



Camino Nuevo Charter Academy

CNCA Regular Board Meeting

Published on August 11, 2023 at 7:48 AM PDT

Date and Time

Tuesday August 15, 2023 at 4:30 PM PDT

Location

3500 W. Temple St., Los Angeles, CA 90026

This meeting is open to the public at the CNHS Dalzell Lance Auditorium at 3500 W. Temple St., Los Angeles, CA 90004.

The board meeting is also accessible at every CNCA Campus via teleconference connection:

CNCA Burlington 697 S. Burlington Ave., Los Angeles, CA 90057

CNCA Kayne Siart 3400 W. 3rd Street., Los Angeles, CA 90020

CNCA Jose A. Castellanos 1723 W. Cordova St., Los Angeles, CA 90007

CNCA Jane B. Eisner 2755 W 15th St., Los Angeles, CA 90006

CNCA Sandra Cisneros 1018 Mohawk St., Los Angeles, CA 90026

Members of the public who wish to address the Board may make public comment at any of the meeting locations. Public comments are limited to 2 minutes each. The Board Chair has the discretion to modify the amount of time allotted for public comment if they deem it necessary. Brown Act regulations restrict the Board from discussing or taking action on any subject presented that is not on the agenda.

The CNCA Board can also be contacted via email at cnca.board@caminonuevo.org.

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Record Attendance	Discuss	Elena Lopez	1 m
B. Call the Meeting to Order	Discuss	David Gidlow	1 m
C. Chair Announcements	Discuss	David Gidlow	5 m
II. Approve Minutes			4:37 PM
A. Approve 5-9-2023 CNCA Regular Board Meeting Minutes	Approve Minutes	David Gidlow	1 m
III. Public Comment			4:38 PM
A. 2-Minute Limit per Speaker			5 m
IV. Consent Agenda			4:43 PM
A. 2023 Spring Consolidated Applications for CNCA, CNCA#2, CNCA#3, CNCA#4, and CNHS#2	Vote	Sonia Oliva	1 m
Review and approve FY23-24 Consolidated Application for Title Funding for CNCA#1, CNCA#2, CNCA#3, CNCA#4, and CNHS#2.			
B. ELOP Credit Card	Vote	Rachel Hazlehurst	1 m
CNCA requests approval from the Board for a new American Express card to be assigned to the Director of Expanded Learning for ELO-P related purchases only.			
V. School and Academic Updates			4:45 PM
A. CAO Update	Discuss	Rachel Hazlehurst	10 m
The CAO will share updates on CNCA's state testing results, as well as how they are informing our 23-24 priorities.			
B. 2022-2023 LAUSD Oversight Reports	FYI	Natasha Barriga	9 m
The Board will review the 22-23 LAUSD Oversight Reports for each of the following schools: Burlington, Castellanos-Eisner, Cisneros, Dalzell, Kayne.			

	Purpose	Presenter	Time
C. Additional LCAP Data	Discuss	Natasha Barriga	5 m
The Board will review additional LCAP Data from the 22-23 school year as referenced in the LCAP.			
D. Attendance & Enrollment Updates	Discuss	Jeannette Sandoval and Crystal Day	10 m
The Director of Strategic Enrollment and Director of Student Experience will provide an update on enrollment and attendance data from the first day of the 23/24 school year.			

VI. Contracts 5:19 PM

A. 23-24 Expanded Learning Contract: Bewilder	Vote	Lindsey Rojas	2 m
CNCA requests approval from the Board for 23-24 Expanded Learning contract with Bewilder.			
B. 23-24 Expanded Learning Contract: Tinker the Robot	Vote	Lindsey Rojas	2 m
CNCA requests approval from the Board for 23-24 Expanded Learning contract with Tinker the Robot			

VII. Policies 5:23 PM

A. Document Retention Policy	Vote	Natasha Barriga	5 m
The Document Retention Policy specifies how important documents (hardcopy, online, or other media) should be retained, protected and eligible for destruction. The policy also ensures that documents are promptly provided to authorities in the course of legal investigations or lawsuits. The Board will review the Document Retention Policy and will vote whether to approve it.			
B. Craven Policy	Vote	Natasha Barriga	5 m
Current law provides various ways for local governing boards to assign credentialed teachers to serve in subject-matter areas in grades K-12. One option is Education Code §44258.3 (Craven) which provides that charter school credentialed (non-emergency) teachers who have adequate knowledge of the subject outside of their credential authorization to be taught and may, with their consent, be assigned to teach departmentalized classes, provided that the assignment is first approved by a Committee on Assignments. This policy is to establish CNCA's plan (in Attachment A)			

	Purpose	Presenter	Time
to implement these options. The governing board should review this policy and will vote whether to approve it for implementation at CNCA schools.			
VIII. Declaration of Need			5:33 PM
A. Declaration of Need (DON) for Fully Qualified Educators - CNCA, CNCA #2, CNCA #3, CNCA #4 and CNHS #2	Vote	Margaret Domingo	5 m
<p>The Declaration of Need (DON) for Fully Qualified Educators is a document required by an employing local education agency as a prerequisite to the issuance of certain emergency permits and/or limited assignment permits for that agency. The DON is established by California Code of Regulations §80026. All employing local education agencies, including charter schools, must comply with the regulation to be eligible to apply for any emergency and/or limited assignment permit restricted to their organization. The DON CL-500 form requires annual Board approval and must be on file with the California Commission on Teacher Credentialing at the start of each fiscal year. Camino Nuevo Charter Academy (CNCA) requests the Board's approval to submit its 2023-2024 Declaration of Need (DON) for Fully Qualified Educators for the following schools: CNCA, CNCA #2, CNCA #3, CNCA #4 and CNHS #2.</p>			
IX. MOU Extending Transitional TK Reimbursement in the CBA			5:38 PM
A. MOU Extending Transitional TK Reimbursement in the CBA	Vote	Margaret Domingo	5 m
<p>CNCA and CNTA request the approval of the MOU to extend the TK reimbursement for Teachers completing their TK Requirement.</p>			
X. Financials			5:43 PM
A. FY22-23 Budget Update	Discuss	Sonia Oliva	6 m
Discuss the current financial status for FY22-23.			
B. FY23-24 Budget Update	Discuss	Sonia Oliva	6 m
Discuss the current financial status for FY23-24.			
XI. CEO Updates			5:55 PM
A. CEO Updates	Discuss	Adriana Abich	10 m
The CEO will share updates on the organization's Equity Plan.			

	Purpose	Presenter	Time
XII. Closed Session			6:05 PM
A. Public Employee Performance Evaluation CEO G.C. 54957(b)(1)	Discuss	Adriana Abich	15 m
B. Anticipated Litigation § 54956.9	Discuss	Adriana Abich	10 m
XIII. Closing Items			6:30 PM
A. Adjourn Meeting	Vote	David Gidlow	1 m

Coversheet

Approve 5-9-2023 CNCA Regular Board Meeting Minutes

Section:	II. Approve Minutes
Item:	A. Approve 5-9-2023 CNCA Regular Board Meeting Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for CNCA Regular Board Meeting on June 20, 2023



Camino Nuevo Charter Academy

Minutes

CNCA Regular Board Meeting

Date and Time

Tuesday June 20, 2023 at 4:00 PM

Location

3500 W. Temple St., Los Angeles, CA 90026

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The CNCA Board can also be contacted via email at cnca.board@caminonuevo.org.

Directors Present

C. Smet, D. Gidlow, J. Ortega, L. Jennings, T. Powers

Directors Absent

C. Garcia Alvarado, E. Lopez, G. Flores

Guests Present

A. Abich, J. Cohn, J. Hernandez, R. Arenas

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

D. Gidlow called a meeting of the board of directors of Camino Nuevo Charter Academy to order on Tuesday Jun 20, 2023 at 4:05 PM.

C. Chair Announcements

D. Gidlow welcomed new board members Ronnie Arenas and Juan Hernandez.

II. Approve Minutes

A. Approve 5-9-2023 CNCA Regular Board Meeting Minutes

C. Smet made a motion to approve the minutes from CNCA Regular Board Meeting on 05-09-23.

L. Jennings seconded the motion.

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

Roll Call

C. Garcia Alvarado	Absent
J. Ortega	Aye
D. Gidlow	Aye
E. Lopez	Absent
L. Jennings	Aye
G. Flores	Absent
C. Smet	Aye
T. Powers	Aye

III. Public Comment

A. 2-Minute Limit per Speaker

The following educators and board member addressed the meeting:

- Laura Farrel of the Dalzell-Lance campus and President of the Camino Nuevo Teachers Association.

- Charleen Mendoza of the Castellanos campus.
- Donovan Aste of the Eisner campus.
- Lida Jennings, member of the board of directors.

IV. Consent Agenda

A. SY 23-24 CNCA Regular Board Meeting Schedule

L. Jennings made a motion to approve all items contained in the Consent Agenda.

C. Smet seconded the motion.

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

Roll Call

D. Gidlow	Aye
T. Powers	Aye
L. Jennings	Aye
E. Lopez	Absent
G. Flores	Absent
C. Smet	Aye
C. Garcia Alvarado	Absent
J. Ortega	Aye

B. Declaration of Need

C. SY 23-24 CNCA Employee Handbook

D. Land Care Contract

E. SY 23-24 Student and Family Handbook

F. SY 23-24 Independent Study Policy

G. Title I School-Level Parental Involvement Policy

V. Contracts and Leases

A. Meal Provider RFP

J. Ortega made a motion to approve the contract for meal provider Revolution Foods for SY 2023-2024.

D. Gidlow seconded the motion.

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

Roll Call

C. Smet	Aye
D. Gidlow	Aye
E. Lopez	Absent

Roll Call

T. Powers	Aye
L. Jennings	Aye
C. Garcia Alvarado	Absent
G. Flores	Absent
J. Ortega	Aye

B. SY 23-24 TNTP Services Agreement

C. Smet made a motion to approve the services agreement with TNTP Inc., to provide continued support in our bilingual education program.

T. Powers seconded the motion.

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

Roll Call

D. Gidlow	Aye
C. Garcia Alvarado	Absent
L. Jennings	Aye
J. Ortega	Aye
G. Flores	Absent
E. Lopez	Absent
T. Powers	Aye
C. Smet	Aye

C. Think Together MOU Term 2023-2028

L. Jennings made a motion to approve the MOU between Think Together and CNCA regarding after school programming.

C. Smet seconded the motion.

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

Roll Call

E. Lopez	Absent
G. Flores	Absent
C. Smet	Aye
D. Gidlow	Aye
L. Jennings	Aye
T. Powers	Aye
C. Garcia Alvarado	Absent
J. Ortega	Aye

D. Update Lease for Burlington Campus

C. Smet made a motion to approve the updated lease for the Burlington campus.

J. Ortega seconded the motion.

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

Roll Call

E. Lopez	Absent
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Roll Call

C. Garcia Alvarado	Absent
D. Gidlow	Aye
T. Powers	Aye
L. Jennings	Aye
J. Ortega	Aye
G. Flores	Absent
C. Smet	Aye

E. Updated Lease for Dalzell Campus

J. Ortega made a motion to approve the updated lease for the Dalzell-Lance campus.

L. Jennings seconded the motion.

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

Roll Call

G. Flores	Absent
T. Powers	Aye
L. Jennings	Aye
C. Garcia Alvarado	Absent
D. Gidlow	Aye
E. Lopez	Absent
J. Ortega	Aye
C. Smet	Aye

F. Updated Lease for Eisner Campus

J. Ortega made a motion to approve the updated lease for the Eisner campus.

D. Gidlow seconded the motion.

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

Roll Call

D. Gidlow	Aye
J. Ortega	Aye
C. Garcia Alvarado	Absent
T. Powers	Aye
L. Jennings	Aye
E. Lopez	Absent
G. Flores	Absent
C. Smet	Aye

G. Final Lease Analysis

Adriana Abich, CEO of CNCA, presented the final lease analysis.

H. School Support Services Agreement: School Site Technicians

C. Smet made a motion to approve the school support services agreement regarding school site technicians.

T. Powers seconded the motion.

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

Roll Call

G. Flores	Absent
J. Ortega	Aye
C. Smet	Aye
D. Gidlow	Aye
T. Powers	Aye
E. Lopez	Absent
L. Jennings	Aye
C. Garcia Alvarado	Absent

I. MOU between CNCA and CNTA changing the definition of "Years of Teaching Experience" in the CBA

C. Smet made a motion to approve the MOU between CNCA and CNTA regarding a revised definition for "Years of Teaching Experience" in the CBA.

L. Jennings seconded the motion.

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

Roll Call

G. Flores	Absent
J. Ortega	Aye
C. Garcia Alvarado	Absent
L. Jennings	Aye
C. Smet	Aye
T. Powers	Aye
D. Gidlow	Aye
E. Lopez	Absent

VI. Presentation of SY 22-23 Local Indicators

A. Presentation of SY 22-23 Local Indicators

L. Jennings made a motion to approve the presentation of local indicators for LAUSD.

C. Smet seconded the motion.

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

Roll Call

J. Ortega	Aye
L. Jennings	Aye
C. Smet	Aye
C. Garcia Alvarado	Absent
E. Lopez	Absent
D. Gidlow	Aye
T. Powers	Aye
G. Flores	Absent

VII. LCAP Approval

A. Approval of LCAPs for Burlington, Castellanos-Eisner, Cisneros, Dalzell Lance, Kayne Siart

C. Smet made a motion to approve the LCAP's for the Burlington, Castellanos-Eisner, Cisneros, Dalzell-Lance and Kayne Siart campuses.

D. Gidlow seconded the motion.

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

Roll Call

G. Flores	Absent
J. Ortega	Aye
C. Smet	Aye
D. Gidlow	Aye
C. Garcia Alvarado	Absent
T. Powers	Aye
E. Lopez	Absent
L. Jennings	Aye

VIII. Financials

A. CNCA Arts & Music Spending Plan(s) : CNCA #1, CNCA # 2, CNCA #3, CNCA#4, CNHS #2

J. Ortega made a motion to approve the arts and music spending plans.

L. Jennings seconded the motion.

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

Roll Call

T. Powers	Aye
E. Lopez	Absent
D. Gidlow	Aye
L. Jennings	Aye
G. Flores	Absent
C. Garcia Alvarado	Absent
J. Ortega	Aye
C. Smet	Aye

B. April Financials

Sonia Oliva of ExEd presented the April 2023 financial report.

C. Approval of SY 23-24 budget (Preliminary Budget for LAUSD)

J. Ortega made a motion to approve the preliminary budget for SY 2023-2024.

C. Smet seconded the motion.

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

Roll Call

T. Powers	Aye
D. Gidlow	Aye
C. Garcia Alvarado	Absent
G. Flores	Absent
C. Smet	Aye
J. Ortega	Aye
L. Jennings	Aye
E. Lopez	Absent

D. EPA Spending Plan

C. Smet made a motion to approve the EPA spending plan.

L. Jennings seconded the motion.

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

Roll Call

J. Ortega	Aye
D. Gidlow	Aye
C. Smet	Aye
C. Garcia Alvarado	Absent
T. Powers	Aye
E. Lopez	Absent
L. Jennings	Aye
G. Flores	Absent

IX. Student and Family Services Updates

A. Enrollment updates

Crystal Day, Director of Strategic Enrollment, presented an update on anticipated enrollment for SY 2023-2024.

B. Attendance Update

Jeanette Sandoval, Director of Student Experience, gave an update on attendance and goals/strategies for improvement in SY 2023-2024.

X. CEO Updates

A. CEO Updates

Adriana Abich, CEO of CNCA, presented the CEO update.

XI. Board Member Elections

A. Election of New Board Member

D. Gidlow made a motion to approve the election of Frankie Jimenez to the CNCA board of directors as the alumni representative.

L. Jennings seconded the motion.

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

Roll Call

C. Smet	Aye
C. Garcia Alvarado	Absent
G. Flores	Absent
L. Jennings	Aye
D. Gidlow	Aye
J. Ortega	Aye
T. Powers	Aye
E. Lopez	Absent

B. Election of Board Members for New Terms

T. Powers made a motion to approve new 3 year terms for board members Lida Jennings, Celia Alvarado and David Gidlow. The new terms will begin on July 1, 2023 and end on June 30, 2026.

C. Smet seconded the motion.

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

Roll Call

E. Lopez	Absent
G. Flores	Absent
C. Smet	Aye
J. Ortega	Aye
C. Garcia Alvarado	Absent
D. Gidlow	Aye
T. Powers	Aye
L. Jennings	Aye

C. Election of Officers and Chair of the Board

L. Jennings made a motion to approve the following BOD officers for a 1 year term beginning on July 1, 2023 and ending on June 30, 2024: David Gidlow - President/Chairperson; Gil Flores - Treasurer; Elena Lopez - Secretary.

C. Smet seconded the motion.

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

Roll Call

L. Jennings	Aye
T. Powers	Aye
C. Garcia Alvarado	Absent
G. Flores	Absent
J. Ortega	Aye
E. Lopez	Absent

Roll Call

D. Gidlow	Aye
C. Smet	Aye

XII. Closing Items

A. Adjourn Meeting

C. Smet made a motion to adjourn the meeting.

D. Gidlow seconded the motion.

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

Roll Call

G. Flores	Absent
E. Lopez	Absent
D. Gidlow	Aye
T. Powers	Aye
C. Garcia Alvarado	Absent
C. Smet	Aye
L. Jennings	Aye
J. Ortega	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:14 PM.

Respectfully Submitted,
D. Gidlow

Coversheet

2023 Spring Consolidated Applications for CNCA, CNCA#2, CNCA#3, CNCA#4, and CNHS#2

Section:	IV. Consent Agenda
Item:	A. 2023 Spring Consolidated Applications for CNCA, CNCA#2, CNCA#3, CNCA#4, and CNHS#2
Purpose:	Vote
Submitted by:	
Related Material:	23-24 ConApp Board Summary.pdf CNCA#1 - ConApp Spring 2023-24.pdf CNCA#2 - ConApp Spring 2023-24.pdf CNCA#3 - ConApp Spring 2023-24.pdf CNCA#4 - ConApp Spring 2023-24.pdf CNHS#2 - ConApp Spring 2023-24.pdf



CAMINO NUEVO CHARTER ACADEMY

Spring 2023 Consolidated Application Reporting System (CARS) Data Collection

Board Summary

The Consolidated Application is used by the California Department of Education to distribute funds from various Federal programs to county offices, school districts, and charter schools throughout California. Every local educational agency (LEA) certifies the Spring Release data collections to document participation in Federal programs under the Every Student Succeeds Act (ESSA) and provide assurances that the LEA will comply with the legal requirements of each program.

This spring data collection for the 2023-24 application must be submitted by August 31, 2023, to request or decline participation in the federal programs listed below.

The Winter Release of the application, to be certified around February 2024, will contain each school's FY23-24 entitlements for each funded program. Program entitlements are determined by formulas contained in the laws that created the programs.

Federal Program Descriptions

Title I Part A: Helping Disadvantaged Children – A federal program to ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education and reach, at a minimum, proficiency on challenging state academic achievement standards and state academic assessments.

Title II Part A: Teacher Quality – A federal program that increases student academic achievement through strategies such as improving teacher and principal quality and effectiveness, increasing the number of teachers and principals who are effective in improving student academic achievement in the classroom, and providing low-income and minority students greater access to effective teachers, principals, and school leaders.

Title III: Program for Immigrant Students – A federal program to provide supplementary programs and services to eligible immigrant students. The purpose of the subgrant is to assist immigrant students to acquire English and achieve grade-level and graduation standards.

Title III: Program for English Learner Students – A federal program to provide supplementary programs and services to English learners (ELs). The purpose of the subgrant is to assist EL students to achieve high levels in academic subjects and achieve academic standards; assist teachers, principals, and school leaders in developing and sustaining effective language instruction programs; promoting parental, family, and community participation in language instructional programs for families of English learners.

Title IV, Part A: Student Support and Academic Enrichment Grants – A federal program to provide all students access to a well-rounded education; improve school conditions for learning; and improve the use of technology in order to improve the academic achievement and digital literacy of all students.



2023-24 Funding Application

Certification of Assurances – Certifies that the school will observe all rules and regulations associated with federal funding.

Protected Prayer Certification – Certifies that the school has no policy that prevents or denies participation in constitutionally protected prayer in public school.

LCAP Federal Addendum Certification – Certifies that the board has approved the school's LCAP Federal Addendum in order to meet Every Student Succeeds Act (ESSA) Local Agency Plan requirements.

Application for Funding – Certifies that the board will approve the ConApp. Certifies that the ELAC (English Learner Advisory Committee) has reviewed and advised on the development of the application for funding programs that serve English learners. Requests or declines the various federal programs.

Substitute System for Time Accounting – If requesting authorization to use a substitute system for time accounting (recording time spent working on federal programs), certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Camino Nuevo Charter Academy (19 64733 6117667)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 12:56 AM

2023–24 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Miguel Cordova, Title I Policy, Program, and Support Office, MCordova@cde.ca.gov, 916-319-0381

Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Adriana Abich
Authorized Representative's Title	CEO
Authorized Representative's Signature Date	08/15/2023
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	

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 (19 64733 6117667)

Status: Draft
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 Date: 8/6/2023 12:57 AM

2023–24 LCAP Federal Addendum Certification

CDE Program Contact:

Local Agency Systems Support Office, LCAPAddendum@cde.ca.gov, 916-323-5233

Initial Application

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

County Office of Education (COE) or District For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	
Direct Funded Charter Enter the adoption date of the current LCAP	06/20/2023
Authorized Representative's Full Name	Adriana Abich
Authorized Representative's Title	CEO

Warning

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy (19 64733 6117667)

Status: Draft
Saved by: ExED Data Management
Date: 8/6/2023 1:27 AM**2023–24 Application for Funding****CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

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

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	Yes
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District English Learner Advisory Committee Review

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

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

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

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

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California Department of Education

Consolidated Application

Camino Nuevo Charter Academy (19 64733 6117667)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:00 AM

2023–24 Title III English Learner Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Annie Abreu Park, Language Policy and Leadership Office, AAbreuPark@cde.ca.gov, 916-319-9620
 Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

Estimated English learner per student allocation	\$125.15
Estimated English learner student count	420
Estimated English learner student program allocation	\$52,563

Note: \$10,000 minimum program eligibility criteria

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

Professional development activities	\$0
Program and other authorized activities	\$0
English Proficiency and Academic Achievement	\$52,563
Parent, family, and community engagement	\$0
Direct administrative costs (Amount cannot exceed 2% of the estimated English learner student program allocation)	\$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 budget	\$52,563

Warning

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Report Date:8/6/2023

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Camino Nuevo Charter Academy (19 64733 6117667)

Status: Draft
Saved by: ExED Data Management
Date: 8/6/2023 1:00 AM**2023–24 Substitute System for Time Accounting**

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2022–23 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

*****Warning*****

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Report Date:8/6/2023

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:12 AM

2023–24 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Miguel Cordova, Title I Policy, Program, and Support Office, MCordova@cde.ca.gov, 916-319-0381

Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Adriana Abich
Authorized Representative's Title	CEO
Authorized Representative's Signature Date	08/15/2023
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	

*****Warning*****

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Report Date:8/6/2023

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Draft
Saved by: ExED Data Management
Date: 8/6/2023 1:13 AM**2023–24 LCAP Federal Addendum Certification****CDE Program Contact:**Local Agency Systems Support Office, LCAPAddendum@cde.ca.gov, 916-323-5233**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

County Office of Education (COE) or District For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	
Direct Funded Charter Enter the adoption date of the current LCAP	06/20/2023
Authorized Representative's Full Name	Adriana Abich
Authorized Representative's Title	CEO

*****Warning*****

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Report Date:8/6/2023

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California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Draft
Saved by: ExED Data Management
Date: 8/6/2023 1:28 AM**2023–24 Application for Funding****CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

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

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

District English Learner Advisory Committee Review

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

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

Application for Categorical Programs

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

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

*****Warning*****

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California Department of Education

Consolidated Application

Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:14 AM

2023–24 Title III English Learner Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Annie Abreu Park, Language Policy and Leadership Office, AAbreuPark@cde.ca.gov, 916-319-9620
 Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

Estimated English learner per student allocation	\$125.15
Estimated English learner student count	341
Estimated English learner student program allocation	\$42,676

Note: \$10,000 minimum program eligibility criteria

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

Professional development activities	\$0
Program and other authorized activities	\$0
English Proficiency and Academic Achievement	\$42,676
Parent, family, and community engagement	\$0
Direct administrative costs (Amount cannot exceed 2% of the estimated English learner student program allocation)	\$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 budget	\$42,676

Warning

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Report Date:8/6/2023

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Camino Nuevo Charter Academy #2 (19 64733 0122861)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:14 AM

2023–24 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2022–23 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

Warning

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Report Date:8/6/2023

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Camino Nuevo Elementary #3 (19 64733 0122564)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:25 AM

2023–24 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Miguel Cordova, Title I Policy, Program, and Support Office, MCordova@cde.ca.gov, 916-319-0381

Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Adriana Abich
Authorized Representative's Title	CEO
Authorized Representative's Signature Date	08/15/2023
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	

Warning

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California Department of Education**Consolidated Application**

Camino Nuevo Elementary #3 (19 64733 0122564)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:25 AM

2023–24 LCAP Federal Addendum Certification**CDE Program Contact:**Local Agency Systems Support Office, LCAPAddendum@cde.ca.gov, 916-323-5233**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

County Office of Education (COE) or District	
For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	
Direct Funded Charter	06/20/2023
Enter the adoption date of the current LCAP	
Authorized Representative's Full Name	Adriana Abich
Authorized Representative's Title	CEO

*****Warning*****

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Report Date:8/6/2023

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Page 2 of 5

California Department of Education**Consolidated Application**

Camino Nuevo Elementary #3 (19 64733 0122564)

Status: Draft
Saved by: ExED Data Management
Date: 8/6/2023 1:25 AM**2023–24 Application for Funding****CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

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

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

District English Learner Advisory Committee Review

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

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

Application for Categorical Programs

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

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

*****Warning*****

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Report Date:8/6/2023

R02

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Camino Nuevo Elementary #3 (19 64733 0122564)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:27 AM

2023–24 Title III English Learner Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Annie Abreu Park, Language Policy and Leadership Office, AAbreuPark@cde.ca.gov, 916-319-9620
 Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

Estimated English learner per student allocation	\$125.15
Estimated English learner student count	385
Estimated English learner student program allocation	\$48,183

Note: \$10,000 minimum program eligibility criteria

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

Professional development activities	\$0
Program and other authorized activities	\$0
English Proficiency and Academic Achievement	\$48,183
Parent, family, and community engagement	\$0
Direct administrative costs (Amount cannot exceed 2% of the estimated English learner student program allocation)	\$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 budget	\$48,183

Warning

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Camino Nuevo Elementary #3 (19 64733 0122564)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:27 AM

2023–24 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2022–23 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

Warning

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Report Date:8/6/2023

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Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:34 AM

2023–24 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Miguel Cordova, Title I Policy, Program, and Support Office, MCordova@cde.ca.gov, 916-319-0381

Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Adriana Abich
Authorized Representative's Title	CEO
Authorized Representative's Signature Date	08/15/2023
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	

Warning

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Report Date:8/6/2023

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Page 1 of 5

California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Draft
Saved by: ExED Data Management
Date: 8/6/2023 1:34 AM**2023–24 LCAP Federal Addendum Certification****CDE Program Contact:**Local Agency Systems Support Office, LCAPAddendum@cde.ca.gov, 916-323-5233**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

County Office of Education (COE) or District For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	
Direct Funded Charter Enter the adoption date of the current LCAP	06/20/2023
Authorized Representative's Full Name	Adriana Abich
Authorized Representative's Title	CEO

*****Warning*****

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Report Date:8/6/2023

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Page 2 of 5

California Department of Education**Consolidated Application**

Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Draft
Saved by: ExED Data Management
Date: 8/6/2023 1:35 AM**2023–24 Application for Funding****CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

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

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

District English Learner Advisory Committee Review

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

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

Application for Categorical Programs

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

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

*****Warning*****

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Report Date:8/6/2023

R02

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Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:36 AM

2023–24 Title III English Learner Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Annie Abreu Park, Language Policy and Leadership Office, AAbreuPark@cde.ca.gov, 916-319-9620
 Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

Estimated English learner per student allocation	\$125.15
Estimated English learner student count	181
Estimated English learner student program allocation	\$22,652

Note: \$10,000 minimum program eligibility criteria

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

Professional development activities	\$0
Program and other authorized activities	\$0
English Proficiency and Academic Achievement	\$22,652
Parent, family, and community engagement	\$0
Direct administrative costs (Amount cannot exceed 2% of the estimated English learner student program allocation)	\$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 budget	\$22,652

Warning

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Camino Nuevo Charter Academy #4 (19 64733 0124826)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:36 AM

2023–24 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2022–23 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

Warning

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Report Date:8/6/2023

R02

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Camino Nuevo High #2 (19 64733 0127910)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:43 AM

2023–24 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Miguel Cordova, Title I Policy, Program, and Support Office, MCordova@cde.ca.gov, 916-319-0381

Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Adriana Abich
Authorized Representative's Title	CEO
Authorized Representative's Signature Date	08/15/2023
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	

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.

Report Date:8/6/2023

R02

Page 1 of 5

Camino Nuevo High #2 (19 64733 0127910)

Status: Draft
Saved by: ExED Data Management
Date: 8/6/2023 1:43 AM**2023–24 LCAP Federal Addendum Certification****CDE Program Contact:**Local Agency Systems Support Office, LCAPAddendum@cde.ca.gov, 916-323-5233**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

County Office of Education (COE) or District For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	
Direct Funded Charter Enter the adoption date of the current LCAP	06/20/2023
Authorized Representative's Full Name	Adriana Abich
Authorized Representative's Title	CEO

*****Warning*****

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California Department of Education**Consolidated Application**

Camino Nuevo High #2 (19 64733 0127910)

Status: Draft
Saved by: ExED Data Management
Date: 8/6/2023 1:44 AM**2023–24 Application for Funding****CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

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

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

District English Learner Advisory Committee Review

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

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

Application for Categorical Programs

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

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

*****Warning*****

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Report Date:8/6/2023

R02

Page 3 of 5

Camino Nuevo High #2 (19 64733 0127910)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:45 AM

2023–24 Title III English Learner Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Annie Abreu Park, Language Policy and Leadership Office, AAbreuPark@cde.ca.gov, 916-319-9620
 Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

Estimated English learner per student allocation	\$125.15
Estimated English learner student count	84
Estimated English learner student program allocation	\$10,513

Note: \$10,000 minimum program eligibility criteria

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

Professional development activities	\$0
Program and other authorized activities	\$0
English Proficiency and Academic Achievement	\$10,513
Parent, family, and community engagement	\$0
Direct administrative costs (Amount cannot exceed 2% of the estimated English learner student program allocation)	\$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 budget	\$10,513

Warning

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Camino Nuevo High #2 (19 64733 0127910)

Status: Draft
 Saved by: ExED Data Management
 Date: 8/6/2023 1:45 AM

2023–24 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2022–23 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

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Report Date:8/6/2023

R02

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Coversheet

CAO Update

Section:	V. School and Academic Updates
Item:	A. CAO Update
Purpose:	Discuss
Submitted by:	
Related Material:	CAO Update August 2023.pdf



CAO Update

CNCA Board of Directors

20
años

Camino
Nuevo
Charter
Academy



August 15, 2023

Remembering Our Context

How much learning did students miss during the pandemic? Researchers have an answer

May 12, 2023 · 5:12 AM ET

Heard on [Morning Edition](#)

By [A Martínez](#), [Cory Turner](#)



3-Minute Listen

+ PLAYLIST



New research paints the clearest picture yet of just how much learning students missed during the pandemic, and what it may take to help children in the hardest hit districts to make up ground.

Average student missed $\frac{1}{2}$ a year in math

Student in the poorest 10% of districts had missed twice as much

In schools that were remote or hybrid longer, students lost more ground.

Students missed more learning in places with higher COVID death rates

Places that saw more disruption saw greater learning loss

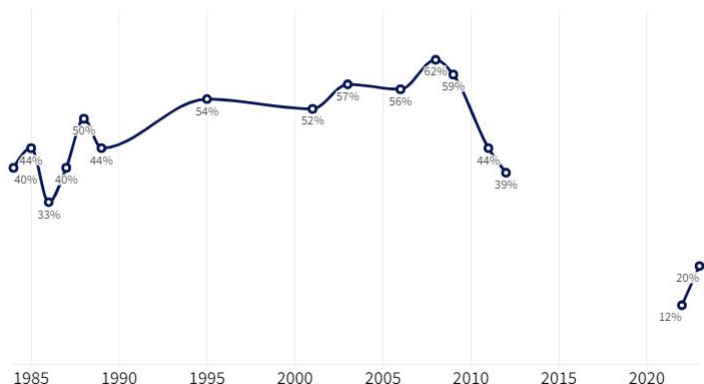
When there's a big decline in one year, those students don't seem to catch up for three or four years into the future.

Much of it will stay lost

From the 2023 Merrimack College Teacher Survey....

Percentage of teachers who are "very satisfied" with their jobs: 1984-2023

Hover or click on the data points to reveal data.

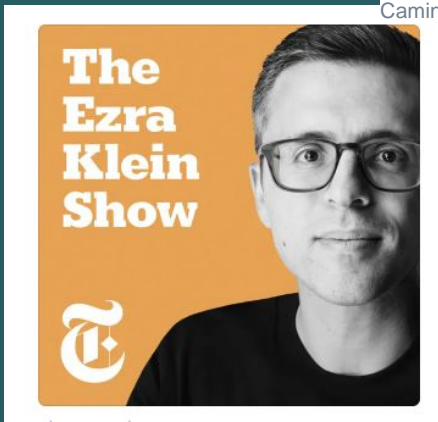


2. More than a third of teachers say they're likely to quit in the next two years.

This year, 35 percent of teachers say they're likely to quit and find another job outside of teaching within the next two years. Of those, 14 percent said they were "very likely."

6. Teachers say their own mental health issues are affecting their work.

Forty-two percent of teachers said their teaching and professional growth had suffered this year because of the state of their mental health. And about half of teachers said their colleagues' work had been negatively affected.



Teen Mental Health

- Between 2011 and 2021, number of teens and young adults with clinical depression more than doubled
- Between 2007-2019, suicide rate for those in their early 20s rose by 41% and the suicide rate for 10-14 year-olds tripled (and nearly quadrupled for girls)
- According to a CDC survey in 2021, almost 60% of high school girls had experienced persistent feelings of sadness or hopelessness within the past year
 - Nearly 25% made a suicide plan

Something is going terribly wrong for teenagers



Our 22-23 Academic Goals & Outcomes

Intellectual Engagement

IMPLEMENTATION

All teachers, instructional leaders and related HSO Departments engage in data driven adult learning cycles to increase student intellectual engagement.



End of Year Goals

- Achieving a **10-percentage point** increase in SBAC ELA (to 46%) and an **8-percentage point** increase in SBAC Math (to 30%)
- By Q4, 80% of classroom observations demonstrate that 90%+ students are intellectually engaged in challenging content that is aligned to grade-level standards



What We Accomplished



- ❖ **All teachers, instructional leaders, and related HSO Departments engaged in data-driven adult learning cycles to increase student engagement**
 - **Defined engagement and Intellectual Engagement at CNCA**
 - **Calibrated with observers on a process for quantifying both engagement and Intellectual Engagement**
 - **Developed and trained leaders and teachers in CNCA Engagement Strategies & a CNCA Instructional Routine to promote Intellectual Engagement**



What We Didn't Accomplish

Goal: 80% of classrooms have 90%+ intellectual engagement

≈ 2,300 classroom
engagement observations completed

22-23 Student Engagement

BUR			CAS			CIS			DAL			EIS			KAY		
S1	S2	Δ	S1	S2	Δ	S1	S2	Δ	S1	S2	Δ	S1	S2	Δ	S1	S2	Δ
88%	94.8%	+6.8%	74.4%	83%	+8.6%	84.8%	84.0%	-0.8%	89%	94.1%	+6.1%	86%	90%	+4%	83.6	89%	+5.4%

Percentage of Observed Intellectual Engagement in CNCA Classrooms

90%+	80%-89%	70%-79%	60-69%	51%-60%	<50%
29.00%	13.00%	11.71%	7.71%	3.14%	35.71%

What We Learned



1. Teaching something new to leaders mid-quarter two is too late to significantly change teacher practice
2. Simplicity is key when it comes to collecting lag data

Data-Driven Decision Making

Data-Driven Decision Making

IMPLEMENTATION

All employees will engage in recurring data chats to increase our collective efficacy with data driven decision making. (Instructional 2x per month; Non instructional/HSO 1x per month)

SYSTEMS BUILDING

Creating 3 key CNCA dashboards: Operations, Student Culture/Behavior and Academic Tier 2 MTSS



End of Year Goals

- 100% of grade level/department teams conduct twice-monthly (instructional) or monthly (non-instructional) data meetings
- Data Dashboards will be published to provide HSO and school leaders with vital data needed to improve guidance support and oversight.

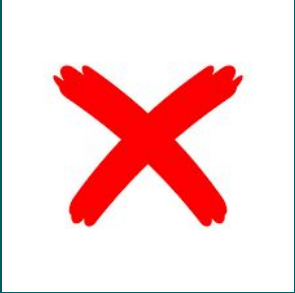


What We Accomplished



- ❖ **Employees engaged in recurring data chats to increase their collective efficacy with data driven decision making**
 - Adapted, trained on, and implemented aligned protocols for data meetings at the teacher, family coordinator, Knowledge Management, Central SpEd, and APSS level
- ❖ **Created key CNCA dashboard: Academic Tier 2 MTSS**
 - Identified key metrics to track to determine effectiveness of supplemental intervention
 - Worked with a data consultant to link and visualize data

What We Didn't Accomplish



**Frequency Goal: Instructional staff 2x per month;
non-instructional/HSO 1x per month**

**Two Remaining Dashboards: Operations & Student
Culture/Behavior**

What We Learned



1. Meeting schedules should be determined at the beginning of the year in order to protect the time for data analysis
2. Adaptive leadership required (always, but even more so in today's context)
3. Goals should be adjusted to reflect needs arising from staff turnover
4. Two separate academic priorities (intellectual engagement & data-driven decision making) may be too many



22-23 CAASPP Data

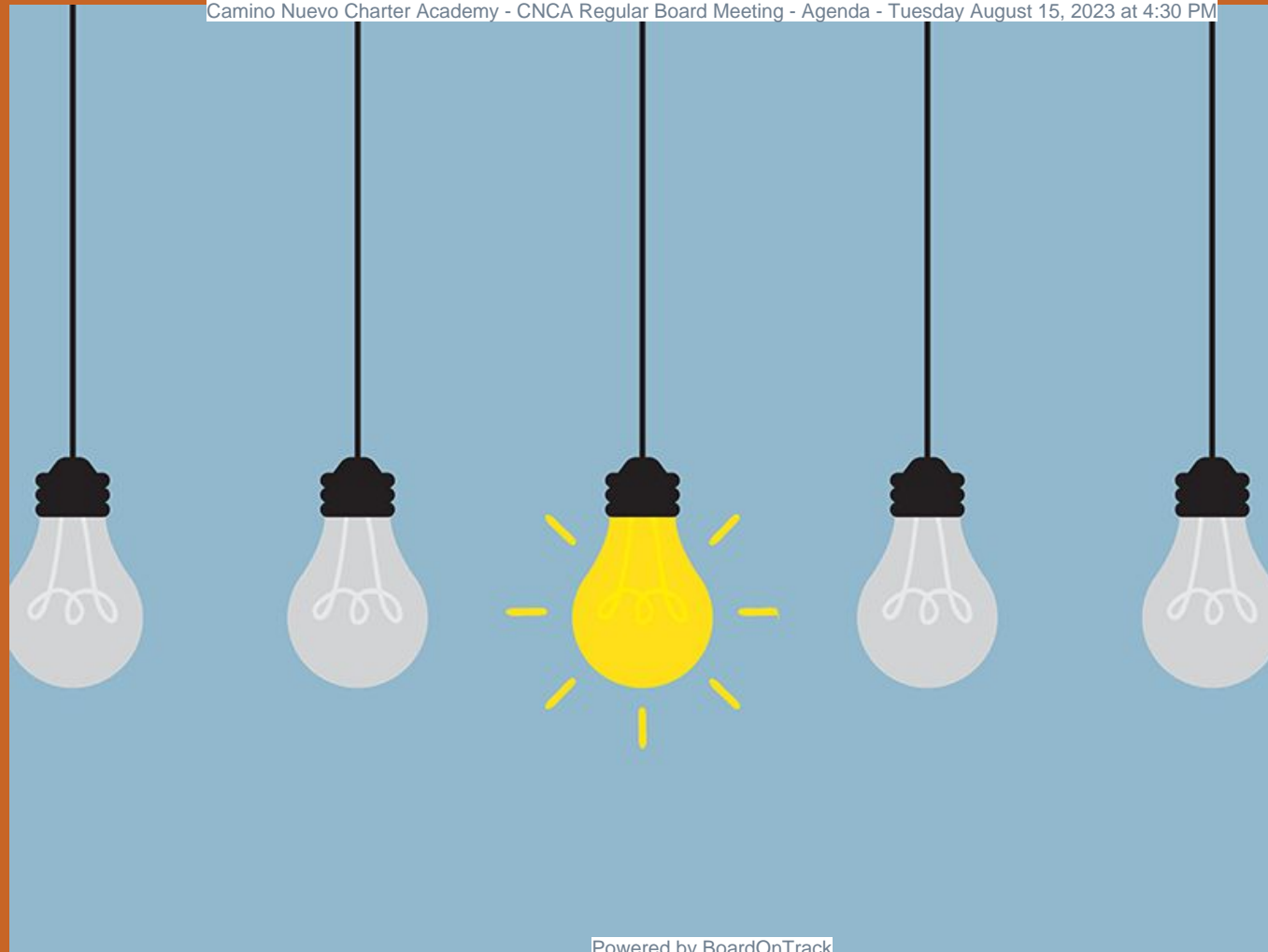
21-22 to 22-23 - check this

	2021-2022	2022-2023	Change
Bur ELA	43%	34%	-11%
Bur Math	31%	31%	0%
Cas-Eis ELA	33%	30%	-3%
Cas-Eis Math	18%	18%	0%
Cis ELA	32%	32%	0%
Cis Math	19%	17%	-2%
Dal ELA	59%	74%	+15%
Dal Math	19%	25%	+6%
Kay ELA	33%	29%	-4%
Kay Math	21%	15%	-6%

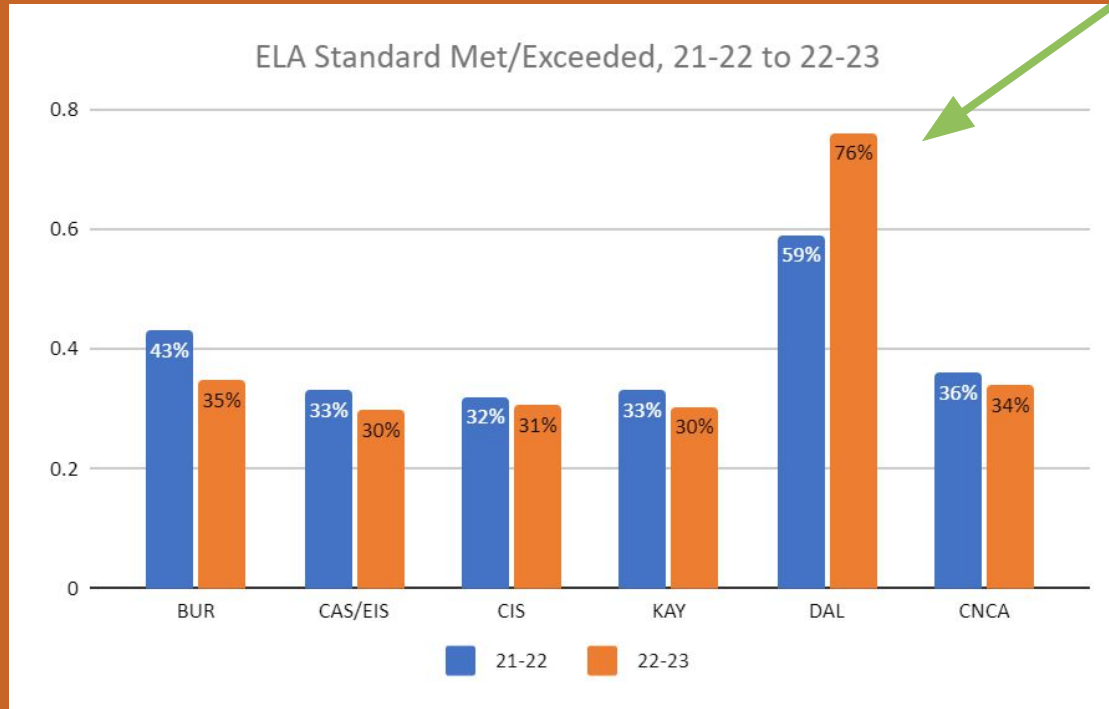
CAASPP Percent Met or Exceeded Standard

21-22 to 22-23

	2021-2022	2022-2023	Change
K-12 ELA	36%	34%	-2%
K-8 ELA	35%	31%	-4%
K-12 Math	22%	20%	-2%
K-8 Math	22%	20%	-2%



Bright Spot: 11th Grade ELA at DAL



76%
meets/exceeds
compared to
the state
average of 55%

Some Root Causes

1. Relationship building
2. Strong engagement in both classes

		E	IE
ELA	11	100%	82%
ELA	10	100%	83%

3. Teacher collaboration & content knowledge Both teachers have deep content knowledge of both their texts & their standards
4. School-wide focus on literacy for multiple years
5. After-school intervention

Bright Spot: Math Cohort Growth at BUR

Burlington (Camino Nuevo Charter Academy) – Percent of Students						
Grade	21-22 E	21-22 M	21-22 T	22-23 E	22-23 M	22-23 T
Grade 3	14%	26%	40%	5%	20%	25%
Grade 4	5%	27%	32%	8%	24%	32%
Grade 5	9%	19%	28%	11%	25%	36%
Grade 6	8%	16%	24%	8%	23%	31%
Grade 7	10%	23%	33%	16%	17%	33%
Grade 8	8%	21%	29%	12%	18%	30%
Overall	9.1%	21.9%	31.0%	10.1%	20.9%	31.0%

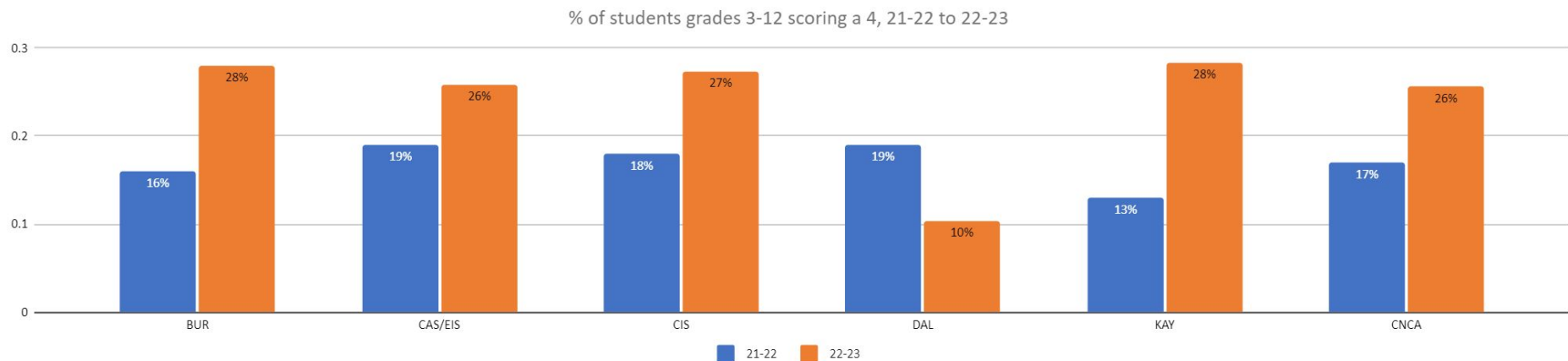
9 percentage point increase for the cohort from 21-22 to 22-23

Some Root Causes

1. Collaboration & Collective Efficacy
2. Data driven
3. Laser Focus on Teaching a Full Year's Worth of Content
4. Deep Intellectual Preparation
5. Growth Mindset

Bright Spot: ELPAC

Growth in Grades 3-8



Some Root Causes

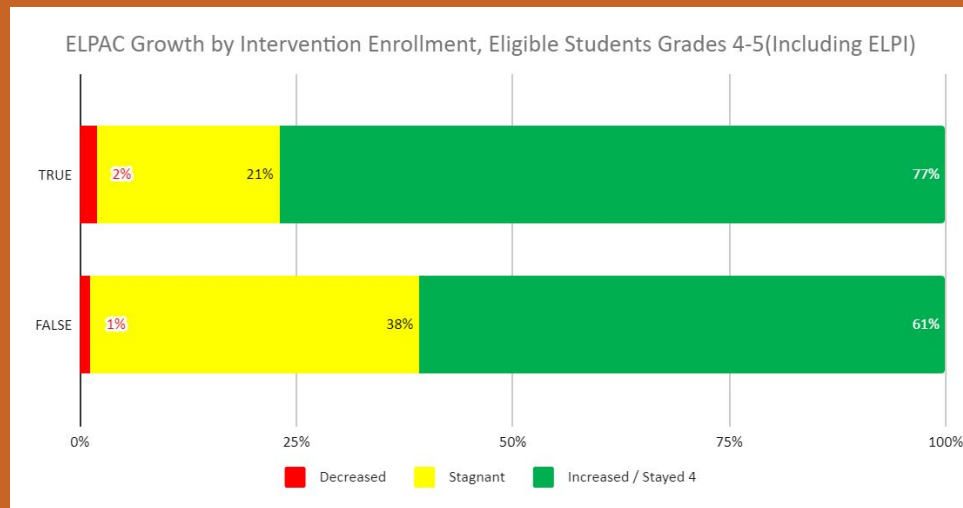
1. Knowledge Building ELA Curriculum

2. Discipline-Specific Vocabulary Instruction

a. ARC Intellectual Prep process that guides teachers toward language complexity

3. Instruction with Complex Text

4. ELD Intervention through ELO-P



Implications for 23-24

Maintain continuity

- There is a sense that we're on the right track in many ways; we're just not at the end goal yet
- Avoid initiative fatigue by not dramatically changing course



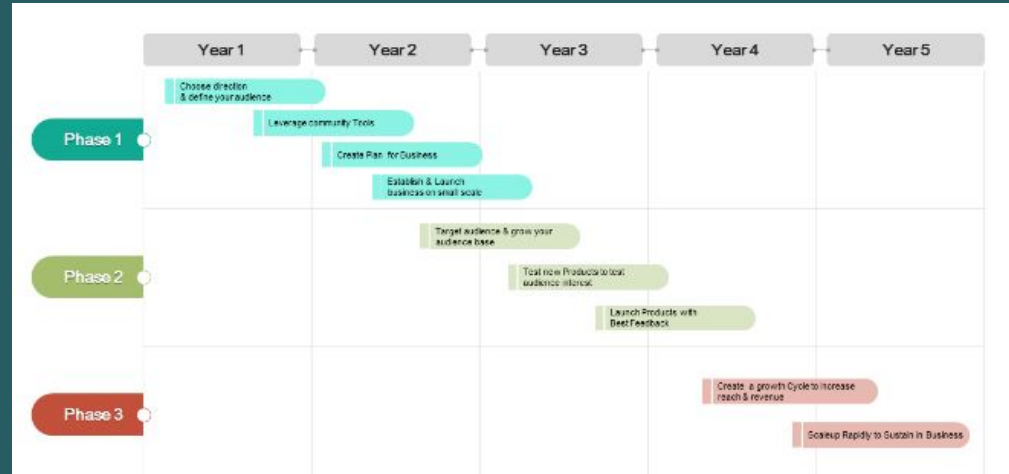
Elevate School Culture

- Adult and student culture building need to be called out more explicitly in our priorities, as well as supported more in our org-wide learning
- This is always true, and even more important in the context of our pandemic recovery



Set Multi-year Priorities

- Achieving excellence for all stakeholders – in a holistic, humanistic way – will take time
- One way to support sustainability and to build coherence is to set longer-term goals with one-year benchmarks



Coversheet

2022-2023 LAUSD Oversight Reports

Section:	V. School and Academic Updates
Item:	B. 2022-2023 LAUSD Oversight Reports
Purpose:	FYI
Submitted by:	
Related Material:	2022-2023 LAUSD Oversight Overview.pdf CNCA1 2017 Annual PBOV Report 2022-2023.pdf CNCA2 5987 APBOV Report 2022-2023.pdf CNCA3 2157 APBOV Report 2022-2023.pdf CNCA4 2251 APBOV Report 2022-2023.pdf CNCHS2 7624 APBOV Report 2022-2023.pdf



**Camino
Nuevo
Charter
Academy**

3435 W. Temple Street
Los Angeles, CA 90026

Phone: 213-417-3400

Fax: 323-663-3132

www.caminonuevo.org



LAUSD Oversight Visit Scores

School Site	Governance	Student Achievement and Educational Performance	Organizational Management, Programs and Operations	Fiscal Operations
Burlington	4, Accomplished	3, Proficient	3, Proficient	4, Accomplished
Kayne	4, Accomplished	2, Developing	3, Proficient	4, Accomplished
CAS-EIS	4, Accomplished	2, Developing	3, Proficient	4, Accomplished
Cisneros	4, Accomplished	2, Developing	3, Proficient	4, Accomplished
Dalzell	4, Accomplished	2, Developing	3, Proficient	4, Accomplished



LOS ANGELES UNIFIED SCHOOL DISTRICT

CHARTER SCHOOLS DIVISION

ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT REPORT*

2022-2023 SCHOOL YEAR

FOR

CAMINO NUEVO CHARTER ACADEMY - 2017

Name and Location Code of Charter School

LAUSD Vision

L.A. Unified will be a progressive global leader in education, providing a dynamic and inspiring learning experience where all students graduate ready for success.

CSD Mission

The LAUSD Charter Schools Division (CSD) fosters high quality educational opportunities and outcomes for students in the greater Los Angeles community through exemplary charter public school authorizing, oversight, and sharing of promising practices so that all students maximize their potential.

CSD Core Values

We believe that our success depends on:

- Making decisions that put the interests of students first.
- Serving with high expectations, integrity, professionalism, and commitment.
- Employing authentic, responsive, and effective leadership and teamwork.
- Continuously learning as a dynamic organization.
- Building and sustaining a healthy workplace culture where high performance, diversity, and creativity thrive.
- Developing productive relationships with our charter schools and all stakeholders.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter AcademyAnnual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/16/2023

* Charter School shall comply in a timely manner with all applicable federal and state laws and regulations, as they may change from time to time, including but not limited to matters related to the school's governance, programs, facilities, operations, and/or fiscal management. Elements of the oversight process may be modified as LAUSD continues to respond to the COVID-19 pandemic. To support the well-being of all at a school site, all are expected to follow applicable COVID-19 public health guidelines, including related District requirements for operations at District facilities. The assigned CSD Administrator will provide any updated information reach out with more details, as needed. FORM REV. 3/8/2023

Charter School Name:	Camino Nuevo Charter Academy			Location Code:	2017
Current Address:	City:	ZIP Code:	Phone:	Fax:	
697 S. Burlington Ave.	Los Angeles	90057	(213) 413-4245	(213) 413-8553	
Current Term of Charter¹:		LAUSD Board District:	LAUSD Region:		
July 1, 2020 to June 30, 2027		2	East		
Number of Students Currently Enrolled:	Enrollment Capacity Per Charter:	Number Above/Below Enrollment Capacity (day of visit):		49	
604	555				
Grades Currently Served:	Grades To Be Served Per Charter:	Percent Above/Below Enrollment Capacity (day of visit):		+8.80%	
TK-8	TK-8				
Norm Enrollment Number:	604				
Total Number of Staff Members:	72	Certificated:	32	Classified:	40
Charter School's Leadership Team Members:	Juliana Santos, Principal; Elizabeth Rodriguez, Assistant Principal of Instruction; Juan Carlos Ramirez, Interim Assistant Principal of Instruction; Kimberly Plaza, Assistant Principal of Student Services; Osoria Martinez, School Operations Manager; Martha Silva, SPED Compliance Coordinator; Jazmin Romero, Family and Student Services Coordinator				
Charter School's Contact for Special Education:	Juliana Santos, Principal; Martha Silva, SPED Compliance Coordinator	SELPA & Option:		LAUSD Option 3	
CSD Assigned Administrator:	Brenda Martinez	CSD Fiscal Services Manager:		Andrea Ines	
Other School/CSD Team Members:	Jamica Brazell, Director of HR				

¹ AB 130 added Section 47607.4 to the California Education Code (Ed. Code), which extends the term of all charter schools whose term expires on or between January 1, 2022, and June 30, 2025, inclusive, by two years.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter AcademyAnnual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/16/2023

Oversight Visit Date(s):	February 16, 2023	Fiscal Review Date (if different):	
Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):	No	LAUSD Co-Location Campus(es) (if applicable):	N/A
Certificate of Occupancy (COO) or Temporary Certificate of Occupancy Type: (if a TCO, please note expiration date)	COO	COO/TCO Approved Grade Levels and Occupancy Loads:	K-8 1,007

SUMMARY OF RATINGS <i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
4, Accomplished	3, Proficient	3, Proficient	4, Accomplished



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter AcademyAnnual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/16/2023**CHARTER RENEWAL CRITERIA**

In accordance with Education Code §§ 47605, 47607, and 47607.2, in order to renew a charter, the District must determine whether the charter school has met the statutory requirements.

REPORT GUIDE



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter AcademyAnnual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/16/2023

LAUSD's oversight procedures are intended to balance a charter school's autonomy of operation with its accountability to the public. LAUSD utilizes a holistic, performance-based approach to evaluate all charter schools, guided principally by making decisions in the best interest of students. The CSD observes and monitors each charter school in accordance with applicable laws, regulations, LAUSD policy, memoranda of understanding, and the school's operative charter. Information gathered through oversight serves as part of the charter school's ongoing record for the District to make informed decisions about charter school authorization, renewal, material revisions, sharing of promising practices, and if need be, revocation. While LAUSD is responsible to provide oversight of its charter schools and the entities managing charter schools, the primary oversight of each charter school must first and foremost be performed by the charter school's own Governing Board. The Governing Board of a charter school has an ongoing responsibility to oversee the operations of its charter school(s), ensuring that every charter school it oversees is providing a high-quality educational program for students enrolled, is successfully fulfilling the terms of their charter, is fiscally sound, and complies with applicable laws, regulations, and court orders. In designing this document, the District has considered California charter school law, as well as the *LAUSD Policy and Procedures for Charter Schools*, California State Board of Education's criteria for evaluating charter schools, and the National Association of Charter School Authorizers' *Principles and Standards of Quality Authorizing*. This reporting tool provides guidelines and criteria used by the CSD to observe, record, assess, and reflect with the charter school on school performance as captured during the annual oversight visit process in these four categories:

Governance – demonstrating fulfillment of the Governing Board's fiduciary responsibility to effectively direct and provide oversight for the charter public school, including but not limited to enactment and monitoring of policies and procedures to ensure the school's full compliance with applicable law, policy, and the terms of the charter approved by the LAUSD Board of Education

Student Achievement and Educational Performance – demonstrating positive academic achievement and growth for all students

Organizational Management, Programs, and Operations – demonstrating effective leadership and implementation of the governing board's policies and procedures, as well as the school's educational program and systems and procedures for the day-to-day operations of the school

Fiscal Operations – demonstrating sound fiscal management, appropriate use of public funds, and compliance with regulatory requirements

This report, including the ratings in each category, is based on information and evidence gathered at the time of the annual oversight visit. The CSD considers evidence provided through CSD staff observations, document review, interviews, and discussion with school representatives and stakeholders. All charter schools are expected to prepare for the visit and have available, as applicable, all documentation requested in the *Annual Performance Based Oversight Visit Preparation Guide 2022-2023*. The "Sources of Evidence" sections below identify key information sources generally relevant to their respective indicators; these lists are not exhaustive, however, and some items may not be applicable to the grades served. Schools may present additional evidence as deemed relevant and appropriate. As needed, CSD staff also may request additional information and/or documentation prior to, during, and/or following the visit.

The tool employs the following four-point rubric to rate the school's performance in each category: (4) *Accomplished*, (3) *Proficient*, (2) *Developing*, and

(1) *Unsatisfactory*. In addition, the *Summary of School Performance* section in each category captures key findings under one or more of the following headings: (1) Areas of Demonstrated Strength and/or Progress (Note: potential "promising practices" are identified within this section with an asterisk [*]); (2) Areas Noted for Further Growth and/or Improvement; and, if applicable, (3) Corrective Action Required. Under "Corrective Action Required," the CSD reports findings of material noncompliance with applicable law, LAUSD charter policy, or the school's approved charter. **If the report includes any findings under "Corrective Action Required," the charter school must take immediate and appropriate steps to remedy the identified concern.** In accordance with its "tiered intervention" approach to charter school non-compliance and poor performance, the CSD may also send the school appropriate notices, separate and apart from this report, to provide and document time-specific follow-up as necessary. At the other end of the spectrum of performance, any school that earns a rating of *Accomplished* in any category is encouraged to submit to the CSD a summary of those "promising practices" that the school believes have contributed to its success, in order to support the CSD's ongoing efforts to promote and facilitate reciprocal sharing of promising practices among education leaders from across all LAUSD schools.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter AcademyAnnual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/16/2023

GOVERNANCE	RATING*
Summary of School Performance	4, Accomplished
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>G2: BROWN ACT: The Governing Board complies with all material provisions of the Brown Act Evidence from the documents provided as well as website review included the following:</p> <ul style="list-style-type: none"> Governing Board holds regular meetings; agendas and minutes can be found on web site Board Meeting Dates for this academic school year are as follows July 12, 2022, August 16, 2022, September 13, 2022, October 11, 2022, November 15, 2022, December 13, 2022, January 17, 2023, February 21, 2023, April 12, 2023, May 9, 2023, June 20, 2023 Board received Brown Act Training on January 17, 2023 & February 21, 2023 Board Minutes are clear and detailed Some topics covered at Board Meetings included, LCAP Mid-Year Update, Financial Reports, Academic Calendars, Budget Update, Enrollment Updates, Staff Retention, A-G program improvement <p>G3: DUE PROCESS: The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public Evidence from the documents provided as well as website review included the following:</p> <ul style="list-style-type: none"> Uniform Complaint Procedures policy and form are evident in the Family Handbook found on the School's website which is in both Spanish and English Formal Complaint Procedures also found in the Family Handbook Student Discipline Policy, Attendance Procedures, Student Wellness Policy also evident in Family Handbook Employee Handbook evident which includes information on Human Resources as well as employee grievances and discipline <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>None</p> <p><u>Corrective Action Required</u></p> <p>None noted that require immediate action to remedy concerns indicated in this report.</p>	



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter AcademyAnnual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/16/2023

Notes:

None

***NOTE:** A charter school may receive a rating of 1 in this category for the following: (1) Evidence of conflict (s) of interest within the organization (i.e. Governing Board, staff, contracted external parties, etc.), (2) School is in breach of the operative charter, including Federal, State, and District Required Language, (3) School is "Not in Good Standing", and/or (4) If there are serious concerns related to fiscal matters (e.g., negative financial condition, fiscal mismanagement, and/or significant audit findings, etc.).

