communicate this information to the office, and office staff can provide you with the appropriate forms to fill out. (Education Code 49510-49520.)

All newly enrolling families are encouraged to fill out an alternative income form after July 1 of every school year, regardless of family income in order to help keep the meal program accessible to all students. These forms are available in the main office. Returning students do not need to fill out this form.

Language Acquisition Programs

The California Department of Education (CDE) requires schools to provide information to parents or legal guardians on the available languages and language acquisition programs at the school. Camino Nuevo Charter Academy offers the following language acquisition programs:

- **Structured English Immersion (SEI) program:** This option is available at Castellanos in grades, TK/K, Cisneros and Kayne Siart in grades TK-5, and at all 6-12 schools. If you choose this option your child will be placed in a classroom that uses mostly English for instruction.
- **Developmental Bilingual program:** This option is available in grades 4-5 at Cisneros and grade 5 at Burlington and Castellanos. If you choose this option, your child will be placed in a classroom that uses English and Spanish for instruction.
- **Dual Language program:** This option is available in grades TK- 4 at Burlington and Castellanos and TK- 3 at Cisneros. If you choose this option, your child will be placed in a classroom that uses English and Spanish for instruction.

Description of Program Options and Goals for English Learners

Ref: BP 6174 Education for English Learners Board Approved April 17, 2020

A description of the language acquisition programs provided at Camino Nuevo Charter Academy is listed below. Please select the program that best suits your child.

- ***Structured English Immersion (SEI) Program:*** A language acquisition program for English learners in which nearly all classroom instruction is provided in English, but with curriculum and a presentation designed for pupils who are learning English. At minimum, students are offered English Language Development and access to grade level academic subject matter content.

- *Developmental Bilingual Program*: Language acquisition program that provides instruction to pupils utilizing English and Spanish for literacy and academic instruction, enabling a language learner to achieve language proficiency and meet state academic achievement goals. This program is currently being phased out and replaced by the Dual Language Program. It is only offered for students enrolled in 4th and 5th grade at Cisneros and in 5th grade at Burlington and Castellanos. The program continues with the goal of biliteracy to fifth grade.
- *Dual Language Program*: A language acquisition program that provides language learning and academic instruction for native speakers of English and native speakers of another language, with the goals of high academic achievement, first and second language proficiency, and cross-cultural understanding. This program begins in TK/K and will continue to eighth grade.

Requesting a Language Acquisition Program

Language acquisition programs are educational programs designed to ensure English acquisition occurs as rapidly and effectively as possible, and provides instruction to English learners based on the state-adopted academic content standards, including English language development (ELD) standards. (Education Code 306(c).)

Camino Nuevo Charter Academy commits to ensuring that English learners develop English proficiency and achieve parity with their monolingual peers. CNCA is also committed to helping our students develop bilingualism and biliteracy, as demonstrated by the implementation of our Dual Language programs. Parents/Guardians may choose a language acquisition program that best suits their child. Schools in which the parents or legal guardians of 30 pupils or more per school or the parents or legal guardians of 20 pupils or more in any grade request a language acquisition program that is designed to provide language instruction shall be required to offer such a program to the extent possible. (Education Code 310(a).)

CNCA will investigate the feasibility of implementing such program. Within 10 days of reaching this threshold, CNCA will notify the school community of the parents' request of a language acquisition program in writing. Within 60 calendar days of reaching this threshold, CNCA will determine whether it's possible to implement the requested language acquisition program and provide notice, in writing, to the school community.

Future decisions about beginning language acquisition programs will be made based on a variety of factors and through consultation with CNCA teachers and administrators, as well as other community stakeholders. Both practical considerations (e.g. availability of bilingual educators) and ideological considerations (e.g., the desire of the local community for students to participate in the program) will be examined as decisions are made in a collaborative, thoughtful process. This process will also involve PreK-12 vertical articulation, ensuring that programming is aligned and coherent across grade levels. Parents may provide input regarding language acquisition programs during the development of the

Local Control Accountability Plan. If interested in a different program from those listed above, please contact your school administrator to ask about the process.

Parents of English learners have a right to decline or opt their children out of the CNCA's language acquisition program or opt out of particular English learner service(s) within a language acquisition program. (20 USC 6318(c)(A)(vii).) However, LEAs remain obligated to provide the student meaningful instruction (5 CCR 11302) until the student is reclassified, inform the parent when progress is not made, and offer the parent programs and services to consider at that time.

For a copy of the full policy and the administrative regulation please visit www.caminonuevo.org in the "Board Policies" section or request a copy at the school's main office.

Visiting the School

Families/guardians are encouraged to make regular visits and volunteer at CNCA. In order to monitor traffic and promote safety at the school, it is necessary that all school visitors, including parents/guardians, sign in at the main office and wear a visitor's badge issued by the main office or other designated person. Visitors under the age of 18 must have an adult with them or must have written authorization to be on CNCA school grounds from a parent and site administrator.

Visitors failing to register in the main office may be identified as trespassing. All visitors are expected to interact and behave with CNCA community members in a way that promotes and demonstrates collaboration and respect; visitors who disrupt the school environment may be asked and required to leave campus immediately and/or be given a withdrawal of consent for up to 14 days as indicated in the California Penal Code 626.4, 626.7, and 626.8.

For information on how to volunteer at CNCA please refer to the Volunteer Policy.

Standardized Testing

In the spring semester, CNCA administers the California Assessment of Student Performance and Progress (CAASPP). The CAASPP system was established on January 2014 replacing the Standardized Testing Reporting (STAR) program. The primary purpose of the CAASPP assessment system is to assist teachers, administrators, and pupils and their parents by promoting high-quality teaching and learning through the use of a variety of assessment approaches and item types.

<http://www.cde.ca.gov/ta/tg/ca/>.

CAASPP is comprised of the following assessments:

- Computer-based Smarter Balanced summative assessment for English–language arts (ELA) and mathematics in grades 3-8 and grade 11. Additional details about this test can be found at <http://www.smarterbalanced.org/>.
- California Alternative Assessments (CAAs) for ELA, mathematics in grades 2-11 and science, available for grades five and eight and one grade in high school are administered to students who meet CAAs requirements.
- The California Science Test (CAST) based on the California Next Generation Science Standards (NGSS) administered to students in grades 5 and 8, and eligible High School students. <http://www.caaspp.org/administration/about/science/>

You can help ensure your child’s success on both of these important assessments. Please support your child in the following ways:

- Make sure they are on time and present every day of testing
- Encourage them to try their best, take their time, and work carefully
- Set early bedtimes to ensure plenty of sleep each night
- Provide a nutritional breakfast each morning
- Limit TV, computer, cell phones, and video games during testing

Parents will be notified of their pupil’s participation in the CAASPP assessment system. (Education Code 60604.) A parent’s or a guardian’s written request to school officials to excuse his or her child from any or all parts of the assessments administered pursuant to Education Code 60615 shall be granted.

Note that the spring 2020 administration of the CAASPP was cancelled by the state of California due to COVID-19.

School-Wide Assessment

Students are assessed in all content areas multiple times throughout the year. Teachers regularly collect assessment data in order to target each student’s individual needs. The results from these assessments, as well as teachers’ observations of student progress, are synthesized into mid-semester progress reports, which are distributed in November and April. Final semester report cards are distributed in February and June.

English Language Proficiency Assessments for California (ELPAC)

State and federal law require that local educational agencies administer a state test of English language proficiency (ELP) to eligible students in kindergarten through grade twelve. The California Department of Education (CDE) administers the ELPAC as the state ELP assessment. The ELPAC is aligned with the 2012 California English Language Development Standards. It consists of two separate ELP assessments: one for the initial identification of students as English learners (ELs), and a second for the annual summative assessment to measure a student’s progress in learning English and to identify the student’s level of ELP.

The ELPAC will be administered for the purpose of initial identification only from July 1 to June 30, and within the first 30 days of a student's enrollment in a California public school. The summative ELPAC will be administered from February 1 to May 31.

To find more information about the ELPAC, please contact your child's teachers or contact the school office. Additional information can be found at: <https://www.cde.ca.gov/ta/tg/ep/>

Field Trips

Learning is a natural process that transcends the walls of a classroom. As part of CNCA's rigorous academic program, extracurricular real-world, hands-on experiences outside of the classroom complement theoretical foundations laid inside the classroom. Experiential learning activities help students connect learning at school to a variety of social and cultural experiences outside of school, as well as expand their career exploration. Finding new and innovative approaches to engage students who struggle in the traditional classroom or lack access to these afterschool opportunities is key to CNCA's mission to educate students in a college preparatory program to be literate, critical thinkers, and independent problem solvers who are agents of social justice with sensitivity toward the world around them.

Field trips are an important way to enhance student learning. They offer an opportunity to experience something that may be new and exciting. In order to participate in a field trip, all students must have a completed permission slip with a parent/guardian signature in three (3) spaces. Field trip slips without the required signatures will not be valid. Field trip permission slips will be sent home before the trip and must be filled out by a parent or legal guardian. Some recurring trips (i.e. to the park or library) will have one field trip slip for the entire school year. Volunteer chaperones must be approved by the teacher or administrator before the trip, attend a training, be 21 years of age or older, and may not bring other children on the trip. Field trip chaperones are volunteers and must follow respective procedures as mentioned under the Volunteer Policy.

Students serve as ambassadors for our school. A student may be excluded from a field trip for problematic behavior, including discipline incidents, and/or a discretionary decision from the school principal. Furthermore, any student having been disciplined for theft, drugs, weapons, or misconduct during a previous field trip in the previous year may be required to have a parent/guardian chaperone for every field trip until the end of the current school year.

In addition, all staff and chaperones are responsible for ensuring student, staff, and chaperones abide by all school policies and procedures, including the Education Code, from the trip's beginning to end. Staff and chaperones are required to immediately communicate any violation of these policies to the school leader and/or administrator of the trip.

Expectations for overnight field trips are: all overnight field trips will require one site administrator to attend, students and staff will be held accountable for violations of school and organizational policies, and the Education Code from the trip's beginning to the end. A pupil shall be permitted to use facilities and accommodations consistent with their gender identity irrespective of the gender listed on the pupil's records. Accommodations for overnight trips will be discussed with parents/guardians prior to the trip date.

Books/School Materials

Students will be issued books and materials necessary for classroom instruction. These books are the responsibility of the student to whom they were issued. Students should cover the issued textbooks and write their names in the designated areas. Damaged or lost books including books from the school library must be replaced by students and families. Unpaid textbook replacement fees may result in a student's loss of privileges to participate in extracurricular activities and school-sponsored events. The school may also hold a student's records until fees have been cleared.

LGBTQ & Social Studies Curriculum

The California Board of Education unanimously approved a history and social studies curriculum that includes prominent LGBT figures and milestones—from the Stonewall riots of 1969 to the legalization of same-sex marriage in 2015—for public school students. Education Code Section 60040 directs governing boards to only adopt instructional materials that “accurately portray the cultural and racial diversity of our society.” That section already included a number of groups, and was amended by Senate Bill 48, “The LGBTQ History Bill” to include all of those in Section 51204.5: “a study of the role and contributions of both men and women, Native Americans, African Americans, Mexican Americans, Asian Americans, Pacific Islanders, European Americans, lesbian, gay, bisexual, and transgender Americans, persons with disabilities, and members of other ethnic and cultural groups, to the economic, political and social development of California and the United States of America, with particular emphasis on portraying the role of these groups in contemporary society.” As a reminder Senate Bill 48 prohibits charter and alternative schools from engaging in discrimination per Section 235 of the Education Code.

Alternative Education Project

Any pupil with a moral objection to dissecting or otherwise harming or destroying an animal, or any part thereof, must inform his or her teacher of the objection. Objections must be substantiated by a note from the pupil's parent or guardian.

A pupil who chooses to refrain from participation in an education project involving the harmful or destructive use of an animal may receive an alternative education project, if the teacher believes that an adequate alternative education project is possible. The teacher may work with the pupil to develop and

agree upon an alternative education project so that the pupil may obtain the knowledge, information, or experience required by the course of study in question. (Education Code 32255 – 32255.6.)

Technology

All students with access to the CNCA internet network must adhere to school rules for internet use. All students using the CNCA network or CNCA electronic and computing devices will be required to complete a technology agreement to be signed by the student’s parent/guardian. CNCA network access is a privilege. Any behavior that is not acceptable may result in the loss of this privilege through the end of the school year. In using the CNCA’s network, students will:

- Be respectful of the rights, the ideas, the information, and the privacy of others
- Neither send nor receive information that is not related to schoolwork, or that can be hurtful or harmful to others
- Report to teachers any websites or persons that demonstrate inappropriate use of online services

Student Cyber Safety

Position on Student Cyber Safety

The safety of our students, alumni, families, and team members is a priority of CNCA. The Internet and other online programs and resources are to be utilized by our students, families, and team members to support instructional programs and appropriate virtual student learning and messaging. While the Internet can be a powerful educational tool, it is also an unregulated space that contains materials, social media activity, and negative and abusive messaging unsuited to the school setting. For this reason, CNCA will make every reasonable effort to ensure that the resources and programs that we provide are monitored to ensure they are used responsibly. CNCA will comply with the requirements of the Children’s Internet Protection Act (CIPA) and is committed to assuring the safe conduct and well-being of students while online.

Students and families have been notified about authorized uses, obligations, and responsibilities for users of CNCA Chromebooks, other devices, and technology as well as consequences for unauthorized use and/or unlawful activities in accordance with CNCA regulations.

CNCA reserves the right to monitor the use of CNCA issued technological resources, including the Internet and email, for audit and review purposes. Users should not have an expectation of privacy when using CNCA technology resources.

CNCA will ensure that all CNCA Chromebooks and any other devices with Internet access have a technology protection measure through our web filtering system that blocks or filters Internet access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of

such measures is enforced. (20 U.S.C. 6777, 47 U.S.C. 254). Students may not access prohibited materials at any time, for any purpose. This includes material that is obscene, child pornography, or material that is considered harmful to students, as defined by the Children's Internet Protection Act, which aims to protect children from obscene or harmful content on the Internet.

The Children's Internet Protection Act (CIPA) defines "harmful to minors" to mean: any picture, image, graphic image file, or other visual depiction that - (i) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (ii) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (iii) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors. (47 U.S.C. 254(h)(7)(G).)

Students shall not disclose personal information about themselves or others on the Internet or other resources. For example, students shall not reveal their name, home address, telephone number, or display images of themselves or others.

CNCA Team Member Guidelines for Interactions with Students and Alumni Online and Other Media (such as phone calls, text messages, etc.)

Per the CNCA Handbook, all employees are expected to “conduct themselves in a manner that reflects the standards consistent with the law and the policies of CNCA at all times”. This policy will provide guidance for employees in conducting themselves in a manner that reflects high standards of professionalism when interacting with our students, alumni, families, and other team members.

All team members are expected to remain professional while communicating with students and families online and other media, such as phone calls, text messages, etc. Our focus should always be concerned for these three reasons: for student education, health, and safety.

The following are guidelines for all communications:

- All team members are expected to stay within professional boundaries with students and alumni
 - As stated in the Employee Handbook, all team members are expected to conduct themselves in a “manner that reflects high standards of professionalism” required of team members.
 - It is each team member’s obligation to avoid situations that could prompt suspicion by families, students, alumni, colleagues, or school leaders.
 - Some activities may seem innocent from a team member’s perspective, but can be perceived as flirtation, sexual insinuation, or unprofessional from a student, alumni, or family’s point of view.
 - This is not to restrain innocent, positive relationships between team members and students, but to prevent interactions that could lead to, or may be perceived as, unprofessional.
- Keep the conversation related to the education process

- We do encourage team members to check in with students, alumni, and families to see how they are doing
 - If the student and/or family ask for assistance with resources, please let them know we are here to assist and we will provide assistance as much as we can or provide information on other resources that may be available.
 - Please try not to probe the student/alumni and/or family about something personal that they are not comfortable speaking about.
 - Allow the family to speak on these things on their own.
 - Keep the conversation professional in tone, words used, and focus
 - Please refrain from putting long conversations in emails and texts
 - These conversations should be done by phone
 - Keep the families included in communications with students
- Keep your conversations with students/alumni and families on CNCA authorized means of communication
 - Use your CNCA issued phone, email address, and any other CNCA authorized virtual communication resource, such as Google Classroom, Class Dojo, etc.
- Use Google Voice when you are placing calls directly to students and families so you do not share your personal phone numbers.
- Refrain from using personal social media accounts to communicate with students/alumni and families

Online Threats to Students/Alumni

As well as the threats that all users face when going online, such as computer viruses and email scams, students/alumni are at risk from the following:

- Cyberbullying
 - Bullying that takes place over digital devices such as cell phones, computers, and tablets. Cyberbullying can occur through SMS, text, and mobile applications (apps) or online in social media, forums, or gaming where people can view, participate in, or share content. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can include sharing personal or private information about someone else, causing embarrassment or humiliation. Some cyberbullying crosses the line into unlawful or criminal behavior.
- Inappropriate Content
 - Adolescents and children can unintentionally come into contact with inappropriate content, such as sexually explicit material. Unsolicited obscene materials can also be received electronically.
- Sexting

- Sexting is the sharing and receiving of sexually explicit messages and nude or partially nude images via text messages or apps. Sexting, while commonly occurring off school grounds, also occurs on school property, with the content being sent and viewed on cell phones. Of note is that possession of sexually explicit photos received by sexting can be considered a type of possession of child pornography from a legal perspective.
 - Sextortion/Ransomware
 - Students may also become victim to sextortion, possibly via ransomware, if they engage in sexting. Sextortion occurs when someone threatens to distribute private and sensitive material if not provided with images of a sexual nature, sexual favors, or money. Ransomware is a particular form of computer malware in which perpetrators encrypt users' files, then demand the payment of a ransom for users to regain access to their data. Ransomware can also include an element of extortion, in which the perpetrator threatens to publish data or (possibly sexually explicit) images if the victim does not do what the perpetrator wants, such as provide nude photos.
 - Oversharing
 - Personal information that is sometimes shared by students includes their name, age, address, phone number, and Social Security number.

- Online Predation.

- Online predators put victims through “the grooming process,” a series of steps by which they build the victim’s trust by sympathizing with him or her or feigning common interests, after which they proceed to set up a face-to-face meeting with the victim and then move forward with manipulation and seduction.

Additional Resources for Students, Families, and Team Members

Students, team members, and families can receive additional guidance on online safety through the following:

General Education on Online Safety

- Stop.Think.Connect. Campaign (<https://www.dhs.gov/stopthinkconnect>; U.S. Department of Homeland Security) is a national awareness campaign that provides resources such as videos, a toolkit, and blogs to help raise the awareness of cyber threats and how to be safer online.
- NetSmartz® Workshop (<https://www.netsmartz.org/>; National Center for Missing and Exploited Children® [NCMEC]) provides resources for parents and guardians, educators, and law enforcement with the goal of educating, engaging, and empowering children to recognize potential Internet threats, talk to adults about risks, prevent themselves from being exploited, and report victimization to adults. Separate Websites and resources are available for kids, tweens, and teens.

- Los Angeles County Department of Mental Health- To learn more about how to prevent commercial sexual exploitation of children and youth visit <https://dmh.lacounty.gov/our-services/transition-age-youth/csecy/>
- OnGuard Online program <https://www.consumer.ftc.gov/features/feature-0038-onguardonline>; Federal Trade Commission) provides instructional material for elementary and middle school teachers, high school teachers, and community educators and resources for parents on how to talk to their children about being online.
- Incorporating Sextortion Prevention, Response, and Recovery into School Emergency Operations Plans (EOPs) Webinar, REMS TA Center. This Webinar provided background information on sextortion and discussed how students/alumni can be victims and perpetrators. Presenters shared how education agencies can develop measures to prevent and protect students/alumni from sextortion with support from local and Federal agencies. <http://rems.ed.gov/Sextortion2016Webinar.aspx>
- Office of Educational Technology (OET) Web page, U.S. Department of Education. The OET develops national educational technology strategy and policy for how technology can be used by K-12, higher education, and adult education learners. <https://tech.ed.gov/>
- Privacy Technical Assistance Center, U.S. Department of Education. This Website serves as a comprehensive resource that education agencies can use to get information about privacy, confidentiality, and security practices. The site provides valuable information related to information sharing guidelines, such as the Family Educational Rights and Privacy Act (FERPA), and legislation, such as the Children’s Internet Protection Act. <http://tech.ed.gov/privacy>
- StopBullying.gov Website. This Website (<http://www.stopbullying.gov/index.html>) serves as a hub of information on the Federal perspective on bullying and contains information and resources to address bullying. Under the Cyberbullying tab, users can access Web pages such as:
 - o Tips for Teachers, which describes some of the warning signs that a child may be involved in cyberbullying and how to prevent and address cyberbullying;
 - o Social Media and Gaming, which lists social media apps and sites commonly used by children and teens and what adults can do to prevent cyberbullying of children who are gaming.

After an Online Incident Has Occurred

Students also need to be aware of what to do if they are a victim of an online abuse. They are encouraged to report threats to their parent/guardian, a teacher, a school counselor, another trusted adult, and the online service provider, if appropriate. Students, teachers, and other members of the public can also contact the National Center for Missing and Exploited Children’s (NCMEC), CyberTipline to report a concern by submitting an online report at <https://report.cybertip.org/> or calling 1-800-843-5678.

If somebody is in immediate danger or a crime may have been committed, students, teachers, and team members should contact local law enforcement.

School Electronics and Email Use

During enrollment, the student and parents/guardians must sign and abide by the Technology User Agreement found on the CNCA website. Camino Nuevo purchases computers and electronic resources for all students who attend the school. These electronics are an expensive resource, any student found maliciously damaging (tagging, scratching, pulling off keys, stealing or breaking) any of our equipment will be subject to disciplinary action including but not limited to suspension, expulsion and payment for said resource.

Unacceptable uses of school electronic resources include, but are not limited to, the following:

- Accessing or Communicating Inappropriate Materials – Users may not access, submit, post, publish, forward, download, scan or display defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing, bullying and/or illegal materials or messages.
- Illegal Activities– Users may not use the school’s computers, electronic devices, networks, or Internet services for any illegal activity or in violation of any Board policy/procedure or school rules. CNCA and its employees and agents assume no responsibility for illegal activities of students while using school computers or school-issued electronic resources.
- Violating Copyrights or Software Licenses– Downloading, copying, duplicating and distributing software, music, sound files, movies, images or other copyrighted materials without the specific written permission of the copyright owner is prohibited, except when the use falls within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC) and content is cited appropriately.
- Plagiarism– Users may not represent as their own work any materials obtained on the Internet (such as term papers, articles, music, etc).
- Non-School-Related Use– CNCA computers, electronic devices, networks and internet services are provided for purposes related to educational programs. Incidental personal use of school devices is permitted as long as such use: 1) does not interfere with the user’s responsibilities and performance; 2) does not interfere with system operations or other system users; and 3) does not violate this policy and the accompanying rules, or any other Board policy, procedure or school rules.
- Misuse of Passwords/Unauthorized Access– Users may not share passwords; use other users’ passwords; access or use other users’ accounts; or attempt to circumvent network security systems.
- Malicious Use/Vandalism– Users may not engage in any malicious use, disruption or harm to the CNCA’s computers, electronic devices, network and Internet services, including but not limited to hacking activities and creation/uploading of computer viruses.
- Avoiding School Filters– Users may not attempt to or use any software, utilities or other means to access internet sites or content blocked by the school filters.
- Unauthorized Access to Blogs/Social Networking Sites, Etc. – Users may not access blogs, social networking sites, etc. prohibited by building administration or the CNCA Technology Department.

Teachers and students using authorized social networking sites for educational projects or activities shall follow the age requirements and legal requirements that govern the use of social networking sites in addition to the guidelines established in this policy.

- **Wasting System Resources-** Users shall not use the network in such a way that would waste system resources or disrupt the use of the network by others. This includes but is not limited to excessive printing, file storage, online games, and video/audio streaming not directly related to educational projects, as determined by the supervising instructor or building administrator.
- **Unauthorized Equipment-** Users may not attach unauthorized equipment, including personal laptops, tablets, and handheld devices, to the district network without permission from the CNCA Technology Department.

Telephone Use

The office phone is for use in an emergency only. Leaving lunch or money at home or arranging for a ride does not constitute an emergency. However, if there is a special need or problem, permission to use the phone may be granted from an administrator only. Students will not be called out of class to receive telephone calls. Emergency phone messages will be delivered to a student's class.

Personal Electronics and Non-School Related Property

Personal electronic devices including but not limited to: cell phones, MP3 players, tablets, portable video game systems, and headphones may not be used during school hours without permission. If electronic devices are misused, the device(s) may be confiscated and locked up until the end of the day under teacher discretion. Property not related to the school's programs (e.g. iPods, CDs, card collections, portable sound systems, etc.) may not be brought to school. If you are not sure, please ask. Such items as referenced here but not limited to those listed may be confiscated. The school does not assume any responsibility for lost or stolen items.

Emergency Preparedness Drills

The school has developed a school emergency plan which is designated to ensure the safety of your student(s) and all of the staff. The school implements regular emergency drills to ensure that all members of the school community know the plan. Teachers will review emergency preparedness procedures with the students during the first month of school. A copy of the school's emergency plan is available on each campus' webpage.

In case of an emergency during the school day, your student will only be released into the custody of those people who you have previously identified on the emergency card. Proof of identity may be required. Those NOT identified on the emergency card can only pick up a student if the parent or guardian has sent a handwritten and signed note or verification via phone call to the school notifying the school of this person's identity and proof of identification is provided.

No Pets on Campus

For health and safety reasons, pets aside from service animals are not allowed on campus (unless prior arrangements have been made with the classroom teacher or administration and permission has been granted). Classroom pets are allowed under the direct supervision of the classroom teacher.

Lost and Found

Anything left or found unattended will be considered a lost item. Any items found on campus will be taken to the Lost and Found. The Lost and Found will be cleaned out every two weeks. Items not claimed will be donated or discarded. All items brought to school should be clearly labeled with the student's name.

Substitute Teachers

In the event that a teacher is absent, every effort will be made to secure a substitute teacher for the day. If a substitute teacher is not available, students will be assigned to other classrooms for the day.

Student Success Team (SST)

The Student Success Team (SST) will develop an intervention plan for referred students with specific identified needs related to academics or behavior. A team of individuals, that at a minimum includes the parent/guardian, teacher, and an administrator (but may also include the student, Family Services Coordinator, interventionist, outside support agency representative, or school psychologist if appropriate), meets within three weeks of the referral submission date to discuss the student's background, strengths, and areas of need. In consideration of the success rate of previous interventions and the academic/behavioral need, the team implements at-least 2-3 research-based, aligned interventions that are aimed toward attainment of the goal. Clear timelines and a delegation of responsibilities are also determined. The school administrator monitors to ensure fidelity of implementation.

A follow-up SST meeting is typically held within six weeks. If gradual progress is made, the SST celebrates data-supported progress and commits to continued progress monitoring as needed. If there is limited progress or no progress made, the SST re-convenes to analyze data and modify the SST plan accordingly. Within four weeks, a follow-up SST meeting is held. If gradual progress continues to be made, then the SST celebrates data-supported progress and commits to continued progress monitoring as needed. If progress is not made, then an SST administrator consults with the Director of Special Education to consider a referral for a formal special education evaluation.

Special Education and Section 504

CNCA is committed to meeting the educational needs of all students, and as such, looks to identify students who require special education services, under the Individuals with Disabilities Education Act (IDEA). (Education Code 56000, 20 USC 1400 et seq.) Students with identified physical, emotional, learning, or developmental disabilities have the right to placement in the least restrictive environment and may receive accommodations under Section 504 or may receive special education services according to a written Individualized Education Program (IEP). All Camino Nuevo schools implement a full inclusion special education model called Dynamic Blended Inclusion (DBI). Through DBI, students are fully included with their general education peers and receive collaborative services such as regular co-planning and co-teaching among general education and special education teachers. This model is a data-based, proactive approach to identifying and addressing the learning strengths and needs of all students through collaboration and differentiated instruction in as inclusive of a manner as possible.

If you have any concerns related to a student's current or possible disability, please contact the main office and ask to meet with an administrator. If you have a complaint about special education, please see the section "Dispute Resolution/Filing a Formal Complaint" in this handbook. All other questions regarding special education services may be directed to the Director of Special Education at the Home Support Office or to the school principal.

Transgender Bathrooms

State laws require that all public schools, including charter public schools, allow students to use restrooms and locker rooms "consistent with their gender identity." The Department of Education emphasizes that requiring transgender students to use same-sex facilities violates Title IX, the 1972 law that prohibits discrimination based on sex. It is important to note that in the State of California, AB 1266:Pupil rights: sex-segregated school programs and activities, has prohibited discrimination in schools on the basis of transgender since 2013.

SCHOOL POLICIES

Recognition and Awards

Awards and individual recognition may be provided to students throughout the year for academic and nonacademic achievements.

Character Reports/Score Points

It is important that students, families, and schools have indicators of student progress and interactions on a regular basis. Teachers and staff at Camino Nuevo schools may utilize Kickboard, Dean's List, or other platforms to record student behavior and expressions of school values such as responsibility. At the beginning of the year, look for communication from your school regarding the frequency of this reporting and how you can access the information. Points gained or lost may be tied to school rewards such as free dress, special privileges, or reflections on behavior. We encourage praise and at-home consequences in response to student interactions at school. This data is used to tell us how students are doing individually, in groups, and school-wide. Encouraging and promoting positive behavior is vital for student success. You may ask the main office or the school administration if you are not receiving this information or if you have any questions or concerns.

Admissions Policy

Lottery System

- If the number of students applying for admission exceeds openings available, entrance will be determined by a public random lottery. The lottery will be held on a designated date each school year. The date will be widely publicized.
- Students who live within the attendance boundaries of the Sandra Cisneros or Jose Castellanos campuses receive preference for admission if spaces are available. Families must still submit an Enrollment Interest Form for these school sites.
- Families of all accepted students will receive an automatic notification. You must confirm within the deadline specified in the notification that you intend to enroll your child to secure a spot.

- If you submit an application after the announced lottery deadline and there are no spaces available, your child's name will be added to a waitlist. We will admit students from the waitlist after the lottery, as spots become available and in the order in which we received applications.

Homeless and Unaccompanied Minor Students Policy

Please refer to the Student Information Section on page 14.

Discipline Policy

At CNCA, we believe that by demonstrating respect for each other, we can create a safe, caring, and cooperative environment that promotes learning and celebrates the uniqueness of all individuals. CNCA believes that all students have the right to learn. No student has the right to behave in ways that infringe upon the rights of others. We recognize the primary role of parents/guardians and families as the first and best teachers of their children. We also recognize the partnership that needs to exist between home and school. Our discipline policy is designed to encourage students to learn and demonstrate acceptable behaviors because student behavior is a key component of school culture and sets the foundation for academic achievement.

We expect all students to conduct themselves in a respectful manner toward teachers/staff, classmates, and the property of others. Students will be treated and spoken to respectfully and with care. With a focus on community building, it is our goal that every student possesses or gains a clear understanding of how their actions may affect others. While our larger goal is to discourage misbehavior preemptively, when it occurs, we use missteps as opportunities for learning and reflection. Schools have developed behavior expectations, procedures, and policies that are consistent with a positive and restorative discipline model in which we use both kindness and firmness to co-create relationships that include both care and accountability.

Systematic positive praise, reinforcement of desired behaviors, and community building structures are coupled with fair and equitable consequences for students who do not adhere to schoolwide expectations.

CNCA's approach to discipline includes strategies such as teaching school rules, developing social-emotional skills, reinforcing appropriate school behavior, using effective classroom management, implementing positive behavior support strategies, and tracking discipline data to ensure that rules and consequences are being applied fairly to all students.

Under Education Codes 35291 and 35291.5, the Governing Board of CNCA shall prescribe rules not inconsistent with law or with the rules prescribed by the State Board of Education, for the government and discipline of its schools.

Classroom Expectations

CNCA teachers develop classroom management plans appropriate for the age and grade level that they teach in order to help students understand and integrate school and classroom rules and agreements into their daily activities. To set up a positive and well-structured classroom, there are three types of language related to behavior management that we ask all staff to utilize when responding to misbehavior: 1) positive reinforcement, 2) reminding students of expectations and community agreements, 3) redirecting misbehavior. The classroom management system and behavior plan will be communicated to and discussed with the students and families in the first weeks of school. Please discuss behavior expectations with your student and feel free to contact their teacher at any time.

Responses to Misbehavior and Student Discipline Policy

CNCA's ultimate priority is to maintain the physical and emotional safety of all members of the community. Teachers take a proactive approach: setting clear expectations, reinforcing positive behavior, redirecting misbehavior, and teaching conflict resolution skills. In response to misbehavior that infringes on the safety of our community, we aim to have a discipline system focused on being restorative rather than one with punitive consequences.

When behavior is disruptive, disrespectful and/or unsafe, students should expect a consequence or response from teachers/administration. School consequences for misbehavior may include but are not limited to: loss of privileges, a one-on-one student meeting, parent/guardian contact, behavior incident report, parent/guardian conference, in/out of school suspension, intervention service referrals, restitution and/or a billing for damaged or lost school property, and/or an SST meeting. Consistent with Education Code 48904, schools will notify families in writing before withholding records or grades for alleged misconduct resulting in damage or loss. Schools may also hold restorative circles or conferences to resolve discipline concerns. These conferences may include administrators, teachers, students, parents/guardians, and others who have a vested interest in the school community. The aim of these conferences is to identify harms, needs, and obligations to repair harm done toward people, property, and the institution.

Serious misbehavior is met with consequences such as in-school or out-of-school suspension and/or expulsion. Parents/guardians shall be notified prior to suspensions and are asked to come to school for an informal suspension conference, which may include the Principal and/or the Principal's designee, teacher(s), and the student. At the suspension conference, an individual behavior plan may be developed for the student. (Education Code 48911.)

At all times the law ultimately guides and helps to dictate what CNCA schools do to ensure a safe/orderly environment for all members of the CNCA community. Please note that in the case of any discrepancy between the CNCA Student & Family Handbook and the individual school charter, the charter petition language supersedes in determining school policy. An updated copy of each school site's

LAUSD authorized Charter Agreement can be accessed via the individual school webpage online or by requesting a copy from the main office. Please take time to discuss the discipline portion of CNCA's Student & Family Handbook with your student and contact the school administration with any questions or concerns you may have.

Student Suspension and Expulsion

Ref: BP 5144(a)

CNCA has developed student suspension and expulsion procedures in accordance with all applicable laws protecting the constitutional and statutory rights of students generally (i.e. right to due process), and of students with exceptional needs and other protected classes of students. Practices and considerations for student suspension and expulsion can be found in the section below; ultimately, the school site principal and/or their designee has discretion over student discipline procedures including student suspension and recommendations for expulsion. Students who present a real or alleged threat to the health and safety of others, including but not limited to verbally or physically aggressive behavior may be immediately suspended and later recommended for expulsion by the principal and/or their designee. A student may be suspended or expelled for any of the acts enumerated in this section and related to school activity or school attendance that occur at any time, including, but not limited to, any of the following:

- While on school grounds
- While going to or coming from school
- During the lunch period, whether on or off campus
- During or while going to or coming from a school-sponsored activity

The school administration may implement alternative consequences to suspension as appropriate.

Mandatory Recommendation to Expel

The principal will immediately suspend and recommend a student's expulsion if he or she determines that the student committed any of the following acts (Education Code 48915):

- Possessing, selling, or furnishing a firearm.
- Brandishing a knife at another person.
- Unlawfully selling a controlled substance as listed in Chapter 2 (commencing with section 11053) of Division 10 of the Health and Safety Code
- Committing or attempting to commit a sexual assault or committing a sexual battery as defined in subdivision (n) of Education Code 48900 or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- Possession of an explosive.

All recommendations for expulsions must be reviewed by the CEO.

Offenses Subject to Limited Principal Discretion to Recommend Expulsion

A student is recommended for expulsion if the principal determines that the student committed one or more of the following acts, unless the principal or CEO determine that the expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct:

- Causing serious physical injury to another person, except in self-defense.
- Possession of a knife or other dangerous object of no reasonable use to the pupil.
- Unlawful possession of any controlled substance listed in Chapter 2 (commencing with section 11053) of Division 10 of the Health and Safety Code, except for the possession of over-the-counter medication for use by the student for medical purposes or medication prescribed for the student by a physician.
- Robbery or extortion.
- Assault or battery upon any school employee as defined in Penal Code Sections 240 and 242.

All recommendations for expulsion must be reviewed by the CEO.

Offenses Subject to Broad Principal Discretion to Suspend or Recommend Expulsion

The principal has maximum discretion to recommend or not recommend suspension (including supervised suspension as described in Education Code 48911.1) and expulsion when he or she determines that a student has committed any of the following offenses specified in the Education Code 48900:

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (commencing with section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to any person another liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stolen or attempted to steal school property or private property.

- (h) Possessed or used tobacco or products containing tobacco, or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of the pupil's own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in section 11014.5 of the Health and Safety Code.
- (k)
 - (1) Disrupted school activities or otherwise willfully defied the valid authority of school personnel engaged in the performance of their duties.
 - (2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph is inoperative on July 1, 2020.
 - (3) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
 - (4) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2025.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. "Imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. "Hazing" is a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. "Hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the stated meanings:

(1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

- (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
- (B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health.
- (C) Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.
- (D) Causing a reasonable pupil to experience substantial interference with the pupil's ability to participate in or benefit from the services, activities, or privileges provided by a school.

(2)

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

(i) A message, text, sound, video or image.

(ii) A post on a social network internet website including, but not limited to:

(I) Posting to or creating a burn page. "Burn page" means an internet website created for the purpose of having one or more of the effects listed in paragraph (1).

(II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.

(III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1).

"False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(iii)

(I) An act of cyber sexual bullying.

(II) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this subclause, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from photograph, visual recording, or other electronic act.

(III) For purposes of this clause, "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the internet or is currently posted on the internet.

(3) "Reasonable pupil" means a pupil, including, but not limited to, a pupil with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of that age, or for a person of the pupil's age with the pupil's exceptional needs.

(s) A pupil may not be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including but not limited to, any of the following:

(1) While on school grounds.

(2) While going to or coming from school.

(3) During the lunch period whether on or off the campus.

(4) During, or while going to or coming from, a school-sponsored activity.

(t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may suffer suspension, but not expulsion, pursuant to the provision of this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury shall be subject to discipline pursuant to subdivision (a).

(u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.

(v) For a pupil subject to discipline under this section, a superintendent or principal is encouraged to provide alternatives to suspension or expulsion, using a research-based framework with strategies that improve behavioral and academic outcomes, that are age appropriate and designed to address and correct the pupil's specific misbehavior as specified in Section 48900.5.

(w)

(1) It is the intent of the Legislature that alternatives to suspensions or expulsions be imposed against any pupil who is truant, tardy, or otherwise absent from school activities.

(2) It is further the intent of the Legislature that the Multi-Tiered System of Supports, which includes restorative justice practices, trauma-informed practices, social and emotional learning, and schoolwide positive behavior interventions and support, may be used to help pupils gain critical social and emotional skills, receive support to help transform trauma related responses, understand the impact of their actions, and develop meaningful methods for repairing harm to the school community.

Other Grounds for Suspension or Expulsion

- Committed sexual harassment (applicable to grades 4 through 12 only) (Education Code 48900.2.)
- Caused, attempted to cause, threatened to cause, or participated in the act of hate violence (applicable to grades 4 through 12 only) (Education Code 48900.3.)
- Intentionally engaged in harassment, threats, or intimidation directed against CNCA personnel or pupils (applicable to grades 4 through 12 only) (Education Code 48900.4.)
- Made terrorist threats against school officials, school property, or both (Education Code 48900.7.)

Teacher May Require Parent/Guardian to Attend Class

Under Education Code 48900.1, a teacher may require the parent/guardian of the student suspended by the teacher to attend a portion of a school day in the child's classroom. The following circumstances pertain:

- Suspension must be for offenses describe in Education Code 48900 (i) or (k)
- Attendance of parent is limited to the class from which the student is suspended
- Attendance may be required on the day the pupil is scheduled to return to class or within a reasonable period of time thereafter.

Completion of Assignments and Tests Missed during Suspension

The teacher of any class from which a pupil is suspended may require the suspended pupil to complete any assignments and tests missed during the suspension. (Education Code 48913.)

Homework for Suspended Pupils

Upon the request of a parent, a legal guardian, or other person holding the right to make educational decisions for the pupil, or the affected pupil, a teacher shall provide to a pupil in any of grades 1 to 12, inclusive, who has been suspended from school for two or more schooldays the homework that the pupil would otherwise have been assigned. If a homework assignment that is requested and turned into the teacher by the pupil either upon the pupil's return to school from suspension or within the timeframe originally prescribed by the teacher, whichever is later, is not graded before the end of the academic term, that assignment shall not be included in the calculation of the pupil's overall grade in the class. (Education Code 48913.5.)

Notice of Release of Pupil to Peace Officer

School officials shall take immediate steps to notify a parent, guardian, or responsible relative of the minor when a child is taken into custody by a peace officer regarding the place to which the child is reportedly taken, except when the child is taken into custody as a victim of suspected child abuse as defined in Penal Code section 11165 and Welfare and Institution Code section 305. In suspected child abuse cases, law enforcement will assume all notification responsibilities. (Education Code 48906.)

Property Damage

Parents or guardians may be held financially liable if their child willfully damages school property or fails to return school property loaned to the child. The school may further withhold the grades, diploma, and transcript of the pupil until restitution is paid. (Education Code 48904.)

Withholding of Grades, Diploma, or Transcript

Upon receiving notice that CNCA has withheld the grades, diploma, or transcripts of any pupil pursuant to Education Code 48904, any school district to which the pupil has transferred shall likewise withhold the grades, diploma, or transcripts of the pupil until the decision has been rescinded. The receiving district shall notify the parent or guardian of the pupil in writing that the decision to withhold will be enforced. (Education Code 48904.3.)

Discipline and Counseling Procedures for Governing Use, Possession, Being Under the Influence of a Controlled Substance

Controlled Substance Policy

Unlawfully possessing, using, selling, being under the influence of or otherwise furnishing to others a controlled substance or alcoholic beverage, or intoxicant of any kind, at any school activity or on any school district or adjacent property, is considered to be a threat to the educational process. The school reserves the right to ask students to submit to a search if there is suspicion of intoxication, or controlled substance/ paraphernalia possession with intent to distribute or sell.

First Offense:

If the principal or designee determines, in the presence of evidence, that the student unlawfully possessed, used, sold, was under the influence of, or otherwise furnished to others a controlled substance, or alcoholic beverage, or intoxicant of any kind, the following steps may be taken:

1. The student may be suspended for a maximum of five days.
2. The Los Angeles Police Department may be notified.
3. The student may be placed on a contract for a period of 10 weeks. The terms of the contract include loss of privileges from participating in the following: sports, dramatic, choral or musical performances, dances, cheerleading, graduation and awards ceremonies.
4. The student may be referred to complete substance abuse counseling in a program offered by Camino Nuevo or in an approved program with an outside agency or therapist.
5. The student may be required to complete community service hours that will be verified by the school or an approved agency or organization.

If the student does not complete and provide documentation for 3-5 above, he/she will remain on the contract with a loss of privileges until all contract items are completed. If the student fails to complete all of the above by the last day of the semester in which the 10-week contract was scheduled to end, the

student may be recommended for expulsion or an opportunity transfer upon review of rehabilitation efforts. At the end of that semester, the student will be allowed to return to Camino Nuevo provided they have completed the provisions listed in 3-5 above.

Second Offense:

If the principal or designee determines for a second time within high school (Grades 9-12) that the student unlawfully possessed, used, was under the influence of or otherwise furnished to others a controlled substance, or alcoholic beverage, or intoxicant of any kind, the following steps may be taken:

1. The student may be suspended for a maximum of five days.
2. The principal may recommend that the student be expelled unless it is determined that expulsion is inappropriate under the particular circumstances of the case. During the period when the student is awaiting the expulsion hearing, classwork, homework and applicable assignments will be provided to the student to complete during their suspension from school.
3. The Los Angeles Police Department may be notified.

Discipline Procedures for Providers of Controlled Substances or Alcoholic Beverage, or Intoxicant of Any Kind to Others

In cases where the principal or CEO determines that the student sold or provided a controlled substance or alcoholic beverage, or intoxicant of any kind, to others, the following steps may be taken:

1. The student may be suspended for a maximum of five days.
2. The Los Angeles Police Department may be notified.
3. The principal shall inform the CEO or designee of the incident and actions taken.
4. The principal or designee may recommend that the student be expelled from school, unless the principal finds, and so reports to the CEO or designee in writing, that expulsion is inappropriate under the particular circumstances of the case.
5. Each principal will ensure that all CNCA high school students are explicitly informed of the provisions of the policy of controlled substances through assemblies, presentations and / or direct instruction in the appropriate classes.

Legal Reference:

Education Code 44049 Known or suspected alcohol or controlled substance abuse by student 51262 Use of anabolic steroids; legislative finding and declaration CALIFORNIA CONSTITUTION Article 9, Section 5 Common school system.

For a copy of the full policy and administrative regulation please visit www.caminonuevo.org in the "Board Policies" section or request a copy at the school's main office.

Harassment, Discrimination and Bullying Policy

CNCA is committed to protecting its students, employees, and applicants for admission from bullying, harassment, or discrimination for any reason and of any type. CNCA believes that all students and employees have a right to a safe, equitable and harassment-free school environment. As a school, we have an obligation to promote mutual respect, tolerance and acceptance. CNCA prohibits any acts of discrimination, harassment, and bullying on any area of the school campus, at school-sponsored events and activities, regardless of location, through school-owned technology and through other electronic means, consistent with this policy. Bullying, harassment, or discrimination will not be tolerated and shall be just cause for disciplinary action. (Education Code 200, 5 CCR 4900, 20 USC 1681, 29 USC 794, 42 USC 2000 and 12101, Title IX, Educational Amendment Act of 1972, Title VI, Civil Rights Act of 1964.)

What is “bullying”?

“Bullying” is defined as any severe or pervasive physical or verbal act or conduct including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students that constitute sexual harassment, hate violence or creates an intimidating or hostile educational environment, directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following (CA Education Code Section 48900):

- Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property.
- Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
- Causing a reasonable pupil to experience substantial interference with his or her academic performance.
- Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by CNCA.

Cyberbullying

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

Reporting an Act of Bullying

CNCA expects all students and/or staff to immediately report incidents of bullying to the principal. Staff are expected to immediately intervene when they see a bullying incident occur. Each complaint of

bullying should be promptly investigated. This policy applies to students on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus, and during a school-sponsored activity. To ensure bullying does not occur on school campuses, CNCA will provide staff training in bullying prevention and cultivate acceptance and understanding in all students and staff in order to build each school's capacity to maintain a safe and healthy learning environment. Teachers should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying. Students who bully are in violation of this policy and are subject to disciplinary action up to and including expulsion.

Student Bullying Code of Conduct

The Student Bullying Code of Conduct includes, but is not limited to:

- Any student who engages in bullying may be subject to disciplinary action up to and including expulsion.
- Students are expected to immediately report incidents of bullying to the principal or designee.
- Students can rely on staff to promptly investigate each complaint of bullying in a thorough and confidential manner.

If the student or the parent/guardian of the student feels that appropriate resolution of the investigation or complaint has not been reached, the student or the parent/guardian of the student should contact the principal. The school system prohibits retaliatory behavior against any complainant or any participant in the complaint process.

Intervention and Investigation

The procedures for intervening in bullying behavior include, but are not limited to the following:

- All staff, students and their families/guardians will receive a summary of this policy prohibiting bullying.
- The school will make reasonable efforts to keep a report of bullying and the results of the investigation confidential.
- Staff members are expected to immediately intervene when they see a bullying incident occur.
- People witnessing or experiencing bullying are encouraged to report the incident; such reporting will not reflect on the victim or witnesses in any way.
- After an investigation, the school will implement consequences based on CNCA's discipline policy.

Sexual Harassment

CNCA is committed to maintaining a school environment that is free from harassment. The Governing Board prohibits sexual harassment of any student by another student, an employee or other person, at school or at a school-sponsored or school-related activity. The Governing Board also prohibits retaliatory behavior or action against any person who complains, testifies, assists or otherwise participates in the

complaint process established in accordance with this policy. (Education Code 200, 220, 221.5, and 231.5; 34 CFR 104.8 and 106.9.)

A student who engages in sexual harassment of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action, including suspension and/or expulsion. The conduct must be based on sex and would be considered by a reasonable person of the same gender as the victim to be so severe or pervasive as to have a negative impact on the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. CNCA's complete sexual harassment policy is included in this handbook under Board Policy 5145.7, "Student Sexual Harassment."

Student Free Speech and Freedom of Expression Policy

Students have a right to freedom of speech and may participate in political or free speech activities while on school campus. Students may distribute literature reflective of their views and opinions. Students may assemble on campus during non-instructional time to discuss their views and opinions and may participate in peaceful demonstrations on campus during non-instructional periods. Students may exercise these rights as long as their speech, expression, or conduct is not obscene, lewd, libelous, slanderous, does not incite students to destroy property or inflict injury upon any person, or cause a substantial disruption to school. California law permits school site administrators to establish reasonable parameters for those students who wish to exercise their free speech rights on campus or during the school day. School site administrators may impose restrictions on the time, place, and manner of speech or activities in order to maintain a safe and peaceful campus for all students and CNCA employees. Students who fail to follow the directive of school site administrators or CNCA policy concerning demonstrations, assemblies, sit-ins, etc., may be disciplined. Students who voluntarily leave the school campus or the classroom during a demonstration will be directed to return to the campus or classroom. A student's refusal to adhere to this directive will result in the recording of an unexcused absence. Once students are off campus, school site administrators do not have a legal obligation to protect the safety and welfare of the students. If the student demonstration or walk-out causes a disruption to the general public, local law enforcement may respond to the situation. CNCA has no control over how local law enforcement will handle the situation. While CNCA Los recognizes and respects a student's freedom of speech rights, CNCA employees shall not promote, endorse, or encourage students to participate in any demonstration, distribution of materials, assembly, sit-in, or walk-out during work hours or while serving as an agent or representative of CNCA. For further information, please contact your student's school Principal.

ACADEMIC POLICIES

Report Cards and Grades

The CNCA academic year is divided into two 20-week semesters. Families will get a report card at the end of each semester and progress reports at the end of the first and third quarters of the year. Report cards may be mailed home or given directly to students or families/guardians during family conferences. If you need a copy of your student's progress report or report card, please visit the main office.

Student Athlete Academic Policy

Athletes must have a current term grade point average (GPA) of 2.5 and all grades of "C" or better. Students with a GPA lower than a 2.5 or an "F" in any course are not allowed to participate in practices or games until they meet GPA and grade requirements.

Letter Grades

Camino Nuevo uses a grading system called "standards based grading," where grades are given based on students' proficiency on core standards for each class. This grading system uses a 4-point scale. Middle and high school students will receive a letter grade on their report cards, whereas elementary school students will receive the numerical equivalent.

4-Point Scale	Approximate Letter Grade Equivalency
4	A
3	B
2	C
1	F
0	No Grade

Academic Integrity Policy

As a community of scholars and in support of lifelong learning, it is the expectation of CNCA that all students produce and furnish their own academic work. "Work" is defined as any assignment, task, homework, quiz, test, standardized assessment, or project submitted via hard copy, electronically, or otherwise. Alleged academic dishonesty of any kind will be reviewed and consequences will be developed by the teacher(s) of the course and/or an administrator at the school site.

In order to avoid academic misconduct or dishonesty, students should refrain from the following actions and behaviors: copying the work of another student, allowing others to copy from their work, plagiarizing (using the work of another without providing a reference or crediting work to the originating party), joking about cheating, falsifying/forging information, and/or misrepresenting the parties who performed academic work.

In cases where a student has been found responsible for academic misconduct, consequences may include (but are not limited to): a failing grade on the assignment, a proctored opportunity to re-do the academic work, a failing grade in the course, educational projects, or other corrective or restorative consequences as determined by the teacher and administration.

Curricular Requirements

CNCA aims to educate all students, so they are prepared to attend a four-year college or university after high school. Upon graduation all Camino Nuevo students will have met acceptance requirements for both the 9 University of California system campuses (schools such as UCLA, UC San Diego, UC Irvine, etc.) and the 23 California State University system campuses (schools such as Cal State Long Beach, Cal State LA, CSU San Luis Obispo etc.). Per CNCA's mission and vision, all high school students will demonstrate college readiness by applying to a college or university during their senior year, even if they do not plan to attend college after graduation.

Additionally, students are expected to fulfill campus requirements, which include, but are not limited to four years of iConnect (our student advising program) as well as exercises and extracurricular activities such as internships, service learning, and a senior project. In the graduation plan included in the high school section, some students may take classes at a different grade level than the one identified on the table. Camino Nuevo is aware that no two students are the same and actual requirements will depend on each student's needs.

College Admission Requirements and Higher Education Information

The State of California offers community colleges, California State Universities (CSU), and Universities of California (UC) as postsecondary options for students who wish to continue their education after high school.

In order to attend a community college, a student need only be a high school graduate or 18 years of age. A student may also transfer to a CSU or UC after attending a community college. In order to attend a CSU, a student must have taken specific high school courses (referred to as the “A-G” courses), have the appropriate grades and test scores, and have graduated from high school. Test scores are required unless you have a grade point average (GPA) above 3.00 and are a resident of California. The CSU uses a calculation called an Eligibility Index that combines your high school grade point average with the score you earn on either the SAT or ACT tests. In order to attend a UC, a student must meet requirements for coursework (A-G courses), grade point average (GPA), and test scores.

For more information on college admission requirements, please refer to the following webpages:

- www.cccco.edu - This is the official website of the California Community College system. It offers links to all of the California Community Colleges.
- www.assist.org - This interactive site provides course transfer information for students planning to transfer from a California Community College to a CSU or UC.
- <https://www2.calstate.edu/apply> - This website provides information to students and their families on the CSU system, an online application, and links to all CSU campuses.
- www.universityofcalifornia.edu - This website provides information regarding admissions, an online application, and links to all UC campuses.
- <https://achieve.lausd.net/GPS> - This website provides resources to help students plan, prepare, and persist for postsecondary success. It provides information for students, families, educators, and community members. It is designed to support college and career readiness in middle and high schools, persistence into and through college, and build capacity for postsecondary readiness.

Students may also explore career options through career technical education. These are programs and classes that are specifically focused on career preparation and/or preparation for work. The programs and classes are integrated with academic courses and support academic achievement. Students can learn more about career technical education by referring to the following webpage:

www.cde.ca.gov/ds/si/rp.

Students may meet with a school counselor to choose courses at their school that will meet college admission requirements or enroll in career technical education courses, or both. (Education Code 51229.)

Standards-Based Promotion Policy: 20-21 Revision

Camino Nuevo Charter Academy will not be retaining students at the end of the 20-21 school year due to the extreme challenges presented by distance learning. Students' performance this year is not a reliable indicator of what students could otherwise do if they were at school. In order to support students with academic recovery, the 21-22 school year will be structured around multi-tiered systems

of support (MTSS) that allow us to target students' needs and catch them up to grade level. This will include during-the-school day interventions, and will likely also include summer, before school, and/or after school support.

The following Retention/Promotion Appeal Policy still applies for the 2020-2021 school year: CNCA has developed a standards-based promotion policy in accordance with Assembly Bill 1626 (AB 1626), Education Code 48070.5(1)(d). Students in grades K-12 are required to meet minimum identified criteria in order to be promoted to the next grade. This policy mandates retention for students not meeting identified criteria unless the regular classroom teacher recommends promotion on the Justification for Promotion form or the summer school teacher recommends promotion at the end of summer school/intersession. Also included in the policy are the criteria for retention and mandatory summer school/intersession/intervention program.

Multiple measures must be used to determine promotion in all grades. These multiple measures include teacher progress report, grades, performance assignment scores, attendance, and teacher judgment. In addition, this policy provides for early and systematic parent/guardian notification when students are at risk of not meeting promotion standards. The policy states that an appeal process must be implemented when parents/guardians disagree with the promotion determination of a student. A complete copy of the policy is available upon request.

Retention/Promotion Appeal Policy

The parent/guardian may disagree with the retention or promotion determination. If the parent/guardian disagrees, they are entitled to an appeal meeting. Upon request for information, the principal/designee shall explain the appeal process and provide the parent(s)/guardian(s) with a form to request a site-level appeal.

Homework Policy

CNCA believes that the purpose of homework is to help students deepen their understanding of concepts learned in school and/or sharpen skills which require repeated practice in order to master. Teachers have different systems for tracking homework, so families/guardians should feel free to contact the teacher for additional information. Teachers may provide a copy of their classroom homework policy for your information. Expect homework to be assigned on a daily basis. However, it is important to note that homework will not always be graded by the child's teacher. Grading homework for accuracy is not aligned with two of the main purposes of homework: to provide repeated practice and to instill college preparatory study habits. Please ask your student's teacher(s) for more information about his/her homework grading policy.

Concerns

- If a family/guardian notices that a student's homework is consistently too difficult, please let the teacher know. Homework should be challenging, but not impossible to complete.
- If the family/guardian is unable to assist the student with homework, seek out alternative support for the student through after school or tutorial programs.
- If there is a problem with having the appropriate supplies at home, the parent/guardian should contact the student's teacher. All homework should be complete, neat and on time.

Advanced Placement Fees

Eligible high school students may receive financial assistance to cover the costs of the advanced placement examination fees. (Education Code 52242.)

School Uniform Policy

Why does Camino Nuevo Charter Academy have uniforms?

CNCA's mission is to educate students in a college-preparatory program to be literate, critical thinkers, and independent problem solvers who are agents of social justice with sensitivity toward the world around them. Part of this education is teaching all students to make a good impression. Our top reasons for asking our students to wear uniforms are:

- There are many other schools in the area where our schools are located. For safety reasons, we want to be able to identify our students at a glance.
- The clothing we wear indicates our purpose. When we go to the beach, we wear swimsuits. When we go to a wedding, we put on our best clothes. At CNCA, we dress for learning.
- School uniforms put the focus on learning, not fashion. Uniforms can also reduce bullying and teasing. Please support our mission by taking our uniform seriously and wearing it with pride.

Uniform items should be no larger/smaller than one size of the student's clothing size.

Out of uniform consequences may include:

1. 1st offense – Verbal warning
2. 2nd offense – Parent/Guardian phone call
3. 3rd offense – Parent/Guardian meeting

A student may also be loaned a school-issued uniform if they arrive to school out of uniform. All school issued uniform attire must be washed and returned to the school site. Upon the return of school-issued uniforms, students will be given their "free dress" items back.

The CNCA high school uniform is:

- Light heather grey CNCA polo shirt
- Black bottoms – pants, shorts, skirts, skorts, or jumpers (bottoms must be of appropriate length, no more than 3 inches above the knee)

The CNCA Pre-K – 8th grade uniform is:

- Dark heather grey CNCA polo shirt

For the Cisneros Campus only:

- 6th - 8th grade students may wear the light grey CNCA polo shirt.
- Khaki bottoms – pants, shorts, skirts, skorts, or jumpers (bottoms must be of appropriate length, no more than 3 inches above the knee)
- No baseball caps, or hats of any kind. Beanies may be permitted during inclement weather only.
- Only closed-toe footwear with flat rubber soles.
- Any attire that may be a distraction may be confiscated. Distracting attire may include but is not limited to accessories such as belts not in the belt loops, extra clothing pieces, and excessive or large pieces of jewelry. School site personnel retain the discretion to decide what is considered distracting attire.
- If your student participates in physical education, he/she should wear the CNCA physical education uniform, or a plain white t-shirt and dark heather grey athletic pants or shorts without pockets.

Uniform Quick Reference Guide

Shirt	Black Bottoms	P.E. Pants or Shorts	P.E. Shirt
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Free and Professional Dress Days

As a reward for positive behavior and attendance, schools may identify “free dress days.” Prior to free dress days, students and families will be notified of their eligibility to participate. If student(s) come to school in free dress when they are not supposed to, they will need to 1) call home to have someone bring a uniform to school 2) change into a school issued uniform. In order to maintain a safe learning environment, the attire described below is not acceptable on free dress days. We encourage students to express their individuality and personal style while following all CNCA dress code policies on free and professional dress days.

Professional Dress Examples:

- Suit with pants or suit with long skirt
- Dress Shirt or Blouse
- Matching Tie (optional)



Prohibited Free Dress Attire

- Clothing that displays inappropriate language, images, humor, or other graphics
- Clothing items that are too tight or loose (beyond one size above the student’s clothing size)
- Tights/leggings may not be worn as pants
- Any attire that may be affiliated with a gang, clique, or street crew (Education Code 35183.)
- Shoulders must be covered with sleeves, tank tops are not permitted

Hats and caps are prohibited unless otherwise specified e.g. “hat day”. If a student is required to wear a hat or cap, a physician’s note must be submitted to the main office.

Frequently Asked Questions

1. **What outerwear is acceptable?**

The CNCA uniform only includes the shirt and the bottoms. CNCA does not require official outerwear.

Any sweater/jacket/coat without writing or a logo is acceptable. There is a CNCA logo pullover hoodie and zip hoodie available, but students are not required to wear it.

2. Does the polo shirt have to bear the CNCA logo?

No. Polo shirts without the CNCA logo are acceptable, as long as they are the right color. Each school site has uniform samples in the main office to compare the color.

3. Where can I buy the CNCA uniform?

CNCA has three official vendors for uniforms. Please note, each vendor sets their own price for each item and has their own return and exchange policy and vendors may still carry the old CNCA uniform (yellow polo shirts and dark green bottoms) as well as uniforms for other nearby schools. Make sure to use only the current CNCA uniform outlined in this document. CNCA cannot guarantee uniforms.

- Broadway Army Store - 217 W 4th St., Los Angeles, CA 90013 Tel: (213) 617-8495
- La Cigüeña 2042 W. Venice Blvd. Los Angeles, CA 90018 Tel: (213) 272 – 2469

4. What is the return or exchange policy?

Each CNCA vendor creates their own policy on returns and exchanges. Please confirm what the policy is with the vendor before you purchase items. Items cannot be exchanged between vendors. CNCA does not interfere with uniform vendor policies.

5. What if I cannot afford a CNCA uniform?

If you cannot afford a CNCA uniform for your student, please talk to the school site's office manager. Some CNCA sites offer uniform vouchers, or have donated uniforms to offer.

6. Are there any exceptions?

- School spirit themed days, holidays, or other specific school days announced by the campus in advance.
- Classes or individual students, groups, or clubs may be allowed Free Dress Day as a reward.
- High school graduation ceremonies.
- School-sponsored events where professional dress is required.

Distance Learning

Camino Nuevo Charter Academy will ensure continued academic engagement, collaborative relationships with families, and support for the whole child during this period of pandemic response. We will innovate and maintain high expectations for excellence in order to realize our mission of educating students in a college preparatory program to be literate, critical thinkers, and independent problem solvers who are agents of social justice with sensitivity toward the world around them.

We will provide our students with:

- High-quality, standards-aligned content that accelerates learning, moving students forward along a grade-level progression of the highest-priority standards and skills
- Joyful, responsive, age-appropriate classrooms – virtual or in-person – that promote healing and growth
- Meaningful relationship-building opportunities with each other and with their teachers
- Intentional collaboration with their families, as their partnership is essential now more than ever

We will achieve this vision through a combination of synchronous (live) and asynchronous (independent) online learning, including the use of the following adaptive learning platforms:

Platform	Subject	Grades
Smarty Ants	Spanish & English literacy	PK-2
Achieve3000 (KidBiz & TeenBiz)	Spanish & English literacy	3-12
ST Math	Math	PK-8
Rosetta Stone	ELD	TK-12

SCHOOLWIDE STUDENT SUPPORT PLAN

WHY? The goal of the student support plan is to establish a positive culture and individualized behavioral supports needed for all students to achieve both social and academic success.

Camino Nuevo Code of Conduct

Please adhere to the Code of Conduct at all times:

- I will treat everyone with courtesy and respect.
- I will treat personnel and school property with respect.
- I will help create and maintain a positive and safe environment.
- I will come to school prepared for learning.
- I will act responsibly and accept the consequences for my actions.
- I will help everyone in this school feel capable, connected, and valued.
- I will connect and contribute to the community and the world around me.
- I will honor the character pillars and strive to make my community a safe, healthy learning environment for all.

California Education Code will be enforced. Consequences for negative behavior choices may include:

- Verbal warning
- Teacher-student conference

- Reflection Time
- Parent/Guardian phone call/Meeting
- Behavior Contract
- Community Service
- Home visit
- Classroom suspension/In-school suspension
- Suspension
- Expulsion

Reflection or Service Hours

- An administrator or teacher may assign lunchtime/afterschool reflection or service hours to students who do not meet school-wide expectations.
- Afterschool reflection and service assignments may vary depending on the discipline concern. Families will be notified at least 24 hours before a student is assigned after school reflection or service time.

Loss of Special Event Day Privileges

Kickboard, Dean's List, or other platforms are tools that we use to document and communicate student interactions on campus; students have opportunities to gain and lose points throughout the day based on demonstration of our core values or lack thereof. School administrators may use student scores to determine special event day privileges. Please be sure to check your child's score report regularly. Failure to meet and demonstrate school-wide expectations may result in the revocation of privileges.

Prohibition of Weapons Policy

The Federal Gun Free Safe Schools Act and California Law prohibits the possession of firearms on school campuses. Students, families, and teachers are forbidden to have weapons or look-alike weapons on campus. Possession of a firearm, whether loaded or unloaded, (including pellet-type guns) or other weapons such as pocket knives can carry severe disciplinary action up to permanent removal from CNCA. "Possession" includes, but it is not limited to storage in lockers, purses, backpacks, and/or automobiles.

Smoke-Free Environment Policy

The sale or use of tobacco products in any form is prohibited in school buildings at all times all year. The sale or use of tobacco products in any form is prohibited on school grounds and within 50 feet from school grounds at any time.

Employee Code of Conduct with Students

Education Code 44050 provides that a charter school offering instruction at the elementary or high school level must maintain a section on employee interactions with pupils in its employee code of conduct. It is the policy of CNCA that all school employees conduct themselves in a manner that reflects the standards consistent with the law and the policies of CNCA at all times. The purpose of this policy is to ensure all CNCA employees understand and demonstrate proper judgment observing the prohibitions in behavior which must govern their conduct; and recognize the responsibility to respond appropriately to unacceptable behavior of students and/or co-workers. Further, this policy will specify boundaries related to potentially sexual situations and conduct which is contrary to accepted behavior and in conflict with the duties and responsibilities of CNCA employees. In addition, this policy will alert all CNCA employees about sensitive problematic matters involved in employee/student relationships, provide guidance for employees in conducting themselves in a manner that reflects high standards of professionalism; and to give notice that potential improper action may have significant consequences. It is the intent and purpose of this policy to establish guidelines which should be followed by all CNCA employees when interacting with all students.

1. School instruction, counseling and other administrative tasks relating to students, which require the presence of students, should be accomplished on school premises within the normal school day.
2. Whenever it becomes necessary for a CNCA employee to meet with a student outside of the normal school day, or to conduct instruction or participate in school-related extracurricular activities outside of the school premises, such activities must be accompanied by the advance written approval of the School Principal and the parent/guardian of the student(s).
3. CNCA employees should only be alone with a single student as authorized by their site administrator, if it is educationally necessary, or is a requirement of that employee's position.
4. In the event a school activity requires traveling and the CNCA employee is called upon to drive or otherwise provide transportation, the activity and transportation must be approved in writing by the Site Principal and the parent/guardian prior to the required travel.
5. CNCA employees may only travel alone with a single student after acquiring written permission from the principal and the parent/guardian.
6. Any written, verbal, or electronic communications with students shall be confined to instructional assignments and requirements only, and shall comply with applicable CNCA standards of conduct.

Examples of Inappropriate Behavior

CNCA's policy prohibits any type of sexual relationship, sexual contact, or sexually-nuanced communication or behavior between a CNCA employee and student without regard to the student's age. This includes internet chat rooms, Facebook, Instagram or similar social media sites, cell phones, and all other forms of electronic or other types of communication. This prohibition applies to students of the same or opposite gender of the CNCA employee. It also applies regardless of whether the student

or the CNCA employee initiated the sexual behavior, and whether or not the student welcomes the sexual behavior and/or reciprocates the attention.

While CNCA encourages the cultivation of positive relationships with students, employees and all individuals who work with or have contact with students are expected to use good judgment and are cautioned to avoid situations including, but not limited to the following:

1. Making, or participating in, sexually inappropriate comments, including double-entendre comments or sexual innuendo.
 - o Sexual jokes, or jokes/comments with sexual double-entendre;
 - o Kissing of any kind;
 - o Listening to or telling stories that are sexually oriented;
 - o Inappropriate physical contact.
2. Becoming involved with a student so that a reasonable person may suspect inappropriate behavior.
 - o Intentionally being alone with a student at or away from the site, regardless of gender;
 - o Except for extremely rare emergency situations, giving a student a ride to/from school or school activities without written approval from the Principal and the parent/guardian;
 - o Giving gifts to an individual student that are of a personal and/or intimate nature;
 - o Requesting photographs or notes from a student;
 - o Seeking emotional involvement (which can include intimate attachment) with a student beyond the normative care and concern required of an educator;
 - o Being alone in a room with a student on CNCA property with the door closed unless authorized by the employee's administrator, is educationally necessary, or is a requirement of that employee's position;
 - o Inappropriate or excessive, non-instructional attention toward a particular student;
 - o Remarks about the looks, physical attributes or physiological development of anyone;
 - o Allowing students in your home or attending non-school activities with the student without written approval from the Principal and parent/guardian and without another parent/guardian or other responsible adult present;
 - o Sending a student (s) email, text messages, or responses from social networking websites such as Facebook, Instagram, etc. that are not directly related and confined to instructional matters.

HEALTH AND WELLNESS RELATED POLICIES

CNCA Wellness Policy

CNCA recognizes that good nutrition and optimal physical fitness correlate with learning readiness, academic achievement, decreased discipline problems and improved emotional wellbeing. CNCA has implemented a Wellness Policy to promote healthy habits for all of the CNCA community. A copy of the Wellness Policy is available on our website www.caminonuevo.org in the “Board Policies” section and is also available at any time in the school’s main office. The full wellness policy contains guidelines for what foods may be brought onto any CNCA campus according to the USDA’s Smart Snacks guidelines.

District Wellness Committee (DWC)

CNCA has a district wellness committee (hereto referred to as the DWC) that meets at least four times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review and update of this district-level wellness policy (heretofore referred to as “wellness policy”). The DWC uses feedback and information from the School Wellness Committees for this process.

School Wellness Committee (SWC)

Each CNCA campus has a School Wellness Committee (SWC) that convenes to review school-level wellness issues. The SWC provides site-level feedback to the DWC. If you wish to participate in the School Wellness Committee, please contact the school main office.

When to Keep Your Child Home

If your child exhibits any of the following symptoms, please keep them home.

- A fever of 101 or higher
- Vomiting
- Loose bowel movements
- Pain
- Difficulty breathing
- Runny nose with thick yellow or green discharge
- Open or draining sores
- Severe coughing
- Rash or hives
- Pink eye or conjunctivitis

- Lice, ringworm or other contagious conditions

The determination to send a student home will be made using the “keep home” criteria. Parents or legal guardians will be notified by telephone of the nature of the illness and will be asked to pick up the student.

If your child becomes seriously injured at school, you will be contacted and the school will administer emergency first aid and complete an accident report for you to share with your child’s physician. Other injuries will be communicated via an incident/accident report that will be sent home with the student at the end of the school day.

Hygiene

It is very important that your child come to school healthy and clean. This means that they brush their teeth every day and bathe on a regular basis. With older students and changes in their bodies, body odor can become an issue. Please teach and remind older students of positive hygiene habits. Students are very active, and we live in a warm environment, please do not hesitate to provide your child antiperspirant/deodorant. When students come to school unclean, others notice. This can lead to teasing and avoidance by other students. Please do everything possible so that your child can have positive social relationships.

Sleep

It is very important for your child to get the appropriate amount of sleep. Students are growing and need to be well rested before they come to school. When a student is going through a growth spurt, they require more sleep than normal. Kindergarten through 12th grade students generally require anywhere from 8 to 12 hours of sleep nightly. Young adults require at least eight hours of sleep each night. Please help your child get the right amount of sleep so that they arrive to school each day ready to be their best selves!

Illness

If your student is ill, please call and inform the office on the day of the absence. For your child’s safety and the protection of others please do not send them to school sick. If your child complains of feeling sick at school, depending on the severity, you may be contacted to pick up your child from school. If at all possible try to get a copy of the homework your child missed during their absence.

Birthdays and Celebrations

Campuses may make special arrangements for events during the school year for holidays or observances. If you wish to participate, please make arrangements with the school's main office to ensure alignment with the school's Wellness Policy.

If you would like to celebrate a student's birthday during school, please contact the school's main office in advance to make arrangements. Please note that any food items must adhere to the CNCA Wellness Policy guidelines. If you are planning to have a birthday party at home, please make arrangements outside of school. Copies of the District Wellness Policy are available at the school's main office.

Immunizations

Students must be immunized against certain communicable diseases. Students are prohibited from attending school unless immunization requirements are met for age and grade. CNCA shall cooperate with local health officials in measures necessary for the prevention and control of communicable diseases in school age children. CNCA may use any funds, property, or personnel and may permit any person licensed as a physician or registered nurse to administer an immunizing agent to any student whose parents have consented in writing. (Education Code 48216, 49403.)

California school law (AB 354) requires that all students be up to date on their immunizations in order to attend school. The following are the immunization requirements organized by age:

Age 4-6 Years (These immunization requirements also apply to students entering transitional kindergarten)	Age 7-17 Years
Diphtheria, Tetanus, and Pertussis (DTaP, DTP, or DT) —5 doses (4 doses OK if one was given on or after 4th birthday)	Diphtheria, Tetanus, and Pertussis (DTaP, DTP, DT, Tdap, or Td)—4 doses (3 doses OK if last dose was given on or after 2nd birthday)
Polio (OPV or IPV)—4 doses (3 doses OK if one was given on or after 4th birthday)	Polio (OPV or IPV)—4 doses (3 doses OK if one was given on or after 2nd birthday)
Hepatitis B—3 doses	Measles, Mumps, and Rubella (MMR)—1 dose 2 doses required at 7th grade)
Measles, Mumps, and Rubella (MMR)—2 doses (Both given on or after 1st birthday)	Varicella (chickenpox)(Admission at ages 7-12 years need 1 dose; ages 13-17 years need 2 doses)

Varicella (Chickenpox)—1 dose	Tetanus, Diphtheria, and Pertussis (Tdap) —1 dose at 7th grade or out-of-state transfer admission at 8th–12th grades (1 dose on or after the 7th birthday)s
HPV - Human Papillomavirus (2019: Recommended for all children unless your doctor tells you that your child cannot safely receive the vaccine)	All 11-12 year olds should get a 2-shot series of HPV vaccine at least 6 months apart. A 3-shot series is needed for those with weakened immune systems and those age 15 or older.
Meningococcal (2019: Recommended)	All 11-12 year olds should get a single shot of a meningococcal conjugate (MenACWY) vaccine. A booster shot is recommended at age 16. Teens, 16-18 years old, may be vaccinated with a serogroup B meningococcal (MenB) vaccine.

All California schools are required to check immunization records for all new student admissions at TK/Kindergarten through 12th grade and will be reconfirmed for all students advancing to 7th grade before entry. Parents/guardians must show their child's Immunization Record as proof of immunization.

If you do not have health insurance or a regular health care provider, visit <http://publichealth.lacounty.gov/ip/clinics.htm> or dial the Los Angeles County Information Line at 2-1-1 for referrals to no-cost or low-cost vaccine providers.

Please note that this requirement applies to all California schools. Our school requires proof of vaccination on or before June 15th of every year.

Immunization Exemption Law (SB277)

Starting in 2016, exemptions for religious or other personal beliefs will no longer be an option for the vaccines that are currently required for entry into school or childcare in California. Parents or guardians of students in any school or child-care facility, whether public or private, will no longer be allowed to submit a personal beliefs exemption to a currently-required vaccine. Students will no longer be required to have immunizations for entry if they attend a home-based private school or an independent study program and do not receive classroom-based instruction.

Students who have an individualized education program (IEP) should continue to receive all necessary services identified in their IEP regardless of their vaccination status. However, parents or guardians must continue to provide immunization records for these students to their schools, and schools must continue to maintain and report records of immunizations that have been received for these students. A student who is homeless or in foster care, when transferring into a new school, may be admitted immediately if the student arrives without immunization records.

SB 277 provides for a limited grandfathering of students who submit a personal belief exemption affidavit to the school prior to January 1, 2016 to continue attending public or private school after July 1st, 2016 until they enroll in the next "grade span." The three grade spans are defined as birth to preschool, kindergarten to sixth grade, and grades 7 through 12.

SB 277 still allows for a medical exemption and defines a medical exemption as follows: "If the parent or guardian files with the governing authority a written statement by a licensed physician to the effect that the physical condition of the child is such, or medical circumstances relating to the child are such, that immunization is not considered safe, indicating the specific nature and probable duration of the medical condition or circumstances, including, but not limited to, family medical history, for which the physician does not recommend immunization, that child shall be exempt from the requirements of Chapter 1 (commencing with Section 120325, but excluding Section 120380) and Sections 120400, 120405, 120410, and 120415 to the extent indicated by the physician's statement."

Sports Physical Examination

Each student in grades 9 through 12 planning to participate in school athletics must pass a comprehensive physical examination by a licensed health provider. Written proof of a physical examination provided by a physician or the health department must be presented to the school office and/or designated school administrator.

Health Screenings in Schools

Hearing screening is mandated in 10th/11th grades and upon first school entry (California Code of Regulations, Title 17, Section 2952 (c)(1)). Hearing screenings in California public schools must be conducted by a credentialed audio metrist.

Mandated Health Screenings: Hearing, Scoliosis and Vision Examinations

Students will receive hearing, scoliosis, and vision screenings as mandated by California State Law on grades kindergarten, 2nd, 5th and 8th. Scoliosis is required for 7th grade girls and 8th grade boys. Health screenings are performed on-site and free of charge to families by contracted health professionals. Notices and/or passive consent forms will be sent to you prior to the screening. It is recommended and strongly encouraged that Parent/Guardians arrange for a yearly speech examination as part of their child's physical examination. (Education Code 49452, 49452.5, 49455.)

Vision and Other Defects

CNCA will notify parents of any pupil noted by the supervisor of health to have visual or other defects. Notification is to ask parent to take such action as will cure or correct the defect. (Education Code 49456.)

Parent Withdrawal of Consent for Physical Examination

A parent or guardian having control or charge of any child enrolled in the public schools may file annually with the principal of the school in which he is enrolled a statement in writing, signed by the parent or guardian, stating that he will not consent to a physical examination of his child. Thereupon the child shall be exempt from any physical examination, but whenever there is a good reason to believe that the child is suffering from a recognized contagious or infectious disease, he shall be sent home and shall not be permitted to return until the school authorities are satisfied that any contagious or infectious disease does not exist. (Education Code 49451.)

Medical or Hospital Services for Pupils

The Governing Board may provide or make available medical or hospital services for injuries to students arising from school programs or activities. No student shall be compelled to accept such service without his/her consent, or, if a minor, without the consent of a parent or guardian. (Education Code 49472.)

Confidential Medical Services

Education Code 46010.1 provides that school authorities may excuse any pupil in grades 7-12 from the school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian.

Health Education

Schools must provide students in grades 9 through 12 with HIV/AIDS-prevention education at least once in high school. HIV/AIDS-prevention education, whether taught by CNCA personnel or outside consultants, must meet the requirements of Section 51933 and must accurately reflect the latest information and recommendations from the United States Surgeon General, the federal Centers for Disease Control and Prevention, and the National Academy of Sciences. Fifth grade students are encouraged to participate in the Human Growth and Development Presentation (separate sessions for boys and girls). Permission is required from parents / guardians to participate.

California Healthy Youth Act

The California Healthy Youth Act, codified as Education Code sections 51930-51939, has five main purposes:

1. To provide a pupil with the knowledge and skills necessary to protect his or her sexual and reproductive health from unintended pregnancy and STDs;
2. To encourage a pupil to develop healthy attitudes concerning adolescent growth and development, body image, gender roles, sexual orientation, dating, marriage, and family.
3. To promote understanding of sexuality as a normal part of human development
4. To ensure pupils receive integrated, comprehensive, accurate, and unbiased sexual health and HIV prevention instruction and provide educators with clear tools and guidance to accomplish that end
5. To provide pupils with the knowledge and skills necessary to have healthy, positive, and safe relationships and behaviors

Written and audiovisual educational materials used in comprehensive sexual health education and HIV prevention education are available for inspection. Parents may request a copy of the California Healthy Youth Act. A parent or guardian of a pupil has the right to excuse their child from all or part of comprehensive sexual health education, HIV prevention education, and assessments related to that education through a passive consent (“opt-out”) process. A parent or guardian has the right to excuse their child from comprehensive sexual health education and HIV prevention education and that in order to excuse their child they must state their request in writing to the school.

A student may not attend any class in comprehensive sexual health education or HIV prevention education, or participate in any anonymous, voluntary, and confidential test, questionnaire, or survey on student health behaviors and risks, if the school has received a written request from the student’s parent or guardian excusing the student from participation. (Education Code 51240.)

A student may not be subject to disciplinary action, academic penalty, or other sanction if the student’s parent or guardian declines to permit the student to receive comprehensive sexual health education or HIV prevention education or to participate in anonymous, voluntary, and confidential tests, questionnaires, or surveys on student health behaviors and risks.

While comprehensive sexual health education, HIV prevention education, or anonymous, voluntary, and confidential test, questionnaire, or survey on student health behaviors and risks is being administered, an alternative educational activity shall be made available to students whose parents or guardians have requested that they not receive the instruction or participate in the test, questionnaire, or survey.

Anonymous, voluntary, and confidential research and evaluation tools to measure student’s health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about the student’s attitudes concerning or practices relating to sex, may be administered to students. A parent or guardian has the right to excuse their child from the test, questionnaire, or survey through a passive consent (“opt-out”) process. Schools shall not require active parental consent (“opt-in”) for these tests, questionnaires, or surveys. Parents or guardians shall be notified in writing that this test, questionnaire, or survey is to be administered, given the opportunity to review the test, questionnaire,

or survey if they wish, notified of their right to excuse their student from the test, questionnaire, or survey, and informed that in order to excuse their student they must state their request in writing to the school. (Education Code 51513 and 51514.)

CNCA schools may use outside consultants or guest speakers in order to provide students with education consistent with the California Healthy Youth Act.

CNCA schools shall not require active parental consent ("opt-in") for comprehensive sexual health education and HIV prevention education.

"Comprehensive sexual health education" means education regarding human development and sexuality, including education on pregnancy, family planning, and sexually transmitted diseases (EC 51931).

"HIV/AIDS prevention education" means instruction on the nature of HIV/AIDS, methods of transmission, strategies to reduce the risk of human immunodeficiency virus (HIV) infection, and social and public health issues related to HIV/AIDS. (Education Code 51931.)

Other Health Education Requirements:

Erin's Law: Sexual Abuse and Molestation Prevention.

Erin's Law is named after childhood sexual assault survivor, author, speaker and activist Erin Merryn.

"Erin's Law" requires that all public schools in every state implement a prevention-oriented child sexual abuse program which teaches:

- Students in grades PreK – 12 age-appropriate techniques to recognize child sexual abuse and tell a trusted adult
- School personnel about child sexual abuse
- Parents or guardians about the warning signs of child sexual abuse, plus needed assistance, referral or resource information to support sexually abused children and their families

Please contact your campus for specific information about school assemblies.

Under Welfare and Institutions Code 18976.5, parents may refuse to have their children participate in a primary prevention program.

Health and Medical Conditions

The school office and designated administrator must be notified if a student with a medical or health condition requires accommodations at school in order to participate in the educational program. The school administrator will arrange to meet with the parent/guardian and necessary school staff to

develop an accommodation plan for the student's medical condition. Students with diabetes, severe asthma and allergies should have an accommodation plan at the school.

Allergies

Please alert us to any allergies your student may have and provide medication (if necessary) to prevent a serious allergic reaction. This includes allergies to plants, animals, foods, medicines and other substances.

Communicable Diseases

Communicable disease inspections will be conducted periodically. A student suspected of having a communicable disease will be removed from school until guidelines for readmission are met.

Lice

Outbreaks of lice in Los Angeles are very common. The school follows preventative routines. These routines include periodic head checks and disinfecting of all necessary areas in the school. If you discover that anyone in your family has lice, please notify the school immediately. If it is discovered that your child has lice eggs and/or lice in his/her hair, they will be sent home. Your child may only return to class when he/she has been effectively treated, nits are gone, and the office inspects your child.

Ringworm

Ringworm is an infectious disease characterized by scaling or cracking of the skin. In severe cases vesicular lesions appear on various parts of the body. Students with ringworm will be sent home and require a doctor's note indicating that the ringworm is not contagious to readmit.

Chickenpox

An effort will be made to notify Parent/Guardians about school exposure to chickenpox. The Parent/Guardian of a student for whom chickenpox presents a particular hazard should contact the school to facilitate communication. Students at risk include those with conditions affecting the immune system and those receiving certain drugs for the treatment of leukemia or organ transplants.

Other Illnesses

A student returning to school with sutures, casts, crutches, brace(s), or a wheelchair must have a physician's written permission to attend school and must comply with any safety procedures required by the school administration. A student returning to school following a serious or prolonged illness, injury, surgery, or other hospitalization, must have written permission by the health care provider to attend school, including any recommendations regarding physical activity.

An excuse (less than 10 weeks) from a physical education class may be granted to a student who is unable to participate in a regular or modified curriculum for a temporary period of time due to illness or injury. A parent/guardian's written request for an excuse will be accepted for up to five days; thereafter, a written request is needed from the student's health care provider. A current Emergency Information card must be on file at the school so that parents/guardians can be notified promptly in case of an accident or illness involving their student.

Medications at School

Students may not carry or use medication on campus without written consent. A student who needs to take medication during school hours must have a statement to this effect on file at the school signed and prescribed by a California licensed medical doctor and also signed by the parent/legal guardian. Parents/guardians may obtain a "Request for Medication to be Taken During School Hours" form in the main office.

Any students with the following health concerns must bring a doctor's note: food allergies, asthma, diabetes and seizures. Self-administration of medications may be permissible by special arrangement with the school administrator. The required forms are available from the school office or administrator. School personnel do not administer, prescribe or give advice regarding any kind of medication. If a student is taking medication, it is in his/her best interest to arrange a schedule so that a parent or legal guardian can administer the medication.

Administration of Prescribed Medication

Education Code 49423 provides that any pupil who is required to take, during the regular school day, medication prescribed for him or her by a physician and surgeon, or is ordered for him/her by a physician's assistant practicing in compliance with the Business and Professions Code may be assisted by the school nurse or other designated school personnel or may carry and self-administer prescription auto-injectable epinephrine if CNCA receives the appropriate written statements.

In order for a pupil to be assisted by a school nurse or other designated school personnel, CNCA shall obtain both a written statement from the physician detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken and a written statement from the parent, foster parent, or guardian of the pupil indicating the desire that CNCA assist the pupil in the matters set forth in the statement of the physician.

In order for a pupil to carry and self-administer prescription auto-injectable epinephrine, CNCA shall obtain both a written statement from the physician or surgeon detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken, and confirming that the pupil is able to self-administer auto-injectable epinephrine, and a written statement from the parent, foster parent, or guardian of the pupil consenting to the self-administration, providing a release for the

school nurse or other designated school personnel to consult with the health care provider of the pupil regarding any questions that may arise with regard to the medication, and releasing CNCA and school personnel from civil liability if the self-administering pupil suffers an adverse reaction as a result of self-administering medication pursuant to this paragraph.

The written statements specified in this subdivision shall be provided at least annually and more frequently if the medication, dosage, frequency of administration, or reason for administration changes.

A pupil may be subject to disciplinary action pursuant to Section 48900 if that pupil uses auto-injectable epinephrine in a manner other than as prescribed.

Medication Regimen for Nonepisodic Condition

The parent or legal guardian of any public school pupil on a continuing medication regime for a non-episodic condition, shall inform the school nurse or other designated certificated school employee of the medication being taken, the current dosage, and the name of the supervising physician. With the consent of the parent or legal guardian of the pupil, the school nurse may communicate with the physician and may counsel with the school personnel regarding the possible effects of the drug on the child's physical, intellectual and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose. (Education Code 49480.)

Treatment of School-Related Injuries

It is the policy of the school to treat minor injuries (scrapes, paper cuts, bumps, etc.) with ice packs, cold compresses, or adhesive bandages as needed. Parents/guardians will be notified about minor injuries at the discretion of the administration. When confronted with more serious injuries/illnesses, school staff will contact parents/guardians, and, if required, transport the student to the nearest hospital emergency department or call 911. It is the responsibility of the parents/guardians to update school medical and emergency information. Please see the CNCA Emergency Card for more information about emergency, medical treatment for students.

Pupils with Disabilities

Education Code 48207 provides that a charter school may continue to enroll a pupil with a temporary disability who is receiving individual instruction in a hospital or other residential health facility in order to facilitate the timely reentry of the pupil in his or her prior school after the hospitalization has ended, or in order to provide a partial week of instruction to a pupil who is receiving individual instruction in a hospital or other residential health facility, for fewer than five days of instruction per week, or the equivalent, as described in subdivision (c) of Section 48206.3.

Parent's Duty of Notification

It shall be the primary responsibility of the parent or guardian of a pupil with a temporary disability to notify CNCA pursuant to Section 48207 of the pupil's presence in a qualifying hospital. (Education Code 48208.)

Instruction for Pupils with Temporary Disabilities

A pupil with a temporary disability that makes attendance in the regular day classes or alternative education program in which the pupil is enrolled impossible or inadvisable shall receive either individual instruction at home provided by CNCA, or individual instruction in a hospital or other residential health facility, excluding state hospitals. (Education Code 48206.3.)

Physical Fitness Test

State law required schools to administer the Physical Fitness Test (PFT) annually to all students in grade 9. The state-designated PFT is the FITNESSGRAM. It is a set of tests designed to evaluate health related fitness and to assist students in establishing lifetime habits of regular physical health. Teachers are responsible for preparing students to do their best on the test by providing instruction and appropriate practice in the skills and abilities that are tested. Students are tested between February and May. Parents/guardians should see that their students participate in a regular program of physical activity and nutrition. The complete test measures student performance in the following areas:

- Aerobic capacity
- Body composition
- Muscular strength, endurance and flexibility

Chronic Conditions

For your child's safety, the school must be aware of any special needs your child may have, such as asthma, allergies, or any other persistent medical conditions. You are required to notify the office and your child's teacher.

Responding to Emergencies

In the event that there is an emergency, parents/guardians should remember that schools are among the safest buildings in the community. By law, California public schools are built to a higher standard, called the Field Act; therefore, schools will generally not sustain the same damage as residential or commercial buildings. Schools also have extensive Fire Life Safety Systems that include fire alarms and sprinkler systems designed to protect students and staff. In general, schools will respond to emergencies by moving students to the safest possible location. During fires or earthquakes, students will be moved out of the classroom to a safe assembly area, usually the playground or parking lot. The school

implements regular emergency drills to ensure that all members of the school community know the plan. Teachers will review emergency preparedness procedures with the students during the first month of school.

During an emergency, parents/guardians who want to pick up their students may be asked to go to the Reunion Gate located on the school's perimeter. Please remember that students will only be released to a person whose name is listed on the student's Emergency Card, unless another person can be authorized by the custodial parent/guardian and verified by the school. Parents/Guardians must make sure that the Emergency Card is current and correct. Please notify your child's school anytime the emergency contact information changes.

During a threat of violence, students will be sheltered in a locked classroom away from anything that can hurt them. During an emergency when the campus must be protected, parents/guardians will not be able to pick up their students until the school campus is declared to be safe by the Police, Sheriff's Department, or other official city or county agency. Parents/guardians need to understand that the students are being sheltered in a secure place for their safety and will be released only when it is safe to do so.

Every CNCA campus has a Comprehensive School Safety Plan (CSSP) that describes all of the school's safety procedures and safety related policies. A copy of the CSSP is available on the school's webpage or a physical copy can be requested from the school's main office.

Integrated Pest Management (IPM) Policy

This policy outlines a widely accepted approach to pest management that results in effective suppression of pests while minimizing human health and environmental hazards. CNCA shall provide written notification with specified information on pesticides to all school staff and parents/guardians if any are applied. A 24-hour advance notification will be sent to parents/guardians prior to any pest treatment. (Education Code 48980.3.)

SCHOOL-PARENT COMPACT

The School-Parent Compact is a set of shared commitments between the school and the family. The goal of the compact is to create the strongest possible partnership between home, school, and student in order to increase academic achievement and success.

CNCA distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities.

In addition, parents/guardians are encouraged to complete 15 hours of volunteer service per family, per site. Attendance at workshops and school activities count toward hours of volunteer service. However, donations are not equivalent to volunteer hours. Another way to meet the volunteer service hours compact is to attend an educational community event (i.e. book fair, college fair) and by completing city college classes, taking your student to the public library or by enrolling in other community-based education programs. A maximum of six hours of educational community events will count toward the 15-hour volunteer service pledge.

For a copy of the full and detailed policy of your school, please visit www.caminonuevo.org in the "Board Policies" section, request a copy at the school's main office, contact your Family Services Coordinator or designee, or visit the Resource Hub in Parent Square.

Five Ways You Can Make a Difference

As a parent/guardian you are your student's child's first teacher. Even while your child is in school, you still teach them important lessons every day. Research shows that when families and schools work together, students do better.

Here are some suggestions from the Parent Institute on ways you can make a difference in your child's education, particularly in the early years. These activities don't cost money. They don't require training. All they require is your effort.

1. Read to your student child every day. Long after students children learn to read for themselves, they love this special time with you. Kids who are read to will want to read on their own.
2. Join your school's parent/guardian organization. When families and schools work together, schools improve.
3. Volunteer. The more help parents/guardians give teachers, the more time teachers can spend with students. If you have a full-time job, you can still help. Ask your student's teacher what you can do.
4. Let your children know school is important. Ask about their homework. Attend school events. Talk about how you use what you learned in school in your daily life.
5. Recognize your child's special gifts. Each student has special talents. Perhaps the most important thing you can do is help your child see how he or she is special. That boosts confidence and sets the stage for learning.

Ways to Participate

Become a School Instructional Volunteer

Throughout the school year, opportunities will arise for you to volunteer in your student's child's classroom, in the school, and for special events. CNCA welcomes and strongly encourages your involvement as parents/guardians to volunteer in the life of our schools and welcomes your participation as a volunteer.

In order to become an instructional volunteer, you must follow these procedures:

- Arrange with the classroom teacher the dates and times you will be in the classroom.
- Have a current volunteer application on file.
- Before entering the classroom, you must sign in with the office, display your identification tag at all times, and wait until the classroom teacher gives you instructions.
- Have a current TB test on file (no more than two years old). Volunteers must have written documentation of tuberculosis clearance on file at the school prior to beginning an assignment.
- Fingerprinting by the Department of Justice (DOJ) is required for mentors, one-on-one tutors and non-employee volunteer coaches.

Participate in School Governance or Special Committees

Each school site has several leadership committees for families. Some of them are:

English Learner Advisory Committee (ELAC) & District English Learner Advisory Committee (DELAC):

Each campus with 21 or more English learners has this committee. The committee is responsible for advising the principal and staff on programs and services for English learners. In addition, ELAC assists the school in the development of the school's needs assessment, and brainstorm ways to make families/guardians aware of the importance of regular school attendance. Each ELAC has the

opportunity to elect at least one member to serve in the District English Learner Advisory Committee (DELAC).

Site Based Council (SBC):

Serves as an advisory council to the school site principals. Election of parent representatives and other community members are held each school year by the third week in September. Nomination forms for parent/guardian and community members shall be distributed at each school site and sent home to families. New members and alternates shall be installed by the October meeting. The committee is responsible for reviewing policies and the Local Control Accountability Plan (LCAP) goals (i.e. School Safety Plan, share resources available to support students and & families, the Parent Involvement Policy, Spring and Winter Consolidated Applications, LCAP goals and the Retention and Culmination policy).

School Wellness Committee (SWC) and District Wellness Committee:

Are an advisory group concerned with the health and well-being of students and staff. This group typically has 6-12 members and may include school staff, students, family members, and/or community members. The School Level Wellness Committee establishes and implements goals, programs and activities to meet the health and wellness needs of the school community. Each SWC has the opportunity to elect at least one member to the District Wellness Committee. The District Level Wellness Committee focuses on policy and the common mission of district policies and programs.

Enrollment Support Team (EST):

This committee promotes the school in the surrounding communities. Participating parents become school ambassadors to represent the school in the community. Members of this team are charged to promote the school and generate interest about the school while promoting enrollment.

School Culture Planning Committee (SCPC) - optional committee:

In the past, SCPC members have been involved in the planning, promotion and support of organization wide annual events. At the site level, this committee is responsible for fundraising activities and school events to promote a positive school culture.

Participate in Family Workshops

Various family workshops and school special events and activities will be held during the school year. Attendance to workshops and school activities will count towards your hours of volunteer service.

Families are encouraged to keep track and record their volunteer hours in their Parent Square app by following these steps:

1. From the home page click on "More" in the bottom menu. Then, click "volunteer hours" at the bottom of the page.
2. Click the "+" sign in the top right corner to add your volunteer hours.
3. Input the month you volunteered, the activity you performed, and the amount of time that you volunteered. You can also add in a description if you'd like (i.e. title of workshop: "Abriendo Puertas #1).
4. Click "save" in the top right corner when you are finished and your volunteer hours will be recorded.

Family Services Coordinators or designee can answer questions regarding opportunities to volunteer and tracking of volunteer hours.

Afterschool Program

Camino Nuevo partners with Think Together to provide students with rich afterschool experiences and academic support.

Afterschool Program Operational Requirements

Afterschool Program grantees (CNCA) are required to operate programs a minimum of 15 hours per week and at least until 6 p.m., beginning immediately upon conclusion of the regular school day. Programs must plan to operate every regular school day during the regular school year. According to the California Department of Education (CDE) Expanded Learning Division Section 8483(a)(1): Every afterschool component of a program established pursuant to this article shall commence immediately upon the conclusion of the regular school day, and operate a minimum of 15 hours per week, and at least until 6 p.m. on every regular school day. Every after school component of the program shall establish a policy regarding reasonable early daily release of pupils from the program. Education code allows the grantee to develop a policy for the reasonable late arrival and early daily release of pupils from before and afterschool care programs based on local needs. However, the use of the late arrival and early release policies should be the exception and not the rule.

Afterschool Program Attendance

It is a grant requirement that elementary school pupils participate in the full day of the program every day and that pupils in middle school attend a minimum of nine hours a week and three days a week to accomplish program goals. Priority for enrollment of pupils in middle school shall be given to pupils who attend daily.

Personal Growth Opportunities

Throughout the year the school may offer educational opportunities solely for the continuing education of parents/guardians and families. Such opportunities may include classes on parenting, health topics, open communication, job training, domestic violence, and ESL. Families are also encouraged to attend the following events:

- Summer Orientation
- College Counselor Meeting
- Small Group Teacher Workshop
- College Trip
- Workshops: Technology, Communication, Grading
- Parent Workshop series: Transition to College, Abriendo Puertas, etc.
- Family-Teacher Conference (i.e. IEP, SST, Other)
- “Cafecito” or Coffee with the Leadership Team
- Leadership Committees: Site Based Council, ELAC/DELAC, Wellness Committee and/or School

Culture Planning Committee

- Open House
- Back to School
- Math/Reading Celebrations
- Spring Celebration
- Teacher Appreciation Events

School Volunteer: Parent Involvement Policy

Various opportunities for parent involvement and support are provided at CNCA. Parents are welcomed to volunteer at times that best work for them. Opportunities for their involvement and participation can take place in the morning, during the school day, after school, school events, on a daily, weekly, or monthly basis and in the areas they feel comfortable in. All parents are welcome and encouraged to be part of our school community and if language is a barrier, we provide the necessary supports to make sure everyone is included.

CNCA has developed a written Title I parental involvement policy with input from Title I parents. In partnership with the School Site Council of each CNCA campus, CNCA developed the policy. Each year, CNCA also collects feedback from parents to inform any revisions to the policy that may be necessary. CNCA has distributed the policy to parents of Title I students. The policy is distributed at the beginning of the school year to each family and is available online via the CNCA website. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

For a copy of the full and detailed policy of your school, please visit www.caminonuevo.org in the “Board Policies” section, request a copy at the school’s main office, contact your Family Services Coordinator or designee, or visit the Resource Hub in Parent Square.

General Volunteer Guidelines

Classroom and student work is always confidential. Please do not discuss student concerns with anyone except the teacher or principal. Keep in mind the following expectations when volunteering at CNCA:

- Try not to compare students within the classroom.
- Since there are as many methods as there are teachers, please do not compare different methods of teaching. There is no defined best way to teach.
- Work positively for the good of the school.
- Constructive criticism should be directed only to the supervising teacher or school administrator.
- When you are volunteering in the classroom, please remember that you are doing so under the direction of the teacher.
- Ask questions! If something is unclear, please ask for clarification. If you have any questions about volunteer policies and procedures please contact the parent liaison.

Don't compare one student with another; think of your child as their own person.

Family Teacher Conferences

Formal and informal conferences are one way that you as the parent/guardian can stay informed of the progress of your child in school. You may set up an appointment to meet with a teacher whenever you feel it is necessary. Mandatory formal conferences will take place at least twice a year. These usually take place after the first quarter, the end of the first semester and the third quarter grading period. Family/Teacher conferences will be held on shortened days and minimum days. If you cannot attend your scheduled family conference, contact the teacher(s) and reschedule. In order to get the most out of a formal conference, you should be on time and may want to:

- Have questions prepared
- Take a moment to write down questions and concerns that you wish to discuss at the conference.
- Take notes during the meeting
- Share any relevant information
- If there are some stressful factors in your child's life, you may wish to mention them at the conference. It is helpful for a teacher to know what may be influencing a student's attitude, behavior, or performance.

School and Family Communication

Camino Nuevo uses Parent Square as the primary form of communication with families. Parent Square is a communication platform designed to help streamline all communication with families related to

school events, conferences sign-ups, parent workshops, fundraisers, volunteer hours tracking, calendar, parent bulletin, etc. It is important that communication is a continuous process. To stay informed of all meetings and events, please check the school website, Parent Square and monthly calendar/newsletter regularly. CNCA frequently provides notices, correspondence and important flyers.

Downloading the mobile app is the easiest way to receive all posts, events, sign up requests, photos and files. Users can enable app notifications when a message is posted. ParentSquare allows you to change your language setting if you would like to get posts in a different language.

CNCA asks all families to download the Parent Square app. and register by following these steps:

1. Download the FREE ParentSquare app for iOS or Android.
2. Open up the ParentSquare App.
3. Enter your email or cell phone number. The email and/or cell phone number should match what is in your school's information system or database.
4. Next, create your password and confirm your password. Click Continue.
5. You will receive a registration code via email or text. Enter your registration code and click 'Verify'. This will take you to your ParentSquare home feed!

You can contact a teacher by:

- Sending a direct message via Parent Square.
- Calling the school and leaving a message. The teacher will return your call.
- Making an appointment
- Writing a note.
- Visiting during "office hours." When available, teachers will meet with families according to the order of arrival.

If you need to speak to an administrator, please call the school office. If someone is not available to speak to you immediately, please send a direct message via Parent Square or leave a message, and someone will return your call. If you need to speak to someone about an issue that may take more than five minutes, please make an appointment with the appropriate person. This is the best way that you will get undivided attention.

If you are not receiving communication from the school via Parent Square, please contact the office.

If you need to communicate with your child during school, call the office and leave a message. That message will be given to the student. A student will be summoned from class to take your call only if it is an emergency. Please make all carpool or after school pick up arrangements with your child before the start of the school day.

Classroom and School Visitation and Removal Policy

While CNCA encourages Parent/Guardians and interested members of the community to visit our schools and observe the educational program under Education Code 49091.10, CNCA also endeavors to create a safe environment for students and staff. Therefore, Parent/Guardians and other visitors must adhere to the following policy in order to maximize the safety of the students and minimize the disruption to the educational environment.

Parent/Guardians and other visitors, including children who are not students of CNCA, shall not loiter on the school premises, including the parking lot and outside of school buildings. The parking lot shall be used for picking up and dropping off students, and for conducting school business. Parent/Guardians and other visitors are expected to leave the campus premises upon the conclusion of any business matters or after dropping their student off at school.

If a Parent/Guardian or guardian wishes to visit CNCA to observe the educational program, the visitor must adhere to the following procedures, which have been developed to minimize interruption of the instructional program and ensure the safety of students and staff pursuant to California Penal Code Section 627 et seq.

1. Visits during school hours should first be arranged with the teacher and Principal or designee, at least one day in advance either by phone or in writing. If a conference is desired, an appointment should be set with the teacher during non-instructional time, at least three days in advance. Parent/Guardians seeking to visit a classroom during school hours must first obtain approval of the classroom teacher and the Principal or designee.
2. All visitors shall register with the front office immediately upon entering any school buildings or grounds during regular school hours. When registering, the visitor is required to provide his/her name, purpose for entering school grounds and proof of identity. For purposes of school safety and security, the Principal or designee may create a visible means of identification for visitors while on school premises.
3. The Principal or designee may refuse to register an outsider if he or she has a reasonable basis for concluding that the visitor's presence or acts would disrupt the school, its students, its teachers, or its other employees; would result in damage to property, or would result in the distribution or use of unlawful or controlled substances.
4. The Principal or designee may withdraw consent to be on campus even if the visitor has a right to be on campus whenever there is a reasonable basis for concluding that the visitor's presence on school grounds would interfere or is interfering with the peaceful conduct of the activities of the school, or would disrupt or is disrupting the school, its students, its teachers or its other employees.

5. The Principal or designee may request that a visitor who has failed to register, or whose registration privileges have been denied or revoked, promptly leave school grounds. When a visitor is directed to leave, the Principal or designee shall inform the visitor that if he/she reenters the school without following the posted requirements, he/she will be guilty of a misdemeanor.

6. Any visitor that is denied registration or has his/her registration revoked may request a hearing before the Principal or the CNCA senior management on the propriety of the denial or revocation. The request shall be in writing, shall state why the denial or revocation was improper, shall give the address to which notice of hearing is to be sent, and shall be delivered to either the Principal or CNCA senior management within five days after the denial or revocation. The Principal or CNCA senior management shall promptly mail a written notice of the date, time, and place of the hearing to the person who requested the hearing. A hearing before the Principal shall be held within seven days after the Principal receives the request. A hearing before the CNCA senior management shall be held within 30 days after the receipt of the request.

7. The Principal or designee shall seek the assistance of the police in dealing with or reporting any visitor in violation of this policy.

Penalties

1. Pursuant to the California Penal Code, if a visitor does not leave after being asked or if the visitor returns without following the posted requirements after being directed to leave, he/she will be guilty of a crime as specified which is punishable by a fine of up to \$500.00 or imprisonment in the County jail for a period of up to six (6) months or both.

2. Further conduct of this nature by the visitor may lead to the school's pursuit of a restraining order against such visitor which would prohibit him/her from coming onto school grounds or attending school activities for any purpose for a period of three (3) years.

Incomplete and Fail Policy (High School)

Grades of Incomplete will not be issued automatically. "Incomplete" (I) grades are issued under extreme circumstances that must have prior approval from the school site assistant principal, counselor and respective course teacher. A student who receives an Incomplete must demonstrate grade-level proficiency within 30 days of receiving the Incomplete. In rare circumstances, administrators may provide written approval of a time period of longer than 30 days. If the student does not complete coursework and does not successfully pass the class within 30 days of receiving the initial Incomplete, the grade will become an F.

Intervention Credit Recovery (High School)

Students with fails in A-G classes must retake those courses to meet minimum graduation requirements. Fails will stay on students' historical transcripts and be included in their GPA, along with the grade for the repeated credit. Students with a history of incompletes or fails will be carefully placed in classes that meet their current and historical credit needs. Students with current I's and F's are required to attend service learning, academic and college trips and may not stay back to get caught up on work.

Culmination Policy/Senior Contract (High School)

Families and senior students will be expected to sign a contract indicating that they understand that in order to graduate, senior students must:

- Meet all A-G requirements with grades of C or better with an equivalent of 165 A-G credits, 80 elective credits, 30 iGraduate Credits, 40 service hours, 1 internship, and have completed 4 college applications.
- Have a Dean's List of 600 or better (or behavior equivalent) as of the Monday before graduation.
- No incidents involving drugs, alcohol, theft, fighting, vandalism or harassment as a senior.
- Each high school will outline specific culmination requirements in the senior contract. This contract will be available to all seniors at the beginning of the school year and/or when a senior enrolls at either high school. A copy of the contract is available in the main office.

A diploma will be issued for any student meeting the graduation requirement of 165 A-G credits, 80 elective credits, 30 iGraduate Credits, 40 service hours, 1 internship, and have completed 4 college applications. All requirements are necessary for a student to participate in the graduation ceremony or to attend Grad Night or any other senior event; participation in all culmination activities is at the discretion of the site principal. If a student believes they should be able to participate, they may appeal to school administration in order to potentially participate in the culmination ceremony only.

Senior Activity Academic Policy

Seniors who are not passing their current senior classes may not be eligible to participate in senior activities (i.e. field trips, fun days, etc.).

High School Retention Policy

Camino Nuevo High Schools track progress toward graduation requirements very carefully. If a student is not on track toward graduation at the end of a given year of high school, and it will not be mathematically possible for them to make up the credits required to graduate on time, they will be retained.