G1: GOVERNANCE STRUCTURE AND EVALUATION OF SCHOOL LEADER(S) - QUALITY INDICATOR #1

The Governing Board has implemented the organizational structure, roles and responsibilities set forth in the approved charter, including:

- Governing Board composition, structure, roles, and responsibilities as set forth in the approved charter
- Governing Board seeks input from committees/councils described in the school's charter including but not limited to those mandated by laws or regulations as applicable (e.g., School Site Council and English Learner Advisory Committee)
- Evaluation of school's executive level leadership (including, but not limited to, those positions reporting to the Governing Board, as indicated in Element 4 of the approved charter, such as Executive Director, Area Superintendent, Principal, etc.)

Rubric		Sources of Evidence
efo rma n ce P	<input type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including evidence of seeking input from all committees/councils, and a well-developed system for the evaluation of the school's executive level leadership	<input checked="" type="checkbox"/> Current organizational chart (B1.1a) <input checked="" type="checkbox"/> Organizational chart in Board approved charter (B1.1b) <input checked="" type="checkbox"/> Bylaws (B1.2) <input checked="" type="checkbox"/> Board member roster (B1.3) <input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Committee/council calendars, agendas, roster(s), and sign-ins (B1.6) <input checked="" type="checkbox"/> Documentation related to system for evaluation of executive level leadership. (B1.7) <input checked="" type="checkbox"/> Discussion with leadership
	<input checked="" type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a system for the evaluation of the school's executive level leadership	
	<input type="checkbox"/> The Governing Board has partially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a system for the evaluation of the school's executive level leadership	
	<input type="checkbox"/> The Governing Board has not implemented the organizational structure set forth in approved charter, nor any mandated committees/councils or a system for the evaluation of the school's executive level leadership	



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter AcademyAnnual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/16/2023

		<input type="checkbox"/> Other: (Specify)
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G2: BROWN ACT - QUALITY INDICATOR #2

The Governing Board has a system in place to ensure it is adhering to applicable open meeting requirements, which protect the public interest in transparency and help to ensure that decisions are made without apparent or actual conflicts of interest:

- Governing Board meetings occur regularly, are conducted openly, and provide opportunity for public participation in accordance with the Ralph M. Brown Act ("Brown Act") (Gov. Code, §§54950, et seq.)
- Governing Board holds its meetings at a location(s) and in a manner that complies with applicable Brown Act requirements and Ed. Code, §47604.1, including but not limited to teleconferencing, closed session, public comment, and Reasonable Accommodations.
- The public has access to the meetings from a location(s) within the jurisdictional boundaries of LAUSD, as required by applicable Brown Act provisions, Ed. Code, § 47604.1(c)(1)(A) and as described in the approved charter.
- Governing Board meeting agendas contain adequate item descriptions and are posted on the school's website and on campus in accordance with the requirements of the Brown Act.
- Governing Board meetings are held in accordance with the Brown Act including the requirements set forth in Ed. Code § 47604.1.



LAUSD CHARTER SCHOOLS DIVISION

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Rubric		Sources of Evidence
erfo rma nce P	<input checked="" type="checkbox"/> The Governing Board complies with all material provisions of the Brown Act	<input checked="" type="checkbox"/> Board meeting agendas (B1.4)
	<input type="checkbox"/> The Governing Board complies with most material provisions of the Brown Act	<input checked="" type="checkbox"/> Board meeting calendar (B1.5)
	<input type="checkbox"/> The Governing Board complies with some material provisions of the Brown Act	<input checked="" type="checkbox"/> Brown Act training documentation (B1.8a)
	<input type="checkbox"/> The Governing Board complies with few material provisions of the Brown Act	<input checked="" type="checkbox"/> Compliance with E.C. 47604.1 (B1.8b)
		<input checked="" type="checkbox"/> Documentation of the school's agenda posting procedures (B1.9)
		<input checked="" type="checkbox"/> School website
		<input checked="" type="checkbox"/> Observation of Governing Board meeting(s)
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)

G3: DUE PROCESS - QUALITY INDICATOR #3

The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the school's charter, and LAUSD charter school policy, to honor and protect the rights of students, employees, parents, and the public in the following areas: • Student discipline

- Employee grievances and discipline
- Stakeholder complaint resolution pursuant to the Uniform Complaint Procedures (UCP)
- Parent/stakeholder complaint resolution for complaints outside regulatory scope of UCP

Rubric	Sources of Evidence
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LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter AcademyAnnual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/16/2023

erfo rma nce P	<input checked="" type="checkbox"/> The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has partially developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has minimal or no systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a) <input checked="" type="checkbox"/> Employee Handbook(s) (B1.10b) <input checked="" type="checkbox"/> Uniform Complaint Procedures policy and form(s) (B1.11) <input checked="" type="checkbox"/> Stakeholder complaint procedures and form(s) (B1.12) <input checked="" type="checkbox"/> Human Resources (HR) policies and procedures (B1.13) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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G4: RESPONSIVE AND ACCOUNTABLE GOVERNANCE - QUALITY INDICATOR #4***The Governing Board has systems in place to ensure ongoing:***

- Review and use of academic performance data (e.g., CA School Dashboard, internal assessments, etc.) and other school data and information to ensure sound Governing Board decision-making in support of continuous improvement of student achievement, fiscal viability, compliance, and overall public school excellence
- Monitoring of the school's implementation of its Local Control and Accountability Plan (LCAP) and additional school plans, (e.g., Comprehensive Support and Improvement (CSI), Additional Targeted Support and Improvement (ATSI), School Plan for Student Achievement (SPSA), and action plans for making progress toward LCAP goals)
- Transparent governance and accountability to stakeholders, including consideration of input from the school's committees/councils and stakeholders
- Monitoring of staffing needs and the school's compliance with all applicable credentialing, clearance, and training requirements

Rubric	Sources of Evidence
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LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter AcademyAnnual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/16/2023

erfo rma n ce P	<input type="checkbox"/> The Governing Board regularly considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria) <input checked="" type="checkbox"/> The Governing Board considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.) <input type="checkbox"/> The Governing Board inconsistently considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.) <input type="checkbox"/> The Governing Board seldom considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.)	<input checked="" type="checkbox"/> Board meeting agendas, minutes, and meeting materials for meetings at which the Board reviewed: (B1.14a) <input checked="" type="checkbox"/> CA School Dashboard Academic Performance Indicators (ELA, MATH, ELPI, CCI) <input checked="" type="checkbox"/> CA School Dashboard Academic Engagement Indicators (Chronic Absenteeism, Graduation Rate) <input checked="" type="checkbox"/> CA School Dashboard Conditions and Climate Indicator (Suspension Rate) <input checked="" type="checkbox"/> Attendance rate <input checked="" type="checkbox"/> Internal assessment data <input checked="" type="checkbox"/> Enrollment data <input checked="" type="checkbox"/> Staffing data (retention, turnover, certification, etc.) <input checked="" type="checkbox"/> Board meeting calendar (B1.5) <input checked="" type="checkbox"/> Human Resources (HR) policies and procedures (B1.13) <input checked="" type="checkbox"/> Other evidence of a system for Board review and analysis of internal school data to inform decision-making (B1.14b) <input checked="" type="checkbox"/> Documentation of Board member and/or executive leadership training on topics that support responsive and accountable governance (e.g., data-driven decision making, Board roles and responsibilities, etc.) (B1.14c) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Stakeholder focus group <input type="checkbox"/> Other: (Specify)
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**G5: FISCAL CONDITION - GOVERNANCE QUALITY INDICATOR #5*****The Governing Board has a system in place to ensure fiscal viability:***

- The school is fiscally strong and net assets are positive in the prior two independent audit reports.
- If applicable, all LAUSD Board of Education-approved fiscal condition-related benchmark(s) are met by the required deadline(s).

Rubric		Sources of Evidence
erfo rma nce	<input checked="" type="checkbox"/> The school is fiscally strong with positive net assets in the prior two independent audit reports, and, if applicable, all LAUSD Board of Education-approved fiscal-condition related benchmark(s) are met by the required deadline(s) <input type="checkbox"/> The school is fiscally stable, with positive net assets in the most current independent audit report*	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input type="checkbox"/> Other evidence of a system for Board review and monitoring of fiscal policies, procedures, budget, and finances (B1.15) <input checked="" type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input checked="" type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other financial information submitted by the school <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)
	P <input type="checkbox"/> The school is fiscally weak or unstable**, net assets are negative in the most current independent audit report, or the school does not have an independent audit report on file with the Charter Schools Division* <input type="checkbox"/> The school is consistently fiscally weak, net assets are negative in the prior two independent audit reports, or the school does not have an independent audit report on file with the Charter Schools Division* <p>*Additional considerations that could influence the rating may include: inadequate cash flow; financial condition and/or enrollment reflecting a downward trend and/or beginning to show signs of deteriorating financial health potentially leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years; multi-year reliance on financing resources for the school's operations (e.g., factoring of receivables, intraorganizational loans, third party loans, continuing deficit spending, etc.); or that the school may not be able to carry out quality educational programs when the student enrollment drops to a certain level.</p> <p>**For example, the school's financial condition fluctuates from year to year, with significant net losses, leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years.</p>	

G6: FISCAL MANAGEMENT AND ACCOUNTABILITY - GOVERNANCE QUALITY INDICATOR #6***The Governing Board has a system in place to ensure sound fiscal management and accountability:***

- The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement.



- The two most current annual independent audits show no material weaknesses, deficiencies, and/or findings.

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school consistently adheres to the Governing Board approved fiscal policies and does not have any areas noted for improvement, and the two most current independent audits show no material weaknesses, deficiencies, and/or findings <input type="checkbox"/> The school generally adheres to the Governing Board approved fiscal policies and noted for improvement, and the most current annual material weaknesses, deficiencies, and/or findings <input type="checkbox"/> The school is not adhering to the Governing Board approved fiscal policies and has areas noted for improvement, or has significant fiscal-related issues (e.g., fiscal mismanagement, audit findings, unresolved recurring issues, potential conflicts of interest, etc.) <input type="checkbox"/> The school is continuously not adhering to the Governing Board approved fiscal policies	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) procedures, evidence of a system for Board review and annual monitoring of fiscal policies, procedures, budget, and finances (B1.15) procedures, but has areas <input checked="" type="checkbox"/> Observation of Governing Board meeting independent audit shows no <input checked="" type="checkbox"/> Discussion with leadership <input checked="" type="checkbox"/> Independent audit report(s) procedures, and <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)
	and procedures, or has significant and recurring fiscal related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, etc.)	
Progress on LAUSD Board of Education Benchmarks and/or MOU related to GOVERNANCE (if applicable): N/A		

STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE

RATING*



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: **Camino Nuevo Charter Academy**

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: **2/16/2023****Summary of School Performance**

3, Proficient

2020 California Department of Education's (CDE) Charter School's Performance Category

Middle Performing

Does the charter school qualify for technical assistance? ☐ YES ☒ NO**Is the charter school a state-identified school under the Every Student Succeeds Act (ESSA)?** ☒ YES ☐ NO If yes, what is the school's identification? (See additional information within "Notes" section below)☐ Comprehensive Support and Improvement (CSI)☒ Additional Targeted Support and Improvement (ATSI)Areas of Demonstrated Strength and/or Progress**A3: DASHBOARD SCHOOLWIDE ENGLISH LEARNER PROGRESS INDICATOR (ELPI)** The school wide Dashboard ELPI Status is High; or Medium and at/above statewide percentage

- The school's 2022 ELPI status on Dashboard was "Medium" which is the same as the state status of "Medium"
- The school's 2022 percentage of English Learners making progress towards English Proficiency was 52.3% which is higher than the state percentage of 50.3%

A6: DASHBOARD SCHOOLWIDE SUSPENSION RATE INDICATOR The school wide Dashboard Suspension Rate Indicator Status is Low; or Medium and at/below statewide percentage

- The school's 2022 Suspension Rate Indicator status on Dashboard was "Low" which is lower than the state status of "Medium"
- The school's 2022 percentage of students suspended at least once was 0.7% which is lower than the state percentage of 3.1%

A8: DASHBOARD STUDENT GROUP ELA All numerically significant student groups have "Status/Distance From Standard (DFS)" scores above the statewide DFS

- The school has four numerically significant student groups, English Learners, Latino, Socioeconomically Disadvantaged and Students with Disabilities
- All numerically significant student groups have a DFS higher than the State's average DFS

A9: DASHBOARD STUDENT GROUP MATH All numerically significant student groups have "Status/DFS" scores above the statewide DFS

- The school has four numerically significant student groups, English Learners, Latino, Socioeconomically Disadvantaged and Students with Disabilities • All numerically significant student groups have a DFS higher than the State's average DFS

Areas Noted for Further Growth and/or Improvement

A1: DASHBOARD SCHOOLWIDE ELA INDICATOR The school wide Dashboard ELA Indicator Status is Medium and below statewide DFS; or Low

- California School Dashboard report on the school's performance in ELA indicates that the school has earned a Status level of "Low" for All Students
- The report shows an average Distance from Standard (DFS) of -24.1 in ELA for the All-Students group, which is below the State average (DFS) of -12.2
- Per School leadership the following was stated and/ or will be implemented:
- Consistent literacy instruction with emphasis on developing foundational skills and strengthening student comprehension with complex text lessons that support students' literary analysis
- Create parent workshops to offer ways to support at home and enhance student learning in iReady use
- Use staff PD and PLC spaces to explore iReady data and incorporate next steps
- Use of iReady diagnostics as a way to progress monitor and adapt instruction to meet students' needs
- iReady personalized instruction is part of weekly expectations in the classroom and at home
- Offered intervention sessions for students who need extra support and utilize lessons from iReady to reteach and review students' areas of growth

A2: DASHBOARD SCHOOLWIDE MATH INDICATOR The school wide Dashboard Math Indicator Status is Medium and below statewide DFS; or Low

- California School Dashboard report on the school's performance in Math indicates that the school has earned a Status level of "Low" for All Students
- The report shows an average Distance from Standard (DFS) of -49.0 in Math for the All-Students group, which is higher than the State average (DFS) of -51.7

Per School leadership the following was stated and/or will be implemented:

- Progress monitoring via iReady
- iReady diagnostics have been a successful practice and a good way to progress monitor and adapt instruction to meet students' needs
- Quarterly data meetings to review diagnostic tests
- Aligned PLC and Coaching scope & sequence which focus on increasing student intellectual engagement
- Check of student progress through data analysis
- Build student efficacy by committing to sharing grades in PowerSchool every 2 weeks
- Conducting Monthly Data Chats
- Need to deepen the practice of using a blended learning model in Math, to provide more strategic time for students to drive their own learning and get targeted support from teachers
- Need to elevate use of iReady individualized teacher assigned lessons to supplement Grade-Level instruction
- Build lesson planning by aligning math and iReady during PLC and Coaching spaces
- Internalize scope & sequence to focus on increasing student intellectual engagement
- Provide math instruction that engages students in the three stages of learning process, where students learn through physical manipulation of concrete objects, followed by learning through pictorial representations of the concrete manipulations, and ending with solving problems using abstract notation



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: **Camino Nuevo Charter Academy**

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: **2/16/2023**



A5: DASHBOARD SCHOOLWIDE CHRONIC ABSENTEEISM INDICATOR The school wide Dashboard Chronic Absenteeism Indicator Status is Very High

- California School Dashboard report in the area of Chronic Absenteeism indicates that the school's rate of chronic absenteeism for All Students is at 40.0% which is considered "Very High" and is the same as the state's Status level of "Very High", although the state's rate is lower at 30%
- In addition to the All-Students group, the school has five numerically significant student groups that received performance levels on this indicator English Learner, Latino, Socioeconomically Disadvantaged, Students with Disabilities and Two or More Races
- The Status level of these student groups is "Very High" and higher than the state rate

Per School leadership the following was stated and/ or will be implemented:

- Root cause analysis identified was classes that were shut down multiple times during the school year and students having to be quarantined due to COVID close contact
- Student Engagement Strategies
- Setting expectations and practicing meeting those expectations with students that would support their overall class engagement
- PD on strategies at beginning of the year
- Instructional coaches focused on providing feedback on the use of the strategies in class
- Students Attendance Review Team (SART) monitoring and monthly meetings
- Reviewed data of students who had chronic unexcused absences and created a general plan in accordance with SART guidance
- Send warning letters home to families of students with 3+ unexcused absences • Attendance workshop because of 6+ unexcused absences
- SST due to 9+ absences.

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes:

Due to the COVID-19 pandemic, state law suspended the reporting of state measures on the 2021 California School Dashboard. The color-coded performance level or Change level will not be issued due to the suspension of state measures on the 2021 Dashboard and not having two consecutive years of reported data. Accordingly, indicators in the Student Achievement and Educational Performance category for the 2022-2023 Annual PerformanceBased Oversight Report are scored based on 2022 Status level data except for the College/Career Indicator (CCI), as CAASPP testing was optional for the 2020-2021 school year. CCI will resume with "Status Only" reporting on the 2023 Dashboard.

A11: As of the time of the issuance of this Annual Performance-Based Oversight Visit Report, the state has not published the "Annual Reclassification (RFEP) Counts and Rates" for the 2021-2022 academic year. Considering this fact, the 2022- 2023 Annual Performance-Based Oversight Visit Report does not rate the Student Achievement and Educational Performance indicator "A11: English Learner Reclassification." Please note that, depending on the release date of the 2021/2022 RFEP counts and rates, the District may elect to update and reissue a revised 2022-2023 Annual Performance-Based Oversight Visit Report with indicator A11 rated and calculated into the final overall Student Achievement and Educational Performance category rating.



The school employs the following English Learner (EL) Reclassification Criteria:

The following table outlines the CNCA-board approved Reclassification Criteria for 2020-2021:

Grades K-2	Grades 3-8	Grades 9-12
Summative ELPAC Score Overall performance level of 4.	Summative ELPAC Score Overall performance level of 4.	Summative ELPAC Score Overall performance level of 4.
English Reading Level Reads on grade-level on the TCRWP/F&P, as per the assessments' scoring guide. ²	English Reading Level Reading level in English within 1.5 years of the grade level benchmark on TCRWP/F&P as per the assessments' scoring guide. Or Lexile level falls within the "approaching college and career readiness" band or better.	English Lexile Level Lexile level falls within the "approaching college and career readiness" band or better.
English Writing Score On-demand writing sample indicates that English writing meets ² standards (e.g., a score of a 3 on a 4-point CNCA rubric).	English Writing Score On-demand writing sample indicates that English writing approaches standards (e.g., a score of a 2 on a 4-point CNCA rubric). SBA Writing Domain score of "Near" may be used for this criterion.	English Writing Score On-demand writing sample indicates that English writing approaches standards (e.g., a score of a 2 on a 4-point CNCA rubric). SBA Writing Domain score of "Near" may be used for this criterion.
Teacher Evaluation ELA progress report grade(s) of 3 or better in all domains as applicable (reading, writing, listening and speaking).	Teacher Evaluation ELA progress report grade(s) of 2 or better in all domains as applicable (reading, writing, listening, and speaking), or C- or better.	Teacher Evaluation ELA progress report grade of C- or better.
Parent Opinion Once relevant data have been shared with the parent or guardian with educational rights, that family member must indicate their approval on the RFEP letter.	Parent Opinion Once relevant data have been shared with the parent or guardian with educational rights, that family member must indicate their approval on the RFEP letter.	Parent Opinion Once relevant data have been shared with the parent or guardian with educational rights, that family member must indicate their approval on the RFEP letter.

*Students must meet ALL of the listed criteria in order to reclassify

² Students in grades 1-2 must meet grade-level goals to increase the likelihood that they are well prepared for the rigor of academic language in subsequent grades. Students in grades 3-12 can reclassify if they are approaching grade-level reading and writing because the academic language demands in these grades are already high.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: **Camino Nuevo Charter Academy**

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: **2/16/2023**

Rate of “**At Risk**” ELs is Higher in comparison to the state average

Rate of “**LTEs**” is Higher in comparison to the state average

Camino Nuevo Charter Academy was identified as a 2022 Additional Targeted Support and Improvement (ATSI) school. Per CDE requirements, it is the expectation that ATSI plans be fully developed and approved at the local level (school and LEA) no later than the first day of the 2023–24 school year. In partnership with educational partners, the school shall develop and implement a school-level targeted support and improvement plan to improve student outcomes based on the indicators in the statewide accountability system for Students with Disabilities and Two or More Races that were the subject of the notification. This will ensure that students and the school receive a full year of intervention and support consistent with the ATSI plan.

****NOTE: A charter school cannot receive a rating in this category greater than a 1 if the school has been identified as Low performing charter school based on the state’s published list. (Not applicable for the 2022-2023 school year due to the absence of updated performance classification. Will resume with updated performance classification published by the state.)***



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: **Camino Nuevo Charter Academy**

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: **2/16/2023****A1: DASHBOARD SCHOOLWIDE ELA INDICATOR - QUALITY INDICATOR #1***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide ELA data (CDE)

Rubric		Sources of Evidence
erfo rma nce P	<input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Very High	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)
	<input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is High; or Medium and at/above statewide Distance From Standard ("DFS")	
	<input checked="" type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Medium and below statewide DFS; or Low	
	<input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Very Low	
	<input type="checkbox"/> Not Available - No Status assigned for the ELA Indicator on the Dashboard	

A2: DASHBOARD SCHOOLWIDE MATH INDICATOR - QUALITY INDICATOR #2*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Math data (CDE)

Rubric		Sources of Evidence
erfo rma nce P	<input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Very High	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)
	<input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is High; or Medium and at/above statewide DFS	
	<input checked="" type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Medium and below statewide DFS; or Low	
	<input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Very Low	
	<input type="checkbox"/> Not Available - No Status assigned for the Math Indicator on the Dashboard	



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- California School Dashboard Schoolwide ELPI data (CDE)

Rubric		Sources of Evidence
erformance P	<input type="checkbox"/> The schoolwide Dashboard ELPI Status is Very High <input checked="" type="checkbox"/> The schoolwide Dashboard ELPI Status is High; or Medium and at/above statewide percentage <input type="checkbox"/> The schoolwide Dashboard ELPI Status is Medium and below statewide percentage; or Low <input type="checkbox"/> The schoolwide Dashboard ELPI Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the ELPI on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A4: DASHBOARD SCHOOLWIDE COLLEGE/CAREER INDICATOR (CCI) - (GRADES 9-12) - QUALITY INDICATOR #4*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide CCI data (CDE)

Rubric		Sources of Evidence
erformance P	<input type="checkbox"/> Not Available - No Status assigned for the CCI on the 2022 Dashboard <input checked="" type="checkbox"/> Not Applicable - CCI is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

**A5: DASHBOARD SCHOOLWIDE CHRONIC ABSENTEEISM INDICATOR - (GRADES K-8) - QUALITY INDICATOR #5**

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide Chronic Absenteeism Indicator data (CDE)

Rubric		Sources of Evidence
erfo rma nce P	<input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very Low <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Low; or Medium and at/below statewide percentage <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Medium and above statewide percentage; or High <input checked="" type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very High <input type="checkbox"/> Not Available - No Status assigned for the Chronic Absenteeism Indicator on the Dashboard <input type="checkbox"/> Not Applicable - The Chronic Absenteeism Indicator is not applicable for the grade levels assigned at the charter school	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A6: DASHBOARD SCHOOLWIDE SUSPENSION RATE INDICATOR - QUALITY INDICATOR #6

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide Suspension Rate Indicator data (CDE)

Rubric		Sources of Evidence
erfo rma nce P	<input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Very Low <input checked="" type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Low; or Medium and at/below statewide percentage <input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Medium and above statewide percentage; or High <input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Very High <input type="checkbox"/> Not Available - No Status assigned for the Suspension Rate Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A7: DASHBOARD SCHOOLWIDE GRADUATION RATE INDICATOR - (GRADES 9-12) - QUALITY INDICATOR #7

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:



- California School Dashboard Schoolwide Graduation Rate Indicator data (CDE)

Rubric		Sources of Evidence
erfo rma nce P	<input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Very High <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is High; or Medium and at/above statewide percentage <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Medium and below statewide percentage; or Low <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the Graduation Rate Indicator on the Dashboard <input checked="" type="checkbox"/> Not Applicable - The Graduation Rate Indicator is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Parent-Student Handbook or other documentation of school's graduation requirements (B2.5) <input type="checkbox"/> Other: (Specify)

A8: DASHBOARD STUDENT GROUP ELA - QUALITY INDICATOR #8

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard ELA (Students with Disabilities, English Learners, Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
erfo rma nce P	<input checked="" type="checkbox"/> All numerically significant student groups have "Status/Distance From Standard (DFS)" scores above the statewide DFS <input type="checkbox"/> The majority of numerically significant student groups have "Status/DFS" scores above the statewide DFS <input type="checkbox"/> Less than a majority of the numerically significant student groups have "Status/DFS" scores above the statewide DFS <input type="checkbox"/> None of the school's numerically significant student groups have "Status/DFS" scores above the statewide DFS <input type="checkbox"/> Not Available - No assessment of performance for this indicator	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A9: DASHBOARD STUDENT GROUP MATH - QUALITY INDICATOR #9

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard Math (Students with Disabilities, English Learners, Socioeconomically Disadvantaged, etc.)(CDE)



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Rubric		Sources of Evidence
erfo rma n ce P	<input checked="" type="checkbox"/> All numerically significant student groups have “Status/DFS” scores above the statewide DFS	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability’s Data Set (B2.1) <input type="checkbox"/> Other: (Specify)
	<input type="checkbox"/> The majority of numerically significant student groups have “Status/DFS” scores above the statewide DFS	
	<input type="checkbox"/> Less than a majority of the numerically significant student groups have “Status/DFS” scores above the statewide DFS	
	<input type="checkbox"/> None of the school’s numerically significant student groups have “Status/DFS” scores above the statewide DFS	
	<input type="checkbox"/> Not Available - No assessment of performance for this indicator	

A10: DASHBOARD STUDENT GROUP COLLEGE/CAREER INDICATOR (CCI) - (GRADES 9-12) - QUALITY INDICATOR #10

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard CCI (Students with Disabilities, English Learners, and Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
erfo rma n ce P	<input type="checkbox"/> Not Available - No Status assigned for the CCI on the 2022 Dashboard	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> Office of Data & Accountability’s Data Set (B2.1) <input type="checkbox"/> Other: (Specify)
	<input checked="" type="checkbox"/> Not Applicable - CCI is not applicable for the grade levels assigned at the charter school	

A11: ENGLISH LEARNER RECLASSIFICATION - QUALITY INDICATOR #11

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- English Learner reclassification rate for 2021-2022 (CDE)

Rubric	Sources of Evidence
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erfo rma nne P	<input type="checkbox"/> The school reclassified English Learners at a rate higher than the state average	<input type="checkbox"/> Reclassification report (CDE)
	<input type="checkbox"/> The school reclassified English Learners at a rate similar to the state average	<input type="checkbox"/> Office of Data & Accountability's Data Set (B2.1)
	<input type="checkbox"/> The school reclassified English Learners at a rate lower than the state average	<input type="checkbox"/> Summative ELPAC report (CDE) (B2.3)
	<input type="checkbox"/> The school did not reclassify any of its English Learners	<input type="checkbox"/> Master Plan for English Learners adopted by school's Governing Board (B3.2i)
	<input type="checkbox"/> Not Applicable - The school did not have any English Learners <input checked="" type="checkbox"/> No Reclassification data for the 2021-2022 school year published by the state at the time of the issuance of this report. Please see "Notes" section above.	

A12: INTERNAL ASSESSMENT – VERIFIED DATA IMPLEMENTATION – QUALITY INDICATOR #12

The information provided in this report on internal assessments is to determine the charter school's verified data implementation, as applicable. As part of renewal (once and as applicable) for charter schools that are identified by the California Department of Education (CDE) as Middle or Low Performing, the LAUSD Board shall consider schoolwide performance and performance of all student groups on the California School Dashboard and shall also consider clear and convincing evidence, demonstrated by verified data, showing either a) the school achieved measurable increases in academic achievement, as defined by at least one year's progress for each in school or b) strong postsecondary outcomes equal to similar peers.

The LAUSD Board shall only consider verified data adopted by the State Board of Education pursuant to Education Code section 47607.2(c) (Approved List). In addition, staff's review of the charter school's submitted materials will be based on the verified data sources and related information adopted by the State Board of Education (Ed. Code, § 47607.2(c)(3).) Charter schools submitting verified data for this purpose must adhere to the state-approved criteria.

The information below is based on charter school's *self-reported* data and will not be scored.

Academic Progress Indicator(s) for the 2021-2022 School Year:

Academic Progress Indicator: CAASPP (ELA)	Grade Levels: 3-8	Assessment Administration:	95% Participation Met*:
		Spring	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: CAASPP (Math)	Grade Levels: 3-8	Assessment Administration:	95% Participation Met*:
		Spring	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: iReady by Curriculum Associates Reading	Grade Levels: K-8	Assessment Administration:	95% Participation Met*:
		Beginning Year/End of Year	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: iReady by Curriculum Associates (Math)	Grade Levels: K-8	Assessment Administration:	95% Participation Met*:
		Beginning Year/End of Year	<input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met



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Notes:

None

Progress on LAUSD Board of Education Benchmarks and/or MOU related to STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE (if applicable):

On October 15, 2019, the LAUSD Board of Education approved the school's renewal petition with the following academic benchmark:

Camino Nuevo Charter Academy must meet the following benchmark during the 2020-2025 charter term in order to address concerns regarding academic performance.

The school will demonstrate an ongoing increase in reclassification of its English Learners to meet or exceed the Resident Schools Median reclassification rate over the course of the five-year term of their renewal, which will be monitored by CSD through oversight.

- Status: In Progress; no update due to 2021/2022 reclassification data still in process

LOCAL CONTROL ACCOUNTABILITY PLAN 2022-2023 (For Informational Purposes Only)

The CSD reviewed the Local Control Accountability Plan.

All requested template information and descriptions were provided:	Sources of Evidence
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> LCFF Budget Overview for Parents <input checked="" type="checkbox"/> Supplement to the Annual Update to the 2021-2022 LCAP <input checked="" type="checkbox"/> 2022-2023 Plan Summary <input checked="" type="checkbox"/> Engaging Educational Partners <input checked="" type="checkbox"/> Goals and Actions <input checked="" type="checkbox"/> Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students <input checked="" type="checkbox"/> Action Tables 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Local Control Accountability Plan (B2.7) <input checked="" type="checkbox"/> Board Agenda and Minutes (B2.7)

Notes:

None



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ORGANIZATIONAL MANAGEMENT, PROGRAMS, AND OPERATIONS	RATING*
Summary of School Performance	3, Proficient



Areas of Demonstrated Strength and/or Progress

O1: SCHOOL HEALTH AND SAFETY PLANS AND PROCEDURES: The school has a system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety.

Evidence from the documents provided, school site observations as well as interviews with school staff and leadership included the following: •

- A visitor's policy posted at the school site
- A certificate of occupancy granted by the City of Los Angeles
- Evacuation Map evident in classrooms
- Emergency backpacks, rosters, and emergency buckets were evident during school walk-thru
- School Safety Plan provided

O2: HEALTH AND SAFETY TRAINING AND PREPARATION: The school has a well-developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety.

Evidence from the documents provided, school site observations as well as interviews with school staff and leadership included the following: • EPI Pen evident in the school

- EPI Pen training on 1/19/23 for 6 staff
- Emergency Drills, earthquake, fire, lockdown for 2022-2023

Drill Date (Monthly)	Type	Comments:
September 9/1/2022 9:30 am – 10:30 am	Lockdown	Completed
October 10/31/2022 2:30 pm – 2:50 pm	Lockdown	Completed
November 11/1/2022 11:30 am – 12:30 pm	Lockdown	Completed
December 12/2/2022 8:30am – 9:00am	Lockdown	Completed
February 2/6/2023 8:30am – 9:00am	Fire Drill – Lower Campus	Completed
February 2/17/2023 8:30am – 9:00am	Fire Drill	
March 3/10/2023 8:30am – 9:00am	Earthquake	
April 4/14/2023 8:30am – 9:00am	Fire Drill	
April 4/14/2023 8:30am – 9:00am	Earthquake	

- School demonstrated evidence of required staff trainings
 - Suicide Prevention
 - Child Abuse Mandated Reporter
 - Blood borne Pathogens



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O5: SPECIAL EDUCATION: The school has a system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements.

Evidence from the documents provided, Welligent Reports, school site observations as well as interviews with school staff and leadership included the following:

- Welligent report 200 around the time of visit showed 1 overdue IEP; school shared rationale regarding overdue IEP
- Welligent report 300 showed 5 IEPs that reflect tiers 4 and 5; school shared rationale regarding services needing to be met
- School staff and leadership shared their collaborative practices between general education teachers, special education teachers as well as the English Language support staff
- Leadership discussed organizational system they have implemented to support compliance of IEP documentation and implementation
- Evidence of Special Education Professional Development was noted in documents submitted

Areas Noted for Further Growth and/or Improvement

None

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes:

None

***NOTE:**

- *A charter school cannot receive a rating in this category greater than 1 for any of the following reasons: (1) Failed to complete criminal background clearances for any new staff and/or sole proprietor (as defined on the Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023) prior to employment; and/or failed to obtain DOJ clearance certification, as appropriate, from a vendor; and/or (2) Failed to have Health, Safety, and Emergency Plan in place.*
- *A charter school cannot receive a rating in this category greater than 2 for any of the following reasons: (1) Failed to conduct child abuse mandated reporter training in accordance with Education Code 44691; or (2) Any teacher of the core instructional program is not appropriately credentialed and assigned per legal requirements and the school's current approved charter.*
- *A charter school may receive a rating of 1 in this category if the school is in breach of the operative charter, including Federal, State, and District Required Language related to this section.*

**O1: SCHOOL HEALTH AND SAFETY PLANS AND PROCEDURES - QUALITY INDICATOR #1**

The school has implemented school health and safety plans and procedures that ensure:

- A current site-specific Certificate(s) of Occupancy or equivalent that authorizes the current use of the site
- A current, comprehensive, site-specific comprehensive Health, Safety, and Emergency School Safety Plan per requirements of Ed. Code, §§ 47605(c)(5)(F), 32282(a)(2)(A)-(J), and 35179.4, as applicable.
(Note: For schools co-located with a District school, the charter school participates in and complies with the District school's Integrated Safe School Plan)
- Posting of the school's Visitor Policy in a visible location in or outside the school's main office and in the Parent-Student Handbook
- Monitoring and documentation of compliance with student immunization requirements
- Completion and documentation of health screenings (e.g., vision, hearing, and scoliosis) per current applicable law and terms of the charter
- A Board adopted Pupil Suicide Prevention Policy (grades 1-6 and/or grades 7-12, as applicable), requirements of Ed. Code § 215
- Provision of at least one nutritionally adequate free or reduced priced meal each school day for all needy students, per Ed. Code § 47613.5
- For schools serving grades 7-12, inclusion of the phone number for the National Suicide Prevention Lifeline on at least one side of Student ID cards, as outlined in Ed. Code § 215.5

Rubric	Sources of Evidence
<p>erfo</p> <p>rma</p> <p>nce</p> <p>P</p> <ul style="list-style-type: none"> <input type="checkbox"/> The school has a well-developed system in place to ensure the protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety <input checked="" type="checkbox"/> The school has a system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a) <input checked="" type="checkbox"/> Visitor's Policy (B3.1a) <input checked="" type="checkbox"/> Certificate(s) of Occupancy or equivalent (B3.1b) <input checked="" type="checkbox"/> Student immunization (B3.1h) <input checked="" type="checkbox"/> Health screening (B3.1h) <input checked="" type="checkbox"/> Comprehensive Health, Safety, and Emergency Plan (B3.1c) <input checked="" type="checkbox"/> Evacuation route maps (B3.1c) <input checked="" type="checkbox"/> Student ID card printed with the National Suicide Prevention Lifeline phone number (B3.1k) <input checked="" type="checkbox"/> Board adopted policy on pupil suicide prevention (grades K-6) (B3.1f) <input checked="" type="checkbox"/> Board adopted policy on pupil suicide prevention (grades 7-12) (B3.1f) <input checked="" type="checkbox"/> Site/classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/>



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		Other: (Specify)
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O2: HEALTH AND SAFETY TRAINING AND PREPARATION – QUALITY INDICATOR #2***The school has a system in place to ensure:***

- The school is able and prepared to implement its emergency procedures in the event of a natural disaster or other emergency (includes threat assessment protocol). School staff and other mandated reporters working on behalf of the school receive timely training on child abuse awareness and reporting, as outlined in Ed. Code, § 44691 .
- Maintenance of an emergency epinephrine auto-injector (“epi-pen”) onsite and training has been provided to volunteer staff member(s) in the storage and emergency use, per Ed. Code § 49414
- For schools offering an interscholastic athletic program, at least one automated external defibrillator (AED) is onsite and available for use, as outlined in Ed. Code § 35179.6
- Staff receive annual training in Pupil Suicide Prevention and Awareness (as applicable) pursuant to Ed. Code §215.
- Staff receive training in bloodborne pathogens, per 8 California Code of Regulations (“CCR”), § 5193

Rubric**Sources of Evidence**

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Performance P	<input type="checkbox"/> The school has a well-developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input checked="" type="checkbox"/> The school has a system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety	<input checked="" type="checkbox"/> Documentation of emergency drills and training (B3.1g) <input checked="" type="checkbox"/> Provision and location of onsite emergency supplies (B3.1c) <input checked="" type="checkbox"/> Child abuse mandated reporter training documentation (B3.1d and B3A.5) <input checked="" type="checkbox"/> Bloodborne pathogens training documentation (B3.1e and B3A.5) <input checked="" type="checkbox"/> Pupil Suicide Prevention and Awareness Training (B3.1f and B3A.5) <input checked="" type="checkbox"/> Epi-pen and training (B3.1i) <input checked="" type="checkbox"/> AED (schools with an interscholastic athletic program) (B3.1j) <input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023 (“ESSA Grid”)</i> (B3A.1) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

The school has systems in place to ensure alignment to the curricular and educational program outlined in the approved charter petition by:

- Implementing key features of the educational program described in the charter
- Implementing standards-based instruction schoolwide in accordance with the California State Content Standards specific to the grade levels served and aligned with the needs of students
- Implementing assessments to measure the development of grade-level appropriate academic and non-academic skills
- Reviewing and analyzing school and student progress towards annual goals (schoolwide and for all student groups that the school serves) that are consistent with the educational performance measured by the California School Dashboard and state assessments
- Providing teacher, staff, and administrator professional development specific to supporting desired student outcomes and key features outlined in the school's charter
- Implementing a system to monitor student progress toward and completion of graduation and A-G requirements (**high schools only**)

Rubric	Sources of Evidence
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O4: MEETING THE NEEDS OF ALL STUDENTS; STUDENT GROUP DATA ANALYSIS - QUALITY INDICATOR #4

- Implementation of differentiated instructional strategies and approaches described in the charter designed to meet the learning needs of all students, including all numerically significant student groups identified in the school's LCAP and by the CDE
- Implementation of internal student assessments aligned with instructional outcomes to determine student mastery of California State Content Standards
- Disaggregation and analysis of data on a regular basis to address individual student needs and guide instructional planning and use of interventions
- Implementation, review, and modification, as appropriate, of its Master Plan for English Learners (EL identification, designated and integrated ELD standards-based instruction, progress monitoring, assessment, and reclassification)

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erfo rma nce P	<input type="checkbox"/> The school has a well-developed system and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and modifies instruction based on data analysis <input checked="" type="checkbox"/> The school has implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and generally modifies instruction based on data analysis <input type="checkbox"/> The school has partially implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and partially modifies instruction based on data analysis <input type="checkbox"/> The school has minimally implemented, or not at all, the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and does not consistently modify instruction based on data analysis	<input checked="" type="checkbox"/> Standards-based instructional program (evidence of grade level and/or content lesson plans, unit plans) (B3.2a) <input checked="" type="checkbox"/> LCAP (B3.2b) <input checked="" type="checkbox"/> Professional development documentation (B3.3c) <input checked="" type="checkbox"/> Documentation of intervention and support for all students (B3.2j) <input checked="" type="checkbox"/> Master Plan for English Learners (B3.2i) <input checked="" type="checkbox"/> Documentation of implementation of the school's Master Plan for English Learners (B3.2j) <input checked="" type="checkbox"/> Implementation of a data analysis system (B3.2k) <input checked="" type="checkbox"/> Classroom/site observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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O5: SPECIAL EDUCATION - QUALITY INDICATOR #5*The school has a system in place to ensure that the school:*

- Provides special education programs and services in accordance with students' IEPs
- Provides special education training for staff
- Conducts a special education self-review annually, using the Special Education Self-Review Checklist
- Maintains timely IEP timeline records and accurate service provision records in Welligent

Rubric	Sources of Evidence
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O6: SCHOOL CLIMATE AND STUDENT DISCIPLINE - QUALITY INDICATOR #6

- Align with principles of the District's Discipline Foundation Policy and School Climate Bill of Rights Resolution, including but not limited to, tiered behavior intervention, alternatives to suspension, and schoolwide positive behavior support, data monitoring and, includes a discipline system complaint process
- Provide positive opportunities for student wellness, growth and success, aimed at making the school safe, welcoming, supportive and inclusive •
Minimize discretionary suspensions and expulsions
- Reduce or eliminate suspension disproportionality for student groups
- Minimize chronic absenteeism for all students and student groups
- Procedures for preventing acts of bullying, including cyberbullying, in accordance with the requirements of Ed. Code, § 32283.5 and 234.4

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erfo rma nance P	<input type="checkbox"/> The school has a well-developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input checked="" type="checkbox"/> The school has a school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a partially developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a minimally developed or no school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a) <input checked="" type="checkbox"/> LCAP (B3.2b) <input checked="" type="checkbox"/> Professional development documentation (B3.3c) <input checked="" type="checkbox"/> Implementation of school climate and student discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights principles (B3.3b) <input checked="" type="checkbox"/> Implementation of tiered behavior intervention (e.g. SSPT) (B3.3b) <input checked="" type="checkbox"/> Implementation of alternatives to suspension (B3.3b) <input checked="" type="checkbox"/> Implementation of schoolwide positive behavior support system (B3.3b) <input checked="" type="checkbox"/> Implementation of procedures for preventing acts of bullying, including cyberbullying (B3.3b) <input checked="" type="checkbox"/> Data monitoring (B3.3b) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Sets for suspension, expulsion, disproportionality, and chronic absenteeism (B2.1) <input checked="" type="checkbox"/> Classroom/site observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Stakeholder focus group <input type="checkbox"/> Other: (Specify)
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O7: PROFESSIONAL DEVELOPMENT - QUALITY INDICATOR #7**The school:**

- Has a schoolwide professional development plan for teachers and other staff that supports the educational program set forth in the charter and targets identified needs
- Provides faculty and other instructional staff with professional development opportunities to improve instructional practice
- Provides opportunities for teachers to collaborate regularly for the purpose of planning and improving curriculum and instruction

Rubric	Sources of Evidence
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LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: **Camino Nuevo Charter Academy**

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Performance	<input checked="" type="checkbox"/> The school has a well-developed professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has partially implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has not implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> LCAP (B3.2b) <input checked="" type="checkbox"/> Professional development documentation (e.g. professional development year-long plan agendas, and sign-ins) (B3.3c) <input checked="" type="checkbox"/> Professional development training materials (B3.3c) <input checked="" type="checkbox"/> System to assess professional development needs (B3.3c) <input checked="" type="checkbox"/> Classroom/site observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Stakeholder focus group <input type="checkbox"/> Other: (Specify)
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**O8: STAKEHOLDER ENGAGEMENT AND INVOLVEMENT - QUALITY INDICATOR #8**

The school has a system for stakeholder engagement, including gathering input, facilitating, and encouraging involvement, sharing information, and resolving concerns, which:

- Provides parents, teachers, and students with meaningful opportunities for involvement and engagement that meet the requirements and goals of applicable federal and state law, the school's charter, and the school LCAP
- Implements a School Site Council (SSC) and/or English Learner Advisory Committee (ELAC) in accordance with legal requirements (e.g., member composition of committee/council, legally required topics, etc.), if applicable
- The liaison for students experiencing homelessness has identified this population through outreach and coordination activities with other organizations, and provided related referral of services to families, children, and youth experiencing homelessness.

Rubric	Sources of Evidence
<p>Performance</p> <p><input type="checkbox"/> The school has a well-developed system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns</p> <p><input checked="" type="checkbox"/> The school has a system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns</p> <p><input type="checkbox"/> The school has a partially developed system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns</p> <p><input type="checkbox"/> The school has a minimal or no system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns</p>	<p><input checked="" type="checkbox"/> Parent-Student Handbook (B1.10a)</p> <p><input checked="" type="checkbox"/> LCAP (B3.2b)</p> <p><input checked="" type="checkbox"/> Documentation of SSC and ELAC meetings (e.g., calendars, agendas, minutes, roster, and sign-in) (B3.3d)</p> <p><input checked="" type="checkbox"/> Stakeholder consultation (B3.3d)</p> <p><input checked="" type="checkbox"/> Parent/stakeholder involvement and engagement (B3.3d)</p> <p><input checked="" type="checkbox"/> Foster youth/students experiencing homelessness liaison (B3.3d)</p> <p><input checked="" type="checkbox"/> School website (B3.3e)</p> <p><input checked="" type="checkbox"/> Discussion with school leadership</p> <p><input checked="" type="checkbox"/> Stakeholder focus group</p> <p><input type="checkbox"/> Other: (Specify)</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: **Camino Nuevo Charter Academy**

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DATE OF VISIT: **2/16/2023****O9: TRANSPARENCY FOR STAKEHOLDERS- QUALITY INDICATOR #9***The school has a system in place to ensure that it operates in a transparent manner and keeps stakeholders informed, including:*

- Information is easily accessible to the public and school stakeholders, including but not limited to applicable categories described in Charter School Transparency Resolution
- UCP and all complaint procedures
- Title IX information is available in applicable languages as required by law
- Per Ed. Code § 234.6 and District policy, specified information relating to suicide, bullying, discrimination and harassment prevention, among other things, are readily accessible in a prominent location on the school website in a manner that is easily accessible to parents/guardians and students
- Provides all stakeholders with appropriate, accessible, and relevant information about individual student and schoolwide academic progress and performance
- Notification requirements to pupils and parents or guardians of pupils on how to initiate access to available pupil mental health services on campus, in the community, or both no less than twice during the school year, in accordance with Ed. Code, § 49428
- Identifies and implements the most appropriate methods of informing parents and guardians of pupils in grades 6-12 of human trafficking prevention resources, in accordance with Ed. Code, § 49381
- Informs parents of high school students about transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements, in accordance with Ed. Code, § 47605 (**high schools only**)

Rubric**Sources of Evidence**

**Performance****P**

- | | |
|---|---|
| <p><input type="checkbox"/> The school has a well-developed system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website</p> <p><input checked="" type="checkbox"/> The school has a system to share information with stakeholders via its documents available both manually, electronically and on its website</p> <p><input type="checkbox"/> The school has a partially developed system to share information with stakeholders via its documents available manually/electronically or on its website</p> <p><input type="checkbox"/> The school has a minimally developed system to share information with stakeholders with limited to no availability of documents manually/electronically or on its website</p> | <p><input checked="" type="checkbox"/> UCP Procedure and Forms (B1.11)</p> <p><input checked="" type="checkbox"/> Complaint Procedure and Forms (B1.12)</p> <p><input checked="" type="checkbox"/> Review of the following information posted to the school's website (B3.3e):</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> LCAP, per Ed. Code § 47606.5(h) <input checked="" type="checkbox"/> Current Board agenda in compliance with Brown Act, per Gov. Code, §54954.2(a)(1)</p> <p><input checked="" type="checkbox"/> Website posting required per Ed. Code § 234.6 (B3.3e):</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Policy on Pupil Suicide Prevention</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Title IX information, including a link to CDE's Title IX website</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Policies on anti-discrimination, anti-harassment, anti-intimidation, anti-bullying, and sexual harassment policies, including:</p> <p style="padding-left: 40px;"><input checked="" type="checkbox"/> Anti-cyberbullying procedures</p> <p style="padding-left: 40px;"><input checked="" type="checkbox"/> Social media anti-bullying procedures</p> <p style="padding-left: 40px;"><input checked="" type="checkbox"/> Link to statewide resources including community based organizations compiled by CDE</p> <p><input checked="" type="checkbox"/> Sharing accessible and relevant information about individual student, student group, and schoolwide academic progress and performance with all stakeholders as appropriate (B3.3e)</p> <p><input checked="" type="checkbox"/> Access to approved charter (B3.3e)</p> <p><input checked="" type="checkbox"/> Compliance with the LAUSD BOE's Charter School Transparency Resolution, including (B3.3e):</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Financial Audit</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Student Demographics</p> <p><input checked="" type="checkbox"/> Documentation of informing parents/guardians about transferability of courses/course credit and eligibility to meet A-G requirements (high schools only) (B3.3e)</p> <p><input checked="" type="checkbox"/> Informing parents/guardians of human trafficking prevention resources (grades 6-12) (B3.3e)</p> <p><input checked="" type="checkbox"/> Notification of access to available mental health services (B3.3e)</p> |
|---|---|



LAUSD CHARTER SCHOOLS DIVISION

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		<input type="checkbox"/> School website (B3.3e)



		<input type="checkbox"/> Other: (Specify)
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O10: EVALUATION OF SCHOOL STAFF - QUALITY INDICATOR #10

The school has a system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements, including:

- Evaluation procedures with clear performance standards for all school-based staff, including but not limited to administrators, certificated staff, and classified staff
- Evaluation tool(s) for all school-based staff, including but not limited to administrators, certificated staff, and classified staff

Rubric		Sources of Evidence
erfo rma nce P	<input type="checkbox"/> The school has a well-developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Evaluation procedures with clear performance standards for all school-based staff (B3.3f)
	<input checked="" type="checkbox"/> The school has a system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Evaluation tool(s) for all school-based staff (B3.3f)
	<input type="checkbox"/> The school has a partially developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Discussion with school leadership
	<input type="checkbox"/> The school has a minimal or no system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input type="checkbox"/> Other: (Specify)

O11: CLEARANCES AND CREDENTIALING COMPLIANCE - QUALITY INDICATOR #11

The school is in compliance with applicable law and the terms of its approved charter regarding clearances and credentialing:

- All certificated staff are fully credentialed, including EL authorizations, and appropriately assigned as authorized by their credentials at all times
- Individuals who have been continuously employed in a teaching position since the 2019–20 school year obtain the appropriate certificate, permit, or other document for their certificated assignment no later than July 1, 2025 (Ed. Code § 47605.4(a).)
- The school has obtained all necessary employee clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to employment, and keeps all clearances current
- The school has obtained all necessary vendor clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to the provision of service, and keeps all clearances current
- The school has conducted volunteer clearances in accordance with applicable law and policy, including criminal background clearances for all volunteers who perform school site services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has fully implemented and continually monitors systems and procedures that maintain 100% compliance with all applicable law, including but not limited to clearance, credentialing, and assignment requirements at all times (B3A.1a)	<input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023</i> form ("ESSA Grid")
	<input type="checkbox"/> The school has implemented and monitors systems and procedures that maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Human Resources (HR) policies and procedures regarding substantial clearances and ESSA qualifications and credentialing requirements (B1.13)
	<input type="checkbox"/> The school has partially implemented and intermittently monitors systems and maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Staff roster (B3A.1b) procedures to <input checked="" type="checkbox"/> School master schedule (B3A.1c)
	<input type="checkbox"/> The school has not implemented and/or does not monitor systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Custodian(s) of Records documentation (B3A.1d) <input checked="" type="checkbox"/> Criminal Background Clearance Certifications (B3A.2a, B3A.3, and B3A.4) <input checked="" type="checkbox"/> Teaching credential/authorization documentation (B3A.2b) <input checked="" type="checkbox"/> Vendor clearances and credentialing certifications (B3A.6) <input checked="" type="checkbox"/> Volunteer (TB) risk assessment/clearance certification (B3A.7)
		<input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
Progress on LAUSD Board of Education Benchmarks and/or MOU related to ORGANIZATIONAL MANAGEMENT (if applicable): None		

2017	2019-2020					2020-2021					2021-2022				
Camino Nuevo Charter Academy (Burlington)	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents		2,274,553	2,394,987	2,476,972	2,447,139		2,287,489	2,093,734	3,033,269	3,033,267		2,998,958	3,268,007	4,134,754	4,046,299
Current Assets		3,018,981	3,297,337	3,751,581	3,721,748		4,553,722	4,491,699	4,568,343	4,568,341		4,579,907	4,622,372	5,339,369	5,746,586
Fixed and Other Assets		1,238,849	1,273,333	1,290,578	1,290,577		1,194,720	1,301,762	1,378,791	1,378,791		1,263,715	1,328,191	1,376,940	1,376,940
		4,257,830	4,570,670	5,042,159	5,012,325		5,748,442	5,793,461	5,947,134	5,947,132					
		0	0	0	0		0	0	0	584,757		5,843,622	5,950,563	6,716,308	7,123,526
Total Assets		255,287	310,078	603,463	600,022		628,401	832,130	549,617	0		0	0	0	0
		24,588	95,108	26,397	0		26,397	26,397	35,142	0		522,587	610,955	1,342,363	1,755,910
Deferred Outflows of Resources		0	0	0	0		0	0	0	584,757		35,142	35,142	49,085	0
Current Liabilities		279,875	405,186	629,860	600,022		654,798	858,527	584,759	0		0	0	0	0
Other Long Term Liabilities		0	0	0	0		0	0	0	0		0	0	0	0
Unfunded OPEB Liabilities		3,977,955	4,165,484	4,412,299	4,412,303		5,093,644	4,934,934	5,362,375	5,362,375		557,729	646,097	1,391,448	1,755,910
Total Liabilities										9,081,993		0	0	0	0



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: **Camino Nuevo Charter Academy**

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Deferred Inflows of Resources		8,004,973	8,115,381	8,133,356			8,679,401	8,815,128	9,081,995	8,131,921		5,285,893	5,304,466	5,324,860	5,367,616
Net Assets		8,144,432	8,067,311	7,838,471	8,133,357	7,838,469	7,998,056	8,292,493	8,131,919			10,685,945	10,371,174	10,432,707	10,563,918
												10,762,427	10,429,083	10,470,222	10,558,677
Total Revenues	8,056,211					7,855,408					9,125,239				
Total Expenditures	8,015,260					7,544,090					8,909,089				
Net Income / (Loss)	40,951	(139,459)	48,070	294,885	294,888	311,318	681,345	522,635	950,076	950,072	216,150	(76,482)	(57,909)	(37,515)	5,241
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Inc / (Dec) in Net Assets	40,951	(139,459)	48,070	294,885	294,888	311,318	681,345	522,635	950,076	950,072	216,150	(76,482)	(57,909)	(37,515)	5,241
Net Assets, Beginning	4,087,881	4,117,414	4,117,414	4,117,414	4,117,415	4,165,484	4,412,299	4,412,299	4,412,299	4,412,303	4,934,934	5,362,375	5,362,375	5,362,375	5,362,375
Adj. for restatement / Prior Yr Adj	(16,759)	0	0	0	0	81,527	0	0	0	0	324,941	0	0	0	0
Net Assets, Beginning, Adjusted	4,071,122	4,117,414	4,117,414	4,117,414	4,117,415	4,247,011	4,412,299	4,412,299	4,412,299	4,412,303	5,259,875	5,362,375	5,362,375	5,362,375	5,362,375
Net Assets, End	4,112,073	3,977,955	4,165,484	4,412,299	4,412,303	4,558,329	5,093,644	4,934,934	5,362,375	5,362,375	5,476,025	5,285,893	5,304,466	5,324,860	5,367,616
Unrestricted Net Assets		3,930,048	4,117,577	4,412,299	4,406,296		5,093,644	4,934,934	5,362,375	5,362,375		5,285,893	3,930,045	5,178,582	5,221,338
Restricted Net Assets		47,907	47,907	0	6,007		0	0	0	0		0	1,374,421	146,278	146,278
2017	Audited Financials					2022-2023									
Camino Nuevo Charter Academy (Burlington)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials					
Cash and Cash Equivalents	2,691,321	2,447,139	3,033,267	4,046,299	0		3,368,628	4,227,657	0	0					
Current Assets	3,319,135	3,721,748	4,568,341	5,746,586	0		5,573,685	6,548,098	0	0					
Fixed and Other Assets	1,216,583	1,290,577	1,378,791	1,376,940	0		1,578,832	1,557,372	0	0					
Total Assets	4,535,718	5,012,325	5,947,132	7,123,526	0		7,152,517	8,105,469	0	0					
							0	0	0	0					
Deferred Outflows of Resources	0	0	0	0	0		1,597,669	2,487,550	0	0					
Current Liabilities							49,085	49,085	0	0					
Other Long Term Liabilities							0	0	0	0					
Unfunded OPEB Liabilities	418,303	600,022	584,757	1,755,910	0		1,646,754	2,536,635	0	0					
Total Liabilities							0	0	0	0					
Deferred Inflows of Resources	0	0	0	0	0		5,505,764	5,568,834	0	0					
Net Assets							11,735,384	11,959,641	0	0					
							11,597,237	11,758,423	0	0					
Total Revenues	0	0	0	0	0										
Total Expenditures	418,303	600,022	584,757	1,755,910	0										
Net Income / (Loss)	0	0	0	0	0										
Operating Transfers In (Out) and Sources / Uses	4,117,415	4,412,303	5,362,375	5,367,616	0										
Extraordinary Item - Transfer of Net Assets															
Inc / (Dec) in Net Assets															
Net Assets, Beginning															
Adj. for restatement / Prior Yr Adj															
Net Assets, Beginning, Adjusted															
Net Assets, End															



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: **Camino Nuevo Charter Academy**

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Unrestricted Net Assets	8,235,754	8,133,357	9,081,993	10,563,918	0	11,124,349				
Restricted Net Assets	8,199,692	7,838,469	8,131,921	10,558,677	0	11,023,764				
	36,062	294,888	950,072	5,241	0	100,584	138,147	201,218	0	0
	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0
	36,062	294,888	950,072	5,241	0	100,584	138,147	201,218	0	0
	4,081,353	4,117,415	4,412,303	5,362,375	0	5,304,465	5,324,860	5,324,860	0	0
	0	0	0	0	0	(64,395)	42,756	42,756	0	0
	4,081,353	4,117,415	4,412,303	5,362,375	0	5,240,070	5,367,616	5,367,616	0	0
	4,117,415	4,412,303	5,362,375	5,367,616	0	5,340,654	5,505,764	5,568,834	0	0
	4,071,580	4,406,296	5,362,375	5,221,338	0		3,865,522	5,403,192	0	0
	45,835	6,007	0	146,278	0		1,640,241	165,642	0	0

FISCAL OPERATIONS

You have been assessed by the Fiscal Oversight team and you are receiving the rating of **4, Accomplished.**

Other circumstances and information could influence the rating and are noted in this evaluation.



Camino Nuevo Charter Academy's (CNCA1) fiscal condition is positive and has been upward trending since the 2018-2019 fiscal year. According to the 2021-2022 independent audit report, the school had positive net assets of \$5,367,616 and net income of \$5,241. The 2022-2023 Second Interim projected positive net assets of \$5,568,834 and net income of \$201,218.

According to Camino Nuevo Charter Academy's (CNCA) independent audit report dated June 30, 2022, CNCA1 is one of five schools operated by CNCA, all of which are authorized by the Los Angeles Unified School District (LAUSD). CNCA had six schools in operation prior to June 30, 2021, including Camino Nuevo Charter High 1 (CNHS1) (also authorized by LAUSD), which closed effective June 30, 2021. CNCA, its related entities, and its charter schools reported positive net assets of \$45,450,455 and a net loss of **(\$322,334)**. Per CNCA's 2021-2022 audit report, the **(\$322,334)** net loss is primarily attributed to the net loss reported for Camino Nuevo Charter Academy 2 (CNCA2). CNCA, without its related entities and its charter schools, reported negative net assets of **(\$71,868)** and net income of \$0. The CNCA Home Office's net loss of **(\$71,868)** is carried forward from Fiscal Year 2017-2018, primarily due to the asset transfer to and service agreements with Pueblo Nuevo Education and Development Group (PN-EDG). See further details under **Item 27** in the **Notes II** section below.

According to CNCA, CNCA1 pays annual management fees of 12% to PN-EDG for administrative services which Education Code Section 47632(f) defines as: "all funding except funding for capital outlay," for each CNCA school, as projected by PN-EDG on or about July 1, 2022, for services that include home support. In addition, to benefit and further the CNCA schools' charitable and educational purposes, since July 1, 2016, the contractual arrangements between CNCA and PNEDG each year have been governed by an Agreement for Limited Services. Each of these Agreements are for twelve-month periods, commencing on July 1 each year, and are renewed annually. PN-EDG supports CNCA by administering many of the charitable activities that CNCA historically performed [e.g., early childhood services (pre-school), alumni services, development, and integrated community support], to enable CNCA to focus on charter school operations.