GRADUATION REQUIREMENTS

Below are the graduation requirements for the Class of 2021 and beyond.

Camino Nuevo Charter Academy Minimum Required Coursework for Graduation			
Courses	Grade Type	Number of Courses	Credits****
A-G Courses	C or higher	33 semesters	165
		(16.5 year long-classes)	
I-grad & Senior Seminar	C or higher	3	30
Electives*	C or higher	15 semesters	75
Internship**	1 completed	1	5
Service Hours***	40 hours		5
College Application Completion	At least four college applications must be submitted		
			280
*For students transferring in, the minimum grade requirement for transferable elective credits will be determined on a case-by-case basis.			
** An internship must be completed for all CNCA High School students who attend a CNCA high school beginning in ninth grade			
*** 10 hours per year enrolled in a CNCA High School			
**** In exceptional instances, such as newcomers beginning in 11th grade, the minimum number of credits required for graduation might be reconsidered, contingent on approval by the CEO.			

PROCEDURES FOR ADDRESSING CONCERNS

Dispute Resolution/Filing A Formal Complaint

CNCA is committed to resolving concerns and complaints in a manner in which all parties feel respectfully heard and understood. If you have a concern regarding any aspect of the school's program including the performance of an employee, please speak with or write to the program supervisor. If an issue is not resolved, CNCA offers the following procedures and a Formal Complaint Form for all members of our community to use when filing a formal complaint. In all cases, CNCA prohibits retaliation against complainants. CNCA will attempt to keep information about complainants confidential, except where it is necessary or appropriate to disclose it or investigate a situation that has occurred.

CNCA has the discretion to not investigate anonymous complaints. If you believe you have a complaint that relates to sexual harassment, discrimination, or an unlawful situation is not addressed in a manner that you are satisfied with, direct the concern in the same manner to the Principal or Assistant Principal. You may leave a written message in the main office or complete a Formal Complaint Form which is available in the main office.

If the complaint involves a person, please contact that staff member to set up a mutually agreeable time to discuss the complaint in a productive, solution-oriented manner. If it is a general concern, not involving a specific person, please address your concern to the school's operations manager.

If your concern is still unresolved, please contact the principal or administrative designee to set up a mutually agreed upon time. Complaints resolved at this level do not need to proceed further in the process.

If after speaking with the principal, your concern remains unresolved, please use the Formal Complaint Form to detail your formal complaint in writing. For these written complaints, the principal or designee shall consider all the facts and arrive at a resolution of the complaint.

If the complainant is dissatisfied with the resolution arrived at by the principal or designee or if the complaint is with the principal, the complainant may direct their complaint in writing to the CEO. The CEO will determine if the matter can be handled at the CEO/Principal level – or – if the issue needs to be taken to the CNCA Board of Directors Grievance Committee.

In this case, the CEO will work with the Board Chair or a designated board committee to make determinations about how to resolve the matter. If needed, the CEO will meet with the complainant to

discuss the facts and circumstances of which the complaint is based to help solve the problem. The determinations of the CNCA Board of Directors Grievance Committee are final.

Uniform Complaint Procedures

The Uniform Complaint Procedure (UCP) is only used for complaints or allegations of noncompliance involving nondiscrimination protections. These include a complaint regarding the violation of specific federal and state programs that use categorical funds such as After School Education and Safety, Child Care and Development, Consolidated Categorical Aid, Foster Youth Services, Local Control Funding Formula and Local Control Accountability Plans, Migrant Education, Nutrition Services – USDA Civil Rights, School Facilities, Special Education, Tobacco-Use Prevention Education, and Unlawful Pupil Fees. UCP complaints are filed with the district superintendent or their designee. A Williams Complaint, another type of UCP complaint, regards instructional materials, emergency or urgent facilities conditions that pose a threat to the health and safety of pupils, and teacher vacancy or assignment and may be filed anonymously. Williams Complaints are filed with the principal, or their designee, of the school in which the complaint arises. Schools have complaint forms available for these types of complaints, but will not reject a complaint if the form is not used as long as the complaint is submitted in writing.

Complaints must first be filed at the local level. Complainants who are not satisfied with a local UCP decision, may file an Appeal with the State Superintendent of Public Instruction (SSPI). (Education Code 32289 and 49013(e); 5 CCR 4600 et seq.)

Uniform Complaint Procedures (UCP) – Please see Section “Board Policies” for Policy BP 1312.3

Mandated Reporting

In California, certain professionals are considered “child care custodians,” and they are required to report suspected child abuse and/or neglect. California Penal Code Section 11166 requires any student care custodian who has knowledge of, or observes, a child in his or her professional capacity or within the scope of his or her employment whom he or she knows or reasonably suspects has been the victim of child abuse or neglect to report the known or suspected instance of child abuse to a child protective agency immediately, or as soon as practically possible, by telephone and to prepare and send a written report thereof within thirty-six (36) hours of receiving the information concerning the incident. Under this law, CNCA employees are mandated reporters who will follow appropriate steps to report any such possible neglect or abuse. Mandated reporters are required to follow the law, and the failure to do so can subject the reporter to liability. Suspected child abuse reports are confidential as to the identity of the employee making such a report. CNCA also has an obligation to cooperate and participate in any process that is triggered by the Department of Child and Family Services, law enforcement agency or peace officer to assure the safety of our children.

****Legal Disclaimer ****

The information contained in the CNCA Family Handbook is provided for informational purposes only. Information may be changed or updated without notice. This handbook is subject to all applicable laws and in all cases where there is a discrepancy between the handbook and the charter, the charter petition language supersedes the handbook.

CNCA expressly disclaims all liability with respect to actions taken based on any content in this handbook. CNCA assumes no responsibility for errors or omissions in this handbook or other documents that are referenced in this handbook. CNCA does not discriminate on the basis of race, color, national origin, gender, disability, religion, or sexual orientation.

CNCA BOARD POLICIES

Nondiscrimination in CNCA Programs and Activities (BP 0410)

Adopted by the CNCA Governing Board on June 13, 2017

CNCA is committed to equal opportunity for all individuals in education. CNCA programs and activities shall be free from discrimination based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, immigration status, or any other characteristics contained in the definition of hate crimes in Penal Code section 422.55 or the perception of one or more of such characteristics. The Board shall promote programs which ensure that discriminatory practices are eliminated in all CNCA activities.

Annually, the CEO or designee shall review its programs and activities to ensure the removal of any barriers that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing CNCA programs and activities, including the use of facilities. He/she shall take prompt, reasonable actions to remove any identified barriers. The CEO or designee shall report his/her findings and recommendations to the Board after each review.

The CEO or designee shall notify students, parents/guardians, employees, employee organizations and applicants for admission and employment, and sources of referral for applicants about CNCA's policy on nondiscrimination and related complaint procedures. Such notifications shall be included in handbooks, job announcements, applications and other recruitment materials distributed to these groups.

CNCA's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language. For a copy of the full policy please visit www.caminonuevo.org in the Board Policies section or request a copy at the school's main office.

Nondiscrimination-Harassment Policy (BP 5145.3)

Adopted by the CNCA Governing Board on June 13, 2017

The Governing Board desires to provide a safe school environment that allows all students equal access and opportunities in CNCA's academic and other educational support programs, services, and activities. The Board prohibits, at any CNCA school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual or perceived race or ethnicity,

color, ancestry, national origin, immigration status, nationality, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression or the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. The unlawful discrimination, harassment, intimidation, and bullying of any student applies to all acts related to school activity or school attendance within a school under the jurisdiction of the CEO of the Camino Nuevo Charter Academy. CNCA requires that school personnel take immediate steps to intervene when it is safe to do so and when he or she witnesses an act of discrimination, harassment, intimidation or bullying. For a copy of the full policy please visit www.caminonuevo.org in the “Board Policies” section or request a copy at the school’s main office.

Student Sexual Harassment (BP 5145.7)

Adopted by the CNCA Governing Board on June 13, 2017

The CNCA Board is committed to maintaining a school environment that is free from harassment. The Board prohibits sexual harassment of any student by another student, an employee or other person, at school or at a school-sponsored or school-related activity. The Board also prohibits retaliatory behavior or action against any person who complains, testifies, assists or otherwise participates in the complaint process established in accordance with this policy.

A student who engages in sexual harassment of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action, including suspension and/or expulsion. The conduct must be based on sex and would be considered by a reasonable person of the same gender as the victim to be so severe or pervasive as to have a negative impact on the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. In imposing such discipline, the entire circumstances of the incident(s) shall be taken into account, including but are not limited to:

1. Age and maturity of the victim and the perpetrator. In evaluating the maturity of the victim and the perpetrator, their emotional, social and physical development shall be considered.
2. Severity of the harassing conduct.
3. Pervasiveness of the alleged harassing conduct (i.e., how many times the act(s) occurred, how many individuals were involved, etc.)
4. Prior complaints against the perpetrator.

The CEO or designee shall ensure that all CNCA students receive age-appropriate instruction and information on sexual harassment. For a copy of the full policy please visit www.caminonuevo.org in the “Board Policies” section or request a copy at the school’s main office.

Uniform Complaint Procedures (UCP) (BP 1312.3)

Adopted by the CNCA Governing Board on March 19, 2019

This document contains guidelines and instructions about how to file, investigate and resolve a Uniform Complaint Procedures (UCP) complaint regarding an alleged violation by Camino Nuevo Charter Academy (CNCA) of federal or state laws or regulations governing educational programs, including allegations of unlawful discrimination, harassment, intimidation, bullying and noncompliance with laws relating to pupil fees and our Local Control and Accountability Plan (LCAP).

If staff is made aware of unlawful discrimination they are required to take immediate steps to intervene when safe to do so or when he or she witnesses an act of discrimination, harassment, intimidation, or bullying.

What is a Uniform Complaint?

This document presents information about how CNCA processes UCP complaints concerning particular programs or activities for which we receive state or federal funding. A UCP complaint is a written and signed statement by a complainant alleging a violation of federal or state laws or regulations, which may include an allegation of unlawful discrimination, harassment, intimidation, bullying or charging pupil fees for participation in an educational activity or noncompliance with the requirements of our Local Control and Accountability Plan (LCAP). A complainant is any individual, including a person's duly authorized representative or an interested third party, public agency, or organization who files a written complaint alleging violation of federal or state laws or regulations, including allegations of unlawful discrimination, harassment, intimidation, bullying and non-compliance with laws relating to pupil fees or noncompliance with the requirements of our LCAP. If the complainant is unable to put the complaint in writing, due to a disability or illiteracy, we shall assist the complainant in the filing of the complaint.

CNCA will investigate all allegations of unlawful discrimination, harassment, intimidation, or bullying against any protected group as identified in Education Code §200 and 220 and Government Code §11135, including any actual or perceived characteristics set forth in Penal Code §422.55, to include actual or perceived sex, sexual orientation, gender, gender identity, gender expression, race or ethnicity, ethnic group identification, ancestry, nationality, national origin, religion, color, mental or physical disability, age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by CNCA, which is directly funded by, or that receives benefits from any state financial assistance. For a copy of the full policy please visit www.caminonuevo.org in the "Board Policies" section or request a copy at the school's main office.

Married / Parenting / Pregnant Students (BP 5146)

Adopted by the CNCA Governing Board on June 13, 2017

Married, pregnant and parenting students shall have the same educational opportunities as all students. For school-related purposes, married students under the age of 18 are emancipated minors and have all the rights and privileges of a student who is 18, even if the marriage has been dissolved.

The CNCA Board believes that pregnancy and parenting should not be a barrier to education or a reason for dropping out of school. Pregnancy and parenting increase the need to cope with adult responsibilities and to prepare for an economically self-sufficient future. CNCA does not deny any student any educational program or activity solely on the basis of pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery therefrom and treats these in the same manner and under the same policies as any other temporary disability.

The instructional program for pregnant students shall be determined on a case by case basis appropriate to the student's individual needs. The student may continue attending school in the regular classroom setting, may attend a separate program established for pregnant students, or may pursue a home instruction, independent study or alternative education program. CNCA shall coordinate scheduling so that students may attend their regular classes for part of the day and specialized classes for the remainder. When selecting the program, the student shall be encouraged to consult with her spouse or parent/guardian, her physician, and appropriate CNCA medical and educational advisors. Pregnant/parenting students who voluntarily participate in alternate programs will receive educational programs, activities and courses equal to the regular program. For a copy of the full policy please visit www.caminonuevo.org in the "Board Policies" section or request a copy at the school's main office.

Extracurricular and Co-curricular Activities (BP 6145)

Adopted by the CNCA Governing Board on June 13, 2017

The CNCA Board recognizes that extracurricular and co-curricular activities enrich the educational and social development and experiences of students. CNCA shall encourage and support student participation in extra/co-curricular activities without compromising the integrity and purpose of the educational program. Extracurricular activities have all of the following characteristics:

1. The program is supervised or financed by CNCA.
2. Students participating in the program represent CNCA.
3. Students exercise some degree of freedom in either the selection, planning, or control of the program.
4. The program includes both preparation for performance and performance before an audience or spectators.

Extracurricular activities are not part of the regular school curriculum, are not graded, do not offer credit, and do not take place during classroom time. Co-curricular activities are programs that may be associated with the curriculum in a regular classroom. For a copy of the full policy please visit www.caminonuevo.org in the “Board Policies” section or request a copy at the school’s main office.

Competitive Athletics (BP 6145.2)

Adopted by the CNCA Governing Board on September 12, 2017

The CNCA Board recognizes that athletic programs constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The athletic program shall be designed to meet students' interests and abilities and shall be varied in scope to attract wide participation.

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, sports skills, and sportsmanship. Athletic events shall be officiated by qualified personnel.

The CNCA athletic programs shall be free from discrimination and discriminatory practices prohibited by state and federal law. Equipment, supplies, game and practice schedules, budgets, coaching travel allowances, facilities, publicity, support services and tutoring offered to teams are to be equivalent between male and female teams.

The CNCA Chief Executive Officer or designee shall ensure that equivalent athletic opportunities are provided for males and females be proportionate to their respective enrollments.

For a copy of the full policy please visit www.caminonuevo.org in the “Board Policies” section or request a copy at the school’s main office.

Student Organizations (BP 67145.5)

Adopted by the CNCA Governing Board on June 13, 2017

Student organizations have an important place in the educational program because, when properly organized and operated, they:

- Extend and reinforce the instructional program.
- Give students practice in democratic self-government.

- Build student morale and a spirit of positive support for the school.
- Honor outstanding student achievement.
- Provide wholesome social and recreational activities.

Student clubs may be recognized as authorized school organizations if they are organized at the school, sponsored by school personnel, composed completely of current student body members, hold the majority of their meetings at school and have a democratic plan for the selection of members. Organizational activities shall not conflict with the authority and responsibilities of school officials.

Clubs shall not be sponsored by any political organization. Membership must be open to all students. All student clubs will have equal access to facilities and a fair opportunity to meet.

All clubs are directly under the control of school authorities. Each club must be approved by the principal and a faculty advisor must attend each meeting or activity.

Off campus clubs or organizations not directly under the control of school authorities may not conduct activities on campus without the advance written approval of the CEO, or designee, nor may the name of the school be used without such permission.

For a copy of the full policy please visit www.caminonuevo.org in the "Board Policies" section or request a copy at the school's main office.

Suicide Prevention Policy

BP 5141.52 adopted by the CNCA Governing Board on June 13, 2017

Protecting the health and well-being of all our students is of utmost importance to CNCA. Suicide is the second leading cause of death among 10-24 year-olds (behind accidents) in the United States (CDC 2016). This alarming statistic leads us to create and implement a policy to help staff feel more confident in intervening with a student they believe to be at risk. Studies have also shown that LGBT youth are up to four times more likely to attempt suicide than their non-LGBTQ peers.

Assembly Bill 2246 requires the governing board or body of a local educational agency, as defined, that serves pupils in grades 7 to 12, inclusive, to, before the beginning of the 2017–18 school year, adopt a policy on pupil suicide prevention, as specified, that specifically addresses the needs of high-risk groups.

In response to these needs, the CNCA Board has adopted a suicide prevention policy which will help to protect all students through the following steps:

1. Students will learn about recognizing and responding to warning signs of suicide in friends, using coping skills, using support systems, and seeking help for themselves and friends. This will occur in all health classes and/or during I-connect, community circles, council sessions, etc.
2. Each school will designate a suicide prevention coordinator to serve as a point of contact for students in crisis and to refer students to appropriate resources.
3. When a student is identified as being at risk, they will be assessed by a school-employed mental health professional who will work with the student and help connect them to appropriate local resources.
4. Students will have access to national resources which they can contact for additional support, such as:
 - o TeenLine: Teens helping teens 6 pm to 10 pm; Didi Hirsch Community Mental Health Center (310) 855-4673 or www.teenlineonline.org
 - o The National Suicide Prevention Lifeline – 1.800.273.8255 (TALK) www.suicidepreventionlifeline.org
 - o The Trevor Lifeline – 1.866.488.7386 www.thetrevorproject.org

All students will be expected to help create a school culture of respect and support in which students feel comfortable seeking help for themselves or friends. Students are encouraged to tell any staff member if they, or a friend, are feeling suicidal or need help. Students should also know that because of the life or death nature of these matters, confidentiality or privacy concerns are secondary to seeking help for students in crisis. For a more detailed review of this policy, please ask your Student & Family Services Coordinator for a copy of the full suicide prevention policy. A copy is also available on our website www.caminonuevo.org in the “Board Policies” section.

Response to Immigration Enforcement Policy

BP 5145.13 (a) adopted by the CNCA Governing Board on August 28, 2018

The Camino Nuevo Charter Academy Board of Directors is committed to the success of all students and believes that every school site should be a safe and welcoming place for all students and their families irrespective of their citizenship or immigration status.

CNCA staff shall not solicit or collect information or documents regarding the citizenship or immigration status of students or their family members or provide assistance with immigration enforcement at CNCA schools, except as may be required by state and federal law. (Education Code 234.7)

No student shall be denied equal rights and opportunities nor be subjected to unlawful discrimination, harassment, intimidation, or bullying in CNCA's programs and activities on the basis of his/her immigration status. (Education Code 200, 220, 234.1)

The CEO or designee shall notify parents/guardians regarding their children's right to a free public education regardless of immigration status or religious beliefs and their rights related to immigration enforcement. (Education Code 234.7)

Consistent with the requirements of the California Office of the Attorney General, the CEO or designee shall develop procedures for addressing any requests by a law enforcement officer for access to CNCA records, school sites, or students for the purpose of immigration enforcement.

For a copy of the full policy please visit www.caminonuevo.org in the "Board Policies" section or request a copy at the school's main office.

Board Policy: Parental Involvement Policy

Reference: BP 6020 Board Approved: April 17, 2020

The Camino Nuevo Charter Academy (CNCA) Governing Board recognizes that parents/guardians are CNCA's most important partners in student learning. Students will find greater levels of academic success when their home and school share similar values about learning and forge a genuine partnership. CNCA seeks to move beyond parent involvement and actively engage families as partners. Graduates will experience greater levels of success in college and career when their most important advocates develop a positive relationship and work together in the best interest of the student. Various opportunities for parent involvement and support are provided at CNCA. Parents are welcomed to volunteer at times that best work for them. Opportunities for their involvement and participation can take place in the morning, during the school day, after school, school events, on a daily, weekly, or monthly basis and in the areas they feel comfortable in. All parents are welcome and encouraged to be part of our school community and if language is a barrier, we provide the necessary supports to make sure everyone is included.

For a copy of the full policy as well as the Administrative Regulation please visit www.caminonuevo.org in the "Board Policies" section or request a copy at the school's main office.

Board Policy: Pupil Fees and Withholding Grades, Diploma or Transcripts

PUPIL FEES

Camino Nuevo Charter Academy (CNCA) is committed to ensuring that books, materials, equipment, supplies, and other resources necessary for students' participation in the educational program are made available to them.

No pupil shall be required to pay any fees, deposits or any charges for his or her participation in an educational activity which constitutes an integral fundamental part of CNCA's educational program including curricular and extracurricular activities. (Education Code 49011)

Whenever a pupil or parent/guardian believes that an impermissible fee, deposit, or other charge is being required of the pupil for his/her participation in an educational activity, the pupil or his/her parent/guardian may file a complaint using CNCA's Board Policy 1312.3 Uniform Complaint Procedures. (Education Code 49013)

Parents/guardians may be charged for the repair or replacement cost for CNCA books, supplies, or equipment loaned to a pupil that the student failed to return upon demand or that is willfully cut, defaced or otherwise injured, up to an amount not to exceed \$10,000. (Education Code 48904)

When a minor pupil willfully cuts, defaces, or otherwise injures real or personal property of CNCA or does not return CNCA property that has been loaned to him/her, CNCA shall provide written notice to the parent/guardian of the student's alleged misconduct and the damages that may be due. The notice shall state that CNCA may withhold the grades, diploma, and transcripts of the pupil responsible for the damage until the damages are paid in accordance with this Board Policy.

WITHHOLDING GRADES, DIPLOMA OR TRANSCRIPTS

Any withholding of pupil grades, diploma, or transcripts due to a parent/guardian's failure to pay damages for the repair or replacement of CNCA property must be conducted in accordance with Education Code section 48904:

If the damages are not paid to CNCA following written notice to the parent/guardian, CNCA shall afford the pupil his or her due process rights prior to withholding the student's grades, diploma or transcripts. The pupil's due process rights must be consistent with CNCA's expulsion procedures.

If the student and parent/guardian are unable to pay for the damages or return the property, CNCA shall provide a program of voluntary work for the student to do. When the voluntary work is completed, the student's grades, diploma, or transcripts shall be released.

ATTACHMENTS

School Calendars

Early Childhood Education Campus Calendar

2020-2021 ECE School Calendar

July 2020	August 2020	September 2020	October 2020
Su: 1, 8, 15, 22, 29 Mo: 5, 12, 19, 26 Tu: 6, 13, 20, 27 We: 7, 14, 21, 28 Th: 9, 16, 23, 30 Fr: 4, 11, 18, 25	Su: 2, 9, 16, 23, 30 Mo: 6, 13, 20, 27 Tu: 7, 14, 21, 28 We: 8, 15, 22, 29 Th: 10, 17, 24, 31 Fr: 5, 12, 19, 26	Su: 6, 13, 20, 27 Mo: 7, 14, 21, 28 Tu: 8, 15, 22, 29 We: 9, 16, 23, 30 Th: 10, 17, 24, 31 Fr: 11, 18, 25	Su: 4, 11, 18, 25 Mo: 5, 12, 19, 26 Tu: 6, 13, 20, 27 We: 7, 14, 21, 28 Th: 8, 15, 22, 29 Fr: 9, 16, 23, 30

November 2020	December 2020	January 2021	February 2021
Su: 1, 8, 15, 22, 29 Mo: 5, 12, 19, 26 Tu: 6, 13, 20, 27 We: 7, 14, 21, 28 Th: 9, 16, 23, 30 Fr: 4, 11, 18, 25	Su: 6, 13, 20, 27 Mo: 7, 14, 21, 28 Tu: 8, 15, 22, 29 We: 9, 16, 23, 30 Th: 10, 17, 24, 31 Fr: 11, 18, 25	Su: 3, 10, 17, 24, 31 Mo: 4, 11, 18, 25 Tu: 5, 12, 19, 26 We: 6, 13, 20, 27 Th: 7, 14, 21, 28 Fr: 8, 15, 22, 29	Su: 7, 14, 21, 28 Mo: 8, 15, 22, 29 Tu: 9, 16, 23, 30 We: 10, 17, 24, 31 Th: 11, 18, 25 Fr: 12, 19, 26

March 2021	April 2021	May 2021	June 2021
Su: 7, 14, 21, 28 Mo: 8, 15, 22, 29 Tu: 9, 16, 23, 30 We: 10, 17, 24, 31 Th: 11, 18, 25 Fr: 12, 19, 26	Su: 4, 11, 18, 25 Mo: 5, 12, 19, 26 Tu: 6, 13, 20, 27 We: 7, 14, 21, 28 Th: 8, 15, 22, 29 Fr: 9, 16, 23, 30	Su: 2, 9, 16, 23, 30 Mo: 3, 10, 17, 24, 31 Tu: 4, 11, 18, 25 We: 5, 12, 19, 26 Th: 6, 13, 20, 27 Fr: 7, 14, 21, 28	Su: 6, 13, 20, 27 Mo: 7, 14, 21, 28 Tu: 8, 15, 22, 29 We: 9, 16, 23, 30 Th: 10, 17, 24, 31 Fr: 11, 18, 25

KEY:	Holidays:
X: Regular Instructional Day	7/3/2020: 4th of July Observed
TL: Holiday	9/7/2020: Labor Day
PTF: Right/Teacher Free Day (all 11- and 12-month school leader and HSG staff)	11/11/2020: Veteran's Day
AD: Staff Development	11/26-27/2020: Thanksgiving Break
W: Minimum days	12/21-1/8/2021: Winter Break
CO: Confirmed Furlough Day (1-13)	1/1/2021: New Year's Day
PT: Tentative Furlough Day (1-15)	1/19/2021: Martin Luther King Jr. Day
	3/15/2021: Presidents Day
	3/29-4/2/2021: Spring Break
	5/21/2021: Memorial Day
	Other:
	8/26/2020: First Day of School
	6/11/2021: Last Day of School

K-8 Calendar

2020-2021 TK-8 School Calendar

July 2020	August 2020	September 2020	October 2020																																																																																																																																																																																																				
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- KEY:**
- X Regular Instructional Day
 - K Memorial Day
 - SD Staff Development (no-service, pupil free day)
 - H Holiday
 - Overlapped Days
 - NT New Teacher
 - Outback day
 - PTF Pupil/Teacher Free Day (All 11- and 12 month school leader and +50 stat)
 - Confirmed Full-day Day (1-15)
 - Reserve Full-day Day (1-15)
- Holidays:**
- 7/31/2020 4th of July Observed
 - 9/7/2020 Labor Day
 - 11/11/2020 Veteran's Day
 - 11/26-27/2020 Thanksgiving Break
 - 12/21-1/6/2021 Winter Break
 - 1/1/2021 New Year's Day
 - 1/19/2021 Martin Luther King Jr. Day
 - 2/15/2021 Presidents Day
 - 3/29-4/2/2021 Spring Break
 - 5/31/2021 Memorial Day
- Other:**
- 8/19/2020 First Day of School
 - 4/11/2021 Last Day of School
 - 10/28-30/2020 Parent Teacher Conference
 - 1/27-29/2021 Parent Teacher Conference
 - 4/21-23/2021 Parent Teacher Conference

High School Calendar (9-12)

2020-2021 HS School Calendar																															
July 2020					August 2020					September 2020					October 2020					KEY: X Regular Instructional Day M Minimum Day SD Staff Development (in-service, pupil free day) H Holiday S Shortened Days NT New Teacher B Back Day PTF/Teacher Free Day (K-11- and 12-month school leader and HGO staff) CTF Confirmed Furlough Day (1-15)											
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr		Sa	Su	Mo	Tu	We	Th	Fr	Sa			
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5	6	7	8	9	10	11	2	3				SD SD	9	4	SD						12	4	X	X			X	16			
12	13	14	15	16	17	18	9	X	X			X	X	15	13	X	X				X	X	19	11	X	X			X	X	17
19	20	21	22	23	24	25	16	X	X			X	X	22	20	X	X				X	X	24	18	X	X			X	X	24
26	NT	NT	NT	NT	NT		23	X	X			X	X	29	27									25	SD				X	X	31
							30	X																							
November 2020					December 2020					January 2021					February 2021																
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr		Sa	Su	Mo	Tu	We	Th	Fr	Sa			
1	X					7							5								2							6			
8	X	X				14	6	X	X				12	3		PTF	PTF	SD	9		7	X	X			X	13				
15	X	X				21	13	X	X				19	10							16	14	H	SD			X	20			
22	X	PTF				28	20	PTF	PTF	H	H	26	17	X	PTF				23		21	X	X			X	27				
29	X						27	SD	SD	SD				24	X	X					30	28									
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March 2021					April 2021					May 2021					June 2021																
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7	X	X				13	4	SD					10	2	X	X				8	6	X	X			X	12				
14	X	X				20	11	X	SD				17	9	X	X				15	13					17	19				
21	X	X				27	18	X	X				24	16	X	X				22	20	21	22	23	24	25	26				
28	H	H					25	X	X					23	X	X				29	27	28	29	30							
														30	H																

- Holidays:**
- 7/3/2020 4th of July Observed
 - 9/7/2020 Labor Day
 - 11/11/2020 Veterans Day
 - 11/26-27/2020 Thanksgiving Break
 - 12/21-1/8/2021 Winter Break
 - 1/1/2021 New Year's Day
 - 1/18/2021 Martin Luther King Jr. Day
 - 2/15/2021 Presidents Day
 - 3/29-4/2/2021 Spring Break
 - 5/21/2021 Memorial Day
- Other:**
- 8/10/2020 First Day of School
 - 6/11/2021 Last Day of School
 - 10/28-30/2020 Parent Teacher Conference
 - 1/27-29/2021 Parent Teacher Conference
 - 4/21-23/2021 Parent Teacher Conference

Non-discrimination Statement

Camino Nuevo Charter Academy (CNCA) prohibits discrimination, harassment, intimidation and bullying in educational programs, activities, or employment on the basis of actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation, parental, pregnancy, family or marital status, military status, immigration status, or association with a person or a group with one or more of these actual or perceived characteristics.

Camino Nuevo Charter Academy requires that school personnel take immediate steps to intervene when safe to do so when he or she witnesses an act of discrimination, harassment, intimidation, or bullying.

Questions or complaints of alleged discrimination, harassment, intimidation and bullying, equity or Title IX equity and compliance concerns should be directed to: Margarita Domingo, Vice President of Human Resources, 3435 W Temple St. Los Angeles, CA 90026 Phone: (213) 417-3410

USDA Non-discriminatory Statement

Last Published: 11/19/2015

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider, employer, and lender.

CNCA Formal Complaint Form

Date/Fecha: _____ Site/Plantel: _____

From/De Parte de: _____

(parent or legal guardian name/nombre de padre/madre/encargado)

Student name(s)/Nombre del Estudiante/s: _____

Grade/Grado: _____

Telephone/Teléfono: _____

Please check the box that appropriately refers to your complaint:

Por favor marque la naturaleza de su queja:

Special Education Program
Programa de Educación Especial

Early Child Development Program
Programa de Educación Temprana

Volunteer/Parent Program
Programa de Voluntarios/Padres

Instruction/Classroom Issue
Situación en el salón de clase/instrucción

Administration Issue
Asunto Administrativo

After School Program
Programa de Después de la Escuela

Other/Otro asunto: _____

Briefly describe your concern (include date, times, places, type of complaint, and if there were any witnesses) /Describe brevemente su preocupación (incluya fechas, hora, lugar, tipo de queja, y si hubo testigos):

Signature/Firma _____ Date/Fecha _____

FAMILY/STUDENT ACKNOWLEDGEMENT FORM

Dear Parent/Guardian:

Education Code 48980 states that School Boards are required by law to notify parents/guardians of their rights to services and programs offered by their district school/schools. Parents/Guardians must sign a notification form and return it to their student's schools acknowledging that they have been informed of their rights.

Please read the Family Handbook and return the signed form below to your school. Your signature does not constitute consent to take part in any particular program.

----- Tear-Off Below Line -----

Camino Nuevo Charter Academy

RECEIPT OF ANNUAL NOTIFICATION OF PARENT/GUARDIAN-STUDENT HANDBOOK 2020-2021 STUDENT & FAMILY HANDBOOK

I acknowledge, with my signature below, the receipt of the required annual notification of parent/guardian/student rights on behalf of my student(s).

STUDENT'S NAME(s): Please PRINT the name, birth date and grade of your student.

Last Name/First Name

Birthdate

Grade

Last Name/First Name

Birthdate

Grade

Last Name/First Name

Birthdate

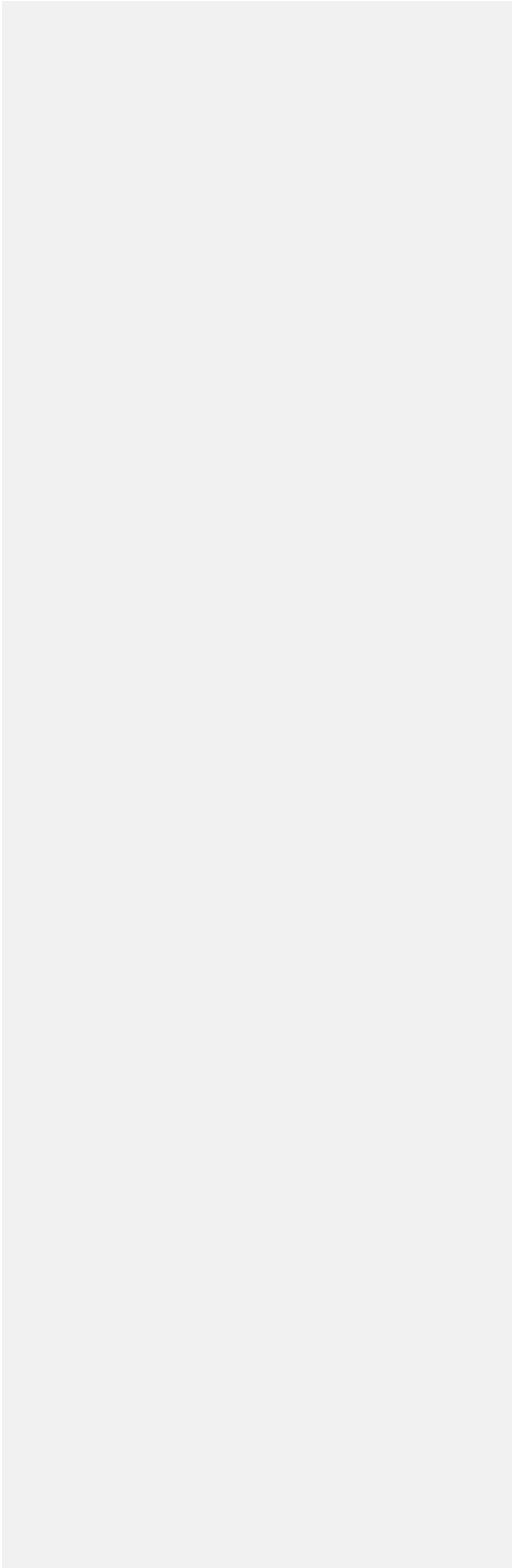
Grade

Signature of Parent/Guardian: _____

Signature of Student (Grades 9-12): _____

Signature of Student (Grades 9-12): _____

Signature of Student (Grades 9-12): _____





2020-2021 CNCA Family Handbook Distance Learning Revisions

Distance Learning Attendance (inserted on page 23 of the 20-21 Handbook)

On days during which students are participating in distance or remote learning, attendance is taken during every synchronous period (6-12) or instructional block (TK-5). Additionally, teachers keep track of students' asynchronous (i.e., independent) work completion, which students are expected to complete as part of their distance learning program. Families will be contacted by the school if a student is not participating in either synchronous or asynchronous distance learning programming.

Students are expected to participate in online instruction provided by their teacher with live instruction through Google Classroom and Zoom. Attendance will be taken each day, and student progress with independent work will be monitored.

In the event of a technology outage or in the case where a student temporarily does not have access to technology, students are expected to engage in asynchronous, non-tech based work that will be assigned by their teacher(s). In addition, the student's teacher(s) will engage in a tutoring phone call with the student. In order to be considered present for the day, the student is required to engage in this reciprocal phone-based communication.

Distance Learning: Absences

If your child is unable to participate in the day's distance learning due to illness or other reasons, please email the teacher and call the school office by 8:15 a.m. the day your child is absent. When a student has been absent a written email or phone call giving the reason for the absence is required. If a valid excuse by a parent is not submitted the child's absence will be counted as unexcused.

Standards-Based Promotion: 20-21 Revision (changes made to pages 56-57 of the Handbook)

Camino Nuevo Charter Academy will not be retaining students at the end of the 20-21 school year due to the extreme challenges presented by distance learning. Students' performance this year is not a reliable indicator of what students could otherwise do if they were at school. In order to support students with academic recovery, the 21-22 school year will be structured around multi-tiered systems of support (MTSS) that allow us to target students' needs and catch them up to grade level. This will include during-the-school day interventions, and will likely also include summer, before school, and/or after school support.

The following Retention/Promotion Appeal Policy still applies for the 2020-2021 school year:

The parent/guardian may disagree with the retention or promotion determination. If the parent/guardian disagrees, they are entitled to an appeal meeting. Upon request for information, the principal/designee shall explain the appeal process and provide the parent(s)/guardian(s) with a form to request a site-level appeal.

Cover Sheet

Food Service Management Company (FSMC) Bid Package School Year 2021-22

Section: III. Consent Agenda
Item: C. Food Service Management Company (FSMC) Bid Package
School Year 2021-22
Purpose:
Submitted by: Esperanza Bacillo
Related Material: CNCA FSMC RFP 2021-2022 CDE Approved.pdf

BACKGROUND:

CNCA as an organization contracts with a Food Service Management Company (FSMC) to provide compliant school meals for students. FSMCs must meet requirements set forth by the USDA and the CDE for compliant meals and program management. Once an FSMC is selected, CNCA may renew the contract annually for four additional years for a total five-year service term. CNCA's existing contract ends on June 30, 2021, CNCA seeks board approval to request bids for a new FSMC contract for SY 2021-2022. CNCA's bid package was approved by the CDE's Procurement Resources Unit on March 2, 2021.

RECOMMENDATION:

Approve

SCHOOL FOOD AUTHORITIES MUST READ THIS PAGE

How to Use CDE's Sample RFP and Fixed-price Contract

The California Department of Education (CDE) is providing this sample Request for Proposal (RFP) and Fixed-price Contract to guide school food authorities (SFA) in the development of an RFP and contract to obtain food service management company (FSMC) assistance for their school food service operation. The SFA may revise the non-required terms of the RFP and contract to fit the SFA's needs with CDE prior approval (Title 7, *Code of Federal Regulations* [7 CFR], Section 210.16(a)(9)). The RFP, contract, and all attachments and exhibits are considered a complete solicitation packet when posting it to their Web site or releasing it to potential respondents.

Required Preapproval

SFAs are not relieved from the requirement to obtain approval from the CDE prior to the release of an RFP and Fixed-price contract to potential respondents when using *this* sample. The SFA must make any required changes before the CDE will approve their RFP and Fixed-price contract. Additionally, SFAs must submit the results of their proposal process to the CDE before executing their contract. More information is available on this requirement as well as the CDE timeline on the NSD Procurement Resources Unit web page <http://www.cde.ca.gov/ls/nu/sn/fsmcproc.asp>.

RFP and Fixed-price Contract Approval Disclaimer

The CDE does not intend this sample RFP and Fixed-price contract to be a "prototype," inclusive of all terms, provisions, and program requirements applicable to FSMC procurements and contracts. The SFA remains responsible for ensuring that their procurement documents comply with all applicable laws, program instructions, and guidance materials. The SFA should consult with their legal counsel regarding any proposed procurement methods or contract language.

Resources

- This sample RFP and Fixed-price Contract includes state and federal regulations that are relevant to this type of contract. These laws and regulations are available on the CDE Procurement Resources Unit (PRU) web page at <http://www.cde.ca.gov/ls/nu/sn/fsmcproc.asp>.

Notice of Request for Proposals
Food Service Management Company
RFP CNCA2122FSMC

Notice is hereby given that the Governing Board of the **Camino Nuevo Charter Academy** (hereinafter referred to as **SFA**) is requesting proposals for a food service management company (hereinafter referred to as **Respondent[s]**) to assist with the SFA's food service program.

Respondents should not construe from this legal notice that the SFA intends to enter into a fixed-price contract with the Respondent unless, in the opinion of the SFA, it is in the best interest of the SFA to do so. The SFA reserves the right to negotiate final contractual terms with the successful Respondent.

The Request for Proposal (RFP) documents are available at
Camino Nuevo Charter Academy's Web site at <https://www.caminonuevo.org/apps/pages/RFP>

To request the RFP documents by email, postal mail, or fax, please contact

Camino Nuevo Charter Academy
email Esperanza.bacilio@pueblonuevo.org
Postal Mail **3435 W. Temple St. Los Angeles, CA 90026**
fax **323-663-3132**

The SFA will record and provide answers to any questions or requests for clarifying information about the RFP during the question and answer period.

Respondents must submit written proposals in a sealed package labeled
"Proposal - Food Service Management Company **CNCA2122FSMC**"
Addressed to the SFA at **Camino Nuevo Charter Academy 3435 W. Temple St. Los Angeles, CA 90026**
ATTN: **Esperanza Bacilio**

The SFA will accept all proposals received on or before **April 12, 2021 at 5:00 pm**. The SFA will not accept proposals that are received after the deadline. The SFA will open proposals at **April 13, 2021 at 9:00 am**.

The SFA reserves the right to reject any or all proposals, and to waive any errors or corrections in a proposal or in the proposal process. The SFA will award the contract based on a review and analysis of the proposals that determines which proposal best meets the needs of the SFA. Following the review and analysis of all responsive proposals, the SFA will make a recommendation to their governing board, as applicable, at its regularly scheduled meeting.



**Camino
Nuevo
Charter
Academy**

CNCA2122FSMC

by

Camino Nuevo Charter Academy
FOOD SERVICE PROGRAM

ADDRESS ALL PROPOSALS TO:

Esperanza Bacilio
Director of Operations

3435 W. Temple St., Los Angeles, CA 90026

Email: Esperanza.bacilio@pueblonuevo.org

P: 213-417-3467

F: 323-663-3132



Request for Proposal

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Introduction/Purpose of Solicitation

The purpose of this Request for Proposal (RFP) is to enter into a fixed-price contract with a food service management company (FSMC) that will provide **Camino Nuevo Charter Academy** hereinafter referred to as the school food authority [SFA]) with food service management assistance for their food service operation. The FSMC will provide services to the SFA as described in the Scope of Work in the Model Fixed-price Contract.

The SFA's food service goals are to provide nutritious, high-quality meals to students and participants in **National School Lunch Program, School Breakfast Program, Seamless Summer Feeding Option, Food Distribution Program**, to accommodate special diets where medically necessary, improve the nutritional quality of meals, and maintain a financially viable food service program (Title 7, *Code of Federal Regulations* program [7 CFR, sections 210.10 and 220.8, if applicable]).

General food service goals are to:

- Provide an appealing and nutritionally sound program for students as economically as possible
- Stimulate both student and adult participation in the program through improved relations with students, staff, and the community by creating awareness of the direct correlation between adequate nutrition for students and their ability to learn
- Increase participation at all levels of the food service program by improving meal quality, seeking student and parent input, offering menu variations, and improving planning
- Maintain reasonable prices for students and adults participating in the food service program
- Maintain student and staff morale at a high level

All procurement transactions are to be conducted in a manner that provides maximum open and free competition consistent with Title 2, *Code of Federal Regulations* (2 CFR), Section 200.319(a)(1-7). The SFA must share with every Respondent all information necessary for submitting a competitive proposal. The release of this RFP, evaluation of Respondents, and award of a contract will use competitive bidding standards established in all applicable California state and federal statutes and regulations.

Outlined below are competitive bidding basic standards:

- The purpose of soliciting competitive proposals is to secure public objectives in the most effective manner and avoid the possibilities of graft, fraud, collusion, etc.
- The SFA released this RFP to benefit the SFA and not the Respondents.

- Fulfillment of RFP specifications is based on full and fair competition and acceptance by the SFA of the most responsive and responsible Respondent to the SFA's requirements, as determined by the SFA when evaluating proposals based on the criteria contained in the RFP.
- The RFP must provide a basis for full and fair competition among Respondents to a common standard, free of restrictions that tend to stifle competition.

The above four points are for illustrative purposes only, and do not include all California state and federal requirements to achieve competitive bidding.

To respond to this RFP, interested FSMCs must present evidence of experience, ability, and financial standing necessary to meet the requirements stated in this RFP. The SFA will measure this evidence by scoring the proposals, using a point system that will rank each proposal from highest to lowest, to determine which proposals they will consider for the award of a contract.

To be competitive in this solicitation, the Respondent must:

- Carefully read the entire RFP, attachments, exhibits, addenda, and SFA responses to questions before submitting a proposal
- Ask appropriate questions or request clarification before the deadline in the RFP
- Submit all required responses by the required deadlines
- Follow all instructions and requirements of the RFP thoroughly and appropriately

If a Respondent discovers any ambiguity, conflict, discrepancy, omission, or other errors in this RFP, the Respondent shall immediately notify the SFA of the error in writing and request clarification or a modification of the RFP. If the Respondent fails to notify the SFA of the error prior to the date for submission of proposals, and is awarded the contract, the Respondent shall not be entitled to additional compensation or time by reason of the error or its later correction.



**Schedule of Events
for
RFP # CNCA2122FSMC**

Board Meeting – RFP Approval	3/9/21
Release of RFP	3/10/21
First Public Notice	3/10/21
Second Public Notice	3/24/21
Respondent Question Submission Deadline	3/26/21
SFA Provides Answers	4/2/21
Deadline for Submission of Sealed Proposal	4/12/21
Proposals Opened	4/13/21
Proposals Evaluated	4/30/21
Board Meeting – Proposal Approval	5/11/21
Anticipated Contract Award Date	5/28/21

The SFA will make every effort to adhere to the schedule. However, the SFA reserves the right to amend the schedule, as necessary, and will post a notice of said amendment at <https://www.caminonuevo.org/apps/pages/RFP>

General Instructions for Respondents

1. Prepare proposals simply and economically. Provide a straightforward concise description of the Respondent's capability to satisfy the SFA's requirements. Emphasis should be placed on completeness and clarity of content.
2. Submit proposals for the performance of all the services described within this RFP. The SFA will not consider any deviation from these specifications and will reject such proposals.

3. The SFA may reject a proposal if the proposal is conditional or incomplete, deemed nonresponsive, or if it contains any alterations of form or other irregularities of any kind. The SFA may reject any or all proposals or waive any immaterial deviation in a proposal. The SFA's waiver of an immaterial deviation shall in no way modify the RFP document or excuse the Respondent from full compliance with all other requirements if awarded the contract. The SFA may reject a proposal if it is deemed overly responsive or contains language that provides any added value not requested in the RFP.
4. Respondents are responsible for the costs of developing proposals, and shall not charge the SFA for any preparation costs.
5. The SFA asks Respondents that do not intend to submit a proposal to notify the SFA in writing.
6. Respondents may modify their proposal after submission by withdrawing the original proposal and resubmitting a new proposal prior to the submission deadline. The SFA will not consider proposal modifications offered in any other manner, either oral or written.
7. The Respondent shall include a 21-Day Cycle menu for all programs to be served (7 CFR, sections 210.16[b][1], 220.7[d][2][i], 7 CFR 210.10 and 7 CFR 220.8).
8. Respondents may withdraw their proposal by submitting a written withdrawal request to the SFA, signed by the Respondent or their authorized agent, through the contact person named in the "Contact Information" provided on page iv of this RFP. Thereafter, a Respondent may submit a new proposal prior to the proposal submission deadline. Respondents may not withdraw their proposal without cause after the proposal submission deadline.
9. The SFA may modify the RFP prior to the date given for submission of proposals by posting an addendum on <https://www.caminonuevo.org/apps/pages/RFP>. The SFA will notify Respondents so they can obtain any addenda from the SFA's web site, or request it by email, postal mail, or fax.
10. The SFA reserves the right to reject all proposals for reasonable cause. If the costs of all proposals are excessive, the SFA is not required to award a contract.
11. The SFA will not consider more than one proposal from an individual, firm, partnership, corporation, or association under the same or different names. Reasonable grounds for believing that any Respondent has submitted more than one proposal for work contemplated herein will cause the SFA to reject all proposals submitted by the Respondent. If there is reason to believe that collusion exists among the Respondents, the SFA will not consider any of the participants of such collusion in this or future solicitations.

12. The SFA will not consider a joint proposal submitted by two or more entities.
13. Additional charges for regular or express delivery, drayage, parcel post, packing, cartage, insurance, license fees, permits, or for any other purpose shall be included (and separately identified) in the proposal.
14. All proposals shall include the forms provided as attachments to this RFP. Respondents may copy these forms. A proposal is considered responsive if it follows the required format, includes all attachments, and meets all deadlines and other requirements outlined in this RFP.
15. The SFA shall not accept proposals after the submission deadline specified in the RFP and shall return the unopened proposals to the respective Respondents. The SFA will not consider late proposals under any circumstances.
16. Respondents are responsible for examining the entire RFP package, seeking clarification for any item or requirement that may not be clear to them, and checking all responses in their proposal for accuracy before submitting it.
17. Respondents may submit their questions regarding the information presented in this RFP to **Esperanza Bacilio** in writing by postal mail at **3435 W. Temple St., Los Angeles, CA 90026**, e-mail at **esperanza.bacilio@pueblonuevo.org**, or fax at **323-663-3132**, no later than **March 26, 2021 at 3:00 pm**. The SFA will answer all questions received by the deadline in writing without exposing the query source. This will be the sole process for asking and answering questions regarding this RFP. Respondents may not contact SFA employees directly to ask questions.
18. SFA representatives reserve the right to inspect a Respondent's other food service operations prior to any award of a contract.
19. The SFA reserves the right to negotiate the final terms and conditions of the contract, which may differ from those contained in the proposal, provided the SFA considers such negotiation to be in its best interest. Any change in the terms and conditions must not create a material change, which is any alteration or modification to the original terms stated in the RFP that would have resulted in different proposals from all respondents. A material change will require the SFA to rebid the contract.
20. Interested Respondents are required to inspect the SFA's premises prior to submitting a proposal in order to determine all requirements associated with the proposed contract. The inspection of premises will occur during the Mandatory Tour (if applicable).
21. Respondents shall submit one paper copy and one copy in digital format (e.g., CD, DVD, flash drive, etc.).

- a. The paper copy must contain the original signature of the individual(s) authorized to bind the Respondent contractually and be labeled “Master Copy”.
- b. The Respondent must ensure the digital copy is complete and inclusive of all materials contained in the paper copy, including any required signatures. Digital copies must be signed in a certifiable format (e.g. AdobeSign, Adobe Certifications, etc.) If there is an inconsistency between the paper and digital copies, the digital copy will take precedence.
- c. The sealed proposal envelopes must be marked legibly with the SFA’s RFP number and title, and the SFA name and address, as shown in the following example:

Proposal—Food Service Management Company

[Enter FSMC Name Submitting RFP]

[Enter RFP Number]

[Enter RFP Title]

[Enter SFA Name]

[Enter SFA Procurement Contact]

[Enter SFA Procurement Contact Address]

Proposal Requirements

To be eligible for evaluation, a proposal must adhere strictly to the format set forth below; failure to do so may result in disqualification. Respondents must complete, label, and separate each section, and number all pages. The content and sequence of the proposal will be as follows:

Section 1 - Administrative Requirements

A. Cover Letter

Only the individual(s) authorized to bind the Respondent contractually may sign the cover letter, which shall be a part of the proposal package. If the cover letter is unsigned, the SFA will reject the proposal. The SFA may reject the proposal if the Respondent fails to include the following required information:

- Name and address of responding company
- Organizational structure of the responding company (e.g., corporation, partnership, etc.)
- Respondent's Federal Employee Identification Number and Corporate Identification Number, if applicable
- Name, title, phone number, fax number, and email address of the representative who will be designated as the primary liaison to the SFA
- Name, title, phone number, and email address of the representative(s) authorized to bind the Respondent in a contract if different from the primary liaison
- A statement expressing the Respondent's willingness to perform the services described in this RFP
- A statement expressing the Respondent's ability to perform the services required in the Scope of Work, including availability of staff and other required resources to meet all deliverables as described in this RFP
- A statement regarding the Respondent's proprietary information; if applicable, the Respondent must clearly mark in the upper right hand corner those pages to be considered proprietary (**Note:** the Respondent cannot consider the entire proposal to be proprietary)
- The following certification:

By signing this cover letter, I (we) certify that the information contained in this proposal is accurate and that all attachments required to be submitted as part of the proposal are certified to be true and binding upon our company.

B. Table of Contents

Immediately following the cover letter, include a comprehensive Table of Contents that lists all submitted proposal sections, subsections, attachments, and materials.

Section 2 – Required Attachments

A. Attachment Checklist

The Respondent shall include a checklist containing all documents identified in the Attachments Checklist (as listed on Attachment A). The SFA may reject proposals that do not include the proper required attachments.

~~B. Mandatory Tour (optional)~~

~~It is optional for the SFA to hold a mandatory tour (Attachment B). The tour schedule includes the sites. Prospective Respondents may not contact any sites or employees outside of the scheduled visit. The SFA requests that Respondents do not take pictures during the tour as the SFA has not obtained releases from parents, students, and employees.~~

C. Minimum Qualifications

The SFA will only consider Respondents that **meet all minimum qualifications** (as listed on Attachment C).

D. FSMC Professional Standards

Establishes minimum professional standards for school nutrition personnel who manage and operate the National School Lunch and School Breakfast Programs (as listed on Attachment D).

E. Proposal Questionnaire

The Proposal Questionnaire (as listed on Attachment E) is intended to provide the SFA with specific information concerning the Respondent's capability to provide services as described in this RFP. Respondents should limit their responses to the number of pages noted in the questionnaire and answer each question in the same order.

F. Respondent References

Respondents must provide three references on the Respondent References form (Attachment F). The SFA reserves the right to contact any of the references listed, and retains the right to conduct reference checks with individuals and entities beyond those listed.

G. Authorization Agreement

The Respondent or their authorized representative must sign the Authorization Agreement (Attachment G) and return it with the proposal package.

H. Fee Proposal

The Respondent must complete the Fee Proposal (Attachment H) and return it with the proposal package.

I. Certifications

The Respondent must complete the certifications (Attachment I) and return them with the proposal package.

J. Certificate of Independent Price Determination

The Respondent must complete the certifications (Attachment J) and return them with the proposal package.

K. 21–Day Cycle Menu

The Respondent must submit a 21 Day Cycle menu (Attachment K) for all programs to be served (7 *CFR*, sections 210.16[b][1] and 220.7[d][2][i], if applicable) for the proposal package.

Evaluation of Proposals

Proposals will be opened on or after the date and time specified in the Schedule of Events. During the evaluation process, the SFA may ask Respondents to clarify information in the proposals, but Respondents may not change their proposals.

An error in the proposal may cause the SFA to reject that proposal; however, the SFA may, at its sole discretion, retain the proposal and make certain corrections. When determining if a correction will be made, the SFA will consider the conformance of the proposal to the format and content required by the RFP and that the Respondent's intent is clearly established based on review of the whole proposal. Based on that established intent, the SFA may choose to correct errors such as obvious grammatical or punctuation errors and arithmetic errors. The Master Copy of the proposal shall have priority over additional proposal copies.

The SFA will open proposals to determine if they contain all the required information in accordance with this RFP. The SFA will evaluate qualifying proposals using the following criteria:

CRITERIA	MAXIMUM POINTS
Cost	25 Points
Administrative Requirements: Did the Respondent include all required information in accordance with the General Instructions and Proposal Requirements?	15 Points
Experience with School Breakfast and National School Lunch Programs.	15 Points
Based on the Proposal Questionnaire responses and the Cover Letter, the Respondent demonstrates a complete understanding of the SFA's food service program and its service requirements, as described in the RFP and the Scope of Work, and can perform those services to the SFA's satisfaction.	15 Points
The financial stability of the Respondent.	15 Points
Corporate capability and experience as measured by performance record, years in the industry, relevant experience, number of SFAs served, client retention and satisfaction, and references.	15 Points
TOTAL POINTS	100 Points

The SFA will score and rank selected proposals by assigning a score between zero and the maximum score to each proposal criterion. The SFA will recommend awarding the contract to the most responsive and responsible Respondent with the highest total proposal score.

Attachment A**Attachment A: Attachments Checklist**

 Respondent Company Name

Please complete this checklist to confirm that the items listed below have been included in your proposal. Place a checkmark or “x” next to each item submitted to the SFA. For your proposal to be considered, all required attachments must be returned, including this checklist. Submit one copy of your proposal in a sealed package.

Attachment	Attachment Name
<input type="checkbox"/> A	Attachments Checklist
<input type="checkbox"/> B	Minimum Qualifications
<input type="checkbox"/> C	FSMC Professional Standards
<input type="checkbox"/> D	Proposal Questionnaire
<input type="checkbox"/> E	Respondent References
<input type="checkbox"/> F	Authorization Agreement
<input type="checkbox"/> G	Fee Proposal
<input type="checkbox"/> H	Certifications Regarding Lobbying Activities, Debarment, Suspension and Other Responsibility Matters
<input type="checkbox"/> I	Certificate of Independent Price Determination
<input type="checkbox"/> J	21-Day Cycle Menu (Include)

Attachment C: Minimum Qualifications

A Respondent must meet all of the following minimum qualifications to the SFA's satisfaction to be given further consideration. Failure to satisfy any of the minimum qualifications may result in the immediate rejection of the proposal.

As of **July 1, 2021**, both the Respondent's company and its key personnel meet all of the following minimum qualifications:

1. The Respondent has at least **3 (three) years** of experience with food service programs.

Yes _____ No _____

2. The Respondent has the resources and ability to provide **1,230,960** of meals per fiscal year.

Yes _____ No _____

3. The Respondent has knowledge and experience with the National School Lunch and School Breakfast Programs **and Seamless Summer Feeding Option, Food Distribution Program.**

Yes _____ No _____

4. The Respondent has professional references that demonstrate and evidence the ability to perform the required services.

Yes _____ No _____

5. The Respondent is licensed to do business in the state of California.

Yes _____ No _____

6. The Respondent agrees to adhere to Department of Justice (DOJ) fingerprint and criminal background investigation and Tuberculosis (TB) requirements of Education Code Section 45125.1 et seq., and 49406 and provide an affidavit that certifies that all of the Respondent's employees that work at Camino Nuevo Charter Academy campuses and come in contact with students have appropriate DOJ and TB clearances. Clearances must not be obtained at the expense of the SFA and the SFA shall not reimburse for these expenses. The affidavit must list the following:

- a. Employee name and SFA location(s) he or she services
- b. Date of criminal background check clearance
- c. TB expiration date
- d. Name of DOJ custodian of records

The Respondent's affidavit must be submitted with high authority per the Respondents Organizational Chart (i.e. Management Team, C-level executive, etc.). The affidavit must

be provided to the SFA prior to the first day of meal service. Failure to provide this documentation shall be considered a material breach and can be used as grounds to terminate the contract immediately. SFA may request updated documentation as needed. Respondent must take appropriate action to remove any employee whose arrest notification poses a threat to the school population in order to ensure the safety of all students.

Yes _____ No _____

7. The Respondent will ensure that any and all employees handling food in any way keep current and appropriate ServSafe certification.

Yes _____ No _____

†

Attachment D: FSMC Professional Standards

FSMC Employees Professional Standards

Federal Register Vol. 80, No. 40, dated March 2, 2015, referred to as the “Final Rule,” establishes minimum professional standards for school nutrition personnel who manage and operate the National School Lunch and School Breakfast Programs. In the Final Rule, the following definitions are established:

1. **School Nutrition Program Director.** The school nutrition program director is any individual directly responsible for the management of the day-to-day operation of school food service for all participating schools under the jurisdiction of the school food authority.
2. **School Nutrition Program Manager.** The school nutrition manager is any individual directly responsible for the management of the day-to-day operation of school food service for a participating school(s).
3. **School Nutrition Program Staff.** School nutrition program staff are those individuals, without managerial responsibilities, involved in day-to-day operations of school food service for a participating school(s).

The Final Rule establishes that these definitions apply to the function/role rather than the specific title within the school food service structure, and that the definitions apply whether or not the school food service is operated by an FSMC. Therefore, as of the effective date of this contract, the minimum professional standards established by the Final Rule, and described therein, shall apply to FSMC staff performing any of the duties described above.

The FSMC shall only place staff for work in the school district that meet the minimum professional standards outlined in 7 *CFR*, Section 210.30, which can be viewed at the following web page: http://www.fns.usda.gov/sites/default/files/cn/profstandards_flyer.pdf.

- The SFA shall ensure that all staff the FSMC proposes for placement meet the minimum professional standards.
- The FSMC shall ensure their employees take the required annual training as outlined in the professional standards and provide certification of such training to the SFA. The FSMC shall remove from the SFA premises any staff who fail to take the required annual training.
- The FSMC shall provide the SFA with a list of proposed employees and evidence that they meet the professional standards.

Attachment E: Proposal Questionnaire

This proposal questionnaire is intended to provide the SFA with specific information concerning the Respondent's capability to provide services as described in the RFP. Please be as concise as possible and limit your responses **to no more than two pages per question, unless instructed otherwise. Type each question in the same order as listed in the questionnaire.**

1. Provide a general description of your company's qualifications and experience relevant to the minimum qualifications in Attachment C, along with any necessary substantiating information. Limit your responses to information about your company's capabilities.
2. Provide a statement indicating the year your company was founded; what the primary business(es) of the company is(are); the length of time the company has been providing food service management services (consulting, food purchase, etc.), and related services as described in this RFP. In addition, provide the duration and extent of experience the company has with similar SFA food management services.
3. Provide a general description of how your company will be able to provide the experience, ability, and financial standing necessary to meet the requirements set forth in this RFP.
4. Provide a complete list of SFAs that have discontinued or terminated your company's services in the last five years and the reason(s) why.
5. Provide an organization chart for your company, a description of the lines of communication, and the responsibilities at each corporate level.
6. Provide a complete balance sheet or annual report (verified by a certified public accountant) for the last three years of operation.
7. Provide a description of promotional and marketing materials you will use to attract students to the program.
8. Provide a recommended transition plan that describes the steps the Respondent will take to begin providing the services described in this RFP.
9. Provide a description of the FSMC supports offered to the SFA in the event of a CDE Administrative Review or other compliance audit. Include notification timeline and estimated turnaround time for documentation requests.

Attachment F: Respondent References

List three references to which the Respondent has provided food service management services within the past 3 year(s).

Failure to complete and return this Attachment will cause your proposal to be rejected.

Reference 1		
Name of Reference		
Street Address		
City	State	Zip Code
Contact Person	Contact Title	Contact Phone Number
Brief Description of Services Provided		
Dates of Service		

Reference 2		
Name of Reference		
Street Address		
City	State	Zip Code
Contact Person	Contact Title	Contact Phone Number
Brief Description of Services Provided		
Dates of Service		

Reference 3		
Name of Reference		
Street Address		
City	State	Zip Code
Contact Person	Contact Title	Contact Phone Number
Brief Description of Services Provided		

Dates of Service

Attachment G: Authorization Agreement

Request for Proposal for Food Service Management Company
RFP Number: **CNCA2122FSMC**

We, **[Enter FSMC Name]**, by our signature on this document certify the following:

1. That we will operate in accordance with all applicable California state and federal laws, regulations, and statutes.
2. That the terms, conditions, warranties, and representations made within this RFP and our proposal shall be binding upon us and shall be considered a part of the contract as if incorporated therein.
3. That the proposal submitted is a firm and irrevocable offer good for one year.
4. That we have carefully examined all terms and conditions set forth in the Model Fixed-price Contract issued by **Camino Nuevo Charter Academy**.
5. That we have made examinations and verifications, and are fully conversant with all conditions under which services are to be performed for **Camino Nuevo Charter Academy**.
6. That negligence in the preparation or presentation of, errors in, or omissions from proposals shall not relieve us from fulfillment of any and all obligations and requirements in the resulting contract.

FSMC Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Web Site Address: _____

Name of Authorized Representative: _____

Title of Authorized Representative: _____

Signature of Authorized Representative _____

Date Signed: _____

Attachment H: Fee Proposal

All costs are based on average daily participation of **2,326** number of meals served on **184** school days.

COST PER MEAL			
Respondent Instructions:			
⇒ Provide the cost per meal; base all food costs on the attached 21–day cycle menu.			
⇒ Prices must not include values for donated foods and must include all meal programs applicable.			
1. LINE ITEM	2. UNITS	3. RATE	4. TOTAL
Breakfast	800	\$	\$
Lunch	2400	\$	\$
Snacks	350	\$	\$
TOTAL		\$	\$

Attachment I: Certification Regarding Lobbying

The undersigned certifies, to the best of their knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents of all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub- recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Organization:

Street address:

City, State, Zip:

Certified by: (type or print)

Title

Signature

Date

Approved by OMB

0348-004

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure)

<p>1. Type of Federal Action:</p> <input type="checkbox"/> contract <input type="checkbox"/> grant <input type="checkbox"/> cooperative agreement loan <input type="checkbox"/> loan guarantee <input type="checkbox"/> loan insurance	<p>2. Status of Federal Action:</p> <input type="checkbox"/> bid/offer/application <input type="checkbox"/> initial award <input type="checkbox"/> post-award	<p>3. Report Type:</p> <input type="checkbox"/> initial filing <input type="checkbox"/> material change For material change only: Year _____ quarter Date of last report _____
<p>4. Name and Address of Reporting Entity:</p> <p>_____ Prime _____ Subawardee</p> <p>Tier _____, if Known:</p> <p>Congressional District, if known:</p>	<p>5. If Reporting Entity in No. 4 is Subawardee,</p> <p>Enter Name and Address of Prime:</p> <p>Congressional District, if known:</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDA Number, if applicable: _____</p>	
<p>8. Federal Action Number, <i>if known</i>:</p>	<p>9. Award Amount, <i>if known</i>:</p> <p>\$</p>	
<p>10a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i></p>	<p>10b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i></p>	

<p>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>	<p>Signature: Print Name: Title: Telephone No.: _____ Date: _____</p>
<p>Federal Use Only</p>	<p>Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)</p>

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to Title 31, U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.

5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

Debarment, Suspension, and Other Responsibility Matters

As required by Executive Order 12549, Debarment and Suspension, for prospective participants/Respondents in primary covered transactions:

- A. The Respondent certifies that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.
- B. Where the Respondent is unable to certify to any of the statements in this certification, they shall attach an explanation to this application.

Contractor/Company Name

Award Number, Contract Number, or Project Name

Name(s) and Title(s) of Authorized Representatives

Signature(s)

Date

Attachment J: Certificate of Independent Price Determination

The Respondent(s) shall execute this Certificate of Independent Price Determination.

Name of Respondent	

- A. By submission of this offer, the offeror (Respondent/FSMC) certifies and, in the case of a joint offer, each party thereto certifies as to its own organization that in connection with this procurement:
 - 1. The prices in this offer have been arrived at independently without, for the purposes of restricting competition, any consultation, communication, with any other offeror or competitor relating to (i) those prices, (ii) the intention to submit an offer, or (iii) the methods or factors used to calculate the prices offered;
 - 2. The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor, before a bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
 - 3. No attempt has been made or will be made by the offeror to induce any person or firm to submit, or not to submit, an offer for the purpose of restricting competition.

- B. Each signature on the offer is considered to be a certification by the signatory that the signatory:
 - 1. Is the person in the offeror’s organization responsible for determining the prices being offered in this bid or proposal, and that they have not participated, and will not participate, in any action contrary to paragraphs (A)(1) through (A)(3) above; or
 - 2. (i) Has been authorized, in writing, to act as agent for the following principals in offering that those principals have not participated in, and will not participate in any action contrary to paragraphs (A)(1) through (A)(3) above.
 - Insert full names of person(s) in the offeror’s organization responsible for determining the prices offered in this bid or proposal, and the title of their position in the offeror’s organization.
 - (ii) As an authorized agent, does certify that the principals named in subdivision (B)(2)(i) above have not participated, and will not participate, in any action contrary to paragraphs (A)(1) through (A)(3) above; and
 - (iii) As an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (A)(1) through (A)(3) above, and

- C. If the offeror deletes or modifies subparagraph (A)(2) above, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

Signature of FSMC's Authorized Representative	Title	Date	

In accepting this offer, the SFA certifies that no representative of the SFA has taken any action that may have jeopardized the independence of the offer referred to above.

Attachment K: 21-Day Cycle Menu
Please attach to your Proposal



Exhibit 1: Model Fixed-Price Contract
FOOD SERVICE MANAGEMENT COMPANY

Camino Nuevo Charter Academy
FOOD SERVICE PROGRAM

3435 W. Temple St., Los Angeles, CA 90026

P: 213-417-3400

F: 323-663-3132




Model Fixed-Price Contract

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Contract Summary

FOOD SERVICES CONTRACT		CONTRACT NUMBER	
		REGISTRATION NUMBER	
1	This contract is entered into between the school food authority and the food service management company named below:		
	SCHOOL FOOD AUTHORITY NAME		
	FOOD SERVICE MANAGEMENT COMPANY NAME		
2	The term of this Contract is for one year, commencing on	and ending on	
3	The maximum dollar amount of this Contract is equal to the fixed price per meal multiplied by the number of meals served		\$
4	The parties herein agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Contract.		
	Request for Proposal Released	Enter page(s)	
	Contractor Proposal Received	Enter page(s)	
	Attached Terms and Conditions	Enter page(s)	
	Exhibit A: Scope of Work	Enter page(s)	
	Exhibit B: Schedule of Fees	Enter page(s)	
IN WITNESS WHEREOF, the parties hereto have executed this Contract.			
FOOD SERVICE MANAGEMENT COMPANY		<i>California Department of Education Use Only</i>	
NAME of FSMC (if other than an individual, state whether a corporation, partnership, etc.)			
BY (Authorized Signature) 	DATE SIGNED (do not type)		
PRINTED NAME AND TITLE OF PERSON SIGNING			
ADDRESS			
SCHOOL FOOD AUTHORITY			
NAME of SFA			
Camino Nuevo Charter Academy			
BY (Authorized Signature) 	DATE SIGNED (do not type)		
PRINTED NAME AND TITLE OF PERSON SIGNING		<input type="checkbox"/> Exempt per:	
Adriana Abich, Chief Executive Officer			

Model Fixed-Price Contract

I. Introduction

The **Camino Nuevo Charter Academy**, hereinafter referred to as the school food authority (SFA), enters into this Contract with **[food service management company name]**, hereinafter referred to as the FSMC to provide food service management assistance for the SFA's food service program, hereinafter referred to as "Services." **During the term of this Contract, the FSMC will provide services to the SFA as described in the Scope of Work (Exhibit A) of this Contract.**

II. General Terms and Conditions

A. Term

The term of this contract is one year. The FSMC shall commence providing Services under the Contract on **July 1, 2021**, and continue through **June 30, 2022**. After careful consideration, the SFA may annually renew this Contract for four additional one-year periods upon agreement between both parties. Execution of all contracts and amendments is contingent on approval by the California Department of Education (CDE). The SFA may cancel this Contract upon notification from the CDE that it or any part of the bidding process has been determined noncompliant with state and federal laws and regulations (Title 7. Code of Federal Regulations (7 CFR), Section 210.16[d]).

B. Designated Contract Liaisons

SFA Liaison for Services		FSMC Liaison for Services	
Name: Esperanza Bacilio		Name:	
Title: Director of Operations		Title:	
Phone: (213) 417-3467	Cell Phone: (323) 326-3228	Phone:	Cell Phone:
Fax: (323) 663-3132	E-mail: Esperanza.bacilio@Pueblonuevo.org	Fax:	E-mail:

Respondents shall serve or deliver by postal mail all legal notices to:

SFA	FSMC
Name: Esperanza Bacilio	Name:
Title: Director of Operations	Title:
Address: 3435 W. Temple St., Los Angeles, CA 90026	Address:

C. Fees

1. Fixed-price Contracts

The SFA will pay the FSMC at a fixed rate per meal. The fixed rate per meal includes all fees and charges indicated in the Schedule of Fees (Exhibit B) of this Contract. The SFA must determine, and the FSMC shall credit the SFA for, the full value of U.S. Department of Agriculture (USDA) Foods. The FSMC's fixed-price invoice will be fully compliant with procurement requirements for the National School Lunch, School Breakfast, and Special Milk Programs, set forth in 7 *CFR*, parts 210, 215, and 220, and the USDA Food and Nutrition Service (FNS) Final Rule issued Wednesday, October 31, 2007. The FSMC shall take discounts, rebates, and other credits into account when formulating their prices for this fixed-price contract (Title 2, Code of Federal Regulations (2 *CFR*), Section 200.406[a]).

2. Payment Terms

The FSMC shall submit **monthly** invoices by **the 5th** of the following month that reflect all activity for the previous **calendar month**. The FSMC must submit detailed cost documentation **monthly** to support all charges to the SFA. Charges and expenses are included in the Schedule of Fees (Exhibit B). All costs, charges, and expenses must be mutually agreeable to the SFA and the FSMC, and must be allowable costs consistent with the cost principles in 2 *CFR*, Part 200, as applicable. The SFA will pay invoices submitted by the FSMC within **30 business** days of the invoice date. The SFA will pay invoices received by its accounting department by **the 15th**, if the invoices pass the SFA's audit. The SFA will notify the FSMC of invoices that do not pass audit, which the SFA will not pay until the invoices have passed audit, with no penalty accruing to the SFA.

3. Interest, Fines, Penalties, Finance Charges, Income and Expenses

Interest, fines, penalties, finance charges, income and expenses that may accrue under this contract are not allowable expenses to the nonprofit school food service (cafeteria fund) (2 *CFR*, Section 200.441). The SFA is prohibited from paying unallowable expenses from the SFA's cafeteria fund.

4. Spoiled or Unwholesome Food, Food Not Meeting Detailed Food Component Specifications or Contract Requirements.

The SFA shall make no payment to the FSMC for food that, in the SFA's determination, is spoiled or unwholesome at the time of delivery, does not meet detailed food component specifications as developed by the SFA for the meal pattern, or does not otherwise meet the requirements of this Contract (7 *CFR*, Section 210.16[c][3]).

The SFA shall make no payment to the FSMC for meals that, in the SFA's determination, are spoiled or unwholesome at the time of delivery, do not meet detailed food component specifications as developed by the SFA for the meal pattern, or do not otherwise meet the requirements of this Contract (7 CFR, Section 210.16[c][3]).

D. Contract Cost Adjustment

The contract price (which can include General and Administrative Expense and Management Fees) may be increased on an annual basis by the Yearly Percentage Change in the Consumer Price Index for All Urban Consumers, as published by the U.S. Department of Labor, Bureau of Labor Statistics, Food Eaten Away from Home [CPI regional index](#): Los Angeles(CPI)]. The January CPI value will be used as a representation of the change in CPI Such increases shall be effective on a prospective basis on each anniversary date of this Contract and will be allowed only if approved in advance by the SFA. CPI Fee increases for the upcoming Contract renewal year must be submitted to the SFA. Of note, the CPI fee increases should be applied to individual or unit costs.

The renegotiation of price terms under this Contract is permitted only upon the occurrence of unpredictable, unexpected conditions beyond the control of both parties. If those conditions create a significant and material change in the financial assumptions upon which the price terms of this contract were based, then those price terms so affected may be renegotiated by both parties. Renegotiation of price terms under such conditions must be mutual and both parties must agree on any changes in price terms. Any adjustments so negotiated and agreed upon must accurately reflect the change in conditions. The occurrence of contingencies that are foreseeable and predictable, but not certain, should be calculated into the defined price terms, to the extent possible, with the goal of minimizing the need for renegotiation of price terms during the term of the Contract. Substantive changes of the Contract will require the SFA to rebid the Contract.

E. Availability of Funds

Every payment obligation of the SFA under this Contract is conditioned upon the availability of funds appropriated or allocated for the payment of such obligation. The SFA may terminate this Contract at the end of the period for which funds are available if funds are not allocated and available for the continuance of this Contract. In the event the SFA exercises this provision, no liability shall accrue to the SFA and the SFA shall not be obligated or liable for any future payments or for any damages resulting from termination under this provision.

F. Timeliness

Time is of the essence in this Contract.

G. Approval

This Contract has no force or effect until it is signed by both parties and is approved by the CDE (7 *CFR*, Section 210.19[a][5]).

H. Amendment

No amendment or variation of the terms of this Contract shall be valid unless made in writing, signed by both parties, and approved by the CDE. Any oral understanding or agreement not incorporated into the Contract in writing and approved by the CDE is not binding on either party (7 *CFR*, Section 210.19[a][5]).

I. Substantive Changes to Contract

Any change to this Contract that results in a material change or any proposed renewals of this Contract may, at the determination of the CDE, either void this Contract or require the SFA to rebid the Contract. Following are examples of substantive changes that could require the SFA to rebid the Contract:

- The addition of a program
- A major shift in responsibilities for FSMC or SFA staff

J. Subcontract/Assignment

No provision of this Contract shall be assigned or subcontracted without prior written approval of the SFA. If subcontracts are let, the FSMC should have taken steps to contract with small and minority businesses, women's business enterprises, and labor surplus area firms when possible.

K. Written Commitments

Any written commitment by the FSMC relative to the services herein shall be binding upon the FSMC. Failure of the FSMC to fulfill any such commitment shall render the FSMC liable for damages due to the SFA. Such written commitments include, but are not limited to:

- Any warranty or representation made by the FSMC in any publication, drawing, or specifications accompanying or referred to in the proposal pertaining to the responsiveness of the proposal
- Any written notifications, affirmations, or representations made by the FSMC in, or during the course of, negotiations that are incorporated into a formal amendment to the proposal

L. Trade Secrets/Copyrights

The FSMC and SFA shall designate any information they consider confidential or proprietary—including recipes, surveys and studies, management guidelines, operational

manuals, and similar documents—that the SFA and FSMC regularly use in the operation of their business or that they develop independently during the course of this Contract. Information so designated and identified shall be treated as confidential by the FSMC and the SFA, and the FSMC and the SFA shall exercise the same level of care in maintaining the confidences of the other party as they would employ in maintaining their own confidences, unless disclosure is otherwise required under the law. All such materials shall remain the exclusive property of the party that developed them and shall be returned to that party immediately upon termination of this Contract. Notwithstanding, the federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use the work for federal purposes (7 *CFR*, Section 200.315[b]).

M. Severability

Should any provision(s) of this Contract be declared or found to be illegal, unenforceable, ineffective, and/or void, then each party shall be relieved of any obligations arising from such provision(s). The balance of this Contract, if capable of performance, shall remain and continue in full force and effect.

N. Counterparts

This Contract may be executed in counterparts, each of which shall be deemed an original, but all of which together will constitute one and the same instrument.

O. Silence/Absence/Omission

Any silence, absence, or omission from the Contract specifications concerning any point shall mean that only the best commercial practices are to prevail. Only those materials (e.g., food, supplies, etc.) and workmanship of a quality that would normally be specified by the SFA are to be used.

P. Indemnification

The FSMC shall indemnify and hold harmless the SFA, or any employee, director, agent, or Board Member of the SFA, from and against all claims, damages, losses, and expenses (including attorney's fees and court costs incurred to defend litigation), and decrees or judgments whatsoever arising from any and all injuries, including death or damages to or destruction of property resulting from the FSMC's acts or omissions, willful misconduct, negligence, or breach of the FSMC's obligations under this Contract by the FSMC, its agents, employees, or other persons under its supervision and direction.

The FSMC shall not be required to indemnify or hold harmless the SFA from any liability or damages arising from the SFA's sole acts or omissions.

Q. Sanctions

If the FSMC fails to perform the contract terms, the following penalties may be imposed:

- FSMC will be required to provide in writing to the SFA how they will ensure future contract compliance
- Continued nonperformance will result in termination of this contract
- FSMC may be prohibited from bidding on future contracts with the SFA
- If the FSMC causes the breach, the FSMC assumes liability for any and all damages, including excess cost to the SFA in procuring similar services, and is liable for administrative, contractual, and legal remedies, as applicable.

R. Breach of Contract

For the breach of the Contract and associated benefits:

If the FSMC causes the breach, the FSMC assumes liability for any and all damages, including excess cost to the SFA in procuring similar services, and is liable for administrative, contractual, and legal remedies, as applicable.

S. Penalties

Cost resulting from the SFA's violations, alleged violations of, or failure to comply with federal, state, tribal, local, or foreign laws and regulations are unallowable, except when incurred as a result of compliance with specific provisions of the federal award, or with prior written approval of the federal awarding agency (2 *CFR*, Section 200.441).

T. Force Majeure

1. Neither party shall be liable to the other for delay in, or failure of, performance nor shall any such delay in, or failure of, performance constitute default if such delay or failure is caused by force majeure. Force majeure means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence. Force majeure may include, but is not restricted to, acts of God, the public enemy, acts of the state in its sovereign capacity, fires, floods, power failure, disabling strikes, epidemics or pandemics, quarantine restrictions, and freight embargoes.
2. Force majeure does not include any of the following occurrences:
 - Late delivery of equipment or materials caused by congestion at a manufacturer's plant or elsewhere, or an oversold condition of the market
 - Late performance by a subcontractor, unless the delay arises out of a force majeure occurrence

- Inability of either the FSMC or any of its subcontractors to acquire or maintain any required insurance, bonds, licenses, or permits
3. If either party is delayed at any time in the progress of work by force majeure, the delayed party shall notify the other party in writing of such delay, as soon as practicable and no later than the following work day or the commencement thereof, and shall specify the causes of such delay. Such notice shall be delivered by hand or sent by postal mail with a certified return receipt requested and shall make a specific reference to this article, thereby invoking its provisions. The delayed party shall cause such delay to cease as soon as practicable and shall notify the other party in writing when it has done so. The time for completion shall be extended by contract amendment, as long as the amended period does not violate 7 *CFR*, Section 210.16(d).
 4. Any delay or failure in performance by either party caused by force majeure shall not constitute default, nor give rise to any claim for damages or loss of anticipated profits.

U. Nondiscrimination

Both the SFA and FSMC agree that no child who participates in the National School Lunch Program (NSLP), School Breakfast Program (SBP) will be discriminated against on the basis of race, color, national origin, age, sex, or disability. State agencies and SFAs shall comply with the requirements of Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; Department of Agriculture regulations on nondiscrimination (7 *CFR*, parts 15, 15a, and 15b); and FNS Instruction 113-1 (7 *CFR*, Section 210.23[b]).

V. Compliance with the Law

The FSMC shall comply with all laws, ordinances, rules, and regulations of all applicable federal, state, county, and city governments, bureaus, and agencies regarding purchasing, sanitation, health, and safety for the food service operations and shall procure and maintain all necessary licenses and permits. The SFA shall cooperate, as necessary, in the FSMC's compliance efforts.

The FSMC shall comply with all applicable federal regulations in 2 *CFR*, parts 200 and 400 and 7 *CFR*, parts 210 (NSLP), 220 (SBP), 245 (Determining Eligibility for Free and Reduced Price Meals and Free Milk in Schools) as applicable, 250 (Donation of Foods for Use in the United States, its Territories and Possessions and Areas Under its Jurisdiction), USDA FNS Instructions and policy, federal laws and regulations, California *Education Code (EC)*, and California laws and regulations, where applicable.

W. Choice of Law

This Contract shall be construed under the laws of the state of California, where applicable, without giving effect to the principles of conflict of laws. Any action or proceeding arising out of this Contract shall be heard in the appropriate courts in California.

X. Advice of Counsel

Each party acknowledges that, in executing this Contract, such party has had the opportunity to seek the advice of independent legal counsel and has read and understood all of the terms and provisions of this Contract.

Y. Relationship of the Parties

- A.** The FSMC's relationship with the SFA will be that of an independent contractor and not that of an employee of or supervisor for the SFA. The FSMC will not be eligible for any employee benefits, nor will the SFA make deductions from payments made to the FSMC for taxes, all of which will be the FSMC's responsibility. The FSMC agrees to indemnify and hold the SFA harmless from any liability for, or assessment of, any such taxes imposed on the SFA by relevant taxing authorities. The FSMC will have no authority to enter into contracts that bind the SFA or create obligations on the part of the SFA.
- B.** When the SFA is a public school district or program operated by the county Office of Education, the FSMC, as an independent contractor, shall have no authority to supervise food service classified personnel operating the NSLP, SBP, or Afterschool Meal Supplements (AMS) under the NSLP (*EC* Section 45103.5).
- C.** All services to be performed by the FSMC will be as agreed between the FSMC and the SFA. The FSMC will be required to report to the SFA concerning the services performed under this Contract. The SFA shall determine the nature and frequency of these reports.
- D.** The SFA is the responsible authority, without recourse to USDA or CDE, for the settlement and satisfaction of all contractual and administrative issues arising in any way from this Contract. Such authority includes, but is not limited to, source evaluation, protests, disputes, claims, or other matters of a contractual nature.

IV. Food Service Program

A. Food Service Management Company Responsibilities

- 1. The FSMC will not directly or indirectly restrict the sale or marketing of fluid milk at any time or in any place on school premises or at any school-sponsored event (7 *CFR*, Section 210.21[e]).

2. The FSMC shall have state or local health certification for any facility outside the school in which it proposes to prepare meals and the FSMC shall maintain this health certification for the duration of the contract (7 *CFR*, Section 210.16[c][2]).

B. School Food Authority Responsibilities

1. The SFA shall ensure that the food service operation is in conformance with the SFA's Permanent Single Agreement with the CDE and will monitor the food service operation through periodic on-site visits (7 *CFR*, sections 210.16[a][2] and 210.16[a][3]).
2. The SFA retains control of the quality, extent, and the general nature of its food service; the prices children are charged for meals (7 *CFR*, Section 210.16[a][4]), and a la carte prices. The SFA may not contract with the FSMC to provide only nonprogram food (e.g., a la carte and adult meals) unless the FSMC offers free, reduced-price, and paid reimbursable lunches to all eligible children (7 *CFR*, Section 210.16[a]).
3. SFAs with more than one school shall perform no less than one on-site review of the lunch counting and claiming system employed by each school under its jurisdiction. The on-site review shall take place prior to February 1 of each school year. Further, if the review discloses problems with a school's meal counting or claiming procedures, the SFA shall ensure that the school implements corrective action and, within 45 days of the review, conduct a follow-up on-site review to determine that the corrective action resolved the problem. Each on-site review shall ensure that the school's claim is based on the counting system authorized by the CDE under 7 *CFR*, Section 210.7(c) and that the counting system, as implemented, yields the actual number of reimbursable free, reduced-price, and paid lunches respectively, served for each day of operation (7 *CFR*, Section 210.8[a][1]).
4. The SFA shall retain responsibility for developing the meal pattern for students with disabilities, when their disability restricts their diet, and for those students without disabilities who are unable to consume the regular lunch because of medical or other special dietary needs (7 *CFR*, Section 210.10[m]).
5. The SFA shall retain signature authority for the food services application, agreements, Free and Reduced-Price Policy Statement, monthly Claim for Reimbursement, reports, program renewal, the verification of applications, letters to households, and all correspondence to the CDE relating to the food service program (7 *CFR*, Section 210.16[a][5]).

6. The SFA shall retain signature authority and be responsible for all contractual agreements entered into in connection with the food service program (7 CFR, Section 210.21).
7. The SFA shall be responsible for the establishment and maintenance of the free and reduced-price meals eligibility roster (EC Section 49558).
8. The SFA shall be responsible for the development, distribution, and collection of the letter to households and Application for Free and Reduced-Price Meals and/or Free Milk (7 CFR, Section 245.6).
9. If the SFA uses direct certification of eligibility, the SFA shall be responsible for obtaining the direct certification list at least three times annually.
10. The SFA shall be responsible for the determination of eligibility for free and reduced-price meals and shall disclose the eligibility status of individual students or confidential information provided on the application for free or reduced-price meals to the FSMC, to the extent that such information is necessary for the FSMC to fulfill its obligations under this Contract. The FSMC will not disclose the eligibility status of individual students or confidential information provided (EC Section 49558).
11. The SFA shall be responsible for conducting any hearings related to determinations regarding free and reduced-price meal eligibility (7 CFR, Section 245.7).
12. The SFA shall be responsible for verifying applications for free and reduced-price meals as required by federal regulations (7 CFR, sections 245.6 and 245.6[a]).
13. The SFA shall establish and maintain an advisory board composed of parents, teachers, and students to assist with menu planning (7 CFR, Section 210.16[a][8]).
14. The SFA shall maintain applicable health certification and ensure that all state and local regulations are being met by the FSMC preparing or serving meals on-site at an SFA facility (7 CFR, Section 210.16[a][7]).

V. Buy American Requirements

A. Food Service Management Company Responsibilities

1. The FSMC must submit statements for all processed agricultural products to the SFA at the time of delivery for each processed agricultural product certifying that the food product was processed 100 percent domestically and

that the percentage of domestic content in the food component of the processed food product is over 51 percent, by weight or volume (USDA Policy Memo [SP 38-2017](#)).

2. The FSMC must notify the SFA in writing at least 10 days **prior** to delivering a nondomestic agricultural commodity or product and request prior approval for delivery of a nondomestic agricultural commodity or product. This written notification must list alternative domestic substitutes for the SFA to consider and provide an explanation for the following:
 - a) Why the domestic product is not produced or manufactured in sufficient and reasonably available quantities of a satisfactory quality; and/or
 - b) Why competitive bids reveal the cost of the domestic product is significantly higher **15%** than the nondomestic product
3. The FSMC will provide certification of domestic origin for products which do not have country of origin labels

B. School Food Authority Responsibilities

1. The SFA shall maintain documentation outlining the justification for supporting their use of an exception to the Buy American Provision requirement **prior** to accepting nondomestic agricultural commodities or products. This documentation will be kept on file for the term of the contract plus any extensions and three additional school years thereafter. This will be made available during an on site administrative review and an off site procurement review.
2. The SFA shall monitor the contract to ensure that the correct domestic food components contracted for are delivered as required by 2 *CFR*, Section 200.318(b) unless the FSMC has received prior approval from the SFA for nondomestic agricultural commodity or product.
3. The SFA must ensure FSMC compliance with the Buy American Provision in accordance with their procurement procedures. These procedures, at a minimum, must include the requirement to include Buy American Provision language in solicitations and contracts as well as the process for requiring FSMCs to certify the domestic percentage of the agricultural food component of products.

VI. U.S. Department of Agriculture Foods

C. Food Service Management Company Responsibilities

1. The FSMC shall fully use, to the maximum extent possible, donated foods made available by the SFA solely for the purpose of providing benefits for the SFA's nonprofit school food program (7 *CFR*, Section 210.16[a][6]).
2. In accordance with 7 *CFR*, Section 250.53, the FSMC shall comply with the following provisions relating to the use of donated foods, as applicable:
 - a) The FSMC must credit the SFA for the value of all donated foods (including both entitlement and bonus foods) received for use in the SFA's meal service in the school year or fiscal year. The credit must include the value of donated foods contained in processed end products if the FSMC procures processed end products on behalf of the SFA, or acts as an intermediary in passing on the donated foods value of processed end products to the SFA (7 *CFR*, Section 250.51[a]).
 - b) The FSMC shall account for the full value of donated foods (7 *CFR*, Section 250.51) by:
 - i) Subtracting the value of all donated foods received for use in the SFA's food service from the SFA's (monthly/quarterly) invoice, and
 - ii) Using the Average Price File for the school year in which the donated foods are received by the SFA. This listing is available from the USDA Food Distribution web page at <http://www.fns.usda.gov/fdd/processor-pricing-reports>.
3. The FSMC will be responsible for any activities relating to donated foods in accordance with 7 *CFR*, Section 250.50(d), as applicable, and will ensure that such activities are performed in accordance with the applicable requirements in 7 *CFR*, Part 250.
4. The FSMC shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to donated foods.
5. The FSMC must use all donated beef, pork, and all processed end products, in the recipient agency's food service, and must use all other donated foods, or commercially purchased foods of the same generic identity, of U.S. origin, and of equal or better quality than the donated foods, in the recipient agency's food service (unless the contract specifically stipulates that the donated food, and not such commercial substitutes, be used) (7 *CFR*, Section 250.51[d]).

6. The FSMC shall ensure that the processing agreement's value will be used in crediting the SFA for the value of donated foods contained in end products (7 *CFR*, Section 250.53[a][7]).
7. The method and frequency of crediting donated foods will be in accordance with 7 *CFR*, Section 250.51(b). The FSMC must ensure that it follows the negotiated method and frequency of crediting agreed upon by the parties.
8. The FSMC will provide assurance that it will not itself enter into the processing agreement with the processor required in subpart C of 7 *CFR*, Part 250 (7 *CFR*, Section 250.53[a][8]).
9. The FSMC will provide assurance that it will comply with the storage and inventory requirements for donated foods (7 *CFR*, Section 250.53[a][9]).
10. The FSMC will maintain records to document its compliance with requirements relating to donated foods, in accordance with 7 *CFR*, Section 250.54(b).

D. School Food Authority Responsibilities

1. The SFA shall retain title to all donated foods and ensure that all donated foods received by the SFA and made available to the FSMC accrue only for the benefit of the SFA's nonprofit school food service and are fully used therein (7 *CFR*, Section 210.16[a][6]).
2. The SFA shall accept and use, in as large quantities as may be efficiently used in its nonprofit food service program, such foods as may be offered as a donation by USDA (7 *CFR*, Section 210.9[b][15]).
3. The SFA will maintain records to document its compliance with requirements relating to donated foods and conduct reconciliation (at least annually and upon termination of the Contract) to ensure that the FSMC has credited the value of all donated foods in accordance with 7 *CFR*, sections 250.54(a) and (c).
4. The SFA will not extend or renew any Contract if the FSMC did not fulfill all Contract provisions relating to donated foods (7 *CFR*, Section 250.53[a][12]).

VII. Meal Responsibilities

A. The FSMC shall:

1. Serve meals on such days and at such times as requested by the SFA.
2. Offer free, reduced-price, and paid reimbursable meals to all eligible children through the SFA's food service program.
3. Provide meals through the SFA's food service program that meet the requirements as established in 7 *CFR*, parts 210 and 220, as applicable.

VIII. Food Service Management Company Employees

- A.** The FSMC shall only place employees for work at the SFA that meet the minimum professional standards outlined in 7 *CFR*, Section 210.30 which can be viewed at the following web page: [School Nutrition Program Professional Standards](#).

The SFA shall ensure that all employees the FSMC proposes for placement meet the minimum professional standards. The FSMC shall ensure their employees take the required annual training as outlined in the professional standards. The FSMC shall track the trainings completed by each employee and maintain documentation to validate that training was completed. The FSMC shall remove from the SFA premises any employee who fails to take the required training.

The FSMC shall provide the SFA with a list of employees and evidence that they meet the professional standards.

- B.** The SFA reserves the right to interview and approve the on-site food service consultant(s)/employee(s).
- C.** The FSMC shall provide the SFA with a schedule of employees, positions, assigned locations, salaries, and work hours. The FSMC will provide specific locations and assignments to the SFA 3 calendar weeks prior to the commencement of operation.
- D.** The FSMC shall comply with all wage and hours of employment requirements of federal and state laws. The FSMC will be responsible for supervising and training their personnel.

- E.** The FSMC agrees to assume full responsibility for the payment of all contributions and assessments, both state and federal, for all of its employees engaged in the performance of this Contract.
- F.** The FSMC agrees to furnish the SFA, upon request, a certificate or other evidence of compliance with state and federal laws regarding contributions, taxes, and assessments on payroll.
- G.** The FSMC will be solely responsible for all personnel actions regarding employees on its respective payroll. The FSMC shall withhold and/or pay all applicable federal, state, and local employment taxes and payroll insurance with respect to its employees, insurance premiums, contributions to benefit and deferred compensation plans, licensing fees, and workers' compensation costs, and shall file all required documents and forms. The FSMC shall indemnify, defend, and hold the SFA harmless from and against any and all claims, liabilities, and expenses related to, or arising out of, the indemnifying party's responsibilities set forth herein.

IX. Books and Records

- A.** The SFA and the FSMC must provide all documents as necessary for an independent auditor to conduct the SFA's single audit. The FSMC shall maintain such records as the SFA will need to support its Claims for Reimbursement. Such records shall be made available to the SFA upon request and shall be retained in accordance with 7 *CFR*, Section 210.16(c)(1).
- B.** The SFA and the FSMC shall, upon request, make all accounts and records pertaining to the nonprofit food service program available to the CDE, USDA FNS and Office of Inspector General of the United States for audit or review at a reasonable time and place. Each party to this Contract shall retain such records for a period of three (3) years after the date of the final Claim for Reimbursement for the fiscal year in which this Contract is terminated, unless any audit findings have not been resolved. If audit findings have not been resolved, then records shall be retained beyond the three-year period as long as required for resolution of issues raised by the audit (7 *CFR*, Section 210.9[b][17]).
- C.** The FSMC shall not remove state or federally required records from the SFA premises upon contract termination.
- D.** The USDA, Inspector General, the Comptroller of the United States, and the CDE, or any of their duly authorized representatives must have the right of access to any documents, papers, or other records of the FSMC and the SFA

which are pertinent to the federal award, in order to make audits, examinations, excerpts, and transcripts. The right also includes timely and reasonable access to the FSMC and SFA's personnel for the purpose of interview and discussion related to such documents (2 *CFR*, Section 200.336[a]).

- E.** The distributing agency/CDE, recipient agency/SFA, the Comptroller General, the USDA, or their duly authorized representatives, may perform on-site reviews of the FSMC's food service operation, including the review of records, to ensure compliance with requirements for management and use of donated foods (7 *CFR*, Section 250.53[a][10]).

X. Monitoring and Compliance

- A.** The FSMC shall monitor the food service operation of the SFA through periodic on-site visits in order to develop recommendations for improvement of the food service program.
- B.** The FSMC warrants and certifies that in the performance of this Contract it will comply with all applicable statutes, rules, regulations, and orders of the United States and the state of California.
- C.** The SFA shall establish internal controls that ensure the accuracy of lunch counts prior to the submission of the monthly Claim for Reimbursement in accordance with 7 *CFR*, Section 210.8(a). At a minimum, these internal controls shall include all of the following:
- An on-site review of the lunch counting and claiming system employed by each school within the jurisdiction of the SFA (7 *CFR*, Section 210.8[a][1])
 - Comparisons of daily free, reduced-price, and paid lunch counts against data that will assist with the identification of lunch counts in excess of the number of free, reduced-price, and paid lunches served each day to children eligible for such lunches
 - A system for following up on lunch counts that suggest the likelihood of lunch counting problems

XI. Equipment, Facilities, Inventory, and Storage

- A.** The SFA will make available to the FSMC, without any cost or charge, area(s) of the premises agreeable to both parties in which the FSMC shall render its

services. The SFA shall provide the FSMC with local telephone service. The SFA shall not be responsible for loss or damage to equipment owned by the FSMC and located on the SFA's premises.

- B.** The FSMC shall notify the SFA of any equipment belonging to the FSMC on the SFA's premises within 10 days of its placement on the SFA's premises.
- C.** The SFA shall have access, with or without notice, to all of the SFA's facilities used by the FSMC for purposes of inspection and audit.
- D.** Ownership of the beginning inventory of food and supplies shall remain with the SFA.
- E.** Ownership of all nonexpendable supplies and capital equipment shall remain with the SFA. However, the FSMC must take such measures as may be reasonably required by the SFA for protection against loss, pilferage, and/or destruction.

XII. Certifications

- A.** The FSMC warrants and certifies that in the performance of this Contract, it will comply with the rules and regulations of the CDE and the USDA, and any additions or amendments thereto, including but not limited to 2 *CFR*, parts 200 and 400, and 7 *CFR*, parts 210, 215, 220, 245, 250, and USDA FNS Instruction and policy, as applicable. The FSMC agrees to indemnify the SFA and the CDE against any loss, cost, damage, or liability by reason of the FSMC's violation of this provision.
- B.** The FSMC shall comply with Title VI of the Civil Rights Act of 1964, as amended; USDA regulations implementing Title IX of the Education Amendments; Section 504 of the Rehabilitation Act of 1973; and any additions or amendments to any of these regulations, and statutes.
- C.** The SFA and FSMC shall comply with all applicable standards, orders, or regulations issued.

For contracts in excess of \$150,000, the SFA and FSMC shall comply with the Clean Air Act (42 U.S.C. sections 7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. Section 1251) as amended (Appendix II to 2 *CFR*, Part 200).

- D.** Debarment and Suspension

The parties shall not enter into contracts with parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Nonprocurement programs (Executive Orders 12549 and 12689 and 2 *CFR*, Part 200, Appendix II).

E. Lobbying

The Certification Regarding Lobbying and a Disclosure of Lobbying Activities form (2 *CFR*, Section 418) must accompany each subsequent four (4) additional one-year renewals. Contract renewals that do not include this certification will not be accepted for consideration (Appendix II to 2 *CFR* Part 200 Section [I]: Byrd Anti-Lobbying [31 U.S.C 1352]).

XIII. Insurance

The parties shall maintain the following insurances:

A. Workers' Compensation Insurance

Each party shall maintain Workers' Compensation Insurance coverage as required by state law, and Employers' Liability in the amount of one million dollars (\$1,000,000.00) for each accident covering all employees employed in connection with child nutrition program operations.

B. Comprehensive or Commercial Insurance

The FSMC shall maintain during the term of this Contract, for protection of the SFA and the FSMC, Commercial General Liability Insurance, including both bodily injury and property damage, with limits as follows:

\$1,000,000 per occurrence
\$ 100,000 fire damage
\$ 5,000 med expenses
\$1,000,000 personal & advertising injury
\$3,000,000 general aggregate
\$3,000,000 products/completed operations aggregate

Camino Nuevo Charter Academy, Pueblo Nuevo Education and Development Group, and Grupo Nuevo Los Angeles must be named as Additional Insured.

The vendor will also need to confirm that coverage is primary/noncontributory and provide a waiver of

subrogation.

The insurance policies shall contain covenants by the issuing company that the policies shall not be canceled without 30 days prior written notice of cancellation to the SFA. With the exception of Workers' Compensation Insurance, the SFA shall be named as an additional insured under the FSMC's policies of insurance to the extent the SFA is indemnified pursuant to this Contract.

C. Property Insurance

The SFA shall maintain, or cause to be maintained, a system of coverage either through purchased insurance, self-insurance, or a combination thereof to keep the buildings, including the premises, and all property contained therein insured against loss or damage by fire, explosion, or other cause normally covered by standard broad form property insurance.

XIV. Termination

Either party may cancel for cause with a 60-day notification if either party breaches a provision of this Contract (7 *CFR*, sections 210.16[d] and 250.12[f][9]). The nonbreaching party shall give the other party notice of such cause. If the cause is not remedied within 10 days, the nonbreaching party shall give a 60-day notice to the breaching party of their intent to terminate this Contract upon expiration of the 60-day period. This Contract may be terminated, in whole or in part, for convenience by the SFA with the consent of the FSMC, in which case the two parties shall agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated (2 *CFR*, Section 200.339[a][3]). The Contract may also be terminated, in whole or in part, by the FSMC upon written notification to the SFA, setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, in the case of a partial termination, if the SFA determines that the remaining portion of the Contract will not accomplish the purposes for which the Contract was made, the SFA may terminate the Contract in its entirety (2 *CFR*, Section 200.339[a][4]). The rights of termination referred to in this Contract are not intended to be exclusive and are in addition to any other rights or remedies available to either party at law or in equity.

Scope of Work

1. Overview of Camino Nuevo Charter Academy Food Service Program

- A. Scale. The SFA employs 9 persons who provide food service to approximately 3500 children at 7 sites, including 5 schools and 7 feeding sites. The SFA prepares approximately 0 meals annually.
- B. Financial Goals. The SFA expects to have a financially sustainable food program with zero to minimal fiscal encroachment on the SFA's general revenue. The SFA expects the FSMC to regularly update the SFA on any ordering, service, or delivery trends or discrepancies that would impact the overall fiscal sustainability of the program. SFA expects FSMC to maintain a price point either below the federal reimbursement rate, or no more than \$.10 above the federal reimbursement rate. FSMC shall incorporate the use of USDA Commodity Foods as much as possible in order to provide SFA with a financially viable product.
- C. Management Goals.
- FSMC will prepare meals that meet the food standards described below
 - FSMC will prepare and deliver individually sealed, complete meal items to SFA designated school locations.
 - SFA will provide staff to operate POS
- D. Food Service Office and Staff. The food service office is located at 3435 W. Temple St., Los Angeles, CA 90026. The number of food service staff is 2.
- E. National School Lunch Program and School Breakfast Program.

Participation [add rows as needed or attach as a separate page]:

PROGRAM	GRADES	MAX ENROLLMENT*	AVERAGE DAILY PARTICIPATION	FULL PAY*	FREE*	REDUCED*
National School Lunch (NSLP)	TK-12	3318	2400	356	2805	137
School Breakfast Program (SBP)	TK-12	3318	800	356	2805	137
NSLP Afterschool Meal Supplements (AMS) (Snacks)	TK-12	3318	350	356	2805	137
Seamless Summer Feeding Option (SSFO)	TK-12	3318	varies	356	2805	137

2. Description of FSMC Responsibilities

General: Under the direction of the SFA's Food Service Director, the FSMC selected pursuant to this RFP will provide the following:

- FSMC will prepare meals that meet the food standards described
- FSMC will prepare and deliver individually sealed, complete meal items to SFA designated school locations.
- FSMC will provide servers to serve meals at school locations
- SFA will provide staff to operate POS

General description of goals and objectives: The SFA expects to have a financially sustainable food program with zero to minimal fiscal encroachment on the SFA's general revenue. The SFA expects the FSMC to regularly update the SFA on any ordering, service, or delivery trends or discrepancies that would impact the overall fiscal sustainability of the program. SFA expects FSMC to maintain a price point either below the federal reimbursement rate, or no more than \$.10 above the federal reimbursement rate. FSMC shall incorporate the use of USDA Commodity Foods as much as possible in order to provide SFA with a financially viable product.

In addition, the FSMC will employ qualified professionals to oversee FSMC operations and liaise with the SFA's food service director and site staff.

Responsibilities of the FSMC shall include:

A. Purchasing of Supplies for the Food Service Program

Recommend (or be responsible for) purchasing standards and specifications that will result in the best quality of products and services at the lowest price for the food service program.

All transactions shall be conducted in a manner so as to provide maximum open and free competition as provided by statute and regulation.

The grade, purchase unit, style, weight, ingredients, formulation, etc., shall be in compliance with applicable statutes and regulations.

Purchase food and/or supplies (if applicable); if authorized by the SFA, the FSMC shall purchase food used by the food service operation and the purchasing of food shall not displace SFA staff or delegate responsibilities of the SFA to the FSMC.

Recommend new or improved procedures for the requisition, receipt, and verification of all supplies used by the food service operation

B. Contracting With Small, and Minority Businesses, Women’s Business Enterprises, and Labor Surplus Area Firms

The FSMC shall comply with 2 *CFR*, Section 200.321 (as applicable).

C. Buy American

The SFA participates in meal programs that require the use of nonprofit school food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A ‘domestic commodity or product’ is defined as one that is either produced in the U.S. or is processed in the U. S. substantially (51 percent or more by weight or volume) using agricultural commodities that are produced in the U. S. as provided in 7 *CFR*, sections 210.21(d) and 220.16(d). The FSMC must:

1. **Submit certification statements for all processed agricultural products.** The FSMC must provide written documentation to the SFA at the time of delivery for each processed agricultural product certifying that the food product was processed 100 percent domestically and that the percentage of domestic content in the food component of the processed food product is over 51 percent, by weight or volume.

OR:

2. **Request SFA approval prior to delivering a nondomestic agricultural commodity or product.** If the FSMC cannot comply with #1 above, the FSMC must notify the SFA in writing 10 days prior to delivering a nondomestic agricultural commodity or product. This written notification must include the following:
 - a) Whether the request to deliver a nondomestic food is because the product is not produced or manufactured domestically in sufficient and reasonably available quantities of a satisfactory quality, or competitive bids reveal the costs of a domestic product are significantly higher than the nondomestic product
 - b) The pricing of both domestic and nondomestic products and/or availability data to justify the use of one of the two allowable exceptions
 - c) A list of alternative domestic substitutes for the SFA to consider for delivery instead of the nondomestic agricultural product

D. Facility or Site Operations

The FSMC shall recommend:

- Safety programs for employees
- Sanitation standards for housekeeping, preparation, storage, and equipment
- Adjustments to practices and operation of equipment as required
- A Food Safety Plan and participate in the development, implementation, and maintenance of said plan
- Methods to increase participation at all levels of the SFA's food service programs, improve food quality, and upgrade equipment and facilities
- Hours and number of positions at each site to meet food service operational needs

E. Menus

Adhere to the 21-day cycle menu for the first 21 days of meal service; thereafter, the FSMC may only make changes with the SFA's approval (7 *CFR*, sections 210.10, 210.16[b][1] and 220.8, if applicable).

Provide recommendations for menu development that will result in the best quality of products and services at the lowest price for the food service program.

Seek student and parent input on successful menu variation and planning.

Provide, upon request by the SFA, recommended menus to assure compliance with all applicable statutes and regulations; include menu recommendations to meet the needs of students with special dietary needs or disabilities.

F. Quality Control

Recommend or establish a formal structure to routinely and continuously gather input from students, staff, and parents about food services.

Recommend or establish a structure or process to routinely and continuously gather input from food service employees to ensure the most effective and efficient operation possible.

G. Staff

Recommend management staff and structure that will enhance the SFA's food service programs and ensure that the SFA's food service programs are of consistent top quality and held in positive regard by students, staff, and the public.

Recommend or establish and conduct management and staff training programs that will ensure staff development, proper supervision, professional and health certifications, and consistent quality control both in production and service.

H. Records

Maintain full and complete financial and inventory records sufficient to meet federal and state requirements and that are in accordance with generally accepted accounting procedures.

Maintain employment records that show FSMC staff have all professional and health certifications as required by federal or state law and the SFA.

I. Education

Recommend actions or events to promote the nutrition education aspects of the food service program, and recommend or cooperate with efforts to merge these actions or events with classroom instruction; the FSMC will work in partnership with the SFA to educate students, parents, teachers, and the community about efforts to promote better nutrition and health.