Per the Seventh Amendment for Limited Services of July 1, 2022, "PN-EDG shall invoice CNCA every three (3) months for services performed, with a delineation between the Base Compensation for the limited services as described in Section 3.1 and the Mental Health Program Compensation for the services as described in Section 3.2. CNCA shall prepay the first payment (reflecting a three (3) month period) in the amount of \$1,442,584 as Base Compensation, \$62,500 as Expanded Learning Opportunities Program (ELOP) Compensation, and \$199,244. as Mental Health Program Compensation, which shall be due to PN-EDG no later than July 1, 2022. After the initial three (3) month period, the Parties shall adjust the subsequent invoice to reflect the services performed and prepaid during that period. CNCA shall submit payment to PN-EDG for each school within twenty (20) calendar days of the deposit by the State with the County Treasurer of the state aid portion of each CNCA school."

Financial Highlights

	FINANCIAL HIGHLIGHTS				
	2018-2019 (Audited Actuals)	2019-2020 (Audited Actuals)	2020-2021 (Audited Actuals)	2021-2022 (Audited Actuals)	2022-2023 (Second Interim)
Camino Nuevo Charter Academy					



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: **Camino Nuevo Charter Academy**

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Net Assets	\$4,117,415	\$4,412,303	\$5,362,375	\$5,367,616	\$5,568,834
Net Income / (Loss)	\$36,062	\$294,888	\$950,072	\$5,241	\$201,218
Transfers In / Out	\$0	\$0	\$0	\$0	\$0
Prior Year Adjustment(s)	\$0	\$0	\$0	\$0	\$0
Cash and Cash Equivalents	\$2,691,321	\$2,447,139	\$3,033,267	\$4,046,299	\$4,227,657
Unrestricted Net Assets	\$4,071,580	\$4,406,296	\$5,362,375	\$5,221,338	\$5,403,192
Norm Enrollment Reported by the School	562	561	577	579	604
	FINANCIAL RATIO ANALYSIS				
Cash Reserve Level (Cash Balance/Total Expenditures) 5% <i>and greater is recommended</i>	32.82%	31.22%	37.30%	38.32%	35.95%
Fund Reserve (Reserve for Economic Uncertainty) (Unrestricted Net Assets /Total Expenditures) 3% - 5% <i>and greater is recommended</i> (depending on the school's ADA)	49.66%	56.21%	65.94%	49.45%	45.95%
Current Ratio (Working Capital Ratio) (Current Assets/Current Liabilities) <i>At least 1.2 or 120% is recommended</i>	793.48%	620.27%	781.24%	327.27%	263.23%
Debt Ratio (Total Liabilities/Total Assets) <i>Lower than 1.0 or 100% is recommended</i>	9.22%	11.97%	9.83%	24.65%	31.30%

**Areas of Demonstrated Strength and/or Progress:**

The school's fiscal condition is positive. Please refer to the Financial Highlights table above.

Areas Noted for Further Growth and/or Improvement:

No significant items noted.

Other Observations (Items described in this section, which may not have been addressed in the charter school's Fiscal Policies and Procedures, are recommended for improvement to align with optimal business practices).

Through conducting fiscal oversight and analyzing the data below, the CSD requests and receives fiscal documents from CNCA (including bank statements, bank reconciliations, credit card statements, and check registers) for the five CNCA charter schools that are currently authorized by LAUSD. The CSD reviews these financial documents and a sampling of checks and credit card transactions across these CNCA charter schools, to assess overall compliance with CNCA's *Fiscal Policies and Procedures* (FPP, approved by CNCA governing Board on 11/9/2021). Any areas noted as other observations below relating to CNCA's and its charter schools' overall compliance to the aforementioned manual are indicated within each charter school's Annual Performance-Based Oversight Visit Report, which may or may not have been experienced by the specific CNCA school named above. Lastly, any exceptions that are school-specific, such as the fiscal condition, are reviewed separately for each CNCA charter school.

1. CNCA' 2021-2022 Independent Audit Report noted the following finding regarding State Compliance:

"2022-001 Expanded Learning Opportunities ELO-G (40000 State Compliance)

Camino Nuevo Charter Academy – Burlington (CNCA#1) - #0293

Camino Nuevo Academy #2 – Kanye Siart (CNCA#2) - #1231

Camino Nuevo Elementary #3 – Jose A. Castellanos/Jane B. Eisner (CNCA #3) - #1212

Camino Nuevo Charter Academy #4 – Sandra Cisneros Learning Academy (CNCA #4) - #1334 Camino

Nuevo High #2 – Danzell Lance High School (CNHS #2) - #1540

Criteria: *The governing board of CNCA was required to adopt on or before June 1, 2021, in a public meeting, a plan describing how the apportioned ELOG funds would be used in accordance with Education Code section 43522 and submit the plan within 5 days of adoption pursuant to subdivision (e) of Education Code section 43522.*

Condition: *During ELO-G testing, it was noted that the spending plan was approved by the board on June 1, 2021 and was submitted to its chartering authority on August 8, 2022. The submission date was not within 5 days of adoption of the spending plan.*



Effect: CNCA is not in compliance with subdivision (e) of Education Code section 43522.

Cause: The Board of Directors of Camino Nuevo Charter Academy approved the ELO-G plans for all Camino Nuevo schools on June 1, 2021 prior to the state required deadline. However, it did not come to CNCA's attention that these plans were also required to be submitted to our authorizer until August of 2022.

Questioned costs: N/A

Repeat Finding: This is not a repeat finding.

Corrective Action Plan: At this time, CNCA promptly complied, sending all plans to LAUSD Charter Schools Division representative, [name redacted], on August 9, 2022. CNCA will be closely monitoring the CDE details for new funding more closely to avoid this oversight in the future."

This finding did not result in questioned costs, and, as of the issuance date of this Annual Performance-Based Oversight Visit Report, CNCA has resolved the finding by taking the aforementioned corrective action. The CSD will continue to monitor this issue through oversight, including reviewing CNCA's 2022-2023 independent audit report.

2. Bank Reconciliations Not Reviewed/Approved Timely:

Based on the CSD's review of the bank reconciliation reports for the months of March 2022 to August 2022, the CSD noted the bank reconciliation reports lacked evidence of timely preparation, review, or approvals. A summary of the reports in questions is provided below.

Actual Date	Reconciliation Report	Reconciliation Approval	Reconciliation Actual	Reconciliation Report Late # of Days	Reconciliation
Approval Deadline	Preparation and Report	Preparation Date	Report	Approved and Signed	Monthly Bank Ending Date Statement
X7830	4/30/2022	5/31/2022	5/31/2022	not late	6/8/2022 6
X7830	6/30/2022	7/31/2022	9/2/2022	33	9/2/2022 33
X7830	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022 36
X7830	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022 35
X8941	4/30/2022	5/31/2022	5/16/2022	not late	6/6/2022 6
X8941	6/30/2022	7/31/2022	6/23/2022	not late	8/31/2022 31
X8941	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022 36

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X8941	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35
X6837	4/30/2022	5/31/2022	5/16/2022	not late	6/6/2022	6

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X6837	6/30/2022	7/31/2022	6/23/2022	not late	8/31/2022	31
X6837	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X6837	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35

Policy: *Bank reconciliation and approval will occur on a monthly basis.*

- The ExED* Accounting Associate or Senior Accounting Associate (AA/SAA) assigned to the organization will print the bank statements directly from the online banking system. If online banking is unavailable, the organization will make copies of the original statements available to ExED.
- The ExED AA/SAA will prepare the bank reconciliation.
- ***The Accounting Manager or Vice President, School Finance assigned to the organization will review and approve the bank reconciliation, initialing and dating the report.”***

In response to the CSD's observations above, CNCA stated that bank reconciliations are usually done on a monthly basis. CNCA explained 2022 bank reconciliation was completed timely, and that even though the approval was 6 days late, there was continuous communication amongst the on the completion of the reconciliation. Regarding the June 2022 reconciliation, CNCA indicated that the delay was due to the caused the need to enter final entries in the accounting system. This out-of-the-norm situation, which, according to CNCA, was a year-end request by the California Department of Education, created a domino effect of delay for the July 2022 and August 2022 bank reconciliations. CNCA stated that the bank activity is monitored via cash positions to ensure no fraudulent or unknown transactions exist. ExED further stated: "All entries on the bank statement[s] are monitored and entered timely. The ExED team does a "soft" bank [reconciliation] where they confirm there are no entries on the statement. However, the bank [reconciliations] are usually not finalized until the month's financial close is complete, as so entry. This is particular to CNCA as a CMO [Charter Management Organization] because all Camino charters share the same operating account. From the reconciliation will [conduct bank reconciliation on] the accounts once all entries reflected in the bank statement are received be cleared in the following month's reconciliation. This will allow for more timely reconciliations." reflect a \$0 cash

Nonetheless, the CSD recommends that CNCA ensure that all bank reconciliation reports are prepared accurately, reviewed, and approved by \$0 entries will in a timely manner, and include the appropriate signatures (including the printed names and titles/positions), as well as the preparation and review/approval of



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the review and approval process performed by the school or its back office service provider.

**3. Late Fees and/or Finance Charges:**

Based on the CSD's review of a sample of CNCA schools' check registers and related supporting documentation for the period spanning from November 2021 through October 2022, a sample of 22 checks were selected for further review. The CSD noted two checks provided by CNCA referenced late fees and finance charges. These late fees and finance charges, as reflected on the invoices, are summarized below.

Item #	Check #	Vendor Name	Posting Date	Check Amount	Late Fees/ Finance Charges/ Over Limit Fees	CSD's Comments
1	P012555	Athens Services	2/18/2022	\$59.68	\$59.68	Late fees at CNCA1
2	P023409	Pitney Bowes Purchase Power	7/29/2022	\$40.13	\$38.87	Late fees of \$29.99 and finance charge of \$8.88 at CNCA1
3	P025662	Pitney Bowes Purchase Power	9/2/2022	\$37.84	\$37.84	Late fees of \$29.99 and finance charge of \$7.85 at CNCA1
			TOTAL	\$137.65	\$136.39	

In response to the CSD's observations above regarding Athens Services, CNCA stated: "SOM [School Operations Manager] has created an online account to download invoices and receive them in a timely manner. SOM will also message accounting team including Principal for any urgent requests to avoid any further delays in payment process."

In response to the CSD's observations above regarding Pitney Bowes Purchase Power, CNCA stated: "Pitney Bowes charges separately for the equipment lease and the line of credit required to purchase postage. We instructed staff to begin paying Pitney Bowes with AMEX due to the vendor having no grace period. Even when the invoices were processed upon receipt, the delivery was still being missed, sometimes by 1 day. There was a significant delay from the vendor in closing out the postage side of the billing in order to allow AMEX payment."

The CSD recommends that the school continue to implement procedures to track all recurring and non-recurring invoices and billing statements and ensure that all vendors are paid timely, to prevent the school from incurring additional late fees, over limit fees, and/or finance charges in the future.

4. Purchases (Lack of Board Approval):

Based on the CSD's review of a sample of the CNCA schools' check registers and related supporting documentation for the period spanning from November 2021 through October 2022, a sample of 22 checks were selected for further review. The CSD noted a check from CNCA2's check register (Check # P029766, in the amount of \$39,870.00, dated 10/28/2022, and made payable to The Achievement Network, LTD), with a contract agreement valued at \$150,000, lacked



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evidence of required governing board approvals as per CNCA's FPPs. Other participating CNCA schools with an agreement with this vendor are CNCA1, Camino Nuevo Charter Academy 3 (CNCA3), and Camino Nuevo Charter Academy 4 (CNCA4).

Page 11 of CNCA's FPP states: "The Governing Board must approve any contract over \$100,000."

In response to the CSD's observations above, CNCA stated: "Individual school maximums were below the \$100,000 threshold and therefore not brought to the Board for approval. Moving forward officers approving will look at the overall final total versus the breakout totals so that agreements reach board approval due to its total reaching \$100,000 total threshold." On April 25, 2023, CNCA provided a copy of the 2/21/2023 board meeting minutes with evidence that the CNCA Board subsequently approved The Achievement Network's contract agreement.

The CSD recommends that CNCA strictly adhere to its written policies pertaining to threshold amounts and approvals referenced above. Furthermore, the CSD recommends that CNCA's governing board, its leadership team, and key employees responsible for managing the day-to-day fiscal operations of the CNCA schools be provided adequate and ongoing training to ensure their familiarity and conformity with CNCA's governing board-approved fiscal policies and procedures.

5. Cash Handling Practices:

Based on CSD's review of a sample of CNCA's bank transactions for the months of March 2022 through August 2022, the CSD noted that CNCA's boardapproved FPP regarding cash receipt and deposit processes do not clearly define a reasonable frequency and dollar threshold for cash/check deposits. The sampled deposits which seemed to have been deposited untimely are summarized below.

Item #	Statement Month	Transaction Date	Transaction Type	Amount per Bank Statement	CSD's Comments
1	June 2022	6/14/2022	Credit Desktop Check Deposit	\$252,331.91	The CSD noted 3 checks dated 5/17/2022 that were electronically deposited on 6/14/2022.
2	August 2022	8/30/2022	Credit Desktop Check Deposit	\$348,842.70	The CSD noted 2 checks dated 6/20/2022 and 6/23/3033 that were electronically deposited on 8/30/2022.

Pages 5-7: Revenue & Accounts Receivable of CNCA's FPP states:

Cash Receipts

"Policy: Cash receipts (including check or cash payments received via mail or in person and deposits received via Electronic Fund Transfer) shall be recorded completely and accurately to prevent the misappropriation of assets.

**Procedures:**

- For each fundraising or other event in which cash or checks will be collected, the Chief Executive Officer, VP of Finance and Business Services, or Site Principals will designate a staff member to be responsible for managing the process to collect and hold all cash and checks related to the event.
- The designee will record each transaction in a receipt book or document each item sold at the time the transaction is made in a log or similar.
- The designee shall give the cash, checks, deposit summary, and any related supporting documentation to the Office Manager immediately.
- The Office Manager and the designee will recount and reconcile the amount received with the supplied supporting documentation and each will sign for approval.
- Office Manager will save copy of pdf deposit packet including deposit slip to the myExED portal secure file sharing application box.
- ***The office manager will immediately put the funds in the secure Drop Safe used for Armored services weekly pick-up.***
- ExED will reconcile the deposit packet to the deposit slip and the bank statement as part of the monthly close process.
- Cash/checks dropped off in the classroom will be held by the teacher. Each morning, the teacher will collect all forms, payments, etc. that have been brought in by students that day and place them in a large envelope. Before the end of the work day, the teacher will bring the envelope from his/her classroom to the office where the cash/checks will be counted by the teacher and the office manager.
- ***Mail (including anything official such as governmental notices, invoices and checks) received at the school must be opened by office staff members and stamped with a “received” stamp. If possible, the person opening the mail should not also be responsible for making bank deposits.***
- When utilizing merchant or online web contribution services, appropriate segregation of duties shall be in place to ensure that no single person is able to perform incompatible functions (custody, recording, approving).

Deposits

Policy: *The Home Support Office Manager or designee is responsible for making bank deposits.*

Procedures:

- The Office Manager will restrictively endorse each check received (e.g. For Deposit Only Camino Nuevo Charter Academy).
- The Office Manager will prepare a deposit packet itemizing the amount, source, and purpose of each check or cash payment received. The Chief Executive Officer, VP of Finance and Business Services, or Site Principals will review and approve the deposit packet.
- The Office Manager will provide the deposit packet to the Home Support Office.
- ***The Home Support Office Manager or designee will make the deposit via the Wells Fargo remote Desktop Deposit System and attach the deposit receipt to a copy of the deposit packet that includes scanned pdf images of the checks deposited.***
- Office Manager will save copy of pdf deposit packet including deposit slip to the myExED portal secure file sharing application box.
- ExED will reconcile the deposit packet to the deposit slip and the bank statement as part of the monthly close process.” ***(Emphasis added.)***

Per segregation of duties (SOD) interview with CNCA school staff members, it was explained that there are two different deposit processes – one for cash and another for checks. According to CNCA, cash is picked-up and deposited by an armored service on a weekly basis, while checks are collected and



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deposited by a CNCA Home Support office designee. Although CNCA's current FPP is silent about the frequency of deposits for checks, per the CSD's SOD interview with CNCA Home Office leaders, it was stated that checks are endeavored to be deposited monthly.

In response to the CSD's observations above, CNCA stated: "The staff member responsible for deposits did not submit the deposit in a timely manner. This employee is no longer with CNCA."

The CSD shared information with CNCA leaders the guidelines from Chapter 5 ("Cash Receipts and Deposits" section, beginning with page 80) of the 202223 Fiscal Crisis & Management Assistance Team (FCMAT) California Charter School Accounting and Best Practices Manual, which state: "Bank deposits should be made regularly, at least weekly. A procedure should be in place regarding how often they should be made. For example, if amounts collected during a week total less than \$500, the rule could be that the deposit should be made on the last business day of the week; when amounts collected on any day exceed \$500 in total, the rule could be that the deposit is made on that day. Funds should not be held over a long holiday."

The CSD recommends that CNCA incorporate guidance into its fiscal policies and procedures with a reasonable frequency and dollar threshold for cash/check deposits for the school and CNCA Home Office, considering the aforementioned FCMAT guidelines, to prevent the mishandling of funds and safeguarding of funds received.

The Charter Schools Division will continue to monitor these issues referenced above during the next oversight visit. The results may be factored into the school's rating for next year.

Corrective Action Required:

None noted that require immediate action to remedy concerns in this report.

**Notes:****I. Review of Fiscal Documentation**

1. Reviewed independent audit report for the Fiscal Year ended June 30, 2022, and noted the following:
 - a. Audit opinion: Unmodified/Unqualified.
 - b. Material weaknesses: None Reported.
 - c. Deficiencies/Findings: Yes, please see the description below.
 CNCA's 2021-2022 audit report identified a state compliance finding pertaining to the Expanded Learning Opportunities Grant (2022-001 ELO-G). Please see further details under the Other Observations section above.
 - d. Lack of a Going Concern: None Reported.
2. The 2021-2022 audited and unaudited actuals do not mirror each other. Excellent Education Development (ExED), CNCA's back office service provider, provided the following explanations for the significant variances between CNCA 1's 2021-2022 unaudited and 2021-2022 audited actuals:
 - a. A variance of \$407,217 in Current Assets was due to hold harmless being recognized after the unaudited actuals report was submitted.
 - b. A variance of \$413,547 in Current Liabilities was due to hold harmless being recognized after the unaudited actuals report was submitted, and ESSER revenue being adjusted causing increased deferred revenues.
3. The school's reported Norm Enrollment was 562, 561, 577, 579, and 604 students for Fiscal Years 2018-2019, 2019-2020, 2020-2021, 2021-2022, and 2022-2023 respectively, representing an accumulated increase in enrollment of 42 students since Fiscal Year 2018-2019. The school's reported Norm Enrollment for Fiscal Year 2022-2023 is 604 students, which is 49 students (or approximately 8.83%) above its projected student enrollment for Fiscal Year 2022-2023 (i.e., 555 students) per the school's petition enrollment roll-out plan in its current charter. The CSD will continue to monitor the school's student enrollment through oversight.
4. Segregation of Duties (SOD) reviews were conducted at CNCA1 and CNCA2. No discrepancies were noted.
5. Reviewed 22 checks (and 10 electronic credit/debit transactions). The CSD's observations were noted under the Other Observations section above.
6. Reviewed bank statements and bank reconciliations from March 2022 through August 2022. Selected the months of March 2022 through June 2022 and August 2022 for sample testing. The CSD's Observations were noted under the Other Observations section above.
7. Reviewed six (6) credit card statements from May 2022 through October 2022. Selected the months of May 2022 through October 2022 for sample testing. No discrepancies were noted.

II. Review of 2022-2023 Fiscal Preparation Guide

1. Most current fiscal reports presented to the charter school's governing board: a) Balance Sheet; b) Income Statement (Statement of Activities), and c) Cash Flow Statement were provided.
2. Minutes of the meeting when the above fiscal reports (i.e., Items 1a., 1b., and 1c.) were presented to and approved by the charter school's governing board were provided.
3. Audit/fiscal reports issued by any public agency or third-party organizations, and the school's governing board minutes of all meetings reflecting the discussion of any of the fiscal reports and applicable audit findings resolution/corrective action were not provided as the charter school has indicated not applicable.
4. Minutes of the meeting when the 2022-2023 budget was adopted were provided.
5. Evidence of the charter school is offering STRS, PERS, Social Security, and/or any other benefits to its employees, and that this is done in a manner that is consistent with the charter terms and the Charter Schools Act (Education Code 47611) was provided.



6. Minutes of the meeting reflecting the selection of the independent auditor were provided.
7. Minutes of the meeting reflecting the discussion of the most current independent audit report were provided.
8. Minutes of the meeting reflecting the receipt, review, and discussion of the most current four interim financial reports (i.e., preliminary budget, first interim and second interim financial reports, and unaudited actuals) submitted to LAUSD were provided.
9. Minutes of the meeting reflecting the discussion and resolution of complaints received from staff or vendors were not provided as the charter school has indicated not applicable.
10. Minutes of the meeting reflecting the receipt, review, and discussion of the most current Annual Performance-Based Oversight Visit report (this does not apply to charter schools that were not in operation for the 2021-2022 school year) were provided.
11. A copy of the most current fiscal policies and procedures was provided.
12. Minutes of the meeting reflecting approval of the current fiscal policies and procedures and, if applicable, minutes of the meeting reflecting the approval of the current procurement policies and procedures were provided.
13. A copy of the charter school's organizational chart that depicts the current reporting structure of the charter school, including but not limited to, any board members, charter management organization (CMO) employees (when applicable), and/or school employees, who handle day-to-day finances and/or have responsibilities outlined within the charter school's fiscal policies and procedures was provided.
14. An itemized accounting regarding the total compensation paid in Fiscal Year 2021-2022 to all executives, school leaders, administrators, directors, and noncertificated staff, who may have decision-making authority over the charter school, either employed directly by the charter school or the entity managing the charter school was provided.
15. A description of the relationship (legal, business or otherwise) the charter school maintains with any related party as defined in the CSD's 2022-2023 Fiscal Preparation Guide Item 14 was provided.
16. Copies of any and all of the most current signed and executed agreements/contracts within the last year (i.e., 2021-2022) or since the last update, whichever is later (including attachments and exhibits that accompany the agreements/contracts) with the administrative services provider and/or the back office services provider, or the charter school's operator and/or charter school's home office (e.g., management contracts, service agreements, license agreements, affiliation agreements, etc.) were provided.
17. Minutes of the meeting reflecting approval of the management fees, licensing fees, or any other fees were provided.
18. A copy of the sole statutory member's by-laws, and a copy of the sole statutory member's articles of incorporation were provided.
19. The most current accounts payable aging report, listing the balances owed, vendor names, invoice numbers, invoice dates, number of days outstanding, and, if applicable, explanations for 90+ days outstanding invoice(s) or in accordance with the charter school's fiscal policies and procedures was provided.
20. Check registers, or a list of all check/cash disbursements (when the school's payments are outsourced to a third party provider), documenting all checks and electronic debit transactions for the prior 12 months (spanning from November 2021 to October 2022) were provided. The CSD's observations were noted under the Other Observations section above.
21. a) A list of all active credit card account(s), b) (If applicable) A list of all closed credit card account(s) within the last year, and c) All credit card statements for the most current six months (spanning from May 2022 to October 2022) were not provided. No discrepancies were noted.
22. a) A list of all active school bank account(s), b) (If applicable) A list of all closed school bank account(s) within the last year, c) Monthly bank statements and reconciliation reports for the most current six months (spanning from March 2022 to August 2022), and d) (If applicable) A list of all debit cards were provided. The CSD's observations were noted under the Other Observations section above
23. Student body financial records (including ASB policies and procedures, budgets, cash flow statements and projections, bank statements with reconciliations, audit reports, and other fiscal reports, if applicable) were not provided as the charter school has indicated not applicable.



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24. The most current inventory listing for both capitalized and non-capitalized equipment, in Microsoft Excel format, including equipment description/type, brand/model, tag number, acquisition date, purchasing price, book value, asset life, and location of use was provided.
25. A link to the charter school's website where the Education Protection Account (EPA) revenue and expenditures report pertaining to the prior fiscal year (i.e., 2021-2022) is posted (as required by Article XIII, Section 36, Subdivision (e), Paragraph (6) of the California Constitution) was provided.
26. Links to the charter school's website where the current (1) Audited Financial Statements, and (2) Local Control and Accountability Plan (LCAP) are posted (or the school's assertion that its Audited Financial Statements are made available to members of the public) in accordance with Education Code section 47606.5(h) and/or LAUSD's Charter School Transparency Resolution were provided.
27. Documentation furnished to the CSD (e.g., signed and executed agreements, governing board meeting minutes approving the financial activities, etc.), the type of financing or borrowing (including but not limited to factoring of receivables, loan(s) or line(s) of credit with any third-party lender(s), intercompany transfer(s) and/or intercompany loan(s), terms, the effective date, the maturity date, and purposes.] were provided.

CNCA disclosed the following loan and/or line of credit financing with PN-EDG and third party entities: (a) Critical needs financing from PN-EDG to Camino Nuevo Charter High (Miramar) in the amount of \$632,000 (consisting of board approved requests of \$250,000, \$125,000 and \$257,000 in Fiscal Years 2018-2019, 2019-2020, and 2020-2021, respectively) (see further details below); (b) PN-EDG restricted fund loan to CNCA3 in the form of a Promissory Note for Fifteenth and Ardmore, LLC (Borrower) and Wells Fargo Bank, National Association (Lender). The terms of the Promissory Note are: Principal amount - \$1,629,670.25; Date of Note – June 27, 2019; Annual interest rate - 4.25%; and Payments – 35 regular payments each at \$18,240 and a final irregular payment of \$1,173,721.90; (c) Proposition 55 Funding Agreement for Camino Nuevo Charter Academy #2 executed on April 25, 2011; and (d) Revolving Line of Credit in the amount of \$2,000,000 entered with Wells Fargo Bank on February 18, 2013. CNCA received an approval from Wells Fargo Bank on December 1, 2022, to further extend the loan through March 31, 2023. Per CNCA, as of February 7, 2023, the \$2,000,000 line of credit with Wells Fargo Bank was closed with no outstanding balance.

The following are further details regarding the PN-EDG's financial support.

Per CNCA, CNCA is a California nonprofit public benefit corporation, established to operate one or more schools and provide related comprehensive public education programs for students in kindergarten through twelfth grades in low-income, predominantly immigrant, and multilingual areas. PN-EDG was incorporated on March 9, 2016, as a California nonprofit public benefit corporation and serves as the sole statutory member of CNCA, as defined in California Corporations Code Section 5056. On January 10, 2017, the LAUSD Board of Education approved the material revision requests submitted by the then-six CNCA charter schools, which called for CNCA's adoption of PN-EDG as the sole statutory member corporation. Beginning in 2017-2018, PN-EDG also provided home support services to CNCA charter schools. CNCA's Board Resolution No. 2017-6-13, item #11, stated that CNCA's governing board approved the transfer of \$4 million in surplus funds [representing a portion of the consolidated cash reserves held by CNCA] to PN-EDG. The 2017-6-13 Board Resolution further declared that PN-EDG shall maintain these funds in a separate bank account, to document that the funds are expended in furtherance of CNCA's charitable purpose to provide comprehensive public education programs for students in kindergarten through twelfth grade. CNCA indicated that these funds (aka "PN-EDG Opportunity Reserves Fund") are completely restricted to supporting and benefitting CNCA's K-12 programing consistent with its discussion with LAUSD during the material revision process. CNCA provided the CSD with the California Attorney General's "no objection" letter dated October 12, 2017, pertaining to the asset transfer proposed by CNCA. Per the bank records provided by CNCA, on March 30, 2018, the \$4 million in funds were transferred from CNCA to PN-EDG. According to CNCA, the one-time asset transfer amounts from each school were calculated based on the June 30, 2017, unrestricted net position for each of the six CNCA charter schools, divided by the total unrestricted net



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position of the six CNCA charter schools (prorata share), and multiplied by \$4 million. Based on CNCA's calculation, CNCA1's pro-rata share of this one-time asset transfer was \$1,341,601.



- (a) Per CNCA (and the associated bank records reviewed by the CSD), on June 13, 2018, PN-EDG made a disbursement as a single CNCA \$250,000 interest-free loan to CNHS1 (which was approved by the CNCA governing board on June 12, 2018). The stated purpose of this loan by CNCA was to support this charter school's operational needs, specifically "to provide working capital to enhance administrative support and instructional coaching." CNCA further stated that this \$250,000 loan has no repayment date. Documentation provided by PN-EDG includes a CNCA governing board monitoring timeline (specifically tied to student enrollment), which will ultimately determine the repayment terms of this loan. CNCA asserted that, while the \$250,000 interest-free loan was only one example, "the Restricted Opportunity Reserve Fund has the potential to support the CNCA K-12 program via variety of methods, including, but not limited to: Working Capital; Special Education Extraordinary Needs; School Facilities; K-12 Program Priorities; and Technology Infrastructure Improvements." Per CNCA and documentation furnished to the CSD, on June 13, 2018, the \$250,000 loan proceeds were disbursed from PN-EDG Opportunity Reserves Fund to CNHS1.

Per the email communication from PN-EDG to the CSD in November 2019 and documentation provided to the CSD (including CNCA's governing board meeting minutes dated November 12, 2019, and PN-EDG's governing board meeting minutes dated November 19, 2019), due to CNHS1's lower than expected student enrollment in 2019-2020, both the CNCA and PN-EDG governing boards approved a "Critical Needs Request" of \$125,000 loan from the PN-EDG Opportunity Reserves Fund to CNHS1. Similar to the aforementioned \$250,000 loan to CNHS1, the additional \$125,000 loan to CNHS1 was also interest-free with no specified repayment date. Per CNCA and the documentation furnished to the CSD, on December 16, 2019, the \$125,000 loan proceeds were disbursed from PN-EDG Opportunity Reserves Fund to CNHS1.

Per CNCA governing board minutes of June 16, 2020, the Board unanimously approved an additional critical needs funding request in the amount of \$257K for CNHS1 in order to maintain essential services. Upon inquiry by the CSD, on March 9, 2022, ExED confirmed that the transfer of \$257K was not needed after all, and therefore, was not disbursed.

The CNCA governing board voted to close CNHS1 as of the year ended June 30, 2021. According to CNHS1's closeout audit, which was included in CNCA's 2020-2021 annual independent audit, "all assets remaining after the satisfaction of liabilities and dispositions (or return) have been transferred to [Camino Nuevo High 2 (CNHS2)]," including the \$250,000 and \$125,000 intercompany loans mentioned above. Per CNCA, the \$375K loan was paid off in June 2022.

- (b) As part of CNCA3's New Markets Tax Credit (NMTC) unwind/refinancing transaction (as described under Item 28 of CNCA3's 2019-2020 Annual Performance-Based Oversight Visit Report), on June 19, 2019, PN-EDG withdrew \$1,629,670.25 from PN-EDG's Wells Fargo Bank account ending in X5336 to pay off Note A associated with the NMTC loan to Fifteenth & Ardmore Investments, LLC, originated on or around June 21, 2012. On July 5, 2019, a new account ending in X5124 was opened at Wells Fargo Bank (in the name of PN-EDG) and an amount of \$1,629,670.25 was deposited as the opening balance with the proceeds of a new loan between Fifteenth and Ardmore, LLC (the Borrower) and Wells Fargo Bank (the Lender). This loan had a maturity date of July 1, 2022, but has been extended by Wells Fargo until May 31, 2023, due to CNCA's current refinancing plans. According to the information provided by PN-EDG's then-CFO, the purpose of this account is to provide a cash guaranty to this new loan. As of December 31, 2022, the account balance was \$1,631,692 and there have not been account activities except for interest earned during Fiscal Year 2022-2023. The CSD will continue to monitor the disposition of this cash deposit and the financing activities relative to CNCA3's Eisner Campus in the future through oversight.



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28. The charter school's plan(s) for the purchase/new lease, relocation/expansion to new school site(s), facilities-related expansions, and/or major improvements to the existing and/or new school site(s) and pertinent documents with the following information, as appropriate were not provided as the charter school has indicated not applicable.

29. Disclosure of legal issues was not provided as the charter school has indicated not applicable.

Progress on LAUSD Board of Education and/or MOU Benchmarks related to FISCAL OPERATIONS (if applicable):

N/A



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Fiscal Operations Rubrics

Existing School – a charter school that was/is in operation/active in the preceding school year(s) and the current school year. Existing schools may receive a rating of 1, 2, 3, or 4.

New School – a charter school that is in its first year of operation in the current school year and does not have an independent audit report for its first operative year on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools may receive a rating of 1 or 2.

An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished [Rating of 4].

An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient [Rating of 3].

**Existing Schools (based on the most current annual audit):****REQUIRED CRITERIA**

1. Net assets are positive in the prior two audits;
2. The cash balance at the beginning of the school year is positive;
3. The two most current annual independent audits show no material weaknesses, deficiencies, and/or findings;
4. If applicable, federal, state, and other public agency audits/reviews (e.g., California State Teachers' Retirement System (CalSTRS), California Public Employees' Retirement System (CalPERS), Fiscal Crisis & Management Assistance Team (FCMAT), United States Department of Education (USDE), California Department of Education (CDE), etc.), at the time of the oversight visit, show no outstanding material weaknesses, deficiencies, and/or findings;
5. Vendors and staff are consistently paid in a timely manner;
6. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term;
7. Charter school consistently adheres to the governing board-approved Fiscal Policies and Procedures;
8. Governing board adopts the annual budget;
9. Governing board reviews and/or discusses reports (e.g., first interim, second interim, unaudited actuals, audited financial statements, etc.) submitted to LAUSD;
10. If applicable, governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD;
11. There is no apparent conflict of interest;
12. The Education Protection Account allocation and expenditures, audited financial statements, and the most current governing board-approved

Existing Schools (based on the most current annual audit):**REQUIRED CRITERIA**

1. Net assets are positive in the most current audit;
2. The cash balance at the beginning of the school year is positive;
3. The most current annual independent audit shows no material weaknesses, deficiencies and/or findings;
4. If applicable, federal, state, and other public agency audits/reviews (e.g., CalSTRS, CalPERS, FCMAT, USDE, CDE, etc.), at the time of the oversight visit, show outstanding findings, and the school is able to demonstrate evidence of remedies in addressing these findings;
5. Vendors and staff are generally paid in a timely manner;
6. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term;
7. Charter school generally adheres to the governing board-approved Fiscal Policies and Procedures;
8. Governing board adopts the annual budget;
9. Governing board reviews and/or discusses reports (e.g., first interim, second interim, unaudited actuals, audited financial statements, etc.) submitted to LAUSD;
10. If applicable, governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD;
11. There is no apparent conflict of interest;
12. The Education Protection Account allocation and expenditures, audited financial statements, and the most current governing board-approved LCAP are posted on the charter school's website;
13. The LCAP is submitted to the appropriate agencies;

An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished [Rating of 4].

An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient [Rating of 3].



LCAP submitted to the appropriate agencies, are posted on the charter school's website;

13. The LCAP is submitted to the appropriate agencies;
14. Reasonable requests for information made by the Charter Schools Division and LAUSD are consistently processed or submitted by the charter school in a timely manner;
15. There are no discrepancies cited in the Areas Noted for Further Growth and/or Improvement;
16. If applicable (when audited and unaudited actuals do not mirror each other), adequate explanations are provided by the school for significant variances between audited and unaudited actuals, and there are no indications of the school's potential lack of internal controls over financial statements;
17. Proper segregation of duties is consistently in place;
18. If applicable, there are no outstanding fiscal-related tiered intervention notices issued to the school; or the school has no tiered intervention notices as of the oversight report issuance date; and
19. If applicable, all LAUSD Board of Education-approved fiscal benchmark(s) are fully met by the required deadline(s); or the school has no fiscal benchmarks in its current charter term.

Note: Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.

SUPPLEMENTAL CRITERIA

1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (<https://www.law.cornell.edu/regulations/california/5-CCR-Sec15450>) per the most current audit (i.e., unrestricted fund balance divided by total expenditures);
2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;

*An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as **Accomplished [Rating of 4]**.*

14. Reasonable requests for information made by the Charter Schools Division and LAUSD are generally processed or submitted by the charter school in a timely manner;
15. There are no significant recurring issues cited in the Areas Noted for Further Growth and/or Improvement;
16. If applicable (when audited and unaudited actuals do not mirror each other), at least partial explanations are provided by the school for significant variances between audited and unaudited actuals, and there are no indications of the school's potential lack of internal controls over financial statements;
17. Proper segregation of duties is generally in place;
18. If applicable, the charter school is in the process of resolving outstanding fiscal issues cited in a Notice issued by the CSD as part of its tiered intervention process; and
19. If applicable, all LAUSD Board of Education-approved fiscal benchmark(s) are partially met by the required deadline(s).

Note: Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.

SUPPLEMENTAL CRITERIA

1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (<https://www.law.cornell.edu/regulations/california/5-CCR-Sec15450>) per the most current audit (i.e., unrestricted fund balance divided by total expenditures);
2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;

*An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as **Proficient [Rating of 3]**.*



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<ol style="list-style-type: none"> 3. Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.); 4. The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%); 5. The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and 6. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings. 	<ol style="list-style-type: none"> 3. Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.); 4. The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%); 5. The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and 6. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings.
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An existing school that, at a minimum, meets all of the Required Criteria, and at least two of the Supplemental Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

REQUIRED CRITERIA

1. Net Assets are positive in the most current audit; net assets are negative with strong trend towards becoming positive (be positive at the end of the third year per the applicable interim financials); or the school's financial condition fluctuates from year to year, with significant net losses, leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years;
2. The cash balance at the beginning of the school year is positive; and
3. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term.

Note: Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.

An existing school that, at a minimum, meets all of the Required Criteria, and at least two of the Supplemental Criteria listed below would be assessed

An existing school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

An Unsatisfactory rating is assessed based on the following conditions, including, but not limited to:

A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for *Accomplished*, *Proficient*, or *Developing*. The charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide a satisfactory response. The charter school has shown no *feasible* financial plans, and/or immediate sources of funding to maintain a viable budget and/or sustain the school's operation to mitigate the negative fiscal condition. The charter school's governing board members and/or leadership lack fiscal capacity.

Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.

An existing school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:



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eligible to be considered as Developing [Rating of 2].

SUPPLEMENTAL CRITERIA

1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (<https://www.law.cornell.edu/regulations/california/5-CCRSec-15450>) per the most current audit (i.e., unrestricted fund balance divided by total expenditures);
2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;
3. Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.);
4. The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%);
5. The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and
6. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings.

A new school that, at a minimum, meets all of the Required Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

New Schools:

REQUIRED CRITERIA

1. Interim reports and/or unaudited actuals project positive net assets;
2. Projected debt, if any, is managed efficiently and will not cause the charter school to end the fiscal year with negative net assets. The nonprofit organization is financially viable to support the charter school; 3. If enrollment is significantly below the enrollment per the school's *Pupil Estimates for New or Significantly Expanding Charters* report and/or its approved petition budget, the charter school has made significant adjustments in their operations to allow for the reduced

A new school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

New Schools:

An Unsatisfactory rating is assessed based on the following conditions, including, but not limited to:

A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for *Developing*. The charter school was given a certain period of time to address the fiscal concerns of LAUSD but failed to provide a satisfactory response. The charter school has shown no *feasible* financial plans, and/or immediate sources of funding to maintain a viable budget and/or sustain the school's operation to mitigate the negative fiscal condition. The charter school's governing board members and/or leadership lack fiscal capacity.



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A new school that, at a minimum, meets all of the Required Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

income, and submitted a revised viable three-year budget and threeyear cash flow projections;

Governing Board adopts the annual budget;

4. The governing board reviews and discusses the charter school's
5. financial reports as evidenced by the governing board meeting minutes;

Reasonable requests for information made by the Charter Schools

6. Division and LAUSD are processed or submitted by the charter school in a timely manner;

The most current governing board-approved LCAP is posted on the

7. charter school's website; and

The LCAP is submitted to the appropriate agencies.

- 8.

Other circumstances and information could influence the rating and will

Note: l in the evaluation.

A new school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.



LOS ANGELES UNIFIED SCHOOL DISTRICT

CHARTER SCHOOLS DIVISION

ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT REPORT*

2022-2023 SCHOOL YEAR

FOR

CAMINO NUEVO CHARTER ACADEMY 2 (KAYNE SIART) - 5987

Name and Location Code of Charter School

LAUSD Vision

L.A. Unified will be a progressive global leader in education, providing a dynamic and inspiring learning experience where all students graduate ready for success.

CSD Mission

The LAUSD Charter Schools Division (CSD) fosters high quality educational opportunities and outcomes for students in the greater Los Angeles community through exemplary charter public school authorizing, oversight, and sharing of promising practices so that all students maximize their potential.

CSD Core Values

We believe that our success depends on:

- Making decisions that put the interests of students first.
- Serving with high expectations, integrity, professionalism, and commitment.
- Employing authentic, responsive, and effective leadership and teamwork.
- Continuously learning as a dynamic organization.
- Building and sustaining a healthy workplace culture where high performance, diversity, and creativity thrive.
- Developing productive relationships with our charter schools and all stakeholders.

* Charter School shall comply in a timely manner with all applicable federal and state laws and regulations, as they may change from time to time, including but not limited to matters related to the school's governance, programs, facilities, operations, and/or fiscal management. Elements of the oversight process may be modified as LAUSD continues to respond to the COVID-19 pandemic. To support the well-being of all at a school site, all are expected to follow applicable COVID-19 public health guidelines, including related District requirements for operations at District facilities. The assigned CSD Administrator will provide any updated information reach out with more details, as needed.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 3/14/2023

Charter School Name:	Camino Nuevo Charter Academy 2			Location Code:	5987
Current Address:	City:	ZIP Code:	Phone:	Fax:	
3400 W. 3rd St.	Los Angeles	90020	(213) 736-5542	(213) 427-0863	
Current Term of Charter¹:	LAUSD Board District:		LAUSD Region:		
2020-2027	2		East		
Number of Students Currently Enrolled:	Enrollment Capacity Per Charter:	Number Above/Below Enrollment Capacity (day of visit):		-24	
670	696				
Grades Currently Served:	Grades To Be Served Per Charter:	Percent Above/Below Enrollment Capacity (day of visit):		-3.40%	
TK - 8	TK-8				
Norm Enrollment Number:	672				
Total Number of Staff Members:	87	Certificated:	39	Classified:	48
Charter School's Leadership Team Members:	Mallory Baquero Principal, Nancy Duran Assistant Principal of Instruction, Maria Duarte Assistant Principal of Instruction, Molly Stoeckel Assistant Principal of Student Supports, Lilian Ramirez Family Services Coordinator, Diana Pacas School Operations Manager				
Charter School's Contact for Special Education:	Maria Duarte Assistant Principal of Instruction, Harah Milki Special Education Compliance Coordinator	SELPA & Option:		LAUSD Option 3	
CSD Assigned Administrator:	Brenda Martinez	CSD Fiscal Services Manager:		Andrea Ines	
Other School/CSD Team Members:	Dr. Helena Yoon-Fontamillas				
Oversight Visit Date(s):	3/14/23	Fiscal Review Date (if different):		NA	
Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):	No	LAUSD Co-Location Campus(es) (if applicable):		NA	
Certificate of Occupancy (COO) or Temporary Certificate of Occupancy Type: (if a TCO, please note expiration date)	COO	COO/TCO Approved Grade Levels and Occupancy Loads:		Grade level K-8 Occupancy Load 1884	

¹ AB 130 added Section 47607.4 to the California Education Code (Ed. Code), which extends the term of all charter schools whose term expires on or between January 1, 2022, and June 30, 2025, inclusive, by two years.



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SUMMARY OF RATINGS <i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
4, Accomplished	2, Developing	3, Proficient	4, Accomplished



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CHARTER RENEWAL CRITERIA

In accordance with Education Code §§ 47605, 47607, and 47607.2, in order to renew a charter, the District must determine whether the charter school has met the statutory requirements.

REPORT GUIDE

LAUSD's oversight procedures are intended to balance a charter school's autonomy of operation with its accountability to the public. LAUSD utilizes a holistic, performance-based approach to evaluate all charter schools, guided principally by making decisions in the best interest of students. The CSD observes and monitors each charter school in accordance with applicable laws, regulations, LAUSD policy, memoranda of understanding, and the school's operative charter. Information gathered through oversight serves as part of the charter school's ongoing record for the District to make informed decisions about charter school authorization, renewal, material revisions, sharing of promising practices, and if need be, revocation. While LAUSD is responsible to provide oversight of its charter schools and the entities managing charter schools, the primary oversight of each charter school must first and foremost be performed by the charter school's own Governing Board. The Governing Board of a charter school has an ongoing responsibility to oversee the operations of its charter school(s), ensuring that every charter school it oversees is providing a high-quality educational program for students enrolled, is successfully fulfilling the terms of their charter, is fiscally sound, and complies with applicable laws, regulations, and court orders. In designing this document, the District has considered California charter school law, as well as the *LAUSD Policy and Procedures for Charter Schools*, California State Board of Education's criteria for evaluating charter schools, and the National Association of Charter School Authorizers' *Principles and Standards of Quality Authorizing*. This reporting tool provides guidelines and criteria used by the CSD to observe, record, assess, and reflect with the charter school on school performance as captured during the annual oversight visit process in these four categories:

Governance – demonstrating fulfillment of the Governing Board's fiduciary responsibility to effectively direct and provide oversight for the charter public school, including but not limited to enactment and monitoring of policies and procedures to ensure the school's full compliance with applicable law, policy, and the terms of the charter approved by the LAUSD Board of Education

Student Achievement and Educational Performance – demonstrating positive academic achievement and growth for all students

Organizational Management, Programs, and Operations – demonstrating effective leadership and implementation of the governing board's policies and procedures, as well as the school's educational program and systems and procedures for the day-to-day operations of the school

Fiscal Operations – demonstrating sound fiscal management, appropriate use of public funds, and compliance with regulatory requirements

This report, including the ratings in each category, is based on information and evidence gathered at the time of the annual oversight visit. The CSD considers evidence provided through CSD staff observations, document review, interviews, and discussion with school representatives and stakeholders. All charter schools are expected to prepare for the visit and have available, as applicable, all documentation requested in the *Annual Performance Based Oversight Visit Preparation Guide 2022-2023*. The "Sources of Evidence" sections below identify key information sources generally relevant to their respective indicators; these lists are not exhaustive, however, and some items may not be applicable to the grades served. Schools may present additional evidence as deemed relevant and appropriate. As needed, CSD staff also may request additional information and/or documentation prior to, during, and/or following the visit.

The tool employs the following four-point rubric to rate the school's performance in each category: (4) *Accomplished*, (3) *Proficient*, (2) *Developing*, and (1) *Unsatisfactory*. In addition, the *Summary of School Performance* section in each category captures key findings under one or more of the following headings: (1) Areas of Demonstrated Strength and/or Progress (Note: potential "promising practices" are identified within this section with an asterisk [*]); (2) Areas Noted for Further Growth and/or Improvement; and, if applicable, (3) Corrective Action Required. Under "Corrective Action Required," the CSD reports findings of material noncompliance with applicable law, LAUSD charter policy, or the school's approved charter. **If the report includes any findings under "Corrective Action Required," the charter school must take immediate and appropriate steps to remedy the identified concern.** In accordance with its "tiered intervention" approach to charter school non-compliance and poor performance, the CSD may also send the school appropriate notices, separate and apart from this report, to provide and document time-specific follow-up as necessary. At the other end of the spectrum of performance, any school that earns a rating of *Accomplished* in any category is encouraged to submit to the CSD a summary of those "promising practices" that the school believes have contributed to its success, in order to support the CSD's ongoing efforts to promote and facilitate reciprocal sharing of promising practices among education leaders from across all LAUSD schools.



LAUSD CHARTER SCHOOLS DIVISION

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GOVERNANCE	RATING*
Summary of School Performance	4, Accomplished
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>G2: BROWN ACT: The Governing Board complies with all material provisions of the Brown Act. Some of the Evidence from the documents provided, as well as website review included the following:</p> <ul style="list-style-type: none"> Governing Board holds regular meetings and agendas and minutes can be found on web site Board Meeting Dates for this academic school year are as follows: July 12, 2022, August 16, 2022, September 13, 2022, October 11, 2022, November 15, 2022, December 13, 2022, January 17, 2023, February 21, 2023, April 12, 2023, May 9, 2023, and June 20, 2023. Board Minutes provide sufficient clarity and details Board received Brown Act Training on January 17, 2023 & February 21, 2023 Topics covered at Board Meetings included the following: LCAP Mid-Year Update, Financial Reports, Academic Calendars, Budget Update, Enrollment Updates, Staff Retention, and A-G program improvement. <p>G3: DUE PROCESS: The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public. Evidence from the documents provided in Binder 1, as well as on the website, included the following:</p> <ul style="list-style-type: none"> Uniform Complaint Procedures policy and form are evident in the Family Handbook and found on the school's website, which is in both Spanish and English Formal Complaint Procedures are found in the Family Handbook Student Discipline Policy, Attendance Procedures, and Student Wellness Policy are located in the Family Handbook Employee Handbook, includes relevant human resources information, as well as procedures for employee grievances and discipline <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>None</p> <p><u>Corrective Action Required</u></p> <p>None noted that require immediate action to remedy concerns indicated in this report.</p> <p>Notes:</p> <p>None</p>	



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***NOTE:** A charter school may receive a rating of 1 in this category for the following: (1) Evidence of conflict (s) of interest within the organization (i.e. Governing Board, staff, contracted external parties, etc.), (2) School is in breach of the operative charter, including Federal, State, and District Required Language, (3) School is "Not in Good Standing", and/or (4) If there are serious concerns related to fiscal matters (e.g., negative financial condition, fiscal mismanagement, and/or significant audit findings, etc.).

G1: GOVERNANCE STRUCTURE AND EVALUATION OF SCHOOL LEADER(S) - QUALITY INDICATOR #1

The Governing Board has implemented the organizational structure, roles and responsibilities set forth in the approved charter, including:

- Governing Board composition, structure, roles, and responsibilities as set forth in the approved charter
- Governing Board seeks input from committees/councils described in the school's charter including but not limited to those mandated by laws or regulations as applicable (e.g., School Site Council and English Learner Advisory Committee)
- Evaluation of school's executive level leadership (including, but not limited to, those positions reporting to the Governing Board, as indicated in Element 4 of the approved charter, such as Executive Director, Area Superintendent, Principal, etc.)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including evidence of seeking input from all committees/councils, and a well-developed system for the evaluation of the school's executive level leadership <input checked="" type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a system for the evaluation of the school's executive level leadership <input type="checkbox"/> The Governing Board has partially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a system for the evaluation of the school's executive level leadership <input type="checkbox"/> The Governing Board has not implemented the organizational structure set forth in approved charter, nor any mandated committees/councils or a system for the evaluation of the school's executive level leadership	<input checked="" type="checkbox"/> Current organizational chart (B1.1a) <input checked="" type="checkbox"/> Organizational chart in Board approved charter (B1.1b) <input checked="" type="checkbox"/> Bylaws (B1.2) <input checked="" type="checkbox"/> Board member roster (B1.3) <input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Committee/council calendars, agendas, roster(s), and sign-ins (B1.6) <input checked="" type="checkbox"/> Documentation related to system for evaluation of executive level leadership. (B1.7) <input checked="" type="checkbox"/> Discussion with leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**G2: BROWN ACT - QUALITY INDICATOR #2**

The Governing Board has a system in place to ensure it is adhering to applicable open meeting requirements, which protect the public interest in transparency and help to ensure that decisions are made without apparent or actual conflicts of interest:

- Governing Board meetings occur regularly, are conducted openly, and provide opportunity for public participation in accordance with the Ralph M. Brown Act ("Brown Act") (Gov. Code, §§54950, et seq.)
- Governing Board holds its meetings at a location(s) and in a manner that complies with applicable Brown Act requirements and Ed. Code, §47604.1, including but not limited to teleconferencing, closed session, public comment, and Reasonable Accommodations.
- The public has access to the meetings from a location(s) within the jurisdictional boundaries of LAUSD, as required by applicable Brown Act provisions, Ed. Code, § 47604.1(c)(1)(A) and as described in the approved charter.
- Governing Board meeting agendas contain adequate item descriptions and are posted on the school's website and on campus in accordance with the requirements of the Brown Act.
- Governing Board meetings are held in accordance with the Brown Act including the requirements set forth in Ed. Code § 47604.1.

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The Governing Board complies with all material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with most material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with some material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with few material provisions of the Brown Act	<input checked="" type="checkbox"/> Board meeting agendas (B1.4) <input checked="" type="checkbox"/> Board meeting calendar (B1.5) <input checked="" type="checkbox"/> Brown Act training documentation (B1.8a) <input checked="" type="checkbox"/> Compliance with E.C. 47604.1 (B1.8b) <input checked="" type="checkbox"/> Documentation of the school's agenda posting procedures (B1.9) <input checked="" type="checkbox"/> School website <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**G3: DUE PROCESS - QUALITY INDICATOR #3**

The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the school's charter, and LAUSD charter school policy, to honor and protect the rights of students, employees, parents, and the public in the following areas:

- Student discipline
- Employee grievances and discipline
- Stakeholder complaint resolution pursuant to the Uniform Complaint Procedures (UCP)
- Parent/stakeholder complaint resolution for complaints outside regulatory scope of UCP

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4)
	<input type="checkbox"/> The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input type="checkbox"/> The Governing Board has partially developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Employee Handbook(s) (B1.10b)
	<input type="checkbox"/> The Governing Board has minimal or no systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Uniform Complaint Procedures policy and form(s) (B1.11)
		<input checked="" type="checkbox"/> Stakeholder complaint procedures and form(s) (B1.12)
		<input checked="" type="checkbox"/> Human Resources (HR) policies and procedures (B1.13)
		<input checked="" type="checkbox"/> Observation of Governing Board meeting(s)
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)

G4: RESPONSIVE AND ACCOUNTABLE GOVERNANCE - QUALITY INDICATOR #4

The Governing Board has systems in place to ensure ongoing:

- Review and use of academic performance data (e.g., CA School Dashboard, internal assessments, etc.) and other school data and information to ensure sound Governing Board decision-making in support of continuous improvement of student achievement, fiscal viability, compliance, and overall public school excellence
- Monitoring of the school's implementation of its Local Control and Accountability Plan (LCAP) and additional school plans, (e.g., Comprehensive Support and Improvement (CSI), Additional Targeted Support and Improvement (ATSI), School Plan for Student Achievement (SPSA), and action plans for making progress toward LCAP goals)
- Transparent governance and accountability to stakeholders, including consideration of input from the school's committees/councils and stakeholders
- Monitoring of staffing needs and the school's compliance with all applicable credentialing, clearance, and training requirements



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Rubric	Sources of Evidence
<div>Performance</div> <ul style="list-style-type: none"> <input type="checkbox"/> The Governing Board regularly considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria) <input checked="" type="checkbox"/> The Governing Board considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.) <input type="checkbox"/> The Governing Board inconsistently considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.) <input type="checkbox"/> The Governing Board seldom considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.) 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Board meeting agendas, minutes, and meeting materials for meetings at which the Board reviewed: (B1.14a) <ul style="list-style-type: none"> <input checked="" type="checkbox"/> CA School Dashboard Academic Performance Indicators (ELA, MATH, ELPI, CCI) <input checked="" type="checkbox"/> CA School Dashboard Academic Engagement Indicators (Chronic Absenteeism, Graduation Rate) <input checked="" type="checkbox"/> CA School Dashboard Conditions and Climate Indicator (Suspension Rate) <input checked="" type="checkbox"/> Attendance rate <input checked="" type="checkbox"/> Internal assessment data <input checked="" type="checkbox"/> Enrollment data <input checked="" type="checkbox"/> Staffing data (retention, turnover, certification, etc.) <input checked="" type="checkbox"/> Board meeting calendar (B1.5) <input checked="" type="checkbox"/> Human Resources (HR) policies and procedures (B1.13) <input checked="" type="checkbox"/> Other evidence of a system for Board review and analysis of internal school data to inform decision-making (B1.14b) <input checked="" type="checkbox"/> Documentation of Board member and/or executive leadership training on topics that support responsive and accountable governance (e.g., data-driven decision making, Board roles and responsibilities, etc.) (B1.14c) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Stakeholder focus group <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**G5: FISCAL CONDITION - GOVERNANCE QUALITY INDICATOR #5***The Governing Board has a system in place to ensure fiscal viability:*

- The school is fiscally strong and net assets are positive in the prior two independent audit reports.
- If applicable, all LAUSD Board of Education-approved fiscal condition-related benchmark(s) are met by the required deadline(s).

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school is fiscally strong with positive net assets in the prior two independent audit reports, and, if applicable, all LAUSD Board of Education-approved fiscal-condition related benchmark(s) are met by the required deadline(s) <input type="checkbox"/> The school is fiscally stable, with positive net assets in the most current independent audit report* <input type="checkbox"/> The school is fiscally weak or unstable**, net assets are negative in the most current independent audit report, or the school does not have an independent audit report on file with the Charter Schools Division* <input type="checkbox"/> The school is consistently fiscally weak, net assets are negative in the prior two independent audit reports, or the school does not have an independent audit report on file with the Charter Schools Division*	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input type="checkbox"/> Other evidence of a system for Board review and monitoring of fiscal policies, procedures, budget, and finances (B1.15) <input checked="" type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input checked="" type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other financial information submitted by the school <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)
	<p>*Additional considerations that could influence the rating may include: inadequate cash flow; financial condition and/or enrollment reflecting a downward trend and/or beginning to show signs of deteriorating financial health potentially leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years; multi-year reliance on financing resources for the school's operations (e.g., factoring of receivables, intraorganizational loans, third party loans, continuing deficit spending, etc.); or that the school may not be able to carry out quality educational programs when the student enrollment drops to a certain level.</p> <p>**For example, the school's financial condition fluctuates from year to year, with significant net losses, leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years.</p>	



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DATE OF VISIT: 3/14/2023**G6: FISCAL MANAGEMENT AND ACCOUNTABILITY - GOVERNANCE QUALITY INDICATOR #6***The Governing Board has a system in place to ensure sound fiscal management and accountability:*

- The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement.
- The two most current annual independent audits show no material weaknesses, deficiencies, and/or findings.

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school consistently adheres to the Governing Board approved fiscal policies and procedures, does not have any areas noted for improvement, and the two most current annual independent audits show no material weaknesses, deficiencies, and/or findings	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input type="checkbox"/> Other evidence of a system for Board review and monitoring of fiscal policies, procedures, budget, and finances (B1.15) <input checked="" type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input checked="" type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)
	<input type="checkbox"/> The school generally adheres to the Governing Board approved fiscal policies and procedures, but has areas noted for improvement, and the most current annual independent audit shows no material weaknesses, deficiencies, and/or findings	
	<input type="checkbox"/> The school is not adhering to the Governing Board approved fiscal policies and procedures, and has areas noted for improvement, or has significant fiscal-related issues (e.g., fiscal mismanagement, audit findings, unresolved recurring issues, potential conflicts of interest, etc.)	
	<input type="checkbox"/> The school is continuously not adhering to the Governing Board approved fiscal policies and procedures, or has significant and recurring fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, etc.)	

Progress on LAUSD Board of Education Benchmarks and/or MOU related to GOVERNANCE (if applicable):

N/A



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STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE	RATING*
Summary of School Performance	2, Developing
2020 California Department of Education's (CDE) Charter School's Performance Category	Middle Performing
<p>Does the charter school qualify for technical assistance? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>Is the charter school a state-identified school under the Every Student Succeeds Act (ESSA)? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If yes, what is the school's identification? (See additional information within "Notes" section below)</p> <p><input type="checkbox"/> Comprehensive Support and Improvement (CSI)</p> <p><input checked="" type="checkbox"/> Additional Targeted Support and Improvement (ATSI)</p>	
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>A6: DASHBOARD SCHOOLWIDE SUSPENSION RATE INDICATOR: The schoolwide Dashboard Suspension Rate Indicator Status is Low and below statewide percentage.</p> <ul style="list-style-type: none"> The school's 2022 Suspension Rate Indicator status on Dashboard was "Low" which is lower than the state status of "Medium" The school's 2022 percentage of students suspended at least once was 0.8% which is lower than the state percentage of 3.1% <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>A1: DASHBOARD SCHOOLWIDE ELA INDICATOR: The schoolwide Dashboard ELA Indicator Status is Medium and below statewide DFS; or Low.</p> <ul style="list-style-type: none"> California School Dashboard report on the school's performance in ELA indicates that the school has earned a Status level of "Low" for All Students The report shows an average Distance from Standard (DFS) of -40.9 in ELA for the All-Students group, which is below the State average (DFS) of -12.2 <p>Per school leadership the following will be implemented:</p> <ul style="list-style-type: none"> The school is working on Professional Development cycles related to text-first planning & American Reading Company (ARC) unit The school will implement its ARC Quarterly Improvement Plan, which includes a process to identify goals, conduct classroom observations, and plan professional development that is aligned to the goals Leaders meet with Achievement Network (ANet) coach on a bi-weekly basis to deepen understanding and develop best practices on coaching and creating Professional Development for teachers specifically related to Literacy. <p>A2: DASHBOARD SCHOOLWIDE MATH INDICATOR: The schoolwide Dashboard Math Indicator Status is Medium and below statewide DFS; or Low.</p> <ul style="list-style-type: none"> California School Dashboard report on the school's performance in Math indicates that the school has earned a Status level of "Low" for All Students The report shows an average Distance from Standard (DFS) of -79.3 in Math for the All-Students group, which is higher than the State average (DFS) of -51.7 <p>Per school leadership the following will be implemented:</p> <ul style="list-style-type: none"> Use of iReady assessment data to identify prerequisite standards gaps and resources to use for intervention Use of iReady personalized instruction to provide students with targeted lessons and practice based on gaps in grade level learning After-school intervention includes Math Students are placed in small groups during intervention and organized based on iReady data to target specific key standards gaps 	



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A3: DASHBOARD SCHOOLWIDE ENGLISH LEARNER PROGRESS INDICATOR (ELPI): The schoolwide Dashboard ELPI Status is Medium and below statewide percentage; or Low.