Coordinate meeting times with the Food Service Director, other SFA staff, and parents or students to discuss ideas to improve the food service program; arrange meetings between an acceptable management representative of the FSMC and the Food Service Director, other SFA staff, and the school board, upon request.

J. Reports

Collect and provide, in the required format, information necessary for school food service claims for reimbursement from state and federal agencies and maintain records of past information; at the end of each month the number of meals to be claimed will be submitted to the SFA contact by the FSMC consultant/representative on or before the 5th of each month (7 *CFR*, 210.16[c][1]).

Provide the SFA with monthly operating statements and other information determined by the SFA regarding the food service programs.

Exhibit B**Schedule of Fees**

The costs included in the Cost per Meal table comprise the fixed price per meal. The fees are agreed upon by both parties and represent allowable food service costs in accordance with 2 *CFR*, Part 200.

All costs are based on the average daily participation of 2400 students in the district and 184 number of school days.

Cost per Meal

Note: Prices must **not** include values for donated foods, and must include all meal programs.

LINE ITEM	UNITS*	RATE	TOTAL
Breakfast	147,200	\$	\$
Lunch	441,600	\$	\$
Snacks	64,400	\$	\$
Seamless Summer Feeding Option	Varies	\$	\$
Nonreimbursable Meals	10	\$	\$
TOTAL		\$	\$

*Units to be provided by SFA

Cover Sheet

Los Angeles County Office of Education Certification of Signatures

Section: III. Consent Agenda
Item: D. Los Angeles County Office of Education Certification of Signatures

Purpose:
Submitted by: Tammy Stanton

Related Material:
BCSU LACOE1 3.6.20 CS Certification of Signatures (Version 11.20.02)_CNCA 2.pdf
BCSU LACOE1 3.6.20 CS Certification of Signatures (Version 11.20.02)_CNHS.pdf
BCSU LACOE1 3.6.20 CS Certification of Signatures (Version 11.20.02)_CNCA 3.pdf
BCSU LACOE1 3.6.20 CS Certification of Signatures (Version 11.20.02)_CNCA.pdf
BCSU LACOE1 3.6.20 CS Certification of Signatures (Version 11.20.02)_CNCA 4.pdf
BCSU LACOE1 3.6.20 CS Certification of Signatures (Version 11.20.02)_CNHS 2.pdf

BACKGROUND:

Annual Los Angeles County Office of Education (LACOE) requirement to submit a certified listing of governing board members and executive positions with signature authority for salary, payments, notices of employment and contracts.

In prior years, LACOE accepted a single form for all charters operated by CNCA. LACOE has requested a form be submitted for each charter operated by CNCA. LACOE is now accepting forms completed by e-signature and the form will be routed to signers via DocuSign .

RECOMMENDATION:

Approve

CAMINO NUEVO CHARTER ACADEMY #2

CHARTER SCHOOL NAME _____

CERTIFICATION OF SIGNATURES

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

K-12 Schools: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

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

These approved signatures are valid for the period of: _____ to _____

In accordance with governing board approval dated _____, 20_____.

Signature _____
Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

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

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If the Board has given special instructions for signing warrants or orders, please attach a copy of the resolution to this form.

Number of Signatures required:

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

CAMINO NUEVO ELEMENTARY #3

CHARTER SCHOOL NAME

CERTIFICATION OF SIGNATURES

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CAMINO NUEVO ELEMENTARY #3

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CAMINO NUEVO CHARTER ACADEMY

CHARTER SCHOOL NAME

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Cover Sheet

Suicide Prevention Policy - Revision

Section: III. Consent Agenda
Item: E. Suicide Prevention Policy - Revision
Purpose:
Submitted by: Erica Gonzalez
Related Material: BP 5141.52 Suicide Prevntion Policy_March 2021.pdf

BACKGROUND:

Camino Nuevo adopted a suicide prevention policy on June 13, 2017. The policy has been updated to reflect the passage of AB 1767 to reflect that our policy is inclusive of Kindergarten through 6th grade and that it will be discussed in a manner that is age appropriate and is sensitive to the needs of young pupils. No other changes were made to the policy.

RECOMMENDATION:

Approve.



Board Policy: AB 2246: Suicide Prevention Policies in Schools

Reference: BP 5141.52

Board Originally Approved: June 13, 2017

Board Approved Revision: March 9, 2021

INTRODUCTION

Suicide is the second leading cause of death among 10-24 year-olds (behind accidents) in the United States (CDC 2016). This alarming statistic leads us to create and implement a policy to help staff feel more confident in intervening with a student they believe to be at risk. Studies have also shown that LGBT youth are up to four times more likely to attempt suicide than their non-LGBT peers.

AB 2246: Suicide Prevention Policies in Schools

This bill would require the governing board or body of a local educational agency, as defined, that serves pupils in grades 7 to 12, inclusive, to, before the beginning of the 2017–18 school year, adopt a policy on pupil suicide prevention, as specified, that specifically addresses the needs of high-risk groups.

By imposing additional duties on local educational agencies, the bill would impose a state-mandated local program. The bill requires the department to develop and maintain a model policy to serve as a guide for local educational agencies. The bill is authored by Assembly member Patrick O'Donnell (D-Long Beach) and co-sponsored by Equality California and The Trevor Project.

The bill requires the following elements be addressed:

PREVENTION:

- 1) Suicide Prevention Coordinator and a crisis team
- 2) Annual PD for school staff
- 3) Training for mental health professionals
- 4) Content in health curriculum

INTERVENTION:

- 1) Procedure for assessment and referrals for youth at risk
- 2) Procedures to handle in and out of school suicides attempts
- 3) Re-entry procedures after a crisis
- 4) Parental notification and involvement

POSTVENTION:

- 1) Crisis team procedures after a suicide death
- 2) Handling interaction and communication with families
- 3) Handling media inquiries

RESOURCES AVAILABLE:

- 1) Simplify policy version on family handbook
- 2) Resource guide

Suicide Prevention Policy adopted by the CNCA Governing Board on March 9, 2021



AB 1767: Effective July 1, 2020, this bill requires the governing board or body of a local educational agency that serves pupils in kindergarten and grades 1 to 6, inclusive, to adopt, and update as prescribed, a policy on pupil suicide prevention that specifically addresses the needs of high-risk groups. The bill requires this policy to be age appropriate and delivered and discussed in a manner that is sensitive to the needs of young pupils.

PURPOSE

The purpose of this policy is to protect the health and well-being of all CNCA students by having procedures in place to prevent, assess the risk of, intervene in, and respond to suicide. CNCA: (a) recognizes that physical, behavioral, and emotional health is an integral component of a student's educational outcomes, (b) further recognizes that suicide is a leading cause of death among young people, (c) has an ethical responsibility to take a proactive approach in preventing deaths by suicide, and (d) acknowledges the school's role in providing an environment which is sensitive to individual and societal factors that place youth at greater risk for suicide and one which helps to foster positive youth development.

Toward this end, the policy is meant to be paired with our current mental health program and restorative practices to continue supporting the emotional and behavioral health of students.

DEFINITIONS: SHIFT IN LANGUAGE

Common misstatements to avoid: Committed suicide, successful suicide and failed suicidal attempt

Correct statements about suicide to avoid common misstatements:

1. Die by or of suicide: suicide is a means of death and is neither a crime nor a sin. It is not "committed". The person who dies of suicide is in so much pain that they cannot think rationally at that time. Similarly one does not commit cancer, a heart attack or other fatal illnesses. The cause of death is the illness not the person who died of the illness.
2. Completed suicide: completed is the term used for an attempt that ended in death.
3. Survive an attempted suicide: When one does not die from an attempt one is a survivor of an attempt. This is not a failed attempt. Suicide is not a "success". The vast majority of those students who survive an attempted suicide go on to thrive and live full lives.

Suicide attempt – A potentially self-injurious behavior, associated with some evidence of intent to die.

Non-suicidal self-injury behavior (NSSI) - Self-injurious behavior not associated with intent to die (intent may be to relieve distress or communicate with another person), often called "self-

Suicide Prevention Policy adopted by the CNCA Governing Board on March 9, 2021



mutilation,” or “suicide gesture.”

Youth suicide cluster – A group of suicides or suicides attempts (3 or more in the same community), or both, that occur closer together in time and space than would normally be expected in a given community.

At risk - A student who is defined as high risk for suicide is one who has made a suicide attempt, has the intent to die by suicide, or has displayed a significant change in behavior suggesting the onset or deterioration of a mental health condition. The student may have thought about suicide including potential means of death and may have a plan. In addition, the student may exhibit feelings of isolation, hopelessness, helplessness, and the inability to tolerate any more pain. This situation would necessitate a referral, as documented in the following procedures.

Postvention - Suicide postvention is a crisis intervention strategy designed to reduce the risk of suicide and suicide contagion, provide the support needed to help survivors cope with a suicide death, address the social stigma associated with suicide, and disseminate factual information after the suicide death of a member of the school community.

Suicide contagion - The process by which suicidal behavior or a suicide influences an increase in the suicidal behaviors of others. Guilt, identification, and modeling are each thought to play a role in contagion. Although rare, suicide contagion can result in a cluster of suicides.

Suicidal ideation - Thinking about, considering, or planning for self-injurious behavior which may result in death. A desire to be dead without a plan or intent to end one’s life is still considered suicidal ideation and should be taken seriously.

PREVENTION EFFORTS

HSO Policy Implementation – HSO has designated a district suicide prevention coordinator. The district suicide prevention coordinator is responsible for overseeing the planning and implementation of this policy at all Camino Nuevo sites.

School Sites - Each school principal will designate a Crisis Response Team (CRT) composed of the following members:

- **Suicide Prevention Coordinator:** Point of contact for issues related to suicide prevention and policy implementation. Acts as the coordinator for the suicide prevention action plan.
- **Team Leader:** With the support and guidance from the Suicide Prevention Coordinator, the Team Leader coordinates the development and dissemination of information and resources to staff, parents, and students at the site level.



- ***Triage Crisis Responders/Counselors:*** The triage crisis responder identifies and sorts children according to their exposure, identifies preexisting stressors, and the need for mental health support.

Each site must establish a crisis response team that should consist of administrators, parents, teachers, school employed mental health professionals, representatives from community suicide prevention services/school partners, and other individuals with expertise in youth mental health.

Crisis Response Team tasks include:

- Provide support in suggesting courses of action to the administration (e.g., staff meetings, letters to be sent home and announcements to the school body)
- Empower teachers in their efforts to talk with students
- Provide personnel in the classroom to assist staff members who may need emotional support
- Ensure consistency and a continuum of available responding techniques to fit various situations
- Obtain and disseminate accurate information that will help to dispel rumors
- Allow students and staff the opportunity to express their thoughts and feelings and to ask questions in a safe and controlled environment
- Provide support to staff and students during the recovery period

To accomplish these goals, responsibilities in a crisis situation can be divided among various personnel. Best practices recommend assigning staff to specific roles and blending roles is not advised. Practicality will determine how well this can be carried out in the school.

Staff Professional Development - All staff will receive annual professional development on risk factors, warning signs, protective factors, response procedures, referrals, postvention, and resources regarding youth suicide prevention. All staff members shall report students they believe to be at elevated risk for suicide to the school suicide prevention coordinator.

The professional development will include additional information regarding groups of students at elevated risk for suicide, including those living with mental and/ or substance use disorders, those who engage in self harm or have attempted suicide, those in out-of-home settings, those experiencing homelessness, American Indian/Alaska Native students, LGBTQ (lesbian, gay, bisexual, transgender, and questioning) students, students bereaved by suicide, and those with medical conditions or certain types of disabilities.

Additional professional development in risk assessment and crisis intervention will be provided to school employed mental health interns.

Content in Health Curriculum: Youth Suicide Prevention Programming – Student programs that



address suicide can play a significant role in reducing risk for suicide when they are used in conjunction with other strategies such as interventions, protocols and staff training.

- Best practice includes a comprehensive health curriculum for students at all grade levels that meets the health Education Content Standards for California Public Schools. A developmentally-appropriate, student-centered education materials will be integrated into the curriculum of all K-12 health classes and/or during i-connect, community circles, council practices, etc. The content of these age-appropriate materials will include: 1) the importance of safe and healthy choices and coping strategies, 2) how to recognize risk factors and warning signs of mental disorders and suicide in oneself and others, 3) help-seeking strategies for oneself or others, including how to engage school resources and refer friends for help.
- Schools may provide supplemental small group suicide prevention programming for students.

Publication and Distribution - This policy will be distributed annually and a summary will be included in all student and teacher handbooks and on the school website.

INTERVENTION PRACTICES

Assessment and Referral: Identify Students Who May Be at Risk for Suicide

Be alert to problems that increase suicide risk

How to conduct a Risk Assessment?

Although schools do not have the power to completely prevent suicides from occurring, counselors can help lower the risk by conducting risk assessments. A risk assessment is essentially a conversation about current ideation, communication of intent, plan, means and access, past ideation, previous attempts, changes in mood/behavior, stressors, mental illness, substance use and protective factors.

You may notice problems facing your students that may put them at risk for suicide. There are a large number of risk factors for suicide. Some of the most significant ones are:

- Prior suicide attempt(s)
- Alcohol and drug abuse
- Mood and anxiety disorders, e.g., depression, posttraumatic stress disorder (PTSD)
- Access to a means to kill oneself, i.e., lethal means
- Non-suicidal self-injury
- Tendency to be aggressive and violent and to engage in dangerous, illegal or risky activities
- History of child sexual abuse
- Family conflict
- Precipitants/triggering events leading to humiliation, shame or despair (i.e. loss of

Suicide Prevention Policy adopted by the CNCA Governing Board on March 9, 2021



relationship. Conflict with peers or family members)

- Hopelessness, the belief that problems cannot be solved, poor problem solving ability
- Family history of suicide
- Severe insomnia and agitation
- Acute psychosis
- Bullying
- LGBTQ

Suicide risk is usually greater among people with more than one risk factor. For individuals who are already at risk, a “triggering” event causing shame or despair may make them more likely to attempt suicide.

Non-Suicidal Self-Injury Behavior

- Common methods of self-punishment “cutting, burning, scratching, head banging”
- No intent to die

As a best practice share general safety procedures for non-suicidal self-injury behaviors by developing a written personal safety plan that addresses:

- How to keep the home environment safe (i.e. removing firearms).
- Strategies on parental monitoring
- Sharing and recognizing warning signs that a suicidal crisis may be approaching (situations, thoughts, feelings, body sensations, behaviors)
- Coming up with ways to cope personally with suicidal thoughts – internal coping strategies - without calling on other people or resources (relaxation technique, physical activity, review my Hope Box - see page 7 for a full description)
- Make sure to identify the one thing is more important to the youth and what’s worth living for.
- If that doesn’t work, identifying friends, family, and other people to contact for help or distraction
- And if that doesn’t work, identifying mental health agencies and other resources that the youth can call (911) or visit (emergency room); or California Youth Crisis Line (1-800-843-5200), National Suicide Prevention Lifeline (1-800-273-TALK), Crisis Text Line (text START to 741-741), and Didi Hirsch Community Mental Health Center (1-800-854-7771), Teen Line (www.teenlineonline.org or 800-TLC-TEEN (852-8336).

Suicide Warning Signs

Talk - if a person talks about:

- Being a burden to others
- Feeling trapped
- Experiencing unbearable pain
- Having no reason to live



- Killing themselves

Behavior - Specific things to look out for include:

- Increased use of alcohol or drugs
- Looking for a way to kill themselves, such as searching online for materials or means
- Acting recklessly
- Withdrawing from activities
- Isolating from family and friends
- Sleeping too much or too little
- Visiting or calling people to say goodbye
- Giving away prized possessions
- Aggression

Mood - People who are considering suicide often display one or more of the following moods:

- Depression
- Loss of interest
- Rage
- Irritability
- Humiliation
- Anxiety

Best practices for youth with low risk:

Students with a low risk of suicide display warning signs of suicide and/or express thoughts of killing themselves with no intent to act on these thoughts.

- Activate Crisis Response Team
- Remain with student
- Notify parents
- Refer to counselor for follow-up
- Document
- Follow-up with student and family
- Debrief

Best practices for youth with moderate to high risk:

Students with a moderate to high risk of suicidal ideation or behavior with any intent or desire to die. If student does not require emergency medical treatment or hospitalization review the following:

- Activate Crisis Response Team
- Assign a counselor to manage the situation
- Ensure student and parents discuss importance of lethal means restriction
- Provide support and resources for family
- Explain designated Crisis Team member will follow up within 2 days
- Establish a plan for periodic contact from Crisis Response Team member



- Document
- Debrief

When a student is identified by a staff person as potentially suicidal, i.e., verbalizes about suicide, presents overt risk factors such as agitation or intoxication, the act of self-harm occurs, or a student self-refers, the student will be seen by a school employed mental health professional within the same school day to assess risk and facilitate referral. If there is no mental health professional available, an administrator will fill this role until a mental health professional can be brought in.

In a suicidal crisis, it is often difficult for youth to identify coping skills. To combat this problem, the youth should be asked to create a “*Hope Box*” for use during suicidal crises or hopeless moments.

The hope box is a box or other type of container in which the youth places items and mementos that provoke positive feelings, cue them to use coping skills (such as distraction and self-soothing), and serve as reminders of reasons to continue living. Examples: photographs of favorite people and places, postcards, paper and colored pencils, letters, gifts, greeting cards, etc. Other items could include: a cuddly toy, stress ball, a journal, puzzles, a book, DVD/CD, he youth is instructed to put the hope box in a place where they can easily access it when feeling down or suicidal.

The “*Virtual Hope Box (VHB)*” is a smartphone application designed for use by youth as an accessory to treatment. The VHB contains simple tools to help youth with coping, relaxation, distraction, and positive thinking. The VHB provides help with emotional regulation and coping with stress via personalized supportive audio, video, pictures, games, mindfulness exercises, positive messages and activity planning, inspirational quotes, coping statements, and other tools

For information on a “Virtual Hope Box” visit:

<https://play.google.com/store/apps/details?id=com.t2.vhb&hl=en>

<https://itunes.apple.com/us/app/virtual-hope-box/id825099621?mt=8>

Best practices for youth at risk (extremely high/imminent risk):

- Ensure Crisis Team member remains with student at all times.
- The principal and school suicide prevention coordinator will be made aware of the situation as soon as reasonably possible.
- Clear the area and make sure all other students are safe.
- Suicide Prevention coordinator notifies parents. Timing of this call may be related to clinical circumstances.



- The school employed mental health professional or principal will contact the student's parent or guardian, as described in the Parental Notification and Involvement section, and will assist the family with urgent referral. When appropriate, this may include calling 911 and indicate the need for a 5150 or the Psychiatric Mobile Response Teams (PMRT) at (800) 854-7771.
- Staff will ask the student's parent or guardian for written permission to discuss the student's health with outside care, if appropriate.
- Document.
- Debrief.

In-School Suicide Attempts: In the case of an in-school suicide attempt, the health and safety of the student is vital. In these situations:

1. First aid will be rendered until professional medical treatment and/or transportation can be received.
2. School staff will supervise the student at all times to ensure their safety.
3. Staff will move all other students out of the immediate area as soon as possible.
4. If appropriate, staff will immediately request a mental health assessment for the youth.
5. The school employed mental health professional or principal will contact the student's parent or guardian, as described in the Parental Notification and Involvement section.
6. Staff will immediately notify the principal or school suicide prevention coordinator regarding in-school suicide attempts.
7. The school will activate as necessary the crisis team to assess whether additional steps should be taken to ensure student safety and well-being.

When a student commits suicide, or is the survivor of any kind of tragic death, the Crisis Response Team is confronted immediately with a number of serious issues. Some critical questions for the Crisis Response Team to consider after a crisis due to suicide or sudden death are:

- How and when should the staff be informed?
- How and when should the students be informed?
- What specific information will be shared about the tragedy with the teachers and staff?
- How will the school protect the family's privacy?
- What will staff members be told to say if contacted by the media?
- How should the personal possessions of the student be handled?
- If other CNCA schools are affected by the crisis, how should they be included in the overall postvention efforts?
- Will you have a "care center" for those students who are upset?
- Where will the "care center" be located?
- Who will supervise the "care center"?
- How will students be identified to come to the "care center"?
- How many days will the "care center" be in existence?



The first 48 hours following a student's suicide or tragic death are crucial. The specific things for The Crisis Response Team to do during the first 48 hours are listed below:

- Suicide Prevention Coordinator contact HSO immediately.
- Suicide Prevention Coordinator verifies the pass of the student. Meet and/or call the family; share with family what school and staff plans to do; protect the family's right to privacy, but also share the critical survivor needs of students and staff.
- Active all members of the Crisis Response Team.
- Meet with faculty to provide accurate information.
- Assign the case to a counselor. Make counselor available to students, staff and the family of the deceased student.
- Identify a Crisis Team member who will follow the deceased student's class schedule to meet with teachers and classmates and to work the hallways following the crisis.
- Identify students about whom faculty and staff are concerned.
- Provide rooms for students to meet in small groups.

Re-Entry School Procedures:

For students returning to school after a mental health crisis (e.g., suicide attempt or psychiatric hospitalization), a mental health professional, the principal, or designee will meet with the student's parent or guardian, and if appropriate, meet with the student to discuss re-entry and appropriate next steps to ensure the student's readiness for return to school.

1. A school employed mental health professional or other designee will be identified to coordinate with the student, their parent or guardian, and any outside mental health care providers.

2. The parent or guardian will provide documentation from a mental health care provider that the student has undergone examination and that they are no longer a danger to themselves or others.

The content of the psychological/mental health clearance to go back to school might include:

- testing administered
- evaluation of tests and interview
- results and findings
- interventions
- recommendations including whether the student is not a danger to themselves or others and is safe to return to school

3. The designated staff person will periodically (time be determined according to need) check in with student (and family) to help the student readjust to the school community and address any



ongoing concerns. School accommodations may be needed to slowly transition the student back to his regular routine. Be specific and inform all stakeholders.

While the student is receiving treatment away from school:

- Ask teacher(s) to modify assignments if appropriate and arrange for book and assignment delivery and pick up.
- Ask for approval from parents/guardians/doctor/therapist for friends and/or school personnel to visit the student and/or family.
- When a student is deemed ready to return to school, request a meeting with therapist and/or doctor and parents and student to determine what will occur at school for the student.
- Continue to involve relevant staff in updates about the student and to check in with friends and other at-risk students, while continuing to remind staff and students' friends about confidentiality and its limitations.

When the student returns to the school setting:

- Decide if the student's schedule and classes need modification and determine when to reevaluate the schedule.
- Locate a place and people to whom the student can go if feeling anxious or unsafe. Parents/guardians and/or the therapist will be contacted at each incident.
- Plan with the student how to handle unwanted attention from peers. Ask teachers to be alert and report any harassment.
- Discuss with teachers what expectations and modifications may be warranted as the student re-integrates into class (This may require a 504 plan).
- Include the office staff in discussion of medications, when they are given, and their anticipated side effects. Make staff aware of potential side effects and ask them to report any unusual behavior.
- Arrange for tutoring with teachers, peers, or outside resources, if necessary.

While the student attends school:

- Check in daily for the first week; then at least twice weekly for the second week, and so on.
- Check regularly to be sure student is attending counseling and check-in often with the therapist to share school concerns.
- Ask the office to notify the Principal immediately if the student fails to show to school.
- Teachers are to report immediately if the student misses a class. Call parents/guardians immediately.
- Ask staff to monitor behavior and report any concerns.
- Arrange to meet with teachers, parents/guardians, and student to monitor progress and resolve issues.



Document all steps taken.

Out-of-school Suicide Attempts

If a staff member becomes aware of a suicide attempt by a student that is in progress in an out-of-school location, the staff member will:

1. Call the police and/or emergency medical services, such as 911 or PET (Psychiatric Emergency Team).
2. Inform the student's parent or guardian.
3. Inform the school suicide prevention coordinator and principal.

If the student contacts the staff member and expresses suicidal ideation, the staff member should maintain contact with the student (either in person, online, or on the phone). The staff member should then enlist the assistance of another person to contact the police while maintaining verbal engagement with the student.

Parental Notification and Involvement: Working with Families

In situations where a student is assessed at risk for suicide or has made a suicide attempt, the student's parent or guardian will be informed as soon as practicable by the principal, designee, or counselor. If the student has exhibited any kind of suicidal behavior, the parent or guardian should be counseled on "means restriction," limiting the child's access to mechanisms for carrying out a suicide attempt. Staff will also seek parental permission to communicate with outside mental health care providers regarding their child.

Through discussion with the student, the principal or counselor will assess whether there is further risk of harm due to parent or guardian notification. If the principal, designee, or counselor believes that contacting the parent or guardian would endanger the health or well-being of the student, they may delay such contact as appropriate. If contact is delayed, the reasons for the delay should be documented. However, notifying parents reduces family conflict.

Parent Notification:

- a. Send a letter home to parents with notification of event.
- b. Opt to answer parental questions via telephone or written notice. If necessary hold a special meeting for parents/guardians to deal with concerns.
- c. Offer the following resource information:
 1. Warning signs for adolescents who may be suicidal.
 2. Supportive services available to students at the school.
 3. Community resources they may wish to utilize.
 4. How to respond to students' questions about suicide.
 5. Remind them of their child's needs during this time.



See Attachment Guidelines for Notifying Families

POSTVENTION

1. **Development and Implementation of an Action Plan.** The crisis team will develop an action plan to guide school response following a death by suicide. A meeting of the crisis team to implement the action plan should take place immediately following news of the suicide death. The action plan may include the following steps:

a) Verify the death. Staff will confirm the death and determine the cause of death through communication with a coroner's office, local hospital, the student's parent or guardian, or police department. Even when a case is perceived as being an obvious instance of suicide, it should not be labeled as such until after a cause of death ruling has been made. If the cause of death has been confirmed as suicide but the parent or guardian will not permit the cause of death to be disclosed, the school will not share the cause of death but will use the opportunity to discuss suicide prevention with students.

b) Assess the situation. The crisis team meet to prepare the postvention response, to consider how severely the death is likely to affect other students, and to determine which students are most likely to be affected. The crisis team will also consider how recently other traumatic events have occurred within the school community and the time of year of the suicide. If the death occurred during a school vacation, the need for or scale of postvention activities may be reduced.

c) Share information. Before the death is officially classified as a suicide by the coroner's office, the death can and should be reported to staff, students, and parents/guardians with an acknowledgement that its cause is unknown. Inform the faculty that a sudden death has occurred, preferably in a staff meeting. Write a statement for staff members to share with students. The statement should include the basic facts of the death and known funeral arrangements (without providing details of the suicide method), recognition of the sorrow the news will cause, and information about the resources available to help students cope with their grief. Public address system announcements and school-wide assemblies should be avoided.

The crisis team may prepare a letter (with the input and permission from the student's parent or guardian) to send home with students that includes facts about the death, information about what the school is doing to support students, the warning signs of suicidal behavior, and a list of resources available.

d) Avoid suicide contagion. It should be explained in the staff meeting described above that one purpose of trying to identify and give services to other high risk students is to prevent another death. The crisis team will work with teachers to identify students who are most likely to be significantly affected by the death. In the staff meeting, the crisis team will review suicide warning signs and procedures for reporting students who generate concern.



e) Initiate support services. Students identified as being more likely to be affected by the death will be assessed by a school employed mental health professional to determine the level of support needed. The crisis team will coordinate support services for students and staff in need of individual and small group counseling as needed. In concert with parents or guardians, crisis team members will refer to community mental healthcare providers to ensure a smooth transition from the crisis intervention phase to meeting underlying or ongoing mental health needs.

f) Develop memorial plans. The school should not create on-campus physical memorials (e.g. photos, flowers), funeral services, or fly the flag at half-mast because it may sensationalize the death and encourage suicide contagion.

School should not be canceled for the funeral. Any school-based memorials (e.g., small gatherings) will include a focus on how to prevent future suicides and prevention resources available.

2. **External Communication:** all external communication will be handled by the Communications Department at the HSO.

a) Keep the Chief Academic Officer and Chief Strategy and Support Services Officer informed of school actions relating to the pass of a student.

b) Prepare a statement for the media including the facts of the death, postvention plans, and available resources. The statement will not include confidential information, speculation about victim motivation, means of suicide, or personal family information.

c) Answer all media inquiries. If a suicide is to be reported by news media, the spokesperson should encourage reporters not to make it a front-page story, not to use pictures of the suicide victim, not to use the word suicide in the caption of the story, not to describe the method of suicide, and not to use the phrase “suicide epidemic” – as this may elevate the risk of suicide contagion. They should also be encouraged not to link bullying to suicide and not to speculate about the reason for suicide. Media should be asked to offer the community information on suicide risk factors, warning signs, and resources available.

RESOURCES

Crisis Services for Students:

National Suicide Prevention Lifeline: The Lifeline is a 24-hour, toll-free suicide prevention service available to anyone in suicidal crisis or their friends and loved ones.

Call 1.800.273.8255 (TALK). Callers are routed to the closest possible crisis center in their area.

<http://www.suicidepreventionlifeline.org>



The Trevor Lifeline: The only nationwide, around-the clock crisis intervention and suicide prevention lifeline for lesbian, gay, bisexual, transgender, and questioning young people, 13-24, available at 1.866.488.7386.

TrevorChat: A free, confidential, secure instant messaging service that provides live help to lesbian, gay, bisexual, transgender, and questioning young people, 13-24, through <http://www.TheTrevorProject.org>

School Programs:

“Signs of Suicide Prevention Program (SOS) – Screening for Mental Health, Inc.
<http://www.mentalhealthscreening.org/programs/youth-prevention-programs/sos/>

“Lifeguard Workshop Program” – The Trevor Project
thetrevorproject.org/adulteducation



ATTACHMENT A: SUICIDE IS PREVENTABLE – Tips on what you can do:

- Talk to your student about suicide, don't be afraid, you will not be "putting ideas in their heads". Asking for help is the single skills that will protect students. Help your student to identify and connect to caring adults to talk to when they need guidance and support
- Know the risk factors and warning signs of suicide.
- Remain calm. Becoming too excited or distresses will communicate that you are not able to talk about suicide.
- Listen without judging. Allow for the discussion of experiences, thoughts and feelings. Be prepare for expression of intense feelings. Try to understand the reasons for considering suicide without taking a position about whether or not such behavior is justified.
- Supervise constantly. Do not leave the individual alone until a caregiver or school crisis team member has been contacted and agrees to provide appropriate supervision.
- Respond immediately. Escort the student to a member of your crisis team. *Don't leave the student alone!*



ATTACHMENT B: GUIDELINES FOR NOTIFYING PARENTS

Parents or guardians should be contacted as soon as possible after a student has been identified as being at risk for suicide. The person who contacts the family is typically the principal, school psychologist, or a staff member with a special relationship with the student or family. Staff need to be sensitive toward the family's culture, including attitudes towards suicide, mental health, privacy, and help-seeking.

1. Notify the parents about the situation and ask that they come to the school immediately.
2. When the parents arrive at the school, explain why you think their child is at risk for suicide.
3. Explain the importance of removing from the home (or locking up) firearms and other dangerous items, including over-the-counter and prescription medications and alcohol.
4. If the student is at a low or moderate suicide risk and does not need to be hospitalized, discuss available options for individual and/or family therapy. Provide the parents with the contact information of mental health service providers in the community. Preferably, call and make an appointment while the parents are with you.
5. Tell the parents that you will follow up with them in the next couple of days. If this follow-up conversation reveals that the parent has not contacted a mental health provider:
 - Stress the importance of getting the child help
 - Discuss why they have not contacted a provider and offer to assist with the process
6. If the student does not need to be hospitalized, release the student to the parents.
7. If the parents refuse to seek services for a child under the age of 18 who you believe is in danger of self-harm, you may need to notify child protective services that the child is being neglected.
8. Document **all** contacts with the parents.



ATTACHMENT C: Suicide Prevention Coordinator's Checklist for Responding to a Crisis

IMMEDIATE ACTIONS TO BE TAKEN

- _____ Verify information regarding crisis.
- _____ Notify HSO.
- _____ Contact crisis team leader and key support staff. Determine times for a crisis team meeting and a full staff meeting.
- _____ Cancel all non-emergency appointments and meetings.

WITH CRISIS TEAM

Review team role and assign the following responsibilities:

- _____ Identify a family contact person.
- _____ Identify staff members to assist substitutes and teachers who need help with reading the student announcement.
- _____ Write student announcement to distribute to teachers.
- _____ Determine triage center; arrange small and large group meeting rooms; assign staff to cover these areas.
- _____ Gather resource materials for students and staff.
- _____ Decide who will follow the student's [or teacher's] schedule for the day.
- _____ Establish procedure for tracking students who are counseled, as well as those in need of follow-up.
- _____ Establish procedure for students in need of early release.
- _____ gather information about siblings and/or students living within close proximity to the persons involved in the crisis or attending other CNCA sites, and check on these students. Contact those school sites.
- _____ Determine the need for, and request, additional assistance from Student & Family Services Coordinator.

AT STAFF MEETING

- _____ Provide an update on the events and circumstances.
- _____ Emphasize the need to stick with the facts in order to reduce rumors.
- _____ Identify staff in need of support and identify appropriate personnel to assist.
- _____ Explain the protocol for requesting counseling services.
- _____ Ask staff for the names of close friends and other students most likely to be impacted.

THROUGHOUT THE DAY

- _____ Send letter to families.
- _____ Obtain memorial arrangements and prepare communication with the information for students and staff.
- _____ Be highly visible to show presence, support and control of the situation.

Suicide Prevention Policy adopted by the CNCA Governing Board on March 9, 2021



_____ All media inquiries should be directed to HSO.

FOLLOW-UP ACTIVITIES

_____ Hold staff meeting at the end of the day, providing informational updates.

_____ Ensure follow-up of students in distress, including phone calls to parents.

_____ Provide a reflection session for staff, as needed.

_____ Make arrangements for excused absences for students [and coverage for staff] wishing to attend services.

_____ Share plans for moving forward with staff, including the rearranging of the student's desk, emptying the locker, etc.

_____ Stop any school and system notifications that might be sent home, including report cards, newsletters, etc.

_____ Continue to monitor impacted students and staff.



ATTACHMENT D: LANGUAGE FOR FAMILY & STUDENT HANDBOOKS

Protecting the health and well-being of all our students is of utmost importance to CNCA. Suicide is the second leading cause of death among 10-24 year-olds (behind accidents) in the United States (CDC 2016). This alarming statistic leads us to create and implement a policy to help staff feel more confident in intervening with a student they believe to be at risk. Studies have also shown that LGBT youth are up to four times more likely to attempt suicide than their non-LGBTQ peers.

AB 2246: Suicide Prevention Policies in Schools

This bill would require the governing board or body of a local educational agency, as defined, that serves pupils in grades 7 to 12, inclusive, to, before the beginning of the 2017–18 school year, adopt a policy on pupil suicide prevention, as specified, that specifically addresses the needs of high-risk groups.

In response to this needs, the school board has adopted a suicide prevention policy which will help to protect all students through the following steps:

1. Students will learn about recognizing and responding to warning signs of suicide in friends, using coping skills, using support systems, and seeking help for themselves and friends. This will occur in all health classes and/or during ic-connect, community circles, council sessions, etc.
2. Each school will designate a suicide prevention coordinator to serve as a point of contact for students in crisis and to refer students to appropriate resources.
3. When a student is identified as being at risk, they will be assessed by a school employed mental health professional who will work with the student and help connect them to appropriate local resources.
4. Students will have access to national resources which they can contact for additional support, such as:
 - *TeenLine*: Teens helping teens 6 PM to 10 PM; Didi Hirsch covers during all other hours. (310) 855-4673 or Text TEEN to 839863
www.teenlineonline.org
 - *The National Suicide Prevention Lifeline* – 1.800.273.8255 (TALK).
www.suicidepreventionlifeline.org
 - *The Trevor Lifeline* – 1.866.488.7386.
www.thetrevorproject.org



5. All students will be expected to help create a school culture of respect and support in which students feel comfortable seeking help for themselves or friends. Students are encouraged to tell any staff member if they, or a friend, are feeling suicidal or in need of help.

6. Students should also know that because of the life or death nature of these matters, confidentiality or privacy concerns are secondary to seeking help for students in crisis.

For a more detailed review of this policy, please ask your Student & Family Services Coordinator for a copy of CNCA's full suicide prevention policy currently available in English only.

Cover Sheet

Winter 2021 Consolidated Application

Section: III. Consent Agenda
Item: F. Winter 2021 Consolidated Application
Purpose:
Submitted by: Tammy Stanton
Related Material: CNCA 2020-21 Winter CARS Data Collection Summary.pdf
ConApp Winter 2020-21_Certified_CNCA#4 CIS.pdf
ConApp Winter 2020-21_Certified_CNHS MIR.pdf
ConApp Winter 2020-21_Certified_CNCA BUR.pdf
ConApp Winter 2020-21_Certified_CNCA#2 KAY.pdf
ConApp Winter 2020-21_Certified_CNCA#3.pdf

BACKGROUND:

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various federal programs to county offices, school districts, and direct-funded charter schools throughout California.

The winter release of the ConApp is submitted via CARS from mid-January to the end of February each year and contains the LEA entitlements for each funded program. For each federal program entitlement, LEAs allocate funds for the program as indicated by the program requirements.

RECOMMENDATION:

Approve

Camino Nuevo Charter Academy
2020-21 Winter CARS Data Collection Summary

Fiscal Year 2018-19	Details	Applicable Schools
Title I, Part A Closeout Report	If you reported a carryover in the 19-20 Winter ConApp, you would need to report whether or not you fully expended the 18-19 Title I funds in this Data Collection (DC). Due to COVID-19 related waivers, any unspent funds must be returned to the state after 09/30/21.	none
Title III English Learner YTD Expenditure Report, Closeout 27 Months	This DC is the final expenditure report for 18-19 Title III funds.	All except CNHS#2 as it is Consortia member

Fiscal Year 2019-20	Details	Applicable Schools
Title I, Part A LEA Carryover	This DC calculates the amount of FY 19-20 Title I funds to be carried forward to FY 20-21. Since your Title I funds were fully spent in FY 18-19 there is nothing to carry over.	All
Title III English Learner YTD Expenditure Report, 18 Months	This DC reports how FY 19-20 Title III funds were spent. Based on the Unaudited Actual reporting from 19-20 all funds were spent and are being reported in the respective line items.	All except CNHS#2 as it is Consortia member

Fiscal Year 2020-21	Details	Applicable Schools
Federal Transferability	This DC allows you to transfer up to 100% of Title II or Title IV funds to Title I, II and Title III (if you receive these funds). Per our prior communications, we will not be transferring any funds between programs.	All
Title I, Part A LEA Allocation and Reservations	This DC determines how much Title I is available to the LEA after accounting for nonprofit private school participation in Title I, which does not apply to charter schools. This DC also calculates the total Title I allocation after accounting for transfers in (if any funds were transferred via the Federal Transferability DC) and carryovers from the prior year (if applicable). In addition, this DC reports required and authorized reservations the LEA is making before distributing funds to schools. Parent and Family Engagement Reservations: If your Title I allocation was \$500K or more, you would have to reserve 1% of your Title I funds for parental involvement activities. Direct or indirect services to homeless children, regardless of their school of attendance: Educationally-related services not typically allowable for ALL Title I students may be allowable for homeless students to ensure that they can participate in required academic activities. We have reserved \$100, which may be spent on items included in this CDE overview. We will need to report on the amount actually spent or encumbered in the spring ConApp. Public School Choice Transportation: only applies to students previously transferred under No Child Left Behind. Other authorized activities: LEAs are authorized to reserve Title I, Part A funds to implement districtwide Title I initiatives. These initiatives are designed to improve the achievement of Title I students and are managed at the central level rather than at the school level with the purpose to benefit all, or a group, of Title I schools in the district. Finally, this DC requests LEAs indirect cost or administrative reservation. These sorts of reservations are less relevant for single school districts, which charter schools are. As a result I haven't reserved anything except as noted above as it relates to the homeless reservation.	All
Title II, Part A LEA Allocations	This DC calculates the total Title II allocation after accounting for transfers in and out (if any funds were transferred via the Federal Transferability DC) and any administrative and indirect cost reservations. We have not made any transfers into Title II, nor made any reservations.	All
Title III English Learner LEA Allocations and Reservations	This DC shows your FY20-21 Title III allocation and reports how the funds will be spent. The amount shown is the consortium total. We are reflecting all funds being spent on English proficiency and academic achievement.	All except CNHS#2 as it is Consortia member
Title III English Learner YTD Expenditure Report, 6 Months	This DC reports how current year Title III funds have been spent through December 31. Currently, I'm only showing some books/supply expenses. I'm using Dreambox and Reading to A-Z as many schools use these for ELs. I'm not sure if Equitas does. I could also report Instructional Aides but need some guidance to calculate how much to charge.	All except CNHS#2 as it is Consortia member
Title IV, Part A LEA Allocations	This DC calculates the total Title IV allocation after accounting for transfers in and out (if any funds were transferred via the Federal Transferability DC) and any administrative and indirect cost reservations. We have not made any transfers, nor made any reservations here.	All
Consolidation of Administrative Funds	Since we don't reserve anything for administration, there's nothing to consolidate. (If we did reserve anything for administration, then we could consolidate those funds and account for the administration costs as a whole rather than by program - this would make federal time accounting potentially easier.)	All
Title I, Part A School Student Counts	This report is not relevant for charter schools. It is meant to allow districts to select allowable ranking and funding options and to enter school level student data for the purposes of calculating eligibility and ranking of schools for Title I Part A school allocations.	All

<p>Title I, Part A Notification of Authorization of Schoolwide Program</p>	<p>This DC indicates when a school converted to Title I Schoolwide. (All schools begin as Targeted Assistance (TA) Title I schools meaning they must identify at-risk students based on local measures and use Title I funds for services to these students. After completing a planning process and getting board approval, the school may operate a schoolwide Title I program (SWP) which allows the school to use Title I funds to upgrade the entire educational program to serve all students). For EQ, EQ2 and EQ3, I've used the date the board approved the SSD plan although I'm not sure this is entirely compliant. EQ4 has not gone through the SSD process (in anticipation of planned changes to the LCAP), nor has it prepared a schoolwide plan so it remains a Targeted Assistance Title I school. All Camino schools are Title I Schoolwide.</p>	<p>All</p>
<p>Title I, Part A School Allocations</p>	<p>As noted above this DC is not relevant for charter schools. It's meant to indicate the amount of funds allocated to each school in a school district based on the district's ranking system. Note that the counts reported don't have any impact on your funding allocation. The state bases the funding on CALPADS data and not what's reported in the ConApp. The counts we've reported here are from your certified Fall 1 CALPADS data.</p>	<p>All</p>

Camino Nuevo Charter Academy (19 64733 6117667)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 6:48 PM**2018-19 Title III English Learner YTD Expenditure Report, 27 Months**

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2018 through September 30, 2020.

Note: The period of availability of 2018-19 funds has been extended until September 30, 2021.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2018-19 Title III EL student program allocation	\$40,164
Transferred-in amount	\$0
2018-19 Total allocation	\$40,164
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$481
2000-2999 Classified personnel salaries	\$29,052
3000-3999 Employee benefits	\$10,631
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$40,164
2018-19 Unspent funds	\$0
Note: LEAs have until September 30, 2021 to spend 2018-19 funds and to file a closeout report thereafter.	

*****Warning*****

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Camino Nuevo Charter Academy (19 64733 6117667)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 6:48 PM**2019-20 Title I, Part A LEA Carryover**

Report only expenditures and obligations for fiscal year (FY) 2019-20 allocation to determine funds to be carried over.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

Carryover Calculation

2019-20 Title I, Part A LEA allocation	\$317,758
Transferred-in amount	\$0
2019-20 Title I, Part A LEA available allocation	\$317,758
Expenditures and obligations through September 30, 2020	\$317,758
Carryover as of September 30, 2020	\$0
Carryover percent as of September 30, 2020	0.00%

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Camino Nuevo Charter Academy (19 64733 6117667)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 6:48 PM**2019-20 Title III English Learner YTD Expenditure Report, 18 Months**

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2019 through December 31, 2020.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2019-20 Title III EL student program allocation	\$42,856
Transferred-in amount	\$0
2019-20 Total allocation	\$42,856
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$29,647
3000-3999 Employee benefits	\$13,209
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$42,856
2019-20 Unspent funds	\$0

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Camino Nuevo Charter Academy (19 64733 6117667)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 6:48 PM**2020-21 Federal Transferability**

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Uses of Funds Authority governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B Alternative Uses of Funds Authority are not to be included on this form.

CDE Program Contact:

Lisa Fassett, Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963
Kevin Donnelly, Rural Education and Student Support Office, KDonnelly@cde.ca.gov, 916-319-0942

Title II, Part A Transfers

2020-21 Title II, Part A allocation	\$29,060
Transferred to Title I, Part A	\$0
Transferred to Title I, Part C	\$0
Transferred to Title I, Part D	\$0
Transferred to Title III English Learner	\$0
Transferred to Title III Immigrant	\$0
Transferred to Title IV, Part A	\$0
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	\$0
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	\$0
Total amount of Title II, Part A funds transferred out	\$0
2020-21 Title II, Part A allocation after transfers out	\$29,060

Title IV, Part A Transfers

2020-21 Title IV, Part A allocation	\$23,814
Transferred to Title I, Part A	
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title II, Part A	
Transferred to Title III English Learner	
Transferred to Title III Immigrant	
Transferred to Title V, Part B Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B Subpart 2 Rural and Low-Income Grant	
Total amount of Title IV, Part A funds transferred out	\$0
2020-21 Title IV, Part A allocation after transfers out	\$23,814

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy (19 64733 6117667)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 6:48 PM**2020–21 Title I, Part A LEA Allocation and Reservations**

To report LEA required and authorized reservations before distributing funds to schools.

CDE Program Contact:Sylvia Hanna, Title I Policy, Program, and Support Office, SHanna@cde.ca.gov, 916-319-0948Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

2020–21 Title I, Part A LEA allocation (+)	\$310,690
Transferred-in amount (+)	\$0
Nonprofit private school equitable services proportional share amount (-)	\$0
2020–21 Title I, Part A LEA available allocation	\$310,690

Required Reservations

Parent and family engagement (If the allocation is greater than \$500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.)	\$0
School parent and family engagement	\$0
LEA parent and family engagement	\$0
Direct or indirect services to homeless children, regardless of their school of attendance	\$100

Authorized Reservations

Public school Choice transportation	\$0
Other authorized activities	\$0
2020–21 Approved indirect cost rate	5.00%
Indirect cost reservation	\$0
Administrative reservation	\$0

Reservation Summary

Total LEA required and authorized reservations	\$100
School parent and family engagement reservation	\$0
Amount available for Title I, Part A school allocations	\$310,590

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2020-21 Title II, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title II, Part A Supporting Effective Instruction.

CDE Program Contact:

Arianna Bobadilla (Fiscal), Division Support Office, ABobadilla@cde.ca.gov, 916-319-0208

Lisa Fassett (Program), Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963

2020-21 Title II, Part A allocation	\$29,060
Transferred-in amount	\$0
Total funds transferred out of Title II, Part A	\$0
Allocation after transfers	\$29,060
Repayment of funds	\$0
2020-21 Total allocation	\$29,060
Administrative and indirect costs	\$0
Equitable services for nonprofit private schools	\$0
2020-21 Title II, Part A adjusted allocation	\$29,060

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Camino Nuevo Charter Academy (19 64733 6117667)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 6:48 PM**2020-21 Title III English Learner LEA Allocations and Reservations**

The purpose of this data collection is to show the total allocation amount available to the local educational agency (LEA) for Title III English Learner (EL) student program, and to report required reservations.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Total Allocation

2020-21 Title III EL student program allocation	\$35,578
Transferred-in amount	\$0
Repayment of funds	\$0
2020-21 Total allocation	\$35,578

Allocation Reservations

Professional development activities	\$0
Program and other authorized activities	\$0
English proficiency and academic achievement	\$35,578
Parent, family, and community engagement	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total allocation reservations	\$35,578

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2020-21 Title III English Learner YTD Expenditure Report, 6 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2020 through December 31, 2020.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2020-21 Title III EL student program allocation	\$35,578
Transferred-in amount	\$0
2020-21 Total allocation	\$35,578
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$12,937
3000-3999 Employee benefits	\$3,234
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$16,171
2020-21 Unspent funds	\$19,407

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2020-21 Title IV, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title IV, Part A and to report reservations.

CDE Program Contact:

Kevin Donnelly, Rural Education and Student Support Office , KDonnelly@cde.ca.gov , 916-319-0942

2020-21 Title IV, Part A LEA allocation	\$23,814
Transferred-in amount	\$0
Total funds transferred out of Title IV, Part A	\$0
2020-21 Title IV, Part A LEA available allocation	\$23,814
Indirect cost reservation	\$0
Administrative reservation	\$0
Equitable services for nonprofit private schools	\$0
2020-21 Title IV, Part A LEA adjusted allocation	\$23,814

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy (19 64733 6117667)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 6:48 PM**2020-21 Consolidation of Administrative Funds**

A request by the local educational agency (LEA) to consolidate administrative funds for specific programs.

CDE Program Contact:Jonathan Feagle, Fiscal Oversight and Support Office, JFeagle@cde.ca.gov, 916-323-8515

Title I, Part A Basic SACS Code 3010	No
Title I, Part C Migrant Education SACS Code 3060	No
Title I, Part D Delinquent SACS Code 3025	No
Title II, Part A Supporting Effective Instruction SACS Code 4035	No
Title III English Learner Students - 2% maximum SACS Code 4203	No
Title III Immigrant Students SACS Code 4201	No
Title IV, Part A Student Support - 2% maximum SACS Code 4127	No
Title IV, Part B 21st Century Community Learning Centers SACS Code 4124	No

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California Department of Education

Camino Nuevo Charter Academy (19 64733 6117667)

Consolidated Application

Status: Certified
 Saved by: ExED Data Management
 Date: 2/26/2021 6:48 PM

2020–21 Title I, Part A School Student Counts

This data collection contains school-level student data. The information in this data collection will be used by the local educational agency (LEA) to calculate eligibility and ranking for Title I, Part A school allocations.

CDE Program Contact:Rina DeRose, Title I Policy, Program, and Support Office, RDerose@cde.ca.gov, 916-323-0472

School ranking options Within the LEA

Select the highest to lowest school ranking method

Select a low income measure FRPM

Explanation of Pre-populated Student Counts

The data fields in this form, containing total student enrollment counts and eligible low income students ages 5-17 counts, were pre-populated with PRIOR year (Fiscal Year 2019–2020) certified data from CALPADS Fall 1 data submission.

Note: The LEA may use prior year data or current year data to calculate eligibility and ranking for Title I, Part A school allocations. The LEA may choose to manually enter current year data in place of prior year data.

School Name	School Code	Low Grade Offered	High Grade Offered	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17
Camino Nuevo Charter Academy	6117667	K	8	1	571	569

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2020–21 Title I, Part A Notification of Authorization of Schoolwide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program.

CDE Program Contact:

Lana Zhou, Title I Policy, Program, and Support Office, LZhou@cde.ca.gov, 916-319-0956
Rina DeRose, Title I Policy, Program, and Support Office, RDerose@cde.ca.gov, 916-323-0472

School Name	School Code	Authorized SWP	Low Income %	Local Board Approval Date SWP Plan (MM/DD/YYYY)	Local Board Approval Date SWP Waiver (MM/DD/YYYY)	SIG Approval Date (MM/DD/YYYY)
Camino Nuevo Charter Academy	6117667	Y	100%	11/18/2003		

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2020–21 Title I, Part A School Allocations

This report identifies the amount of Title I, Part A funds to be allocated to eligible schools.

CDE Program Contact:

Lana Zhou, Title I Policy, Program, and Support Office, LZhou@cde.ca.gov, 916-319-0956

Rina DeRose, Title I Policy, Program, and Support Office, RDeros@cde.ca.gov, 916-323-0472

LEA meets small LEA criteria.

An LEA is defined as a small LEA if, based on the school list and the data entered in School Student Counts, the LEA meets one or both of the following:

Is a single school LEA

Has enrollment total for all schools less than 1,000

If applicable, enter a Discretion Code. Use lower case only.

Allowable Discretion Codes

a - Below LEA average and at or above 35% student low income

d - Waiver for a desegregation plan on file

e - Grandfather provision

f - Feeder pattern

Low income measure

FRPM

Ranking Schools Highest to Lowest

Within the LEA

LEA-wide low income %

99.65%

Available Title I, Part A school allocations

\$310,590

Available parent and family engagement reservation

\$0

School Name	School Code	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17	Low Income Student %	Eligible to be Served	Required to be Served	Ranking	\$ Per Low Income Student	TIA School Allocation	2019–20 Carryover	Parent and Family Engagement	Total School Allocation	Discretion Code
Camino Nuevo Charter Academy	6117667	1	571	569	99.65	*	*	1	545.85	310588.65			310588.65	

Warning

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Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:02 PM**2018-19 Title III English Learner YTD Expenditure Report, 27 Months**

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2018 through September 30, 2020.

Note: The period of availability of 2018-19 funds has been extended until September 30, 2021.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2018-19 Title III EL student program allocation	\$35,678
Transferred-in amount	\$0
2018-19 Total allocation	\$35,678
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$15,718
2000-2999 Classified personnel salaries	\$0
3000-3999 Employee benefits	\$4,330
4000-4999 Books and supplies	\$4,072
5000-5999 Services and other operating expenditures	\$11,558
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$35,678
2018-19 Unspent funds	\$0
Note: LEAs have until September 30, 2021 to spend 2018-19 funds and to file a closeout report thereafter.	

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Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:02 PM**2019-20 Title I, Part A LEA Carryover**

Report only expenditures and obligations for fiscal year (FY) 2019-20 allocation to determine funds to be carried over.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

Carryover Calculation

2019-20 Title I, Part A LEA allocation	\$278,440
Transferred-in amount	\$0
2019-20 Title I, Part A LEA available allocation	\$278,440
Expenditures and obligations through September 30, 2020	\$278,440
Carryover as of September 30, 2020	\$0
Carryover percent as of September 30, 2020	0.00%

*****Warning*****

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2019-20 Title III English Learner YTD Expenditure Report, 18 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2019 through December 31, 2020.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2019-20 Title III EL student program allocation	\$34,662
Transferred-in amount	\$0
2019-20 Total allocation	\$34,662
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$16,655
2000-2999 Classified personnel salaries	\$8,863
3000-3999 Employee benefits	\$8,569
4000-4999 Books and supplies	\$575
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$34,662
2019-20 Unspent funds	\$0

*****Warning*****

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:02 PM**2020-21 Federal Transferability**

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Uses of Funds Authority governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B Alternative Uses of Funds Authority are not to be included on this form.

CDE Program Contact:

Lisa Fassett, Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963
Kevin Donnelly, Rural Education and Student Support Office, KDonnelly@cde.ca.gov, 916-319-0942

Title II, Part A Transfers

2020-21 Title II, Part A allocation	\$33,762
Transferred to Title I, Part A	\$0
Transferred to Title I, Part C	\$0
Transferred to Title I, Part D	\$0
Transferred to Title III English Learner	\$0
Transferred to Title III Immigrant	\$0
Transferred to Title IV, Part A	\$0
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	\$0
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	\$0
Total amount of Title II, Part A funds transferred out	\$0
2020-21 Title II, Part A allocation after transfers out	\$33,762

Title IV, Part A Transfers

2020-21 Title IV, Part A allocation	\$20,868
Transferred to Title I, Part A	
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title II, Part A	
Transferred to Title III English Learner	
Transferred to Title III Immigrant	
Transferred to Title V, Part B Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B Subpart 2 Rural and Low-Income Grant	
Total amount of Title IV, Part A funds transferred out	\$0
2020-21 Title IV, Part A allocation after transfers out	\$20,868

*****Warning*****

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:02 PM**2020–21 Title I, Part A LEA Allocation and Reservations**

To report LEA required and authorized reservations before distributing funds to schools.

CDE Program Contact:Sylvia Hanna, Title I Policy, Program, and Support Office, SHanna@cde.ca.gov, 916-319-0948Rina DeRose, Title I Policy, Program, and Support Office, RDeros@cde.ca.gov, 916-323-0472

2020–21 Title I, Part A LEA allocation (+)	\$277,131
Transferred-in amount (+)	\$0
Nonprofit private school equitable services proportional share amount (-)	\$0
2020–21 Title I, Part A LEA available allocation	\$277,131

Required Reservations

Parent and family engagement (If the allocation is greater than \$500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.)	\$0
School parent and family engagement	\$0
LEA parent and family engagement	\$0
Direct or indirect services to homeless children, regardless of their school of attendance	\$100

Authorized Reservations

Public school Choice transportation	\$0
Other authorized activities	\$0
2020–21 Approved indirect cost rate	5.00%
Indirect cost reservation	\$0
Administrative reservation	\$0

Reservation Summary

Total LEA required and authorized reservations	\$100
School parent and family engagement reservation	\$0
Amount available for Title I, Part A school allocations	\$277,031

*****Warning*****

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:02 PM**2020-21 Title II, Part A LEA Allocations**

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title II, Part A Supporting Effective Instruction.

CDE Program Contact:Arianna Bobadilla (Fiscal), Division Support Office, ABobadilla@cde.ca.gov, 916-319-0208Lisa Fassett (Program), Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963

2020-21 Title II, Part A allocation	\$33,762
Transferred-in amount	\$0
Total funds transferred out of Title II, Part A	\$0
Allocation after transfers	\$33,762
Repayment of funds	\$0
2020-21 Total allocation	\$33,762
Administrative and indirect costs	\$0
Equitable services for nonprofit private schools	\$0
2020-21 Title II, Part A adjusted allocation	\$33,762

*****Warning*****

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Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:02 PM**2020-21 Title III English Learner LEA Allocations and Reservations**

The purpose of this data collection is to show the total allocation amount available to the local educational agency (LEA) for Title III English Learner (EL) student program, and to report required reservations.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Total Allocation

2020-21 Title III EL student program allocation	\$25,854
Transferred-in amount	\$0
Repayment of funds	\$0
2020-21 Total allocation	\$25,854

Allocation Reservations

Professional development activities	\$0
Program and other authorized activities	\$0
English proficiency and academic achievement	\$25,854
Parent, family, and community engagement	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total allocation reservations	\$25,854

*****Warning*****

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2020-21 Title III English Learner YTD Expenditure Report, 6 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2020 through December 31, 2020.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2020-21 Title III EL student program allocation	\$25,854
Transferred-in amount	\$0
2020-21 Total allocation	\$25,854
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$9,401
3000-3999 Employee benefits	\$2,350
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$11,751
2020-21 Unspent funds	\$14,103

*****Warning*****

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

2020-21 Title IV, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title IV, Part A and to report reservations.

CDE Program Contact:

Kevin Donnelly, Rural Education and Student Support Office , KDonnelly@cde.ca.gov , 916-319-0942

2020-21 Title IV, Part A LEA allocation	\$20,868
Transferred-in amount	\$0
Total funds transferred out of Title IV, Part A	\$0
2020-21 Title IV, Part A LEA available allocation	\$20,868
Indirect cost reservation	\$0
Administrative reservation	\$0
Equitable services for nonprofit private schools	\$0
2020-21 Title IV, Part A LEA adjusted allocation	\$20,868

*****Warning*****

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

2020-21 Consolidation of Administrative Funds

A request by the local educational agency (LEA) to consolidate administrative funds for specific programs.

CDE Program Contact:

Jonathan Feagle, Fiscal Oversight and Support Office, JFeagle@cde.ca.gov, 916-323-8515

Title I, Part A Basic SACS Code 3010	No
Title I, Part C Migrant Education SACS Code 3060	No
Title I, Part D Delinquent SACS Code 3025	No
Title II, Part A Supporting Effective Instruction SACS Code 4035	No
Title III English Learner Students - 2% maximum SACS Code 4203	No
Title III Immigrant Students SACS Code 4201	No
Title IV, Part A Student Support - 2% maximum SACS Code 4127	No
Title IV, Part B 21st Century Community Learning Centers SACS Code 4124	No

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Certified
 Saved by: ExED Data Management
 Date: 2/26/2021 7:02 PM

2020–21 Title I, Part A School Student Counts

This data collection contains school-level student data. The information in this data collection will be used by the local educational agency (LEA) to calculate eligibility and ranking for Title I, Part A school allocations.

CDE Program Contact:Rina DeRose, Title I Policy, Program, and Support Office, RDerose@cde.ca.gov, 916-323-0472

School ranking options Within the LEA

Select the highest to lowest school ranking method

Select a low income measure FRPM

Explanation of Pre-populated Student Counts

The data fields in this form, containing total student enrollment counts and eligible low income students ages 5-17 counts, were pre-populated with PRIOR year (Fiscal Year 2019–2020) certified data from CALPADS Fall 1 data submission.

Note: The LEA may use prior year data or current year data to calculate eligibility and ranking for Title I, Part A school allocations. The LEA may choose to manually enter current year data in place of prior year data.

School Name	School Code	Low Grade Offered	High Grade Offered	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17
Camino Nuevo Charter Academy #2	0122861	K	8	1	682	545

*****Warning*****

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2020–21 Title I, Part A Notification of Authorization of Schoolwide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program.

CDE Program Contact:

Lana Zhou, Title I Policy, Program, and Support Office, LZhou@cde.ca.gov, 916-319-0956

Rina DeRose, Title I Policy, Program, and Support Office, RDerose@cde.ca.gov, 916-323-0472

School Name	School Code	Authorized SWP	Low Income %	Local Board Approval Date SWP Plan (MM/DD/YYYY)	Local Board Approval Date SWP Waiver (MM/DD/YYYY)	SIG Approval Date (MM/DD/YYYY)
Camino Nuevo Charter Academy #2	0122861	Y	96%	11/09/2010		

*****Warning*****

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California Department of Education

Camino Nuevo Charter Academy #2 (19 64733 0122861)

Consolidated Application

Status: Certified
 Saved by: ExED Data Management
 Date: 2/26/2021 7:02 PM

2020–21 Title I, Part A School Allocations

This report identifies the amount of Title I, Part A funds to be allocated to eligible schools.

CDE Program Contact:

Lana Zhou, Title I Policy, Program, and Support Office, LZhou@cde.ca.gov, 916-319-0956
 Rina DeRose, Title I Policy, Program, and Support Office, RDeros@cde.ca.gov, 916-323-0472

LEA meets small LEA criteria.

An LEA is defined as a small LEA if, based on the school list and the data entered in School Student Counts, the LEA meets one or both of the following:

Is a single school LEA

Has enrollment total for all schools less than 1,000

If applicable, enter a Discretion Code. Use lower case only.

Allowable Discretion Codes

a - Below LEA average and at or above 35% student low income

d - Waiver for a desegregation plan on file

e - Grandfather provision

f - Feeder pattern

Low income measure

FRPM

Ranking Schools Highest to Lowest

Within the LEA

LEA-wide low income %

79.91%

Available Title I, Part A school allocations

\$277,031

Available parent and family engagement reservation

\$0

School Name	School Code	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17	Low Income Student %	Eligible to be Served	Required to be Served	Ranking	\$ Per Low Income Student	TIA School Allocation	2019–20 Carryover	Parent and Family Engagement	Total School Allocation	Discretion Code
Camino Nuevo Charter Academy #2	0122861	1	682	545	79.91	*	*	1	508.31	277028.95			277028.95	

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Camino Nuevo Elementary #3 (19 64733 0122564)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:19 PM**2018-19 Title III English Learner YTD Expenditure Report, 27 Months**

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2018 through September 30, 2020.

Note: The period of availability of 2018-19 funds has been extended until September 30, 2021.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2018-19 Title III EL student program allocation	\$49,992
Transferred-in amount	\$0
2018-19 Total allocation	\$49,992
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$39,405
2000-2999 Classified personnel salaries	\$0
3000-3999 Employee benefits	\$10,587
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$49,992
2018-19 Unspent funds	\$0
Note: LEAs have until September 30, 2021 to spend 2018-19 funds and to file a closeout report thereafter.	

*****Warning*****

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Camino Nuevo Elementary #3 (19 64733 0122564)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:19 PM**2019-20 Title I, Part A LEA Carryover**

Report only expenditures and obligations for fiscal year (FY) 2019-20 allocation to determine funds to be carried over.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

Carryover Calculation

2019-20 Title I, Part A LEA allocation	\$359,448
Transferred-in amount	\$0
2019-20 Title I, Part A LEA available allocation	\$359,448
Expenditures and obligations through September 30, 2020	\$359,448
Carryover as of September 30, 2020	\$0
Carryover percent as of September 30, 2020	0.00%

*****Warning*****

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2019-20 Title III English Learner YTD Expenditure Report, 18 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2019 through December 31, 2020.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2019-20 Title III EL student program allocation	\$46,843
Transferred-in amount	\$0
2019-20 Total allocation	\$46,843
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$36,540
2000-2999 Classified personnel salaries	\$0
3000-3999 Employee benefits	\$10,303
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$46,843
2019-20 Unspent funds	\$0

*****Warning*****

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Camino Nuevo Elementary #3 (19 64733 0122564)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:19 PM**2020-21 Federal Transferability**

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Uses of Funds Authority governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B Alternative Uses of Funds Authority are not to be included on this form.

CDE Program Contact:

Lisa Fassett, Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963
Kevin Donnelly, Rural Education and Student Support Office, KDonnelly@cde.ca.gov, 916-319-0942

Title II, Part A Transfers

2020-21 Title II, Part A allocation	\$38,431
Transferred to Title I, Part A	
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title III English Learner	
Transferred to Title III Immigrant	
Transferred to Title IV, Part A	
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	\$0
Total amount of Title II, Part A funds transferred out	\$0
2020-21 Title II, Part A allocation after transfers out	\$38,431

Title IV, Part A Transfers

2020-21 Title IV, Part A allocation	\$26,939
Transferred to Title I, Part A	
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title II, Part A	
Transferred to Title III English Learner	
Transferred to Title III Immigrant	
Transferred to Title V, Part B Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B Subpart 2 Rural and Low-Income Grant	
Total amount of Title IV, Part A funds transferred out	\$0
2020-21 Title IV, Part A allocation after transfers out	\$26,939

*****Warning*****

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2020–21 Title I, Part A LEA Allocation and Reservations

To report LEA required and authorized reservations before distributing funds to schools.

CDE Program Contact:

Sylvia Hanna, Title I Policy, Program, and Support Office, SHanna@cde.ca.gov, 916-319-0948

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

2020–21 Title I, Part A LEA allocation (+)	\$351,453
Transferred-in amount (+)	\$0
Nonprofit private school equitable services proportional share amount (-)	\$0
2020–21 Title I, Part A LEA available allocation	\$351,453

Required Reservations

Parent and family engagement (If the allocation is greater than \$500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.)	\$0
School parent and family engagement	\$0
LEA parent and family engagement	\$0
Direct or indirect services to homeless children, regardless of their school of attendance	\$100

Authorized Reservations

Public school Choice transportation	\$0
Other authorized activities	\$0
2020–21 Approved indirect cost rate	5.00%
Indirect cost reservation	\$0
Administrative reservation	\$0

Reservation Summary

Total LEA required and authorized reservations	\$100
School parent and family engagement reservation	\$0
Amount available for Title I, Part A school allocations	\$351,353

*****Warning*****

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2020-21 Title II, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title II, Part A Supporting Effective Instruction.

CDE Program Contact:

Arianna Bobadilla (Fiscal), Division Support Office, ABobadilla@cde.ca.gov, 916-319-0208

Lisa Fassett (Program), Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963

2020-21 Title II, Part A allocation	\$38,431
Transferred-in amount	\$0
Total funds transferred out of Title II, Part A	\$0
Allocation after transfers	\$38,431
Repayment of funds	\$0
2020-21 Total allocation	\$38,431
Administrative and indirect costs	\$0
Equitable services for nonprofit private schools	\$0
2020-21 Title II, Part A adjusted allocation	\$38,431

*****Warning*****

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Camino Nuevo Elementary #3 (19 64733 0122564)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:19 PM**2020-21 Title III English Learner LEA Allocations and Reservations**

The purpose of this data collection is to show the total allocation amount available to the local educational agency (LEA) for Title III English Learner (EL) student program, and to report required reservations.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Total Allocation

2020-21 Title III EL student program allocation	\$43,930
Transferred-in amount	\$0
Repayment of funds	\$0
2020-21 Total allocation	\$43,930

Allocation Reservations

Professional development activities	\$0
Program and other authorized activities	\$0
English proficiency and academic achievement	\$43,930
Parent, family, and community engagement	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total allocation reservations	\$43,930

*****Warning*****

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2020-21 Title III English Learner YTD Expenditure Report, 6 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2020 through December 31, 2020.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2020-21 Title III EL student program allocation	\$43,930
Transferred-in amount	\$0
2020-21 Total allocation	\$43,930
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$15,975
3000-3999 Employee benefits	\$3,994
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$19,969
2020-21 Unspent funds	\$23,961

*****Warning*****

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2020-21 Title IV, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title IV, Part A and to report reservations.

CDE Program Contact:

Kevin Donnelly, Rural Education and Student Support Office , KDonnelly@cde.ca.gov , 916-319-0942

2020-21 Title IV, Part A LEA allocation	\$26,939
Transferred-in amount	\$0
Total funds transferred out of Title IV, Part A	\$0
2020-21 Title IV, Part A LEA available allocation	\$26,939
Indirect cost reservation	\$0
Administrative reservation	\$0
Equitable services for nonprofit private schools	\$0
2020-21 Title IV, Part A LEA adjusted allocation	\$26,939

*****Warning*****

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2020-21 Consolidation of Administrative Funds

A request by the local educational agency (LEA) to consolidate administrative funds for specific programs.

CDE Program Contact:

Jonathan Feagle, Fiscal Oversight and Support Office, JFeagle@cde.ca.gov, 916-323-8515

Title I, Part A Basic SACS Code 3010	No
Title I, Part C Migrant Education SACS Code 3060	No
Title I, Part D Delinquent SACS Code 3025	No
Title II, Part A Supporting Effective Instruction SACS Code 4035	No
Title III English Learner Students - 2% maximum SACS Code 4203	No
Title III Immigrant Students SACS Code 4201	No
Title IV, Part A Student Support - 2% maximum SACS Code 4127	No
Title IV, Part B 21st Century Community Learning Centers SACS Code 4124	No

*****Warning*****

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California Department of Education

Camino Nuevo Elementary #3 (19 64733 0122564)

Consolidated Application

Status: Certified
 Saved by: ExED Data Management
 Date: 2/26/2021 7:19 PM

2020–21 Title I, Part A School Student Counts

This data collection contains school-level student data. The information in this data collection will be used by the local educational agency (LEA) to calculate eligibility and ranking for Title I, Part A school allocations.

CDE Program Contact:Rina DeRose, Title I Policy, Program, and Support Office, RDerose@cde.ca.gov, 916-323-0472

School ranking options Within the LEA

Select the highest to lowest school ranking method

Select a low income measure FRPM

Explanation of Pre-populated Student Counts

The data fields in this form, containing total student enrollment counts and eligible low income students ages 5-17 counts, were pre-populated with PRIOR year (Fiscal Year 2019–2020) certified data from CALPADS Fall 1 data submission.

Note: The LEA may use prior year data or current year data to calculate eligibility and ranking for Title I, Part A school allocations. The LEA may choose to manually enter current year data in place of prior year data.

School Name	School Code	Low Grade Offered	High Grade Offered	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17
Camino Nuevo Elementary #3	0122564	K	8	1	737	692

*****Warning*****

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2020–21 Title I, Part A Notification of Authorization of Schoolwide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program.

CDE Program Contact:

Lana Zhou, Title I Policy, Program, and Support Office, LZhou@cde.ca.gov, 916-319-0956
Rina DeRose, Title I Policy, Program, and Support Office, RDerose@cde.ca.gov, 916-323-0472

School Name	School Code	Authorized SWP	Low Income %	Local Board Approval Date SWP Plan (MM/DD/YYYY)	Local Board Approval Date SWP Waiver (MM/DD/YYYY)	SIG Approval Date (MM/DD/YYYY)
Camino Nuevo Elementary #3	0122564	Y	98%	11/09/2010		

*****Warning*****

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

2020–21 Title I, Part A School Allocations

This report identifies the amount of Title I, Part A funds to be allocated to eligible schools.

CDE Program Contact:

Lana Zhou, Title I Policy, Program, and Support Office, LZhou@cde.ca.gov, 916-319-0956

Rina DeRose, Title I Policy, Program, and Support Office, RDeros@cde.ca.gov, 916-323-0472

LEA meets small LEA criteria.

An LEA is defined as a small LEA if, based on the school list and the data entered in School Student Counts, the LEA meets one or both of the following:

Is a single school LEA

Has enrollment total for all schools less than 1,000

If applicable, enter a Discretion Code. Use lower case only.

Allowable Discretion Codes

a - Below LEA average and at or above 35% student low income

d - Waiver for a desegregation plan on file

e - Grandfather provision

f - Feeder pattern

Low income measure

FRPM

Ranking Schools Highest to Lowest

Within the LEA

LEA-wide low income %

93.89%

Available Title I, Part A school allocations

\$351,353

Available parent and family engagement reservation

\$0

School Name	School Code	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17	Low Income Student %	Eligible to be Served	Required to be Served	Ranking	\$ Per Low Income Student	TIA School Allocation	2019–20 Carryover	Parent and Family Engagement	Total School Allocation	Discretion Code
Camino Nuevo Elementary #3	0122564	1	737	692	93.89	*	*	1	507.73	351349.16		\$0	351349.16	

Warning

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

Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:23 PM**2018-19 Title III English Learner YTD Expenditure Report, 27 Months**

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2018 through September 30, 2020.

Note: The period of availability of 2018-19 funds has been extended until September 30, 2021.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2018-19 Title III EL student program allocation	\$27,773
Transferred-in amount	\$0
2018-19 Total allocation	\$27,773
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$10,961
2000-2999 Classified personnel salaries	\$10,281
3000-3999 Employee benefits	\$6,531
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$27,773
2018-19 Unspent funds	\$0
Note: LEAs have until September 30, 2021 to spend 2018-19 funds and to file a closeout report thereafter.	

*****Warning*****

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

Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:23 PM**2019-20 Title I, Part A LEA Carryover**

Report only expenditures and obligations for fiscal year (FY) 2019-20 allocation to determine funds to be carried over.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

Carryover Calculation

2019-20 Title I, Part A LEA allocation	\$264,892
Transferred-in amount	\$0
2019-20 Title I, Part A LEA available allocation	\$264,892
Expenditures and obligations through September 30, 2020	\$264,892
Carryover as of September 30, 2020	\$0
Carryover percent as of September 30, 2020	0.00%

*****Warning*****

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

2019-20 Title III English Learner YTD Expenditure Report, 18 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2019 through December 31, 2020.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2019-20 Title III EL student program allocation	\$26,356
Transferred-in amount	\$0
2019-20 Total allocation	\$26,356
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$20,402
3000-3999 Employee benefits	\$5,954
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$26,356
2019-20 Unspent funds	\$0

*****Warning*****

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Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:23 PM**2020-21 Federal Transferability**

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Uses of Funds Authority governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B Alternative Uses of Funds Authority are not to be included on this form.

CDE Program Contact:

Lisa Fassett, Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963
Kevin Donnelly, Rural Education and Student Support Office, KDonnelly@cde.ca.gov, 916-319-0942

Title II, Part A Transfers

2020-21 Title II, Part A allocation	\$29,605
Transferred to Title I, Part A	
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title III English Learner	
Transferred to Title III Immigrant	
Transferred to Title IV, Part A	
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	
Total amount of Title II, Part A funds transferred out	\$0
2020-21 Title II, Part A allocation after transfers out	\$29,605

Title IV, Part A Transfers

2020-21 Title IV, Part A allocation	\$19,852
Transferred to Title I, Part A	\$0
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title II, Part A	
Transferred to Title III English Learner	
Transferred to Title III Immigrant	
Transferred to Title V, Part B Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B Subpart 2 Rural and Low-Income Grant	
Total amount of Title IV, Part A funds transferred out	\$0
2020-21 Title IV, Part A allocation after transfers out	\$19,852

*****Warning*****

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:23 PM**2020–21 Title I, Part A LEA Allocation and Reservations**

To report LEA required and authorized reservations before distributing funds to schools.

CDE Program Contact:Sylvia Hanna, Title I Policy, Program, and Support Office, SHanna@cde.ca.gov, 916-319-0948Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

2020–21 Title I, Part A LEA allocation (+)	\$259,000
Transferred-in amount (+)	\$0
Nonprofit private school equitable services proportional share amount (-)	\$0
2020–21 Title I, Part A LEA available allocation	\$259,000

Required Reservations

Parent and family engagement (If the allocation is greater than \$500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.)	\$0
School parent and family engagement	\$0
LEA parent and family engagement	\$0
Direct or indirect services to homeless children, regardless of their school of attendance	\$100

Authorized Reservations

Public school Choice transportation	\$0
Other authorized activities	\$0
2020–21 Approved indirect cost rate	5.00%
Indirect cost reservation	\$0
Administrative reservation	\$0

Reservation Summary

Total LEA required and authorized reservations	\$100
School parent and family engagement reservation	\$0
Amount available for Title I, Part A school allocations	\$258,900

*****Warning*****

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:23 PM**2020-21 Title II, Part A LEA Allocations**

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title II, Part A Supporting Effective Instruction.

CDE Program Contact:Arianna Bobadilla (Fiscal), Division Support Office, ABobadilla@cde.ca.gov, 916-319-0208Lisa Fassett (Program), Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963

2020-21 Title II, Part A allocation	\$29,605
Transferred-in amount	\$0
Total funds transferred out of Title II, Part A	\$0
Allocation after transfers	\$29,605
Repayment of funds	\$0
2020-21 Total allocation	\$29,605
Administrative and indirect costs	\$0
Equitable services for nonprofit private schools	\$0
2020-21 Title II, Part A adjusted allocation	\$29,605

*****Warning*****

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Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:23 PM**2020-21 Title III English Learner LEA Allocations and Reservations**

The purpose of this data collection is to show the total allocation amount available to the local educational agency (LEA) for Title III English Learner (EL) student program, and to report required reservations.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Total Allocation

2020-21 Title III EL student program allocation	\$22,880
Transferred-in amount	\$0
Repayment of funds	\$0
2020-21 Total allocation	\$22,880

Allocation Reservations

Professional development activities	\$0
Program and other authorized activities	\$0
English proficiency and academic achievement	\$22,880
Parent, family, and community engagement	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total allocation reservations	\$22,880

*****Warning*****

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2020-21 Title III English Learner YTD Expenditure Report, 6 Months

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2020 through December 31, 2020.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2020-21 Title III EL student program allocation	\$22,880
Transferred-in amount	\$0
2020-21 Total allocation	\$22,880
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$8,320
3000-3999 Employee benefits	\$2,080
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$10,400
2020-21 Unspent funds	\$12,480

*****Warning*****

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2020-21 Title IV, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title IV, Part A and to report reservations.

CDE Program Contact:

Kevin Donnelly, Rural Education and Student Support Office , KDonnelly@cde.ca.gov , 916-319-0942

2020-21 Title IV, Part A LEA allocation	\$19,852
Transferred-in amount	\$0
Total funds transferred out of Title IV, Part A	\$0
2020-21 Title IV, Part A LEA available allocation	\$19,852
Indirect cost reservation	\$0
Administrative reservation	
Equitable services for nonprofit private schools	
2020-21 Title IV, Part A LEA adjusted allocation	\$19,852

*****Warning*****

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:23 PM**2020-21 Consolidation of Administrative Funds**

A request by the local educational agency (LEA) to consolidate administrative funds for specific programs.

CDE Program Contact:Jonathan Feagle, Fiscal Oversight and Support Office, JFeagle@cde.ca.gov, 916-323-8515

Title I, Part A Basic SACS Code 3010	No
Title I, Part C Migrant Education SACS Code 3060	No
Title I, Part D Delinquent SACS Code 3025	No
Title II, Part A Supporting Effective Instruction SACS Code 4035	No
Title III English Learner Students - 2% maximum SACS Code 4203	No
Title III Immigrant Students SACS Code 4201	No
Title IV, Part A Student Support - 2% maximum SACS Code 4127	No
Title IV, Part B 21st Century Community Learning Centers SACS Code 4124	No

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 7:23 PM**2020–21 Title I, Part A School Student Counts**

This data collection contains school-level student data. The information in this data collection will be used by the local educational agency (LEA) to calculate eligibility and ranking for Title I, Part A school allocations.

CDE Program Contact:Rina DeRose, Title I Policy, Program, and Support Office, RDerose@cde.ca.gov, 916-323-0472

School ranking options Within the LEA

Select the highest to lowest school ranking method

Select a low income measure FRPM

Explanation of Pre-populated Student Counts

The data fields in this form, containing total student enrollment counts and eligible low income students ages 5-17 counts, were pre-populated with PRIOR year (Fiscal Year 2019–2020) certified data from CALPADS Fall 1 data submission.

Note: The LEA may use prior year data or current year data to calculate eligibility and ranking for Title I, Part A school allocations. The LEA may choose to manually enter current year data in place of prior year data.

School Name	School Code	Low Grade Offered	High Grade Offered	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17
Camino Nuevo Charter Academy #4	0124826	K	8	1	594	452

*****Warning*****

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2020–21 Title I, Part A Notification of Authorization of Schoolwide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program.

CDE Program Contact:

Lana Zhou, Title I Policy, Program, and Support Office, LZhou@cde.ca.gov, 916-319-0956
Rina DeRose, Title I Policy, Program, and Support Office, RDerose@cde.ca.gov, 916-323-0472

School Name	School Code	Authorized SWP	Low Income %	Local Board Approval Date SWP Plan (MM/DD/YYYY)	Local Board Approval Date SWP Waiver (MM/DD/YYYY)	SIG Approval Date (MM/DD/YYYY)
Camino Nuevo Charter Academy #4	0124826	Y	91%	11/08/2011		

*****Warning*****

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California Department of Education

Camino Nuevo Charter Academy #4 (19 64733 0124826)

Consolidated Application

Status: Certified
 Saved by: ExED Data Management
 Date: 2/26/2021 7:23 PM

2020–21 Title I, Part A School Allocations

This report identifies the amount of Title I, Part A funds to be allocated to eligible schools.

CDE Program Contact:

Lana Zhou, Title I Policy, Program, and Support Office, LZhou@cde.ca.gov, 916-319-0956
 Rina DeRose, Title I Policy, Program, and Support Office, RDeros@cde.ca.gov, 916-323-0472

LEA meets small LEA criteria.

An LEA is defined as a small LEA if, based on the school list and the data entered in School Student Counts, the LEA meets one or both of the following:

Is a single school LEA

Has enrollment total for all schools less than 1,000

If applicable, enter a Discretion Code. Use lower case only.

Allowable Discretion Codes

a - Below LEA average and at or above 35% student low income

d - Waiver for a desegregation plan on file

e - Grandfather provision

f - Feeder pattern

Low income measure

FRPM

Ranking Schools Highest to Lowest

Within the LEA

LEA-wide low income %

76.09%

Available Title I, Part A school allocations

\$258,900

Available parent and family engagement reservation

\$0

School Name	School Code	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17	Low Income Student %	Eligible to be Served	Required to be Served	Ranking	\$ Per Low Income Student	TIA School Allocation	2019–20 Carryover	Parent and Family Engagement	Total School Allocation	Discretion Code
Camino Nuevo Charter Academy #4	0124826	1	594	452	76.09	*	*	1	572.78	258896.56			258896.56	

*****Warning*****

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Camino Nuevo Charter High (19 64733 0106435)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 8:45 PM**2018-19 Title III English Learner YTD Expenditure Report, 27 Months**

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2018 through September 30, 2020.

Note: The period of availability of 2018-19 funds has been extended until September 30, 2021.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2018-19 Title III EL student program allocation	\$14,528
Transferred-in amount	\$0
2018-19 Total allocation	\$14,528
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$10,810
3000-3999 Employee benefits	\$3,718
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$14,528
2018-19 Unspent funds	\$0
Note: LEAs have until September 30, 2021 to spend 2018-19 funds and to file a closeout report thereafter.	

*****Warning*****

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

Camino Nuevo Charter High (19 64733 0106435)

Status: Certified
 Saved by: ExED Data Management
 Date: 2/26/2021 8:45 PM

2019-20 Title I, Part A LEA Carryover

Report only expenditures and obligations for fiscal year (FY) 2019-20 allocation to determine funds to be carried over.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

Carryover Calculation

2019-20 Title I, Part A LEA allocation	\$162,660
Transferred-in amount	\$0
2019-20 Title I, Part A LEA available allocation	\$162,660
Expenditures and obligations through September 30, 2020	\$162,660
Carryover as of September 30, 2020	\$0
Carryover percent as of September 30, 2020	0.00%

Warning

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Camino Nuevo Charter High (19 64733 0106435)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 8:45 PM**2019-20 Title III English Learner YTD Expenditure Report, 18 Months**

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2019 through December 31, 2020.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2019-20 Title III EL student program allocation	\$17,497
Transferred-in amount	\$0
2019-20 Total allocation	\$17,497
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$6,319
3000-3999 Employee benefits	\$2,097
4000-4999 Books and supplies	\$9,081
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$17,497
2019-20 Unspent funds	\$0

*****Warning*****

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Camino Nuevo Charter High (19 64733 0106435)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 8:45 PM**2020-21 Federal Transferability**

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Uses of Funds Authority governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B Alternative Uses of Funds Authority are not to be included on this form.

CDE Program Contact:

Lisa Fassett, Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963
Kevin Donnelly, Rural Education and Student Support Office, KDonnelly@cde.ca.gov, 916-319-0942

Title II, Part A Transfers

2020-21 Title II, Part A allocation	\$12,171
Transferred to Title I, Part A	
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title III English Learner	
Transferred to Title III Immigrant	
Transferred to Title IV, Part A	
Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B, Subpart 2 Rural and Low-Income Grant	\$0
Total amount of Title II, Part A funds transferred out	\$0
2020-21 Title II, Part A allocation after transfers out	\$12,171

Title IV, Part A Transfers

2020-21 Title IV, Part A allocation	\$12,190
Transferred to Title I, Part A	
Transferred to Title I, Part C	
Transferred to Title I, Part D	
Transferred to Title II, Part A	
Transferred to Title III English Learner	
Transferred to Title III Immigrant	
Transferred to Title V, Part B Subpart 1 Small, Rural School Achievement Grant	
Transferred to Title V, Part B Subpart 2 Rural and Low-Income Grant	
Total amount of Title IV, Part A funds transferred out	\$0
2020-21 Title IV, Part A allocation after transfers out	\$12,190

*****Warning*****

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California Department of Education**Consolidated Application**

Camino Nuevo Charter High (19 64733 0106435)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 8:45 PM**2020–21 Title I, Part A LEA Allocation and Reservations**

To report LEA required and authorized reservations before distributing funds to schools.

CDE Program Contact:Sylvia Hanna, Title I Policy, Program, and Support Office, SHanna@cde.ca.gov, 916-319-0948Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

2020–21 Title I, Part A LEA allocation (+)	\$144,485
Transferred-in amount (+)	\$0
Nonprofit private school equitable services proportional share amount (-)	\$0
2020–21 Title I, Part A LEA available allocation	\$144,485

Required Reservations

Parent and family engagement (If the allocation is greater than \$500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.)	\$0
School parent and family engagement	\$0
LEA parent and family engagement	\$0
Direct or indirect services to homeless children, regardless of their school of attendance	\$100

Authorized Reservations

Public school Choice transportation	\$0
Other authorized activities	\$0
2020–21 Approved indirect cost rate	5.00%
Indirect cost reservation	\$0
Administrative reservation	\$0

Reservation Summary

Total LEA required and authorized reservations	\$100
School parent and family engagement reservation	\$0
Amount available for Title I, Part A school allocations	\$144,385

*****Warning*****

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2020-21 Title II, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title II, Part A Supporting Effective Instruction.

CDE Program Contact:

Arianna Bobadilla (Fiscal), Division Support Office, ABobadilla@cde.ca.gov, 916-319-0208

Lisa Fassett (Program), Standards Implementation Support Office, LFassett@cde.ca.gov, 916-323-4963

2020-21 Title II, Part A allocation	\$12,171
Transferred-in amount	\$0
Total funds transferred out of Title II, Part A	\$0
Allocation after transfers	\$12,171
Repayment of funds	\$0
2020-21 Total allocation	\$12,171
Administrative and indirect costs	\$0
Equitable services for nonprofit private schools	\$0
2020-21 Title II, Part A adjusted allocation	\$12,171

*****Warning*****

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Camino Nuevo Charter High (19 64733 0106435)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 8:45 PM**2020-21 Title III English Learner LEA Allocations and Reservations**

The purpose of this data collection is to show the total allocation amount available to the local educational agency (LEA) for Title III English Learner (EL) student program, and to report required reservations.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Total Allocation

2020-21 Title III EL student program allocation	\$16,131
Transferred-in amount	\$0
Repayment of funds	\$0
2020-21 Total allocation	\$16,131

Allocation Reservations

Professional development activities	\$0
Program and other authorized activities	\$0
English proficiency and academic achievement	\$16,131
Parent, family, and community engagement	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total allocation reservations	\$16,131

*****Warning*****

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Camino Nuevo Charter High (19 64733 0106435)

Status: Certified
Saved by: ExED Data Management
Date: 2/26/2021 8:45 PM**2020-21 Title III English Learner YTD Expenditure Report, 6 Months**

A report of year-to-date (YTD) expenditures by activity. Activity period covered is July 1, 2020 through December 31, 2020.

CDE Program Contact:

Caroline Takahashi, Language Policy and Leadership Office, CTakahashi@cde.ca.gov, 916-323-5739
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Required and authorized Title III English Learner (EL) student program activities

An eligible entity receiving funds under the Every Student Succeeds Act section 3115 (c)-(d) shall use the funds for the supplementary services as part of the language instruction program for EL students.

Refer to the Program Information link above for required and authorized EL student program activities.

Refer to the Data Entry Instructions link above for Expenditure Report Instructions.

2020-21 Title III EL student program allocation	\$16,131
Transferred-in amount	\$0
2020-21 Total allocation	\$16,131
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$5,866
3000-3999 Employee benefits	\$1,467
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Direct administrative costs (amount cannot exceed 2% of the student program allocation plus transferred-in amount)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total year-to-date expenditures	\$7,333
2020-21 Unspent funds	\$8,798

*****Warning*****

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2020-21 Title IV, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title IV, Part A and to report reservations.

CDE Program Contact:

Kevin Donnelly, Rural Education and Student Support Office , KDonnelly@cde.ca.gov , 916-319-0942

2020-21 Title IV, Part A LEA allocation	\$12,190
Transferred-in amount	\$0
Total funds transferred out of Title IV, Part A	\$0
2020-21 Title IV, Part A LEA available allocation	\$12,190
Indirect cost reservation	\$0
Administrative reservation	\$0
Equitable services for nonprofit private schools	\$0
2020-21 Title IV, Part A LEA adjusted allocation	\$12,190

*****Warning*****

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2020-21 Consolidation of Administrative Funds

A request by the local educational agency (LEA) to consolidate administrative funds for specific programs.

CDE Program Contact:

Jonathan Feagle, Fiscal Oversight and Support Office, JFeagle@cde.ca.gov, 916-323-8515

Title I, Part A Basic SACS Code 3010	No
Title I, Part C Migrant Education SACS Code 3060	No
Title I, Part D Delinquent SACS Code 3025	No
Title II, Part A Supporting Effective Instruction SACS Code 4035	No
Title III English Learner Students - 2% maximum SACS Code 4203	No
Title III Immigrant Students SACS Code 4201	No
Title IV, Part A Student Support - 2% maximum SACS Code 4127	No
Title IV, Part B 21st Century Community Learning Centers SACS Code 4124	No

*****Warning*****

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California Department of Education

Camino Nuevo Charter High (19 64733 0106435)

2020–21 Title I, Part A School Student Counts

This data collection contains school-level student data. The information in this data collection will be used by the local educational agency (LEA) to calculate eligibility and ranking for Title I, Part A school allocations.

CDE Program Contact:

Rina DeRose, Title I Policy, Program, and Support Office, RDerose@cde.ca.gov, 916-323-0472

School ranking options

Within the LEA

Select the highest to lowest school ranking method

Select a low income measure

FRPM

Explanation of Pre-populated Student Counts

The data fields in this form, containing total student enrollment counts and eligible low income students ages 5-17 counts, were pre-populated with PRIOR year (Fiscal Year 2019–2020) certified data from CALPADS Fall 1 data submission.

Note: The LEA may use prior year data or current year data to calculate eligibility and ranking for Title I, Part A school allocations. The LEA may choose to manually enter current year data in place of prior year data.

School Name	School Code	Low Grade Offered	High Grade Offered	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17
Camino Nuevo Charter High	0106435	9	12	3	244	236

Warning

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2020–21 Title I, Part A Notification of Authorization of Schoolwide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program.

CDE Program Contact:

Lana Zhou, Title I Policy, Program, and Support Office, LZhou@cde.ca.gov, 916-319-0956

Rina DeRose, Title I Policy, Program, and Support Office, RDerose@cde.ca.gov, 916-323-0472

School Name	School Code	Authorized SWP	Low Income %	Local Board Approval Date SWP Plan (MM/DD/YYYY)	Local Board Approval Date SWP Waiver (MM/DD/YYYY)	SIG Approval Date (MM/DD/YYYY)
Camino Nuevo Charter High	0106435	Y	94%	06/10/2009		

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2020–21 Title I, Part A School Allocations

This report identifies the amount of Title I, Part A funds to be allocated to eligible schools.

CDE Program Contact:

Lana Zhou, Title I Policy, Program, and Support Office, LZhou@cde.ca.gov, 916-319-0956

Rina DeRose, Title I Policy, Program, and Support Office, RDeros@cdca.gov, 916-323-0472

LEA meets small LEA criteria.

An LEA is defined as a small LEA if, based on the school list and the data entered in School Student Counts, the LEA meets one or both of the following:

Is a single school LEA

Has enrollment total for all schools less than 1,000

If applicable, enter a Discretion Code. Use lower case only.

Allowable Discretion Codes

a - Below LEA average and at or above 35% student low income

d - Waiver for a desegregation plan on file

e - Grandfather provision

f - Feeder pattern

Low income measure

FRPM

Ranking Schools Highest to Lowest

Within the LEA

LEA-wide low income %

96.72%

Available Title I, Part A school allocations

\$144,385

Available parent and family engagement reservation

\$0

School Name	School Code	Grade Span Group	Student Enrollment	Eligible Low Income Students Ages 5-17	Low Income Student %	Eligible to be Served	Required to be Served	Ranking	\$ Per Low Income Student	TIA School Allocation	2019–20 Carryover	Parent and Family Engagement	Total School Allocation	Discretion Code
Camino Nuevo Charter High	0106435	3	244	236	96.72	*	*	1	611.80	144384.80			144384.80	

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Cover Sheet

Castellanos Elementary Living Schoolyard Project

Section: IV. Facilities
Item: A. Castellanos Elementary Living Schoolyard Project
Purpose: FYI
Submitted by: Tammy Stanton
Related Material:
Castellanos Living Schoolyard_CNCA Board presentation_2021 0304.pdf

BACKGROUND:

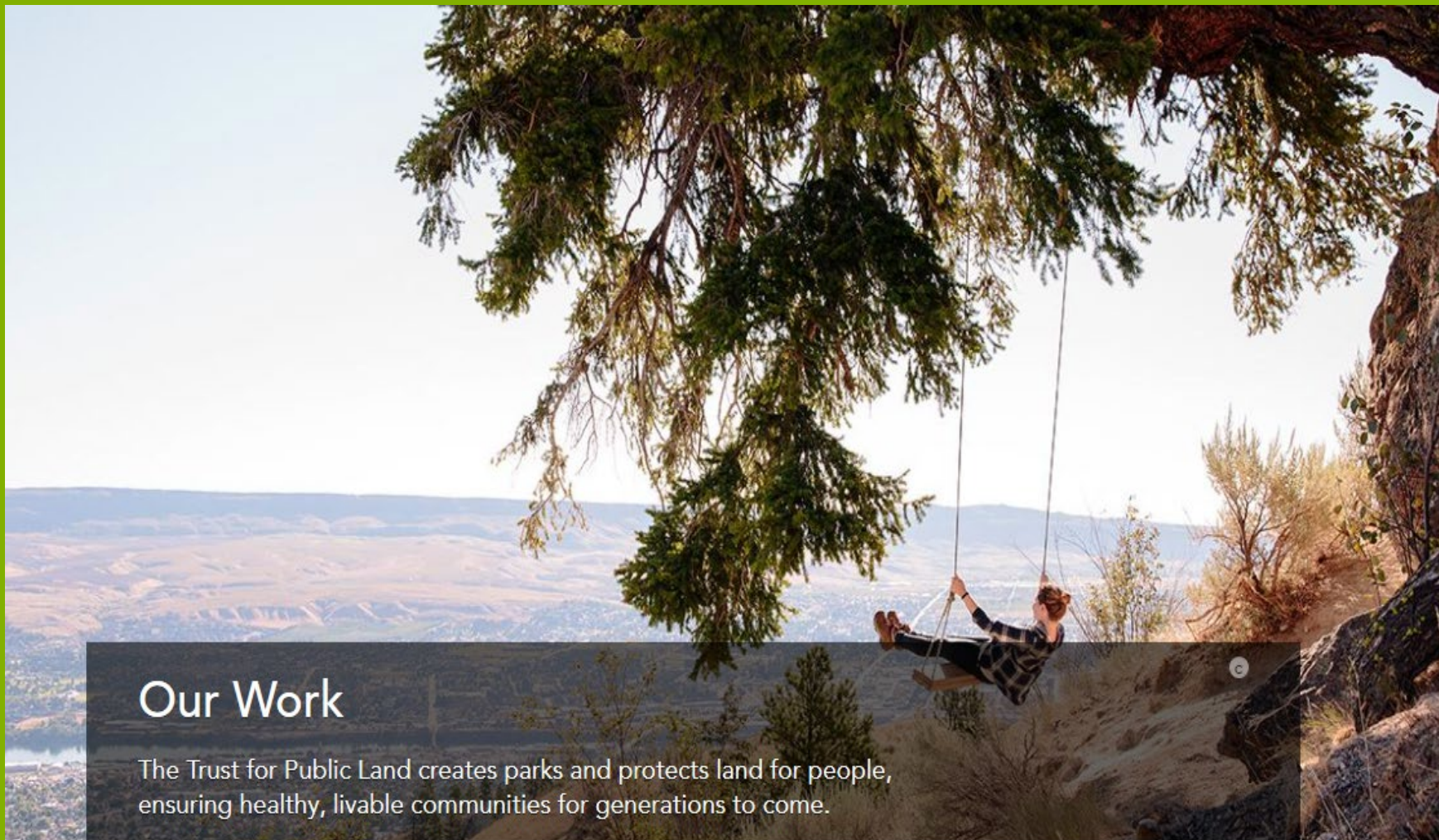
In 2019 the Trust for Public Land (TPL) received a \$1,100,000 grant from the State of California Natural Resources Agency. TPL selected the Castellanos Elementary campus to be the recipient of an urban greening living schoolyard project. Effective June 2020, LAUSD, and subsequently CNCA, approved an agreement for development and construction.

Project Description:

Project to create green space on the Castellanos Elementary School campus by converting a blacktop and barren field to a schoolyard with native landscapes, natural play areas, permeable pathways and shade trees.

RECOMMENDATION:

Information on concept plans and project implementation.



Our Work

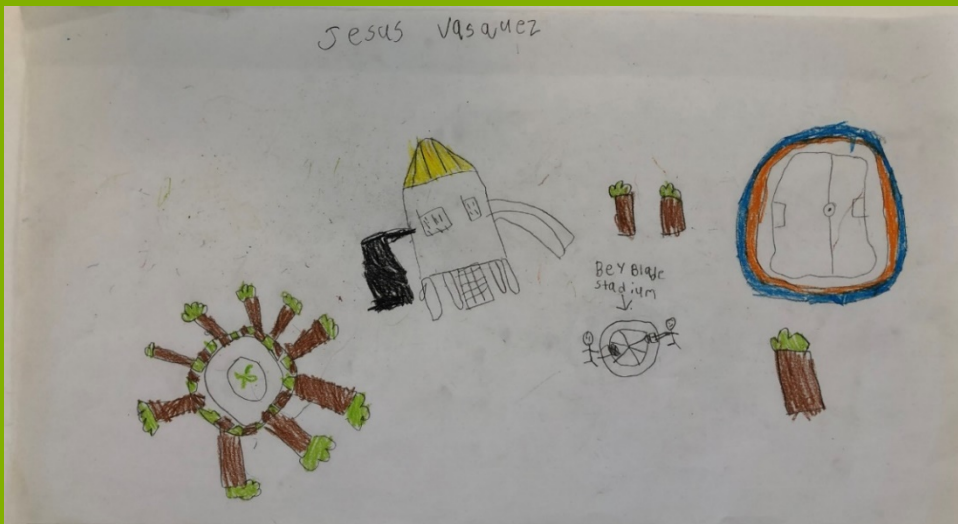
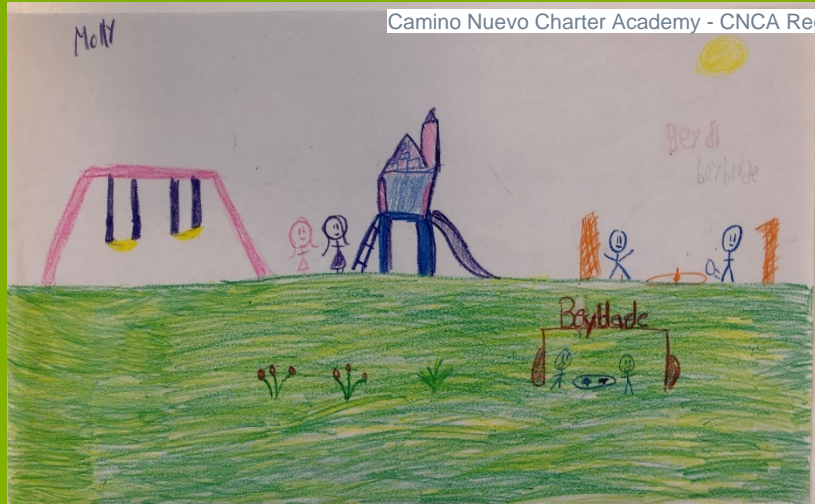
The Trust for Public Land creates parks and protects land for people, ensuring healthy, livable communities for generations to come.

Matilda Reyes (Project Manager)

The Trust for Public Land

Castellanos Elem. Green Schoolyard Project





Student Engagement Fall 2019

Student Sketches



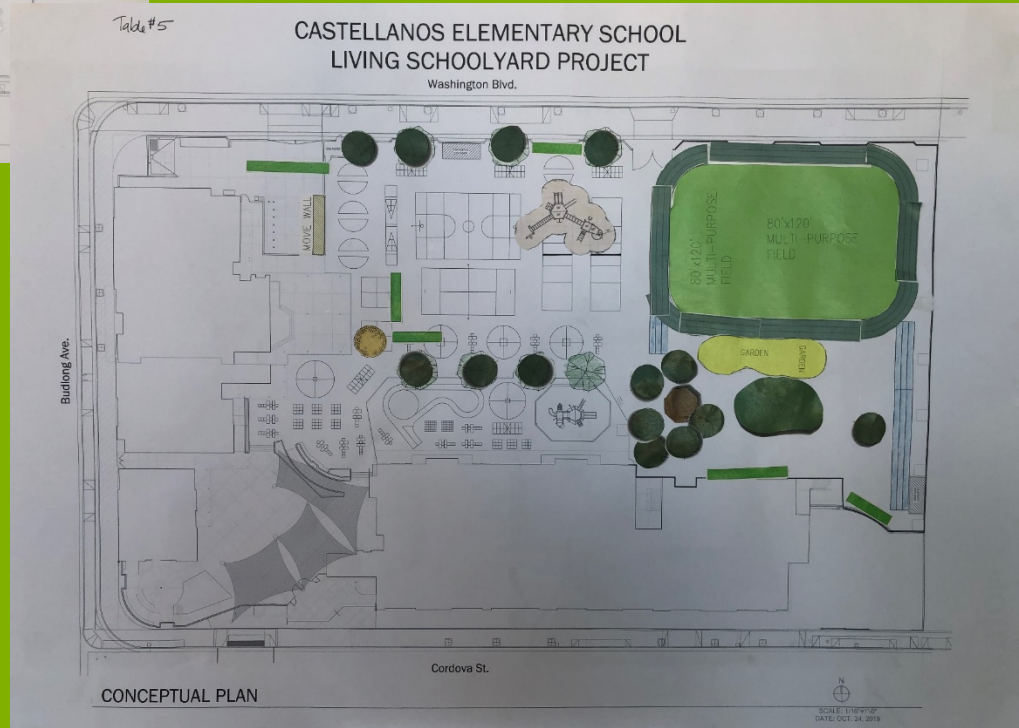
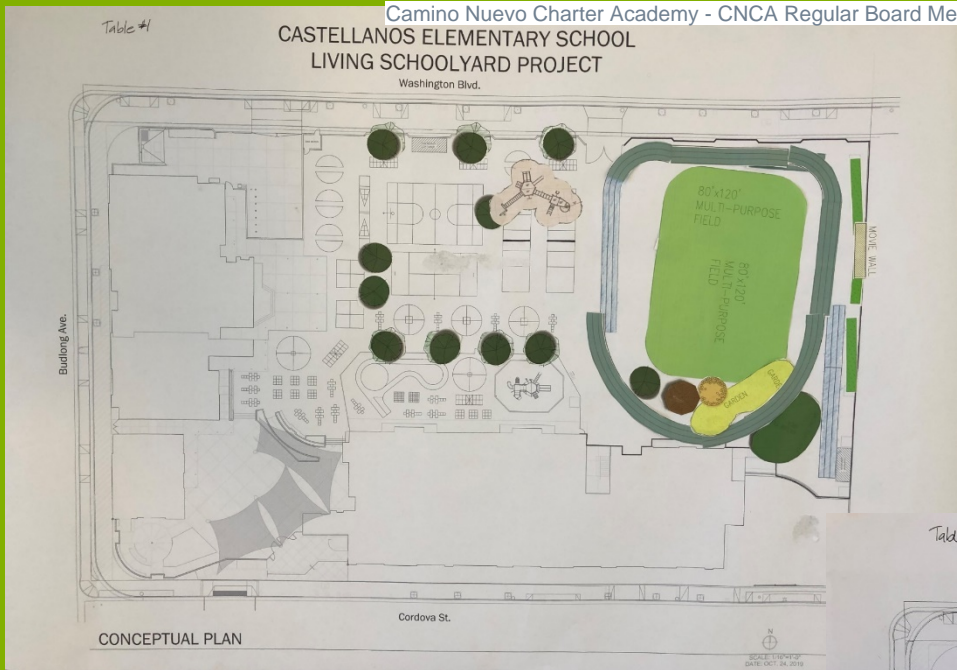
Design Collaboration

Powered by BoardOnTrack



Design Collaboration

Powered by BoardOnTrack



Conceptual Design

Video Presentation

February 2021 - Two Concept Plans Presented to Students & Parents

Video Presentation

Voting Results

352 Students

Campus Creek
232

California Habitat
120

42 Parents

Campus Creek
24

California Habitat
18

Grand Total

256

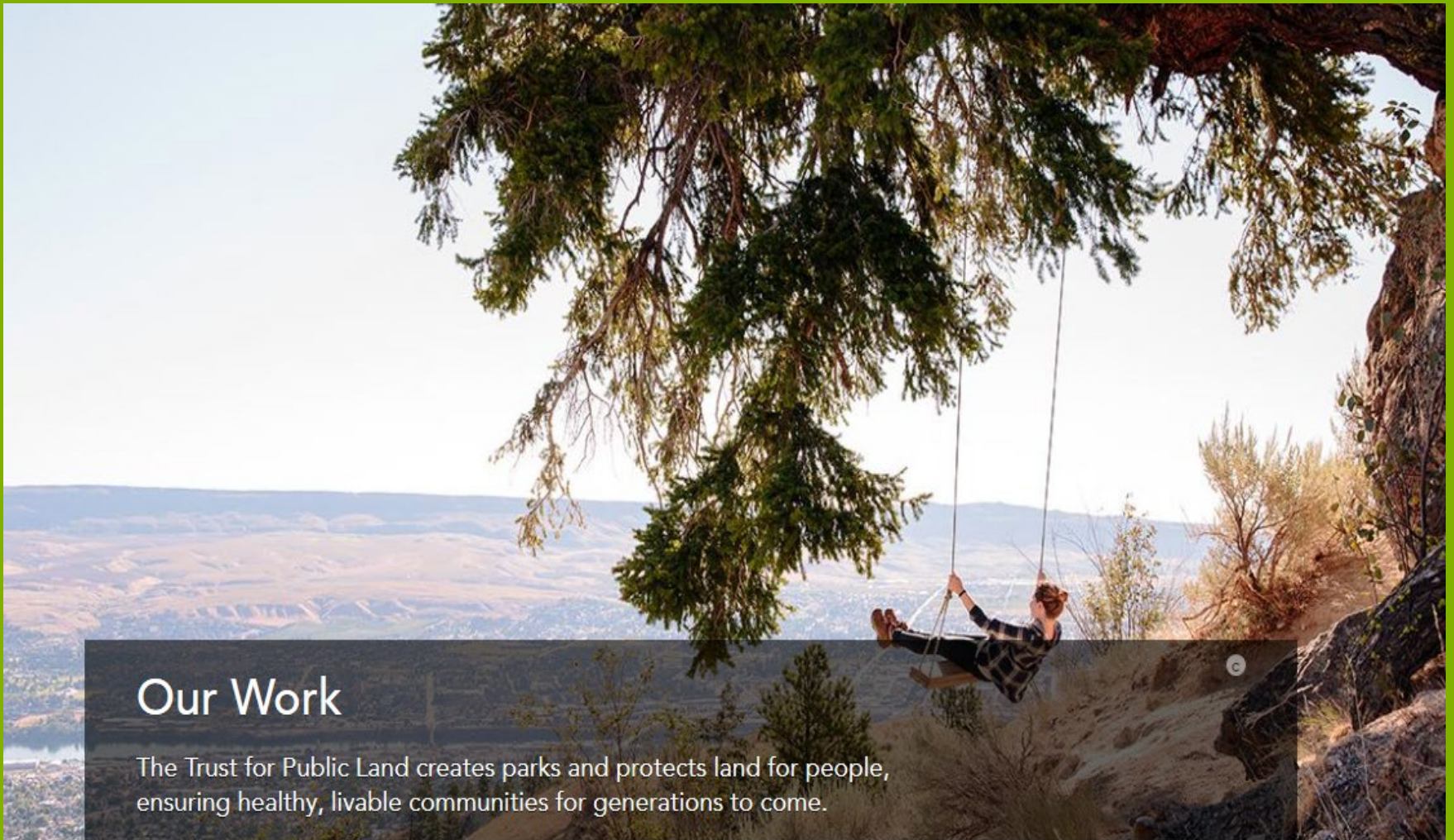
138

Final Design Selected

Project Timeline

- February 2021- Presented two concepts to parents and students
- Early Spring 2021 – Submit one/final design to LAUSD and CNCA for review and final approval
- Late Spring 2021 – Present final design to parents and Students
- Construction Documentation
Summer 2021
- Permitting
Fall-Winter 2022
- Bid Phase
Winter – Spring 2022
- Construction Phase
Summer 2022 – Spring 2023

Project Schedule



Our Work

The Trust for Public Land creates parks and protects land for people, ensuring healthy, livable communities for generations to come.