- The school's 2022 ELPI status on Dashboard was "Low," which is lower than the state status of "Medium"
- The school's 2022 percentage of English Learners making progress towards English Proficiency was 38.4%, which is lower than the state percentage of 50.3%

Per school leadership the following will be implemented:

- Instructional Team led by CAO has prioritized ELD for Tier 2 intervention
- Students receive targeted intervention through a blended learning model
- Students do a combination of online ELD learning using the Lexia program which adapts to their individual needs based on a pre-assessment, and small group intervention tailored to meet their needs based off the Lexia assessment
- Supports for after school Intervention teachers:
 - At least 2 hours of prep per cohort
 - Mandatory biweekly PD
 - Observation and feedback from Lead Interventionist and Director of Expanded Learning
 - Mandatory cross-site PD days in person every quarter
 - Home Support Office (HSO) led family meetings for intervention families
- Governing Board will review effectiveness of intervention programming and EL strategy in Board Meetings twice annually
- Specific ELD course in middle school for ELs with the goal of reclassifying students prior to high school
- The ELD teacher works closely with the Assistant Principal in charge of the EL program to develop targeted lessons that are developmentally appropriate for middle school students
- Elementary grade teachers receive professional development, observations and feedback on the EL curriculum and implementation
- All teachers also receive professional development on best practices to support ELs in all subject areas
- Parents and families receive training on our EL program and how they can support their student(s) at home

A5: DASHBOARD SCHOOLWIDE CHRONIC ABSENTEEISM INDICATOR - (GRADES K-8): The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very High, which is the same as the state.

- California School Dashboard report in the area of Chronic Absenteeism indicates that the school's rate of chronic absenteeism for All Students is at 46.8%, compared to the state at 30%.
- In addition to the All-Students group, the school has five numerically significant student groups that received performance levels on this indicator: English Learner, Latino, Socioeconomically Disadvantaged, Students with Disabilities, and Two or More Races
- The Status level of these student groups is "Very High" and the chronic absenteeism percentages are higher than the state's rate for each numerically significant student group

Per School leadership the following will be implemented:

- Director of Student Experience at the Home Support Office, under the direction of the VP of Student and Family Supports and the CAO, has conducted a root cause analysis of persistent ADA challenges
- The school's executive team responded by aligning school site processes for Tier 1 response to absences by sending Parent Square messages and robo calls



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- Attendance incentive campaigns to address Tier 2 absenteeism needs which includes weekly, monthly and quarterly attendance incentives and school wide attendance competitions
- Tier 3 included training school site teams in SARB and SART
- Governing Board reviews ADA monthly as part of Financial Review during Board of Directors meetings
- School Site Team has a cross-functional team comprised of Assistant Principals, Counselor, Family Services Coordinator and Registrar that meet on a weekly basis to discuss attendance, they work to identify how to provide support to families to remove any barriers to regular attendance
- Chronically absent families receive a series of letters prior to a SART meeting
- Families receive information on the importance of regular attendance at Site Based Council (SBC) and Cafecitos, Principal meetings with parents

A8: DASHBOARD STUDENT GROUP ELA: Less than a majority of the numerically significant student groups have “Status/DFS” scores above the statewide DFS.

- The school has four numerically significant student groups: English Learners, Latino, Socioeconomically Disadvantaged and Students with Disabilities.
- Three out of four numerically significant student groups, Latino, Socioeconomically Disadvantaged, and Students with Disabilities have a DFS lower than the State’s average DFS.

Per School leadership the following or will be implemented:

- The implementation of Intellectual Engagement strategies selected with subgroups in mind:
 - Everybody Writes
 - Turn & Talk
 - Cold Call with No Opt Out
- These strategies are all aimed at supporting teachers with holding all students accountable for engagement and providing teachers with real-time information on students’ progress
- Differentiated Professional Development for RSP Teachers and their co-teacher has been created

A9: DASHBOARD STUDENT GROUP MATH: Less than a majority of the numerically significant student groups have “Status/DFS” scores above the statewide DFS

- The school has four numerically significant student groups: English Learners, Latino, Socioeconomically Disadvantaged and Students with Disabilities.
- Two out of four numerically significant student groups, English Learners and Students with Disabilities have a DFS lower than the State’s average DFS

Per School leadership the following will be implemented:

- School has prioritized the incorporation of multilingual learner strategies across the curriculum to increase academic achievement for EL students in the area of Math
- The intervention team is conducting follow-up observations and data gathering to determine how to improve the outcomes of the interventions being implemented in areas where students did not meet expected outcomes

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.



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Notes:

Due to the COVID-19 pandemic, state law suspended the reporting of state measures on the 2021 California School Dashboard. The color-coded performance level or Change level will not be issued due to the suspension of state measures on the 2021 Dashboard and not having two consecutive years of reported data. Accordingly, indicators in the Student Achievement and Educational Performance category for the 2022-2023 Annual Performance-Based Oversight Report are scored based on 2022 Status level data except for the College/Career Indicator (CCI), as CAASPP testing was optional for the 2020-2021 school year. CCI will resume with "Status Only" reporting on the 2023 Dashboard.

A11: As of the time of the issuance of this Annual Performance-Based Oversight Visit Report, the state has not published the "Annual Reclassification (RFEP) Counts and Rates" for the 2021-2022 academic year. Considering this fact, the 2022- 2023 Annual Performance-Based Oversight Visit Report does not rate the Student Achievement and Educational Performance indicator "A11: English Learner Reclassification." Please note that, depending on the release date of the 2021-2022 RFEP counts and rates, the District may elect to update and reissue a revised 2022-2023 Annual Performance-Based Oversight Visit Report with indicator A11 rated and calculated into the final overall Student Achievement and Educational Performance category rating.



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- English Language Proficiency Assessment
 - Summative ELPAC Overall performance level of 4
- Basic Skills Assessment
 - Reads on grade-level on the IRLA, as per the assessment's scoring guide OR
 - Lexile level falls within "meets college and career readiness" band or better OR
 - i-Ready Diagnostic placement of "Early On Grade Level" or better
- Teacher Evaluation
 - ELA progress report grade of 3 or better
- Parent Opinion
 - Once relevant data have been shared with the parent or guardian with educational rights, that family member must indicate their approval on the RFEP letter

Grades 3-8

- English Language Proficiency Assessment
 - Summative ELPAC Overall performance level of 4
- Basic Skills Assessment
 - IRLA Reading level is no more than one year below grade level OR
 - Lexile level falls within the "approaching college and career readiness" band or better OR
 - i-Ready Diagnostic placement of "One Grade Level Below" or better OR
 - Scores a minimum of level 3 overall on ELA SBAC
- Teacher Evaluation
 - ELA progress report grade of 2 or better, or C- or better
- Parent Opinion
 - Once relevant data have been shared with the parent or guardian with educational rights, that family member must indicate their approval on the RFEP letter

☐ Rate of "**At Risk**" ELs is Higher in comparison to the state average

☐ Rate of "**LTEs**" is Lower in comparison to the state average



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DATE OF VISIT: 3/14/2023**For ATSI**

Camino Nuevo Charter Academy #2 was identified as a 2022 Additional Targeted Support and Improvement (ATSI) school. Per CDE requirements, it is the expectation that ATSI plans be fully developed and approved at the local level (school and LEA) no later than the first day of the 2023–24 school year. In partnership with educational partners, the school shall develop and implement a school-level targeted support and improvement plan to improve student outcomes based on the indicators in the statewide accountability system for Students with Disabilities and Two or More Races that were the subject of the notification. This will ensure that students and the school receive a full year of intervention and support consistent with the ATSI plan.

***NOTE: A charter school cannot receive a rating in this category greater than a 1 if the school has been identified as Low performing charter school based on the state's published list. (Not applicable for the 2022-2023 school year due to the absence of updated performance classification. Will resume with updated performance classification published by the state.)**

A1: DASHBOARD SCHOOLWIDE ELA INDICATOR - QUALITY INDICATOR #1

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide ELA data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Very High <input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is High; or Medium and at/above statewide Distance From Standard ("DFS") <input checked="" type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Medium and below statewide DFS; or Low <input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the ELA Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A2: DASHBOARD SCHOOLWIDE MATH INDICATOR - QUALITY INDICATOR #2

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide Math data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Very High <input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is High; or Medium and at/above statewide DFS <input checked="" type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Medium and below statewide DFS; or Low <input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the Math Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**A3: DASHBOARD SCHOOLWIDE ENGLISH LEARNER PROGRESS INDICATOR (ELPI) - QUALITY INDICATOR #3***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide ELPI data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard ELPI Status is Very High <input type="checkbox"/> The schoolwide Dashboard ELPI Status is High; or Medium and at/above statewide percentage <input checked="" type="checkbox"/> The schoolwide Dashboard ELPI Status is Medium and below statewide percentage; or Low <input type="checkbox"/> The schoolwide Dashboard ELPI Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the ELPI on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A4: DASHBOARD SCHOOLWIDE COLLEGE/CAREER INDICATOR (CCI) - (GRADES 9-12) - QUALITY INDICATOR #4*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide CCI data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> Not Available - No Status assigned for the CCI on the 2022 Dashboard <input checked="" type="checkbox"/> Not Applicable - CCI is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**A5: DASHBOARD SCHOOLWIDE CHRONIC ABSENTEEISM INDICATOR - (GRADES K-8) - QUALITY INDICATOR #5***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Chronic Absenteeism Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very Low <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Low; or Medium and at/below statewide percentage <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Medium and above statewide percentage; or High <input checked="" type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very High <input type="checkbox"/> Not Available - No Status assigned for the Chronic Absenteeism Indicator on the Dashboard <input type="checkbox"/> Not Applicable - The Chronic Absenteeism Indicator is not applicable for the grade levels assigned at the charter school	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A6: DASHBOARD SCHOOLWIDE SUSPENSION RATE INDICATOR - QUALITY INDICATOR #6*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Suspension Rate Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Very Low <input checked="" type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Low; or Medium and at/below statewide percentage <input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Medium and above statewide percentage; or High <input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Very High <input type="checkbox"/> Not Available - No Status assigned for the Suspension Rate Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**A7: DASHBOARD SCHOOLWIDE GRADUATION RATE INDICATOR - (GRADES 9-12) - QUALITY INDICATOR #7***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Graduation Rate Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Very High <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is High; or Medium and at/above statewide percentage <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Medium and below statewide percentage; or Low <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the Graduation Rate Indicator on the Dashboard <input checked="" type="checkbox"/> Not Applicable - The Graduation Rate Indicator is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Parent-Student Handbook or other documentation of school's graduation requirements (B2.5) <input type="checkbox"/> Other: (Specify)

A8: DASHBOARD STUDENT GROUP ELA - QUALITY INDICATOR #8*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard ELA (Students with Disabilities, English Learners, Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> All numerically significant student groups have "Status/Distance From Standard (DFS)" scores above the statewide DFS <input type="checkbox"/> The majority of numerically significant student groups have "Status/DFS" scores above the statewide DFS <input checked="" type="checkbox"/> Less than a majority of the numerically significant student groups have "Status/DFS" scores above the statewide DFS <input type="checkbox"/> None of the school's numerically significant student groups have "Status/DFS" scores above the statewide DFS <input type="checkbox"/> Not Available - No assessment of performance for this indicator	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**A9: DASHBOARD STUDENT GROUP MATH - QUALITY INDICATOR #9***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard Math (Students with Disabilities, English Learners, Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> All numerically significant student groups have “Status/DFS” scores above the statewide DFS <input type="checkbox"/> The majority of numerically significant student groups have “Status/DFS” scores above the statewide DFS <input checked="" type="checkbox"/> Less than a majority of the numerically significant student groups have “Status/DFS” scores above the statewide DFS <input type="checkbox"/> None of the school’s numerically significant student groups have “Status/DFS” scores above the statewide DFS <input type="checkbox"/> Not Available - No assessment of performance for this indicator	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability’s Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A10: DASHBOARD STUDENT GROUP COLLEGE/CAREER INDICATOR (CCI) - (GRADES 9-12) - QUALITY INDICATOR #10*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard CCI (Students with Disabilities, English Learners, and Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> Not Available - No Status assigned for the CCI on the 2022 Dashboard <input checked="" type="checkbox"/> Not Applicable - CCI is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> Office of Data & Accountability’s Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**A11: ENGLISH LEARNER RECLASSIFICATION - QUALITY INDICATOR #11**

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- English Learner reclassification rate for 2021-2022 (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school reclassified English Learners at a rate higher than the state average	<input type="checkbox"/> Reclassification report (CDE)
	<input type="checkbox"/> The school reclassified English Learners at a rate similar to the state average	<input type="checkbox"/> Office of Data & Accountability's Data Set (B2.1)
	<input type="checkbox"/> The school reclassified English Learners at a rate lower than the state average	<input type="checkbox"/> Summative ELPAC report (CDE) (B2.3)
	<input type="checkbox"/> The school did not reclassify any of its English Learners	<input type="checkbox"/> Master Plan for English Learners adopted by school's Governing Board (B3.2i)
	<input type="checkbox"/> Not Applicable - The school did not have any English Learners	
	<input checked="" type="checkbox"/> No Reclassification data for the 2021-2022 school year published by the state at the time of the issuance of this report. Please see "Notes" section above.	

A12: INTERNAL ASSESSMENT – VERIFIED DATA IMPLEMENTATION – QUALITY INDICATOR #12

The information provided in this report on internal assessments is to determine the charter school's verified data implementation, as applicable. As part of renewal (once and as applicable) for charter schools that are identified by the California Department of Education (CDE) as Middle or Low Performing, the LAUSD Board shall consider schoolwide performance and performance of all student groups on the California School Dashboard and shall also consider clear and convincing evidence, demonstrated by verified data, showing either a) the school achieved measurable increases in academic achievement, as defined by at least one year's progress for each in school or b) strong postsecondary outcomes equal to similar peers.

The LAUSD Board shall only consider verified data adopted by the State Board of Education pursuant to Education Code section 47607.2(c) ([Approved List](#)). In addition, staff's review of the charter school's submitted materials will be based on the verified data sources and related information adopted by the State Board of Education (Ed. Code, § 47607.2(c)(3).) Charter schools submitting verified data for this purpose must adhere to the state-approved criteria.

The information below is based on charter school's self-reported data and will not be scored.

Academic Progress Indicator(s) for the 2021-2022 School Year:

Academic Progress Indicator: CAASPP (ELA)	Grade Levels: 3-8	Assessment Administration: Spring	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: CAASPP (Math)	Grade Levels: 3-8	Assessment Administration: Spring	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: iReady by Curriculum Associates Reading	Grade Levels: K-8	Assessment Administration: BOY MOY EOY	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met



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Associates (Math)

Grade Levels: K-8

Assessment Administration:
BOY MOY EOY95% Participation Met*:
☒ Met ☐ Not Met**Notes:**
None**Progress on LAUSD Board of Education Benchmarks and/or MOU related to STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE (if applicable):**

Board of Education Report 101-19/20 (for Charter Term 2020-2025):

1.The school will demonstrate at least one performance level growth per academic year, as reported on the California School Dashboard, for ELA as measured by the CAASPP (SBAC) Assessment for the “English Learner” subgroup at a rate equal to or greater than the Resident Schools Median with the goal of achieving and maintaining the “Green” performance level or higher.

- A1: No update due to only one year of SBAC data and therefore no assigned performance color. Specialist will monitor targeted benchmark area as part of oversight.

2.The school will demonstrate at least one performance level growth per academic year, as reported on the California School Dashboard, for Mathematics, as measured by CAASPP (SBAC) Assessment for the “English Learner” subgroup at a rate equal or greater than the Resident Schools Median with the goal of achieving and maintaining the “Green” performance level or higher.

- A2: No update due to only one year of SBAC data and therefore no assigned performance color. Specialist will monitor targeted benchmark area as part of oversight.

3.The school will demonstrate at least one performance level growth per academic year, as reported on the California School Dashboard, for ELA, as measured by CAASPP (SBAC) Assessment for the “Students with Disabilities” subgroup at a rate equal or greater than the Resident Schools Median with the goal of achieving and maintaining the “Green” performance level or higher.

- A3: No update due to only one year of SBAC data and therefore no assigned performance color. Specialist will monitor targeted benchmark area as part of oversight.



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DATE OF VISIT: 3/14/2023**LOCAL CONTROL ACCOUNTABILITY PLAN 2022-2023 (For Informational Purposes Only)***The CSD reviewed the Local Control Accountability Plan.*

All requested template information and descriptions were provided:	Sources of Evidence
<input checked="" type="checkbox"/> LCFF Budget Overview for Parents <input checked="" type="checkbox"/> Supplement to the Annual Update to the 2021-2022 LCAP <input checked="" type="checkbox"/> 2022-2023 Plan Summary <input checked="" type="checkbox"/> Engaging Educational Partners <input checked="" type="checkbox"/> Goals and Actions <input checked="" type="checkbox"/> Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students <input checked="" type="checkbox"/> Action Tables	<input checked="" type="checkbox"/> Local Control Accountability Plan (B2.7) <input checked="" type="checkbox"/> Board Agenda and Minutes (B2.7)

Notes:

None



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ORGANIZATIONAL MANAGEMENT, PROGRAMS, AND OPERATIONS	RATING*
Summary of School Performance	3, Proficient
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>O1: SCHOOL HEALTH AND SAFETY PLANS AND PROCEDURES: The school has a system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety. Some evidence from the documents provided, observation, as well as interviews with school staff and leadership included the following:</p> <ul style="list-style-type: none"> • A visitor's policy posted both at the school site as well as on the website • A certificate of occupancy granted by the City of Los Angeles • Student ID with National Suicide Prevention Lifeline • Board Approved Suicide Prevention Policy • Evacuation Maps Posted in classrooms • Comprehensive School Safety Plan that includes: <ul style="list-style-type: none"> ○ Active Shooter ○ Bomb Threat ○ Disorderly Conduct ○ Earthquake ○ Explosion/ Risk of Explosion ○ Fire ○ Flooding <p>O2: HEALTH AND SAFETY TRAINING AND PREPARATION: The school has a well-developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety. Some evidence from the documents provided, observation, as well as interviews with school staff and leadership included the following:</p> <ul style="list-style-type: none"> • EPI Pen training on 2/2/23 13 trained staff • Emergency response team list for 2022-2023 • Emergency Drills, earthquake, fire, lockdown for 2022-2023 <ul style="list-style-type: none"> ○ Fire 8/27/22; 12/15/22; 4/25/23 ○ Earthquake 9/27/22; 2/7/23 ○ Chemical Spill 10/24/22; 3/7/23; 6/7/23 ○ Armed Assault on Campus 11/30/22 ○ Bomb Threat 1/31/23; 5/23/23 	



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O5: SPECIAL EDUCATION: The school has a partially developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements.

- At the time of the visit, review of Welligent reports revealed the following:
 - Welligent 200 report revealed that eighteen IEP's were overdue
 - Welligent 300 report revealed two records were in tier 6, two records in tier 5 and twenty-five records in tier 4

Per School leadership the following will be implemented:

- New full-time Special Education Compliance Coordinator (SECC) that monitors compliance in collaboration with the Special Education administration, IEP clerk, and Special Education team at Camino Nuevo's central office
- Bi-weekly meetings with the central office Special Education team to review all topics related to compliance, the 300 report, 200 report, SST process, etc.
- SECC meets weekly with the IEP clerk to review the 200 report and master calendar
- The central office sends all service providers an updated 300 report every 2 weeks
- The SpEd Compliance Coordinator also pulls the report weekly and follows up with individual providers weekly
- The central office sends school site a new 200 report monthly, and the Special Education Compliance Coordinator and IEP clerk review this weekly
- The SECC and IEP clerk meet every Monday morning to review the document and make updates
- If any providers are involved in the delay with an IEP or in service minutes in tiers 4-6, they are notified that day
- For Semester 2, school standard for out of compliance records will include Tiers 3-6
- Signed assessment plans are sent to the central office for assignment within one business day
- Tentative IEP calendar invitations are sent to all assessors and members of the IEP team with the deadline included in order to
- The school follows a full-inclusion/co-teaching model where all students with IEPs receive their RSP minutes in the general education setting
- RSP teachers use co-planning model to ensure that all teachers are informed on their students' IEPs
- All teachers have access to online passports that contain student goals, accommodations, and service prescriptions
- IEP case managers co-plan weekly with General Education Teachers
- Case Managers co-teach with general education teachers and staff to ensure that accommodations are in place and students are making progress on their IEP goals

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report



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Notes:

None

***NOTE:**

- *A charter school cannot receive a rating in this category greater than 1 for any of the following reasons: (1) Failed to complete criminal background clearances for any new staff and/or sole proprietor (as defined on the Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023) prior to employment; and/or failed to obtain DOJ clearance certification, as appropriate, from a vendor; and/or (2) Failed to have Health, Safety, and Emergency Plan in place.*
- *A charter school cannot receive a rating in this category greater than 2 for any of the following reasons: (1) Failed to conduct child abuse mandated reporter training in accordance with Education Code 44691; or (2) Any teacher of the core instructional program is not appropriately credentialed and assigned per legal requirements and the school's current approved charter.*
- *A charter school may receive a rating of 1 in this category if the school is in breach of the operative charter, including Federal, State, and District Required Language related to this section.*

O1: SCHOOL HEALTH AND SAFETY PLANS AND PROCEDURES - QUALITY INDICATOR #1*The school has implemented school health and safety plans and procedures that ensure:*

- A current site-specific Certificate(s) of Occupancy or equivalent that authorizes the current use of the site
- A current, comprehensive, site-specific comprehensive Health, Safety, and Emergency School Safety Plan per requirements of Ed. Code, §§ 47605(c)(5)(F), 32282(a)(2)(A)-(J), and 35179.4, as applicable.
(Note: For schools co-located with a District school, the charter school participates in and complies with the District school's Integrated Safe School Plan)
- Posting of the school's Visitor Policy in a visible location in or outside the school's main office and in the Parent-Student Handbook
- Monitoring and documentation of compliance with student immunization requirements
- Completion and documentation of health screenings (e.g., vision, hearing, and scoliosis) per current applicable law and terms of the charter
- A Board adopted Pupil Suicide Prevention Policy (grades 1-6 and/or grades 7-12, as applicable), requirements of Ed. Code § 215
- Provision of at least one nutritionally adequate free or reduced priced meal each school day for all needy students, per Ed. Code § 47613.5



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- For schools serving grades 7-12, inclusion of the phone number for the National Suicide Prevention Lifeline on at least one side of Student ID cards, as outlined in Ed. Code § 215.5

Rubric	Sources of Evidence
<p>Performance</p> <ul style="list-style-type: none"> <input type="checkbox"/> The school has a well-developed system in place to ensure the protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety <input checked="" type="checkbox"/> The school has a system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a) <input checked="" type="checkbox"/> Visitor's Policy (B3.1a) <input checked="" type="checkbox"/> Certificate(s) of Occupancy or equivalent (B3.1b) <input checked="" type="checkbox"/> Student immunization (B3.1h) <input checked="" type="checkbox"/> Health screening (B3.1h) <input checked="" type="checkbox"/> Comprehensive Health, Safety, and Emergency Plan (B3.1c) <input checked="" type="checkbox"/> Evacuation route maps (B3.1c) <input checked="" type="checkbox"/> Student ID card printed with the National Suicide Prevention Lifeline phone number (B3.1k) <input checked="" type="checkbox"/> Board adopted policy on pupil suicide prevention (grades K-6) (B3.1f) <input checked="" type="checkbox"/> Board adopted policy on pupil suicide prevention (grades 7-12) (B3.1f) <input checked="" type="checkbox"/> Site/classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**O2: HEALTH AND SAFETY TRAINING AND PREPARATION – QUALITY INDICATOR #2*****The school has a system in place to ensure:***

- The school is able and prepared to implement its emergency procedures in the event of a natural disaster or other emergency (includes threat assessment protocol). School staff and other mandated reporters working on behalf of the school receive timely training on child abuse awareness and reporting, as outlined in Ed. Code, § 44691 .
- Maintenance of an emergency epinephrine auto-injector (“epi-pen”) onsite and training has been provided to volunteer staff member(s) in the storage and emergency use, per Ed. Code § 49414
- For schools offering an interscholastic athletic program, at least one automated external defibrillator (AED) is onsite and available for use, as outlined in Ed. Code § 35179.6
- Staff receive annual training in Pupil Suicide Prevention and Awareness (as applicable) pursuant to Ed. Code §215.
- Staff receive training in bloodborne pathogens, per 8 California Code of Regulations (“CCR”), § 5193

	Rubric	Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety	<input checked="" type="checkbox"/> Documentation of emergency drills and training (B3.1g) <input checked="" type="checkbox"/> Provision and location of onsite emergency supplies (B3.1c) <input checked="" type="checkbox"/> Child abuse mandated reporter training documentation (B3.1d and B3A.5) <input checked="" type="checkbox"/> Bloodborne pathogens training documentation (B3.1e and B3A.5) <input checked="" type="checkbox"/> Pupil Suicide Prevention and Awareness Training (B3.1f and B3A.5) <input checked="" type="checkbox"/> Epi-pen and training (B3.1i) <input checked="" type="checkbox"/> AED (schools with an interscholastic athletic program) (B3.1j) <input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023</i> (“ESSA Grid”) (B3A.1) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**O3: IMPLEMENTATION OF THE EDUCATIONAL PROGRAM – QUALITY INDICATOR #3**

The school has systems in place to ensure alignment to the curricular and educational program outlined in the approved charter petition by:

- Implementing key features of the educational program described in the charter
- Implementing standards-based instruction schoolwide in accordance with the California State Content Standards specific to the grade levels served and aligned with the needs of students
- Implementing assessments to measure the development of grade-level appropriate academic and non-academic skills
- Reviewing and analyzing school and student progress towards annual goals (schoolwide and for all student groups that the school serves) that are consistent with the educational performance measured by the California School Dashboard and state assessments
- Providing teacher, staff, and administrator professional development specific to supporting desired student outcomes and key features outlined in the school's charter
- Implementing a system to monitor student progress toward and completion of graduation and A-G requirements (**high schools only**)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has fully implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served. This includes full implementation of all key features, regularly reviewing and analyzing school and student progress towards annual goals and/or monitoring student progress toward completion of graduation and A-G requirements and providing ongoing professional development specific to student outcomes and key features as outlined in the charter.	<input checked="" type="checkbox"/> Implementation of an educational program serving all grade levels approved to be served per charter (B3.2i, B3.2j, B3.2k) <input checked="" type="checkbox"/> Standards-based instructional program (evidence of grade level and/or content lesson plans, unit plans) (B3.2a) <input checked="" type="checkbox"/> LCAP (B3.2b) <input checked="" type="checkbox"/> Technology readiness to administer CAASPP assessments (B3.2c) (new schools only) <input checked="" type="checkbox"/> WASC accreditation (B3.2d) <input checked="" type="checkbox"/> UC Doorways course approval documentation (B3.2e) <input checked="" type="checkbox"/> Professional development documentation (B3.3c) <input checked="" type="checkbox"/> Evidence of system for monitoring student progress toward and completion of graduation and A-G requirements (B3.2g) <input checked="" type="checkbox"/> Mathematics Placement Assessment (school serving 9 th graders) (B3.2m) <input checked="" type="checkbox"/> Classroom/site observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
	<input checked="" type="checkbox"/> The school has implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	
	<input type="checkbox"/> The school has partially implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	
	<input type="checkbox"/> The school has minimally implemented, or not at all, the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	



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DATE OF VISIT: 3/14/2023**O4: MEETING THE NEEDS OF ALL STUDENTS; STUDENT GROUP DATA ANALYSIS - QUALITY INDICATOR #4***The school has a system in place to ensure:*

- Implementation of differentiated instructional strategies and approaches described in the charter designed to meet the learning needs of all students, including all numerically significant student groups identified in the school's LCAP and by the CDE
- Implementation of internal student assessments aligned with instructional outcomes to determine student mastery of California State Content Standards
- Disaggregation and analysis of data on a regular basis to address individual student needs and guide instructional planning and use of interventions
- Implementation, review, and modification, as appropriate, of its Master Plan for English Learners (EL identification, designated and integrated ELD standards-based instruction, progress monitoring, assessment, and reclassification)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and modifies instruction based on data analysis	<input checked="" type="checkbox"/> Standards-based instructional program (evidence of grade level and/or content lesson plans, unit plans) (B3.2a)
	<input checked="" type="checkbox"/> The school has implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and generally modifies instruction based on data analysis	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has partially implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and partially modifies instruction based on data analysis	<input checked="" type="checkbox"/> Professional development documentation (B3.3c)
	<input type="checkbox"/> The school has minimally implemented, or not at all, the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and does not consistently modify instruction based on data analysis	<input checked="" type="checkbox"/> Documentation of intervention and support for all students (B3.2j)
		<input checked="" type="checkbox"/> Master Plan for English Learners (B3.2i)
		<input checked="" type="checkbox"/> Documentation of implementation of the school's Master Plan for English Learners (B3.2j)
		<input checked="" type="checkbox"/> Implementation of a data analysis system (B3.2k)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 3/14/2023**O5: SPECIAL EDUCATION - QUALITY INDICATOR #5***The school has a system in place to ensure that the school:*

- Provides special education programs and services in accordance with students' IEPs
- Provides special education training for staff
- Conducts a special education self-review annually, using the Special Education Self-Review Checklist
- Maintains timely IEP timeline records and accurate service provision records in Welligent

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input type="checkbox"/> The school has a system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> District Validation Review (DVR) (B3.3a)
	<input checked="" type="checkbox"/> The school has a partially developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Self-Review Checklist (B3.3a)
	<input type="checkbox"/> The school has a minimal or no system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Welligent reports and/or other documentation, including from the Division of Special Education (B3.3a)
	<input type="checkbox"/> Not Applicable - Charter school participates in LAUSD's Option 1 SELPA	<input checked="" type="checkbox"/> Professional development documentation (B3.3a and B3.3c)
	<input type="checkbox"/> Charter school does not participate in LAUSD's SELPA	<input checked="" type="checkbox"/> Intervention and support for students with disabilities (B3.2j)
		<input type="checkbox"/> Consultation with Charter Operated Programs office
		<input checked="" type="checkbox"/> Other special education documentation (B3.3a)
		<input checked="" type="checkbox"/> Classroom observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 3/14/2023**O6: SCHOOL CLIMATE AND STUDENT DISCIPLINE - QUALITY INDICATOR #6***The school has a school climate and schoolwide student discipline system in place to ensure that the school's practices:*

- Align with principles of the District's Discipline Foundation Policy and School Climate Bill of Rights Resolution, including but not limited to, tiered behavior intervention, alternatives to suspension, and schoolwide positive behavior support, data monitoring and, includes a discipline system complaint process
- Provide positive opportunities for student wellness, growth and success, aimed at making the school safe, welcoming, supportive and inclusive
- Minimize discretionary suspensions and expulsions
- Reduce or eliminate suspension disproportionality for student groups
- Minimize chronic absenteeism for all students and student groups
- Procedures for preventing acts of bullying, including cyberbullying, in accordance with the requirements of Ed. Code, § 32283.5 and 234.4

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input checked="" type="checkbox"/> The school has a school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has a partially developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Professional development documentation (B3.3c)
	<input type="checkbox"/> The school has a minimally developed or no school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Implementation of school climate and student discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights principles (B3.3b)
		<input checked="" type="checkbox"/> Implementation of tiered behavior intervention (e.g. SSPT) (B3.3b)
		<input checked="" type="checkbox"/> Implementation of alternatives to suspension (B3.3b)
		<input checked="" type="checkbox"/> Implementation of schoolwide positive behavior support system (B3.3b)
		<input checked="" type="checkbox"/> Implementation of procedures for preventing acts of bullying, including cyberbullying (B3.3b)
		<input checked="" type="checkbox"/> Data monitoring (B3.3b)
		<input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Sets for suspension, expulsion, disproportionality, and chronic absenteeism (B2.1)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Stakeholder focus group
		<input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 3/14/2023**O7: PROFESSIONAL DEVELOPMENT - QUALITY INDICATOR #7*****The school:***

- Has a schoolwide professional development plan for teachers and other staff that supports the educational program set forth in the charter and targets identified needs
- Provides faculty and other instructional staff with professional development opportunities to improve instructional practice
- Provides opportunities for teachers to collaborate regularly for the purpose of planning and improving curriculum and instruction

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> Professional development documentation (e.g. professional development year-long plan agendas, and sign-ins) (B3.3c)
	<input type="checkbox"/> The school has partially implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> Professional development training materials (B3.3c)
	<input type="checkbox"/> The school has not implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> System to assess professional development needs (B3.3c)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Stakeholder focus group
		<input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2

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DATE OF VISIT: 3/14/2023**O8: STAKEHOLDER ENGAGEMENT AND INVOLVEMENT - QUALITY INDICATOR #8**

The school has a system for stakeholder engagement, including gathering input, facilitating, and encouraging involvement, sharing information, and resolving concerns, which:

- Provides parents, teachers, and students with meaningful opportunities for involvement and engagement that meet the requirements and goals of applicable federal and state law, the school's charter, and the school LCAP
- Implements a School Site Council (SSC) and/or English Learner Advisory Committee (ELAC) in accordance with legal requirements (e.g., member composition of committee/council, legally required topics, etc.), if applicable
- The liaison for students experiencing homelessness has identified this population through outreach and coordination activities with other organizations, and provided related referral of services to families, children, and youth experiencing homelessness.

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Parent-Student Handbook (B1.10a)
	<input checked="" type="checkbox"/> The school has a system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has a partially developed system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Documentation of SSC and ELAC meetings (e.g., calendars, agendas, minutes, roster, and sign-in) (B3.3d)
	<input type="checkbox"/> The school has a minimal or no system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Stakeholder consultation (B3.3d)
		<input checked="" type="checkbox"/> Parent/stakeholder involvement and engagement (B3.3d)
		<input checked="" type="checkbox"/> Foster youth/students experiencing homelessness liaison (B3.3d)
		<input checked="" type="checkbox"/> School website (B3.3e)
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input checked="" type="checkbox"/> Stakeholder focus group
		<input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 3/14/2023**O9: TRANSPARENCY FOR STAKEHOLDERS- QUALITY INDICATOR #9**

The school has a system in place to ensure that it operates in a transparent manner and keeps stakeholders informed, including:

- Information is easily accessible to the public and school stakeholders, including but not limited to applicable categories described in Charter School Transparency Resolution
- UCP and all complaint procedures
- Title IX information is available in applicable languages as required by law
- Per Ed. Code § 234.6 and District policy, specified information relating to suicide, bullying, discrimination and harassment prevention, among other things, are readily accessible in a prominent location on the school website in a manner that is easily accessible to parents/guardians and students
- Provides all stakeholders with appropriate, accessible, and relevant information about individual student and schoolwide academic progress and performance
- Notification requirements to pupils and parents or guardians of pupils on how to initiate access to available pupil mental health services on campus, in the community, or both no less than twice during the school year, in accordance with Ed. Code, § 49428
- Identifies and implements the most appropriate methods of informing parents and guardians of pupils in grades 6-12 of human trafficking prevention resources, in accordance with Ed. Code, § 49381
- Informs parents of high school students about transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements, in accordance with Ed. Code, § 47605 (**high schools only**)

Rubric	Sources of Evidence
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LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2

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DATE OF VISIT: 3/14/2023

Performance

- | | |
|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> The school has a well-developed system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website <input checked="" type="checkbox"/> The school has a system to share information with stakeholders via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a partially developed system to share information with stakeholders via its documents available manually/electronically or on its website <input type="checkbox"/> The school has a minimally developed system to share information with stakeholders with limited to no availability of documents manually/electronically or on its website | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> UCP Procedure and Forms (B1.11) <input checked="" type="checkbox"/> Complaint Procedure and Forms (B1.12) <input checked="" type="checkbox"/> Review of the following information posted to the school's website (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> LCAP, per Ed. Code § 47606.5(h) <input checked="" type="checkbox"/> Current Board agenda in compliance with Brown Act, per Gov. Code, §54954.2(a)(1) <input checked="" type="checkbox"/> Website posting required per Ed. Code § 234.6 (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Policy on Pupil Suicide Prevention <input checked="" type="checkbox"/> Title IX information, including a link to CDE's Title IX website <input checked="" type="checkbox"/> Policies on anti-discrimination, anti-harassment, anti-intimidation, anti-bullying, and sexual harassment policies, including: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Anti-cyberbullying procedures <input checked="" type="checkbox"/> Social media anti-bullying procedures <input checked="" type="checkbox"/> Link to statewide resources including community based organizations compiled by CDE <input checked="" type="checkbox"/> Sharing accessible and relevant information about individual student, student group, and schoolwide academic progress and performance with all stakeholders as appropriate (B3.3e) <input checked="" type="checkbox"/> Access to approved charter (B3.3e) <input checked="" type="checkbox"/> Compliance with the LAUSD BOE's Charter School Transparency Resolution, including (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Financial Audit <input checked="" type="checkbox"/> Student Demographics <input checked="" type="checkbox"/> Documentation of informing parents/guardians about transferability of courses/course credit and eligibility to meet A-G requirements (high schools only) (B3.3e) <input checked="" type="checkbox"/> Informing parents/guardians of human trafficking prevention resources (grades 6-12) (B3.3e) <input checked="" type="checkbox"/> Notification of access to available mental health services (B3.3e) <input type="checkbox"/> School website (B3.3e) |
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LAUSD CHARTER SCHOOLS DIVISION

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DATE OF VISIT: 3/14/2023
☐ Other: (Specify)
O10: EVALUATION OF SCHOOL STAFF - QUALITY INDICATOR #10

The school has a system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements, including:

- Evaluation procedures with clear performance standards for all school-based staff, including but not limited to administrators, certificated staff, and classified staff
- Evaluation tool(s) for all school-based staff, including but not limited to administrators, certificated staff, and classified staff

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a partially developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a minimal or no system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Evaluation procedures with clear performance standards for all school-based staff (B3.3f) <input checked="" type="checkbox"/> Evaluation tool(s) for all school-based staff (B3.3f) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

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DATE OF VISIT: 3/14/2023**O11: CLEARANCES AND CREDENTIALING COMPLIANCE - QUALITY INDICATOR #11**

The school is in compliance with applicable law and the terms of its approved charter regarding clearances and credentialing:

- All certificated staff are fully credentialed, including EL authorizations, and appropriately assigned as authorized by their credentials at all times
- Individuals who have been continuously employed in a teaching position since the 2019–20 school year obtain the appropriate certificate, permit, or other document for their certificated assignment no later than July 1, 2025 (Ed. Code § 47605.4(a).)
- The school has obtained all necessary employee clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to employment, and keeps all clearances current
- The school has obtained all necessary vendor clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to the provision of service, and keeps all clearances current
- The school has conducted volunteer clearances in accordance with applicable law and policy, including criminal background clearances for all volunteers who perform school site services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has fully implemented and continually monitors systems and procedures that maintain 100% compliance with all applicable law, including but not limited to clearance, credentialing, and assignment requirements at all times	<input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023 form ("ESSA Grid")</i> (B3A.1a)
	<input type="checkbox"/> The school has implemented and monitors systems and procedures that maintain substantial compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Human Resources (HR) policies and procedures regarding clearances and ESSA qualifications and credentialing requirements (B1.13)
	<input type="checkbox"/> The school has partially implemented and intermittently monitors systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Staff roster (B3A.1b)
	<input type="checkbox"/> The school has not implemented and/or does not monitor systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> School master schedule (B3A.1c)
		<input checked="" type="checkbox"/> Custodian(s) of Records documentation (B3A.1d)
		<input checked="" type="checkbox"/> Criminal Background Clearance Certifications (B3A.2a, B3A.3, and B3A.4)
		<input checked="" type="checkbox"/> Teaching credential/authorization documentation (B3A.2b)
		<input checked="" type="checkbox"/> Vendor clearances and credentialing certifications (B3A.6)
		<input checked="" type="checkbox"/> Volunteer (TB) risk assessment/clearance certification (B3A.7)
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)

Progress on LAUSD Board of Education Benchmarks and/or MOU related to ORGANIZATIONAL MANAGEMENT (if applicable):

None



LAUSD CHARTER SCHOOLS DIVISION

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5987	2019-2020					2020-2021					2021-2022				
Camino Nuevo Charter Academy 2 (Kayne Siart)	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents		878,340	570,720	1,193,861	1,117,684		1,030,369	932,430	1,677,763	1,677,765		1,886,181	2,100,348	1,942,407	1,848,180
Current Assets		1,680,039	1,508,389	2,260,737	2,184,560		3,225,573	3,170,791	3,243,769	3,243,771		2,957,778	3,006,645	3,361,659	3,535,867
Fixed and Other Assets		36,181,778	36,188,697	36,228,689	36,228,688		35,645,020	35,805,631	35,868,836	35,868,835		35,274,822	35,283,945	35,346,920	35,346,921
Total Assets		37,861,171	37,697,086	38,489,426	38,413,248		38,870,593	38,976,422	39,112,605	39,112,606		38,232,600	38,290,590	38,708,579	38,882,788
Deferred Outflows of Resources		0	0	0	0		0	0	0	0		0	0	0	0
Current Liabilities		720,635	627,597	1,053,266	987,975		1,052,574	1,256,765	1,139,288	1,169,087		1,021,901	1,132,387	1,636,087	1,686,918
Other Long Term Liabilities		10,681,686	10,681,686	10,636,765	10,625,880		10,249,428	10,249,427	10,266,868	10,237,071		9,870,242	9,870,242	9,881,214	9,840,445
Unfunded OPEB Liabilities		0	0	0	0		0	0	0	0		0	0	0	0
Total Liabilities		11,402,321	11,309,283	11,690,031	11,613,855		11,302,002	11,506,192	11,406,156	11,406,158		10,892,143	11,002,629	11,517,302	11,527,363
Deferred Inflows of Resources		0	0	0	0		0	0	0	0		0	0	0	0
Net Assets		26,459,496	26,387,803	26,799,395	26,799,393		27,568,591	27,470,230	27,706,449	27,706,448		27,340,457	27,287,961	27,191,278	27,355,425
Total Revenues	8,980,010	8,947,711	9,006,620	9,021,219	9,021,217	8,750,404	9,969,541	9,962,504	10,223,807	10,223,808	10,035,559	11,596,472	11,514,521	11,464,596	11,722,970
Total Expenditures	8,908,573	9,352,393	9,482,995	9,086,002	9,086,004	8,543,462	9,200,345	9,291,669	9,316,753	9,316,753	9,964,346	11,962,464	11,933,010	11,979,768	12,073,993
Net Income / (Loss)	71,437	(404,682)	(476,375)	(64,783)	(64,787)	206,942	769,196	670,835	907,054	907,055	71,213	(365,992)	(418,489)	(515,172)	(351,023)
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Inc / (Dec) in Net Assets	71,437	(404,682)	(476,375)	(64,783)	(64,787)	206,942	769,196	670,835	907,054	907,055	71,213	(365,992)	(418,489)	(515,172)	(351,023)
Net Assets, Beginning	26,641,126	26,864,178	26,864,178	26,864,178	26,864,180	26,387,803	26,799,395	26,799,395	26,799,395	26,799,393	27,470,230	27,706,449	27,706,450	27,706,450	27,706,448
Adj. for restatement / Prior Yr Adj	(25,591)	0	0	0	0	110,000	0	0	0	0	277,482	0	0	(0)	0
Net Assets, Beginning, Adjusted	26,615,535	26,864,178	26,864,178	26,864,178	26,864,180	26,497,803	26,799,395	26,799,395	26,799,395	26,799,393	27,747,712	27,706,449	27,706,450	27,706,450	27,706,448
Net Assets, End	26,686,972	26,459,496	26,387,803	26,799,395	26,799,393	26,704,745	27,568,591	27,470,230	27,706,449	27,706,448	27,818,925	27,340,457	27,287,961	27,191,278	27,355,425
Unrestricted Net Assets		26,441,337	26,369,644	26,799,395	26,799,393		27,568,591	27,470,230	27,706,449	27,706,448		27,340,457	2,241,086	27,184,003	27,348,150
Restricted Net Assets		18,159	18,159	0	0		0	0	0	0		0	25,046,875	7,275	7,275

5987	Audited Financials					2022-2023				
Camino Nuevo Charter Academy 2 (Kayne Siart)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents	1,296,292	1,117,684	1,677,765	1,848,180	0		2,140,699	2,129,152	0	0
Current Assets	1,868,120	2,184,560	3,243,771	3,535,867	0		3,580,212	4,583,302	0	0
Fixed and Other Assets	36,686,275	36,228,688	35,868,835	35,346,921	0		35,121,473	34,938,361	0	0
Total Assets	38,554,395	38,413,248	39,112,606	38,882,788	0		38,701,684	39,521,663	0	0
Deferred Outflows of Resources	0	0	0	0	0		0	0	0	0
Current Liabilities	653,534	987,975	1,169,087	1,686,918	0		1,859,754	2,683,410	0	0
Other Long Term Liabilities	11,036,681	10,625,880	10,237,071	9,840,445	0		9,476,617	9,476,617	0	0
Unfunded OPEB Liabilities	0	0	0	0	0		0	0	0	0
Total Liabilities	11,690,215	11,613,855	11,406,158	11,527,363	0		11,336,371	12,160,026	0	0
Deferred Inflows of Resources	0	0	0	0	0		0	0	0	0
Net Assets	26,864,180	26,799,393	27,706,448	27,355,425	0		27,365,313	27,361,637	0	0
Total Revenues	9,149,912	9,021,217	10,223,808	11,722,970	0	11,140,549	11,693,606	11,777,990	0	0
Total Expenditures	8,798,344	9,086,004	9,316,753	12,073,993	0	11,074,207	11,683,713	11,771,775	0	0
Net Income / (Loss)	351,568	(64,787)	907,055	(351,023)	0	66,341	9,893	6,216	0	0
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0
Inc / (Dec) in Net Assets	351,568	(64,787)	907,055	(351,023)	0	66,341	9,893	6,216	0	0
Net Assets, Beginning	26,512,612	26,864,180	26,799,393	27,706,448	0	27,287,961	27,191,278	27,191,278	0	0
Adj. for restatement / Prior Yr Adj	0	0	0	0	0	(76,520)	164,143	164,143	0	0
Net Assets, Beginning, Adjusted	26,512,612	26,864,180	26,799,393	27,706,448	0	27,211,441	27,355,421	27,355,421	0	0
Net Assets, End	26,864,180	26,799,393	27,706,448	27,355,425	0	27,277,782	27,365,313	27,361,637	0	0
Unrestricted Net Assets	26,720,066	26,799,393	27,706,448	27,348,150	0		2,084,286	27,361,637	0	0
Restricted Net Assets	144,114	0	0	7,275	0		25,281,027	0	0	0



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 3/14/2023

FISCAL OPERATIONS

You have been assessed by the Fiscal Oversight team and you are receiving the rating of **4, Accomplished**.

Other circumstances and information could influence the rating and are noted in this evaluation.

Camino Nuevo Charter Academy 2's (CNCA2) fiscal condition is positive. According to the 2021-2022 independent audit report, the school had positive net assets of \$27,355,425 and a net loss of **(\$351,023)**. The 2022-2023 Second Interim projected positive net assets of \$27,361,641 and net income of \$6,216.

According to Camino Nuevo Charter Academy's (CNCA) independent audit report dated June 30, 2022, CNCA2 is one of five schools operated by CNCA, all of which are authorized by the Los Angeles Unified School District (LAUSD). CNCA had six schools in operation prior to June 30, 2021, including Camino Nuevo Charter High 1 (CNHS1) (also authorized by LAUSD), which closed effective June 30, 2021. CNCA, its related entities, and its charter schools reported positive net assets of \$45,450,455 and a net loss of **(\$322,334)**. Per CNCA's 2021-2022 audit report, the **(\$322,334)** net loss is primarily attributed to the net loss reported for CNCA2. CNCA, without its related entities and its charter schools, reported negative net assets of **(\$71,868)** and net income of \$0. The CNCA Home Office's net loss of **(\$71,868)** is carried forward from Fiscal Year 2017-2018, primarily due to the asset transfer to and service agreements with Pueblo Nuevo Education and Development Group (PN-EDG). See further details under **Item 27** in the **Notes II** section below.

According to CNCA, CNCA2 pays annual management fees of 12% to PN-EDG for administrative services which Education Code Section 47632(f) defines as: "all funding except funding for capital outlay," for each CNCA school, as projected by PN-EDG on or about July 1, 2022, for services that include home support. In addition, to benefit and further the CNCA schools' charitable and educational purposes, since July 1, 2016, the contractual arrangements between CNCA and PN-EDG each year have been governed by an Agreement for Limited Services. Each of these Agreements are for twelve-month periods, commencing on July 1 each year, and are renewed annually. PN-EDG supports CNCA by administering many of the charitable activities that CNCA historically performed [e.g., early childhood services (pre-school), alumni services, development, and integrated community support], to enable CNCA to focus on charter school operations.

Per the Seventh Amendment for Limited Services of July 1, 2022, "PN-EDG shall invoice CNCA every three (3) months for services performed, with a delineation between the Base Compensation for the limited services as described in Section 3.1 and the Mental Health Program Compensation for the services as described in Section 3.2. CNCA shall prepay the first payment (reflecting a three (3) month period) in the amount of \$1,442,584 as Base Compensation, \$62,500 as Expanded Learning Opportunities Program (ELOP) Compensation, and \$199,244. as Mental Health Program Compensation, which shall be due to PN-EDG no later than July 1, 2022. After the initial three (3) month period, the Parties shall adjust the subsequent invoice to reflect the services performed and prepaid during that period. CNCA shall submit payment to PN-EDG for each school within twenty (20) calendar days of the deposit by the State with the County Treasurer of the state aid portion of each CNCA school."



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 3/14/2023**Financial Highlights**

	FINANCIAL HIGHLIGHTS				
	2018-2019 (Audited Actuals)	2019-2020 (Audited Actuals)	2020-2021 (Audited Actuals)	2021-2022 (Audited Actuals)	2022-2023 (Second Interim)
Camino Nuevo Charter Academy 2					
Net Assets	\$26,864,180	\$26,799,393	\$27,706,448	\$27,355,425	\$27,361,641
Net Income / (Loss)	\$351,568	(\$64,787)*	\$907,055	(\$351,023)**	\$6,216
Transfers In / Out	\$0	\$0	\$0	\$0	\$0
Prior Year Adjustment(s)	\$0	\$0	\$0	\$0	\$0
Cash and Cash Equivalents	\$1,296,292	\$1,117,684	\$1,677,765	\$1,848,180	\$2,129,152
Unrestricted Net Assets	\$26,720,066	\$26,799,393	\$27,706,448	\$27,348,150	\$27,361,641
Norm Enrollment Reported by the School	706	701	692	688	672
	FINANCIAL RATIO ANALYSIS				
Cash Reserve Level (Cash Balance/Total Expenditures) <i>5% and greater is recommended</i>	14.73%	12.30%	18.01%	15.31%	18.09%
Fund Reserve (Reserve for Economic Uncertainty) (Unrestricted Net Assets /Total Expenditures) <i>3% - 5% and greater is recommended (depending on the school's ADA)</i>	303.69%	294.95%	297.38%	226.50%	232.43%
Current Ratio (Working Capital Ratio) (Current Assets/Current Liabilities) <i>At least 1.2 or 120% is recommended</i>	285.85%	221.11%	277.46%	209.61%	170.80%



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 3/14/2023**Debt Ratio**

(Total Liabilities/Total Assets)

Lower than 1.0 or 100% is recommended

30.32%

30.23%

29.16%

29.65%

30.77%

* According to CNCA, the net loss as reported in the 2019-2020 audit was **(\$64,787)**. However, further analysis of this loss reflects that the school's operating income in terms of Earning before Interest, Taxes, and Depreciation (EBITDA) was \$791,221. The variance between EBITDA and the net loss reflected in the 2019-2020 audit report was primarily applicable to the Proposition 55 construction award (site/building improvements and debt service interest).

** According to CNCA, the net loss of **(\$351,023)** in the 2021-2022 audit was attributed to the \$626K of depreciation cost of CNCA2 owning its own building (non-cash in nature).

Areas of Demonstrated Strength and/or Progress:

The school's fiscal condition is positive. Please refer to the Financial Highlights table above.

Areas Noted for Further Growth and/or Improvement:

No significant items noted.

Other Observations (Items described in this section, which may not have been addressed in the charter school's Fiscal Policies and Procedures, are recommended for improvement to align with optimal business practices).

Through conducting fiscal oversight and analyzing the data below, the CSD requests and receives fiscal documents from CNCA (including bank statements, bank reconciliations, credit card statements, and check registers) for the five CNCA charter schools that are currently authorized by LAUSD. The CSD reviews these financial documents and a sampling of checks and credit card transactions across these CNCA charter schools, to assess overall compliance with CNCA's *Fiscal Policies and Procedures* (FPP, approved by CNCA governing Board on 11/9/2021). Any areas noted for further growth and/or improvement relating to CNCA's and its charter schools' overall compliance to the aforementioned manual are indicated within each charter school's Annual Performance-Based Oversight Visit Report, which may or may not have been experienced by the specific CNCA school named above. Lastly, any exceptions that are school-specific, such as the fiscal condition, are reviewed separately for each CNCA charter school.

1. CNCA' 2021-2022 Independent Audit Report noted the following finding regarding State Compliance:

"2022-001 Expanded Learning Opportunities ELO-G (40000 State Compliance)

Camino Nuevo Charter Academy – Burlington (CNCA#1) - #0293

Camino Nuevo Academy #2 – Kanye Siart (CNCA#2) - #1231

Camino Nuevo Elementary #3 – Jose A. Castellanos/Jane B. Eisner (CNCA #3) - #1212

Camino Nuevo Charter Academy #4 – Sandra Cisneros Learning Academy (CNCA #4) - #1334

Camino Nuevo High #2 – Danzell Lance High School (CNHS #2) - #1540



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Criteria: The governing board of CNCA was required to adopt on or before June 1, 2021, in a public meeting, a plan describing how the apportioned ELO-G funds would be used in accordance with Education Code section 43522 and submit the plan within 5 days of adoption pursuant to subdivision (e) of Education Code section 43522.

Condition: During ELO-G testing, it was noted that the spending plan was approved by the board on June 1, 2021 and was submitted to its chartering authority on August 8, 2022. The submission date was not within 5 days of adoption of the spending plan.

Effect: CNCA is not in compliance with subdivision (e) of Education Code section 43522.

Cause: The Board of Directors of Camino Nuevo Charter Academy approved the ELO-G plans for all Camino Nuevo schools on June 1, 2021 prior to the state required deadline. However, it did not come to CNCA's attention that these plans were also required to be submitted to our authorizer until August of 2022.

Questioned costs: N/A

Repeat Finding: This is not a repeat finding.

Corrective Action Plan: At this time, CNCA promptly complied, sending all plans to LAUSD Charter Schools Division representative, [name redacted], on August 9, 2022. CNCA will be closely monitoring the CDE details for new funding more closely to avoid this oversight in the future."

This finding did not result in questioned costs, and, as of the issuance date of this Annual Performance-Based Oversight Visit Report, CNCA has resolved the finding by taking the aforementioned corrective action. The CSD will continue to monitor this issue through oversight, including reviewing CNCA's 2022-2023 independent audit report.

2. Bank Reconciliations Not Reviewed/Approved Timely:

Based on the CSD's review of the bank reconciliation reports for the months of March 2022 to August 2022, the CSD noted the bank reconciliation reports lacked evidence of timely preparation, review, or approvals. A summary of the reports in questions is provided below.

Account Number Ending	Monthly Bank Statement Ending Date	Reconciliation Report Preparation and Approval Deadline	Actual Reconciliation Report Preparation Date	# of Days Reconciliation Report Late	Actual Date Reconciliation Report Approved and Signed	# of Days Reconciliation Approval Late
X7830	4/30/2022	5/31/2022	5/31/2022	not late	6/8/2022	6
X7830	6/30/2022	7/31/2022	9/2/2022	33	9/2/2022	33
X7830	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X7830	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35



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X8941	4/30/2022	5/31/2022	5/16/2022	not late	6/6/2022	6
X8941	6/30/2022	7/31/2022	6/23/2022	not late	8/31/2022	31
X8941	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X8941	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35
X6837	4/30/2022	5/31/2022	5/16/2022	not late	6/6/2022	6
X6837	6/30/2022	7/31/2022	6/23/2022	not late	8/31/2022	31
X6837	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X6837	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35

Page 1: Bank Reconciliations of CNCA FPP states:

“Policy: Bank reconciliation and approval will occur on a monthly basis.

Procedures:

- The ExED* Accounting Associate or Senior Accounting Associate (AA/SAA) assigned to the organization will print the bank statements directly from the online banking system. If online banking is unavailable, the organization will make copies of the original statement available to ExED.
- The ExED AA/SAA will prepare the bank reconciliation.
- ***The Accounting Manager or Vice President, School Finance assigned to the organization will review and approve the bank reconciliation by initialing and dating the report.”***

*ExED or current back office provider in the event of a change in service
(Emphasis added.)

In response to the CSD’s observations above, CNCA stated that bank reconciliations are usually done on a monthly basis. CNCA explained that the April 2022 bank reconciliation was completed timely, and that even though the approval was 6 days late, there was continuous communication amongst the team on the completion of the reconciliation. Regarding the June 2022 reconciliation, CNCA indicated that the delay was due to the hold harmless provision which caused the need to enter final entries in the accounting system. This out-of-the-norm situation, which, according to CNCA, was a year-end communication request by the California Department of Education, created a domino effect of delay for the July 2022 and August 2022 bank reconciliations. CNCA added that the bank activity is monitored via cash positions to ensure no fraudulent or unknown transactions exist. ExED further stated: “All entries reflected in the bank statement[s] are monitored and entered timely. The ExED team does a “soft” bank [reconciliation] where they confirm there are no variances to the statement. However, the bank [reconciliations] are usually not finalized until the month’s financial close is complete, as some reclasses reflect a \$0 cash entry. These entries are particular to CNCA as a CMO [Charter Management Organization] because all Camino charters share the same operating account. From now on, ExED will [conduct bank reconciliation on] the accounts once all entries reflected in the bank statement are reconciled. Any \$0 entries will be cleared in the following month’s bank reconciliation. This will allow for more timely reconciliations.”



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Nonetheless, the CSD recommends that CNCA ensure that all bank reconciliation reports are prepared accurately, reviewed, and approved in a timely manner, and include the appropriate signatures (including the printed names and titles/positions), as well as the preparation and review/approval dates, to validate the review and approval process performed by the school or its back office service provider.

3. Late Fees and/or Finance Charges:

Based on the CSD's review of a sample of CNCA schools' check registers and related supporting documentation for the period spanning from November 2021 through October 2022, a sample of 22 checks were selected for further review. The CSD noted two checks provided by CNCA referenced late fees and finance charges. These late fees and finance charges, as reflected on the invoices, are summarized below.

Item #	Check #	Vendor Name	Posting Date	Check Amount	Late Fees/ Finance Charges/ Over Limit Fees	CSD's Comments
1	P012555	Athens Services	2/18/2022	\$59.68	\$59.68	Late fees at Camino Nuevo Charter Academy 1 (CNCA1)
2	P023409	Pitney Bowes Purchase Power	7/29/2022	\$40.13	\$38.87	Late fees of \$29.99 and finance charge of \$8.88 at CNCA1
3	P025662	Pitney Bowes Purchase Power	9/2/2022	\$37.84	\$37.84	Late fees of \$29.99 and finance charge of \$7.85 at CNCA1
			TOTAL	\$137.65	\$136.39	

In response to the CSD's observations above regarding Athens Services, CNCA stated: "SOM [School Operations Manager] has created an online account to download invoices and receive them in a timely manner. SOM will also message accounting team including Principal for any urgent requests to avoid any further delays in payment process."

In response to the CSD's observations above regarding Pitney Bowes Purchase Power, CNCA stated: "Pitney Bowes charges separately for the equipment lease and the line of credit required to purchase postage. We instructed staff to begin paying Pitney Bowes with AMEX due to the vendor having no grace period. Even when the invoices were processed upon receipt, the delivery was still being missed, sometimes by 1 day. There was a significant delay from the vendor in closing out the postage side of the billing in order to allow AMEX payment."

The CSD recommends that the school continue to implement procedures to track all recurring and non-recurring invoices and billing statements and ensure that all vendors are paid timely, to prevent the school from incurring additional late fees, over limit fees, and/or finance charges in the future.



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DATE OF VISIT: 3/14/2023**4. Purchases (Lack of Board Approval):**

Based on the CSD's review of a sample of the CNCA schools' check registers and related supporting documentation for the period spanning from November 2021 through October 2022, a sample of 22 checks were selected for further review. The CSD noted a check from CNCA2's check register (Check # P029766, in the amount of \$39,870.00, dated 10/28/2022, and made payable to The Achievement Network, LTD), with a contract agreement valued at \$150,000, lacked evidence of required governing board approvals as per CNCA's FPPs. Other participating CNCA schools with an agreement with this vendor are CNCA1, Camino Nuevo Charter Academy 3 (CNCA3), and Camino Nuevo Charter Academy 4 (CNCA4).

Page 11 of CNCA's FPP states: "The Governing Board must approve any contract over \$100,000."

In response to the CSD's observations above, CNCA stated: "Individual school maximums were below the \$100,000 threshold and therefore not brought to the Board for approval. Moving forward officers approving will look at the overall final total versus the breakout totals so that agreements reach board approval due to its total reaching \$100,000 total threshold." On April 25, 2023, CNCA provided a copy of the 2/21/2023 board meeting minutes with evidence that the CNCA Board subsequently approved The Achievement Network's contract agreement.

The CSD recommends that CNCA strictly adhere to its written policies pertaining to threshold amounts and approvals referenced above. Furthermore, the CSD recommends that CNCA's governing board, its leadership team, and key employees responsible for managing the day-to-day fiscal operations of the CNCA schools be provided adequate and ongoing training to ensure their familiarity and conformity with CNCA's governing board-approved fiscal policies and procedures.

5. Cash Handling Practices:

Based on CSD's review of a sample of CNCA's bank transactions for the months of March 2022 through August 2022, the CSD noted that CNCA's board-approved FPP regarding cash receipt and deposit processes do not clearly define a reasonable frequency and dollar threshold for cash/check deposits. The sampled deposits which seemed to have been deposited untimely are summarized below.

Item #	Statement Month	Transaction Date	Transaction Type	Amount per Bank Statement	CSD's Comments
1	June 2022	6/14/2022	Credit Desktop Check Deposit	\$252,331.91	The CSD noted 3 checks dated 5/17/2022 that were electronically deposited on 6/14/2022.
2	August 2022	8/30/2022	Credit Desktop Check Deposit	\$348,842.70	The CSD noted 2 checks dated 6/20/2022 and 6/23/2022 that were electronically deposited on 8/30/2022.

Pages 5-7: Revenue & Accounts Receivable of CNCA's FPP states:

Cash Receipts



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“Policy: Cash receipts (including check or cash payments received via mail or in person and deposits received via Electronic Fund Transfer) shall be recorded completely and accurately to prevent the misappropriation of assets.

Procedures:

- For each fundraising or other event in which cash or checks will be collected, the Chief Executive Officer, VP of Finance and Business Services, or Site Principals will designate a staff member to be responsible for managing the process to collect and hold all cash and checks related to the event.
- The designee will record each transaction in a receipt book or document each item sold at the time the transaction is made in a log or similar.
- The designee shall give the cash, checks, deposit summary, and any related supporting documentation to the Office Manager immediately.
- The Office Manager and the designee will recount and reconcile the amount received with the supplied supporting documentation and each will sign for approval.
- Office Manager will save copy of pdf deposit packet including deposit slip to the myExED portal secure file sharing application box.
- ***The office manager will immediately put the funds in the secure Drop Safe used for Armored services weekly pick-up.***
- ExED will reconcile the deposit packet to the deposit slip and the bank statement as part of the monthly close process.
- Cash/checks dropped off in the classroom will be held by the teacher. Each morning, the teacher will collect all forms, payments, etc. that have been brought in by students that day and place them in a large envelope. Before the end of the work day, the teacher will bring the envelope from his/her classroom to the office where the cash/checks will be counted by the teacher and the office manager.
- ***Mail (including anything official such as governmental notices, invoices and checks) received at the school must be opened by office staff members and stamped with a “received” stamp. If possible, the person opening the mail should not also be responsible for making bank deposits.***
- When utilizing merchant or online web contribution services, appropriate segregation of duties shall be in place to ensure that no single person is able to perform incompatible functions (custody, recording, approving).

Deposits

Policy: *The Home Support Office Manager or designee is responsible for making bank deposits.*

Procedures:

- The Office Manager will restrictively endorse each check received (e.g. For Deposit Only Camino Nuevo Charter Academy).
- The Office Manager will prepare a deposit packet itemizing the amount, source, and purpose of each check or cash payment received. The Chief Executive Officer, VP of Finance and Business Services, or Site Principals will review and approve the deposit packet.
- The Office Manager will provide the deposit packet to the Home Support Office.
- ***The Home Support Office Manager or designee will make the deposit via the Wells Fargo remote Desktop Deposit System and attach the deposit receipt to a copy of the deposit packet that includes scanned pdf images of the checks deposited.***
- Office Manager will save copy of pdf deposit packet including deposit slip to the myExED portal secure file sharing application box.
- ExED will reconcile the deposit packet to the deposit slip and the bank statement as part of the monthly close process.”

(Emphasis added.)



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Per segregation of duties (SOD) interview with CNCA school staff members, it was explained that there are two different deposit processes – one for cash and another for checks. According to CNCA, cash is picked-up and deposited by an armored service on a weekly basis, while checks are collected and deposited by a CNCA Home Support office designee. Although CNCA’s current FPP is silent about the frequency of deposits for checks, per the CSD’s SOD interview with CNCA Home Office leaders, it was stated that checks are endeavored to be deposited monthly.

In response to the CSD’s observations above, CNCA stated: “The staff member responsible for deposits did not submit the deposit in a timely manner. This employee is no longer with CNCA.”

The CSD shared information with CNCA leaders the guidelines from Chapter 5 (“Cash Receipts and Deposits” section, beginning with page 80) of the 2022-23 Fiscal Crisis & Management Assistance Team (FCMAT) California Charter School Accounting and Best Practices Manual, which state: “Bank deposits should be made regularly, at least weekly. A procedure should be in place regarding how often they should be made. For example, if amounts collected during a week total less than \$500, the rule could be that the deposit should be made on the last business day of the week; when amounts collected on any day exceed \$500 in total, the rule could be that the deposit is made on that day. Funds should not be held over a long holiday.”

The CSD recommends that CNCA incorporate guidance into its fiscal policies and procedures with a reasonable frequency and dollar threshold for cash/check deposits for the school and CNCA Home Office, considering the aforementioned FCMAT guidelines, to prevent the mishandling of funds and safeguarding of funds received.

The Charter Schools Division will continue to monitor these issues referenced above during the next oversight visit. The results may be factored into the school’s rating for next year.

Corrective Action Required:

None noted that require immediate action to remedy concerns in this report.



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DATE OF VISIT: 3/14/2023**Notes:****I. Review of Fiscal Documentation**

1. Reviewed independent audit report for the Fiscal Year ended June 30, 2022, and noted the following:
 - a. Audit opinion: Unmodified/Unqualified.
 - b. Material weaknesses: None Reported.
 - c. Deficiencies/Findings: Yes, please see the description below.
CNCA's 2021-2022 audit report identified a state compliance finding pertaining to the Expanded Learning Opportunities Grant (2022-001 ELO-G). Please see further details under the Other Observations section above.
 - d. Lack of a Going Concern: None Reported.
2. The 2021-2022 audited and unaudited actuals nearly mirror each other.
3. The school's reported Norm Enrollment was 706, 701, 692, 688, and 672 students for Fiscal Years 2018-2019, 2019-2020, 2020-2021, 2021-2022, and 2022-2023 respectively, representing an accumulated decrease in enrollment of 34 students since Fiscal Year 2018-2019. The school's reported Norm Enrollment for Fiscal Year 2022-2023 is 672 students, which is 24 students (or approximately 3.45%) below its projected student enrollment for Fiscal Year 2022-2023 (i.e., 696 students) per the school's petition enrollment roll-out plan in its current charter. The CSD will continue to monitor the school's student enrollment through oversight.
4. Segregation of Duties (SOD) reviews were conducted at CNCA1 and CNCA2. No discrepancies were noted.
5. Reviewed 22 checks (and 10 electronic credit/debit transactions). The CSD's observations were noted under the Other Observations section above.
6. Reviewed bank statements and bank reconciliations from March 2022 through August 2022. Selected the months of March 2022 through June 2022 and August 2022 for sample testing. The CSD's Observations were noted under the Other Observations section above.
7. Reviewed six (6) credit card statements from May 2022 through October 2022. Selected the months of May 2022 through October 2022 for sample testing. No discrepancies were noted.

II. Review of 2022-2023 Fiscal Preparation Guide

1. Most current fiscal reports presented to the charter school's governing board: a) Balance Sheet; b) Income Statement (Statement of Activities), and c) Cash Flow Statement were provided.
2. Minutes of the meeting when the above fiscal reports (i.e., Items 1a., 1b., and 1c.) were presented to and approved by the charter school's governing board were provided.
3. Audit/fiscal reports issued by any public agency or third-party organizations, and the school's governing board minutes of all meetings reflecting the discussion of any of the fiscal reports and applicable audit findings resolution/corrective action were not provided as the charter school has indicated not applicable.
4. Minutes of the meeting when the 2022-2023 budget was adopted were provided.
5. Evidence of the charter school is offering STRS, PERS, Social Security, and/or any other benefits to its employees, and that this is done in a manner that is consistent with the charter terms and the Charter Schools Act (Education Code 47611) was provided.
6. Minutes of the meeting reflecting the selection of the independent auditor were provided.
7. Minutes of the meeting reflecting the discussion of the most current independent audit report were provided.
8. Minutes of the meeting reflecting the receipt, review, and discussion of the most current four interim financial reports (i.e., preliminary budget, first interim and second interim financial reports, and unaudited actuals) submitted to LAUSD were provided.



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9. Minutes of the meeting reflecting the discussion and resolution of complaints received from staff or vendors were not provided as the charter school has indicated not applicable.
10. Minutes of the meeting reflecting the receipt, review, and discussion of the most current Annual Performance-Based Oversight Visit report (this does not apply to charter schools that were not in operation for the 2021-2022 school year) were provided.
11. A copy of the most current fiscal policies and procedures was provided.
12. Minutes of the meeting reflecting approval of the current fiscal policies and procedures and, if applicable, minutes of the meeting reflecting the approval of the current procurement policies and procedures were provided.
13. A copy of the charter school's organizational chart that depicts the current reporting structure of the charter school, including but not limited to, any board members, charter management organization (CMO) employees (when applicable), and/or school employees, who handle day-to-day finances and/or have responsibilities outlined within the charter school's fiscal policies and procedures was provided.
14. An itemized accounting regarding the total compensation paid in Fiscal Year 2021-2022 to all executives, school leaders, administrators, directors, and non-certificated staff, who may have decision-making authority over the charter school, either employed directly by the charter school or the entity managing the charter school was provided.
15. A description of the relationship (legal, business or otherwise) the charter school maintains with any related party as defined in the CSD's 2022-2023 Fiscal Preparation Guide Item 14 was provided.
16. Copies of any and all of the most current signed and executed agreements/contracts within the last year (i.e., 2021-2022) or since the last update, whichever is later (including attachments and exhibits that accompany the agreements/contracts) with the administrative services provider and/or the back office services provider, or the charter school's operator and/or charter school's home office (e.g., management contracts, service agreements, license agreements, affiliation agreements, etc.) were provided.
17. Minutes of the meeting reflecting approval of the management fees, licensing fees, or any other fees were provided.
18. A copy of the sole statutory member's by-laws, and a copy of the sole statutory member's articles of incorporation were provided.
19. The most current accounts payable aging report, listing the balances owed, vendor names, invoice numbers, invoice dates, number of days outstanding, and, if applicable, explanations for 90+ days outstanding invoice(s) or in accordance with the charter school's fiscal policies and procedures was provided.
20. Check registers, or a list of all check/cash disbursements (when the school's payments are outsourced to a third party provider), documenting all checks and electronic debit transactions for the prior 12 months (spanning from November 2021 to October 2022) were provided. The CSD's observations were noted under the Other Observations section above.
21. a) A list of all active credit card account(s), b) (If applicable) A list of all closed credit card account(s) within the last year, and c) All credit card statements for the most current six months (spanning from May 2022 to October 2022) were not provided. No discrepancies were noted.
22. a) A list of all active school bank account(s), b) (If applicable) A list of all closed school bank account(s) within the last year, c) Monthly bank statements and reconciliation reports for the most current six months (spanning from March 2022 to August 2022), and d) (If applicable) A list of all debit cards were provided. The CSD's observations were noted under the Other Observations section above
23. Student body financial records (including ASB policies and procedures, budgets, cash flow statements and projections, bank statements with reconciliations, audit reports, and other fiscal reports, if applicable) were not provided as the charter school has indicated not applicable.
24. The most current inventory listing for both capitalized and non-capitalized equipment, in Microsoft Excel format, including equipment description/type, brand/model, tag number, acquisition date, purchasing price, book value, asset life, and location of use was provided.
25. A link to the charter school's website where the Education Protection Account (EPA) revenue and expenditures report pertaining to the prior fiscal year (i.e., 2021-2022) is posted (as required by Article XIII, Section 36, Subdivision (e), Paragraph (6) of the California Constitution) was provided.



LAUSD CHARTER SCHOOLS DIVISION

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26. Links to the charter school's website where the current (1) Audited Financial Statements, and (2) Local Control and Accountability Plan (LCAP) are posted (or the school's assertion that its Audited Financial Statements are made available to members of the public) in accordance with Education Code section 47606.5(h) and/or LAUSD's Charter School Transparency Resolution were provided.
27. Documents pertaining to the charter operator's/school's financing/borrowing activities were provided.

CNCA disclosed the following loan and/or line of credit financing with PN-EDG and third party entities: (a) Critical needs financing from PN-EDG to Camino Nuevo Charter High (Miramar) in the amount of \$632,000 (consisting of board approved requests of \$250,000, \$125,000 and \$257,000 in Fiscal Years 2018-2019, 2019-2020, and 2020-2021, respectively) (see further details below); (b) PN-EDG restricted fund loan to CNCA3 in the form of a Promissory Note for Fifteenth and Ardmore, LLC (Borrower) and Wells Fargo Bank, National Association (Lender). The terms of the Promissory Note are: Principal amount - \$1,629,670.25; Date of Note – June 27, 2019; Annual interest rate - 4.25%; and Payments – 35 regular payments each at \$18,240 and a final irregular payment of \$1,173,721.90; (c) Proposition 55 Funding Agreement for Camino Nuevo Charter Academy #2 executed on April 25, 2011; and (d) Revolving Line of Credit in the amount of \$2,000,000 entered with Wells Fargo Bank on February 18, 2013. CNCA received an approval from Wells Fargo Bank on December 1, 2022, to further extend the loan through March 31, 2023. Per CNCA, as of February 7, 2023, the \$2,000,000 line of credit with Wells Fargo Bank was closed with no outstanding balance.

CNCA's 2021-2022 independent audit report disclosed that CNCA2 received all of the State apportionment which totaled \$29,557,192. CNCA2 has recorded debt related to this funding of \$12,493,596; the balance at June 30, 2022 was \$10,237,070.

The following are further details regarding the PN-EDG's financial support.

Per CNCA, CNCA is a California nonprofit public benefit corporation, established to operate one or more schools and provide related comprehensive public education programs for students in kindergarten through twelfth grades in low-income, predominantly immigrant, and multilingual areas. PN-EDG was incorporated on March 9, 2016, as a California nonprofit public benefit corporation and serves as the sole statutory member of CNCA, as defined in California Corporations Code Section 5056. On January 10, 2017, the LAUSD Board of Education approved the material revision requests submitted by the then-six CNCA charter schools, which called for CNCA's adoption of PN-EDG as the sole statutory member corporation. Beginning in 2017-2018, PN-EDG also provided home support services to CNCA charter schools. CNCA's Board Resolution No. 2017-6-13, item #11, stated that CNCA's governing board approved the transfer of \$4 million in surplus funds [representing a portion of the consolidated cash reserves held by CNCA] to PN-EDG. The 2017-6-13 Board Resolution further declared that PN-EDG shall maintain these funds in a separate bank account, to document that the funds are expended in furtherance of CNCA's charitable purpose to provide comprehensive public education programs for students in kindergarten through twelfth grade. CNCA indicated that these funds (aka "PN-EDG Opportunity Reserves Fund") are completely restricted to supporting and benefitting CNCA's K-12 programming consistent with its discussion with LAUSD during the material revision process. CNCA provided the CSD with the California Attorney General's "no objection" letter dated October 12, 2017, pertaining to the asset transfer proposed by CNCA. Per the bank records provided by CNCA, on March 30, 2018, the \$4 million in funds were transferred from CNCA to PN-EDG. According to CNCA, the one-time asset transfer amounts from each school were calculated based on the June 30, 2017, unrestricted net position for each of the six CNCA charter schools, divided by the total unrestricted net position of the six CNCA charter schools (pro-rata share), and multiplied by \$4 million. Based on CNCA's calculation, CNCA2's pro-rata share of this one-time asset transfer was \$423,550.

- (a) Per CNCA (and the associated bank records reviewed by the CSD), on June 13, 2018, PN-EDG made a disbursement as a single CNCA \$250,000 interest-free loan to CNHS1 (which was approved by the CNCA governing board on June 12, 2018). The stated purpose of this loan by CNCA was to support this charter school's operational needs, specifically "to provide working capital to enhance administrative support and instructional coaching."



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CNCA further stated that this \$250,000 loan has no repayment date. Documentation provided by PN-EDG includes a CNCA governing board monitoring timeline (specifically tied to student enrollment), which will ultimately determine the repayment terms of this loan. CNCA asserted that, while the \$250,000 interest-free loan was only one example, “the Restricted Opportunity Reserve Fund has the potential to support the CNCA K-12 program via variety of methods, including, but not limited to: Working Capital; Special Education Extraordinary Needs; School Facilities; K-12 Program Priorities; and Technology Infrastructure Improvements.” Per CNCA and documentation furnished to the CSD, on June 13, 2018, the \$250,000 loan proceeds were disbursed from PN-EDG Opportunity Reserves Fund to CNHS1.

Per the email communication from PN-EDG to the CSD in November 2019 and documentation provided to the CSD (including CNCA’s governing board meeting minutes dated November 12, 2019, and PN-EDG’s governing board meeting minutes dated November 19, 2019), due to CNHS1’s lower than expected student enrollment in 2019-2020, both the CNCA and PN-EDG governing boards approved a “Critical Needs Request” of \$125,000 loan from the PN-EDG Opportunity Reserves Fund to CNHS1. Similar to the aforementioned \$250,000 loan to CNHS1, the additional \$125,000 loan to CNHS1 was also interest-free with no specified repayment date. Per CNCA and the documentation furnished to the CSD, on December 16, 2019, the \$125,000 loan proceeds were disbursed from PN-EDG Opportunity Reserves Fund to CNHS1.

Per CNCA governing board minutes of June 16, 2020, the Board unanimously approved an additional critical needs funding request in the amount of \$257K for CNHS1 in order to maintain essential services. Upon inquiry by the CSD, on March 9, 2022, ExED confirmed that the transfer of \$257K was not needed after all, and therefore, was not disbursed.

The CNCA governing board voted to close CNHS1 as of the year ended June 30, 2021. According to CNHS1’s closeout audit, which was included in CNCA’s 2020-2021 annual independent audit, “all assets remaining after the satisfaction of liabilities and dispositions (or return) have been transferred to [Camino Nuevo High 2 (CNHS2)],” including the \$250,000 and \$125,000 intercompany loans mentioned above. Per CNCA, the \$375K loan was paid off in June 2022.

- (b) As part of CNCA3’s New Markets Tax Credit (NMTC) unwind/refinancing transaction (as described under Item 28 of CNCA3’s 2019-2020 Annual Performance-Based Oversight Visit Report), on June 19, 2019, PN-EDG withdrew \$1,629,670.25 from PN-EDG’s Wells Fargo Bank account ending in X5336 to pay off Note A associated with the NMTC loan to Fifteenth & Ardmore Investments, LLC, originated on or around June 21, 2012. On July 5, 2019, a new account ending in X5124 was opened at Wells Fargo Bank (in the name of PN-EDG) and an amount of \$1,629,670.25 was deposited as the opening balance with the proceeds of a new loan between Fifteenth and Ardmore, LLC (the Borrower) and Wells Fargo Bank (the Lender). This loan had a maturity date of July 1, 2022, but has been extended by Wells Fargo until May 31, 2023, due to CNCA’s current refinancing plans. According to the information provided by PN-EDG’s then-CFO, the purpose of this account is to provide a cash guaranty to this new loan. As of December 31, 2022, the account balance was \$1,631,692 and there have not been account activities except for interest earned during Fiscal Year 2022-2023. The CSD will continue to monitor the disposition of this cash deposit and the financing activities relative to CNCA3’s Eisner Campus in the future through oversight.
28. The charter school’s plan(s) for the purchase/new lease, relocation/expansion to new school site(s), facilities-related expansions, and/or major improvements to the existing and/or new school site(s) and pertinent documents with the following information, as appropriate were not provided as the charter school has indicated not applicable.
29. Disclosure of legal issues was not provided as the charter school has indicated not applicable.

Progress on LAUSD Board of Education and/or MOU Benchmarks related to FISCAL OPERATIONS (if applicable):

N/A



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 3/14/2023**Fiscal Operations Rubrics**

Existing School – a charter school that was/is in operation/active in the preceding school year(s) and the current school year. Existing schools may receive a rating of 1, 2, 3, or 4.

New School – a charter school that is in its first year of operation in the current school year and does not have an independent audit report for its first operative year on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools may receive a rating of 1 or 2.

<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Accomplished [Rating of 4].</u></i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Proficient [Rating of 3].</u></i></p>
<p><u>Existing Schools (based on the most current annual audit):</u></p> <p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> 1. Net assets are positive in the prior two audits; 2. The cash balance at the beginning of the school year is positive; 3. The two most current annual independent audits show no material weaknesses, deficiencies, and/or findings; 4. If applicable, federal, state, and other public agency audits/reviews (e.g., California State Teachers' Retirement System (CalSTRS), California Public Employees' Retirement System (CalPERS), Fiscal Crisis & Management Assistance Team (FCMAT), United States Department of Education (USDE), California Department of Education (CDE), etc.), at the time of the oversight visit, show no outstanding material weaknesses, deficiencies, and/or findings; 5. Vendors and staff are consistently paid in a timely manner; 6. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term; 7. Charter school consistently adheres to the governing board-approved Fiscal Policies and Procedures; 8. Governing board adopts the annual budget; 9. Governing board reviews and/or discusses reports (e.g., first interim, second interim, unaudited actuals, audited financial statements, etc.) submitted to LAUSD; 10. If applicable, governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD; 11. There is no apparent conflict of interest; 12. The Education Protection Account allocation and expenditures, audited financial statements, and the most current governing board-approved 	<p><u>Existing Schools (based on the most current annual audit):</u></p> <p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> 1. Net assets are positive in the most current audit; 2. The cash balance at the beginning of the school year is positive; 3. The most current annual independent audit shows no material weaknesses, deficiencies and/or findings; 4. If applicable, federal, state, and other public agency audits/reviews (e.g., CalSTRS, CalPERS, FCMAT, USDE, CDE, etc.), at the time of the oversight visit, show outstanding findings, and the school is able to demonstrate evidence of remedies in addressing these findings; 5. Vendors and staff are generally paid in a timely manner; 6. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term; 7. Charter school generally adheres to the governing board-approved Fiscal Policies and Procedures; 8. Governing board adopts the annual budget; 9. Governing board reviews and/or discusses reports (e.g., first interim, second interim, unaudited actuals, audited financial statements, etc.) submitted to LAUSD; 10. If applicable, governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD; 11. There is no apparent conflict of interest; 12. The Education Protection Account allocation and expenditures, audited financial statements, and the most current governing board-approved LCAP are posted on the charter school's website; 13. The LCAP is submitted to the appropriate agencies;



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2

Annual Performance-Based Oversight Visit Report

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<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished [Rating of 4].</i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient [Rating of 3].</i></p>
<p>LCAP submitted to the appropriate agencies, are posted on the charter school's website;</p> <ol style="list-style-type: none"> 13. The LCAP is submitted to the appropriate agencies; 14. Reasonable requests for information made by the Charter Schools Division and LAUSD are consistently processed or submitted by the charter school in a timely manner; 15. There are no discrepancies cited in the Areas Noted for Further Growth and/or Improvement; 16. If applicable (when audited and unaudited actuals do not mirror each other), adequate explanations are provided by the school for significant variances between audited and unaudited actuals, and there are no indications of the school's potential lack of internal controls over financial statements; 17. Proper segregation of duties is consistently in place; 18. If applicable, there are no outstanding fiscal-related tiered intervention notices issued to the school; or the school has no tiered intervention notices as of the oversight report issuance date; and 19. If applicable, all LAUSD Board of Education-approved fiscal benchmark(s) are fully met by the required deadline(s); or the school has no fiscal benchmarks in its current charter term. <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p> <p style="text-align: center;"><u>SUPPLEMENTAL CRITERIA</u></p> <ol style="list-style-type: none"> 1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450) per the most current audit (i.e., unrestricted fund balance divided by total expenditures); 2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses; 	<ol style="list-style-type: none"> 14. Reasonable requests for information made by the Charter Schools Division and LAUSD are generally processed or submitted by the charter school in a timely manner; 15. There are no significant recurring issues cited in the Areas Noted for Further Growth and/or Improvement; 16. If applicable (when audited and unaudited actuals do not mirror each other), at least partial explanations are provided by the school for significant variances between audited and unaudited actuals, and there are no indications of the school's potential lack of internal controls over financial statements; 17. Proper segregation of duties is generally in place; 18. If applicable, the charter school is in the process of resolving outstanding fiscal issues cited in a Notice issued by the CSD as part of its tiered intervention process; and 19. If applicable, all LAUSD Board of Education-approved fiscal benchmark(s) are partially met by the required deadline(s). <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p> <p style="text-align: center;"><u>SUPPLEMENTAL CRITERIA</u></p> <ol style="list-style-type: none"> 1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450) per the most current audit (i.e., unrestricted fund balance divided by total expenditures); 2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;



LAUSD CHARTER SCHOOLS DIVISION

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<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished [Rating of 4].</i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient [Rating of 3].</i></p>
<ol style="list-style-type: none"> Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.); The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%); The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings. 	<ol style="list-style-type: none"> Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.); The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%); The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings.

<p><i>An existing school that, at a minimum, meets all of the Required Criteria, and at least two of the Supplemental Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].</i></p>	<p><i>An existing school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:</i></p>
<p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> Net Assets are positive in the most current audit; net assets are negative with strong trend towards becoming positive (be positive at the end of the third year per the applicable interim financials); or the school's financial condition fluctuates from year to year, with significant net losses, leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years; The cash balance at the beginning of the school year is positive; and Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term. <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p>	<p><i>An Unsatisfactory rating is assessed based on the following conditions, including, but not limited to:</i></p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for <i>Accomplished</i>, <i>Proficient</i>, or <i>Developing</i>. The charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide a satisfactory response. The charter school has shown no <i>feasible</i> financial plans, and/or immediate sources of funding to maintain a viable budget and/or sustain the school's operation to mitigate the negative fiscal condition. The charter school's governing board members and/or leadership lack fiscal capacity.</p> <p>Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition.</p> <p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



LAUSD CHARTER SCHOOLS DIVISION

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An existing school that, at a minimum, meets all of the Required Criteria, and at least two of the Supplemental Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

SUPPLEMENTAL CRITERIA

1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (<https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450>) per the most current audit (i.e., unrestricted fund balance divided by total expenditures);
2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;
3. Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.);
4. The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%);
5. The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and
6. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings.

An existing school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

A new school that, at a minimum, meets all of the Required Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

New Schools:

REQUIRED CRITERIA

1. Interim reports and/or unaudited actuals project positive net assets;
2. Projected debt, if any, is managed efficiently and will not cause the charter school to end the fiscal year with negative net assets. The non-profit organization is financially viable to support the charter school;
3. If enrollment is significantly below the enrollment per the school's *Pupil Estimates for New or Significantly Expanding Charters* report and/or its approved petition budget, the charter school has made significant adjustments in their operations to allow for the reduced

A new school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

New Schools:

An Unsatisfactory rating is assessed based on the following conditions, including, but not limited to:

A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for *Developing*. The charter school was given a certain period of time to address the fiscal concerns of LAUSD but failed to provide a satisfactory response. The charter school has shown no *feasible* financial plans, and/or immediate sources of funding to maintain a viable budget and/or sustain the school's operation to mitigate the negative fiscal condition. The charter school's governing board members and/or leadership lack fiscal capacity.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 2Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 3/14/2023

A new school that, at a minimum, meets all of the Required Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

- income, and submitted a revised viable three-year budget and three-year cash flow projections;
- 4. Governing Board adopts the annual budget;
- 5. The governing board reviews and discusses the charter school's financial reports as evidenced by the governing board meeting minutes;
- 6. Reasonable requests for information made by the Charter Schools Division and LAUSD are processed or submitted by the charter school in a timely manner;
- 7. The most current governing board-approved LCAP is posted on the charter school's website; and
- 8. The LCAP is submitted to the appropriate agencies.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.

A new school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.



LOS ANGELES UNIFIED SCHOOL DISTRICT

CHARTER SCHOOLS DIVISION

ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT REPORT*

2022-2023 SCHOOL YEAR

FOR

CAMINO NUEVO ELEMENTARY SCHOOL 3-2157

Name and Location Code of Charter School

LAUSD Vision

L.A. Unified will be a progressive global leader in education, providing a dynamic and inspiring learning experience where all students graduate ready for success.

CSD Mission

The LAUSD Charter Schools Division (CSD) fosters high quality educational opportunities and outcomes for students in the greater Los Angeles community through exemplary charter public school authorizing, oversight, and sharing of promising practices so that all students maximize their potential.

CSD Core Values

We believe that our success depends on:

- Making decisions that put the interests of students first.
- Serving with high expectations, integrity, professionalism, and commitment.
- Employing authentic, responsive, and effective leadership and teamwork.
- Continuously learning as a dynamic organization.
- Building and sustaining a healthy workplace culture where high performance, diversity, and creativity thrive.
- Developing productive relationships with our charter schools and all stakeholders.

* Charter School shall comply in a timely manner with all applicable federal and state laws and regulations, as they may change from time to time, including but not limited to matters related to the school's governance, programs, facilities, operations, and/or fiscal management. Elements of the oversight process may be modified as LAUSD continues to respond to the COVID-19 pandemic. To support the well-being of all at a school site, all are expected to follow applicable COVID-19 public health guidelines, including related District requirements for operations at District facilities. The assigned CSD Administrator will provide any updated information reach out with more details, as needed.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 5/17/2023

Charter School Name:	CAMINO NUEVO ELEMENTARY SCHOOL 3			Location Code:	2157
Current Address:	City:	ZIP Code:	Phone:	Fax:	
2755 W. 15th St. 1723 W. Cordova St.	Los Angeles	90006 90007	(323) 358-2030 (323) 730-7160	(323) 732-1439 (323) 737-5726	
Current Term of Charter¹:		LAUSD Board District:	LAUSD Region:		
July 1, 2020 to June 30, 2025		1 and 5	West and South		
Number of Students Currently Enrolled:	Enrollment Capacity Per Charter:	Number Above/Below Enrollment Capacity (day of visit):		-158	
728	889				
Grades Currently Served:	Grades To Be Served Per Charter:	Percent Above/Below Enrollment Capacity (day of visit):		-17.80%	
TK-8th	TK-8th				
Norm Enrollment Number:	731				
Total Number of Staff Members:	95	Certificated:	43	Classified:	52
Charter School's Leadership Team Members:	Castellanos Campus: Berenice Mendoza – Principal in Residence, Claudia Castillo – Assistant Principal of Instruction, Diana Pena – Assistant Principal of Student Supports, Wendy Lobos – School Operations Manager Eisner Campus: Yesica Shah – Assistant Principal of Instruction and Lead Admin, Samantha Guzman – Assistant Principal of Student Supports, Jenifer Gutierrez – School Operation Manager Both Sites, Jay Laughlin – Principal, Shayna Parson – Special Education Compliance Coordinator, Yesenia Rivas – Student and Family Services Coordinator				
Charter School's Contact for Special Education:	Darius Fequiere – CNCA Director of Special Education, Shayna Parson – Special Education Compliance Coordinator	SELPA & Option:		LAUSD Option 3	
CSD Assigned Administrator:	Brenda Martinez	CSD Fiscal Services Manager:		Andrea Ines	
Other School/CSD Team Members:	Katrina Blackwell				
Oversight Visit Date(s):	May 17, 2023		Fiscal Review Date (if different):	NA	
Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):	K-5: Yes, PSC 6-8: No	LAUSD Co-Location Campus(es) (if applicable):		NA	
Certificate of Occupancy (COO) or Temporary Certificate of Occupancy Type: (if a TCO, please note expiration date)	NA	COO/TCO Approved Grade Levels and Occupancy Loads:		PSC K-8	

¹ AB 130 added Section 47607.4 to the California Education Code (Ed. Code), which extends the term of all charter schools whose term expires on or between January 1, 2022, and June 30, 2025, inclusive, by two years.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 5/17/2023

SUMMARY OF RATINGS <i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
4, Accomplished	2, Developing	3, Proficient	4, Accomplished



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 5/17/2023

CHARTER RENEWAL CRITERIA

In accordance with Education Code §§ 47605, 47607, and 47607.2, in order to renew a charter, the District must determine whether the charter school has met the statutory requirements.

REPORT GUIDE

LAUSD's oversight procedures are intended to balance a charter school's autonomy of operation with its accountability to the public. LAUSD utilizes a holistic, performance-based approach to evaluate all charter schools, guided principally by making decisions in the best interest of students. The CSD observes and monitors each charter school in accordance with applicable laws, regulations, LAUSD policy, memoranda of understanding, and the school's operative charter. Information gathered through oversight serves as part of the charter school's ongoing record for the District to make informed decisions about charter school authorization, renewal, material revisions, sharing of promising practices, and if need be, revocation. While LAUSD is responsible to provide oversight of its charter schools and the entities managing charter schools, the primary oversight of each charter school must first and foremost be performed by the charter school's own Governing Board. The Governing Board of a charter school has an ongoing responsibility to oversee the operations of its charter school(s), ensuring that every charter school it oversees is providing a high-quality educational program for students enrolled, is successfully fulfilling the terms of their charter, is fiscally sound, and complies with applicable laws, regulations, and court orders. In designing this document, the District has considered California charter school law, as well as the *LAUSD Policy and Procedures for Charter Schools*, California State Board of Education's criteria for evaluating charter schools, and the National Association of Charter School Authorizers' *Principles and Standards of Quality Authorizing*. This reporting tool provides guidelines and criteria used by the CSD to observe, record, assess, and reflect with the charter school on school performance as captured during the annual oversight visit process in these four categories:

Governance – demonstrating fulfillment of the Governing Board's fiduciary responsibility to effectively direct and provide oversight for the charter public school, including but not limited to enactment and monitoring of policies and procedures to ensure the school's full compliance with applicable law, policy, and the terms of the charter approved by the LAUSD Board of Education

Student Achievement and Educational Performance – demonstrating positive academic achievement and growth for all students

Organizational Management, Programs, and Operations – demonstrating effective leadership and implementation of the governing board's policies and procedures, as well as the school's educational program and systems and procedures for the day-to-day operations of the school

Fiscal Operations – demonstrating sound fiscal management, appropriate use of public funds, and compliance with regulatory requirements

This report, including the ratings in each category, is based on information and evidence gathered at the time of the annual oversight visit. The CSD considers evidence provided through CSD staff observations, document review, interviews, and discussion with school representatives and stakeholders. All charter schools are expected to prepare for the visit and have available, as applicable, all documentation requested in the *Annual Performance Based Oversight Visit Preparation Guide 2022-2023*. The "Sources of Evidence" sections below identify key information sources generally relevant to their respective indicators; these lists are not exhaustive, however, and some items may not be applicable to the grades served. Schools may present additional evidence as deemed relevant and appropriate. As needed, CSD staff also may request additional information and/or documentation prior to, during, and/or following the visit.

The tool employs the following four-point rubric to rate the school's performance in each category: (4) *Accomplished*, (3) *Proficient*, (2) *Developing*, and (1) *Unsatisfactory*. In addition, the *Summary of School Performance* section in each category captures key findings under one or more of the following headings: (1) Areas of Demonstrated Strength and/or Progress (Note: potential "promising practices" are identified within this section with an asterisk [*]); (2) Areas Noted for Further Growth and/or Improvement; and, if applicable, (3) Corrective Action Required. Under "Corrective Action Required," the CSD reports findings of material noncompliance with applicable law, LAUSD charter policy, or the school's approved charter. **If the report includes any findings under "Corrective Action Required," the charter school must take immediate and appropriate steps to remedy the identified concern.** In accordance with its "tiered intervention" approach to charter school non-compliance and poor performance, the CSD may also send the school appropriate notices, separate and apart from this report, to provide and document time-specific follow-up as necessary. At the other end of the spectrum of performance, any school that earns a rating of *Accomplished* in any category is encouraged to submit to the CSD a summary of those "promising practices" that the school believes have contributed to its success, in order to support the CSD's ongoing efforts to promote and facilitate reciprocal sharing of promising practices among education leaders from across all LAUSD schools.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 5/17/2023

GOVERNANCE	RATING*
Summary of School Performance	4, Accomplished
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>G2: BROWN ACT: The Governing Board complies with all material provisions of the Brown Act Evidence from the documents provided as well as website review included the following:</p> <ul style="list-style-type: none"> Governing Board holds regular meetings; agendas and minutes can be found on website Board Meeting Dates for this academic school year are as follows July 12, 2022, August 16, 2022, September 13, 2022, October 11, 2022, November 15, 2022, December 13, 2022, January 17, 2023, February 21, 2023, April 12, 2023, May 9, 2023, June 20, 2023 Board Minutes are clear and detailed Board received Brown Act Training on January 17, 2023 and February 21, 2023 Topics covered at Board Meetings included, LCAP Mid-Year Update, Financial Reports, Academic Calendars, Budget Update, Enrollment Updates, Staff Retention, A-G program improvement <p>G3: DUE PROCESS: The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public Evidence from the documents provided as well as website review included the following:</p> <ul style="list-style-type: none"> Uniform Complaint Procedures policy and form are evident in the Family Handbook found on the school's website which is in both Spanish and English Formal Complaint Procedures also found in the Family Handbook Student Discipline Policy, Attendance Procedures, Student Wellness Policy also evident in Family Handbook Employee Handbook evident which includes information on Human Resources as well as employee grievances and discipline <p><u>Areas Noted for Further Growth and/or Improvement</u> None</p> <p><u>Corrective Action Required</u> None noted that require immediate action to remedy concerns indicated in this report.</p> <p>Notes: None</p> <p>*NOTE: A charter school may receive a rating of 1 in this category for the following: (1) Evidence of conflict (s) of interest within the organization (i.e. Governing Board, staff, contracted external parties, etc.), (2) School is in breach of the operative charter, including Federal, State, and District Required Language, (3) School is "Not in Good Standing", and/or (4) If there are serious concerns related to fiscal matters (e.g., negative financial condition, fiscal mismanagement, and/or significant audit findings, etc.).</p>	



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

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DATE OF VISIT: 5/17/2023**G1: GOVERNANCE STRUCTURE AND EVALUATION OF SCHOOL LEADER(S) - QUALITY INDICATOR #1**

The Governing Board has implemented the organizational structure, roles and responsibilities set forth in the approved charter, including:

- Governing Board composition, structure, roles, and responsibilities as set forth in the approved charter
- Governing Board seeks input from committees/councils described in the school's charter including but not limited to those mandated by laws or regulations as applicable (e.g., School Site Council and English Learner Advisory Committee)
- Evaluation of school's executive level leadership (including, but not limited to, those positions reporting to the Governing Board, as indicated in Element 4 of the approved charter, such as Executive Director, Area Superintendent, Principal, etc.)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including evidence of seeking input from all committees/councils, and a well-developed system for the evaluation of the school's executive level leadership <input checked="" type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a system for the evaluation of the school's executive level leadership <input type="checkbox"/> The Governing Board has partially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a system for the evaluation of the school's executive level leadership <input type="checkbox"/> The Governing Board has not implemented the organizational structure set forth in approved charter, nor any mandated committees/councils or a system for the evaluation of the school's executive level leadership	<input checked="" type="checkbox"/> Current organizational chart (B1.1a) <input checked="" type="checkbox"/> Organizational chart in Board approved charter (B1.1b) <input checked="" type="checkbox"/> Bylaws (B1.2) <input checked="" type="checkbox"/> Board member roster (B1.3) <input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Committee/council calendars, agendas, roster(s), and sign-ins (B1.6) <input checked="" type="checkbox"/> Documentation related to system for evaluation of executive level leadership. (B1.7) <input checked="" type="checkbox"/> Discussion with leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**G2: BROWN ACT - QUALITY INDICATOR #2**

The Governing Board has a system in place to ensure it is adhering to applicable open meeting requirements, which protect the public interest in transparency and help to ensure that decisions are made without apparent or actual conflicts of interest:

- Governing Board meetings occur regularly, are conducted openly, and provide opportunity for public participation in accordance with the Ralph M. Brown Act ("Brown Act") (Gov. Code, §§54950, et seq.)
- Governing Board holds its meetings at a location(s) and in a manner that complies with applicable Brown Act requirements and Ed. Code, §47604.1, including but not limited to teleconferencing, closed session, public comment, and Reasonable Accommodations.
- The public has access to the meetings from a location(s) within the jurisdictional boundaries of LAUSD, as required by applicable Brown Act provisions, Ed. Code, § 47604.1(c)(1)(A) and as described in the approved charter.
- Governing Board meeting agendas contain adequate item descriptions and are posted on the school's website and on campus in accordance with the requirements of the Brown Act.
- Governing Board meetings are held in accordance with the Brown Act including the requirements set forth in Ed. Code § 47604.1.

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The Governing Board complies with all material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with most material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with some material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with few material provisions of the Brown Act	<input checked="" type="checkbox"/> Board meeting agendas (B1.4) <input checked="" type="checkbox"/> Board meeting calendar (B1.5) <input checked="" type="checkbox"/> Brown Act training documentation (B1.8a) <input checked="" type="checkbox"/> Compliance with E.C. 47604.1 (B1.8b) <input checked="" type="checkbox"/> Documentation of the school's agenda posting procedures (B1.9) <input checked="" type="checkbox"/> School website <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 5/17/2023**G3: DUE PROCESS - QUALITY INDICATOR #3**

The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the school's charter, and LAUSD charter school policy, to honor and protect the rights of students, employees, parents, and the public in the following areas:

- Student discipline
- Employee grievances and discipline
- Stakeholder complaint resolution pursuant to the Uniform Complaint Procedures (UCP)
- Parent/stakeholder complaint resolution for complaints outside regulatory scope of UCP

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4)
	<input type="checkbox"/> The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input type="checkbox"/> The Governing Board has partially developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Employee Handbook(s) (B1.10b)
	<input type="checkbox"/> The Governing Board has minimal or no systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Uniform Complaint Procedures policy and form(s) (B1.11)
		<input checked="" type="checkbox"/> Stakeholder complaint procedures and form(s) (B1.12)
		<input checked="" type="checkbox"/> Human Resources (HR) policies and procedures (B1.13)
		<input checked="" type="checkbox"/> Observation of Governing Board meeting(s)
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 5/17/2023**G4: RESPONSIVE AND ACCOUNTABLE GOVERNANCE - QUALITY INDICATOR #4*****The Governing Board has systems in place to ensure ongoing:***

- Review and use of academic performance data (e.g., CA School Dashboard, internal assessments, etc.) and other school data and information to ensure sound Governing Board decision-making in support of continuous improvement of student achievement, fiscal viability, compliance, and overall public school excellence
- Monitoring of the school's implementation of its Local Control and Accountability Plan (LCAP) and additional school plans, (e.g., Comprehensive Support and Improvement (CSI), Additional Targeted Support and Improvement (ATSI), School Plan for Student Achievement (SPSA), and action plans for making progress toward LCAP goals)
- Transparent governance and accountability to stakeholders, including consideration of input from the school's committees/councils and stakeholders
- Monitoring of staffing needs and the school's compliance with all applicable credentialing, clearance, and training requirements

Rubric	Sources of Evidence
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SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

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DATE OF VISIT: 5/17/2023

Performance	<p><input type="checkbox"/> The Governing Board regularly considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria)</p> <p><input checked="" type="checkbox"/> The Governing Board considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.)</p> <p><input type="checkbox"/> The Governing Board inconsistently considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.)</p> <p><input type="checkbox"/> The Governing Board seldom considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.)</p>	<p><input checked="" type="checkbox"/> Board meeting agendas, minutes, and meeting materials for meetings at which the Board reviewed: (B1.14a)</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> CA School Dashboard Academic Performance Indicators (ELA, MATH, ELPI, CCI)</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> CA School Dashboard Academic Engagement Indicators (Chronic Absenteeism, Graduation Rate)</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> CA School Dashboard Conditions and Climate Indicator (Suspension Rate)</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Attendance rate</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Internal assessment data</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Enrollment data</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Staffing data (retention, turnover, certification, etc.)</p> <p><input checked="" type="checkbox"/> Board meeting calendar (B1.5)</p> <p><input checked="" type="checkbox"/> Human Resources (HR) policies and procedures (B1.13)</p> <p><input checked="" type="checkbox"/> Other evidence of a system for Board review and analysis of internal school data to inform decision-making (B1.14b)</p> <p><input checked="" type="checkbox"/> Documentation of Board member and/or executive leadership training on topics that support responsive and accountable governance (e.g., data-driven decision making, Board roles and responsibilities, etc.) (B1.14c)</p> <p><input checked="" type="checkbox"/> Observation of Governing Board meeting(s)</p> <p><input checked="" type="checkbox"/> Discussion with school leadership</p> <p><input type="checkbox"/> Stakeholder focus group</p> <p><input type="checkbox"/> Other: (Specify)</p>
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LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 5/17/2023**G5: FISCAL CONDITION - GOVERNANCE QUALITY INDICATOR #5***The Governing Board has a system in place to ensure fiscal viability:*

- The school is fiscally strong and net assets are positive in the prior two independent audit reports.
- If applicable, all LAUSD Board of Education-approved fiscal condition-related benchmark(s) are met by the required deadline(s).

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school is fiscally strong with positive net assets in the prior two independent audit reports, and, if applicable, all LAUSD Board of Education-approved fiscal-condition related benchmark(s) are met by the required deadline(s) <input type="checkbox"/> The school is fiscally stable, with positive net assets in the most current independent audit report* <input type="checkbox"/> The school is fiscally weak or unstable**, net assets are negative in the most current independent audit report, or the school does not have an independent audit report on file with the Charter Schools Division* <input type="checkbox"/> The school is consistently fiscally weak, net assets are negative in the prior two independent audit reports, or the school does not have an independent audit report on file with the Charter Schools Division*	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input type="checkbox"/> Other evidence of a system for Board review and monitoring of fiscal policies, procedures, budget, and finances (B1.15) <input checked="" type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input checked="" type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other financial information submitted by the school <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)
	<p>*Additional considerations that could influence the rating may include: inadequate cash flow; financial condition and/or enrollment reflecting a downward trend and/or beginning to show signs of deteriorating financial health potentially leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years; multi-year reliance on financing resources for the school's operations (e.g., factoring of receivables, intraorganizational loans, third party loans, continuing deficit spending, etc.); or that the school may not be able to carry out quality educational programs when the student enrollment drops to a certain level.</p> <p>**For example, the school's financial condition fluctuates from year to year, with significant net losses, leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years.</p>	



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DATE OF VISIT: 5/17/2023**G6: FISCAL MANAGEMENT AND ACCOUNTABILITY - GOVERNANCE QUALITY INDICATOR #6***The Governing Board has a system in place to ensure sound fiscal management and accountability:*

- The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement.
- The two most current annual independent audits show no material weaknesses, deficiencies, and/or findings.

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school consistently adheres to the Governing Board approved fiscal policies and procedures, does not have any areas noted for improvement, and the two most current annual independent audits show no material weaknesses, deficiencies, and/or findings	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4)
	<input type="checkbox"/> The school generally adheres to the Governing Board approved fiscal policies and procedures, but has areas noted for improvement, and the most current annual independent audit shows no material weaknesses, deficiencies, and/or findings	<input type="checkbox"/> Other evidence of a system for Board review and monitoring of fiscal policies, procedures, budget, and finances (B1.15)
	<input type="checkbox"/> The school is not adhering to the Governing Board approved fiscal policies and procedures, and has areas noted for improvement, or has significant fiscal-related issues (e.g., fiscal mismanagement, audit findings, unresolved recurring issues, potential conflicts of interest, etc.)	<input checked="" type="checkbox"/> Observation of Governing Board meeting
	<input type="checkbox"/> The school is continuously not adhering to the Governing Board approved fiscal policies and procedures, or has significant and recurring fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, etc.)	<input checked="" type="checkbox"/> Discussion with leadership
		<input checked="" type="checkbox"/> Independent audit report(s)
		<input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)

Progress on LAUSD Board of Education Benchmarks and/or MOU related to GOVERNANCE (if applicable):

N/A



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STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE	RATING*
Summary of School Performance	2, Developing
2020 California Department of Education's (CDE) Charter School's Performance Category	Low Performing
<p>Does the charter school qualify for technical assistance? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>Is the charter school a state-identified school under the Every Student Succeeds Act (ESSA)? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If yes, what is the school's identification? (See additional information within "Notes" section below)</p> <p><input type="checkbox"/> Comprehensive Support and Improvement (CSI)</p> <p><input checked="" type="checkbox"/> Additional Targeted Support and Improvement (ATSI)</p>	
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>A6: DASHBOARD SCHOOLWIDE SUSPENSION RATE INDICATOR</p> <ul style="list-style-type: none"> The schoolwide Dashboard Suspension Rate Indicator Status is "Medium" at 1.5% of students suspended at least once in the 2021-2022 school year, which is lower than the State at 3.1%. <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>A1: DASHBOARD SCHOOLWIDE ELA INDICATOR</p> <ul style="list-style-type: none"> The schoolwide Dashboard ELA Indicator Status Level is "Low" with a Distance from Standard (DFS) of -43.6, which is lower than the State's DFS of -12.2. <p>Per school leadership, strategies being implemented to improve student outcomes include the following:</p> <ul style="list-style-type: none"> School has dedicated professional learning spaces and resources toward improving teacher knowledge and implementation of ELA curriculum Building capacity of teachers to deeply engage all learners Professional Development to refine implementation of Everybody Writes, Turn and Talk, and Whole Group Cold Call with No Opt Out The school will increase opportunities for teachers to collaborate around best practices and learn from each other <p>A2: DASHBOARD SCHOOLWIDE MATH INDICATOR</p> <ul style="list-style-type: none"> The schoolwide Dashboard Math Indicator Status Level is "Low" with a Distance from Standard (DFS) of -85.7, which is lower than the State's DFS of -51.7. <p>Per school leadership, strategies being implemented to improve student outcomes include the following:</p> <ul style="list-style-type: none"> For 2022-2023 school year, school has transitioned to implementing i-Ready Classroom Mathematics (RCM) in 6th and 7th grade School has taken steps to address student engagement 	



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 5/17/2023**A3: DASHBOARD SCHOOLWIDE ENGLISH LEARNER PROGRESS INDICATOR (ELPI)**

- The schoolwide Dashboard English Learner Progress Indicator Status Level is “Medium” with 47.7% of students making progress towards English language proficiency which is below the State at 50.3%.

Per school leadership, supports being implemented include:

- School is implementing ELD intervention for students
- Students receive targeted intervention through a blended learning model
- Students do a combination of online ELD learning using the Lexia program which adapts to their individual needs based on a pre-assessment
- Small group intervention tailored to meet student needs based off of the Lexia assessment
- Students use Lexia online platform and individualized lessons in small groups
- Supports for after school Intervention teachers include, 2 hours of prep per cohort, Mandatory biweekly Professional Development
- Family meetings for families of students in intervention

A5: DASHBOARD SCHOOLWIDE CHRONIC ABSENTEEISM INDICATOR - (GRADES K-8)

- The schoolwide Dashboard Chronic Absenteeism Rate Indicator Status is “Very High” with 52.0% of students who were absent 10 percent or more in the 2021-2022 school year, which is higher than the State at 30.0%.

Per school leadership, supports being implemented include:

- Attendance incentive campaigns were launched
- A cross-functional team meets on a weekly basis to discuss attendance and they work to identify how to provide support to families to remove any barriers to regular attendance
- Chronically absent students’ families receive a series of letters prior to a Student Attendance Review Team (SART) meeting
- Families receive information on the importance of regular attendance at Site Based Council (SBC) and Cafecitos

A8: DASHBOARD STUDENT GROUP ELA

- Three of the numerically significant student groups (English Learner, Socioeconomically Disadvantaged, and Students with Disabilities) have “Status/DFS” scores below the statewide DFS:
 - English Learner – Status “Low”/ DFS -63.1, which is lower than the State’s DFS of -61.2
 - Socioeconomically Disadvantaged – Status “Low”/ DFS -43.4, which is lower than the State’s DFS of -41.4
 - Students with Disabilities – Status “Very Low”/ DFS -130.9, which is lower than the State’s DFS of -97.3

Per school leadership, supports being implemented include:

- School has embedded an English Language Arts (ELA) intervention period for students during the school day, labeled ELA Support, where they are able to have an additional period with their ELA teacher in order to get small group guided instruction and additional support with meeting the demands of standards
- School will continue to build teacher capacity around small group instruction, while also dedicating time and support for teachers to backwards plan for their grade level and standards-aligned ELA units from the language arts curriculum
- They are working on refining multi-tiered systems of support that target student subgroups



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- Students participate in ELA skills building during the school day, including English Language Development (ELD), Learning Center, and ELA Support Classes

A9: DASHBOARD STUDENT GROUP MATH

- None of the numerically significant student groups (English Learner, Latino, Socioeconomically Disadvantaged, and Students with Disabilities) have “Status/DFS” scores above the statewide DFS:
 - English Learner – Status “Very Low”/ DFS -98.5, which is lower than the State’s DFS of -92.0
 - Latino – Status “Low”/ DFS -85.7, which is lower than the State’s DFS of -83.4
 - Socioeconomically Disadvantaged – Status “Low”/ DFS -86.1, which is lower than the State’s DFS of -84.0
 - Students with Disabilities – Status “Very Low”/ DFS -154.2, which is lower than the State’s DFS of -130.8

Per school leadership, supports being implemented include:

- The school is refining multi-tiered systems of support that target student subgroups
- They are addressing needs for students by ensuring tier 1 instruction is effective
- Professional learning practices around implementing standards-based grade level content and intellectual engagement strategies that apply to all students and their needs
- Students are identified to receive math intervention after school to supplement the instruction they are receiving during the school day
- School has ensured students have laptops at home so they can engage in their personalized learning path with i-Ready

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes:

Due to the COVID-19 pandemic, state law suspended the reporting of state measures on the 2021 California School Dashboard. The color-coded performance level or Change level will not be issued due to the suspension of state measures on the 2021 Dashboard and not having two consecutive years of reported data. Accordingly, indicators in the Student Achievement and Educational Performance category for the 2022-2023 Annual Performance-Based Oversight Report are scored based on 2022 Status level data except for the College/Career Indicator (CCI), as CAASPP testing was optional for the 2020-2021 school year. CCI will resume with “Status Only” reporting on the 2023 Dashboard.

A11: As of the time of the issuance of this Annual Performance-Based Oversight Visit Report, the state has not published the “Annual Reclassification (RFEP) Counts and Rates” for the 2021-2022 academic year. Considering this fact, the 2022- 2023 Annual Performance-Based Oversight Visit Report does not rate the Student Achievement and Educational Performance indicator “A11: English Learner Reclassification.” Please note that, depending on the release date of the 2021-2022 RFEP counts and rates, the District may elect to update and reissue a revised 2022-2023 Annual Performance-Based Oversight Visit Report with indicator A11 rated and calculated into the final overall Student Achievement and Educational Performance category rating.



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The school employs the following English Learner (EL) Reclassification Criteria:

Grades K-2

- English Language Proficiency Assessment
 - Summative ELPAC Overall performance level of 4.
- Basic Skills Assessment
 - Reads on grade-level on the IRLA, as per the assessment's scoring guide OR
 - Lexile level falls within "meets college and career readiness" band or better OR
 - i-Ready Diagnostic placement of "Early On Grade Level" or better
- Teacher Evaluation
 - ELA progress report grade of 3 or better
- Parent Opinion
 - Once relevant data have been shared with the parent or guardian with educational rights, that family member must indicate their approval on the RFEP letter

Grades 3-8

- English Language Proficiency Assessment
 - Summative ELPAC Overall performance level of 4.
- Basic Skills Assessment
 - IRLA Reading level is no more than one year below grade level OR
 - Lexile level falls within the "approaching college and career readiness" band or better OR
 - i-Ready Diagnostic placement of "One Grade Level Below" or better OR
 - Scores a minimum of level 3 overall on ELA SBAC
- Teacher Evaluation
 - ELA progress report grade of 2 or better, or C- or better.
- Parent Opinion
 - Once relevant data have been shared with the parent or guardian with educational rights, that family member must indicate their approval on the RFEP letter.

☒ Rate of "**At Risk**" ELs is Higher in comparison to the state average

☒ Rate of "**LTELs**" is Lower in comparison to the state average

Camino Nuevo Elementary #3 was identified as a 2022 Additional Targeted Support and Improvement (ATSI) school. Per CDE requirements, it is the expectation that ATSI plans be fully developed and approved at the local level (school and LEA) no later than the first day of the 2023–24 school year. In partnership with educational partners, the school shall develop and implement a school-level targeted support and improvement plan to improve student outcomes based on the indicators in the statewide accountability system for **Students with Disabilities, Two or More Races** that were the subject of the notification. This will ensure that students and the school receive a full year of intervention and support consistent with the ATSI plan.



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***NOTE: A charter school cannot receive a rating in this category greater than a 1 if the school has been identified as Low performing charter school based on the state's published list. (Not applicable for the 2022-2023 school year due to the absence of updated performance classification. Will resume with updated performance classification published by the state.)**

A1: DASHBOARD SCHOOLWIDE ELA INDICATOR - QUALITY INDICATOR #1

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide ELA data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Very High	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)
	<input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is High; or Medium and at/above statewide Distance From Standard ("DFS")	
	<input checked="" type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Medium and below statewide DFS; or Low	
	<input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Very Low	
	<input type="checkbox"/> Not Available - No Status assigned for the ELA Indicator on the Dashboard	

A2: DASHBOARD SCHOOLWIDE MATH INDICATOR - QUALITY INDICATOR #2

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide Math data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Very High	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)
	<input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is High; or Medium and at/above statewide DFS	
	<input checked="" type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Medium and below statewide DFS; or Low	
	<input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Very Low	
	<input type="checkbox"/> Not Available - No Status assigned for the Math Indicator on the Dashboard	



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DATE OF VISIT: 5/17/2023**A3: DASHBOARD SCHOOLWIDE ENGLISH LEARNER PROGRESS INDICATOR (ELPI) - QUALITY INDICATOR #3***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide ELPI data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard ELPI Status is Very High <input type="checkbox"/> The schoolwide Dashboard ELPI Status is High; or Medium and at/above statewide percentage <input checked="" type="checkbox"/> The schoolwide Dashboard ELPI Status is Medium and below statewide percentage; or Low <input type="checkbox"/> The schoolwide Dashboard ELPI Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the ELPI on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A4: DASHBOARD SCHOOLWIDE COLLEGE/CAREER INDICATOR (CCI) - (GRADES 9-12) - QUALITY INDICATOR #4*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide CCI data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> Not Available - No Status assigned for the CCI on the 2022 Dashboard <input checked="" type="checkbox"/> Not Applicable - CCI is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**A5: DASHBOARD SCHOOLWIDE CHRONIC ABSENTEEISM INDICATOR - (GRADES K-8) - QUALITY INDICATOR #5***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Chronic Absenteeism Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very Low <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Low; or Medium and at/below statewide percentage <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Medium and above statewide percentage; or High <input checked="" type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very High <input type="checkbox"/> Not Available - No Status assigned for the Chronic Absenteeism Indicator on the Dashboard <input type="checkbox"/> Not Applicable - The Chronic Absenteeism Indicator is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A6: DASHBOARD SCHOOLWIDE SUSPENSION RATE INDICATOR - QUALITY INDICATOR #6*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Suspension Rate Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Very Low <input checked="" type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Low; or Medium and at/below statewide percentage <input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Medium and above statewide percentage; or High <input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Very High <input type="checkbox"/> Not Available - No Status assigned for the Suspension Rate Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**A7: DASHBOARD SCHOOLWIDE GRADUATION RATE INDICATOR - (GRADES 9-12) - QUALITY INDICATOR #7***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Graduation Rate Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Very High <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is High; or Medium and at/above statewide percentage <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Medium and below statewide percentage; or Low <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the Graduation Rate Indicator on the Dashboard <input checked="" type="checkbox"/> Not Applicable - The Graduation Rate Indicator is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Parent-Student Handbook or other documentation of school's graduation requirements (B2.5) <input type="checkbox"/> Other: (Specify)

A8: DASHBOARD STUDENT GROUP ELA - QUALITY INDICATOR #8*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard ELA (Students with Disabilities, English Learners, Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> All numerically significant student groups have "Status/Distance From Standard (DFS)" scores above the statewide DFS <input type="checkbox"/> The majority of numerically significant student groups have "Status/DFS" scores above the statewide DFS <input checked="" type="checkbox"/> Less than a majority of the numerically significant student groups have "Status/DFS" scores above the statewide DFS <input type="checkbox"/> None of the school's numerically significant student groups have "Status/DFS" scores above the statewide DFS <input type="checkbox"/> Not Available - No assessment of performance for this indicator	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**A9: DASHBOARD STUDENT GROUP MATH - QUALITY INDICATOR #9**

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard Math (Students with Disabilities, English Learners, Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> All numerically significant student groups have “Status/DFS” scores above the statewide DFS <input type="checkbox"/> The majority of numerically significant student groups have “Status/DFS” scores above the statewide DFS <input type="checkbox"/> Less than a majority of the numerically significant student groups have “Status/DFS” scores above the statewide DFS <input checked="" type="checkbox"/> None of the school’s numerically significant student groups have “Status/DFS” scores above the statewide DFS <input type="checkbox"/> Not Available - No assessment of performance for this indicator	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability’s Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A10: DASHBOARD STUDENT GROUP COLLEGE/CAREER INDICATOR (CCI) - (GRADES 9-12) - QUALITY INDICATOR #10

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard CCI (Students with Disabilities, English Learners, and Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> Not Available - No Status assigned for the CCI on the 2022 Dashboard <input checked="" type="checkbox"/> Not Applicable - CCI is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> Office of Data & Accountability’s Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**A11: ENGLISH LEARNER RECLASSIFICATION - QUALITY INDICATOR #11**

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- English Learner reclassification rate for 2021-2022 (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school reclassified English Learners at a rate higher than the state average	<input type="checkbox"/> Reclassification report (CDE)
	<input type="checkbox"/> The school reclassified English Learners at a rate similar to the state average	<input type="checkbox"/> Office of Data & Accountability's Data Set (B2.1)
	<input type="checkbox"/> The school reclassified English Learners at a rate lower than the state average	<input type="checkbox"/> Summative ELPAC report (CDE) (B2.3)
	<input type="checkbox"/> The school did not reclassify any of its English Learners	<input type="checkbox"/> Master Plan for English Learners adopted by school's Governing Board (B3.2i)
	<input type="checkbox"/> Not Applicable - The school did not have any English Learners	
	<input checked="" type="checkbox"/> No Reclassification data for the 2021-2022 school year published by the state at the time of the issuance of this report. Please see "Notes" section above.	

A12: INTERNAL ASSESSMENT – VERIFIED DATA IMPLEMENTATION – QUALITY INDICATOR #12

The information provided in this report on internal assessments is to determine the charter school's verified data implementation, as applicable. As part of renewal (once and as applicable) for charter schools that are identified by the California Department of Education (CDE) as Middle or Low Performing, the LAUSD Board shall consider schoolwide performance and performance of all student groups on the California School Dashboard and shall also consider clear and convincing evidence, demonstrated by verified data, showing either a) the school achieved measurable increases in academic achievement, as defined by at least one year's progress for each in school or b) strong postsecondary outcomes equal to similar peers.