Thank You!

Powered by BoardOnTrack

Cover Sheet

January 2021 Financial Reports

Section: V. Finance
Item: A. January 2021 Financial Reports
Purpose: Discuss
Submitted by: Tammy Stanton
Related Material: 01.21 - CNCA Consolidated - Financial Analysis.pdf
01.21 - CNCA Consolidated - CashFlow.pdf
01.21 - CNCA Consolidated - Dashboard.pdf
01.21 - CNCA Consolidated - Budget Summary.pdf

BACKGROUND:
January Financials

RECOMMENDATION:
Information

CAMINO NUEVO CHARTER ACADEMY
FY20-21 BUDGET SUMMARY
 Prepared by ExED. For use by ExED and ExED clients only. © 2020 ExED

	CNCA - Burlington		CNCA#2 - Kayne Siart		CNCA#3 - Castellanos		CNCA#3 - Eisner		CNCA#3 - Consolidated		CNCA#4 - Cisneros		CNHS - Miramar		CNHS#2 - Dalzell Lance		Central Administration		Camino Nuevo - Consolidated		
	2020-21 Budget - Approved	2020-21 Forecast	2020-21 Budget - Approved	2020-21 Forecast	2020-21 Budget - Approved	2020-21 Forecast	2020-21 Budget - Approved	2020-21 Forecast	2020-21 Budget - Approved	2020-21 Forecast	2020-21 Budget - Approved	2020-21 Forecast	2020-21 Budget - Approved	2020-21 Forecast	2020-21 Budget - Approved	2020-21 Forecast	2020-21 Budget - Approved	2020-21 Forecast	2020-21 Budget - Approved	2020-21 Forecast	
5844 After School Services	139,137	187,912	177,559	190,559	168,681	168,681	-	-	168,681	168,681	41,666	53,172	-	-	-	-	-	-	527,044	600,324	
5849 Other Student Instructional Services	163,213	143,100	253,133	253,133	114,954	114,954	64,533	64,533	179,487	179,487	226,324	235,164	113,625	113,625	185,333	185,333	-	-	1,121,116	1,109,843	
5852 Professional Development	-	43,877	37,060	37,060	45,334	45,334	27,320	28,120	72,654	73,454	35,303	36,428	24,828	25,578	13,591	38,063	-	-	183,436	254,460	
5854 Nursing & Medical (Non-IEP)	4,100	4,100	6,000	6,000	3,500	3,500	2,500	2,500	6,000	6,000	6,658	6,658	2,500	2,500	2,000	2,000	-	-	27,258	27,258	
5859 All Other Consultants & Services	22,958	33,420	14,676	24,058	34,284	52,212	12,938	16,798	47,222	69,010	27,629	39,455	28,751	31,921	40,412	25,412	-	-	181,648	223,276	
5861 Non Instructional Software	95,028	95,007	102,687	102,687	84,621	84,621	51,398	51,398	136,019	136,019	106,857	106,857	51,927	51,927	77,337	77,337	-	-	569,855	569,834	
5865 Fundraising Cost	-	-	-	646	-	-	-	-	-	-	-	-	-	-	-	92,732	-	-	-	93,378	
5871 District Oversight Fees	60,668	60,970	73,250	73,250	51,242	51,249	27,923	27,893	79,165	79,142	66,048	66,042	31,588	31,622	55,045	54,942	-	-	365,763	365,984	
5872 Special Education Fees (SELPA)	94,767	91,946	115,759	111,816	79,294	76,593	44,930	43,399	124,224	119,993	104,694	101,127	42,372	40,929	73,746	71,234	-	-	555,562	537,044	
5881 Intra-Agency Fees	994,248	972,612	1,118,394	1,091,588	791,621	774,676	444,650	430,326	1,236,271	1,205,002	996,108	982,700	480,786	464,939	866,004	845,073	-	-	5,691,812	5,561,914	
5895 Bad Debt Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5899 All Other Expenses	11,787	11,787	14,482	14,482	11,025	11,025	5,422	5,422	16,447	16,447	11,590	11,590	11,565	11,565	13,305	13,305	-	-	79,177	79,177	
5911 Office Phone	20,616	20,616	8,988	9,942	13,764	13,764	7,966	7,966	21,730	21,730	8,640	8,640	13,440	13,440	16,716	16,716	-	-	90,130	90,634	
5913 Mobile Phone	792	792	1,512	1,512	3,000	4,020	1,512	1,512	4,512	5,532	2,400	2,400	744	744	840	840	-	-	10,800	11,820	
5921 Internet	16,800	16,800	18,470	18,470	18,470	18,470	18,470	18,470	36,940	36,940	18,470	18,470	20,926	20,926	20,926	20,926	-	-	132,531	132,531	
5923 Website Hosting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5931 Postage & Shipping	800	1,040	1,250	2,737	3,500	3,500	500	1,242	4,000	4,742	2,000	2,000	750	1,400	5,000	5,000	-	-	13,800	16,919	
5999 Other Communications	62,524	67,983	74,126	80,795	42,463	60,764	25,704	33,461	68,167	94,225	68,912	68,912	29,075	31,517	49,058	49,058	-	-	351,861	392,489	
Total 5000 - Operating Services	3,002,013	3,109,271	2,975,241	2,963,579	2,151,038	2,127,939	1,230,840	1,230,786	3,381,878	3,358,725	2,657,009	2,716,877	1,209,058	1,207,589	2,541,548	2,629,256			15,766,746	15,985,297	
6000 - Capital Outlay																					
6901 Depreciation Expense	112,659	128,945	592,721	610,752	55,312	71,909	58,982	66,032	114,294	137,941	57,252	85,452	586,366	591,129	86,606	108,437	-	-	1,549,899	1,662,656	
6903 Amortization Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6999 Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total 6000 - Capital Outlay	112,659	128,945	592,721	610,752	55,312	71,909	58,982	66,032	114,294	137,941	57,252	85,452	586,366	591,129	86,606	108,437			1,549,899	1,662,656	
7000 - Other Outgo																					
7438 Interest Expense	-	-	218,244	218,244	-	-	-	-	-	-	-	-	167,477	167,477	-	-	-	-	-	-	
Total 7000 - Other Outgo	-	-	218,244	218,244	-	-	-	-	-	-	-	-	167,477	167,477	-	-	-	-	385,722	385,722	
TOTAL EXPENSE	8,488,723	8,292,493	9,716,740	9,291,669	6,513,416	6,239,554	3,539,174	3,364,191	10,052,590	9,603,745	8,375,119	8,018,456	4,671,504	4,548,089	7,132,107	7,034,796			48,436,783	46,789,248	
NET INCOME	462,594	522,635	494,809	670,835	700,223	837,450	413,167	495,354	1,113,390	1,332,804	545,692	763,182	(433,350)	(411,199)	513,065	526,998			2,696,200	3,405,253	
Beginning Cash Balance	2,476,972	2,447,139	1,193,861	1,117,681	1,372,600	1,370,760	1,613,730	1,547,603	2,986,331	2,918,363	1,357,352	1,291,459	1,394,213	1,363,387	1,190,599	1,190,599	488,848	442,732	11,088,175	10,771,361	
Cash Flow from Operating Activities																					
Net Income	462,594	522,635	494,809	670,835	700,223	837,450	413,167	495,354	1,113,390	1,332,804	545,692	763,182	(433,350)	(411,199)	513,065	526,998	-	-	2,696,200	3,405,253	
Change in Accounts Receivable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Prior Year Accounts Receivable	979,888	979,888	1,027,255	1,027,255	631,241	631,844	478,632	478,632	1,109,873	1,110,475	931,857	933,762	413,285	415,610	505,950	507,473	-	-	4,968,107	4,974,462	
Current Year Accounts Receivable	(2,121,547)	(2,096,581)	(2,065,587)	(2,167,470)	(1,504,256)	(1,566,923)	(923,246)	(860,882)	(2,427,502)	(2,427,805)	(1,836,945)	(1,897,802)	(938,724)	(959,538)	(1,974,910)	(1,984,995)	-	-	(11,365,215)	(11,534,191)	
Change in Due from	-	(1,174)	-	(27,696)	-	(15,705)	-	(1,772)	-	(17,477)	-	-	-	(39)	-	-	115	-	-	(46,272)	
Change in Accounts Payable	312,654	516,747	402,553	626,135	133,039	305,970	140,125	230,137	273,164	536,107	70,437	321,014	(737,033)	(441,698)	203,269	403,920	(2,134)	(2,134)	522,910	1,960,092	
Change in Due to	(255,948)	(232,937)	(288,825)	(309,770)	(216,673)	(205,094)	(100,648)	(103,185)	(317,321)	(308,279)	(262,518)	(267,380)	(129,326)	502,648	(9,987)	(10,029)	(405,210)	(405,210)	(1,669,134)	(1,030,957)	
Change in Accrued Vacation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Change in Payroll Liabilities	-	(19,310)	-	(29,876)	-	(41,633)	-	(6,983)	-	(48,615)	-	(23,404)	-	(10,658)	-	(25,426)	-	13,251	-	(144,038)	
Change in Prepaid Expenditures	(97,037)	(5,489)	(41,602)	(3,574)	(50,417)	(3,469)	(42,234)	(2,714)	(92,651)	(2,714)	(22,539)	(4,042)	(18,475)	(2,007)	(94,058)	(4,724)	(7,321)	(27,312)	(373,682)	(53,331)	
Change in Deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Change in Deferred Revenue	-	(6,000)	-	(13,000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(19,000)	
Depreciation Expense	112,659	128,945	592,721	610,752	55,312	71,909	58,982	66,032	114,294	137,941	57,252	85,452	586,366	591,129	86,606	108,437	-	-	1,549,899	1,662,656	
Cash Flow from Investing Activities																					
Capital Expenditures	(13,000)	(140,128)	-	(187,694)	-	(131,053)	(7,725)	(57,791)	(7,725)	(188,844)	-	(234,083)	(38,223)	(74,707)	-	(60,372)	-	-	(58,948)	(885,827)	
Cash Flow from Financing Activities																					
Source - Sale of Receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Use - Sale of Receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Source - Loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Use - Loans	-	-	(381,148)	(381,148)	-	-	-	-	-	-	-	-	(33,306)	(665,306)	-	-	-	-	-	(414,454)	(1,046,454)
Ending Cash Balance	1,857,236	2,093,734	934,037	932,430	1,121,070	1,254,055	1,630,783	1,784,430	2,751,852	3,038,485	840,590	968,159	65,426	307,622	420,532	651,881	74,183	21,442	6,943,857	8,013,754	

CAMINO NUEVO CHARTER ACADEMY

2020-21 Cash Flow Forecast

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Actuals as of 1/31/2021

		# of months remaining in FY															FORECAST		Budget Variance	
		12	11	10	9	8	7	6	5	4	3	2	1			Better / (Worse)	% Better / (Worse)			
State Schedule:		P-2	P-2	P-2	P-2	P-2	P-2	P-2	P-2	P-1	P-1	P-1	P-1							
District Schedule:		P-2	P-2	P-2	P-2	P-2	P-2	P-2	P-1	P-1	P-1	P-1								
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL												
		Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Accrual	Jul-20 - Jun-21					
2020-21		Budget															FORECAST		Budget Variance	
2020-21		Trend															FORECAST		Budget Variance	
																	Jul-20 - Jun-21		Better / (Worse) % Better / (Worse)	
	2 - State Apportionment Schedule, No Deferrals, Paid on a Lag		0%	5%	5%	9%	9%	9%	9%	20%	20%	20%	20%	20%						
	1 - District Apportionment Schedule, Paid on Time		6%	12%	8%	8%	8%	8%	1/3	1/6	1/6	1/6	1/6	0						
	# of School Days in Month		0	0	16	18	16	20	18	14	15	20	18		174					
	Enrollment	3,374													3367	(7)	0%			
	Unduplicated Pupil Percentage	83.70%													95%	0	13%			
	ADA	3,216.40													3,218.84	2				
Income																				
8011-8098 - Local Control Funding Formula Sources																				
8011	Local Control Funding Formula	21,728,729	21,739,089	1,087,611	1,087,611	1,957,699	1,957,699	1,957,699	1,957,699	918,885	351,913	351,913	351,913	-	7,800,747	21,739,089	10,360	0%		
8012	Education Protection Account	5,446,521	5,451,133	-	-	1,361,632	-	-	1,361,630	-	-	1,365,087	-	-	1,362,783	5,451,133	4,611	0%		
8019	Local Control Funding Formula - Prior Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8096	In Lieu of Property Taxes	9,401,023	9,408,154	564,062	1,128,122	752,081	752,081	128,289	1,375,874	1,318,521	659,261	659,261	659,261	659,261	-	9,408,154	7,132	0%		
8098	In Lieu of Property Taxes, Prior Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	Total 8011-8098 - Local Control Funding Formula Sources	36,576,273	36,598,376	1,651,673	2,215,733	4,071,412	2,709,780	2,085,988	4,695,203	2,709,780	2,237,406	1,011,174	2,376,262	1,011,174	659,261	9,163,530	36,598,376	22,203	0%	
8100-8299 - Federal Revenue																				
8181	Special Education - Federal (IDEA)	666,728	655,742	40,004	80,008	53,337	53,337	9,098	97,578	53,337	89,681	44,841	44,841	44,841	-	655,742	(10,985)	-2%		
8221	Child Nutrition - Federal	1,764,970	599,473	-	-	-	64,530	-	31,079	-	147,767	47,687	41,678	54,049	60,484	143,608	590,882	(1,174,088)	-67%	
8223	CACFP Supper	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8291	Title I	1,588,447	1,543,444	-	-	-	-	-	-	809,216	-	-	385,861	-	348,367	1,543,444	(45,003)	-3%		
8292	Title II	179,099	165,261	-	-	-	-	-	-	84,818	-	-	41,315	-	39,128	165,261	(13,838)	-8%		
8294	Title III	144,373	144,373	-	-	-	8,895	-	58,142	-	-	-	36,093	-	41,243	144,373	-	-		
8295	Title IV, SSAFE	118,938	119,045	-	-	-	-	-	34,162	-	-	-	29,761	-	55,122	119,045	107	0%		
8296	Title IV, PCSGP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8297	Facilities Incentive Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8299	All Other Federal Revenue	5,155,095	5,162,397	-	-	3,973,893	-	-	50,025	7,834	-	-	396,168	-	734,477	5,162,397	7,302	0%		
	Total 8100-8299 - Other Federal Income	9,617,650	8,389,735	40,004	80,008	4,027,230	126,762	9,098	270,986	955,205	237,448	92,527	975,717	98,890	105,324	1,361,944	8,381,144	(1,236,506)	-13%	
8300-8599 - Other State Revenue																				
8520	Child Nutrition - State	131,420	49,999	-	-	-	5,385	-	2,597	-	12,397	4,042	3,537	4,585	5,129	12,174	49,845	(81,575)	-62%	
8550	Mandate Block Grant	74,409	74,409	-	-	-	-	74,403	-	-	-	-	-	-	6	74,409	0	0%		
8561	State Lottery - Non Prop 20	482,460	482,826	-	-	-	-	-	-	180,469	-	-	120,707	-	181,650	482,826	366	0%		
8562	State Lottery - Prop 20	157,604	157,723	-	-	-	-	-	-	-	-	-	39,431	-	118,292	157,723	120	0%		
8560	Lottery Revenue	640,064	640,549	-	-	-	-	-	-	180,469	-	-	160,137	-	299,942	640,549	486	0%		
8587	State Grant Pass-Through	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8591	SB740	746,761	746,761	-	-	-	-	-	-	-	-	-	186,690	-	560,071	746,761	-	-	-	
8592	State Mental Health	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8593	After School Education & Safety	535,922	585,849	-	-	-	-	-	380,802	-	-	-	146,462	-	58,585	585,849	49,928	9%		
8594	Supplemental Categorical Block Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8599	State Revenue - Other	311,916	330,916	19,000	-	311,916	-	-	-	-	-	-	-	-	-	330,916	19,000	6%		
	Total 8300-8599 - Other State Income	2,440,492	2,428,484	19,000	-	311,916	5,385	74,403	2,597	561,272	12,397	4,042	496,827	4,585	5,129	930,779	2,428,330	(12,161)	0%	
8600-8799 - Other Local Revenue																				
8631	Sale of Equipment & Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8634	Food Service Sales	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8660	Interest & Dividend Income	99,990	86,490	3,628	0	0	0	26,159	0	14,347	9,118	9,118	9,118	9,118	9,118	89,724	(10,266)	-10%		
8662	Net Increase (Decrease) in Fair Value of Investments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8681	Intra-Agency Fee Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8682	Childcare & Enrichment Program Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8689	All Other Fees & Contracts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8692	Grants	98,470	147,195	-	10,000	1,000	59,000	-	28,975	-	12,609	3,583	2,083	2,083	12,583	15,278	147,195	48,725	49%	
8694	In Kind Donations	-	107,732	92,732	15,000	-	-	-	-	-	-	-	-	-	-	-	107,732	107,732	100%	
8695	Contributions & Events	-	6,025	-	9,021	-	1,049	15	-	94	-	-	-	-	-	10,179	10,179	100%		
8696	Other Fundraising	3,000	3,000	-	-	-	-	-	-	-	-	-	3,000	-	-	3,000	-	-	-	-
8697	E-Rate	106,025	106,025	-	482	9,447	-	8,675	35,354	-	9,957	9,957	9,957	9,957	2,284	106,025	(0)	-	-	
8698	SELPA Grants	80,000	200,878	-	-	-	-	16,524	104,359	-	-	-	12,485	7,135	60,376	200,879	120,879	151%		
8699	All Other Local Revenue	-	-	-	190	-	-	13,576	(13,058)	23,349	-	-	-	-	-	24,057	24,057	100%		
8792	Transfers of Apportionments - Special Education	2,111,084	2,029,479	126,665	253,330	168,886	168,886	28,809	308,965	168,886	268,351	134,175	134,175	134,175	134,175	2,029,479	(81,606)	-4%		

CAMINO NUEVO CHARTER ACADEMY
 2020-21 Cash Flow Forecast
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		Actuals as of 1/31/2021																
		# of months remaining in FY																
		12	11	10	9	8	7	6	5	4	3	2	1					
State Schedule:		P-2	P-2	P-2	P-2	P-2	P-2	P-2	P-2	P-1	P-1	P-1	P-1					
District Schedule:		P-2	P-2	P-2	P-2	P-2	P-2	P-2	P-1	P-1	P-1	P-1						
	2020-21	2020-21	ACTUAL												FORECAST		Budget Variance	
	Budget	Trend	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Accrual	Jul-20 - Jun-21	Better / (Worse)	% Better / (Worse)
Change in Prepaid Expenditures	(373,682)	(53,331)	347,315	-	-	(964)	(20,231)	(51,744)	(13,908)	-	-	-	-	(313,799)	-	(53,331)	320,351	-
Change in Deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Change in Deferred Revenue	-	(19,000)	(19,000)	-	-	-	-	-	-	-	-	-	-	-	-	(19,000)	(19,000)	-
Depreciation Expense	1,549,899	1,662,656	137,420	132,419	132,515	130,767	140,043	142,430	140,989	141,544	141,306	141,281	141,027	140,916	-	1,662,656	112,757	-
Cash Flow from Investing Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditures	(58,948)	(885,827)	(22,988)	(5,596)	(14,932)	(3,596)	(652,771)	(181,129)	(4,815)	-	-	-	-	-	-	(885,827)	(826,880)	-
Cash Flow from Financing Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Source - Sale of Receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Use - Sale of Receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Source - Loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Use - Loans	(414,454)	(1,046,454)	-	-	(564,626)	-	-	-	-	-	(191,523)	-	-	(290,306)	-	(1,046,454)	(632,000)	-
Ending Cash Balance	6,943,857	7,157,458	10,775,635	12,120,099	17,192,712	17,353,643	14,060,127	16,008,166	17,851,035	15,914,729	12,992,644	13,332,967	10,984,758	8,013,754	8,013,754	8,013,754	1,069,897	

CAMINO NUEVO CHARTER ACADEMY - Financial Dashboard (January 2021)

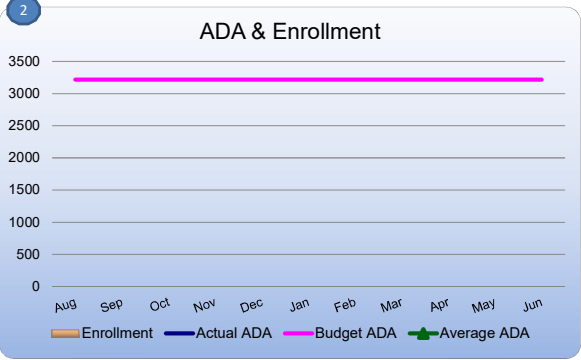
1 Key Performance Indicators

ADA vs. Budget ● Cash on Hand ●
 Net Income / (Loss) ● Year-End Cash ●

KEY POINTS

Due to school closures related to COVID-19, schools are to be funded on FY19-20 ADA. An exception was allowed for new schools and schools that budgeted growing enrollment during FY20-21. For growing schools, ADA can be calculated based on enrollment on Census Day (Oct. 7th) at the state average ADA rate. All of Camino's charters are being forecasted at FY19-20 P2 ADA with the exception of Burlington. As such, an increase of 2.44 ADA is reflected in the forecast for Burlington site.

Camino Nuevo is forecasted to have a net income of \$3.4MM, \$709k higher than the revised budget.



3 Average Daily Attendance Analysis

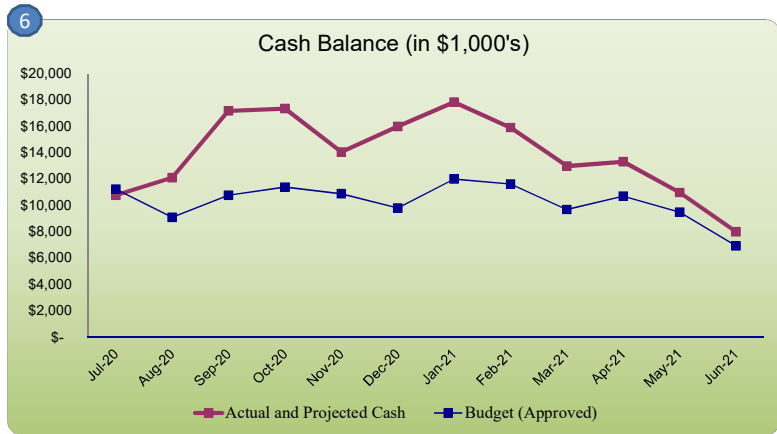
Category	Forecasted P2	Budgeted P2	Better/(Worse)	Prior Month Forecast	Prior Year P2
Enrollment	3,367	3,374	(7)	3,374	3,374
ADA %	95.0%	95.0%	0.0%	95.3%	95.0%
Average ADA	3,218.84	3,216.40	2.44	3,216.40	3,216.40

4 LCFF Supplemental & Concentration Grant Factors

Category	Budget	Forecast	Variance	Prior Year
Unduplicated Pupil %	95.3%	94.9%	-0.4%	96.9%
3-Year Average %	96.4%	96.3%	-0.1%	96.9%
District UPP C. Grant Cap	85.4%	85.4%	0.0%	85.4%

5 INCOME STATEMENT

INCOME STATEMENT	Forecast	VS. Budget		FY 20-21 YTD			Historical	
	As of 01/31/21	FY 20-21 Budget	Variance B/(W)	Actual YTD	Budget YTD	Variance B/(W)	FY 19-20	FY 18-19
Local Control Funding Formula	36,598,376	36,576,273	22,103	20,139,569	20,130,910	8,659	36,599,448	35,940,325
Federal Revenue	8,381,144	9,617,650	(1,236,506)	5,509,294	5,820,114	(310,821)	4,111,838	4,496,695
State Revenue	2,428,330	2,440,492	(12,161)	974,572	859,352	115,220	2,178,012	3,448,880
Other Local Revenue	2,518,546	2,397,099	121,447	1,535,841	1,411,725	124,116	2,594,054	2,707,106
Grants/Fundraising	268,105	101,470	166,635	216,885	51,882	165,003	290,775	232,077
TOTAL REVENUE	50,194,502	51,132,984	(938,482)	28,376,162	28,273,983	102,178	45,774,128	46,825,082
<i>Total per ADA</i>	15,594	15,898	(304)				14,231	14,340
<i>w/o Grants/Fundraising</i>	15,511	15,866	(355)				14,141	14,269
Certificated Salaries	14,634,399	14,844,568	210,169	7,891,561	8,287,358	395,797	14,590,028	15,370,887
Classified Salaries	4,102,903	4,168,986	66,083	2,169,649	2,271,488	101,839	4,074,554	4,281,418
Benefits	5,414,591	5,716,708	302,117	3,023,539	3,275,363	251,823	5,451,944	5,595,193
Student Supplies	4,603,681	6,004,156	1,400,475	2,647,460	4,786,620	2,139,160	2,840,804	3,293,053
Operating Expenses	15,985,297	15,766,746	(218,551)	6,195,653	9,459,937	3,264,284	15,850,766	18,681,487
Other	2,048,377	1,935,620	(112,757)	1,150,392	1,114,276	(36,116)	1,996,297	1,886,848
TOTAL EXPENSES	46,789,248	48,436,783	1,647,535	23,078,254	29,195,041	6,116,787	44,804,393	49,108,885
<i>Total per ADA</i>	14,536	15,059	523				13,930	15,039
NET INCOME / (LOSS)	3,405,253	2,696,200	709,053	5,297,908	(921,058)	6,255,082	969,735	(2,283,803)
OPERATING INCOME	5,067,909	4,246,099	821,810	6,254,491	(591)	6,255,082	2,564,627	(811,297)
EBITDA	5,453,631	4,631,821	821,810	6,448,300	193,218	6,255,082	2,966,033	(396,956)



Year-End Cash Balance

Projected	Budget	Variance
8,013,754	6,943,857	1,069,897

7 Balance Sheet

Balance Sheet	6/30/2020	12/31/2020	1/31/2021	6/30/2021 FC
Assets				
Cash, Operating	10,771,361	16,008,166	17,851,035	8,013,754
Cash, Restricted	0	0	0	0
Accounts Receivable	4,974,462	221,330	209,687	11,534,191
Due From Others	198,461	275,871	389,995	244,733
Other Assets	359,888	85,512	99,419	413,219
Net Fixed Assets	58,120,694	58,186,113	58,049,939	57,343,866
Total Assets	74,424,866	74,776,992	76,600,075	77,549,762
Liabilities				
A/P & Payroll	3,054,300	1,481,099	1,749,379	4,870,354
Due to Others	1,701,100	448,060	466,949	670,144
Deferred Revenue	19,000	0	0	0
Total Debt	20,693,733	20,129,107	20,129,107	19,647,279
Total Liabilities	25,468,133	22,058,266	22,345,434	25,187,776
Equity				
Beginning Fund Bal.	47,986,997	48,956,733	48,956,733	48,956,733
Net Income/(Loss)	969,735	3,761,994	5,297,908	3,405,253
Total Equity	48,956,733	52,718,726	54,254,641	52,361,986
Total Liabilities & Equity	74,424,866	74,776,992	76,600,075	77,549,762

Available Line of Credit

Available Line of Credit				
Days Cash on Hand	91	129	144	65
Cash Reserve %	24.9%	35.3%	39.6%	17.8%





CAMINO NUEVO CHARTER ACADEMY

Financial Analysis

January 2021

Net Income

Camino Nuevo Charter Academy is projected to achieve a net income of \$3.41M in FY20-21 compared to \$2.70M in the board approved budget. Reasons for this positive \$709K variance are explained below in the Income Statement section of this analysis.

Balance Sheet

As of January 31, 2021, the school's cash balance was \$17.85M. By June 30, 2021, the school's cash balance is projected to be \$8.01M, which represents an 18% reserve.

As of January 31, 2021, the Accounts Receivable balance was \$210K, down from \$221K in the previous month, due to the receipt of revenue earned in FY19-20.

As of January 31, 2021, the Accounts Payable balance, including payroll liabilities, totaled \$1.75M, compared to \$1.48M in the prior month.

As of January 31, 2021, CNCA had a debt balance of \$20.13M. An additional \$482K will be paid this fiscal year. Debt balances consist of the following:

- \$10.82M - 3rd St/Prop 55 Long-Term loan due back to the State.
- \$9.31M - Prop ID loan due back to the State.

Income Statement

Revenue

Total revenue for FY20-21 is projected to be \$50.19M, which is \$939K or 1.8% under budgeted revenue of \$51.13M.

Object Code 8221: Federal Nutrition Revenue is expected to be \$1.17M under budget. Due to school closures related to COVID-19, participation rates for the school nutrition program are lower than budgeted. Reduced revenue is offset by decreased nutrition food expenses (**Object 4711**).

Object Code 8520: State Nutrition Revenue is expected to be \$82K under budget. Due to school closures related to COVID-19, participation rates for the school nutrition program are lower than budgeted. Reduced revenue is offset by decreased nutrition food expenses (**Object 4711**).

Object Code 8694: In Kind Donations are \$108K over budget largely due to a \$93K See's Candy Donation received by the Dalzell Lance site. This is offset by Fundraising Expense (**Object Code 5865**).

This report will discuss revenue and expenditure variances from the Board-approved budget that are above \$75,000 and 10%.



Object Code 8698: SELPA Grants are projected to be \$121K over budget based on Round 1 of STEP grants awarded to the charter schools.

Object Code 8999: Prior Year revenue is expected to be \$68K over budget largely due to \$60K of SMAA funds received across the charter schools.

Expenses

Total expenses for FY20-21 are projected to be \$46.79M, which is \$1.65M or 3.4% under budgeted expenditures of \$48.44M.

Object Code 1299: Certificated Pupil Support expense is projected to be \$131K under budget as a result of multiple open positions for the SPED Program.

Object Code 3601: Workers' Compensation expense is projected to be \$114K under budget based on final policy details.

Object Code 4711: Nutrition Program Food expense is projected to be \$1.29M under budget due to school closures related to COVID-19 and commodity credits received. Impact of school closure is offset by decreased nutrition revenue (**Object Code 8220, 8520**).

Object Code 5531: Housekeeping Services expense is projected to be \$105K under budget due to decreased services needed during school closures.

Object Code 5865: Fundraising Cost expense is \$93K over budget. As mentioned above, Dalzell Lance received \$93K See's Candy In-kind Donation.

ADA

Budgeted average ADA for FY20-21 is 3216.40 based on an enrollment of 3374 and a 95.0% attendance rate.

The forecast assumes an ADA of 3218.84 based on an enrollment of 3367 and a 95.0% attendance rate.

Due to school closures related to COVID-19, schools are to be funded on FY19-20 ADA. An exception was allowed for new schools and schools that budgeted growing enrollment during FY20-21. For growing schools, ADA can be calculated based on enrollment on Census Day (Oct. 7th) at the state average ADA rate. All of Camino's charters are being forecasted at FY19-20 P2 ADA with the exception of Burlington. As such, an increase of 2.44 ADA is reflected in the forecast for Burlington site.

The ExED dashboard is not reflecting current enrollment. However, it is important for the school to continue to monitor enrollment numbers.

This report will discuss revenue and expenditure variances from the Board-approved budget that are above \$75,000 and 10%.

Cover Sheet

2nd Interim Financial Reports

Section: V. Finance
Item: B. 2nd Interim Financial Reports
Purpose: Vote
Submitted by: Tammy Stanton
Related Material: CNCA#1 - FY20-21 - Second Interim - Form 62.pdf
CNCA#2 - FY20-21 - Second Interim - Form 62.pdf
CNCA#3 - FY20-21 - Second Interim - Form 62.pdf
CNCA#4 - FY20-21 - Second Interim - Form 62.pdf
CNHS - FY20-21 - Second Interim - Form 62.pdf
CNHS#2 - FY20-21 - Second Interim - Form 62.pdf

BACKGROUND:

Each CNCA charter school files two interim financial reports during the fiscal year on the status of the schools' financial position. The attached 2nd interim report period represents the 01/31/21 actuals and 06/30/21 fiscal year-end forecast. The reports were submitted to the LAUSD Charter Schools Division by the deadline of 03/01/21 and subsequently submitted by LAUSD to the Los Angeles County Office of Education (LACOE) and the California Department of Education (CDE).

RECOMMENDATION:

Approve receipt of 2nd Interim Reports.

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	5,659,652.09	6,066,753.93	3,332,975.00	6,097,012.86	30,258.93	0.5%
2) Federal Revenue		8100-8299	1,199,445.65	1,834,535.12	985,929.60	1,633,523.30	(201,011.82)	-11.0%
3) Other State Revenue		8300-8599	629,362.95	636,981.90	218,939.24	671,100.11	34,118.21	5.4%
4) Other Local Revenue		8600-8799	366,946.82	413,046.43	250,458.36	413,491.38	444.95	0.1%
5) TOTAL, REVENUES			7,855,407.51	8,951,317.38	4,788,302.20	8,815,127.65		
B. EXPENSES								
1) Certificated Salaries		1000-1999	2,384,609.27	2,399,944.28	1,297,350.19	2,381,939.14	18,005.14	0.8%
2) Classified Salaries		2000-2999	638,236.17	854,082.03	393,584.36	794,041.45	60,040.58	7.0%
3) Employee Benefits		3000-3999	926,838.94	982,749.70	536,911.96	955,483.72	27,265.98	2.8%
4) Books and Supplies		4000-4999	766,970.69	1,137,274.84	572,415.86	922,811.73	214,463.11	18.9%
5) Services and Other Operating Expenses		5000-5999	2,704,127.91	3,002,012.94	1,313,329.88	3,109,271.45	(107,258.51)	-3.6%
6) Depreciation		6000-6999	123,306.77	112,659.21	72,038.44	128,945.29	(16,286.08)	-14.5%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			7,544,089.75	8,488,723.00	4,185,630.69	8,292,492.78		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			311,317.76	462,594.38	602,671.51	522,634.87		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			311,317.76	462,594.38	602,671.51	522,634.87		
F. NET POSITION								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	4,165,484.43	4,412,299.09		4,412,299.09	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			4,165,484.43	4,412,299.09		4,412,299.09		
d) Other Restatements		9795	81,526.62	(0.09)		0.03	0.12	-133.3%
e) Adjusted Beginning Net Position (F1c + F1d)			4,247,011.05	4,412,299.00		4,412,299.12		
2) Ending Net Position, June 30 (E + F1e)			4,558,328.81	4,874,893.38		4,934,933.99		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	1,227,812.45	1,190,919.73		1,301,761.77		
b) Restricted Net Position		9797	0.00	0.00		0.00		
c) Unrestricted Net Position			3,330,516.36	3,683,973.65		3,633,172.22		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	3,317,589.08	3,426,213.77	1,884,417.00	3,444,729.48	18,515.71	0.5%
Education Protection Account State Aid - Current Year		8012	877,058.13	1,036,923.99	518,462.00	1,041,535.48	4,611.49	0.4%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	1,465,004.88	1,603,616.17	930,096.00	1,610,747.90	7,131.73	0.4%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			5,659,652.09	6,066,753.93	3,332,975.00	6,097,012.86	30,258.93	0.5%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	417,524.06	417,524.06	39,320.60	225,110.85	(192,413.21)	-46.1%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	113,351.19	113,729.66	65,962.00	112,268.05	(1,461.61)	-1.3%
Title I, Part A, Basic	3010	8290	317,758.00	317,758.00	162,888.00	310,690.00	(7,068.00)	-2.2%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	30,209.00	30,699.00	14,915.00	29,060.00	(1,639.00)	-5.3%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	35,578.40	35,578.40	18,598.00	35,578.40	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3150, 3155, 3180, 3181, 3182, 3185, 4037, 4124, 4126, 4127, 4128, 5510, 5630	8290	23,342.00	23,704.00	5,954.00	23,814.00	110.00	0.5%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	261,683.00	895,542.00	678,292.00	897,002.00	1,460.00	0.2%
TOTAL, FEDERAL REVENUE			1,199,445.65	1,834,535.12	985,929.60	1,633,523.30	(201,011.82)	-11.0%
OTHER STATE REVENUE								
Other State Apportionments								
Special Education Master Plan Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	32,071.85	32,071.85	3,281.19	18,776.77	(13,295.08)	-41.5%
Mandated Costs Reimbursements		8550	9,251.53	9,251.53	9,250.00	9,251.53	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	114,843.60	109,181.35	31,134.40	110,015.67	834.32	0.8%
After School Education and Safety (ASES)	6010	8590	177,559.20	139,137.40	115,413.48	177,559.20	38,421.80	27.6%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Charter School Facility Grant	6030	8590	295,636.77	295,636.77	2,157.17	297,793.94	2,157.17	0.7%
Drug/Alcohol/Tobacco Funds	6690, 6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	51,703.00	57,703.00	57,703.00	6,000.00	11.6%
TOTAL, OTHER STATE REVENUE			629,362.95	636,981.90	218,939.24	671,100.11	34,118.21	5.4%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	24,000.00	24,000.00	11,715.97	21,000.00	(3,000.00)	-12.5%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	329,506.82	360,106.43	223,038.85	361,642.49	1,536.06	0.4%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	13,440.00	28,940.00	15,703.54	30,848.89	1,908.89	6.6%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments								
Special Education SELPA Transfers From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			366,946.82	413,046.43	250,458.36	413,491.38	444.95	0.1%
TOTAL, REVENUES			7,855,407.51	8,951,317.38	4,788,302.20	8,815,127.65		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	1,794,300.30	1,815,899.75	979,809.19	1,815,209.41	690.34	0.0%
Certificated Pupil Support Salaries		1200	193,152.88	172,269.12	67,138.87	140,548.51	31,720.61	18.4%
Certificated Supervisors' and Administrators' Salaries		1300	397,156.09	411,775.41	250,402.13	426,181.22	(14,405.81)	-3.5%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			2,384,609.27	2,399,944.28	1,297,350.19	2,381,939.14	18,005.14	0.8%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	244,492.50	425,753.55	148,654.53	360,017.67	65,735.88	15.4%
Classified Support Salaries		2200	116,589.50	107,251.50	62,933.85	109,368.41	(2,116.91)	-2.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	158,599.93	163,629.23	94,639.02	164,361.28	(732.05)	-0.4%
Other Classified Salaries		2900	118,554.24	157,447.75	87,356.96	160,294.09	(2,846.34)	-1.8%
TOTAL, CLASSIFIED SALARIES			638,236.17	854,082.03	393,584.36	794,041.45	60,040.58	7.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	385,114.40	387,591.00	204,734.65	379,895.75	7,695.25	2.0%
PERS		3201-3202	132,114.87	176,794.98	87,386.07	170,280.68	6,514.30	3.7%
OASDI/Medicare/Alternative		3301-3302	83,401.90	100,136.47	50,150.77	96,512.28	3,624.19	3.6%
Health and Welfare Benefits		3401-3402	276,069.55	265,941.94	172,745.21	276,057.31	(10,115.37)	-3.8%
Unemployment Insurance		3501-3502	1,511.42	1,626.99	839.88	1,582.40	44.59	2.7%
Workers' Compensation		3601-3602	48,626.80	50,658.32	27,119.39	37,219.31	13,439.01	26.5%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	(6,064.01)	(6,064.01)	6,064.01	New
TOTAL, EMPLOYEE BENEFITS			926,838.94	982,749.70	536,911.96	955,483.72	27,265.98	2.8%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	12,300.00	82,261.00	60,733.19	82,261.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	13,116.00	9,806.23	13,116.00	0.00	0.0%
Materials and Supplies		4300	119,692.00	258,792.60	191,534.73	257,141.23	1,651.37	0.6%
Noncapitalized Equipment		4400	182,729.00	330,855.55	212,930.61	330,855.55	0.00	0.0%
Food		4700	452,249.69	452,249.69	97,411.10	239,437.95	212,811.74	47.1%
TOTAL, BOOKS AND SUPPLIES			766,970.69	1,137,274.84	572,415.86	922,811.73	214,463.11	18.9%
SERVICES AND OTHER OPERATING EXPENSES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	16,000.00	2,399.00	16,000.00	0.00	0.0%
Dues and Memberships		5300	9,545.00	9,670.00	8,360.31	9,600.00	70.00	0.7%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	279,200.59	241,286.92	128,931.03	272,374.48	(31,087.56)	-12.9%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	671,770.56	679,920.56	407,489.64	688,683.12	(8,762.56)	-1.3%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,704,603.76	1,953,603.46	705,445.80	2,015,382.79	(61,779.33)	-3.2%
Communications		5900	39,008.00	101,532.00	60,704.10	107,231.06	(5,699.06)	-5.6%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			2,704,127.91	3,002,012.94	1,313,329.88	3,109,271.45	(107,258.51)	-3.6%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
DEPRECIATION								
Depreciation Expense		6900	123,306.77	112,659.21	72,038.44	128,945.29	(16,286.08)	-14.5%
TOTAL, DEPRECIATION			123,306.77	112,659.21	72,038.44	128,945.29	(16,286.08)	-14.5%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to Districts or Charter Schools		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENSES			7,544,089.75	8,488,723.00	4,185,630.69	8,292,492.78		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Camino Nuevo Charter Academy
Los Angeles Unified
Los Angeles County

Second Interim
Charter Schools Enterprise Fund
Exhibit: Restricted Net Position Detail

19 64733 6117667
Form 62I

Resource	Description	2020/21 Projected Year Totals
	Total, Restricted Net Position	<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	6,774,248.35	7,324,950.79	4,029,191.00	7,326,480.18	1,529.39	0.0%
2) Federal Revenue		8100-8299	1,091,319.33	1,901,715.03	1,109,850.92	1,612,975.08	(288,739.95)	-15.2%
3) Other State Revenue		8300-8599	353,120.14	409,764.76	242,353.09	405,423.31	(4,341.45)	-1.1%
4) Other Local Revenue		8600-8799	531,716.53	575,118.58	351,361.75	617,625.45	42,506.87	7.4%
5) TOTAL, REVENUES			8,750,404.35	10,211,549.16	5,732,756.76	9,962,504.02		
B. EXPENSES								
1) Certificated Salaries		1000-1999	2,818,098.23	2,890,954.07	1,471,726.85	2,813,589.45	77,364.62	2.7%
2) Classified Salaries		2000-2999	700,310.02	786,241.75	423,731.27	793,211.56	(6,969.81)	-0.9%
3) Employee Benefits		3000-3999	1,073,739.99	1,110,420.82	578,753.62	1,053,016.29	57,404.53	5.2%
4) Books and Supplies		4000-4999	669,461.64	1,142,916.36	437,018.06	839,277.12	303,639.24	26.6%
5) Services and Other Operating Expenses		5000-5999	2,463,788.31	2,975,241.26	1,175,073.27	2,963,578.57	11,662.69	0.4%
6) Depreciation		6000-6999	597,330.01	592,721.40	353,529.12	610,752.14	(18,030.74)	-3.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	220,733.62	218,244.32	110,070.29	218,244.32	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			8,543,461.82	9,716,739.98	4,549,902.48	9,291,669.45		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			206,942.53	494,809.18	1,182,854.28	670,834.57		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			206,942.53	494,809.18	1,182,854.28	670,834.57		
F. NET POSITION								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	26,387,803.30	26,799,395.35		26,799,395.35	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			26,387,803.30	26,799,395.35		26,799,395.35		
d) Other Restatements		9795	109,999.93	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			26,497,803.23	26,799,395.35		26,799,395.35		
2) Ending Net Position, June 30 (E + F1e)			26,704,745.76	27,294,204.53		27,470,229.92		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	24,976,517.36	25,010,086.95		25,179,750.01		
b) Restricted Net Position		9797	0.00	0.00		0.00		
c) Unrestricted Net Position		9790	1,728,228.40	2,284,117.58		2,290,479.91		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	3,931,627.18	4,095,615.35	2,257,817.00	4,097,144.74	1,529.39	0.0%
Education Protection Account State Aid - Current Year		8012	1,066,553.61	1,270,506.53	635,254.00	1,270,506.53	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	1,776,067.56	1,958,828.91	1,136,120.00	1,958,828.91	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			6,774,248.35	7,324,950.79	4,029,191.00	7,326,480.18	1,529.39	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	363,394.02	363,394.02	18,219.92	80,263.61	(283,130.41)	-77.9%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	137,418.91	138,921.61	80,575.00	136,529.07	(2,392.54)	-1.7%
Title I, Part A, Basic	3010	8290	278,440.00	278,440.00	145,319.00	277,131.00	(1,309.00)	-0.5%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	36,456.00	37,047.00	17,328.00	33,762.00	(3,285.00)	-8.9%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	25,854.40	25,854.40	13,515.00	25,854.40	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3150, 3155, 3180, 3181, 3182, 3185, 4037, 4124, 4126, 4127, 4128, 5510, 5630	8290	20,453.00	20,771.00	5,217.00	20,868.00	97.00	0.5%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	229,303.00	1,037,287.00	829,677.00	1,038,567.00	1,280.00	0.1%
TOTAL, FEDERAL REVENUE			1,091,319.33	1,901,715.03	1,109,850.92	1,612,975.08	(288,739.95)	-15.2%
OTHER STATE REVENUE								
Other State Apportionments								
Special Education Master Plan Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	25,031.92	25,031.92	1,522.75	6,688.59	(18,343.33)	-73.3%
Mandated Costs Reimbursements		8550	11,300.82	11,300.82	11,299.00	11,300.82	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	139,228.20	133,365.82	38,610.86	134,367.70	1,001.88	0.8%
After School Education and Safety (ASES)	6010	8590	177,559.20	177,559.20	115,413.48	177,559.20	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6690, 6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	62,507.00	75,507.00	75,507.00	13,000.00	20.8%
TOTAL, OTHER STATE REVENUE			353,120.14	409,764.76	242,353.09	405,423.31	(4,341.45)	-1.1%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	18,000.00	18,000.00	6,723.81	12,000.00	(6,000.00)	-33.3%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	479,470.59	519,872.64	297,001.93	544,418.05	24,545.41	4.7%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	34,245.94	37,245.94	47,636.01	61,207.40	23,961.46	64.3%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments								
Special Education SELPA Transfers From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			531,716.53	575,118.58	351,361.75	617,625.45	42,506.87	7.4%
TOTAL, REVENUES			8,750,404.35	10,211,549.16	5,732,756.76	9,962,504.02		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	2,187,180.90	2,267,613.62	1,134,372.50	2,179,993.83	87,619.79	3.9%
Certificated Pupil Support Salaries		1200	243,334.75	210,438.95	103,912.09	223,035.76	(12,596.81)	-6.0%
Certificated Supervisors' and Administrators' Salaries		1300	387,582.58	412,901.50	233,442.26	410,559.86	2,341.64	0.6%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			2,818,098.23	2,890,954.07	1,471,726.85	2,813,589.45	77,364.62	2.7%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	278,332.09	294,306.16	167,368.03	311,452.73	(17,146.57)	-5.8%
Classified Support Salaries		2200	102,446.72	135,624.30	52,861.51	112,496.59	23,127.71	17.1%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	1,000.00	1,000.00	(1,000.00)	New
Clerical, Technical and Office Salaries		2400	173,284.61	178,370.37	90,515.67	167,757.54	10,612.83	5.9%
Other Classified Salaries		2900	146,246.60	177,940.92	111,986.06	200,504.70	(22,563.78)	-12.7%
TOTAL, CLASSIFIED SALARIES			700,310.02	786,241.75	423,731.27	793,211.56	(6,969.81)	-0.9%
EMPLOYEE BENEFITS								
STRS		3101-3102	455,122.87	466,889.08	237,559.33	454,270.16	12,618.92	2.7%
PERS		3201-3202	144,964.16	162,752.06	85,890.18	162,372.63	379.43	0.2%
OASDI/Medicare/Alternative		3301-3302	94,436.14	102,066.33	53,324.97	101,047.20	1,019.13	1.0%
Health and Welfare Benefits		3401-3402	317,478.03	317,851.16	181,172.57	302,250.68	15,600.48	4.9%
Unemployment Insurance		3501-3502	1,759.23	1,838.62	937.30	1,792.98	45.64	2.5%
Workers' Compensation		3601-3602	59,979.56	59,023.57	24,721.89	36,135.25	22,888.32	38.8%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	(4,852.62)	(4,852.61)	4,852.61	New
TOTAL, EMPLOYEE BENEFITS			1,073,739.99	1,110,420.82	578,753.62	1,053,016.29	57,404.53	5.2%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	2,200.00	2,200.00	18,191.26	19,729.99	(17,529.99)	-796.8%
Books and Other Reference Materials		4200	6,000.00	7,356.00	8,129.15	8,129.15	(773.15)	-10.5%
Materials and Supplies		4300	105,924.75	263,086.61	172,936.77	274,856.19	(11,769.58)	-4.5%
Noncapitalized Equipment		4400	131,918.00	446,854.86	186,518.00	446,854.86	0.00	0.0%
Food		4700	423,418.89	423,418.89	51,242.88	89,706.93	333,711.96	78.8%
TOTAL, BOOKS AND SUPPLIES			669,461.64	1,142,916.36	437,018.06	839,277.12	303,639.24	26.6%
SERVICES AND OTHER OPERATING EXPENSES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	1,000.00	1,000.00	1,993.60	2,000.00	(1,000.00)	-100.0%
Dues and Memberships		5300	11,420.00	11,420.00	9,215.00	11,420.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	212,426.46	275,370.46	99,146.39	194,109.12	81,261.34	29.5%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	67,838.52	80,988.52	34,533.89	80,988.52	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	2,140,883.41	2,502,116.56	966,393.40	2,562,055.67	(59,939.11)	-2.4%
Communications		5900	30,219.92	104,345.72	63,790.99	113,005.26	(8,659.54)	-8.3%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			2,463,788.31	2,975,241.26	1,175,073.27	2,963,578.57	11,662.69	0.4%

Camino Nuevo Charter Academy #2
 Los Angeles Unified
 Los Angeles County

2020-21 Second Interim
 Charter Schools Enterprise Fund
 Revenues, Expenses and Changes in Net Position

19 64733 0122861
 Form 621

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
DEPRECIATION								
Depreciation Expense		6900	597,330.01	592,721.40	353,529.12	610,752.14	(18,030.74)	-3.0%
TOTAL, DEPRECIATION			597,330.01	592,721.40	353,529.12	610,752.14	(18,030.74)	-3.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	220,733.62	218,244.32	110,070.29	218,244.32	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			220,733.62	218,244.32	110,070.29	218,244.32	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENSES			8,543,461.82	9,716,739.98	4,549,902.48	9,291,669.45		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Camino Nuevo Charter Academy #2
Los Angeles Unified
Los Angeles County

Second Interim
Charter Schools Enterprise Fund
Exhibit: Restricted Net Position Detail

19 64733 0122861
Form 62I

Resource	Description	2020/21 Projected Year Totals
	Total, Restricted Net Position	<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	7,084,890.87	7,916,477.51	4,353,171.00	7,914,208.90	(2,268.61)	0.0%
2) Federal Revenue		8100-8299	1,331,928.06	2,150,222.50	1,212,758.38	1,857,836.59	(292,385.91)	-13.6%
3) Other State Revenue		8300-8599	397,745.18	562,197.71	246,340.71	545,537.61	(16,660.10)	-3.0%
4) Other Local Revenue		8600-8799	465,592.29	537,082.45	395,788.72	618,965.49	81,883.04	15.2%
5) TOTAL, REVENUES			9,280,156.40	11,165,980.17	6,208,058.81	10,936,548.59		
B. EXPENSES								
1) Certificated Salaries		1000-1999	3,192,733.34	3,140,831.71	1,632,854.13	3,017,328.11	123,503.60	3.9%
2) Classified Salaries		2000-2999	797,797.07	885,607.75	490,793.34	902,909.67	(17,301.92)	-2.0%
3) Employee Benefits		3000-3999	1,183,130.94	1,200,667.54	642,754.45	1,140,054.63	60,612.91	5.0%
4) Books and Supplies		4000-4999	705,610.94	1,329,311.70	612,616.15	1,046,786.61	282,525.09	21.3%
5) Services and Other Operating Expenses		5000-5999	2,822,776.30	3,381,877.69	1,294,596.82	3,358,725.26	23,152.43	0.7%
6) Depreciation		6000-6999	127,033.47	114,293.67	77,890.83	137,940.77	(23,647.10)	-20.7%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			8,829,082.06	10,052,590.06	4,751,505.72	9,603,745.05		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			451,074.34	1,113,390.11	1,456,553.09	1,332,803.54		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			451,074.34	1,113,390.11	1,456,553.09	1,332,803.54		
F. NET POSITION								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	3,447,273.51	3,987,775.03		3,987,775.03	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			3,447,273.51	3,987,775.03		3,987,775.03		
d) Other Restatements		9795	164,219.67	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			3,611,493.18	3,987,775.03		3,987,775.03		
2) Ending Net Position, June 30 (E + F1e)			4,062,567.52	5,101,165.14		5,320,578.57		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	649,980.26	592,391.45		749,863.47		
b) Restricted Net Position		9797	168,829.19	0.00		0.00		
c) Unrestricted Net Position		9790	3,243,758.07	4,508,773.69		4,570,715.10		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	4,146,061.27	4,461,070.43	2,457,302.00	4,458,801.82	(2,268.61)	-0.1%
Education Protection Account State Aid - Current Year		8012	1,097,539.22	1,353,329.78	676,665.00	1,353,329.78	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	1,841,290.38	2,102,077.30	1,219,204.00	2,102,077.30	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			7,084,890.87	7,916,477.51	4,353,171.00	7,914,208.90	(2,268.61)	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	418,322.42	415,335.62	29,767.38	136,412.60	(278,923.02)	-67.2%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	142,465.36	149,080.90	86,466.00	146,513.39	(2,567.51)	-1.7%
Title I, Part A, Basic	3010	8290	359,448.00	359,448.00	184,258.00	351,453.00	(7,995.00)	-2.2%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	42,125.00	42,807.00	19,724.00	38,431.00	(4,376.00)	-10.2%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	46,396.60	43,929.60	22,964.00	43,929.60	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3150, 3155, 3180, 3181, 3182, 3185, 4037, 4124, 4126, 4127, 4128, 5510, 5630	8290	27,154.68	27,115.38	6,735.00	26,939.00	(176.38)	-0.7%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	296,016.00	1,112,506.00	862,844.00	1,114,158.00	1,652.00	0.1%
TOTAL, FEDERAL REVENUE			1,331,928.06	2,150,222.50	1,212,758.38	1,857,836.59	(292,385.91)	-13.6%
OTHER STATE REVENUE								
Other State Apportionments								
Special Education Master Plan Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	31,843.71	30,511.66	2,484.35	11,947.44	(18,564.22)	-60.8%
Mandated Costs Reimbursements		8550	12,127.24	12,127.24	12,126.00	12,127.24	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	144,341.10	143,118.81	47,729.10	145,022.93	1,904.12	1.3%
After School Education and Safety (ASES)	6010	8590	78,076.33	177,559.20	115,413.48	177,559.20	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Charter School Facility Grant	6030	8590	131,356.80	131,356.80	1,063.78	131,356.80	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6690, 6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	67,524.00	67,524.00	67,524.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			397,745.18	562,197.71	246,340.71	545,537.61	(16,660.10)	-3.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	21,900.00	24,990.22	9,972.01	23,490.22	(1,500.00)	-6.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	414,140.42	472,040.36	301,172.01	480,838.31	8,797.95	1.9%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	29,551.87	40,051.87	84,644.70	114,636.96	74,585.09	186.2%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments								
Special Education SELPA Transfers From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			465,592.29	537,082.45	395,788.72	618,965.49	81,883.04	15.2%
TOTAL, REVENUES			9,280,156.40	11,165,980.17	6,208,058.81	10,936,548.59		

Camino Nuevo Elementary School #3
Los Angeles Unified
Los Angeles County2020-21 Second Interim
Charter Schools Enterprise Fund
Revenues, Expenses and Changes in Net Position19 64733 0122564
Form 62I

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	2,279,653.42	2,259,419.98	1,167,692.13	2,177,803.45	81,616.53	3.6%
Certificated Pupil Support Salaries		1200	300,117.29	241,369.10	87,996.75	192,313.99	49,055.11	20.3%
Certificated Supervisors' and Administrators' Salaries		1300	612,962.63	640,042.63	377,165.25	647,210.67	(7,168.04)	-1.1%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			3,192,733.34	3,140,831.71	1,632,854.13	3,017,328.11	123,503.60	3.9%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	172,495.61	224,752.64	133,184.44	252,117.08	(27,364.44)	-12.2%
Classified Support Salaries		2200	145,061.07	149,243.05	70,467.77	137,176.53	12,066.52	8.1%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	1,000.00	(1,000.00)	New
Clerical, Technical and Office Salaries		2400	288,258.70	296,567.77	164,666.82	292,653.54	3,914.23	1.3%
Other Classified Salaries		2900	191,981.69	215,044.29	122,474.31	219,962.52	(4,918.23)	-2.3%
TOTAL, CLASSIFIED SALARIES			797,797.07	885,607.75	490,793.34	902,909.67	(17,301.92)	-2.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	515,626.43	507,244.34	255,424.97	479,017.50	28,226.84	5.6%
PERS		3201-3202	165,143.99	183,320.82	104,764.53	190,072.63	(6,751.81)	-3.7%
OASDI/Medicare/Alternative		3301-3302	107,326.13	113,291.05	62,690.79	114,292.55	(1,001.50)	-0.9%
Health and Welfare Benefits		3401-3402	322,720.13	325,775.22	199,640.97	323,043.12	2,732.10	0.8%
Unemployment Insurance		3501-3502	1,995.25	2,013.19	1,047.35	1,945.65	67.54	3.4%
Workers' Compensation		3601-3602	70,319.01	69,022.92	24,766.42	37,263.75	31,759.17	46.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	(5,580.58)	(5,580.57)	5,580.57	New
TOTAL, EMPLOYEE BENEFITS			1,183,130.94	1,200,667.54	642,754.45	1,140,054.63	60,612.91	5.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	7,328.00	7,328.00	2,588.25	7,328.00	0.00	0.0%
Books and Other Reference Materials		4200	13,135.00	14,578.25	393.80	14,578.25	0.00	0.0%
Materials and Supplies		4300	174,669.40	385,881.58	230,543.96	389,299.65	(3,418.07)	-0.9%
Noncapitalized Equipment		4400	257,154.00	478,065.59	294,817.57	478,565.60	(500.01)	-0.1%
Food		4700	253,324.54	443,458.28	84,272.57	157,015.11	286,443.17	64.6%
TOTAL, BOOKS AND SUPPLIES			705,610.94	1,329,311.70	612,616.15	1,046,786.61	282,525.09	21.3%
SERVICES AND OTHER OPERATING EXPENSES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	1,000.00	1,597.00	700.00	2,297.00	(700.00)	-43.8%
Dues and Memberships		5300	9,267.00	10,217.00	8,945.31	10,217.00	0.00	0.0%
Insurance		5400-5450	22,000.00	22,000.00	26,610.76	27,857.48	(5,857.48)	-26.6%
Operations and Housekeeping Services		5500	375,064.76	358,300.76	102,472.88	297,342.57	60,958.19	17.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	349,062.30	349,062.30	191,832.42	349,062.30	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,999,200.20	2,505,351.67	881,013.60	2,508,779.91	(3,428.24)	-0.1%
Communications		5900	67,182.04	135,348.96	83,021.85	163,169.00	(27,820.04)	-20.6%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			2,822,776.30	3,381,877.69	1,294,596.82	3,358,725.26	23,152.43	0.7%

Camino Nuevo Elementary School #3
 Los Angeles Unified
 Los Angeles County

2020-21 Second Interim
 Charter Schools Enterprise Fund
 Revenues, Expenses and Changes in Net Position

19 64733 0122564
 Form 62I

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
DEPRECIATION								
Depreciation Expense		6900	127,033.47	114,293.67	77,890.83	137,940.77	(23,647.10)	-20.7%
TOTAL, DEPRECIATION			127,033.47	114,293.67	77,890.83	137,940.77	(23,647.10)	-20.7%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENSES			8,829,082.06	10,052,590.06	4,751,505.72	9,603,745.05		

Camino Nuevo Elementary School #3
 Los Angeles Unified
 Los Angeles County

2020-21 Second Interim
 Charter Schools Enterprise Fund
 Revenues, Expenses and Changes in Net Position

19 64733 0122564
 Form 621

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Camino Nuevo Elementary School #3
 Los Angeles Unified
 Los Angeles County

Second Interim
 Charter Schools Enterprise Fund
 Exhibit: Restricted Net Position Detail

19 64733 0122564
 Form 62I

Resource	Description	2020/21 Projected Year Totals
	Total, Restricted Net Position	0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	6,067,888.80	6,604,776.49	3,633,372.00	6,604,183.14	(593.35)	0.0%
2) Federal Revenue		8100-8299	917,856.19	1,616,042.74	966,283.74	1,445,984.23	(170,058.51)	-10.5%
3) Other State Revenue		8300-8599	206,710.64	247,389.76	135,789.87	247,122.06	(267.70)	-0.1%
4) Other Local Revenue		8600-8799	393,570.63	452,602.80	321,090.36	484,347.85	31,745.05	7.0%
5) TOTAL, REVENUES			7,586,026.26	8,920,811.79	5,056,535.97	8,781,637.28		
B. EXPENSES								
1) Certificated Salaries		1000-1999	2,647,726.07	2,732,841.90	1,482,851.55	2,698,805.75	34,036.15	1.2%
2) Classified Salaries		2000-2999	755,181.98	821,913.60	427,011.79	805,934.94	15,978.66	1.9%
3) Employee Benefits		3000-3999	1,047,888.05	1,082,339.39	554,856.77	998,342.09	83,997.30	7.8%
4) Books and Supplies		4000-4999	593,058.29	1,023,763.61	447,369.27	713,044.29	310,719.32	30.4%
5) Services and Other Operating Expenses		5000-5999	2,185,975.56	2,657,008.50	847,109.40	2,716,876.64	(59,868.14)	-2.3%
6) Depreciation		6000-6999	61,453.68	57,252.48	48,009.52	85,451.98	(28,199.50)	-49.3%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			7,291,283.63	8,375,119.48	3,807,208.30	8,018,455.69		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			294,742.63	545,692.31	1,249,327.67	763,181.59		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			294,742.63	545,692.31	1,249,327.67	763,181.59		
F. NET POSITION								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	1,532,395.09	1,856,753.41		1,856,753.42	0.01	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,532,395.09	1,856,753.41		1,856,753.42		
d) Other Restatements		9795	82,722.87	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			1,615,117.96	1,856,753.41		1,856,753.42		
2) Ending Net Position, June 30 (E + F1e)			1,909,860.59	2,402,445.72		2,619,935.01		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	430,778.43	417,115.30		622,998.36		
b) Restricted Net Position		9797	0.00	0.00		0.00		
c) Unrestricted Net Position			1,479,082.16	1,985,330.42		1,996,936.65		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	3,512,064.46	3,686,194.77	2,032,355.00	3,685,601.42	(593.35)	0.0%
Education Protection Account State Aid - Current Year		8012	957,865.25	1,146,989.94	573,495.00	1,146,989.94	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	1,597,959.09	1,771,591.78	1,027,522.00	1,771,591.78	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			6,067,888.80	6,604,776.49	3,633,372.00	6,604,183.14	(593.35)	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	233,314.30	240,239.13	5,466.74	78,699.46	(161,539.67)	-67.2%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	123,638.20	125,642.61	72,872.00	123,478.77	(2,163.84)	-1.7%
Title I, Part A, Basic	3010	8290	264,892.00	264,892.00	135,787.00	259,000.00	(5,892.00)	-2.2%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	30,877.00	31,378.00	15,194.00	29,605.00	(1,773.00)	-5.7%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	27,530.69	22,880.00	11,960.00	22,880.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3150, 3155, 3180, 3181, 3182, 3185, 4037, 4124, 4126, 4127, 4128, 5510, 5630	8290	19,458.00	19,760.00	4,963.00	19,852.00	92.00	0.5%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	218,146.00	911,251.00	720,041.00	912,469.00	1,218.00	0.1%
TOTAL, FEDERAL REVENUE			917,856.19	1,616,042.74	966,283.74	1,445,984.23	(170,058.51)	-10.5%
OTHER STATE REVENUE								
Other State Apportionments								
Special Education Master Plan Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	18,051.67	18,520.16	456.24	6,568.04	(11,952.12)	-64.5%
Mandated Costs Reimbursements		8550	10,220.61	10,220.61	10,219.00	10,220.61	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	125,266.05	120,617.88	34,187.91	120,796.53	178.65	0.1%
After School Education and Safety (ASES)	6010	8590	53,172.31	41,666.11	34,561.72	53,171.88	11,505.77	27.6%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6690, 6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	56,365.00	56,365.00	56,365.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			206,710.64	247,389.76	135,789.87	247,122.06	(267.70)	-0.1%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	15,000.00	15,000.00	6,638.46	12,000.00	(3,000.00)	-20.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	359,410.69	397,826.86	247,263.25	398,682.91	856.05	0.2%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	19,159.94	39,775.94	67,188.65	73,664.94	33,889.00	85.2%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments								
Special Education SELPA Transfers From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			393,570.63	452,602.80	321,090.36	484,347.85	31,745.05	7.0%
TOTAL, REVENUES			7,586,026.26	8,920,811.79	5,056,535.97	8,781,637.28		

Camino Nuevo Charter Academy #4
Los Angeles Unified
Los Angeles County2020-21 Second Interim
Charter Schools Enterprise Fund
Revenues, Expenses and Changes in Net Position19 64733 0124826
Form 62I

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	2,039,251.80	2,139,193.53	1,167,640.25	2,130,055.98	9,137.55	0.4%
Certificated Pupil Support Salaries		1200	218,243.81	189,668.95	74,143.94	154,973.65	34,695.30	18.3%
Certificated Supervisors' and Administrators' Salaries		1300	390,230.46	403,979.42	241,067.36	413,776.12	(9,796.70)	-2.4%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			2,647,726.07	2,732,841.90	1,482,851.55	2,698,805.75	34,036.15	1.2%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	306,767.50	322,002.00	173,148.40	330,649.38	(8,647.38)	-2.7%
Classified Support Salaries		2200	79,065.00	81,153.00	27,068.99	62,204.20	18,948.80	23.3%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	1,000.00	(1,000.00)	New
Clerical, Technical and Office Salaries		2400	178,245.10	183,582.14	106,061.26	183,867.72	(285.58)	-0.2%
Other Classified Salaries		2900	191,104.38	235,176.46	120,733.14	228,213.64	6,962.82	3.0%
TOTAL, CLASSIFIED SALARIES			755,181.98	821,913.60	427,011.79	805,934.94	15,978.66	1.9%
EMPLOYEE BENEFITS								
STRS		3101-3102	427,607.77	441,353.96	238,728.17	435,104.77	6,249.19	1.4%
PERS		3201-3202	156,322.68	170,136.13	88,076.17	166,513.26	3,622.87	2.1%
OASDI/Medicare/Alternative		3301-3302	96,163.46	102,502.61	53,452.21	100,071.15	2,431.46	2.4%
Health and Welfare Benefits		3401-3402	309,313.72	309,846.81	151,952.72	262,174.65	47,672.16	15.4%
Unemployment Insurance		3501-3502	1,701.45	1,777.39	915.26	1,712.74	64.65	3.6%
Workers' Compensation		3601-3602	56,778.97	56,722.49	28,527.00	39,560.30	17,162.19	30.3%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	(6,794.76)	(6,794.78)	6,794.78	New
TOTAL, EMPLOYEE BENEFITS			1,047,888.05	1,082,339.39	554,856.77	998,342.09	83,997.30	7.8%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	8,255.00	8,255.00	4,627.10	8,255.00	0.00	0.0%
Books and Other Reference Materials		4200	3,000.00	4,356.00	678.21	4,356.00	0.00	0.0%
Materials and Supplies		4300	115,851.97	230,549.83	154,631.17	246,997.87	(16,448.04)	-7.1%
Noncapitalized Equipment		4400	180,588.00	488,297.63	249,242.28	362,297.64	125,999.99	25.8%
Food		4700	285,363.32	292,305.15	38,190.51	91,137.78	201,167.37	68.8%
TOTAL, BOOKS AND SUPPLIES			593,058.29	1,023,763.61	447,369.27	713,044.29	310,719.32	30.4%
SERVICES AND OTHER OPERATING EXPENSES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Dues and Memberships		5300	8,499.71	8,499.71	7,240.31	8,499.71	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	310,202.56	291,350.56	82,330.43	292,342.46	(991.90)	-0.3%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	61,379.92	61,379.92	17,828.48	61,379.92	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,774,383.45	2,195,356.83	678,663.35	2,254,233.07	(58,876.24)	-2.7%
Communications		5900	31,509.92	100,421.48	61,046.83	100,421.48	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			2,185,975.56	2,657,008.50	847,109.40	2,716,876.64	(59,868.14)	-2.3%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
DEPRECIATION								
Depreciation Expense		6900	61,453.68	57,252.48	48,009.52	85,451.98	(28,199.50)	-49.3%
TOTAL, DEPRECIATION			61,453.68	57,252.48	48,009.52	85,451.98	(28,199.50)	-49.3%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENSES			7,291,283.63	8,375,119.48	3,807,208.30	8,018,455.69		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Camino Nuevo Charter Academy #4
Los Angeles Unified
Los Angeles County

Second Interim
Charter Schools Enterprise Fund
Exhibit: Restricted Net Position Detail

19 64733 0124826
Form 62I

Resource	Description	2020/21 Projected Year Totals
	Total, Restricted Net Position	<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	2,928,550.91	3,158,767.89	1,733,023.00	3,162,243.09	3,475.20	0.1%
2) Federal Revenue		8100-8299	482,820.49	803,727.23	463,005.26	695,022.17	(108,705.06)	-13.5%
3) Other State Revenue		8300-8599	70,271.97	94,908.66	53,187.12	89,362.84	(5,545.82)	-5.8%
4) Other Local Revenue		8600-8799	166,438.82	180,749.80	116,781.66	190,262.05	9,512.25	5.3%
5) TOTAL, REVENUES			3,648,082.19	4,238,153.58	2,365,997.04	4,136,890.15		
B. EXPENSES								
1) Certificated Salaries		1000-1999	1,278,768.17	1,293,225.22	726,200.09	1,357,206.50	(63,981.28)	-4.9%
2) Classified Salaries		2000-2999	331,570.58	355,199.44	170,279.49	330,598.98	24,600.46	6.9%
3) Employee Benefits		3000-3999	478,749.68	494,452.71	249,558.69	458,993.42	35,459.29	7.2%
4) Books and Supplies		4000-4999	324,723.18	565,725.19	223,276.73	435,095.22	130,629.97	23.1%
5) Services and Other Operating Expenses		5000-5999	1,056,081.86	1,209,057.83	381,759.61	1,207,589.08	1,468.75	0.1%
6) Depreciation		6000-6999	586,366.24	586,366.24	342,714.94	591,128.86	(4,762.62)	-0.8%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	167,477.40	167,477.40	83,738.70	167,477.40	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			4,223,737.11	4,671,504.03	2,177,528.25	4,548,089.46		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			(575,654.92)	(433,350.45)	188,468.79	(411,199.31)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			(575,654.92)	(433,350.45)	188,468.79	(411,199.31)		
F. NET POSITION								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	9,367,832.01	9,497,512.53		9,497,512.53	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			9,367,832.01	9,497,512.53		9,497,512.53		
d) Other Restatements		9795	97,796.33	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			9,465,628.34	9,497,512.53		9,497,512.53		
2) Ending Net Position, June 30 (E + F1e)			8,889,973.42	9,064,162.08		9,086,313.22		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	8,786,218.74	8,795,218.30		8,826,939.41		
b) Restricted Net Position		9797	0.00	0.00		0.00		
c) Unrestricted Net Position		9790	103,754.68	268,943.78		259,373.81		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	1,810,257.96	1,888,385.10	1,040,471.00	1,891,860.30	3,475.20	0.2%
Education Protection Account State Aid - Current Year		8012	466,064.75	553,380.91	276,691.00	553,380.91	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	652,228.20	717,001.88	415,861.00	717,001.88	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			2,928,550.91	3,158,767.89	1,733,023.00	3,162,243.09	3,475.20	0.1%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	103,062.12	103,062.12	816.26	14,290.82	(88,771.30)	-86.1%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	50,464.57	50,850.31	29,493.00	49,974.55	(875.78)	-1.7%
Title I, Part A, Basic	3010	8290	162,660.00	162,660.00	75,750.00	144,485.00	(18,175.00)	-11.2%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	13,497.00	13,715.00	6,247.00	12,171.00	(1,544.00)	-11.3%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	7,092.80	7,092.80	0.00	7,092.80	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3150, 3155, 3180, 3181, 3182, 3185, 4037, 4124, 4126, 4127, 4128, 5510, 5630	8290	12,089.00	12,277.00	7,447.00	12,190.00	(87.00)	-0.7%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	133,955.00	454,070.00	343,252.00	454,818.00	748.00	0.2%
TOTAL, FEDERAL REVENUE			482,820.49	803,727.23	463,005.26	695,022.17	(108,705.06)	-13.5%
OTHER STATE REVENUE								
Other State Apportionments								
Special Education Master Plan Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	7,645.29	7,645.29	68.22	1,181.39	(6,463.90)	-84.5%
Mandated Costs Reimbursements		8550	11,497.68	11,497.68	11,498.00	11,498.00	0.32	0.0%
Lottery - Unrestricted and Instructional Materials		8560	51,129.00	48,816.69	14,671.90	49,734.45	917.76	1.9%
After School Education and Safety (ASES)	6010	8590	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6690, 6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	26,949.00	26,949.00	26,949.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			70,271.97	94,908.66	53,187.12	89,362.84	(5,545.82)	-5.8%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	3,234.20	3,234.20	3,234.20	New
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	146,698.24	161,009.22	97,578.26	158,860.22	(2,149.00)	-1.3%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	19,740.58	19,740.58	15,969.20	28,167.63	8,427.05	42.7%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments								
Special Education SELPA Transfers From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			166,438.82	180,749.80	116,781.66	190,262.05	9,512.25	5.3%
TOTAL, REVENUES			3,648,082.19	4,238,153.58	2,365,997.04	4,136,890.15		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	908,522.13	938,060.76	529,654.38	1,009,683.22	(71,622.46)	-7.6%
Certificated Pupil Support Salaries		1200	99,653.62	77,046.51	30,027.50	62,859.59	14,186.92	18.4%
Certificated Supervisors' and Administrators' Salaries		1300	270,592.42	278,117.95	166,518.21	284,663.69	(6,545.74)	-2.4%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			1,278,768.17	1,293,225.22	726,200.09	1,357,206.50	(63,981.28)	-4.9%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	92,048.82	94,860.77	45,652.65	92,114.26	2,746.51	2.9%
Classified Support Salaries		2200	79,607.33	81,861.67	34,810.85	69,860.81	12,000.86	14.7%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	1,000.00	(1,000.00)	New
Clerical, Technical and Office Salaries		2400	131,114.43	132,958.54	80,351.27	138,361.84	(5,403.30)	-4.1%
Other Classified Salaries		2900	28,800.00	45,518.46	9,464.72	29,262.07	16,256.39	35.7%
TOTAL, CLASSIFIED SALARIES			331,570.58	355,199.44	170,279.49	330,598.98	24,600.46	6.9%
EMPLOYEE BENEFITS								
STRS		3101-3102	206,521.05	208,855.88	112,934.50	214,842.03	(5,986.15)	-2.9%
PERS		3201-3202	68,635.12	73,526.30	40,445.61	73,631.73	(105.43)	-0.1%
OASDI/Medicare/Alternative		3301-3302	43,907.30	45,924.53	25,521.89	46,935.92	(1,011.39)	-2.2%
Health and Welfare Benefits		3401-3402	130,189.98	136,417.69	65,025.61	112,440.63	23,977.06	17.6%
Unemployment Insurance		3501-3502	805.16	824.22	446.27	841.91	(17.69)	-2.1%
Workers' Compensation		3601-3602	28,691.07	28,904.09	11,042.65	16,159.06	12,745.03	44.1%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	(5,857.84)	(5,857.86)	5,857.86	New
TOTAL, EMPLOYEE BENEFITS			478,749.68	494,452.71	249,558.69	458,993.42	35,459.29	7.2%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	7,000.00	7,000.00	1,100.75	7,000.00	0.00	0.0%
Books and Other Reference Materials		4200	500.00	500.00	286.53	500.00	0.00	0.0%
Materials and Supplies		4300	101,815.00	160,882.00	104,798.77	158,882.00	2,000.00	1.2%
Noncapitalized Equipment		4400	99,606.00	281,541.01	103,115.39	245,167.01	36,374.00	12.9%
Food		4700	115,802.18	115,802.18	13,975.29	23,546.21	92,255.97	79.7%
TOTAL, BOOKS AND SUPPLIES			324,723.18	565,725.19	223,276.73	435,095.22	130,629.97	23.1%
SERVICES AND OTHER OPERATING EXPENSES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Dues and Memberships		5300	10,555.88	15,530.88	6,075.00	15,530.88	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	138,840.00	150,820.00	43,545.77	152,096.10	(1,276.10)	-0.8%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	47,570.64	47,570.64	19,238.40	54,770.64	(7,200.00)	-15.1%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	823,255.62	930,201.55	278,706.05	917,165.10	13,036.45	1.4%
Communications		5900	35,859.72	64,934.76	34,194.39	68,026.36	(3,091.60)	-4.8%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			1,056,081.86	1,209,057.83	381,759.61	1,207,589.08	1,468.75	0.1%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
DEPRECIATION								
Depreciation Expense		6900	586,366.24	586,366.24	342,714.94	591,128.86	(4,762.62)	-0.8%
TOTAL, DEPRECIATION			586,366.24	586,366.24	342,714.94	591,128.86	(4,762.62)	-0.8%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	167,477.40	167,477.40	83,738.70	167,477.40	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			167,477.40	167,477.40	83,738.70	167,477.40	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENSES			4,223,737.11	4,671,504.03	2,177,528.25	4,548,089.46		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Camino Nuevo Charter High
Los Angeles Unified
Los Angeles County

Second Interim
Charter Schools Enterprise Fund
Exhibit: Restricted Net Position Detail

19 64733 0106435
Form 62I

Resource	Description	2020/21 Projected Year Totals
	Total, Restricted Net Position	<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	5,086,253.03	5,504,546.05	3,057,837.00	5,494,247.41	(10,298.64)	-0.2%
2) Federal Revenue		8100-8299	734,422.60	1,311,407.45	771,465.78	1,135,802.96	(175,604.49)	-13.4%
3) Other State Revenue		8300-8599	446,106.99	489,248.89	92,500.47	477,782.63	(11,466.26)	-2.3%
4) Other Local Revenue		8600-8799	289,205.60	339,969.21	302,707.86	453,961.02	113,991.81	33.5%
5) TOTAL, REVENUES			6,555,988.22	7,645,171.60	4,224,511.11	7,561,794.02		
B. EXPENSES								
1) Certificated Salaries		1000-1999	2,316,081.49	2,386,770.61	1,280,577.89	2,365,530.13	21,240.48	0.9%
2) Classified Salaries		2000-2999	405,223.14	465,940.95	264,248.81	476,205.96	(10,265.01)	-2.2%
3) Employee Benefits		3000-3999	815,912.43	846,077.70	460,703.97	808,700.54	37,377.16	4.4%
4) Books and Supplies		4000-4999	424,904.50	805,164.23	354,763.89	646,666.46	158,497.77	19.7%
5) Services and Other Operating Expenses		5000-5999	2,198,035.03	2,541,547.90	1,183,783.97	2,629,256.24	(87,708.34)	-3.5%
6) Depreciation		6000-6999	87,331.64	86,605.64	62,399.78	108,436.73	(21,831.09)	-25.2%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			6,247,488.23	7,132,107.03	3,606,478.31	7,034,796.06		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			308,499.99	513,064.57	618,032.80	526,997.96		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	(0.01)	0.00	0.01	0.02	-200.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	(0.01)	0.00	0.01		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			308,499.99	513,064.56	618,032.80	526,997.97		
F. NET POSITION								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	2,217,298.56	2,474,865.45		2,474,865.45	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,217,298.56	2,474,865.45		2,474,865.45		
d) Other Restatements		9795	70,989.51	(0.03)		(0.03)	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			2,288,288.07	2,474,865.42		2,474,865.42		
2) Ending Net Position, June 30 (E + F1e)			2,596,788.06	2,987,929.98		3,001,863.39		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	884,842.28	976,733.40		1,015,274.07		
b) Restricted Net Position		9797	0.00	0.00		0.00		
c) Unrestricted Net Position			1,711,945.78	2,011,196.58		1,986,589.32		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	3,869,197.96	4,171,249.51	2,291,355.00	4,160,950.87	(10,298.64)	-0.2%
Education Protection Account State Aid - Current Year		8012	85,690.00	85,390.00	42,695.00	85,390.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	1,131,365.07	1,247,906.54	723,787.00	1,247,906.54	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			5,086,253.03	5,504,546.05	3,057,837.00	5,494,247.41	(10,298.64)	-0.2%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	225,415.38	225,415.38	2,018.78	56,105.11	(169,310.27)	-75.1%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	87,536.62	88,502.47	51,331.00	86,978.25	(1,524.22)	-1.7%
Title I, Part A, Basic	3010	8290	205,249.00	205,249.00	105,214.00	200,685.00	(4,564.00)	-2.2%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	23,079.00	23,453.00	11,410.00	22,232.00	(1,221.00)	-5.2%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	9,037.60	9,037.60	0.00	9,037.60	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3150, 3155, 3180, 3181, 3182, 3185, 4037, 4124, 4126, 4127, 4128, 5510, 5630	8290	15,077.00	15,311.00	3,846.00	15,382.00	71.00	0.5%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	169,028.00	744,439.00	597,646.00	745,383.00	944.00	0.1%
TOTAL, FEDERAL REVENUE			734,422.60	1,311,407.45	771,465.78	1,135,802.96	(175,604.49)	-13.4%
OTHER STATE REVENUE								
Other State Apportionments								
Special Education Master Plan Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	17,639.31	17,639.31	169.19	4,683.06	(12,956.25)	-73.5%
Mandated Costs Reimbursements		8550	20,011.15	20,011.15	20,011.00	20,011.15	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	88,689.15	84,963.05	25,452.28	86,453.04	1,489.99	1.8%
After School Education and Safety (ASES)	6010	8590	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Charter School Facility Grant	6030	8590	319,767.38	319,767.38	0.00	319,767.38	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6690, 6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	46,868.00	46,868.00	46,868.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			446,106.99	489,248.89	92,500.47	477,782.63	(11,466.26)	-2.3%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	18,000.00	18,000.00	5,850.27	18,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	254,465.02	280,228.63	179,255.61	285,915.59	5,686.96	2.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	16,740.58	41,740.58	117,601.98	150,045.43	108,304.85	259.5%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments								
Special Education SELPA Transfers From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			289,205.60	339,969.21	302,707.86	453,961.02	113,991.81	33.5%
TOTAL, REVENUES			6,555,988.22	7,645,171.60	4,224,511.11	7,561,794.02		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	1,632,941.95	1,709,720.60	910,585.04	1,709,337.57	383.03	0.0%
Certificated Pupil Support Salaries		1200	158,120.24	133,998.30	52,223.53	109,324.69	24,673.61	18.4%
Certificated Supervisors' and Administrators' Salaries		1300	525,019.30	543,051.71	317,769.32	546,867.87	(3,816.16)	-0.7%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			2,316,081.49	2,386,770.61	1,280,577.89	2,365,530.13	21,240.48	0.9%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	75,487.50	99,200.75	41,813.27	90,954.96	8,245.79	8.3%
Classified Support Salaries		2200	73,668.50	75,692.01	42,207.15	74,978.02	713.99	0.9%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	164,968.98	169,909.46	101,433.66	176,713.91	(6,804.45)	-4.0%
Other Classified Salaries		2900	91,098.16	121,138.73	78,794.73	133,559.07	(12,420.34)	-10.3%
TOTAL, CLASSIFIED SALARIES			405,223.14	465,940.95	264,248.81	476,205.96	(10,265.01)	-2.2%
EMPLOYEE BENEFITS								
STRS		3101-3102	374,047.14	385,463.45	209,069.57	384,289.40	1,174.05	0.3%
PERS		3201-3202	83,881.19	96,449.77	56,002.91	99,878.03	(3,428.26)	-3.6%
OASDI/Medicare/Alternative		3301-3302	64,582.77	70,252.64	38,789.59	70,736.14	(483.50)	-0.7%
Health and Welfare Benefits		3401-3402	245,962.98	245,843.06	142,164.24	229,616.46	16,226.60	6.6%
Unemployment Insurance		3501-3502	1,360.65	1,426.33	775.09	1,423.59	2.74	0.2%
Workers' Compensation		3601-3602	46,077.70	46,642.45	21,480.05	30,334.40	16,308.05	35.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	(7,577.48)	(7,577.48)	7,577.48	New
TOTAL, EMPLOYEE BENEFITS			815,912.43	846,077.70	460,703.97	808,700.54	37,377.16	4.4%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	19,925.00	18,415.00	17,182.92	18,415.00	0.00	0.0%
Books and Other Reference Materials		4200	4,000.00	4,598.00	4,161.59	4,598.00	0.00	0.0%
Materials and Supplies		4300	115,229.50	232,120.50	154,940.26	236,320.50	(4,200.00)	-1.8%
Noncapitalized Equipment		4400	57,528.00	321,808.73	150,111.31	321,808.73	0.00	0.0%
Food		4700	228,222.00	228,222.00	28,367.81	65,524.23	162,697.77	71.3%
TOTAL, BOOKS AND SUPPLIES			424,904.50	805,164.23	354,763.89	646,666.46	158,497.77	19.7%
SERVICES AND OTHER OPERATING EXPENSES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	500.00	620.00	3,223.76	3,590.00	(2,970.00)	-479.0%
Dues and Memberships		5300	13,640.31	13,640.31	8,285.31	13,640.31	0.00	0.0%
Insurance		5400-5450	3,904.00	3,904.00	3,998.00	3,998.00	(94.00)	-2.4%
Operations and Housekeeping Services		5500	242,537.02	236,817.02	116,616.00	242,304.18	(5,487.16)	-2.3%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	632,561.57	660,711.57	415,637.83	660,711.57	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,261,410.41	1,533,315.24	578,231.55	1,612,472.42	(79,157.18)	-5.2%
Communications		5900	43,481.72	92,539.76	57,791.52	92,539.76	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			2,198,035.03	2,541,547.90	1,183,783.97	2,629,256.24	(87,708.34)	-3.5%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
DEPRECIATION								
Depreciation Expense		6900	87,331.64	86,605.64	62,399.78	108,436.73	(21,831.09)	-25.2%
TOTAL, DEPRECIATION			87,331.64	86,605.64	62,399.78	108,436.73	(21,831.09)	-25.2%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENSES			6,247,488.23	7,132,107.03	3,606,478.31	7,034,796.06		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	(0.01)	0.00	0.01	0.02	-200.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	(0.01)	0.00	0.01	0.02	-200.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	(0.01)	0.00	0.01		

Camino Nuevo High #2
Los Angeles Unified
Los Angeles County

Second Interim
Charter Schools Enterprise Fund
Exhibit: Restricted Net Position Detail

19 64733 0127910
Form 62I

Resource	Description	2020/21 Projected Year Totals
	Total, Restricted Net Position	<u>0.00</u>

Cover Sheet

Q2 Academic Outcomes

Section: VI. Academic Update
Item: A. Q2 Academic Outcomes
Purpose: Discuss
Submitted by: Rachel Hazlehurst
Related Material: Q2_2020_2021_AcademicUpdate.pdf

BACKGROUND:

This update will provide an overview of CNCA's quarter two academic outcomes, as well as our vision for collaborative data analysis and qualitative highlights in teacher practice.

RECOMMENDATION:

Information



Q2 Academic Update

20 años | Camino Nuevo Charter Academy



March 9, 2021

Presentation Overview

- 1) Vision for Data Analysis
- 2) Quantitative Bright Spots
- 3) Areas for Focus
- 4) Promising Practices



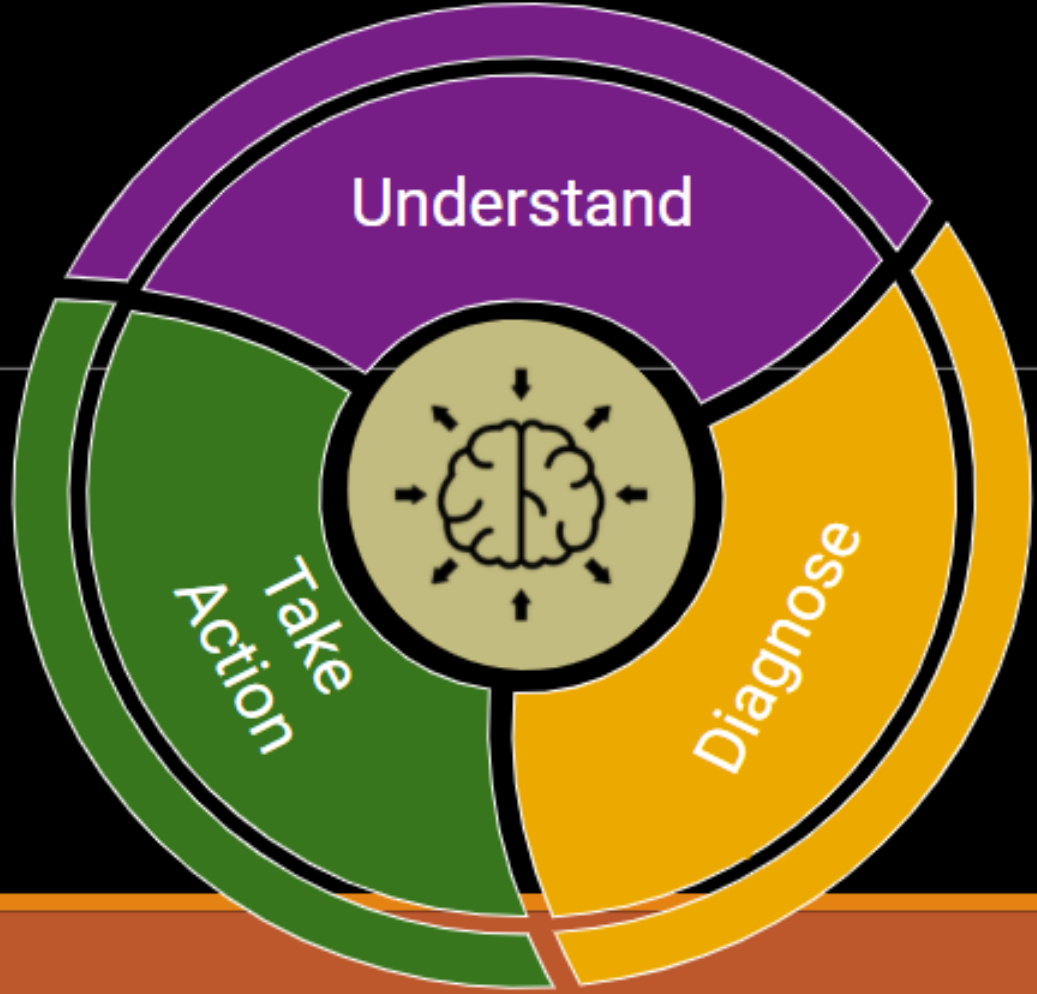
Access

Engagement

Learning

Maximize the Learning Experience for **ALL** students during **Distance Learning**

Relationships



2020-2021 Vision for Data Analysis

Educators collaboratively analyze evidence of student learning for the purposes of:

- **Reflecting on their own distance learning practice**
- **Deepening their understanding of standards-based learning goals**
- **Learning from each other's bright spots, as we collectively navigate the challenges of distance learning**
- **Planning instructional and/or programmatic shifts for all students, subgroups, and individuals**



Quantitative Bright Spots



Language Arts

- **Cisneros Grade 3 Interim Assessment Block (IAB):**
 - 200 point increase in the average scale score between Q1 and Q2 (2150 to 2350)
- **Middle School IABs:**
 - 8th grade: 54% in the top two proficiency bands, with 25% exceeding
 - 7th grade: 47% in the top two bands, with 14% exceeding
 - 6th grade: 59% in the top two bands, with 15% exceeding

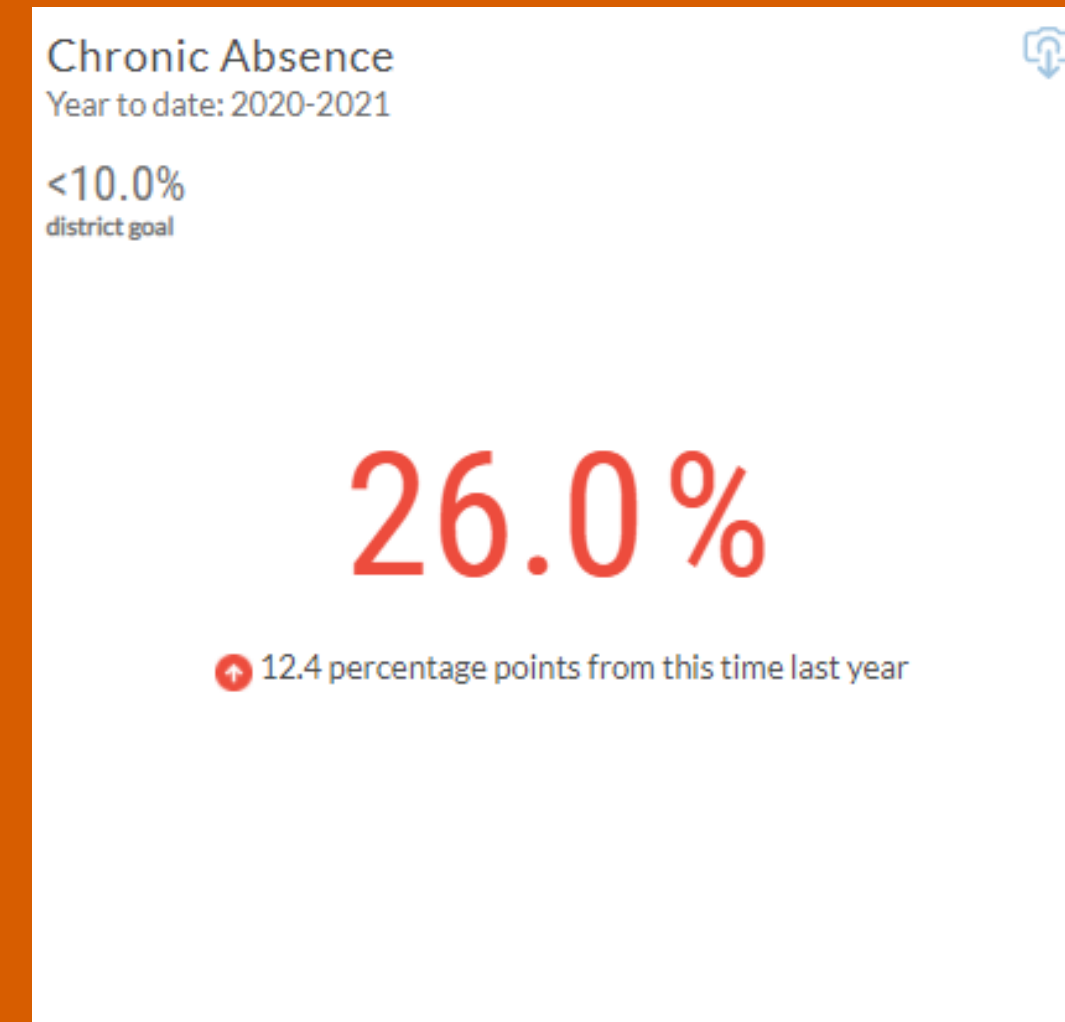
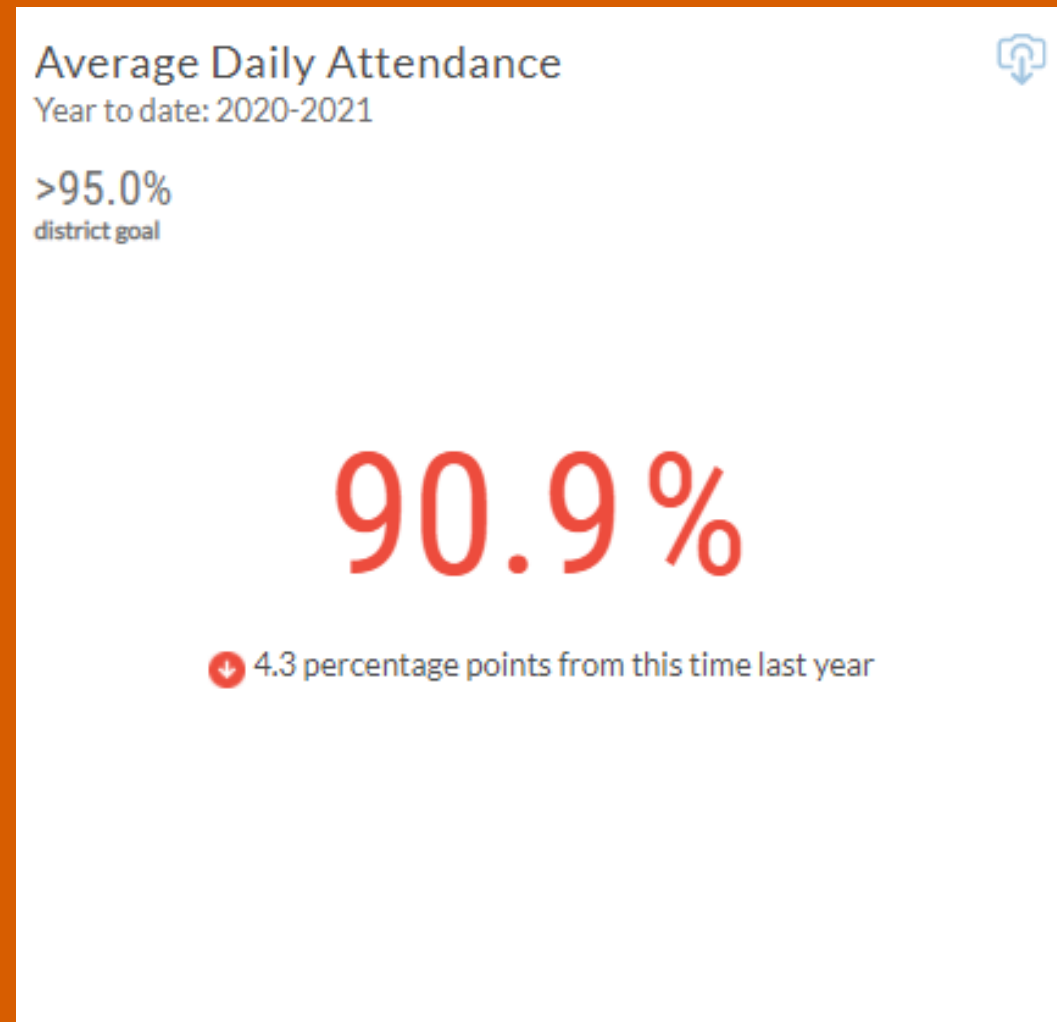
Mathematics

- **TK/K Math Benchmark: 45% met or exceeded standard, with 36% exceeding**
- **2nd Grade: 45% met or exceeded, with 35% exceeding**
- **3rd Grade: CIS & BUR, with 44% and 49% respectively**
- **4th Grade: KAY & BUR, with 40% and 43% respectively**
- **5th Grade: BUR, with 49% meeting or exceeding**



Areas for Focus

Attendance



Academics

- **Reading and Lexile levels in both languages**
 - 44% meeting reading benchmark in English TK-2, 19% in Spanish
 - 12% of English Lexile levels on track for college and career readiness (3-12)
 - 5% of Spanish Lexile levels on track (3-5)
- **Math Benchmark scores in grades 6-12**
 - Percent of students meeting or exceeding the standard ranges from 7% (Algebra 2) to 14% (7th grade)



Promising Practices

Shifts in Practice since December

- Observations of instruction reveal an increased use of engagement strategies and checks for understanding
- Formative assessment data (mini-assessments) in middle school math at Burlington is strong and a testament to rapid cycles of analysis and corrective action
- Increased levels of participation from students due to a focus on open-ended questions, random calling, and use of sentence frames
 - Particularly exciting: EL teacher leaders' students' oral participation

Questions?



Cover Sheet

CEO Report: Miramar High School and Tech & Play/Recreation Pods

Section: VII. CEO Update
Item: A. CEO Report: Miramar High School and Tech & Play/Recreation Pods
Purpose: Discuss
Submitted by: Adriana Abich

BACKGROUND:
CEO and Senior Leadership Team to provide update.

RECOMMENDATION:
Information

Cover Sheet

2021-22 Academic Calendar(s)

Section: VII. CEO Update
Item: B. 2021-22 Academic Calendar(s)
Purpose: Vote
Submitted by: Chantavia Moore
Related Material: 2021-2022 K12 Calendar - 185.pdf
2021-2022 K12 Calendar - 183.pdf

BACKGROUND:

Adriana Abich, CEO, and Chantavia Moore, VP of Strategy and Operations will present the K-12 2021-2022 calendar for board approval. After presenting a calendar draft and collecting feedback from various stakeholders, some additional shifts were made in order to prepare for post-COVID hybrid and distance learning programs. The calendar prioritizes the need for operations trainings, teacher collaboration time, and staff professional development at key intervals. Additionally, it will allow for K-12 teachers to have Thanksgiving week off and all staff to observe Indigenous People's Day. *An additional calendar was developed in lieu of a pending state requirement to increase instructional days to address the impact of COVID-19.* Staff were given an opportunity to provide feedback and calendars were reviewed and quality controlled by a cross functional team led by Adriana Abich and Chantavia Moore and including the KM team, Operations team, Principals, and Senior Leaders. Attachment: K-12 Calendar

RECOMMENDATION:

Approve

2021-2022 School Calendar

last updated: 3.4.2021

Jul-21						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	NT	NT	NT	NT	NT	24
25	26	27	28	BD	BD	31

Aug-21						
Su	Mo	Tu	We	Th	Fr	Sa
1	SD	SD	SD	SD	SD	7
8	X	X	X	X	X	14
15	X	X	X	X	X	21
22	X	X	X	X	X	28
29	X	X				

Sep-21						
Su	Mo	Tu	We	Th	Fr	Sa
			X	X	X	4
5	H	X	X	X	X	11
12	X	X	X	X	X	18
19	X	X	X	X	X	25
26	X	X	X			

Oct-21						
Su	Mo	Tu	We	Th	Fr	Sa
					X	2
3	X	X	X	X	X	9
10	H	X	X	X	X	16
17	SD	SD	X	X	X	23
24	X	X	X	X	X	30
31						

Nov-21						
Su	Mo	Tu	We	Th	Fr	Sa
	X	X	X	X	X	6
7	X	X	X	H	X	13
14	X	X	X	X	X	20
21	PTF	PTF	PTF	H	H	27
28	X	X				

Dec-21						
Su	Mo	Tu	We	Th	Fr	Sa
			X	X	X	4
5	X	X	X	X	X	11
12	X	X	X	X	X	18
19	PTF	PTF	PTF	PTF	H	25
26	H	H	H	H	H	

Jan-22						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	PTF	PTF	SD	SD	SD	8
9	X	X	X	X	X	15
16	H	X	X	X	X	22
23	X	X	X	X	X	29
30	X					

Feb-22						
Su	Mo	Tu	We	Th	Fr	Sa
		X	X	X	X	5
6	X	X	X	X	X	12
13	X	X	X	X	X	19
20	H	X	X	X	X	26
27	X					

Mar-22						
Su	Mo	Tu	We	Th	Fr	Sa
		X	X	X	X	5
6	X	X	X	X	SD	12
13	X	X	X	X	X	19
20	X	X	X	X	X	26
27	X	X	X	X		

Apr-22						
Su	Mo	Tu	We	Th	Fr	Sa
					X	2
3	H	H	H	H	H	9
10	SD	SD	X	X	X	16
17	X	X	X	X	X	23
24	X	X	X	X	X	30

May-22						
Su	Mo	Tu	We	Th	Fr	Sa
1	X	X	X	X	X	7
8	X	X	X	X	X	14
15	X	X	X	X	X	21
22	X	X	X	X	X	28
29	H	X				

Jun-22						
Su	Mo	Tu	We	Th	Fr	Sa
			X	X	X	4
5	X	X	X	X	X	11
12	SD	SD	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

X	Regular Instructic
SD	Staff Development (In-service, pupil free day)
H	Holiday
NT	New Teacher
PTF	Pupil/Teacher Free Day (All 11- and 12-month school leader and HSO staff work this day)

Holidays:

7/4-5/2021	4th of July Observed
9/6/2021	Labor Day
10/11/2021	Indigenous Peoples' Day
11/11/2021	Veteran's Day
11/25-26/2021	Thanksgiving Break
12/20-1/7/2021	Winter Break
1/1/2022	New Year's Day
1/17/2022	Martin Luther King Jr. Day
2/21/2022	Presidents Day
4/4-8/2022	Spring Break
5/30/2022	Memorial Day

Other:

8/9/2021	First Day of School
6/10/2022	Last Day of School
3/11/2022	Success Conference

of Instructional Days (must exceed 175 days)

Q1:	43	23%	8/9/21-10/8/2021
Q2:	41	22%	10/11/2021-12/17/2021
Q3:	57	31%	1/8/2022-4/1/2022
Q4:	42	23%	4/11/2022-6/10/2022
Total:	183	100%	

2021-2022 School Calendar

last updated: 3.4.2021

Jul-21						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	NT	NT	NT	NT	NT	24
25	26	27	28	BD	BD	31

Aug-21						
Su	Mo	Tu	We	Th	Fr	Sa
1	SD	SD	SD	SD	SD	7
8	X	X	X	X	X	14
15	X	X	X	X	X	21
22	X	X	X	X	X	28
29	X	X				

Sep-21						
Su	Mo	Tu	We	Th	Fr	Sa
			X	X	X	4
5	H	X	X	X	X	11
12	X	X	X	X	X	18
19	X	X	X	X	X	25
26	X	X	X			

Oct-21						
Su	Mo	Tu	We	Th	Fr	Sa
					X	2
3	X	X	X	X	X	9
10	H	X	X	X	X	16
17	SD	SD	X	X	X	23
24	X	X	X	X	X	30
31						

Nov-21						
Su	Mo	Tu	We	Th	Fr	Sa
	X	X	X	X	X	6
7	X	X	X	H	X	13
14	X	X	X	X	X	20
21	PTF	PTF	PTF	H	H	27
28	X	X				

Dec-21						
Su	Mo	Tu	We	Th	Fr	Sa
			X	X	X	4
5	X	X	X	X	X	11
12	X	X	X	X	X	18
19	PTF	PTF	PTF	PTF	H	25
26	H	H	H	H	H	

Jan-22						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	PTF	PTF	SD	SD	SD	8
9	X	X	X	X	X	15
16	H	X	X	X	X	22
23	X	X	X	X	X	29
30	X					

Feb-22						
Su	Mo	Tu	We	Th	Fr	Sa
		X	X	X	X	5
6	X	X	X	X	X	12
13	X	X	X	X	X	19
20	H	X	X	X	X	26
27	X					

Mar-22						
Su	Mo	Tu	We	Th	Fr	Sa
		X	X	X	X	5
6	X	X	X	X	SD	12
13	X	X	X	X	X	19
20	X	X	X	X	X	26
27	X	X	X	X		

Apr-22						
Su	Mo	Tu	We	Th	Fr	Sa
					X	2
3	H	H	H	H	H	9
10	SD	SD	X	X	X	16
17	X	X	X	X	X	23
24	X	X	X	X	X	30

May-22						
Su	Mo	Tu	We	Th	Fr	Sa
1	X	X	X	X	X	7
8	X	X	X	X	X	14
15	X	X	X	X	X	21
22	X	X	X	X	X	28
29	H	X				

Jun-22						
Su	Mo	Tu	We	Th	Fr	Sa
			X	X	X	4
5	X	X	X	X	X	11
12	X	X	SD	SD	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

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Total:	185	100%	