The LAUSD Board shall only consider verified data adopted by the State Board of Education pursuant to Education Code section 47607.2(c) ([Approved List](#)). In addition, staff's review of the charter school's submitted materials will be based on the verified data sources and related information adopted by the State Board of Education (Ed. Code, § 47607.2(c)(3).) Charter schools submitting verified data for this purpose must adhere to the state-approved criteria.

The information below is based on charter school's self-reported data and will not be scored.

Academic Progress Indicator(s) for the 2021-2022 School Year:

Academic Progress Indicator: CAASPP (ELA)	Grade Levels: 3 rd – 8 th	Assessment Administration: Spring	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: CAASPP (Math)	Grade Levels: 3 rd – 8 th	Assessment Administration: Spring	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: iReady by Curriculum Associates Reading	Grade Levels: 3 rd – 8 th	Assessment Administration: Fall/Spring	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met

*If the charter school did not meet the 95% participation, the charter school's plan to address the participation is included in the Notes below.



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1. ☒ The charter school disaggregated student performance data for the following student groups: English Learners, Students with Disabilities, Lation, Economically Disadvantaged
☐ The charter school did not disaggregate student performance data by student groups.
2. The charter school affirmed that the assessments were administrated as intended, consistent with the test publishers' administration and test security procedures.
3. The charter school provided the test publisher's definition of one year's progress, per publisher's source document.

Postsecondary Outcomes (high school only):

1. The charter school uses the Choose an item. data source and Choose an item. the results of at least 95% of eligible students. If the charter school did not meet the 95% participation, the charter school's plan to address the participation is included in the Notes below.
2. The charter school Choose an item. the number of eligible students and missing or non-participating students.
3. The charter school Choose an item. evidence of comparing the data to similar peers (which may include, but not limited to, similar demographics, pupil student groups, first-time college attendance, or other similar circumstances and if not available, comparison to statewide data).

NA

Notes:

None

Progress on LAUSD Board of Education Benchmarks and/or MOU related to STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE (if applicable):

Per Board of Education Report 102-19/20 October 15, 2019:

1. The school will demonstrate an ongoing increase in reclassification of its English Learners to meet or exceed the Resident Schools Median reclassification rate over the course of the five-year term of their renewal, which will be monitored by CSD through oversight.
 - Status: In Progress; no update due to 2021/2022 reclassification data still in process
2. Demonstrate growth of at least one performance level per academic year, as reported on the California School Dashboard, in ELA schoolwide academic performance as measured by CAASPP (SBAC) Assessment at a rate equal or greater than the Resident and Similar Schools, with the goal of achieving and maintaining the "Green" performance level or higher.
 - Status: No update due to only one year of SBAC data and therefore no assigned performance color. Specialist will monitor targeted benchmark area as part of oversight.



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DATE OF VISIT: 5/17/2023**LOCAL CONTROL ACCOUNTABILITY PLAN 2022-2023 (For Informational Purposes Only)***The CSD reviewed the Local Control Accountability Plan.*

All requested template information and descriptions were provided:	Sources of Evidence
<input checked="" type="checkbox"/> LCFF Budget Overview for Parents <input checked="" type="checkbox"/> Supplement to the Annual Update to the 2021-2022 LCAP <input checked="" type="checkbox"/> 2022-2023 Plan Summary <input checked="" type="checkbox"/> Engaging Educational Partners <input checked="" type="checkbox"/> Goals and Actions <input checked="" type="checkbox"/> Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students <input checked="" type="checkbox"/> Action Tables	<input checked="" type="checkbox"/> Local Control Accountability Plan (B2.7) <input checked="" type="checkbox"/> Board Agenda and Minutes (B2.7)

Notes:

None



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ORGANIZATIONAL MANAGEMENT, PROGRAMS, AND OPERATIONS	RATING*
Summary of School Performance	3, Proficient
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>O1: SCHOOL HEALTH AND SAFETY PLANS AND PROCEDURES: The school has a system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety. Some evidence from the documents provided as well as interviews with school staff and leadership included the following:</p> <ul style="list-style-type: none"> • A visitors policy evident • A certificate of occupancy granted by the City of Los Angeles • Emergency response list for 2022-2023 • School Safety Plan • Student ID with National Suicide Prevention Lifeline • Board Approved Suicide Prevention Policy • Health Screening Documented <p>O2: HEALTH AND SAFETY TRAINING AND PREPARATION: The school has a well-developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety</p> <ul style="list-style-type: none"> • EPI Pen evident on campus; training held on 2/23/23 for 6 staff • Emergency Drills for 2022-2023 <ul style="list-style-type: none"> ○ Earthquake 8/25/22, 2/16/23 ○ Fire 9/22/22, 1/19/23 ○ Lockdown ○ Armed Assault 10/20/22, 12/8/22, 6/8/23 ○ Loss or Failure of Utilities 11/17/22, 5/18/23 ○ Bomb Threat 4/27/23 • School demonstrated evidence of required staff trainings <ul style="list-style-type: none"> ○ Suicide Prevention ○ Child Abuse Mandated Reporter ○ Bloodborne Pathogens 	



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SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 5/17/2023Areas Noted for Further Growth and/or Improvement

O5: SPECIAL EDUCATION: The school has a partially developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements.

- Welligent report 200 around the time of visit showed 4 overdue IEPs; school shared rationale regarding overdue IEPs
- Welligent report 300 showed 14 IEPs that reflect tiers 4, 5 and 6; school shared rationale regarding services needing to be met
- School has a full-time Special Education Compliance Coordinator (SECC) that monitors compliance in collaboration with the leadership team, IEP clerk, and Special Education team at Camino Nuevo's central office
- Bi-weekly meetings with the central office special education team to review all topics related to compliance
- Weekly Inclusion Meetings
- Special Education Professional Development include:
 - Special Education in ELA & Math
 - Special Education Compliance, Master Calendars, 200 report, 300 report
 - Resource Specialist Teacher/Case Manager best practices, IEP quality control assurance
 - Writing goals, Present Level of Performance, Accommodations/Modifications/Interventions
 - Co-teaching Models & Co-planning with general education teachers
 - Goalbook Toolkit & Goalbook Pathways trainings
 - Behavior Protocol & Expectations, Behavior Intervention Plans

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes:

None

***NOTE:**

- *A charter school cannot receive a rating in this category greater than 1 for any of the following reasons: (1) Failed to complete criminal background clearances for any new staff and/or sole proprietor (as defined on the Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023) prior to employment; and/or failed to obtain DOJ clearance certification, as appropriate, from a vendor; and/or (2) Failed to have Health, Safety, and Emergency Plan in place.*
- *A charter school cannot receive a rating in this category greater than 2 for any of the following reasons: (1) Failed to conduct child abuse mandated reporter training in accordance with Education Code 44691; or (2) Any teacher of the core instructional program is not appropriately credentialed and assigned per legal requirements and the school's current approved charter.*
- *A charter school may receive a rating of 1 in this category if the school is in breach of the operative charter, including Federal, State, and District Required Language related to this section.*



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DATE OF VISIT: 5/17/2023**O1: SCHOOL HEALTH AND SAFETY PLANS AND PROCEDURES - QUALITY INDICATOR #1***The school has implemented school health and safety plans and procedures that ensure:*

- A current site-specific Certificate(s) of Occupancy or equivalent that authorizes the current use of the site
- A current, comprehensive, site-specific comprehensive Health, Safety, and Emergency School Safety Plan per requirements of Ed. Code, §§ 47605(c)(5)(F), 32282(a)(2)(A)-(J), and 35179.4, as applicable.
(Note: For schools co-located with a District school, the charter school participates in and complies with the District school's Integrated Safe School Plan)
- Posting of the school's Visitor Policy in a visible location in or outside the school's main office and in the Parent-Student Handbook
- Monitoring and documentation of compliance with student immunization requirements
- Completion and documentation of health screenings (e.g., vision, hearing, and scoliosis) per current applicable law and terms of the charter
- A Board adopted Pupil Suicide Prevention Policy (grades 1-6 and/or grades 7-12, as applicable), requirements of Ed. Code § 215
- Provision of at least one nutritionally adequate free or reduced priced meal each school day for all needy students, per Ed. Code § 47613.5
- For schools serving grades 7-12, inclusion of the phone number for the National Suicide Prevention Lifeline on at least one side of Student ID cards, as outlined in Ed. Code § 215.5

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system in place to ensure the protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input checked="" type="checkbox"/> The school has a system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Visitor's Policy (B3.1a)
	<input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Certificate(s) of Occupancy or equivalent (B3.1b)
	<input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Student immunization (B3.1h)
		<input checked="" type="checkbox"/> Health screening (B3.1h)
		<input checked="" type="checkbox"/> Comprehensive Health, Safety, and Emergency Plan (B3.1c)
		<input checked="" type="checkbox"/> Evacuation route maps (B3.1c)
		<input checked="" type="checkbox"/> Student ID card printed with the National Suicide Prevention Lifeline phone number (B3.1k)
		<input checked="" type="checkbox"/> Board adopted policy on pupil suicide prevention (grades K-6) (B3.1f)
		<input checked="" type="checkbox"/> Board adopted policy on pupil suicide prevention (grades 7-12) (B3.1f)
		<input checked="" type="checkbox"/> Site/classroom observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**O2: HEALTH AND SAFETY TRAINING AND PREPARATION – QUALITY INDICATOR #2*****The school has a system in place to ensure:***

- The school is able and prepared to implement its emergency procedures in the event of a natural disaster or other emergency (includes threat assessment protocol). School staff and other mandated reporters working on behalf of the school receive timely training on child abuse awareness and reporting, as outlined in Ed. Code, § 44691 .
- Maintenance of an emergency epinephrine auto-injector (“epi-pen”) onsite and training has been provided to volunteer staff member(s) in the storage and emergency use, per Ed. Code § 49414
- For schools offering an interscholastic athletic program, at least one automated external defibrillator (AED) is onsite and available for use, as outlined in Ed. Code § 35179.6
- Staff receive annual training in Pupil Suicide Prevention and Awareness (as applicable) pursuant to Ed. Code §215.
- Staff receive training in bloodborne pathogens, per 8 California Code of Regulations (“CCR”), § 5193

	Rubric	Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety	<input checked="" type="checkbox"/> Documentation of emergency drills and training (B3.1g) <input checked="" type="checkbox"/> Provision and location of onsite emergency supplies (B3.1c) <input checked="" type="checkbox"/> Child abuse mandated reporter training documentation (B3.1d and B3A.5) <input checked="" type="checkbox"/> Bloodborne pathogens training documentation (B3.1e and B3A.5) <input checked="" type="checkbox"/> Pupil Suicide Prevention and Awareness Training (B3.1f and B3A.5) <input checked="" type="checkbox"/> Epi-pen and training (B3.1i) <input checked="" type="checkbox"/> AED (schools with an interscholastic athletic program) (B3.1j) <input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023</i> (“ESSA Grid”) (B3A.1) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**O3: IMPLEMENTATION OF THE EDUCATIONAL PROGRAM – QUALITY INDICATOR #3**

The school has systems in place to ensure alignment to the curricular and educational program outlined in the approved charter petition by:

- Implementing key features of the educational program described in the charter
- Implementing standards-based instruction schoolwide in accordance with the California State Content Standards specific to the grade levels served and aligned with the needs of students
- Implementing assessments to measure the development of grade-level appropriate academic and non-academic skills
- Reviewing and analyzing school and student progress towards annual goals (schoolwide and for all student groups that the school serves) that are consistent with the educational performance measured by the California School Dashboard and state assessments
- Providing teacher, staff, and administrator professional development specific to supporting desired student outcomes and key features outlined in the school's charter
- Implementing a system to monitor student progress toward and completion of graduation and A-G requirements (**high schools only**)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has fully implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served. This includes full implementation of all key features, regularly reviewing and analyzing school and student progress towards annual goals and/or monitoring student progress toward completion of graduation and A-G requirements and providing ongoing professional development specific to student outcomes and key features as outlined in the charter.	<input checked="" type="checkbox"/> Implementation of an educational program serving all grade levels approved to be served per charter (B3.2i, B3.2j, B3.2k)
	<input checked="" type="checkbox"/> The school has implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	<input checked="" type="checkbox"/> Standards-based instructional program (evidence of grade level and/or content lesson plans, unit plans) (B3.2a)
	<input type="checkbox"/> The school has partially implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has minimally implemented, or not at all, the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	<input checked="" type="checkbox"/> Technology readiness to administer CAASPP assessments (B3.2c) (new schools only)
		<input checked="" type="checkbox"/> WASC accreditation (B3.2d)
		<input checked="" type="checkbox"/> UC Doorways course approval documentation (B3.2e)
		<input checked="" type="checkbox"/> Professional development documentation (B3.3c)
		<input checked="" type="checkbox"/> Evidence of system for monitoring student progress toward and completion of graduation and A-G requirements (B3.2g)
		<input checked="" type="checkbox"/> Mathematics Placement Assessment (school serving 9 th graders) (B3.2m)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 5/17/2023**O4: MEETING THE NEEDS OF ALL STUDENTS; STUDENT GROUP DATA ANALYSIS - QUALITY INDICATOR #4***The school has a system in place to ensure:*

- Implementation of differentiated instructional strategies and approaches described in the charter designed to meet the learning needs of all students, including all numerically significant student groups identified in the school's LCAP and by the CDE
- Implementation of internal student assessments aligned with instructional outcomes to determine student mastery of California State Content Standards
- Disaggregation and analysis of data on a regular basis to address individual student needs and guide instructional planning and use of interventions
- Implementation, review, and modification, as appropriate, of its Master Plan for English Learners (EL identification, designated and integrated ELD standards-based instruction, progress monitoring, assessment, and reclassification)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and modifies instruction based on data analysis	<input checked="" type="checkbox"/> Standards-based instructional program (evidence of grade level and/or content lesson plans, unit plans) (B3.2a)
	<input checked="" type="checkbox"/> The school has implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and generally modifies instruction based on data analysis	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has partially implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and partially modifies instruction based on data analysis	<input checked="" type="checkbox"/> Professional development documentation (B3.3c)
	<input type="checkbox"/> The school has minimally implemented, or not at all, the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and does not consistently modify instruction based on data analysis	<input checked="" type="checkbox"/> Documentation of intervention and support for all students (B3.2j)
		<input checked="" type="checkbox"/> Master Plan for English Learners (B3.2i)
		<input checked="" type="checkbox"/> Documentation of implementation of the school's Master Plan for English Learners (B3.2j)
		<input checked="" type="checkbox"/> Implementation of a data analysis system (B3.2k)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**O5: SPECIAL EDUCATION - QUALITY INDICATOR #5***The school has a system in place to ensure that the school:*

- Provides special education programs and services in accordance with students' IEPs
- Provides special education training for staff
- Conducts a special education self-review annually, using the Special Education Self-Review Checklist
- Maintains timely IEP timeline records and accurate service provision records in Welligent

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input type="checkbox"/> The school has a system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> District Validation Review (DVR) (B3.3a)
	<input checked="" type="checkbox"/> The school has a partially developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Self-Review Checklist (B3.3a)
	<input type="checkbox"/> The school has a minimal or no system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Welligent reports and/or other documentation, including from the Division of Special Education (B3.3a)
	<input type="checkbox"/> Not Applicable - Charter school participates in LAUSD's Option 1 SELPA	<input checked="" type="checkbox"/> Professional development documentation (B3.3a and B3.3c)
	<input type="checkbox"/> Charter school does not participate in LAUSD's SELPA	<input checked="" type="checkbox"/> Intervention and support for students with disabilities (B3.2j)
		<input checked="" type="checkbox"/> Consultation with Charter Operated Programs office
		<input checked="" type="checkbox"/> Other special education documentation (B3.3a)
		<input checked="" type="checkbox"/> Classroom observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

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DATE OF VISIT: 5/17/2023**O6: SCHOOL CLIMATE AND STUDENT DISCIPLINE - QUALITY INDICATOR #6***The school has a school climate and schoolwide student discipline system in place to ensure that the school's practices:*

- Align with principles of the District's Discipline Foundation Policy and School Climate Bill of Rights Resolution, including but not limited to, tiered behavior intervention, alternatives to suspension, and schoolwide positive behavior support, data monitoring and, includes a discipline system complaint process
- Provide positive opportunities for student wellness, growth and success, aimed at making the school safe, welcoming, supportive and inclusive
- Minimize discretionary suspensions and expulsions
- Reduce or eliminate suspension disproportionality for student groups
- Minimize chronic absenteeism for all students and student groups
- Procedures for preventing acts of bullying, including cyberbullying, in accordance with the requirements of Ed. Code, § 32283.5 and 234.4

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input checked="" type="checkbox"/> The school has a school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has a partially developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Professional development documentation (B3.3c)
	<input type="checkbox"/> The school has a minimally developed or no school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Implementation of school climate and student discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights principles (B3.3b)
		<input checked="" type="checkbox"/> Implementation of tiered behavior intervention (e.g. SSPT) (B3.3b)
		<input checked="" type="checkbox"/> Implementation of alternatives to suspension (B3.3b)
		<input checked="" type="checkbox"/> Implementation of schoolwide positive behavior support system (B3.3b)
		<input checked="" type="checkbox"/> Implementation of procedures for preventing acts of bullying, including cyberbullying (B3.3b)
		<input checked="" type="checkbox"/> Data monitoring (B3.3b)
		<input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Sets for suspension, expulsion, disproportionality, and chronic absenteeism (B2.1)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Stakeholder focus group
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**O7: PROFESSIONAL DEVELOPMENT - QUALITY INDICATOR #7*****The school:***

- Has a schoolwide professional development plan for teachers and other staff that supports the educational program set forth in the charter and targets identified needs
- Provides faculty and other instructional staff with professional development opportunities to improve instructional practice
- Provides opportunities for teachers to collaborate regularly for the purpose of planning and improving curriculum and instruction

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> Professional development documentation (e.g. professional development year-long plan agendas, and sign-ins) (B3.3c)
	<input type="checkbox"/> The school has partially implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> Professional development training materials (B3.3c)
	<input type="checkbox"/> The school has not implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> System to assess professional development needs (B3.3c)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Stakeholder focus group
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**O8: STAKEHOLDER ENGAGEMENT AND INVOLVEMENT - QUALITY INDICATOR #8**

The school has a system for stakeholder engagement, including gathering input, facilitating, and encouraging involvement, sharing information, and resolving concerns, which:

- Provides parents, teachers, and students with meaningful opportunities for involvement and engagement that meet the requirements and goals of applicable federal and state law, the school's charter, and the school LCAP
- Implements a School Site Council (SSC) and/or English Learner Advisory Committee (ELAC) in accordance with legal requirements (e.g., member composition of committee/council, legally required topics, etc.), if applicable
- The liaison for students experiencing homelessness has identified this population through outreach and coordination activities with other organizations, and provided related referral of services to families, children, and youth experiencing homelessness.

	Rubric	Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns <input checked="" type="checkbox"/> The school has a system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a partially developed system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a minimal or no system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Parent-Student Handbook (B1.10a) <input checked="" type="checkbox"/> LCAP (B3.2b) <input checked="" type="checkbox"/> Documentation of SSC and ELAC meetings (e.g., calendars, agendas, minutes, roster, and sign-in) (B3.3d) <input checked="" type="checkbox"/> Stakeholder consultation (B3.3d) <input checked="" type="checkbox"/> Parent/stakeholder involvement and engagement (B3.3d) <input checked="" type="checkbox"/> Foster youth/students experiencing homelessness liaison (B3.3d) <input checked="" type="checkbox"/> School website (B3.3e) <input checked="" type="checkbox"/> Discussion with school leadership <input checked="" type="checkbox"/> Stakeholder focus group <input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 5/17/2023**O9: TRANSPARENCY FOR STAKEHOLDERS- QUALITY INDICATOR #9**

The school has a system in place to ensure that it operates in a transparent manner and keeps stakeholders informed, including:

- Information is easily accessible to the public and school stakeholders, including but not limited to applicable categories described in Charter School Transparency Resolution
- UCP and all complaint procedures
- Title IX information is available in applicable languages as required by law
- Per Ed. Code § 234.6 and District policy, specified information relating to suicide, bullying, discrimination and harassment prevention, among other things, are readily accessible in a prominent location on the school website in a manner that is easily accessible to parents/guardians and students
- Provides all stakeholders with appropriate, accessible, and relevant information about individual student and schoolwide academic progress and performance
- Notification requirements to pupils and parents or guardians of pupils on how to initiate access to available pupil mental health services on campus, in the community, or both no less than twice during the school year, in accordance with Ed. Code, § 49428
- Identifies and implements the most appropriate methods of informing parents and guardians of pupils in grades 6-12 of human trafficking prevention resources, in accordance with Ed. Code, § 49381
- Informs parents of high school students about transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements, in accordance with Ed. Code, § 47605 (**high schools only**)

Rubric	Sources of Evidence
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LAUSD CHARTER SCHOOLS DIVISION

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DATE OF VISIT: 5/17/2023

Performance

- | | |
|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> The school has a well-developed system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website <input checked="" type="checkbox"/> The school has a system to share information with stakeholders via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a partially developed system to share information with stakeholders via its documents available manually/electronically or on its website <input type="checkbox"/> The school has a minimally developed system to share information with stakeholders with limited to no availability of documents manually/electronically or on its website | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> UCP Procedure and Forms (B1.11) <input checked="" type="checkbox"/> Complaint Procedure and Forms (B1.12) <input checked="" type="checkbox"/> Review of the following information posted to the school's website (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> LCAP, per Ed. Code § 47606.5(h) <input checked="" type="checkbox"/> Current Board agenda in compliance with Brown Act, per Gov. Code, §54954.2(a)(1) <input checked="" type="checkbox"/> Website posting required per Ed. Code § 234.6 (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Policy on Pupil Suicide Prevention <input checked="" type="checkbox"/> Title IX information, including a link to CDE's Title IX website <input checked="" type="checkbox"/> Policies on anti-discrimination, anti-harassment, anti-intimidation, anti-bullying, and sexual harassment policies, including: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Anti-cyberbullying procedures <input checked="" type="checkbox"/> Social media anti-bullying procedures <input checked="" type="checkbox"/> Link to statewide resources including community based organizations compiled by CDE <input checked="" type="checkbox"/> Sharing accessible and relevant information about individual student, student group, and schoolwide academic progress and performance with all stakeholders as appropriate (B3.3e) <input checked="" type="checkbox"/> Access to approved charter (B3.3e) <input checked="" type="checkbox"/> Compliance with the LAUSD BOE's Charter School Transparency Resolution, including (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Financial Audit <input checked="" type="checkbox"/> Student Demographics <input checked="" type="checkbox"/> Documentation of informing parents/guardians about transferability of courses/course credit and eligibility to meet A-G requirements (high schools only) (B3.3e) <input checked="" type="checkbox"/> Informing parents/guardians of human trafficking prevention resources (grades 6-12) (B3.3e) <input checked="" type="checkbox"/> Notification of access to available mental health services (B3.3e) <input type="checkbox"/> School website (B3.3e) |
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		<input type="checkbox"/> Other: (Specify)
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O10: EVALUATION OF SCHOOL STAFF - QUALITY INDICATOR #10

The school has a system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements, including:

- Evaluation procedures with clear performance standards for all school-based staff, including but not limited to administrators, certificated staff, and classified staff
- Evaluation tool(s) for all school-based staff, including but not limited to administrators, certificated staff, and classified staff

	Rubric	Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a partially developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a minimal or no system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Evaluation procedures with clear performance standards for all school-based staff (B3.3f) <input checked="" type="checkbox"/> Evaluation tool(s) for all school-based staff (B3.3f) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 5/17/2023**O11: CLEARANCES AND CREDENTIALING COMPLIANCE - QUALITY INDICATOR #11**

The school is in compliance with applicable law and the terms of its approved charter regarding clearances and credentialing:

- All certificated staff are fully credentialed, including EL authorizations, and appropriately assigned as authorized by their credentials at all times
- Individuals who have been continuously employed in a teaching position since the 2019–20 school year obtain the appropriate certificate, permit, or other document for their certificated assignment no later than July 1, 2025 (Ed. Code § 47605.4(a).)
- The school has obtained all necessary employee clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to employment, and keeps all clearances current
- The school has obtained all necessary vendor clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to the provision of service, and keeps all clearances current
- The school has conducted volunteer clearances in accordance with applicable law and policy, including criminal background clearances for all volunteers who perform school site services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has fully implemented and continually monitors systems and procedures that maintain 100% compliance with all applicable law, including but not limited to clearance, credentialing, and assignment requirements at all times	<input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023</i> form (“ESSA Grid”) (B3A.1a)
	<input type="checkbox"/> The school has implemented and monitors systems and procedures that maintain substantial compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Human Resources (HR) policies and procedures regarding clearances and ESSA qualifications and credentialing requirements (B1.13)
	<input type="checkbox"/> The school has partially implemented and intermittently monitors systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Staff roster (B3A.1b)
	<input type="checkbox"/> The school has not implemented and/or does not monitor systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> School master schedule (B3A.1c)
		<input checked="" type="checkbox"/> Custodian(s) of Records documentation (B3A.1d)
		<input checked="" type="checkbox"/> Criminal Background Clearance Certifications (B3A.2a, B3A.3, and B3A.4)
		<input checked="" type="checkbox"/> Teaching credential/authorization documentation (B3A.2b)
		<input checked="" type="checkbox"/> Vendor clearances and credentialing certifications (B3A.6)
		<input checked="" type="checkbox"/> Volunteer (TB) risk assessment/clearance certification (B3A.7)
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)

Progress on LAUSD Board of Education Benchmarks and/or MOU related to ORGANIZATIONAL MANAGEMENT (if applicable):

None



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2157	2019-2020					2020-2021					2021-2022				
	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Camino Nuevo Elementary School 3 (Eisner)															
Cash and Cash Equivalents		2,105,391	2,198,341	2,986,330	2,918,361		3,064,028	3,038,485	4,033,132	4,033,132		3,899,207	4,615,483	5,021,993	4,935,449
Current Assets		3,117,286	3,183,927	4,185,044	4,117,075		5,591,525	5,578,189	5,699,961	5,699,960		5,416,682	5,800,975	6,607,260	6,608,058
Fixed and Other Assets		623,624	652,657	698,961	698,959		607,126	749,864	870,944	870,946		749,462	750,839	818,869	818,870
Total Assets		3,740,910	3,836,584	4,884,005	4,816,034		6,198,651	6,328,053	6,570,905	6,570,906		6,166,144	6,551,814	7,426,129	7,426,928
Deferred Outflows of Resources		0	0	0	0		0	0	0	0		0	0	0	0
Current Liabilities		339,011	362,179	890,890	828,260		739,133	1,002,135	777,328	813,152		682,291	860,225	1,665,391	1,658,470
Other Long Term Liabilities		27,132	27,132	5,340	0		5,339	5,339	35,825	0		35,825	35,825	50,712	0
Unfunded OPEB Liabilities		0	0	0	0		0	0	0	0		0	0	0	0
Total Liabilities		366,143	389,311	896,230	828,260		744,472	1,007,474	813,153	813,152		718,116	896,050	1,716,103	1,658,470
Deferred Inflows of Resources		0	0	0	0		0	0	0	0		0	0	0	0
Net Assets		3,374,767	3,447,273	3,987,775	3,987,774		5,454,179	5,320,579	5,757,752	5,757,754		5,448,028	5,655,764	5,710,026	5,768,458
Total Revenues	10,744,889	9,973,560	10,042,415	9,991,551	9,991,550	9,280,156	10,943,366	10,936,549	11,245,318	11,245,316	10,877,826	12,178,627	12,146,148	11,904,366	12,049,341
Total Expenditures	10,620,859	9,928,495	9,924,844	9,933,478	9,933,478	8,829,082	9,476,962	9,603,745	9,475,341	9,475,336	10,616,723	12,488,351	12,248,136	11,952,092	12,038,637
Net Income / (Loss)	124,030	45,065	117,571	658,073	658,072	451,074	1,466,404	1,332,804	1,769,977	1,769,980	261,103	(309,724)	(101,988)	(47,726)	10,704
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Inc / (Dec) in Net Assets	124,030	45,065	117,571	658,073	658,072	451,074	1,466,404	1,332,804	1,769,977	1,769,980	261,103	(309,724)	(101,988)	(47,726)	10,704
Net Assets, Beginning	6,037,480	3,329,702	3,329,702	3,329,702	3,329,702	3,447,273	3,987,775	3,987,775	3,987,775	3,987,774	5,320,579	5,757,752	5,757,752	5,757,752	5,757,754
Adj. for restatement / Prior Yr Adj	144,042	0	0	0	0	164,220	0	0	0	0	296,059	0	0	0	0
Net Assets, Beginning, Adjusted	6,181,522	3,329,702	3,329,702	3,329,702	3,329,702	3,611,493	3,987,775	3,987,775	3,987,775	3,987,774	5,616,638	5,757,752	5,757,752	5,757,752	5,757,754
Net Assets, End	6,305,552	3,374,767	3,447,273	3,987,775	3,987,774	4,062,567	5,454,179	5,320,579	5,757,752	5,757,754	5,877,741	5,448,028	5,655,764	5,710,026	5,768,458
Unrestricted Net Assets		3,373,184	3,445,690	3,987,775	3,987,774		5,454,179	5,320,579	5,757,752	5,757,754		5,448,028	750,840	5,710,026	5,768,458
Restricted Net Assets		1,583	1,583	0	0		0	0	0	0		0	4,904,924	0	0

2157	Audited Financials					2022-2023				
	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Camino Nuevo Elementary School 3 (Eisner)										
Cash and Cash Equivalents	2,482,110	2,918,361	4,033,132	4,935,449	0		5,412,622	5,583,285	0	0
Current Assets	3,218,967	4,117,075	5,699,960	6,608,058	0		7,175,425	7,255,396	0	0
Fixed and Other Assets	711,572	698,959	870,946	818,870	0		960,134	1,200,217	0	0
Total Assets	3,930,539	4,816,034	6,570,906	7,426,928	0		8,135,559	8,455,613	0	0
Deferred Outflows of Resources	0	0	0	0	0		0	0	0	0
Current Liabilities	600,837	828,260	813,152	1,658,470	0		1,836,440	2,361,437	0	0
Other Long Term Liabilities	0	0	0	0	0		50,712	50,712	0	0
Unfunded OPEB Liabilities	0	0	0	0	0		0	0	0	0
Total Liabilities	600,837	828,260	813,152	1,658,470	0		1,887,152	2,412,149	0	0
Deferred Inflows of Resources	0	0	0	0	0		0	0	0	0
Net Assets	3,329,702	3,987,774	5,757,754	5,768,458	0		6,248,406	6,043,464	0	0
Total Revenues	10,565,983	9,991,550	11,245,316	12,049,341	0	11,914,860	13,242,873	13,221,928	0	0
Total Expenditures	13,027,225	9,933,478	9,475,336	12,038,637	0	11,769,598	12,762,924	12,946,921	0	0
Net Income / (Loss)	(2,461,242)	658,072	1,769,980	10,704	0	145,262	479,949	275,007	0	0
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0
Inc / (Dec) in Net Assets	(2,461,242)	658,072	1,769,980	10,704	0	145,262	479,949	275,007	0	0
Net Assets, Beginning	5,790,944	3,329,702	3,987,774	5,757,754	0	5,655,763	5,710,026	5,710,026	0	0
Adj. for restatement / Prior Yr Adj	0	0	0	0	0	81,364	58,431	58,431	0	0
Net Assets, Beginning, Adjusted	5,790,944	3,329,702	3,987,774	5,757,754	0	5,737,127	5,768,457	5,768,457	0	0
Net Assets, End	3,329,702	3,987,774	5,757,754	5,768,458	0	5,882,389	6,248,406	6,043,464	0	0
Unrestricted Net Assets	3,229,144	3,987,774	5,757,754	5,768,458	0		5,288,272	6,043,464	0	0
Restricted Net Assets	100,558	0	0	0	0		960,134	0	0	0



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 5/17/2023

FISCAL OPERATIONS

You have been assessed by the Fiscal Oversight team and you are receiving the rating of **4, Accomplished**.

Other circumstances and information could influence the rating and are noted in this evaluation.

Camino Nuevo Elementary School 3's (CNCA3) fiscal condition is positive and has been upward trending since the 2018-2019 fiscal year. According to the 2021-2022 independent audit report, the school had positive net assets of \$5,768,458 and net income of \$10,704. The 2022-2023 Second Interim projected positive net assets of \$6,043,465 and net income of \$275,007.

According to Camino Nuevo Charter Academy's (CNCA) independent audit report dated June 30, 2022, CNCA3 is one of five schools operated by CNCA, all of which are authorized by the Los Angeles Unified School District (LAUSD). CNCA had six schools in operation prior to June 30, 2021, including Camino Nuevo Charter High 1 (CNHS1) (also authorized by LAUSD), which closed effective June 30, 2021. CNCA, its related entities, and its charter schools reported positive net assets of \$45,450,455 and a net loss of **(\$322,334)**. Per CNCA's 2021-2022 audit report, the **(\$322,334)** net loss is primarily attributed to the net loss reported for Camino Nuevo Charter Academy 2 (CNCA2). CNCA, without its related entities and its charter schools, reported negative net assets of **(\$71,868)** and net income of \$0. The CNCA Home Office's net loss of **(\$71,868)** is carried forward from Fiscal Year 2017-2018, primarily due to the asset transfer to and service agreements with Pueblo Nuevo Education and Development Group (PN-EDG). See further details under **Item 27** in the **Notes II** section below.

According to CNCA, CNCA3 pays annual management fees of 12% to PN-EDG for administrative services which Education Code Section 47632(f) defines as: "all funding except funding for capital outlay," for each CNCA school, as projected by PN-EDG on or about July 1, 2022, for services that include home support. In addition, to benefit and further the CNCA schools' charitable and educational purposes, since July 1, 2016, the contractual arrangements between CNCA and PN-EDG each year have been governed by an Agreement for Limited Services. Each of these Agreements are for twelve-month periods, commencing on July 1 each year, and are renewed annually. PN-EDG supports CNCA by administering many of the charitable activities that CNCA historically performed [e.g., early childhood services (pre-school), alumni services, development, and integrated community support], to enable CNCA to focus on charter school operations.

Per the Seventh Amendment for Limited Services of July 1, 2022, "PN-EDG shall invoice CNCA every three (3) months for services performed, with a delineation between the Base Compensation for the limited services as described in Section 3.1 and the Mental Health Program Compensation for the services as described in Section 3.2. CNCA shall prepay the first payment (reflecting a three (3) month period) in the amount of \$1,442,584 as Base Compensation, \$62,500 as Expanded Learning Opportunities Program (ELOP) Compensation, and \$199,244. as Mental Health Program Compensation, which shall be due to PN-EDG no later than July 1, 2022. After the initial three (3) month period, the Parties shall adjust the subsequent invoice to reflect the services performed and prepaid during that period. CNCA shall submit payment to PN-EDG for each school within twenty (20) calendar days of the deposit by the State with the County Treasurer of the state aid portion of each CNCA school."



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 5/17/2023**Financial Highlights**

	FINANCIAL HIGHLIGHTS				
	2018-2019 (Audited Actuals)	2019-2020 (Audited Actuals)	2020-2021 (Audited Actuals)	2021-2022 (Audited Actuals)	2022-2023 (Second Interim)
Camino Nuevo Elementary School 3					
Net Assets	\$3,329,702	\$3,987,774	\$5,757,754	\$5,768,458	\$6,043,465
Net Income / (Loss)	(\$2,461,242)*	\$658,072	\$1,769,980	\$10,704	\$275,007
Transfers In / Out	\$0	\$0	\$0	\$0	\$0
Prior Year Adjustment(s)	\$0	\$0	\$0	\$0	\$0
Cash and Cash Equivalents	\$2,482,110	\$2,918,361	\$4,033,132	\$4,935,449	\$5,583,285
Unrestricted Net Assets	\$3,229,144	\$3,987,774	\$5,757,754	\$5,768,458	\$6,043,465
Norm Enrollment Reported by the School	788	764	746	710	731
	FINANCIAL RATIO ANALYSIS				
Cash Reserve Level (Cash Balance/Total Expenditures) <i>5% and greater is recommended</i>	19.05%	31.27%	42.56%	41.00%	43.12%
Fund Reserve (Reserve for Economic Uncertainty) (Unrestricted Net Assets /Total Expenditures) <i>3% - 5% and greater is recommended (depending on the school's ADA)</i>	24.79%	42.73%	60.77%	47.92%	46.68%
Current Ratio (Working Capital Ratio) (Current Assets/Current Liabilities) <i>At least 1.2 or 120% is recommended</i>	535.75%	497.08%	700.97%	398.44%	307.24%



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 5/17/2023**Debt Ratio**

(Total Liabilities/Total Assets)

Lower than 1.0 or 100% is recommended

15.29%

17.20%

12.38%

22.33%

28.53%

* CNCA3's 2018-2019 independent audit report reported a net loss of **(\$2,461,242)** for Fiscal Year 2018-2019. According to the email communications that the CSD received from PN-EDG's then-CFO in September 2019, this loss was primarily attributed to the forgiveness of a \$2.72 million loan (a one-time expense) owed to CNCA by ExED 9 Investment Fund, LLC, pertaining to a New Markets Tax Credit (NMTC) refinancing transaction resulting in amended terms to the school's lease (which would result in CNCA3 lowering its monthly rent from \$20,333 to \$18,244). Based on the documentation provided by PN-EDG, this loan forgiveness was supported by resolutions approved by CNCA's Board of Directors on June 17, 2019.

CNCA's 2017-2018 independent audit report disclosed: "In June 2012, in partnership with CNCA, [Grupo Nuevo Los Angeles (GNLA)] acquired property by obtaining long-term financing through the federal NMTC program. CNCA loaned \$3,233,613 to ExED 9 Investment Fund LLC (ExED LLC). ExED LLC combined the proceeds from the loan with other investor funds to make qualified low-income community investments pursuant to NMTC laws." Per CNCA's audits, to facilitate the transaction, GNLA formed Fifteenth and Ardmore, LLC (Ardmore, LLC) and Fifteenth and Ardmore Investments, LLC (Investments, LLC). GNLA is the sole member of Ardmore, LLC and Ardmore, LLC was the sole member of Investments, LLC. PN-EDG, after its incorporation, became the parent entity of GNLA. Per PN-EDG, in June 2019, Ardmore LLC acquired Investments, LLC as part of the NMTC unwind agreement.

Further, PN-EDG's then-CFO provided the following background regarding CNCA3's facilities: "The CNCA #3 charter operates two campuses: Jose Castellanos Campus and Jane B. Eisner Campus. The Castellanos campus is a Public School Choice (PSC) campus and owned by LAUSD. The Eisner Campus is leased by CNCA. The Eisner Campus construction was originally financed via a 7-year [NMTC] financing structure by [Investments LLC]." In addition, PN-EDG's then-CFO explained that the original \$3.2M leverage loan was "established via a private loan was comprised of contributions from private donors and the historic tax credit and was a component of the financing structure to maximize the tax credit allocation." Since the term of the NMTC structure was seven years and during the unwind of this structure in June 2019, PN-EDG's COF stated that "it was determined to forgive the loan balance as the contributions were received for the campus project and would not be used for any other reason." As such, CNCA forgave the \$2,728,867 remaining balance of the original \$3.2MM leverage loan. According to PN-EDG's then-CFO and the journal entries furnished to the CSD, CNCA3 recorded the capital campaign contributions and the historical NMTC as Local Revenue, Grants or Fundraising (restricted in nature) in Fiscal Years 2011-2012 and 2012-2013. CNCA3 recorded the \$3.2 million loan to the Eisner Campus financing structure as an amount Due From Others on the school's balance sheet. As a result of the NMTC structure being dissolved in June 2019, CNCA3 recorded the forgiveness of the \$2.72 million loan as a one-time expense on CNCA3's books, resulting in a net loss of **(\$2,461,242)** for Fiscal Year 2018-2019. PN-EDG provided documentation confirming that CNCA3 consulted with its contracted audit firm (Clifton Larsen Allen LLP) to ensure that the school's accounting treatment for this transaction complies with the U.S. Generally Accepted Accounting Principles (GAAP).

Areas of Demonstrated Strength and/or Progress:

The school's fiscal condition is positive. Please refer to the Financial Highlights table above.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 5/17/2023**Areas Noted for Further Growth and/or Improvement:**

No significant items noted.

Other Observations (Items described in this section, which may not have been addressed in the charter school's Fiscal Policies and Procedures, are recommended for improvement to align with optimal business practices).

Through conducting fiscal oversight and analyzing the data below, the CSD requests and receives fiscal documents from CNCA (including bank statements, bank reconciliations, credit card statements, and check registers) for the five CNCA charter schools that are currently authorized by LAUSD. The CSD reviews these financial documents and a sampling of checks and credit card transactions across these CNCA charter schools, to assess overall compliance with CNCA's *Fiscal Policies and Procedures* (FPP, approved by CNCA governing Board on 11/9/2021). Any areas noted for further growth and/or improvement relating to CNCA's and its charter schools' overall compliance to the aforementioned manual are indicated within each charter school's Annual Performance-Based Oversight Visit Report, which may or may not have been experienced by the specific CNCA school named above. Lastly, any exceptions that are school-specific, such as the fiscal condition, are reviewed separately for each CNCA charter school.

1. CNCA' 2021-2022 Independent Audit Report noted the following finding regarding State Compliance:

"2022-001 Expanded Learning Opportunities ELO-G (40000 State Compliance)

Camino Nuevo Charter Academy – Burlington (CNCA#1) - #0293

Camino Nuevo Academy #2 – Kanye Siart (CNCA#2) - #1231

Camino Nuevo Elementary #3 – Jose A. Castellanos/Jane B. Eisner (CNCA #3) - #1212

Camino Nuevo Charter Academy #4 – Sandra Cisneros Learning Academy (CNCA #4) - #1334

Camino Nuevo High #2 – Danzell Lance High School (CNHS #2) - #1540

Criteria: *The governing board of CNCA was required to adopt on or before June 1, 2021, in a public meeting, a plan describing how the apportioned ELO-G funds would be used in accordance with Education Code section 43522 and submit the plan within 5 days of adoption pursuant to subdivision (e) of Education Code section 43522.*

Condition: *During ELO-G testing, it was noted that the spending plan was approved by the board on June 1, 2021 and was submitted to its chartering authority on August 8, 2022. The submission date was not within 5 days of adoption of the spending plan.*

Effect: *CNCA is not in compliance with subdivision (e) of Education Code section 43522.*

Cause: *The Board of Directors of Camino Nuevo Charter Academy approved the ELO-G plans for all Camino Nuevo schools on June 1, 2021 prior to the state required deadline. However, it did not come to CNCA's attention that these plans were also required to be submitted to our authorizer until August of 2022.*

Questioned costs: *N/A*



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Repeat Finding: *This is not a repeat finding.*

Corrective Action Plan: *At this time, CNCA promptly complied, sending all plans to LAUSD Charter Schools Division representative, [name redacted], on August 9, 2022. CNCA will be closely monitoring the CDE details for new funding more closely to avoid this oversight in the future."*

This finding did not result in questioned costs, and, as of the issuance date of this Annual Performance-Based Oversight Visit Report, CNCA has resolved the finding by taking the aforementioned corrective action. The CSD will continue to monitor this issue through oversight, including reviewing CNCA's 2022-2023 independent audit report.

2. Bank Reconciliations Not Reviewed/Approved Timely:

Based on the CSD's review of the bank reconciliation reports for the months of March 2022 to August 2022, the CSD noted the bank reconciliation reports lacked evidence of timely preparation, review, or approvals. A summary of the reports in questions is provided below.

Account Number Ending	Monthly Bank Statement Ending Date	Reconciliation Report Preparation and Approval Deadline	Actual Reconciliation Report Preparation Date	# of Days Reconciliation Report Late	Actual Date Reconciliation Report Approved and Signed	# of Days Reconciliation Approval Late
X7830	4/30/2022	5/31/2022	5/31/2022	not late	6/8/2022	6
X7830	6/30/2022	7/31/2022	9/2/2022	33	9/2/2022	33
X7830	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X7830	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35
X8941	4/30/2022	5/31/2022	5/16/2022	not late	6/6/2022	6
X8941	6/30/2022	7/31/2022	6/23/2022	not late	8/31/2022	31
X8941	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X8941	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35
X6837	4/30/2022	5/31/2022	5/16/2022	not late	6/6/2022	6
X6837	6/30/2022	7/31/2022	6/23/2022	not late	8/31/2022	31
X6837	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X6837	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35

Page 1: Bank Reconciliations of CNCA FPP states:

"Policy: *Bank reconciliation and approval will occur on a monthly basis.*



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 5/17/2023**Procedures:**

- The ExED* Accounting Associate or Senior Accounting Associate (AA/SAA) assigned to the organization will print the bank statements directly from the online banking system. If online banking is unavailable, the organization will make copies of the original statement available to ExED.
- The ExED AA/SAA will prepare the bank reconciliation.
- ***The Accounting Manager or Vice President, School Finance assigned to the organization will review and approve the bank reconciliation by initialing and dating the report.***

*ExED or current back office provider in the event of a change in service
(*Emphasis added.*)

In response to the CSD's observations above, CNCA stated that bank reconciliations are usually done on a monthly basis. CNCA explained that the April 2022 bank reconciliation was completed timely, and that even though the approval was 6 days late, there was continuous communication amongst the team on the completion of the reconciliation. Regarding the June 2022 reconciliation, CNCA indicated that the delay was due to the hold harmless provision which caused the need to enter final entries in the accounting system. This out-of-the-norm situation, which, according to CNCA, was a year-end communication request by the California Department of Education, created a domino effect of delay for the July 2022 and August 2022 bank reconciliations. CNCA added that the bank activity is monitored via cash positions to ensure no fraudulent or unknown transactions exist. ExED further stated: "All entries reflected in the bank statement[s] are monitored and entered timely. The ExED team does a "soft" bank [reconciliation] where they confirm there are no variances to the statement. However, the bank [reconciliations] are usually not finalized until the month's financial close is complete, as some reclasses reflect a \$0 cash entry. These entries are particular to CNCA as a CMO [Charter Management Organization] because all Camino charters share the same operating account. From now on, ExED will [conduct bank reconciliation on] the accounts once all entries reflected in the bank statement are reconciled. Any \$0 entries will be cleared in the following month's bank reconciliation. This will allow for more timely reconciliations."

Nonetheless, the CSD recommends that CNCA ensure that all bank reconciliation reports are prepared accurately, reviewed, and approved in a timely manner, and include the appropriate signatures (including the printed names and titles/positions), as well as the preparation and review/approval dates, to validate the review and approval process performed by the school or its back office service provider.

3. Late Fees and/or Finance Charges:

Based on the CSD's review of a sample of CNCA schools' check registers and related supporting documentation for the period spanning from November 2021 through October 2022, a sample of 22 checks were selected for further review. The CSD noted two checks provided by CNCA referenced late fees and finance charges. These late fees and finance charges, as reflected on the invoices, are summarized below.

Item #	Check #	Vendor Name	Posting Date	Check Amount	Late Fees/ Finance Charges/ Over Limit Fees	CSD's Comments
1	P012555	Athens Services	2/18/2022	\$59.68	\$59.68	Late fees at Camino Nuevo Charter Academy 1 (CNCA1)



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2	P023409	Pitney Bowes Purchase Power	7/29/2022	\$40.13	\$38.87	Late fees of \$29.99 and finance charge of \$8.88 at CNCA1
3	P025662	Pitney Bowes Purchase Power	9/2/2022	\$37.84	\$37.84	Late fees of \$29.99 and finance charge of \$7.85 at CNCA1
			TOTAL	\$137.65	\$136.39	

In response to the CSD's observations above regarding Athens Services, CNCA stated: "SOM [School Operations Manager] has created an online account to download invoices and receive them in a timely manner. SOM will also message accounting team including Principal for any urgent requests to avoid any further delays in payment process."

In response to the CSD's observations above regarding Pitney Bowes Purchase Power, CNCA stated: "Pitney Bowes charges separately for the equipment lease and the line of credit required to purchase postage. We instructed staff to begin paying Pitney Bowes with AMEX due to the vendor having no grace period. Even when the invoices were processed upon receipt, the delivery was still being missed, sometimes by 1 day. There was a significant delay from the vendor in closing out the postage side of the billing in order to allow AMEX payment."

The CSD recommends that the school continue to implement procedures to track all recurring and non-recurring invoices and billing statements and ensure that all vendors are paid timely, to prevent the school from incurring additional late fees, over limit fees, and/or finance charges in the future.

4. Purchases (Lack of Board Approval):

Based on the CSD's review of a sample of the CNCA schools' check registers and related supporting documentation for the period spanning from November 2021 through October 2022, a sample of 22 checks were selected for further review. The CSD noted a check from CNCA2's check register (Check # P029766, in the amount of \$39,870.00, dated 10/28/2022, and made payable to The Achievement Network, LTD), with a contract agreement valued at \$150,000, lacked evidence of required governing board approvals as per CNCA's FPPs. Other participating CNCA schools with an agreement with this vendor are CNCA1, CNCA3, and Camino Nuevo Charter Academy 4 (CNCA4).

Page 11 of CNCA's FPP states: "The Governing Board must approve any contract over \$100,000."

In response to the CSD's observations above, CNCA stated: "Individual school maximums were below the \$100,000 threshold and therefore not brought to the Board for approval. Moving forward officers approving will look at the overall final total versus the breakout totals so that agreements reach board approval due to its total reaching \$100,000 total threshold." On April 25, 2023, CNCA provided a copy of the 2/21/2023 board meeting minutes with evidence that the CNCA Board subsequently approved The Achievement Network's contract agreement.

The CSD recommends that CNCA strictly adhere to its written policies pertaining to threshold amounts and approvals referenced above. Furthermore, the CSD recommends that CNCA's governing board, its leadership team, and key employees responsible for managing the day-to-day fiscal operations of the



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CNCA schools be provided adequate and ongoing training to ensure their familiarity and conformity with CNCA's governing board-approved fiscal policies and procedures.

5. Cash Handling Practices:

Based on CSD's review of a sample of CNCA's bank transactions for the months of March 2022 through August 2022, the CSD noted that CNCA's board-approved FPP regarding cash receipt and deposit processes do not clearly define a reasonable frequency and dollar threshold for cash/check deposits. The sampled deposits which seemed to have been deposited untimely are summarized below.

Item #	Statement Month	Transaction Date	Transaction Type	Amount per Bank Statement	CSD's Comments
1	June 2022	6/14/2022	Credit Desktop Check Deposit	\$252,331.91	The CSD noted 3 checks dated 5/17/2022 that were electronically deposited on 6/14/2022.
2	August 2022	8/30/2022	Credit Desktop Check Deposit	\$348,842.70	The CSD noted 2 checks dated 6/20/2022 and 6/23/2023 that were electronically deposited on 8/30/2022.

Pages 5-7: Revenue & Accounts Receivable of CNCA's FPP states:

Cash Receipts

“Policy: Cash receipts (including check or cash payments received via mail or in person and deposits received via Electronic Fund Transfer) shall be recorded completely and accurately to prevent the misappropriation of assets.

Procedures:

- For each fundraising or other event in which cash or checks will be collected, the Chief Executive Officer, VP of Finance and Business Services, or Site Principals will designate a staff member to be responsible for managing the process to collect and hold all cash and checks related to the event.
- The designee will record each transaction in a receipt book or document each item sold at the time the transaction is made in a log or similar.
- The designee shall give the cash, checks, deposit summary, and any related supporting documentation to the Office Manager immediately.
- The Office Manager and the designee will recount and reconcile the amount received with the supplied supporting documentation and each will sign for approval.
- Office Manager will save copy of pdf deposit packet including deposit slip to the myExED portal secure file sharing application box.
- ***The office manager will immediately put the funds in the secure Drop Safe used for Armored services weekly pick-up.***
- ExED will reconcile the deposit packet to the deposit slip and the bank statement as part of the monthly close process.



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- Cash/checks dropped off in the classroom will be held by the teacher. Each morning, the teacher will collect all forms, payments, etc. that have been brought in by students that day and place them in a large envelope. Before the end of the work day, the teacher will bring the envelope from his/her classroom to the office where the cash/checks will be counted by the teacher and the office manager.
- ***Mail (including anything official such as governmental notices, invoices and checks) received at the school must be opened by office staff members and stamped with a "received" stamp. If possible, the person opening the mail should not also be responsible for making bank deposits.***
- When utilizing merchant or online web contribution services, appropriate segregation of duties shall be in place to ensure that no single person is able to perform incompatible functions (custody, recording, approving).

Deposits

Policy: *The Home Support Office Manager or designee is responsible for making bank deposits.*

Procedures:

- The Office Manager will restrictively endorse each check received (e.g. For Deposit Only Camino Nuevo Charter Academy).
- The Office Manager will prepare a deposit packet itemizing the amount, source, and purpose of each check or cash payment received. The Chief Executive Officer, VP of Finance and Business Services, or Site Principals will review and approve the deposit packet.
- The Office Manager will provide the deposit packet to the Home Support Office.
- ***The Home Support Office Manager or designee will make the deposit via the Wells Fargo remote Desktop Deposit System and attach the deposit receipt to a copy of the deposit packet that includes scanned pdf images of the checks deposited.***
- Office Manager will save copy of pdf deposit packet including deposit slip to the myExED portal secure file sharing application box.
- ExED will reconcile the deposit packet to the deposit slip and the bank statement as part of the monthly close process."

(Emphasis added.)

Per segregation of duties (SOD) interview with CNCA school staff members, it was explained that there are two different deposit processes – one for cash and another for checks. According to CNCA, cash is picked-up and deposited by an armored service on a weekly basis, while checks are collected and deposited by a CNCA Home Support office designee. Although CNCA's current FPP is silent about the frequency of deposits for checks, per the CSD's SOD interview with CNCA Home Office leaders, it was stated that checks are endeavored to be deposited monthly.

In response to the CSD's observations above, CNCA stated: "The staff member responsible for deposits did not submit the deposit in a timely manner. This employee is no longer with CNCA."

The CSD shared information with CNCA leaders the guidelines from Chapter 5 ("Cash Receipts and Deposits" section, beginning with page 80) of the 2022-23 Fiscal Crisis & Management Assistance Team (FCMAT) California Charter School Accounting and Best Practices Manual, which state: "Bank deposits should be made regularly, at least weekly. A procedure should be in place regarding how often they should be made. For example, if amounts collected during a week total less than \$500, the rule could be that the deposit should be made on the last business day of the week; when amounts collected on any day exceed \$500 in total, the rule could be that the deposit is made on that day. Funds should not be held over a long holiday."



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The CSD recommends that CNCA incorporate guidance into its fiscal policies and procedures with a reasonable frequency and dollar threshold for cash/check deposits for the school and CNCA Home Office, considering the aforementioned FCMAT guidelines, to prevent the mishandling of funds and safeguarding of funds received.

The Charter Schools Division will continue to monitor these issues referenced above during the next oversight visit. The results may be factored into the school's rating for next year.

Corrective Action Required:

None noted that require immediate action to remedy concerns in this report.



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1. Reviewed independent audit report for the Fiscal Year ended June 30, 2022, and noted the following:
 - a. Audit opinion: Unmodified/Unqualified.
 - b. Material weaknesses: None Reported.
 - c. Deficiencies/Findings: Yes, please see the description below.
CNCA's 2021-2022 audit report identified a state compliance finding pertaining to the Expanded Learning Opportunities Grant (2022-001 ELO-G). Please see further details under the Other Observations section above.
 - d. Lack of a Going Concern: None Reported.
2. The 2021-2022 audited and unaudited actuals mirror each other.
3. The school's reported Norm Enrollment was 788, 764, 746, 710, and 731 students for Fiscal Years 2018-2019, 2019-2020, 2020-2021, 2021-2022, and 2022-2023 respectively, representing an accumulated decrease in enrollment of 57 students since Fiscal Year 2018-2019. The school's reported Norm Enrollment for Fiscal Year 2022-2023 is 731 students, which is 158 students (or approximately 17.77%) below its projected student enrollment for Fiscal Year 2022-2023 (i.e., 889 students) per the school's petition enrollment roll-out plan in its current charter. The CSD will continue to monitor the school's student enrollment through oversight.
4. Segregation of Duties (SOD) reviews were conducted at CNCA1 and CNCA2. No discrepancies were noted.
5. Reviewed 22 checks (and 10 electronic credit/debit transactions). The CSD's observations were noted under the Other Observations section above.
6. Reviewed bank statements and bank reconciliations from March 2022 through August 2022. Selected the months of March 2022 through June 2022 and August 2022 for sample testing. The CSD's Observations were noted under the Other Observations section above.
7. Reviewed six (6) credit card statements from May 2022 through October 2022. Selected the months of May 2022 through October 2022 for sample testing. No discrepancies were noted.

II. Review of 2022-2023 Fiscal Preparation Guide

1. Most current fiscal reports presented to the charter school's governing board: a) Balance Sheet; b) Income Statement (Statement of Activities), and c) Cash Flow Statement were provided.
2. Minutes of the meeting when the above fiscal reports (i.e., Items 1a., 1b., and 1c.) were presented to and approved by the charter school's governing board were provided.
3. Audit/fiscal reports issued by any public agency or third-party organizations, and the school's governing board minutes of all meetings reflecting the discussion of any of the fiscal reports and applicable audit findings resolution/corrective action were not provided as the charter school has indicated not applicable.
4. Minutes of the meeting when the 2022-2023 budget was adopted were provided.
5. Evidence of the charter school is offering STRS, PERS, Social Security, and/or any other benefits to its employees, and that this is done in a manner that is consistent with the charter terms and the Charter Schools Act (Education Code 47611) was provided.
6. Minutes of the meeting reflecting the selection of the independent auditor were provided.
7. Minutes of the meeting reflecting the discussion of the most current independent audit report were provided.
8. Minutes of the meeting reflecting the receipt, review, and discussion of the most current four interim financial reports (i.e., preliminary budget, first interim and second interim financial reports, and unaudited actuals) submitted to LAUSD were provided.



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9. Minutes of the meeting reflecting the discussion and resolution of complaints received from staff or vendors were not provided as the charter school has indicated not applicable.
10. Minutes of the meeting reflecting the receipt, review, and discussion of the most current Annual Performance-Based Oversight Visit report (this does not apply to charter schools that were not in operation for the 2021-2022 school year) were provided.
11. A copy of the most current fiscal policies and procedures was provided.
12. Minutes of the meeting reflecting approval of the current fiscal policies and procedures and, if applicable, minutes of the meeting reflecting the approval of the current procurement policies and procedures were provided.
13. A copy of the charter school's organizational chart that depicts the current reporting structure of the charter school, including but not limited to, any board members, charter management organization (CMO) employees (when applicable), and/or school employees, who handle day-to-day finances and/or have responsibilities outlined within the charter school's fiscal policies and procedures was provided.
14. An itemized accounting regarding the total compensation paid in Fiscal Year 2021-2022 to all executives, school leaders, administrators, directors, and non-certificated staff, who may have decision-making authority over the charter school, either employed directly by the charter school or the entity managing the charter school was provided.
15. A description of the relationship (legal, business or otherwise) the charter school maintains with any related party as defined in the CSD's 2022-2023 Fiscal Preparation Guide Item 14 was provided.
16. Copies of any and all of the most current signed and executed agreements/contracts within the last year (i.e., 2021-2022) or since the last update, whichever is later (including attachments and exhibits that accompany the agreements/contracts) with the administrative services provider and/or the back office services provider, or the charter school's operator and/or charter school's home office (e.g., management contracts, service agreements, license agreements, affiliation agreements, etc.) were provided.
17. Minutes of the meeting reflecting approval of the management fees, licensing fees, or any other fees were provided.
18. A copy of the sole statutory member's by-laws, and a copy of the sole statutory member's articles of incorporation were provided.
19. The most current accounts payable aging report, listing the balances owed, vendor names, invoice numbers, invoice dates, number of days outstanding, and, if applicable, explanations for 90+ days outstanding invoice(s) or in accordance with the charter school's fiscal policies and procedures was provided.
20. Check registers, or a list of all check/cash disbursements (when the school's payments are outsourced to a third party provider), documenting all checks and electronic debit transactions for the prior 12 months (spanning from November 2021 to October 2022) were provided. The CSD's observations were noted under the Other Observations section above.
21. a) A list of all active credit card account(s), b) (If applicable) A list of all closed credit card account(s) within the last year, and c) All credit card statements for the most current six months (spanning from May 2022 to October 2022) were not provided. No discrepancies were noted.
22. a) A list of all active school bank account(s), b) (If applicable) A list of all closed school bank account(s) within the last year, c) Monthly bank statements and reconciliation reports for the most current six months (spanning from March 2022 to August 2022), and d) (If applicable) A list of all debit cards were provided. The CSD's observations were noted under the Other Observations section above.
23. Student body financial records (including ASB policies and procedures, budgets, cash flow statements and projections, bank statements with reconciliations, audit reports, and other fiscal reports, if applicable) were not provided as the charter school has indicated not applicable.
24. The most current inventory listing for both capitalized and non-capitalized equipment, in Microsoft Excel format, including equipment description/type, brand/model, tag number, acquisition date, purchasing price, book value, asset life, and location of use was provided.
25. A link to the charter school's website where the Education Protection Account (EPA) revenue and expenditures report pertaining to the prior fiscal year (i.e., 2021-2022) is posted (as required by Article XIII, Section 36, Subdivision (e), Paragraph (6) of the California Constitution) was provided.



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26. Links to the charter school's website where the current (1) Audited Financial Statements, and (2) Local Control and Accountability Plan (LCAP) are posted (or the school's assertion that its Audited Financial Statements are made available to members of the public) in accordance with Education Code section 47606.5(h) and/or LAUSD's Charter School Transparency Resolution were provided.
27. Documents pertaining to the charter operator's/school's financing/borrowing activities were provided.

CNCA disclosed the following loan and/or line of credit financing with PN-EDG and third party entities: (a) Critical needs financing from PN-EDG to Camino Nuevo Charter High (Miramar) in the amount of \$632,000 (consisting of board approved requests of \$250,000, \$125,000 and \$257,000 in Fiscal Years 2018-2019, 2019-2020, and 2020-2021, respectively) (see further details below); (b) PN-EDG restricted fund loan to CNCA3 in the form of a Promissory Note for Fifteenth and Ardmore, LLC (Borrower) and Wells Fargo Bank, National Association (Lender). The terms of the Promissory Note are: Principal amount - \$1,629,670.25; Date of Note – June 27, 2019; Annual interest rate - 4.25%; and Payments – 35 regular payments each at \$18,240 and a final irregular payment of \$1,173,721.90; (c) Proposition 55 Funding Agreement for Camino Nuevo Charter Academy #2 executed on April 25, 2011; and (d) Revolving Line of Credit in the amount of \$2,000,000 entered with Wells Fargo Bank on February 18, 2013. CNCA received an approval from Wells Fargo Bank on December 1, 2022, to further extend the loan through March 31, 2023. Per CNCA, as of February 7, 2023, the \$2,000,000 line of credit with Wells Fargo Bank was closed with no outstanding balance.

The following are further details regarding the PN-EDG's financial support.

Per CNCA, CNCA is a California nonprofit public benefit corporation, established to operate one or more schools and provide related comprehensive public education programs for students in kindergarten through twelfth grades in low-income, predominantly immigrant, and multilingual areas. PN-EDG was incorporated on March 9, 2016, as a California nonprofit public benefit corporation and serves as the sole statutory member of CNCA, as defined in California Corporations Code Section 5056. On January 10, 2017, the LAUSD Board of Education approved the material revision requests submitted by the then-six CNCA charter schools, which called for CNCA's adoption of PN-EDG as the sole statutory member corporation. Beginning in 2017-2018, PN-EDG also provided home support services to CNCA charter schools. CNCA's Board Resolution No. 2017-6-13, item #11, stated that CNCA's governing board approved the transfer of \$4 million in surplus funds [representing a portion of the consolidated cash reserves held by CNCA] to PN-EDG. The 2017-6-13 Board Resolution further declared that PN-EDG shall maintain these funds in a separate bank account, to document that the funds are expended in furtherance of CNCA's charitable purpose to provide comprehensive public education programs for students in kindergarten through twelfth grade. CNCA indicated that these funds (aka "PN-EDG Opportunity Reserves Fund") are completely restricted to supporting and benefitting CNCA's K-12 programming consistent with its discussion with LAUSD during the material revision process. CNCA provided the CSD with the California Attorney General's "no objection" letter dated October 12, 2017, pertaining to the asset transfer proposed by CNCA. Per the bank records provided by CNCA, on March 30, 2018, the \$4 million in funds were transferred from CNCA to PN-EDG. According to CNCA, the one-time asset transfer amounts from each school were calculated based on the June 30, 2017, unrestricted net position for each of the six CNCA charter schools, divided by the total unrestricted net position of the six CNCA charter schools (pro-rata share), and multiplied by \$4 million. Based on CNCA's calculation, CNCA3's pro-rata share of this one-time asset transfer was \$793,339.

- (a) Per CNCA (and the associated bank records reviewed by the CSD), on June 13, 2018, PN-EDG made a disbursement as a single CNCA \$250,000 interest-free loan to CNHS1 (which was approved by the CNCA governing board on June 12, 2018). The stated purpose of this loan by CNCA was to support this charter school's operational needs, specifically "to provide working capital to enhance administrative support and instructional coaching." CNCA further stated that this \$250,000 loan has no repayment date. Documentation provided by PN-EDG includes a CNCA governing board monitoring timeline (specifically tied to student enrollment), which will ultimately determine the repayment terms of this loan. CNCA asserted that, while the



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\$250,000 interest-free loan was only one example, “the Restricted Opportunity Reserve Fund has the potential to support the CNCA K-12 program via variety of methods, including, but not limited to: Working Capital; Special Education Extraordinary Needs; School Facilities; K-12 Program Priorities; and Technology Infrastructure Improvements.” Per CNCA and documentation furnished to the CSD, on June 13, 2018, the \$250,000 loan proceeds were disbursed from PN-EDG Opportunity Reserves Fund to CNHS1.

Per the email communication from PN-EDG to the CSD in November 2019 and documentation provided to the CSD (including CNCA’s governing board meeting minutes dated November 12, 2019, and PN-EDG’s governing board meeting minutes dated November 19, 2019), due to CNHS1’s lower than expected student enrollment in 2019-2020, both the CNCA and PN-EDG governing boards approved a “Critical Needs Request” of \$125,000 loan from the PN-EDG Opportunity Reserves Fund to CNHS1. Similar to the aforementioned \$250,000 loan to CNHS1, the additional \$125,000 loan to CNHS1 was also interest-free with no specified repayment date. Per CNCA and the documentation furnished to the CSD, on December 16, 2019, the \$125,000 loan proceeds were disbursed from PN-EDG Opportunity Reserves Fund to CNHS1.

Per CNCA governing board minutes of June 16, 2020, the Board unanimously approved an additional critical needs funding request in the amount of \$257K for CNHS1 in order to maintain essential services. Upon inquiry by the CSD, on March 9, 2022, ExED confirmed that the transfer of \$257K was not needed after all, and therefore, was not disbursed.

The CNCA governing board voted to close CNHS1 as of the year ended June 30, 2021. According to CNHS1’s closeout audit, which was included in CNCA’s 2020-2021 annual independent audit, “all assets remaining after the satisfaction of liabilities and dispositions (or return) have been transferred to [CNHS2],” including the \$250,000 and \$125,000 intercompany loans mentioned above. Per CNCA, the \$375K loan was paid off in June 2022.

- (b) As part of CNCA3’s NMTC unwind/refinancing transaction (as described under footnote * in the Financial Highlights table above), on June 19, 2019, PN-EDG withdrew \$1,629,670.25 from PN-EDG’s Wells Fargo Bank account ending in X5336 to pay off Note A associated with the NMTC loan to Fifteenth & Ardmore Investments, LLC, originated on or around June 21, 2012. On July 5, 2019, a new account ending in X5124 was opened at Wells Fargo Bank (in the name of PN-EDG) and an amount of \$1,629,670.25 was deposited as the opening balance with the proceeds of a new loan between Fifteenth and Ardmore, LLC (the Borrower) and Wells Fargo Bank (the Lender). According to the information provided by PN-EDG’s then-CFO, the purpose of this account is to provide a cash guaranty to this new loan. This loan had a maturity date of July 1, 2022, but has been extended by Wells Fargo through March 31, 2023. This loan was subsequently refinanced through the California School Finance Authority (the Lender) to Grupo Nuevo Los Angeles (the Borrower) effective May 1, 2023. As of June 14, 2023, the account balance was \$1,632,367 in PN-EDG’s Wells Fargo Bank account ending in X5124 and there have not been account activities except for interest earned to date. According to ExED, the funds are no longer held as collateral by Wells Fargo, and that the disposition of the funds will be determined. The CSD will continue to monitor the disposition of this cash balance and the financing activities relative to CNCA3’s Eisner Campus in the future through oversight.
28. The charter school’s plan(s) for the purchase/new lease, relocation/expansion to new school site(s), facilities-related expansions, and/or major improvements to the existing and/or new school site(s) and pertinent documents with the following information, as appropriate were not provided as the charter school has indicated not applicable.
29. Disclosure of legal issues was not provided as the charter school has indicated not applicable.

Progress on LAUSD Board of Education and/or MOU Benchmarks related to FISCAL OPERATIONS (if applicable):

N/A



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Existing School – a charter school that was/is in operation/active in the preceding school year(s) and the current school year. Existing schools may receive a rating of 1, 2, 3, or 4.

New School – a charter school that is in its first year of operation in the current school year and does not have an independent audit report for its first operative year on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools may receive a rating of 1 or 2.

<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Accomplished [Rating of 4].</u></i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Proficient [Rating of 3].</u></i></p>
<p><u>Existing Schools (based on the most current annual audit):</u></p> <p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> 1. Net assets are positive in the prior two audits; 2. The cash balance at the beginning of the school year is positive; 3. The two most current annual independent audits show no material weaknesses, deficiencies, and/or findings; 4. If applicable, federal, state, and other public agency audits/reviews (e.g., California State Teachers' Retirement System (CalSTRS), California Public Employees' Retirement System (CalPERS), Fiscal Crisis & Management Assistance Team (FCMAT), United States Department of Education (USDE), California Department of Education (CDE), etc.), at the time of the oversight visit, show no outstanding material weaknesses, deficiencies, and/or findings; 5. Vendors and staff are consistently paid in a timely manner; 6. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term; 7. Charter school consistently adheres to the governing board-approved Fiscal Policies and Procedures; 8. Governing board adopts the annual budget; 9. Governing board reviews and/or discusses reports (e.g., first interim, second interim, unaudited actuals, audited financial statements, etc.) submitted to LAUSD; 10. If applicable, governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD; 11. There is no apparent conflict of interest; 12. The Education Protection Account allocation and expenditures, audited financial statements, and the most current governing board-approved 	<p><u>Existing Schools (based on the most current annual audit):</u></p> <p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> 1. Net assets are positive in the most current audit; 2. The cash balance at the beginning of the school year is positive; 3. The most current annual independent audit shows no material weaknesses, deficiencies and/or findings; 4. If applicable, federal, state, and other public agency audits/reviews (e.g., CalSTRS, CalPERS, FCMAT, USDE, CDE, etc.), at the time of the oversight visit, show outstanding findings, and the school is able to demonstrate evidence of remedies in addressing these findings; 5. Vendors and staff are generally paid in a timely manner; 6. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term; 7. Charter school generally adheres to the governing board-approved Fiscal Policies and Procedures; 8. Governing board adopts the annual budget; 9. Governing board reviews and/or discusses reports (e.g., first interim, second interim, unaudited actuals, audited financial statements, etc.) submitted to LAUSD; 10. If applicable, governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD; 11. There is no apparent conflict of interest; 12. The Education Protection Account allocation and expenditures, audited financial statements, and the most current governing board-approved LCAP are posted on the charter school's website; 13. The LCAP is submitted to the appropriate agencies;



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<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished [Rating of 4].</i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient [Rating of 3].</i></p>
<p>LCAP submitted to the appropriate agencies, are posted on the charter school's website;</p> <ol style="list-style-type: none"> 13. The LCAP is submitted to the appropriate agencies; 14. Reasonable requests for information made by the Charter Schools Division and LAUSD are consistently processed or submitted by the charter school in a timely manner; 15. There are no discrepancies cited in the Areas Noted for Further Growth and/or Improvement; 16. If applicable (when audited and unaudited actuals do not mirror each other), adequate explanations are provided by the school for significant variances between audited and unaudited actuals, and there are no indications of the school's potential lack of internal controls over financial statements; 17. Proper segregation of duties is consistently in place; 18. If applicable, there are no outstanding fiscal-related tiered intervention notices issued to the school; or the school has no tiered intervention notices as of the oversight report issuance date; and 19. If applicable, all LAUSD Board of Education-approved fiscal benchmark(s) are fully met by the required deadline(s); or the school has no fiscal benchmarks in its current charter term. <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p> <p style="text-align: center;"><u>SUPPLEMENTAL CRITERIA</u></p> <ol style="list-style-type: none"> 1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450) per the most current audit (i.e., unrestricted fund balance divided by total expenditures); 2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses; 	<ol style="list-style-type: none"> 14. Reasonable requests for information made by the Charter Schools Division and LAUSD are generally processed or submitted by the charter school in a timely manner; 15. There are no significant recurring issues cited in the Areas Noted for Further Growth and/or Improvement; 16. If applicable (when audited and unaudited actuals do not mirror each other), at least partial explanations are provided by the school for significant variances between audited and unaudited actuals, and there are no indications of the school's potential lack of internal controls over financial statements; 17. Proper segregation of duties is generally in place; 18. If applicable, the charter school is in the process of resolving outstanding fiscal issues cited in a Notice issued by the CSD as part of its tiered intervention process; and 19. If applicable, all LAUSD Board of Education-approved fiscal benchmark(s) are partially met by the required deadline(s). <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p> <p style="text-align: center;"><u>SUPPLEMENTAL CRITERIA</u></p> <ol style="list-style-type: none"> 1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450) per the most current audit (i.e., unrestricted fund balance divided by total expenditures); 2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;



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<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished [Rating of 4].</i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient [Rating of 3].</i></p>
<ol style="list-style-type: none"> 3. Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.); 4. The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%); 5. The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and 6. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings. 	<ol style="list-style-type: none"> 3. Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.); 4. The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%); 5. The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and 6. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings.

<p><i>An existing school that, at a minimum, meets all of the Required Criteria, and at least two of the Supplemental Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].</i></p>	<p><i>An existing school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:</i></p>
<p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> 1. Net Assets are positive in the most current audit; net assets are negative with strong trend towards becoming positive (be positive at the end of the third year per the applicable interim financials); or the school's financial condition fluctuates from year to year, with significant net losses, leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years; 2. The cash balance at the beginning of the school year is positive; and 3. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term. <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p>	<p><i>An Unsatisfactory rating is assessed based on the following conditions, including, but not limited to:</i></p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for <i>Accomplished</i>, <i>Proficient</i>, or <i>Developing</i>. The charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide a satisfactory response. The charter school has shown no <i>feasible</i> financial plans, and/or immediate sources of funding to maintain a viable budget and/or sustain the school's operation to mitigate the negative fiscal condition. The charter school's governing board members and/or leadership lack fiscal capacity.</p> <p>Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition.</p> <p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



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An existing school that, at a minimum, meets all of the Required Criteria, and at least two of the Supplemental Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

SUPPLEMENTAL CRITERIA

1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (<https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450>) per the most current audit (i.e., unrestricted fund balance divided by total expenditures);
2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;
3. Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.);
4. The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%);
5. The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and
6. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings.

An existing school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

A new school that, at a minimum, meets all of the Required Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

New Schools:

REQUIRED CRITERIA

1. Interim reports and/or unaudited actuals project positive net assets;
2. Projected debt, if any, is managed efficiently and will not cause the charter school to end the fiscal year with negative net assets. The non-profit organization is financially viable to support the charter school;
3. If enrollment is significantly below the enrollment per the school's *Pupil Estimates for New or Significantly Expanding Charters* report and/or its approved petition budget, the charter school has made significant adjustments in their operations to allow for the reduced

A new school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

New Schools:

An Unsatisfactory rating is assessed based on the following conditions, including, but not limited to:

A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for *Developing*. The charter school was given a certain period of time to address the fiscal concerns of LAUSD but failed to provide a satisfactory response. The charter school has shown no *feasible* financial plans, and/or immediate sources of funding to maintain a viable budget and/or sustain the school's operation to mitigate the negative fiscal condition. The charter school's governing board members and/or leadership lack fiscal capacity.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: CAMINO NUEVO ELEMENTARY SCHOOL 3Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 5/17/2023

A new school that, at a minimum, meets all of the Required Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

- income, and submitted a revised viable three-year budget and three-year cash flow projections;
- 4. Governing Board adopts the annual budget;
- 5. The governing board reviews and discusses the charter school's financial reports as evidenced by the governing board meeting minutes;
- 6. Reasonable requests for information made by the Charter Schools Division and LAUSD are processed or submitted by the charter school in a timely manner;
- 7. The most current governing board-approved LCAP is posted on the charter school's website; and
- 8. The LCAP is submitted to the appropriate agencies.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.

A new school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.



LOS ANGELES UNIFIED SCHOOL DISTRICT

CHARTER SCHOOLS DIVISION

ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT REPORT*

2022-2023 SCHOOL YEAR

FOR

CAMINO NUEVO CHARTER ACADEMY 4-2251

Name and Location Code of Charter School

LAUSD Vision

L.A. Unified will be a progressive global leader in education, providing a dynamic and inspiring learning experience where all students graduate ready for success.

CSD Mission

The LAUSD Charter Schools Division (CSD) fosters high quality educational opportunities and outcomes for students in the greater Los Angeles community through exemplary charter public school authorizing, oversight, and sharing of promising practices so that all students maximize their potential.

CSD Core Values

We believe that our success depends on:

- Making decisions that put the interests of students first.
- Serving with high expectations, integrity, professionalism, and commitment.
- Employing authentic, responsive, and effective leadership and teamwork.
- Continuously learning as a dynamic organization.
- Building and sustaining a healthy workplace culture where high performance, diversity, and creativity thrive.
- Developing productive relationships with our charter schools and all stakeholders.

* Charter School shall comply in a timely manner with all applicable federal and state laws and regulations, as they may change from time to time, including but not limited to matters related to the school's governance, programs, facilities, operations, and/or fiscal management. Elements of the oversight process may be modified as LAUSD continues to respond to the COVID-19 pandemic. To support the well-being of all at a school site, all are expected to follow applicable COVID-19 public health guidelines, including related District requirements for operations at District facilities. The assigned CSD Administrator will provide any updated information reach out with more details, as needed.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/18/2023

Charter School Name:	Camino Nuevo Charter Academy 4			Location Code:	2251
Current Address:	City:	ZIP Code:	Phone:	Fax:	
1018 Mohawk St.	Los Angeles	90026	213-353-5300	213-483-1688	
Current Term of Charter¹:		LAUSD Board District:	LAUSD Region:		
July 1, 2021 to June 30, 2026		2	East		
Number of Students Currently Enrolled:	Enrollment Capacity Per Charter:	Number Above/Below Enrollment Capacity (day of visit):		-135	
513	678				
Grades Currently Served:	Grades To Be Served Per Charter:	Percent Above/Below Enrollment Capacity (day of visit):		-19.90%	
TK-8	TK-8				
Norm Enrollment Number:	543				
Total Number of Staff Members:	65	Certificated:	26	Classified:	39
Charter School's Leadership Team Members:	Kenia Hernandez, Interim Principal, Ellie Franco, Assistant Principal of Instruction, Emmanuel Soto, Assistant Principal of Student Supports, Dr. Ogo Johnson, Assistant Principal of Instruction				
Charter School's Contact for Special Education:	Jessica Hsieh, Associate Director of Special Education	SELPA & Option:		LAUSD Option 3	
CSD Assigned Administrator:	Brenda Martinez	CSD Fiscal Services Manager:		Andrea Ines	
Other School/CSD Team Members:	Jose Rodriguez				
Oversight Visit Date(s):	4/18/23	Fiscal Review Date (if different):		NA	
Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):	Yes, PSC	LAUSD Co-Location Campus(es) (if applicable):		NA	
Certificate of Occupancy (COO) or Temporary Certificate of Occupancy Type: (if a TCO, please note expiration date)	PSC	COO/TCO Approved Grade Levels and Occupancy Loads:		Grade levels: TK-8	

SUMMARY OF RATINGS			
(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
4, Accomplished	2, Developing	3, Proficient	4, Accomplished

¹ AB 130 added Section 47607.4 to the California Education Code (Ed. Code), which extends the term of all charter schools whose term expires on or between January 1, 2022, and June 30, 2025, inclusive, by two years.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/18/2023

CHARTER RENEWAL CRITERIA

In accordance with Education Code §§ 47605, 47607, and 47607.2, in order to renew a charter, the District must determine whether the charter school has met the statutory requirements.

REPORT GUIDE

LAUSD's oversight procedures are intended to balance a charter school's autonomy of operation with its accountability to the public. LAUSD utilizes a holistic, performance-based approach to evaluate all charter schools, guided principally by making decisions in the best interest of students. The CSD observes and monitors each charter school in accordance with applicable laws, regulations, LAUSD policy, memoranda of understanding, and the school's operative charter. Information gathered through oversight serves as part of the charter school's ongoing record for the District to make informed decisions about charter school authorization, renewal, material revisions, sharing of promising practices, and if need be, revocation. While LAUSD is responsible to provide oversight of its charter schools and the entities managing charter schools, the primary oversight of each charter school must first and foremost be performed by the charter school's own Governing Board. The Governing Board of a charter school has an ongoing responsibility to oversee the operations of its charter school(s), ensuring that every charter school it oversees is providing a high-quality educational program for students enrolled, is successfully fulfilling the terms of their charter, is fiscally sound, and complies with applicable laws, regulations, and court orders. In designing this document, the District has considered California charter school law, as well as the *LAUSD Policy and Procedures for Charter Schools*, California State Board of Education's criteria for evaluating charter schools, and the National Association of Charter School Authorizers' *Principles and Standards of Quality Authorizing*. This reporting tool provides guidelines and criteria used by the CSD to observe, record, assess, and reflect with the charter school on school performance as captured during the annual oversight visit process in these four categories:

Governance – demonstrating fulfillment of the Governing Board's fiduciary responsibility to effectively direct and provide oversight for the charter public school, including but not limited to enactment and monitoring of policies and procedures to ensure the school's full compliance with applicable law, policy, and the terms of the charter approved by the LAUSD Board of Education

Student Achievement and Educational Performance – demonstrating positive academic achievement and growth for all students

Organizational Management, Programs, and Operations – demonstrating effective leadership and implementation of the governing board's policies and procedures, as well as the school's educational program and systems and procedures for the day-to-day operations of the school

Fiscal Operations – demonstrating sound fiscal management, appropriate use of public funds, and compliance with regulatory requirements

This report, including the ratings in each category, is based on information and evidence gathered at the time of the annual oversight visit. The CSD considers evidence provided through CSD staff observations, document review, interviews, and discussion with school representatives and stakeholders. All charter schools are expected to prepare for the visit and have available, as applicable, all documentation requested in the *Annual Performance Based Oversight Visit Preparation Guide 2022-2023*. The "Sources of Evidence" sections below identify key information sources generally relevant to their respective indicators; these lists are not exhaustive, however, and some items may not be applicable to the grades served. Schools may present additional evidence as deemed relevant and appropriate. As needed, CSD staff also may request additional information and/or documentation prior to, during, and/or following the visit.

The tool employs the following four-point rubric to rate the school's performance in each category: (4) *Accomplished*, (3) *Proficient*, (2) *Developing*, and

(1) *Unsatisfactory*. In addition, the *Summary of School Performance* section in each category captures key findings under one or more of the following headings: (1) Areas of Demonstrated Strength and/or Progress (Note: potential "promising practices" are identified within this section with an asterisk [*]); (2) Areas Noted for Further Growth and/or Improvement; and, if applicable, (3) Corrective Action Required. Under "Corrective Action Required," the CSD reports findings of material noncompliance with applicable law, LAUSD charter policy, or the school's approved charter. **If the report includes any findings under "Corrective Action Required," the charter school must take immediate and appropriate steps to remedy the identified concern.** In accordance with its "tiered intervention" approach to charter school non-compliance and poor performance, the CSD may also send the school appropriate notices, separate and apart from this report, to provide and document time-specific follow-up as necessary. At the other end of the spectrum of performance, any school that earns a rating of *Accomplished* in any category is encouraged to submit to the CSD a summary of those "promising practices" that the school believes have contributed to its success, in order to support the CSD's ongoing efforts to promote and facilitate reciprocal sharing of promising practices among education leaders from across all LAUSD schools.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/18/2023

GOVERNANCE	RATING*
Summary of School Performance	4, Accomplished
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>G2: BROWN ACT: The Governing Board complies with all material provisions of the Brown Act Evidence from the documents provided, as well as website review, included the following:</p> <ul style="list-style-type: none"> Governing Board holds regular meetings; agendas and minutes can be found on web site Board Meeting Dates for this academic school year are as follows July 12, 2022, August 16, 2022, September 13, 2022, October 11, 2022, November 15, 2022, December 13, 2022, January 17, 2023, February 21, 2023, April 12, 2023, May 9, 2023, June 20, 2023 Board Minutes are clear and detailed Board received Brown Act Training on January 17, 2023, and February 21, 2023 Topics covered at Board Meetings included, LCAP Mid-Year Update, Financial Reports, Academic Calendars, Budget Update, Enrollment Updates, Staff Retention, A-G program improvement <p>G3: DUE PROCESS: The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public Evidence from the documents provided as well as website review included the following:</p> <ul style="list-style-type: none"> Uniform Complaint Procedures policy and form are evident in the Family Handbook found on the School's website which is in both Spanish and English Formal Complaint Procedures also found in the Family Handbook Student Discipline Policy, Attendance Procedures, Student Wellness Policy also evident in Family Handbook Employee Handbook evident which includes information on Human Resources as well as employee grievances and discipline <p><u>Areas Noted for Further Growth and/or Improvement</u> None</p> <p><u>Corrective Action Required</u> None noted that require immediate action to remedy concerns indicated in this report.</p> <p>Notes: None</p>	



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4

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***NOTE:** A charter school may receive a rating of 1 in this category for the following: (1) Evidence of conflict (s) of interest within the organization (i.e. Governing Board, staff, contracted external parties, etc.), (2) School is in breach of the operative charter, including Federal, State, and District Required Language, (3) School is "Not in Good Standing", and/or (4) If there are serious concerns related to fiscal matters (e.g., negative financial condition, fiscal mismanagement, and/or significant audit findings, etc.).

G1: GOVERNANCE STRUCTURE AND EVALUATION OF SCHOOL LEADER(S) - QUALITY INDICATOR #1

The Governing Board has implemented the organizational structure, roles and responsibilities set forth in the approved charter, including:

- Governing Board composition, structure, roles, and responsibilities as set forth in the approved charter
- Governing Board seeks input from committees/councils described in the school's charter including but not limited to those mandated by laws or regulations as applicable (e.g., School Site Council and English Learner Advisory Committee)
- Evaluation of school's executive level leadership (including, but not limited to, those positions reporting to the Governing Board, as indicated in Element 4 of the approved charter, such as Executive Director, Area Superintendent, Principal, etc.)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including evidence of seeking input from all committees/councils, and a well-developed system for the evaluation of the school's executive level leadership <input checked="" type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a system for the evaluation of the school's executive level leadership <input type="checkbox"/> The Governing Board has partially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a system for the evaluation of the school's executive level leadership <input type="checkbox"/> The Governing Board has not implemented the organizational structure set forth in approved charter, nor any mandated committees/councils or a system for the evaluation of the school's executive level leadership	<input checked="" type="checkbox"/> Current organizational chart (B1.1a) <input checked="" type="checkbox"/> Organizational chart in Board approved charter (B1.1b) <input checked="" type="checkbox"/> Bylaws (B1.2) <input checked="" type="checkbox"/> Board member roster (B1.3) <input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Committee/council calendars, agendas, roster(s), and sign-ins (B1.6) <input checked="" type="checkbox"/> Documentation related to system for evaluation of executive level leadership. (B1.7) <input checked="" type="checkbox"/> Discussion with leadership <input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/18/2023**G2: BROWN ACT - QUALITY INDICATOR #2**

The Governing Board has a system in place to ensure it is adhering to applicable open meeting requirements, which protect the public interest in transparency and help to ensure that decisions are made without apparent or actual conflicts of interest:

- Governing Board meetings occur regularly, are conducted openly, and provide opportunity for public participation in accordance with the Ralph M. Brown Act ("Brown Act") (Gov. Code, §§54950, et seq.)
- Governing Board holds its meetings at a location(s) and in a manner that complies with applicable Brown Act requirements and Ed. Code, §47604.1, including but not limited to teleconferencing, closed session, public comment, and Reasonable Accommodations.
- The public has access to the meetings from a location(s) within the jurisdictional boundaries of LAUSD, as required by applicable Brown Act provisions, Ed. Code, § 47604.1(c)(1)(A) and as described in the approved charter.
- Governing Board meeting agendas contain adequate item descriptions and are posted on the school's website and on campus in accordance with the requirements of the Brown Act.
- Governing Board meetings are held in accordance with the Brown Act including the requirements set forth in Ed. Code § 47604.1.

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The Governing Board complies with all material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with most material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with some material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with few material provisions of the Brown Act	<input checked="" type="checkbox"/> Board meeting agendas (B1.4) <input checked="" type="checkbox"/> Board meeting calendar (B1.5) <input checked="" type="checkbox"/> Brown Act training documentation (B1.8a) <input checked="" type="checkbox"/> Compliance with E.C. 47604.1 (B1.8b) <input checked="" type="checkbox"/> Documentation of the school's agenda posting procedures (B1.9) <input checked="" type="checkbox"/> School website <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/18/2023**G3: DUE PROCESS - QUALITY INDICATOR #3**

The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the school's charter, and LAUSD charter school policy, to honor and protect the rights of students, employees, parents, and the public in the following areas:

- Student discipline
- Employee grievances and discipline
- Stakeholder complaint resolution pursuant to the Uniform Complaint Procedures (UCP)
- Parent/stakeholder complaint resolution for complaints outside regulatory scope of UCP

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4)
	<input type="checkbox"/> The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input type="checkbox"/> The Governing Board has partially developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Employee Handbook(s) (B1.10b)
	<input type="checkbox"/> The Governing Board has minimal or no systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Uniform Complaint Procedures policy and form(s) (B1.11)
		<input checked="" type="checkbox"/> Stakeholder complaint procedures and form(s) (B1.12)
		<input checked="" type="checkbox"/> Human Resources (HR) policies and procedures (B1.13)
		<input checked="" type="checkbox"/> Observation of Governing Board meeting(s)
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)

G4: RESPONSIVE AND ACCOUNTABLE GOVERNANCE - QUALITY INDICATOR #4

The Governing Board has systems in place to ensure ongoing:

- Review and use of academic performance data (e.g., CA School Dashboard, internal assessments, etc.) and other school data and information to ensure sound Governing Board decision-making in support of continuous improvement of student achievement, fiscal viability, compliance, and overall public school excellence
- Monitoring of the school's implementation of its Local Control and Accountability Plan (LCAP) and additional school plans, (e.g., Comprehensive Support and Improvement (CSI), Additional Targeted Support and Improvement (ATSI), School Plan for Student Achievement (SPSA), and action plans for making progress toward LCAP goals)
- Transparent governance and accountability to stakeholders, including consideration of input from the school's committees/councils and stakeholders
- Monitoring of staffing needs and the school's compliance with all applicable credentialing, clearance, and training requirements



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Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The Governing Board regularly considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria) <input checked="" type="checkbox"/> The Governing Board considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.) <input type="checkbox"/> The Governing Board inconsistently considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.) <input type="checkbox"/> The Governing Board seldom considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.)	<input checked="" type="checkbox"/> Board meeting agendas, minutes, and meeting materials for meetings at which the Board reviewed: (B1.14a) <input checked="" type="checkbox"/> CA School Dashboard Academic Performance Indicators (ELA, MATH, ELPI, CCI) <input checked="" type="checkbox"/> CA School Dashboard Academic Engagement Indicators (Chronic Absenteeism, Graduation Rate) <input checked="" type="checkbox"/> CA School Dashboard Conditions and Climate Indicator (Suspension Rate) <input checked="" type="checkbox"/> Attendance rate <input checked="" type="checkbox"/> Internal assessment data <input checked="" type="checkbox"/> Enrollment data <input checked="" type="checkbox"/> Staffing data (retention, turnover, certification, etc.) <input checked="" type="checkbox"/> Board meeting calendar (B1.5) <input checked="" type="checkbox"/> Human Resources (HR) policies and procedures (B1.13) <input checked="" type="checkbox"/> Other evidence of a system for Board review and analysis of internal school data to inform decision-making (B1.14b) <input checked="" type="checkbox"/> Documentation of Board member and/or executive leadership training on topics that support responsive and accountable governance (e.g., data-driven decision making, Board roles and responsibilities, etc.) (B1.14c) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Stakeholder focus group <input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/18/2023**G5: FISCAL CONDITION - GOVERNANCE QUALITY INDICATOR #5***The Governing Board has a system in place to ensure fiscal viability:*

- The school is fiscally strong and net assets are positive in the prior two independent audit reports.
- If applicable, all LAUSD Board of Education-approved fiscal condition-related benchmark(s) are met by the required deadline(s).

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school is fiscally strong with positive net assets in the prior two independent audit reports, and, if applicable, all LAUSD Board of Education-approved fiscal-condition related benchmark(s) are met by the required deadline(s) <input type="checkbox"/> The school is fiscally stable, with positive net assets in the most current independent audit report* <input type="checkbox"/> The school is fiscally weak or unstable**, net assets are negative in the most current independent audit report, or the school does not have an independent audit report on file with the Charter Schools Division* <input type="checkbox"/> The school is consistently fiscally weak, net assets are negative in the prior two independent audit reports, or the school does not have an independent audit report on file with the Charter Schools Division*	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input type="checkbox"/> Other evidence of a system for Board review and monitoring of fiscal policies, procedures, budget, and finances (B1.15) <input checked="" type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input checked="" type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other financial information submitted by the school <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)
	<p>*Additional considerations that could influence the rating may include: inadequate cash flow; financial condition and/or enrollment reflecting a downward trend and/or beginning to show signs of deteriorating financial health potentially leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years; multi-year reliance on financing resources for the school's operations (e.g., factoring of receivables, intraorganizational loans, third party loans, continuing deficit spending, etc.); or that the school may not be able to carry out quality educational programs when the student enrollment drops to a certain level.</p> <p>**For example, the school's financial condition fluctuates from year to year, with significant net losses, leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years.</p>	



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/18/2023**G6: FISCAL MANAGEMENT AND ACCOUNTABILITY - GOVERNANCE QUALITY INDICATOR #6***The Governing Board has a system in place to ensure sound fiscal management and accountability:*

- The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement.
- The two most current annual independent audits show no material weaknesses, deficiencies, and/or findings.

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school consistently adheres to the Governing Board approved fiscal policies and procedures, does not have any areas noted for improvement, and the two most current annual independent audits show no material weaknesses, deficiencies, and/or findings	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4)
	<input type="checkbox"/> The school generally adheres to the Governing Board approved fiscal policies and procedures, but has areas noted for improvement, and the most current annual independent audit shows no material weaknesses, deficiencies, and/or findings	<input type="checkbox"/> Other evidence of a system for Board review and monitoring of fiscal policies, procedures, budget, and finances (B1.15)
	<input type="checkbox"/> The school is not adhering to the Governing Board approved fiscal policies and procedures, and has areas noted for improvement, or has significant fiscal-related issues (e.g., fiscal mismanagement, audit findings, unresolved recurring issues, potential conflicts of interest, etc.)	<input checked="" type="checkbox"/> Observation of Governing Board meeting
	<input type="checkbox"/> The school is continuously not adhering to the Governing Board approved fiscal policies and procedures, or has significant and recurring fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, etc.)	<input checked="" type="checkbox"/> Discussion with leadership
		<input checked="" type="checkbox"/> Independent audit report(s)
		<input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)

Progress on LAUSD Board of Education Benchmarks and/or MOU related to GOVERNANCE (if applicable):

N/A



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4

Annual Performance-Based Oversight Visit Report

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STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE	RATING*
Summary of School Performance	2, Developing
2020 California Department of Education's (CDE) Charter School's Performance Category	Middle Performing
<p>Does the charter school qualify for technical assistance? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>Is the charter school a state-identified school under the Every Student Succeeds Act (ESSA)? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If yes, what is the school's identification? (See additional information within "Notes" section below)</p> <p><input type="checkbox"/> Comprehensive Support and Improvement (CSI)</p> <p><input checked="" type="checkbox"/> Additional Targeted Support and Improvement (ATSI)</p>	
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>A9: DASHBOARD STUDENT GROUP MATH: All numerically significant student groups have "Status/DFS" scores above the statewide DFS.</p> <ul style="list-style-type: none"> The school has four numerically significant student groups, English Learner, Latino, Socioeconomically Disadvantaged, and Students with Disabilities All numerically significant student groups have a DFS higher than the State's average DFS <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>A1: DASHBOARD SCHOOLWIDE ELA INDICATOR: The schoolwide Dashboard English Language Arts (ELA) Indicator Status is Medium and below statewide DFS; or Low.</p> <ul style="list-style-type: none"> California School Dashboard report on the school's performance in ELA indicates that the school has earned a Status level of "Low" for All Students The report shows an average Distance from Standard (DFS) of -43.1 in ELA for the All-Students group, which is below the State average (DFS) of -12.2 <p>Per school leadership the following will be implemented:</p> <ul style="list-style-type: none"> Curriculum that includes Professional Development (PD) cycles related to text-first planning and American Reading Company (ARC) unit design ARC Quarterly Improvement Plan Weekly support from Director of Biliteracy and English Learners with curriculum implementation and related professional development Professional Development and coaching with Achievement Network (ANet) to support ELA staff development Regular classroom observations to ensure that PD is aligned to teacher needs Differentiated coaching of teachers with a focus on observation and data Grade level meetings with aligned focus 	



LAUSD CHARTER SCHOOLS DIVISION

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A2: DASHBOARD SCHOOLWIDE MATH INDICATOR: The schoolwide Dashboard Math Indicator Status is Medium and below statewide DFS; or Low.

- California School Dashboard report on the school's performance in Math indicates that the school has earned a Status level of "Low" for All Students
- The report shows an average Distance from Standard (DFS) of -70.5 in Math for the All-Students group, which is higher than the State average (DFS) of -51.7

Per school leadership the following will be implemented:

- School uses iReady assessment data to identify standards gaps, resources to use for intervention, personalized instruction to provide students with targeted lessons and practice based on gaps in grade level learning and for placing students in small groups to target specific key standard After-school intervention with a focus on Math
- Tier 2 Intervention Program for Math, Grades 2-5

A3: DASHBOARD SCHOOLWIDE ENGLISH LEARNER PROGRESS INDICATOR (ELPI): The schoolwide Dashboard ELPI Status is Medium and below statewide percentage; or Low.

- The school's 2022 ELPI status on Dashboard was "Low," which is lower than the state status of "Medium"
- The school's 2022 percentage of English Learners making progress towards English Proficiency was 42.7%, which is lower than the state percentage of 50.3%

Per school leadership the following will be implemented:

- Tier 2 Intervention Program for English Language Development (ELD), Grades 2-5
- ELD Intervention program targeting specific English Language Learners, including, but not limited to, Students who are at risk of becoming long term English Language learners, students classified as EL's for 4+ years and students not demonstrating growth on the English Language Proficiency Assessments for California (ELPAC) using the Lexia program intervention program and small group instruction.

A5: DASHBOARD SCHOOLWIDE CHRONIC ABSENTEEISM INDICATOR - (GRADES K-8): The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very High.

- California School Dashboard report in the area of Chronic Absenteeism indicates that the school's rate of chronic absenteeism for All Students is at 41.9%, compared to the State at 30%.

Per School leadership the following will be implemented:

- Aligning school site processes for Tier 1 response to absences (e.g, ParentSquare messages and robo calls), attendance incentive campaign, training in Student Attendance Review Board (SARB) and Student Attendance Review Team (SART), Governing Board review of attendance data, regular review of school level attendance data, and communications to families on the importance of regular attendance.

A6: DASHBOARD SCHOOLWIDE SUSPENSION RATE INDICATOR: The schoolwide Dashboard Suspension Rate Indicator Status is Medium and above statewide percentage; or High.

- The school's 2022 Suspension Rate Indicator status on Dashboard was "High" which is higher than the state status of "Medium"
- The school's 2022 percentage of students suspended at least once was 3.8% which is higher than the state percentage of 3.1%

Per School leadership the following will be implemented:

- They utilize restorative circles and panels with students and families from numerically significant student groups, English Learner, Latino, Socioeconomically Disadvantaged and Students with Disabilities and those with consistent issues with conflict or behavior challenges



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- The school continues to implement Social Justice and Ethnic Studies professional development
- Implementation of Social Emotional Learning (SEL) lessons for students around mindfulness, management of emotions, conflict resolution, empathy, and caring for others
- Increase administrator presence during recess/lunch, and arrival/dismissal for target grade levels
- A monthly Student Culture Calendar is created with student themes/spirit week that are shared with students and teachers at the beginning of each month
- Students are celebrated for exhibiting the Super Star Values
- Different events are developed for students for a fun school experience for students

A8: DASHBOARD STUDENT GROUP ELA: Less than a majority of the numerically significant student groups have “Status/DFS” scores above the statewide DFS.

- The school has four numerically significant student groups: English Learners, Latino, Socioeconomically Disadvantaged and Students with Disabilities.
- Three out of four numerically significant student groups, Latino, Socioeconomically Disadvantaged, and Students with Disabilities have a DFS lower than the State’s average DFS.

School leadership stated the following or will be implemented:

- Intellectual Engagement strategies selected including, but not limited to, Everybody Writes, Turn and Talk and Cold Call with No Opt Out, ongoing professional development on inclusion for Students with Disabilities, and focus on differentiated small group reading instruction.

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes:

Due to the COVID-19 pandemic, state law suspended the reporting of state measures on the 2021 California School Dashboard. The color-coded performance level or Change level will not be issued due to the suspension of state measures on the 2021 Dashboard and not having two consecutive years of reported data. Accordingly, indicators in the Student Achievement and Educational Performance category for the 2022-2023 Annual Performance-Based Oversight Report are scored based on 2022 Status level data except for the College/Career Indicator (CCI), as CAASPP testing was optional for the 2020-2021 school year. CCI will resume with “Status Only” reporting on the 2023 Dashboard.

A11: As of the time of the issuance of this Annual Performance-Based Oversight Visit Report, the state has not published the “Annual Reclassification (RFEP) Counts and Rates” for the 2021-2022 academic year. Considering this fact, the 2022-2023 Annual Performance-Based Oversight Visit Report does not rate the Student Achievement and Educational Performance indicator “A11: English Learner Reclassification.” Please note that, depending on the release date of the 2021-2022 RFEP counts and rates, the District may elect to update and reissue a revised 2022-2023 Annual Performance-Based Oversight Visit Report with indicator A11 rated and calculated into the final overall Student Achievement and Educational Performance category rating.



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- English Language Proficiency Assessment
 - Summative ELPAC Overall performance level of 4.
- Basic Skills Assessment
 - Reads on grade-level on the IRLA, as per the assessment's scoring guide OR
 - Lexile level falls within "meets college and career readiness" band or better OR
 - i-Ready Diagnostic placement of "Early On Grade Level" or better
- Teacher Evaluation
 - ELA progress report grade of 3 or better
- Parent Opinion
 - Once relevant data have been shared with the parent or guardian with educational rights, that family member must indicate their approval on the RFEP letter

Grades 3-8

- English Language Proficiency Assessment
 - Summative ELPAC Overall performance level of 4.
- Basic Skills Assessment
 - IRLA Reading level is no more than one year below grade level OR
 - Lexile level falls within the "approaching college and career readiness" band or better OR
 - i-Ready Diagnostic placement of "One Grade Level Below" or better OR
 - Scores a minimum of level 3 overall on ELA SBAC
- Teacher Evaluation
 - ELA progress report grade of 2 or better, or C- or better.
- Parent Opinion
 - Once relevant data have been shared with the parent or guardian with educational rights, that family member must indicate their approval on the RFEP letter.

☒ Rate of **"At Risk"** ELs is Higher in comparison to the state average

☒ Rate of **"LTEs"** is Lower in comparison to the state average

For ATSI

Camino Nuevo Charter Academy 4 was identified as a 2022 Additional Targeted Support and Improvement (ATSI) school. Per CDE requirements, it is the expectation that ATSI plans be fully developed and approved at the local level (school and LEA) no later than the first day of the 2023–24 school year. In partnership with educational partners, the school shall develop and implement a school-level targeted support and improvement plan to improve student outcomes based on the indicators in the statewide accountability system for **Students with Disabilities** that **was** the subject of the notification. This will ensure that students and the school receive a full year of intervention and support consistent with the ATSI plan.



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***NOTE: A charter school cannot receive a rating in this category greater than a 1 if the school has been identified as Low performing charter school based on the state's published list. (Not applicable for the 2022-2023 school year due to the absence of updated performance classification. Will resume with updated performance classification published by the state.)**

A1: DASHBOARD SCHOOLWIDE ELA INDICATOR - QUALITY INDICATOR #1

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide ELA data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Very High <input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is High; or Medium and at/above statewide Distance From Standard ("DFS") <input checked="" type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Medium and below statewide DFS; or Low <input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the ELA Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A2: DASHBOARD SCHOOLWIDE MATH INDICATOR - QUALITY INDICATOR #2

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide Math data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Very High <input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is High; or Medium and at/above statewide DFS <input checked="" type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Medium and below statewide DFS; or Low <input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the Math Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/18/2023**A3: DASHBOARD SCHOOLWIDE ENGLISH LEARNER PROGRESS INDICATOR (ELPI) - QUALITY INDICATOR #3***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide ELPI data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard ELPI Status is Very High <input type="checkbox"/> The schoolwide Dashboard ELPI Status is High; or Medium and at/above statewide percentage <input checked="" type="checkbox"/> The schoolwide Dashboard ELPI Status is Medium and below statewide percentage; or Low <input type="checkbox"/> The schoolwide Dashboard ELPI Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the ELPI on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A4: DASHBOARD SCHOOLWIDE COLLEGE/CAREER INDICATOR (CCI) - (GRADES 9-12) - QUALITY INDICATOR #4*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide CCI data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> Not Available - No Status assigned for the CCI on the 2022 Dashboard <input checked="" type="checkbox"/> Not Applicable - CCI is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/18/2023**A5: DASHBOARD SCHOOLWIDE CHRONIC ABSENTEEISM INDICATOR - (GRADES K-8) - QUALITY INDICATOR #5***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Chronic Absenteeism Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very Low <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Low; or Medium and at/below statewide percentage <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Medium and above statewide percentage; or High <input checked="" type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very High <input type="checkbox"/> Not Available - No Status assigned for the Chronic Absenteeism Indicator on the Dashboard <input type="checkbox"/> Not Applicable - The Chronic Absenteeism Indicator is not applicable for the grade levels assigned at the charter school	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A6: DASHBOARD SCHOOLWIDE SUSPENSION RATE INDICATOR - QUALITY INDICATOR #6*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Suspension Rate Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Very Low <input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Low; or Medium and at/below statewide percentage <input checked="" type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Medium and above statewide percentage; or High <input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Very High <input type="checkbox"/> Not Available - No Status assigned for the Suspension Rate Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/18/2023**A7: DASHBOARD SCHOOLWIDE GRADUATION RATE INDICATOR - (GRADES 9-12) - QUALITY INDICATOR #7***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Graduation Rate Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Very High <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is High; or Medium and at/above statewide percentage <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Medium and below statewide percentage; or Low <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the Graduation Rate Indicator on the Dashboard <input checked="" type="checkbox"/> Not Applicable - The Graduation Rate Indicator is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Parent-Student Handbook or other documentation of school's graduation requirements (B2.5) <input type="checkbox"/> Other: (Specify)

A8: DASHBOARD STUDENT GROUP ELA - QUALITY INDICATOR #8*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard ELA (Students with Disabilities, English Learners, Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> All numerically significant student groups have "Status/Distance From Standard (DFS)" scores above the statewide DFS <input type="checkbox"/> The majority of numerically significant student groups have "Status/DFS" scores above the statewide DFS <input checked="" type="checkbox"/> Less than a majority of the numerically significant student groups have "Status/DFS" scores above the statewide DFS <input type="checkbox"/> None of the school's numerically significant student groups have "Status/DFS" scores above the statewide DFS <input type="checkbox"/> Not Available - No assessment of performance for this indicator	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/18/2023**A9: DASHBOARD STUDENT GROUP MATH - QUALITY INDICATOR #9**

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard Math (Students with Disabilities, English Learners, Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> All numerically significant student groups have “Status/DFS” scores above the statewide DFS <input type="checkbox"/> The majority of numerically significant student groups have “Status/DFS” scores above the statewide DFS <input type="checkbox"/> Less than a majority of the numerically significant student groups have “Status/DFS” scores above the statewide DFS <input type="checkbox"/> None of the school’s numerically significant student groups have “Status/DFS” scores above the statewide DFS <input type="checkbox"/> Not Available - No assessment of performance for this indicator	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability’s Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A10: DASHBOARD STUDENT GROUP COLLEGE/CAREER INDICATOR (CCI) - (GRADES 9-12) - QUALITY INDICATOR #10

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard CCI (Students with Disabilities, English Learners, and Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> Not Available - No Status assigned for the CCI on the 2022 Dashboard <input checked="" type="checkbox"/> Not Applicable - CCI is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> Office of Data & Accountability’s Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/18/2023**A11: ENGLISH LEARNER RECLASSIFICATION - QUALITY INDICATOR #11**

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- English Learner reclassification rate for 2021-2022 (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school reclassified English Learners at a rate higher than the state average	<input type="checkbox"/> Reclassification report (CDE)
	<input type="checkbox"/> The school reclassified English Learners at a rate similar to the state average	<input type="checkbox"/> Office of Data & Accountability's Data Set (B2.1)
	<input type="checkbox"/> The school reclassified English Learners at a rate lower than the state average	<input type="checkbox"/> Summative ELPAC report (CDE) (B2.3)
	<input type="checkbox"/> The school did not reclassify any of its English Learners	<input type="checkbox"/> Master Plan for English Learners adopted by school's Governing Board (B3.2i)
	<input type="checkbox"/> Not Applicable - The school did not have any English Learners	
	<input checked="" type="checkbox"/> No Reclassification data for the 2021-2022 school year published by the state at the time of the issuance of this report. Please see "Notes" section above.	

A12: INTERNAL ASSESSMENT – VERIFIED DATA IMPLEMENTATION – QUALITY INDICATOR #12

The information provided in this report on internal assessments is to determine the charter school's verified data implementation, as applicable. As part of renewal (once and as applicable) for charter schools that are identified by the California Department of Education (CDE) as Middle or Low Performing, the LAUSD Board shall consider schoolwide performance and performance of all student groups on the California School Dashboard and shall also consider clear and convincing evidence, demonstrated by verified data, showing either a) the school achieved measurable increases in academic achievement, as defined by at least one year's progress for each in school or b) strong postsecondary outcomes equal to similar peers.

The LAUSD Board shall only consider verified data adopted by the State Board of Education pursuant to Education Code section 47607.2(c) (Approved List). In addition, staff's review of the charter school's submitted materials will be based on the verified data sources and related information adopted by the State Board of Education (Ed. Code, § 47607.2(c)(3).) Charter schools submitting verified data for this purpose must adhere to the state-approved criteria.

The information below is based on charter school's self-reported data and will not be scored.

Academic Progress Indicator(s) for the 2021-2022 School Year:

Academic Progress Indicator: CAASPP (ELA)	Grade Levels: 3-8	Assessment Administration: Spring	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: CAASPP (Math)	Grade Levels: 3-8	Assessment Administration: Spring	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: iReady by Curriculum Associates Reading	Grade Levels: 3-8	Assessment Administration: Beginning Year/End of Year	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met



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None

Progress on LAUSD Board of Education Benchmarks and/or MOU related to STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE (if applicable):

None

LOCAL CONTROL ACCOUNTABILITY PLAN 2022-2023 (For Informational Purposes Only)

The CSD reviewed the Local Control Accountability Plan.

All requested template information and descriptions were provided:	Sources of Evidence
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> LCFF Budget Overview for Parents <input checked="" type="checkbox"/> Supplement to the Annual Update to the 2021-2022 LCAP <input checked="" type="checkbox"/> 2022-2023 Plan Summary <input checked="" type="checkbox"/> Engaging Educational Partners <input checked="" type="checkbox"/> Goals and Actions <input checked="" type="checkbox"/> Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students <input checked="" type="checkbox"/> Action Tables 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Local Control Accountability Plan (B2.7) <input checked="" type="checkbox"/> Board Agenda and Minutes (B2.7)

Notes:

None



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ORGANIZATIONAL MANAGEMENT, PROGRAMS, AND OPERATIONS	RATING*
Summary of School Performance	3, Proficient
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>O1: SCHOOL HEALTH AND SAFETY PLANS AND PROCEDURES: The school has a system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety. Some evidence from the documents provided, observation, as well as interviews with school staff and leadership included the following:</p> <ul style="list-style-type: none"> • A visitor's policy posted at the school • Student ID with National Suicide Prevention Lifeline • Board Approved Suicide Prevention Policy • Evacuation Maps Posted in classrooms • Comprehensive School Safety Plan <p>O2: HEALTH AND SAFETY TRAINING AND PREPARATION: The school has a system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety. Some evidence from the documents provided, observation, as well as interviews with school staff and leadership included the following:</p> <ul style="list-style-type: none"> • EPI Pen training on 3/30/23 with seven staff trained • Emergency response team list for 2022-2023 • Automated external defibrillator (AED) present at the school • Emergency Drills <ul style="list-style-type: none"> ○ Evacuation 8/24/22; 3/27/23 ○ Shelter in Place 9/12/22; 2/27/23 ○ Earthquake 10/11/22; 1/24/23 ○ Lockdown 11/14/22; 12/13/22 <p>O5: SPECIAL EDUCATION:</p> <ul style="list-style-type: none"> • On the date of the oversight visit the Welligent 200 report showed one overdue IEP and the Welligent 300 report showed one record in tier 4, one in tier 5, and one in tier 6 • The school meets bi-weekly with the central office Special Education team to review all topics related to compliance • The central office sends all service providers an updated 300 report every 2 weeks • The central office sends 200 to the school for analysis report monthly • Case managers create and update student IEP passports that include their accommodations, goals, services, and anecdotal notes that are unique to each Student, in which all general education staff can access. • Weekly Inclusion Meetings that include Resource Specialist Teacher, Special Education Compliance Coordinator (SECC), IEP Clerk, and Special Education administrator • RSP teachers use co-planning to ensure that all teachers are informed on their students' IEPs and attend weekly special education meetings 	



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None

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes:

None

***NOTE:**

- *A charter school cannot receive a rating in this category greater than 1 for any of the following reasons: (1) Failed to complete criminal background clearances for any new staff and/or sole proprietor (as defined on the Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023) prior to employment; and/or failed to obtain DOJ clearance certification, as appropriate, from a vendor; and/or (2) Failed to have Health, Safety, and Emergency Plan in place.*
- *A charter school cannot receive a rating in this category greater than 2 for any of the following reasons: (1) Failed to conduct child abuse mandated reporter training in accordance with Education Code 44691; or (2) Any teacher of the core instructional program is not appropriately credentialed and assigned per legal requirements and the school's current approved charter.*
- *A charter school may receive a rating of 1 in this category if the school is in breach of the operative charter, including Federal, State, and District Required Language related to this section.*

O1: SCHOOL HEALTH AND SAFETY PLANS AND PROCEDURES - QUALITY INDICATOR #1***The school has implemented school health and safety plans and procedures that ensure:***

- A current site-specific Certificate(s) of Occupancy or equivalent that authorizes the current use of the site
- A current, comprehensive, site-specific comprehensive Health, Safety, and Emergency School Safety Plan per requirements of Ed. Code, §§ 47605(c)(5)(F), 32282(a)(2)(A)-(J), and 35179.4, as applicable.
(Note: For schools co-located with a District school, the charter school participates in and complies with the District school's Integrated Safe School Plan)
- Posting of the school's Visitor Policy in a visible location in or outside the school's main office and in the Parent-Student Handbook
- Monitoring and documentation of compliance with student immunization requirements
- Completion and documentation of health screenings (e.g., vision, hearing, and scoliosis) per current applicable law and terms of the charter
- A Board adopted Pupil Suicide Prevention Policy (grades 1-6 and/or grades 7-12, as applicable), requirements of Ed. Code § 215
- Provision of at least one nutritionally adequate free or reduced priced meal each school day for all needy students, per Ed. Code § 47613.5
- For schools serving grades 7-12, inclusion of the phone number for the National Suicide Prevention Lifeline on at least one side of Student ID cards, as outlined in Ed. Code § 215.5



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Rubric	Sources of Evidence
<div>Performance</div> <ul style="list-style-type: none"> <input type="checkbox"/> The school has a well-developed system in place to ensure the protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety <input checked="" type="checkbox"/> The school has a system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a) <input checked="" type="checkbox"/> Visitor's Policy (B3.1a) <input checked="" type="checkbox"/> Certificate(s) of Occupancy or equivalent (B3.1b) <input checked="" type="checkbox"/> Student immunization (B3.1h) <input checked="" type="checkbox"/> Health screening (B3.1h) <input checked="" type="checkbox"/> Comprehensive Health, Safety, and Emergency Plan (B3.1c) <input checked="" type="checkbox"/> Evacuation route maps (B3.1c) <input checked="" type="checkbox"/> Student ID card printed with the National Suicide Prevention Lifeline phone number (B3.1k) <input checked="" type="checkbox"/> Board adopted policy on pupil suicide prevention (grades K-6) (B3.1f) <input checked="" type="checkbox"/> Board adopted policy on pupil suicide prevention (grades 7-12) (B3.1f) <input checked="" type="checkbox"/> Site/classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/18/2023**O2: HEALTH AND SAFETY TRAINING AND PREPARATION – QUALITY INDICATOR #2*****The school has a system in place to ensure:***

- The school is able and prepared to implement its emergency procedures in the event of a natural disaster or other emergency (includes threat assessment protocol). School staff and other mandated reporters working on behalf of the school receive timely training on child abuse awareness and reporting, as outlined in Ed. Code, § 44691 .
- Maintenance of an emergency epinephrine auto-injector (“epi-pen”) onsite and training has been provided to volunteer staff member(s) in the storage and emergency use, per Ed. Code § 49414
- For schools offering an interscholastic athletic program, at least one automated external defibrillator (AED) is onsite and available for use, as outlined in Ed. Code § 35179.6
- Staff receive annual training in Pupil Suicide Prevention and Awareness (as applicable) pursuant to Ed. Code §215.
- Staff receive training in bloodborne pathogens, per 8 California Code of Regulations (“CCR”), § 5193

	Rubric	Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety	<input checked="" type="checkbox"/> Documentation of emergency drills and training (B3.1g) <input checked="" type="checkbox"/> Provision and location of onsite emergency supplies (B3.1c) <input checked="" type="checkbox"/> Child abuse mandated reporter training documentation (B3.1d and B3A.5) <input checked="" type="checkbox"/> Bloodborne pathogens training documentation (B3.1e and B3A.5) <input checked="" type="checkbox"/> Pupil Suicide Prevention and Awareness Training (B3.1f and B3A.5) <input checked="" type="checkbox"/> Epi-pen and training (B3.1i) <input checked="" type="checkbox"/> AED (schools with an interscholastic athletic program) (B3.1j) <input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023</i> (“ESSA Grid”) (B3A.1) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/18/2023**O3: IMPLEMENTATION OF THE EDUCATIONAL PROGRAM – QUALITY INDICATOR #3**

The school has systems in place to ensure alignment to the curricular and educational program outlined in the approved charter petition by:

- Implementing key features of the educational program described in the charter
- Implementing standards-based instruction schoolwide in accordance with the California State Content Standards specific to the grade levels served and aligned with the needs of students
- Implementing assessments to measure the development of grade-level appropriate academic and non-academic skills
- Reviewing and analyzing school and student progress towards annual goals (schoolwide and for all student groups that the school serves) that are consistent with the educational performance measured by the California School Dashboard and state assessments
- Providing teacher, staff, and administrator professional development specific to supporting desired student outcomes and key features outlined in the school's charter
- Implementing a system to monitor student progress toward and completion of graduation and A-G requirements (**high schools only**)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has fully implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served. This includes full implementation of all key features, regularly reviewing and analyzing school and student progress towards annual goals and/or monitoring student progress toward completion of graduation and A-G requirements and providing ongoing professional development specific to student outcomes and key features as outlined in the charter.	<input checked="" type="checkbox"/> Implementation of an educational program serving all grade levels approved to be served per charter (B3.2i, B3.2j, B3.2k)
	<input checked="" type="checkbox"/> The school has implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	<input checked="" type="checkbox"/> Standards-based instructional program (evidence of grade level and/or content lesson plans, unit plans) (B3.2a)
	<input type="checkbox"/> The school has partially implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has minimally implemented, or not at all, the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	<input checked="" type="checkbox"/> Technology readiness to administer CAASPP assessments (B3.2c) (new schools only)
		<input checked="" type="checkbox"/> WASC accreditation (B3.2d)
		<input checked="" type="checkbox"/> UC Doorways course approval documentation (B3.2e)
		<input checked="" type="checkbox"/> Professional development documentation (B3.3c)
		<input checked="" type="checkbox"/> Evidence of system for monitoring student progress toward and completion of graduation and A-G requirements (B3.2g)
		<input checked="" type="checkbox"/> Mathematics Placement Assessment (school serving 9 th graders) (B3.2m)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4

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DATE OF VISIT: 4/18/2023**O4: MEETING THE NEEDS OF ALL STUDENTS; STUDENT GROUP DATA ANALYSIS - QUALITY INDICATOR #4***The school has a system in place to ensure:*

- Implementation of differentiated instructional strategies and approaches described in the charter designed to meet the learning needs of all students, including all numerically significant student groups identified in the school's LCAP and by the CDE
- Implementation of internal student assessments aligned with instructional outcomes to determine student mastery of California State Content Standards
- Disaggregation and analysis of data on a regular basis to address individual student needs and guide instructional planning and use of interventions
- Implementation, review, and modification, as appropriate, of its Master Plan for English Learners (EL identification, designated and integrated ELD standards-based instruction, progress monitoring, assessment, and reclassification)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and modifies instruction based on data analysis	<input checked="" type="checkbox"/> Standards-based instructional program (evidence of grade level and/or content lesson plans, unit plans) (B3.2a)
	<input checked="" type="checkbox"/> The school has implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and generally modifies instruction based on data analysis	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has partially implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and partially modifies instruction based on data analysis	<input checked="" type="checkbox"/> Professional development documentation (B3.3c)
	<input type="checkbox"/> The school has minimally implemented, or not at all, the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and does not consistently modify instruction based on data analysis	<input checked="" type="checkbox"/> Documentation of intervention and support for all students (B3.2j)
		<input checked="" type="checkbox"/> Master Plan for English Learners (B3.2i)
		<input checked="" type="checkbox"/> Documentation of implementation of the school's Master Plan for English Learners (B3.2j)
		<input checked="" type="checkbox"/> Implementation of a data analysis system (B3.2k)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/18/2023**O5: SPECIAL EDUCATION - QUALITY INDICATOR #5***The school has a system in place to ensure that the school:*

- Provides special education programs and services in accordance with students' IEPs
- Provides special education training for staff
- Conducts a special education self-review annually, using the Special Education Self-Review Checklist
- Maintains timely IEP timeline records and accurate service provision records in Welligent

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input checked="" type="checkbox"/> The school has a system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> District Validation Review (DVR) (B3.3a)
	<input type="checkbox"/> The school has a partially developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Self-Review Checklist (B3.3a)
	<input type="checkbox"/> The school has a minimal or no system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Welligent reports and/or other documentation, including from the Division of Special Education (B3.3a)
	<input type="checkbox"/> Not Applicable - Charter school participates in LAUSD's Option 1 SELPA	<input checked="" type="checkbox"/> Professional development documentation (B3.3a and B3.3c)
	<input type="checkbox"/> Charter school does not participate in LAUSD's SELPA	<input checked="" type="checkbox"/> Intervention and support for students with disabilities (B3.2j)
		<input checked="" type="checkbox"/> Consultation with Charter Operated Programs office
		<input checked="" type="checkbox"/> Other special education documentation (B3.3a)
		<input checked="" type="checkbox"/> Classroom observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



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SCHOOL NAME: Camino Nuevo Charter Academy 4

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DATE OF VISIT: 4/18/2023**O6: SCHOOL CLIMATE AND STUDENT DISCIPLINE - QUALITY INDICATOR #6***The school has a school climate and schoolwide student discipline system in place to ensure that the school's practices:*

- Align with principles of the District's Discipline Foundation Policy and School Climate Bill of Rights Resolution, including but not limited to, tiered behavior intervention, alternatives to suspension, and schoolwide positive behavior support, data monitoring and, includes a discipline system complaint process
- Provide positive opportunities for student wellness, growth and success, aimed at making the school safe, welcoming, supportive and inclusive
- Minimize discretionary suspensions and expulsions
- Reduce or eliminate suspension disproportionality for student groups
- Minimize chronic absenteeism for all students and student groups
- Procedures for preventing acts of bullying, including cyberbullying, in accordance with the requirements of Ed. Code, § 32283.5 and 234.4

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input checked="" type="checkbox"/> The school has a school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has a partially developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Professional development documentation (B3.3c)
	<input type="checkbox"/> The school has a minimally developed or no school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Implementation of school climate and student discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights principles (B3.3b)
		<input checked="" type="checkbox"/> Implementation of tiered behavior intervention (e.g. SSPT) (B3.3b)
		<input checked="" type="checkbox"/> Implementation of alternatives to suspension (B3.3b)
		<input checked="" type="checkbox"/> Implementation of schoolwide positive behavior support system (B3.3b)
		<input checked="" type="checkbox"/> Implementation of procedures for preventing acts of bullying, including cyberbullying (B3.3b)
		<input checked="" type="checkbox"/> Data monitoring (B3.3b)
		<input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Sets for suspension, expulsion, disproportionality, and chronic absenteeism (B2.1)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Stakeholder focus group
		<input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4

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DATE OF VISIT: 4/18/2023**O7: PROFESSIONAL DEVELOPMENT - QUALITY INDICATOR #7*****The school:***

- Has a schoolwide professional development plan for teachers and other staff that supports the educational program set forth in the charter and targets identified needs
- Provides faculty and other instructional staff with professional development opportunities to improve instructional practice
- Provides opportunities for teachers to collaborate regularly for the purpose of planning and improving curriculum and instruction

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> Professional development documentation (e.g. professional development year-long plan agendas, and sign-ins) (B3.3c)
	<input type="checkbox"/> The school has partially implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> Professional development training materials (B3.3c)
	<input type="checkbox"/> The school has not implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> System to assess professional development needs (B3.3c)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Stakeholder focus group
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/18/2023**O8: STAKEHOLDER ENGAGEMENT AND INVOLVEMENT - QUALITY INDICATOR #8**

The school has a system for stakeholder engagement, including gathering input, facilitating, and encouraging involvement, sharing information, and resolving concerns, which:

- Provides parents, teachers, and students with meaningful opportunities for involvement and engagement that meet the requirements and goals of applicable federal and state law, the school's charter, and the school LCAP
- Implements a School Site Council (SSC) and/or English Learner Advisory Committee (ELAC) in accordance with legal requirements (e.g., member composition of committee/council, legally required topics, etc.), if applicable
- The liaison for students experiencing homelessness has identified this population through outreach and coordination activities with other organizations, and provided related referral of services to families, children, and youth experiencing homelessness.

	Rubric	Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a partially developed system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a minimal or no system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Parent-Student Handbook (B1.10a) <input checked="" type="checkbox"/> LCAP (B3.2b) <input checked="" type="checkbox"/> Documentation of SSC and ELAC meetings (e.g., calendars, agendas, minutes, roster, and sign-in) (B3.3d) <input checked="" type="checkbox"/> Stakeholder consultation (B3.3d) <input checked="" type="checkbox"/> Parent/stakeholder involvement and engagement (B3.3d) <input checked="" type="checkbox"/> Foster youth/students experiencing homelessness liaison (B3.3d) <input checked="" type="checkbox"/> School website (B3.3e) <input checked="" type="checkbox"/> Discussion with school leadership <input checked="" type="checkbox"/> Stakeholder focus group <input type="checkbox"/> Other: (Specify)



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The school has a system in place to ensure that it operates in a transparent manner and keeps stakeholders informed, including:

- Information is easily accessible to the public and school stakeholders, including but not limited to applicable categories described in Charter School Transparency Resolution
- UCP and all complaint procedures
- Title IX information is available in applicable languages as required by law
- Per Ed. Code § 234.6 and District policy, specified information relating to suicide, bullying, discrimination and harassment prevention, among other things, are readily accessible in a prominent location on the school website in a manner that is easily accessible to parents/guardians and students
- Provides all stakeholders with appropriate, accessible, and relevant information about individual student and schoolwide academic progress and performance
- Notification requirements to pupils and parents or guardians of pupils on how to initiate access to available pupil mental health services on campus, in the community, or both no less than twice during the school year, in accordance with Ed. Code, § 49428
- Identifies and implements the most appropriate methods of informing parents and guardians of pupils in grades 6-12 of human trafficking prevention resources, in accordance with Ed. Code, § 49381
- Informs parents of high school students about transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements, in accordance with Ed. Code, § 47605 (**high schools only**)

Rubric	Sources of Evidence
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Performance

- | | |
|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> The school has a well-developed system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website <input checked="" type="checkbox"/> The school has a system to share information with stakeholders via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a partially developed system to share information with stakeholders via its documents available manually/electronically or on its website <input type="checkbox"/> The school has a minimally developed system to share information with stakeholders with limited to no availability of documents manually/electronically or on its website | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> UCP Procedure and Forms (B1.11) <input checked="" type="checkbox"/> Complaint Procedure and Forms (B1.12) <input checked="" type="checkbox"/> Review of the following information posted to the school's website (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> LCAP, per Ed. Code § 47606.5(h) <input checked="" type="checkbox"/> Current Board agenda in compliance with Brown Act, per Gov. Code, §54954.2(a)(1) <input checked="" type="checkbox"/> Website posting required per Ed. Code § 234.6 (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Policy on Pupil Suicide Prevention <input checked="" type="checkbox"/> Title IX information, including a link to CDE's Title IX website <input checked="" type="checkbox"/> Policies on anti-discrimination, anti-harassment, anti-intimidation, anti-bullying, and sexual harassment policies, including: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Anti-cyberbullying procedures <input checked="" type="checkbox"/> Social media anti-bullying procedures <input checked="" type="checkbox"/> Link to statewide resources including community based organizations compiled by CDE <input checked="" type="checkbox"/> Sharing accessible and relevant information about individual student, student group, and schoolwide academic progress and performance with all stakeholders as appropriate (B3.3e) <input checked="" type="checkbox"/> Access to approved charter (B3.3e) <input checked="" type="checkbox"/> Compliance with the LAUSD BOE's Charter School Transparency Resolution, including (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Financial Audit <input checked="" type="checkbox"/> Student Demographics <input checked="" type="checkbox"/> Documentation of informing parents/guardians about transferability of courses/course credit and eligibility to meet A-G requirements (high schools only) (B3.3e) <input checked="" type="checkbox"/> Informing parents/guardians of human trafficking prevention resources (grades 6-12) (B3.3e) <input checked="" type="checkbox"/> Notification of access to available mental health services (B3.3e) <input type="checkbox"/> School website (B3.3e) |
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		<input type="checkbox"/> Other: (Specify)
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O10: EVALUATION OF SCHOOL STAFF - QUALITY INDICATOR #10

The school has a system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements, including:

- Evaluation procedures with clear performance standards for all school-based staff, including but not limited to administrators, certificated staff, and classified staff
- Evaluation tool(s) for all school-based staff, including but not limited to administrators, certificated staff, and classified staff

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a partially developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a minimal or no system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Evaluation procedures with clear performance standards for all school-based staff (B3.3f) <input checked="" type="checkbox"/> Evaluation tool(s) for all school-based staff (B3.3f) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/18/2023**O11: CLEARANCES AND CREDENTIALING COMPLIANCE - QUALITY INDICATOR #11**

The school is in compliance with applicable law and the terms of its approved charter regarding clearances and credentialing:

- All certificated staff are fully credentialed, including EL authorizations, and appropriately assigned as authorized by their credentials at all times
- Individuals who have been continuously employed in a teaching position since the 2019–20 school year obtain the appropriate certificate, permit, or other document for their certificated assignment no later than July 1, 2025 (Ed. Code § 47605.4(a).)
- The school has obtained all necessary employee clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to employment, and keeps all clearances current
- The school has obtained all necessary vendor clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to the provision of service, and keeps all clearances current
- The school has conducted volunteer clearances in accordance with applicable law and policy, including criminal background clearances for all volunteers who perform school site services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students

	Rubric	Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has fully implemented and continually monitors systems and procedures that maintain 100% compliance with all applicable law, including but not limited to clearance, credentialing, and assignment requirements at all times <input type="checkbox"/> The school has implemented and monitors systems and procedures that maintain substantial compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements <input type="checkbox"/> The school has partially implemented and intermittently monitors systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements <input type="checkbox"/> The school has not implemented and/or does not monitor systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023</i> form (“ESSA Grid”) (B3A.1a) <input checked="" type="checkbox"/> Human Resources (HR) policies and procedures regarding clearances and ESSA qualifications and credentialing requirements (B1.13) <input checked="" type="checkbox"/> Staff roster (B3A.1b) <input checked="" type="checkbox"/> School master schedule (B3A.1c) <input checked="" type="checkbox"/> Custodian(s) of Records documentation (B3A.1d) <input checked="" type="checkbox"/> Criminal Background Clearance Certifications (B3A.2a, B3A.3, and B3A.4) <input checked="" type="checkbox"/> Teaching credential/authorization documentation (B3A.2b) <input checked="" type="checkbox"/> Vendor clearances and credentialing certifications (B3A.6) <input checked="" type="checkbox"/> Volunteer (TB) risk assessment/clearance certification (B3A.7) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

Progress on LAUSD Board of Education Benchmarks and/or MOU related to ORGANIZATIONAL MANAGEMENT (if applicable):

None



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2251	2019-2020					2020-2021					2021-2022				
Camino Nuevo Charter Academy 4 (Cisneros)	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents		882,816	734,882	1,357,352	1,291,459		847,180	968,159	1,849,639	1,849,639		2,301,339	2,534,317	2,129,178	2,053,100
Current Assets		1,535,816	1,324,438	2,312,579	2,246,686		2,845,492	2,891,468	3,272,684	3,272,683		3,166,665	3,292,508	3,417,485	3,419,614
Fixed and Other Assets		459,398	468,573	474,369	474,367		420,930	622,999	671,831	671,831		568,006	614,317	817,518	817,518
Total Assets		1,995,214	1,793,011	2,786,948	2,721,053		3,266,422	3,514,467	3,944,515	3,944,514		3,734,671	3,906,825	4,235,003	4,237,132
Deferred Outflows of Resources		0	0	0	0		0	0	0	0		0	0	0	0
Current Liabilities		256,892	233,668	892,786	864,305		617,789	857,124	738,901	781,449		608,180	794,674	1,028,242	1,071,447
Other Long Term Liabilities		26,948	26,948	37,408	0		37,408	37,408	42,548	0		42,549	42,549	43,204	0
Unfunded OPEB Liabilities		0	0	0	0		0	0	0	0		0	0	0	0
Total Liabilities		283,840	260,616	930,194	864,305		655,197	894,532	781,449	781,449		650,729	837,223	1,071,446	1,071,447
Deferred Inflows of Resources		0	0	0	0		0	0	0	0		0	0	0	0
Net Assets		1,711,374	1,532,395	1,856,754	1,856,748		2,611,225	2,619,935	3,163,066	3,163,065		3,083,942	3,069,602	3,163,557	3,165,685
Total Revenues	7,886,568	7,891,449	7,897,192	7,983,237	7,983,237	7,586,026	8,766,054	8,781,637	9,015,223	9,015,223	8,541,596	10,260,681	10,140,630	10,620,794	10,699,002
Total Expenditures	7,811,404	7,992,186	8,176,908	7,938,594	7,938,599	7,291,284	8,011,582	8,018,455	7,708,910	7,708,906	8,462,627	10,339,805	10,234,094	10,620,303	10,696,382
Net Income / (Loss)	75,164	(100,737)	(279,716)	44,643	44,638	294,742	754,472	763,182	1,306,313	1,306,317	78,969	(79,124)	(93,464)	491	2,620
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Inc / (Dec) in Net Assets	75,164	(100,737)	(279,716)	44,643	44,638	294,742	754,472	763,182	1,306,313	1,306,317	78,969	(79,124)	(93,464)	491	2,620
Net Assets, Beginning	1,839,773	1,812,111	1,812,111	1,812,111	1,812,110	1,532,395	1,856,753	1,856,753	1,856,753	1,856,748	2,619,935	3,163,066	3,163,066	3,163,066	3,163,065
Adj. for restatement / Prior Yr Adj	(80,259)	0	0	0	0	82,723	0	0	0	0	525,492	0	0	(0)	0
Net Assets, Beginning, Adjusted	1,759,514	1,812,111	1,812,111	1,812,111	1,812,110	1,615,118	1,856,753	1,856,753	1,856,753	1,856,748	3,145,427	3,163,066	3,163,066	3,163,066	3,163,065
Net Assets, End	1,834,678	1,711,374	1,532,395	1,856,754	1,856,748	1,909,860	2,611,225	2,619,935	3,163,066	3,163,065	3,224,396	3,083,942	2,455,285	3,102,587	3,104,715
Unrestricted Net Assets		1,709,468	1,530,489	1,856,754	1,856,748		2,611,225	2,619,935	3,163,066	3,163,065		3,083,942	2,455,285	3,102,587	3,104,715
Restricted Net Assets		1,906	1,906	0	0		0	0	0	0		0	614,317	60,970	60,970

2251	Audited Financials					2022-2023				
Camino Nuevo Charter Academy 4 (Cisneros)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents	1,431,587	1,291,459	1,849,639	2,053,100	0		1,951,717	2,586,589	0	0
Current Assets	1,886,538	2,246,686	3,272,683	3,419,614	0		3,259,494	3,786,151	0	0
Fixed and Other Assets	498,342	474,367	671,831	817,518	0		947,505	904,828	0	0
Total Assets	2,384,880	2,721,053	3,944,514	4,237,132	0		4,206,999	4,690,978	0	0
Deferred Outflows of Resources	0	0	0	0	0		0	0	0	0
Current Liabilities	572,770	864,305	781,449	1,071,447	0		1,151,452	1,576,985	0	0
Other Long Term Liabilities	0	0	0	0	0		43,204	43,204	0	0
Unfunded OPEB Liabilities	0	0	0	0	0		0	0	0	0
Total Liabilities	572,770	864,305	781,449	1,071,447	0		1,194,656	1,620,189	0	0
Deferred Inflows of Resources	0	0	0	0	0		0	0	0	0
Net Assets	1,812,110	1,856,748	3,163,065	3,165,685	0		3,012,343	3,070,790	0	0
Total Revenues	7,973,713	7,983,237	9,015,223	10,699,002	0	9,953,532	10,015,180	10,163,142	0	0
Total Expenditures	7,881,051	7,938,599	7,708,906	10,696,382	0	9,927,172	10,168,523	10,258,038	0	0
Net Income / (Loss)	92,662	44,638	1,306,317	2,620	0	26,361	(153,343)	(94,896)	0	0
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0
Inc / (Dec) in Net Assets	92,662	44,638	1,306,317	2,620	0	26,361	(153,343)	(94,896)	0	0
Net Assets, Beginning	1,719,448	1,812,110	1,856,748	3,163,065	0	3,069,602	3,163,557	3,163,557	0	0
Adj. for restatement / Prior Yr Adj	0	0	0	0	0	1,420	2,129	2,129	0	0
Net Assets, Beginning, Adjusted	1,719,448	1,812,110	1,856,748	3,163,065	0	3,071,022	3,165,686	3,165,686	0	0
Net Assets, End	1,812,110	1,856,748	3,163,065	3,165,685	0	3,097,383	3,012,343	3,070,790	0	0
Unrestricted Net Assets	1,782,656	1,856,748	3,163,065	3,104,715	0		2,064,838	3,033,415	0	0
Restricted Net Assets	29,454	0	0	60,970	0		947,505	37,375	0	0



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo Charter Academy 4Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/18/2023

FISCAL OPERATIONS

You have been assessed by the Fiscal Oversight team and you are receiving the rating of **4, Accomplished**.

Other circumstances and information could influence the rating and are noted in this evaluation.

Camino Nuevo Charter Academy 4's (CNCA4) fiscal condition is positive and has been upward trending since the 2018-2019 fiscal year. According to the 2021-2022 independent audit report, the school had positive net assets of \$3,165,685 and net income of \$2,620. The 2022-2023 Second Interim projected positive net assets of \$3,070,789 and a net loss of **(\$94,896)**.

According to Camino Nuevo Charter Academy's (CNCA) independent audit report dated June 30, 2022, CNCA4 is one of five schools operated by CNCA, all of which are authorized by the Los Angeles Unified School District (LAUSD). CNCA had six schools in operation prior to June 30, 2021, including Camino Nuevo Charter High 1 (CNHS1) (also authorized by LAUSD), which closed effective June 30, 2021. CNCA, its related entities, and its charter schools reported positive net assets of \$45,450,455 and a net loss of **(\$322,334)**. Per CNCA's 2021-2022 audit report, the **(\$322,334)** net loss is primarily attributed to the net loss reported for Camino Nuevo Charter Academy 2 (CNCA2). CNCA, without its related entities and its charter schools, reported negative net assets of **(\$71,868)** and net income of \$0. The CNCA Home Office's net loss of **(\$71,868)** is carried forward from Fiscal Year 2017-2018, primarily due to the asset transfer to and service agreements with Pueblo Nuevo Education and Development Group (PN-EDG). See further details under **Item 27** in the **Notes II** section below.

According to CNCA, CNCA4 pays annual management fees of 12% to PN-EDG for administrative services which Education Code Section 47632(f) defines as: "all funding except funding for capital outlay," for each CNCA school, as projected by PN-EDG on or about July 1, 2022, for services that include home support. In addition, to benefit and further the CNCA schools' charitable and educational purposes, since July 1, 2016, the contractual arrangements between CNCA and PN-EDG each year have been governed by an Agreement for Limited Services. Each of these Agreements are for twelve-month periods, commencing on July 1 each year, and are renewed annually. PN-EDG supports CNCA by administering many of the charitable activities that CNCA historically performed [e.g., early childhood services (pre-school), alumni services, development, and integrated community support], to enable CNCA to focus on charter school operations.

Per the Seventh Amendment for Limited Services of July 1, 2022, "PN-EDG shall invoice CNCA every three (3) months for services performed, with a delineation between the Base Compensation for the limited services as described in Section 3.1 and the Mental Health Program Compensation for the services as described in Section 3.2. CNCA shall prepay the first payment (reflecting a three (3) month period) in the amount of \$1,442,584 as Base Compensation, \$62,500 as Expanded Learning Opportunities Program (ELOP) Compensation, and \$199,244. as Mental Health Program Compensation, which shall be due to PN-EDG no later than July 1, 2022. After the initial three (3) month period, the Parties shall adjust the subsequent invoice to reflect the services performed and prepaid during that period. CNCA shall submit payment to PN-EDG for each school within twenty (20) calendar days of the deposit by the State with the County Treasurer of the state aid portion of each CNCA school."



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SCHOOL NAME: Camino Nuevo Charter Academy 4

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DATE OF VISIT: 4/18/2023**Financial Highlights**

	FINANCIAL HIGHLIGHTS				
	2018-2019 (Audited Actuals)	2019-2020 (Audited Actuals)	2020-2021 (Audited Actuals)	2021-2022 (Audited Actuals)	2022-2023 (Second Interim)
Camino Nuevo Charter Academy 4					
Net Assets	\$1,812,110	\$1,856,748	\$3,163,065	\$3,165,685	\$3,070,789
Net Income / (Loss)	\$92,662	\$44,638	\$1,306,317	\$2,620	(\$94,896) *
Transfers In / Out	\$0	\$0	\$0	\$0	\$0
Prior Year Adjustment(s)	\$0	\$0	\$0	\$0	\$0
Cash and Cash Equivalents	\$1,431,587	\$1,291,459	\$1,849,639	\$2,053,100	\$2,586,589
Unrestricted Net Assets	\$1,782,656	\$1,856,748	\$3,163,065	\$3,104,715	\$3,033,415
Norm Enrollment Reported by the School	633	632	604	602	543
	FINANCIAL RATIO ANALYSIS				
Cash Reserve Level (Cash Balance/Total Expenditures) <i>5% and greater is recommended</i>	18.16%	16.27%	23.99%	19.19%	25.22%
Fund Reserve (Reserve for Economic Uncertainty) (Unrestricted Net Assets /Total Expenditures) <i>3% - 5% and greater is recommended (depending on the school's ADA)</i>	22.62%	23.39%	41.03%	29.03%	29.57%
Current Ratio (Working Capital Ratio) (Current Assets/Current Liabilities) <i>At least 1.2 or 120% is recommended</i>	329.37%	259.94%	418.80%	319.16%	240.09%



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DATE OF VISIT: 4/18/2023**Debt Ratio**

(Total Liabilities/Total Assets)

Lower than 1.0 or 100% is recommended

24.02%

31.76%

19.81%

25.29%

34.54%

* According to CNCA, the projected net loss of (\$94,896) as reported in the 2022-2023 Second Interim report is largely due to reduced enrollment and ADA rate. See **Item 3** in **Notes I** section below further information.

Areas of Demonstrated Strength and/or Progress:

The school's fiscal condition is positive. Please refer to the Financial Highlights table above.

Areas Noted for Further Growth and/or Improvement:

No significant items noted.

Other Observations (Items described in this section, which may not have been addressed in the charter school's Fiscal Policies and Procedures, are recommended for improvement to align with optimal business practices).

Through conducting fiscal oversight and analyzing the data below, the CSD requests and receives fiscal documents from CNCA (including bank statements, bank reconciliations, credit card statements, and check registers) for the five CNCA charter schools that are currently authorized by LAUSD. The CSD reviews these financial documents and a sampling of checks and credit card transactions across these CNCA charter schools, to assess overall compliance with CNCA's *Fiscal Policies and Procedures* (FPP, approved by CNCA governing Board on 11/9/2021). Any areas noted for further growth and/or improvement relating to CNCA's and its charter schools' overall compliance to the aforementioned manual are indicated within each charter school's Annual Performance-Based Oversight Visit Report, which may or may not have been experienced by the specific CNCA school named above. Lastly, any exceptions that are school-specific, such as the fiscal condition, are reviewed separately for each CNCA charter school.

1. CNCA' 2021-2022 Independent Audit Report noted the following finding regarding State Compliance:

"2022-001 Expanded Learning Opportunities ELO-G (40000 State Compliance)

Camino Nuevo Charter Academy – Burlington (CNCA#1) - #0293

Camino Nuevo Academy #2 – Kanye Siart (CNCA#2) - #1231

Camino Nuevo Elementary #3 – Jose A. Castellanos/Jane B. Eisner (CNCA #3) - #1212

Camino Nuevo Charter Academy #4 – Sandra Cisneros Learning Academy (CNCA #4) - #1334

Camino Nuevo High #2 – Danzell Lance High School (CNHS #2) - #1540

Criteria: *The governing board of CNCA was required to adopt on or before June 1, 2021, in a public meeting, a plan describing how the apportioned ELO-G funds would be used in accordance with Education Code section 43522 and submit the plan within 5 days of adoption pursuant to subdivision (e) of Education Code section 43522.*



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Condition: During ELO-G testing, it was noted that the spending plan was approved by the board on June 1, 2021 and was submitted to its chartering authority on August 8, 2022. The submission date was not within 5 days of adoption of the spending plan.

Effect: CNCA is not in compliance with subdivision (e) of Education Code section 43522.

Cause: The Board of Directors of Camino Nuevo Charter Academy approved the ELO-G plans for all Camino Nuevo schools on June 1, 2021 prior to the state required deadline. However, it did not come to CNCA's attention that these plans were also required to be submitted to our authorizer until August of 2022.

Questioned costs: N/A

Repeat Finding: This is not a repeat finding.

Corrective Action Plan: At this time, CNCA promptly complied, sending all plans to LAUSD Charter Schools Division representative, [name redacted], on August 9, 2022. CNCA will be closely monitoring the CDE details for new funding more closely to avoid this oversight in the future."

This finding did not result in questioned costs, and, as of the issuance date of this Annual Performance-Based Oversight Visit Report, CNCA has resolved the finding by taking the aforementioned corrective action. The CSD will continue to monitor this issue through oversight, including reviewing CNCA's 2022-2023 independent audit report.

2. Bank Reconciliations Not Reviewed/Approved Timely:

Based on the CSD's review of the bank reconciliation reports for the months of March 2022 to August 2022, the CSD noted the bank reconciliation reports lacked evidence of timely preparation, review, or approvals. A summary of the reports in questions is provided below.

Account Number Ending	Monthly Bank Statement Ending Date	Reconciliation Report Preparation and Approval Deadline	Actual Reconciliation Report Preparation Date	# of Days Reconciliation Report Late	Actual Date Reconciliation Report Approved and Signed	# of Days Reconciliation Approval Late
X7830	4/30/2022	5/31/2022	5/31/2022	not late	6/8/2022	6
X7830	6/30/2022	7/31/2022	9/2/2022	33	9/2/2022	33
X7830	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X7830	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35
X8941	4/30/2022	5/31/2022	5/16/2022	not late	6/6/2022	6
X8941	6/30/2022	7/31/2022	6/23/2022	not late	8/31/2022	31
X8941	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36



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X8941	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35
X6837	4/30/2022	5/31/2022	5/16/2022	not late	6/6/2022	6
X6837	6/30/2022	7/31/2022	6/23/2022	not late	8/31/2022	31
X6837	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X6837	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35

Page 1: Bank Reconciliations of CNCA FPP states:

“Policy: Bank reconciliation and approval will occur on a monthly basis.

Procedures:

- The ExED* Accounting Associate or Senior Accounting Associate (AA/SAA) assigned to the organization will print the bank statements directly from the online banking system. If online banking is unavailable, the organization will make copies of the original statement available to ExED.
- The ExED AA/SAA will prepare the bank reconciliation.
- ***The Accounting Manager or Vice President, School Finance assigned to the organization will review and approve the bank reconciliation by initialing and dating the report.”***

*ExED or current back office provider in the event of a change in service
(Emphasis added.)

In response to the CSD’s observations above, CNCA stated that bank reconciliations are usually done on a monthly basis. CNCA explained that the April 2022 bank reconciliation was completed timely, and that even though the approval was 6 days late, there was continuous communication amongst the team on the completion of the reconciliation. Regarding the June 2022 reconciliation, CNCA indicated that the delay was due to the hold harmless provision which caused the need to enter final entries in the accounting system. This out-of-the-norm situation, which, according to CNCA, was a year-end communication request by the California Department of Education, created a domino effect of delay for the July 2022 and August 2022 bank reconciliations. CNCA added that the bank activity is monitored via cash positions to ensure no fraudulent or unknown transactions exist. ExED further stated: “All entries reflected in the bank statement[s] are monitored and entered timely. The ExED team does a “soft” bank [reconciliation] where they confirm there are no variances to the statement. However, the bank [reconciliations] are usually not finalized until the month’s financial close is complete, as some reclasses reflect a \$0 cash entry. These entries are particular to CNCA as a CMO [Charter Management Organization] because all Camino charters share the same operating account. From now on, ExED will [conduct bank reconciliation on] the accounts once all entries reflected in the bank statement are reconciled. Any \$0 entries will be cleared in the following month’s bank reconciliation. This will allow for more timely reconciliations.”

Nonetheless, the CSD recommends that CNCA ensure that all bank reconciliation reports are prepared accurately, reviewed, and approved in a timely manner, and include the appropriate signatures (including the printed names and titles/positions), as well as the preparation and review/approval dates, to validate the review and approval process performed by the school or its back office service provider.



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DATE OF VISIT: 4/18/2023**3. Late Fees and/or Finance Charges:**

Based on the CSD's review of a sample of CNCA schools' check registers and related supporting documentation for the period spanning from November 2021 through October 2022, a sample of 22 checks were selected for further review. The CSD noted two checks provided by CNCA referenced late fees and finance charges. These late fees and finance charges, as reflected on the invoices, are summarized below.

Item #	Check #	Vendor Name	Posting Date	Check Amount	Late Fees/ Finance Charges/ Over Limit Fees	CSD's Comments
1	P012555	Athens Services	2/18/2022	\$59.68	\$59.68	Late fees at Camino Nuevo Charter Academy 1 (CNCA1)
2	P023409	Pitney Bowes Purchase Power	7/29/2022	\$40.13	\$38.87	Late fees of \$29.99 and finance charge of \$8.88 at CNCA1
3	P025662	Pitney Bowes Purchase Power	9/2/2022	\$37.84	\$37.84	Late fees of \$29.99 and finance charge of \$7.85 at CNCA1
			TOTAL	\$137.65	\$136.39	

In response to the CSD's observations above regarding Athens Services, CNCA stated: "SOM [School Operations Manager] has created an online account to download invoices and receive them in a timely manner. SOM will also message accounting team including Principal for any urgent requests to avoid any further delays in payment process."

In response to the CSD's observations above regarding Pitney Bowes Purchase Power, CNCA stated: "Pitney Bowes charges separately for the equipment lease and the line of credit required to purchase postage. We instructed staff to begin paying Pitney Bowes with AMEX due to the vendor having no grace period. Even when the invoices were processed upon receipt, the delivery was still being missed, sometimes by 1 day. There was a significant delay from the vendor in closing out the postage side of the billing in order to allow AMEX payment."

The CSD recommends that the school continue to implement procedures to track all recurring and non-recurring invoices and billing statements and ensure that all vendors are paid timely, to prevent the school from incurring additional late fees, over limit fees, and/or finance charges in the future.

4. Purchases (Lack of Board Approval):

Based on the CSD's review of a sample of the CNCA schools' check registers and related supporting documentation for the period spanning from November 2021 through October 2022, a sample of 22 checks were selected for further review. The CSD noted a check from CNCA2's check register (Check # P029766,



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in the amount of \$39,870.00, dated 10/28/2022, and made payable to The Achievement Network, LTD), with a contract agreement valued at \$150,000, lacked evidence of required governing board approvals as per CNCA's FPPs. Other participating CNCA schools with an agreement with this vendor are CNCA1, Camino Nuevo Charter Academy 3 (CNCA3), and CNCA4.

Page 11 of CNCA's FPP states: "The Governing Board must approve any contract over \$100,000."

In response to the CSD's observations above, CNCA stated: "Individual school maximums were below the \$100,000 threshold and therefore not brought to the Board for approval. Moving forward officers approving will look at the overall final total versus the breakout totals so that agreements reach board approval due to its total reaching \$100,000 total threshold." On April 25, 2023, CNCA provided a copy of the 2/21/2023 board meeting minutes with evidence that the CNCA Board subsequently approved The Achievement Network's contract agreement.

The CSD recommends that CNCA strictly adhere to its written policies pertaining to threshold amounts and approvals referenced above. Furthermore, the CSD recommends that CNCA's governing board, its leadership team, and key employees responsible for managing the day-to-day fiscal operations of the CNCA schools be provided adequate and ongoing training to ensure their familiarity and conformity with CNCA's governing board-approved fiscal policies and procedures.

5. Cash Handling Practices:

Based on CSD's review of a sample of CNCA's bank transactions for the months of March 2022 through August 2022, the CSD noted that CNCA's board-approved FPP regarding cash receipt and deposit processes do not clearly define a reasonable frequency and dollar threshold for cash/check deposits. The sampled deposits which seemed to have been deposited untimely are summarized below.

Item #	Statement Month	Transaction Date	Transaction Type	Amount per Bank Statement	CSD's Comments
1	June 2022	6/14/2022	Credit Desktop Check Deposit	\$252,331.91	The CSD noted 3 checks dated 5/17/2022 that were electronically deposited on 6/14/2022.
2	August 2022	8/30/2022	Credit Desktop Check Deposit	\$348,842.70	The CSD noted 2 checks dated 6/20/2022 and 6/23/2022 that were electronically deposited on 8/30/2022.

Pages 5-7: Revenue & Accounts Receivable of CNCA's FPP states:

Cash Receipts

"Policy: Cash receipts (including check or cash payments received via mail or in person and deposits received via Electronic Fund Transfer) shall be recorded completely and accurately to prevent the misappropriation of assets.



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DATE OF VISIT: 4/18/2023**Procedures:**

- For each fundraising or other event in which cash or checks will be collected, the Chief Executive Officer, VP of Finance and Business Services, or Site Principals will designate a staff member to be responsible for managing the process to collect and hold all cash and checks related to the event.
- The designee will record each transaction in a receipt book or document each item sold at the time the transaction is made in a log or similar.
- The designee shall give the cash, checks, deposit summary, and any related supporting documentation to the Office Manager immediately.
- The Office Manager and the designee will recount and reconcile the amount received with the supplied supporting documentation and each will sign for approval.
- Office Manager will save copy of pdf deposit packet including deposit slip to the myExED portal secure file sharing application box.
- ***The office manager will immediately put the funds in the secure Drop Safe used for Armored services weekly pick-up.***
- ExED will reconcile the deposit packet to the deposit slip and the bank statement as part of the monthly close process.
- Cash/checks dropped off in the classroom will be held by the teacher. Each morning, the teacher will collect all forms, payments, etc. that have been brought in by students that day and place them in a large envelope. Before the end of the work day, the teacher will bring the envelope from his/her classroom to the office where the cash/checks will be counted by the teacher and the office manager.
- ***Mail (including anything official such as governmental notices, invoices and checks) received at the school must be opened by office staff members and stamped with a "received" stamp. If possible, the person opening the mail should not also be responsible for making bank deposits.***
- When utilizing merchant or online web contribution services, appropriate segregation of duties shall be in place to ensure that no single person is able to perform incompatible functions (custody, recording, approving).

Deposits

Policy: *The Home Support Office Manager or designee is responsible for making bank deposits.*

Procedures:

- The Office Manager will restrictively endorse each check received (e.g. For Deposit Only Camino Nuevo Charter Academy).
- The Office Manager will prepare a deposit packet itemizing the amount, source, and purpose of each check or cash payment received. The Chief Executive Officer, VP of Finance and Business Services, or Site Principals will review and approve the deposit packet.
- The Office Manager will provide the deposit packet to the Home Support Office.
- ***The Home Support Office Manager or designee will make the deposit via the Wells Fargo remote Desktop Deposit System and attach the deposit receipt to a copy of the deposit packet that includes scanned pdf images of the checks deposited.***
- Office Manager will save copy of pdf deposit packet including deposit slip to the myExED portal secure file sharing application box.
- ExED will reconcile the deposit packet to the deposit slip and the bank statement as part of the monthly close process."

(Emphasis added.)

Per segregation of duties (SOD) interview with CNCA school staff members, it was explained that there are two different deposit processes – one for cash and another for checks. According to CNCA, cash is picked-up and deposited by an armored service on a weekly basis, while checks are collected and deposited by a CNCA Home Support office designee. Although CNCA's current FPP is silent about the frequency of deposits for checks, per the CSD's SOD interview with CNCA Home Office leaders, it was stated that checks are endeavored to be deposited monthly.



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In response to the CSD's observations above, CNCA stated: "The staff member responsible for deposits did not submit the deposit in a timely manner. This employee is no longer with CNCA."

The CSD shared information with CNCA leaders the guidelines from Chapter 5 ("Cash Receipts and Deposits" section, beginning with page 80) of the 2022-23 Fiscal Crisis & Management Assistance Team (FCMAT) California Charter School Accounting and Best Practices Manual, which state: "Bank deposits should be made regularly, at least weekly. A procedure should be in place regarding how often they should be made. For example, if amounts collected during a week total less than \$500, the rule could be that the deposit should be made on the last business day of the week; when amounts collected on any day exceed \$500 in total, the rule could be that the deposit is made on that day. Funds should not be held over a long holiday."

The CSD recommends that CNCA incorporate guidance into its fiscal policies and procedures with a reasonable frequency and dollar threshold for cash/check deposits for the school and CNCA Home Office, considering the aforementioned FCMAT guidelines, to prevent the mishandling of funds and safeguarding of funds received.

The Charter Schools Division will continue to monitor these issues referenced above during the next oversight visit. The results may be factored into the school's rating for next year.

Corrective Action Required:

None noted that require immediate action to remedy concerns in this report.



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SCHOOL NAME: Camino Nuevo Charter Academy 4

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DATE OF VISIT: 4/18/2023**Notes:****I. Review of Fiscal Documentation**

1. Reviewed independent audit report for the Fiscal Year ended June 30, 2022, and noted the following:
 - a. Audit opinion: Unmodified/Unqualified.
 - b. Material weaknesses: None Reported.
 - c. Deficiencies/Findings: Yes, please see the description below.
CNCA's 2021-2022 audit report identified a state compliance finding pertaining to the Expanded Learning Opportunities Grant (2022-001 ELO-G). Please see further details under the Other Observations section above.
 - d. Lack of a Going Concern: None Reported.
2. The 2021-2022 audited and unaudited actuals nearly mirror each other.
3. The school's reported Norm Enrollment was 633, 632, 604, 602, and 543 students for Fiscal Years 2018-2019, 2019-2020, 2020-2021, 2021-2022, and 2022-2023 respectively, representing an accumulated decrease in enrollment of 90 students since Fiscal Year 2018-2019. The school's reported Norm Enrollment for Fiscal Year 2022-2023 is 543 students, which is 135 students (or approximately 19.91%) below its projected student enrollment for Fiscal Year 2022-2023 (i.e., 678 students) per the school's petition enrollment roll-out plan in its current charter. As noted above, the school has maintained a balanced budget for Fiscal Year 2021-2022. However, the school projects a net loss of \$94,896 for Fiscal Year 2022-2023 per its 2022-2023 Second Interim Financials due to decreased enrollment (59 students in Fiscal Year 2022-2023) and ADA, per CNCA. When inquired as to how the school/organization is conducting efforts to increase enrollment, CNCA provided a list of initiatives that CNCA Home Support Office is taking to support healthy enrollment at CNCA4. Some examples of the initiatives include the development and distribution of flyers, postcards, banners, signs, magnets, etc.; outreach through phone calls, online social media communication for current and prospective families; conduct research, planning, training, and provide support; and attend and participate in various recruitment events. CSD will continue to monitor the school's student enrollment and its financial condition through oversight.
4. Segregation of Duties (SOD) reviews were conducted at CNCA1 and CNCA2. No discrepancies were noted.
5. Reviewed 22 checks (and 10 electronic credit/debit transactions). The CSD's observations were noted under the Other Observations section above.
6. Reviewed bank statements and bank reconciliations from March 2022 through August 2022. Selected the months of March 2022 through June 2022 and August 2022 for sample testing. The CSD's Observations were noted under the Other Observations section above.
7. Reviewed six (6) credit card statements from May 2022 through October 2022. Selected the months of May 2022 through October 2022 for sample testing. No discrepancies were noted.

II. Review of 2022-2023 Fiscal Preparation Guide

1. Most current fiscal reports presented to the charter school's governing board: a) Balance Sheet; b) Income Statement (Statement of Activities), and c) Cash Flow Statement were provided.
2. Minutes of the meeting when the above fiscal reports (i.e., Items 1a., 1b., and 1c.) were presented to and approved by the charter school's governing board were provided.
3. Audit/fiscal reports issued by any public agency or third-party organizations, and the school's governing board minutes of all meetings reflecting the discussion of any of the fiscal reports and applicable audit findings resolution/corrective action were not provided as the charter school has indicated not applicable.
4. Minutes of the meeting when the 2022-2023 budget was adopted were provided.



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5. Evidence of the charter school is offering STRS, PERS, Social Security, and/or any other benefits to its employees, and that this is done in a manner that is consistent with the charter terms and the Charter Schools Act (Education Code 47611) was provided.
6. Minutes of the meeting reflecting the selection of the independent auditor were provided.
7. Minutes of the meeting reflecting the discussion of the most current independent audit report were provided.
8. Minutes of the meeting reflecting the receipt, review, and discussion of the most current four interim financial reports (i.e., preliminary budget, first interim and second interim financial reports, and unaudited actuals) submitted to LAUSD were provided.
9. Minutes of the meeting reflecting the discussion and resolution of complaints received from staff or vendors were not provided as the charter school has indicated not applicable.
10. Minutes of the meeting reflecting the receipt, review, and discussion of the most current Annual Performance-Based Oversight Visit report (this does not apply to charter schools that were not in operation for the 2021-2022 school year) were provided.
11. A copy of the most current fiscal policies and procedures was provided.
12. Minutes of the meeting reflecting approval of the current fiscal policies and procedures and, if applicable, minutes of the meeting reflecting the approval of the current procurement policies and procedures were provided.
13. A copy of the charter school's organizational chart that depicts the current reporting structure of the charter school, including but not limited to, any board members, charter management organization (CMO) employees (when applicable), and/or school employees, who handle day-to-day finances and/or have responsibilities outlined within the charter school's fiscal policies and procedures was provided.
14. An itemized accounting regarding the total compensation paid in Fiscal Year 2021-2022 to all executives, school leaders, administrators, directors, and non-certificated staff, who may have decision-making authority over the charter school, either employed directly by the charter school or the entity managing the charter school was provided.
15. A description of the relationship (legal, business or otherwise) the charter school maintains with any related party as defined in the CSD's 2022-2023 Fiscal Preparation Guide Item 14 was provided.
16. Copies of any and all of the most current signed and executed agreements/contracts within the last year (i.e., 2021-2022) or since the last update, whichever is later (including attachments and exhibits that accompany the agreements/contracts) with the administrative services provider and/or the back office services provider, or the charter school's operator and/or charter school's home office (e.g., management contracts, service agreements, license agreements, affiliation agreements, etc.) were provided.
17. Minutes of the meeting reflecting approval of the management fees, licensing fees, or any other fees were provided.
18. A copy of the sole statutory member's by-laws, and a copy of the sole statutory member's articles of incorporation were provided.
19. The most current accounts payable aging report, listing the balances owed, vendor names, invoice numbers, invoice dates, number of days outstanding, and, if applicable, explanations for 90+ days outstanding invoice(s) or in accordance with the charter school's fiscal policies and procedures was provided.
20. Check registers, or a list of all check/cash disbursements (when the school's payments are outsourced to a third party provider), documenting all checks and electronic debit transactions for the prior 12 months (spanning from November 2021 to October 2022) were provided. The CSD's observations were noted under the Other Observations section above.
21. a) A list of all active credit card account(s), b) (If applicable) A list of all closed credit card account(s) within the last year, and c) All credit card statements for the most current six months (spanning from May 2022 to October 2022) were not provided. No discrepancies were noted.
22. a) A list of all active school bank account(s), b) (If applicable) A list of all closed school bank account(s) within the last year, c) Monthly bank statements and reconciliation reports for the most current six months (spanning from March 2022 to August 2022), and d) (If applicable) A list of all debit cards were provided. The CSD's observations were noted under the Other Observations section above.



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23. Student body financial records (including ASB policies and procedures, budgets, cash flow statements and projections, bank statements with reconciliations, audit reports, and other fiscal reports, if applicable) were not provided as the charter school has indicated not applicable.
24. The most current inventory listing for both capitalized and non-capitalized equipment, in Microsoft Excel format, including equipment description/type, brand/model, tag number, acquisition date, purchasing price, book value, asset life, and location of use was provided.
25. A link to the charter school's website where the Education Protection Account (EPA) revenue and expenditures report pertaining to the prior fiscal year (i.e., 2021-2022) is posted (as required by Article XIII, Section 36, Subdivision (e), Paragraph (6) of the California Constitution) was provided.
26. Links to the charter school's website where the current (1) Audited Financial Statements, and (2) Local Control and Accountability Plan (LCAP) are posted (or the school's assertion that its Audited Financial Statements are made available to members of the public) in accordance with Education Code section 47606.5(h) and/or LAUSD's Charter School Transparency Resolution were provided.
27. Documents pertaining to the charter operator's/school's financing/borrowing activities were provided.

CNCA disclosed the following loan and/or line of credit financing with PN-EDG and third party entities: (a) Critical needs financing from PN-EDG to Camino Nuevo Charter High (Miramar) in the amount of \$632,000 (consisting of board approved requests of \$250,000, \$125,000 and \$257,000 in Fiscal Years 2018-2019, 2019-2020, and 2020-2021, respectively) (see further details below); (b) PN-EDG restricted fund loan to CNCA3 in the form of a Promissory Note for Fifteenth and Ardmore, LLC (Borrower) and Wells Fargo Bank, National Association (Lender). The terms of the Promissory Note are: Principal amount - \$1,629,670.25; Date of Note – June 27, 2019; Annual interest rate - 4.25%; and Payments – 35 regular payments each at \$18,240 and a final irregular payment of \$1,173,721.90; (c) Proposition 55 Funding Agreement for Camino Nuevo Charter Academy #2 executed on April 25, 2011; and (d) Revolving Line of Credit in the amount of \$2,000,000 entered with Wells Fargo Bank on February 18, 2013. CNCA received an approval from Wells Fargo Bank on December 1, 2022, to further extend the loan through March 31, 2023. Per CNCA, as of February 7, 2023, the \$2,000,000 line of credit with Wells Fargo Bank was closed with no outstanding balance.

The following are further details regarding the PN-EDG's financial support.

Per CNCA, CNCA is a California nonprofit public benefit corporation, established to operate one or more schools and provide related comprehensive public education programs for students in kindergarten through twelfth grades in low-income, predominantly immigrant, and multilingual areas. PN-EDG was incorporated on March 9, 2016, as a California nonprofit public benefit corporation and serves as the sole statutory member of CNCA, as defined in California Corporations Code Section 5056. On January 10, 2017, the LAUSD Board of Education approved the material revision requests submitted by the then-six CNCA charter schools, which called for CNCA's adoption of PN-EDG as the sole statutory member corporation. Beginning in 2017-2018, PN-EDG also provided home support services to CNCA charter schools. CNCA's Board Resolution No. 2017-6-13, item #11, stated that CNCA's governing board approved the transfer of \$4 million in surplus funds [representing a portion of the consolidated cash reserves held by CNCA] to PN-EDG. The 2017-6-13 Board Resolution further declared that PN-EDG shall maintain these funds in a separate bank account, to document that the funds are expended in furtherance of CNCA's charitable purpose to provide comprehensive public education programs for students in kindergarten through twelfth grade. CNCA indicated that these funds (aka "PN-EDG Opportunity Reserves Fund") are completely restricted to supporting and benefitting CNCA's K-12 programming consistent with its discussion with LAUSD during the material revision process. CNCA provided the CSD with the California Attorney General's "no objection" letter dated October 12, 2017, pertaining to the asset transfer proposed by CNCA. Per the bank records provided by CNCA, on March 30, 2018, the \$4 million in funds were transferred from CNCA to PN-EDG. According to CNCA, the one-time asset transfer amounts from each school were calculated based on the June 30, 2017, unrestricted net position for each of the six CNCA charter schools, divided by the total unrestricted net position of the six CNCA charter schools (pro-rata share), and multiplied by \$4 million. Based on CNCA's calculation, CNCA4's pro-rata share of this one-time asset transfer was \$395,784.



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- (a) Per CNCA (and the associated bank records reviewed by the CSD), on June 13, 2018, PN-EDG made a disbursement as a single CNCA \$250,000 interest-free loan to CNHS1 (which was approved by the CNCA governing board on June 12, 2018). The stated purpose of this loan by CNCA was to support this charter school's operational needs, specifically "to provide working capital to enhance administrative support and instructional coaching." CNCA further stated that this \$250,000 loan has no repayment date. Documentation provided by PN-EDG includes a CNCA governing board monitoring timeline (specifically tied to student enrollment), which will ultimately determine the repayment terms of this loan. CNCA asserted that, while the \$250,000 interest-free loan was only one example, "the Restricted Opportunity Reserve Fund has the potential to support the CNCA K-12 program via variety of methods, including, but not limited to: Working Capital; Special Education Extraordinary Needs; School Facilities; K-12 Program Priorities; and Technology Infrastructure Improvements." Per CNCA and documentation furnished to the CSD, on June 13, 2018, the \$250,000 loan proceeds were disbursed from PN-EDG Opportunity Reserves Fund to CNHS1.

Per the email communication from PN-EDG to the CSD in November 2019 and documentation provided to the CSD (including CNCA's governing board meeting minutes dated November 12, 2019, and PN-EDG's governing board meeting minutes dated November 19, 2019), due to CNHS1's lower than expected student enrollment in 2019-2020, both the CNCA and PN-EDG governing boards approved a "Critical Needs Request" of \$125,000 loan from the PN-EDG Opportunity Reserves Fund to CNHS1. Similar to the aforementioned \$250,000 loan to CNHS1, the additional \$125,000 loan to CNHS1 was also interest-free with no specified repayment date. Per CNCA and the documentation furnished to the CSD, on December 16, 2019, the \$125,000 loan proceeds were disbursed from PN-EDG Opportunity Reserves Fund to CNHS1.

Per CNCA governing board minutes of June 16, 2020, the Board unanimously approved an additional critical needs funding request in the amount of \$257K for CNHS1 in order to maintain essential services. Upon inquiry by the CSD, on March 9, 2022, ExED confirmed that the transfer of \$257K was not needed after all, and therefore, was not disbursed.

The CNCA governing board voted to close CNHS1 as of the year ended June 30, 2021. According to CNHS1's closeout audit, which was included in CNCA's 2020-2021 annual independent audit, "all assets remaining after the satisfaction of liabilities and dispositions (or return) have been transferred to [Camino Nuevo High 2 (CNHS2)]," including the \$250,000 and \$125,000 intercompany loans mentioned above. Per CNCA, the \$375K loan was paid off in June 2022.

- (b) As part of CNCA3's New Markets Tax Credit (NMTC) unwind/refinancing transaction (as described under Item 28 of CNCA3's 2019-2020 Annual Performance-Based Oversight Visit Report), on June 19, 2019, PN-EDG withdrew \$1,629,670.25 from PN-EDG's Wells Fargo Bank account ending in X5336 to pay off Note A associated with the NMTC loan to Fifteenth & Ardmore Investments, LLC, originated on or around June 21, 2012. On July 5, 2019, a new account ending in X5124 was opened at Wells Fargo Bank (in the name of PN-EDG) and an amount of \$1,629,670.25 was deposited as the opening balance with the proceeds of a new loan between Fifteenth and Ardmore, LLC (the Borrower) and Wells Fargo Bank (the Lender). This loan had a maturity date of July 1, 2022, but has been extended by Wells Fargo until May 31, 2023, due to CNCA's current refinancing plans. According to the information provided by PN-EDG's then-CFO, the purpose of this account is to provide a cash guaranty to this new loan. As of December 31, 2022, the account balance was \$1,631,692 and there have not been account activities except for interest earned during Fiscal Year 2022-2023. The CSD will continue to monitor the disposition of this cash deposit and the financing activities relative to CNCA3's Eisner Campus in the future through oversight.



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28. The charter school's plan(s) for the purchase/new lease, relocation/expansion to new school site(s), facilities-related expansions, and/or major improvements to the existing and/or new school site(s) and pertinent documents with the following information, as appropriate were not provided as the charter school has indicated not applicable.
29. Disclosure of legal issues was not provided as the charter school has indicated not applicable.

Progress on LAUSD Board of Education and/or MOU Benchmarks related to FISCAL OPERATIONS (if applicable):

N/A



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Existing School – a charter school that was/is in operation/active in the preceding school year(s) and the current school year. Existing schools may receive a rating of 1, 2, 3, or 4.

New School – a charter school that is in its first year of operation in the current school year and does not have an independent audit report for its first operative year on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools may receive a rating of 1 or 2.

<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Accomplished [Rating of 4]</u>.</i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Proficient [Rating of 3]</u>.</i></p>
<p><u>Existing Schools (based on the most current annual audit):</u></p> <p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> 1. Net assets are positive in the prior two audits; 2. The cash balance at the beginning of the school year is positive; 3. The two most current annual independent audits show no material weaknesses, deficiencies, and/or findings; 4. If applicable, federal, state, and other public agency audits/reviews (e.g., California State Teachers' Retirement System (CalSTRS), California Public Employees' Retirement System (CalPERS), Fiscal Crisis & Management Assistance Team (FCMAT), United States Department of Education (USDE), California Department of Education (CDE), etc.), at the time of the oversight visit, show no outstanding material weaknesses, deficiencies, and/or findings; 5. Vendors and staff are consistently paid in a timely manner; 6. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term; 7. Charter school consistently adheres to the governing board-approved Fiscal Policies and Procedures; 8. Governing board adopts the annual budget; 9. Governing board reviews and/or discusses reports (e.g., first interim, second interim, unaudited actuals, audited financial statements, etc.) submitted to LAUSD; 10. If applicable, governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD; 11. There is no apparent conflict of interest; 12. The Education Protection Account allocation and expenditures, audited financial statements, and the most current governing board-approved 	<p><u>Existing Schools (based on the most current annual audit):</u></p> <p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> 1. Net assets are positive in the most current audit; 2. The cash balance at the beginning of the school year is positive; 3. The most current annual independent audit shows no material weaknesses, deficiencies and/or findings; 4. If applicable, federal, state, and other public agency audits/reviews (e.g., CalSTRS, CalPERS, FCMAT, USDE, CDE, etc.), at the time of the oversight visit, show outstanding findings, and the school is able to demonstrate evidence of remedies in addressing these findings; 5. Vendors and staff are generally paid in a timely manner; 6. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term; 7. Charter school generally adheres to the governing board-approved Fiscal Policies and Procedures; 8. Governing board adopts the annual budget; 9. Governing board reviews and/or discusses reports (e.g., first interim, second interim, unaudited actuals, audited financial statements, etc.) submitted to LAUSD; 10. If applicable, governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD; 11. There is no apparent conflict of interest; 12. The Education Protection Account allocation and expenditures, audited financial statements, and the most current governing board-approved LCAP are posted on the charter school's website; 13. The LCAP is submitted to the appropriate agencies;



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<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished [Rating of 4].</i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient [Rating of 3].</i></p>
<p>LCAP submitted to the appropriate agencies, are posted on the charter school's website;</p> <ol style="list-style-type: none"> 13. The LCAP is submitted to the appropriate agencies; 14. Reasonable requests for information made by the Charter Schools Division and LAUSD are consistently processed or submitted by the charter school in a timely manner; 15. There are no discrepancies cited in the Areas Noted for Further Growth and/or Improvement; 16. If applicable (when audited and unaudited actuals do not mirror each other), adequate explanations are provided by the school for significant variances between audited and unaudited actuals, and there are no indications of the school's potential lack of internal controls over financial statements; 17. Proper segregation of duties is consistently in place; 18. If applicable, there are no outstanding fiscal-related tiered intervention notices issued to the school; or the school has no tiered intervention notices as of the oversight report issuance date; and 19. If applicable, all LAUSD Board of Education-approved fiscal benchmark(s) are fully met by the required deadline(s); or the school has no fiscal benchmarks in its current charter term. <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p> <p style="text-align: center;"><u>SUPPLEMENTAL CRITERIA</u></p> <ol style="list-style-type: none"> 1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450) per the most current audit (i.e., unrestricted fund balance divided by total expenditures); 2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses; 	<ol style="list-style-type: none"> 14. Reasonable requests for information made by the Charter Schools Division and LAUSD are generally processed or submitted by the charter school in a timely manner; 15. There are no significant recurring issues cited in the Areas Noted for Further Growth and/or Improvement; 16. If applicable (when audited and unaudited actuals do not mirror each other), at least partial explanations are provided by the school for significant variances between audited and unaudited actuals, and there are no indications of the school's potential lack of internal controls over financial statements; 17. Proper segregation of duties is generally in place; 18. If applicable, the charter school is in the process of resolving outstanding fiscal issues cited in a Notice issued by the CSD as part of its tiered intervention process; and 19. If applicable, all LAUSD Board of Education-approved fiscal benchmark(s) are partially met by the required deadline(s). <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p> <p style="text-align: center;"><u>SUPPLEMENTAL CRITERIA</u></p> <ol style="list-style-type: none"> 1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450) per the most current audit (i.e., unrestricted fund balance divided by total expenditures); 2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;



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<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished [Rating of 4].</i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient [Rating of 3].</i></p>
<ol style="list-style-type: none"> Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.); The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%); The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings. 	<ol style="list-style-type: none"> Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.); The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%); The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings.

<p><i>An existing school that, at a minimum, meets all of the Required Criteria, and at least two of the Supplemental Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].</i></p>	<p><i>An existing school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:</i></p>
<p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> Net Assets are positive in the most current audit; net assets are negative with strong trend towards becoming positive (be positive at the end of the third year per the applicable interim financials); or the school's financial condition fluctuates from year to year, with significant net losses, leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years; The cash balance at the beginning of the school year is positive; and Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term. <p>Note: Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p>	<p><i>An Unsatisfactory rating is assessed based on the following conditions, including, but not limited to:</i></p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for <i>Accomplished</i>, <i>Proficient</i>, or <i>Developing</i>. The charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide a satisfactory response. The charter school has shown no <i>feasible</i> financial plans, and/or immediate sources of funding to maintain a viable budget and/or sustain the school's operation to mitigate the negative fiscal condition. The charter school's governing board members and/or leadership lack fiscal capacity.</p> <p>Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition.</p> <p>Note: Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



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An existing school that, at a minimum, meets all of the Required Criteria, and at least two of the Supplemental Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

SUPPLEMENTAL CRITERIA

1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (<https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450>) per the most current audit (i.e., unrestricted fund balance divided by total expenditures);
2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;
3. Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.);
4. The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%);
5. The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and
6. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings.

An existing school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

A new school that, at a minimum, meets all of the Required Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

New Schools:

REQUIRED CRITERIA

1. Interim reports and/or unaudited actuals project positive net assets;
2. Projected debt, if any, is managed efficiently and will not cause the charter school to end the fiscal year with negative net assets. The non-profit organization is financially viable to support the charter school;
3. If enrollment is significantly below the enrollment per the school's *Pupil Estimates for New or Significantly Expanding Charters* report and/or its approved petition budget, the charter school has made significant adjustments in their operations to allow for the reduced

A new school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

New Schools:

An Unsatisfactory rating is assessed based on the following conditions, including, but not limited to:

A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for *Developing*. The charter school was given a certain period of time to address the fiscal concerns of LAUSD but failed to provide a satisfactory response. The charter school has shown no *feasible* financial plans, and/or immediate sources of funding to maintain a viable budget and/or sustain the school's operation to mitigate the negative fiscal condition. The charter school's governing board members and/or leadership lack fiscal capacity.



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A new school that, at a minimum, meets all of the Required Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

- income, and submitted a revised viable three-year budget and three-year cash flow projections;
- 4. Governing Board adopts the annual budget;
- 5. The governing board reviews and discusses the charter school's financial reports as evidenced by the governing board meeting minutes;
- 6. Reasonable requests for information made by the Charter Schools Division and LAUSD are processed or submitted by the charter school in a timely manner;
- 7. The most current governing board-approved LCAP is posted on the charter school's website; and
- 8. The LCAP is submitted to the appropriate agencies.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.

A new school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.



LOS ANGELES UNIFIED SCHOOL DISTRICT

CHARTER SCHOOLS DIVISION

ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT REPORT*

2022-2023 SCHOOL YEAR

FOR

CAMINO NUEVO HIGH 2 - 7624

Name and Location Code of Charter School

LAUSD Vision

L.A. Unified will be a progressive global leader in education, providing a dynamic and inspiring learning experience where all students graduate ready for success.

CSD Mission

The LAUSD Charter Schools Division (CSD) fosters high quality educational opportunities and outcomes for students in the greater Los Angeles community through exemplary charter public school authorizing, oversight, and sharing of promising practices so that all students maximize their potential.

CSD Core Values

We believe that our success depends on:

- Making decisions that put the interests of students first.
- Serving with high expectations, integrity, professionalism, and commitment.
- Employing authentic, responsive, and effective leadership and teamwork.
- Continuously learning as a dynamic organization.
- Building and sustaining a healthy workplace culture where high performance, diversity, and creativity thrive.
- Developing productive relationships with our charter schools and all stakeholders.

* Charter School shall comply in a timely manner with all applicable federal and state laws and regulations, as they may change from time to time, including but not limited to matters related to the school's governance, programs, facilities, operations, and/or fiscal management. Elements of the oversight process may be modified as LAUSD continues to respond to the COVID-19 pandemic. To support the well-being of all at a school site, all are expected to follow applicable COVID-19 public health guidelines, including related District requirements for operations at District facilities. The assigned CSD Administrator will provide any updated information reach out with more details, as needed.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Camino Nuevo High School 2

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/26/2023

Charter School Name:		Camino Nuevo High School 2		Location Code:	7624
Current Address:		City:	ZIP Code:	Phone:	Fax:
3500 W. Temple St.		Los Angeles	90004	213-736-5566	213-736-5066
Current Term of Charter¹:			LAUSD Board District:	LAUSD Region:	
July 1, 2018 to June 30, 2025			2	East	
Number of Students Currently Enrolled:	Enrollment Capacity Per Charter:	Number Above/Below Enrollment Capacity (day of visit):			-34
462	500				
Grades Currently Served:	Grades To Be Served Per Charter:	Percent Above/Below Enrollment Capacity (day of visit):			-6.80%
9 th – 12 th	9 th – 12 th				
Norm Enrollment Number:	466				
Total Number of Staff Members:	60	Certificated:	30	Classified:	30
Charter School's Leadership Team Members:	Jessica Reyes – School Operations Manager Chelsey Strawbridge – Assistant Principal of Instruction John Ildefonso – Assistant Principal of Instruction Tanya Castro – Family Student Coordinator Omar Urena – Assistant Principal of Student Supports Larry Boone - Principal				
Charter School's Contact for Special Education:	Chelsey Strawbridge – Assistant Principal of Instruction	SELPA & Option:		LAUSD Option 3	
CSD Assigned Administrator:	Brenda Martinez	CSD Fiscal Services Manager:		Andrea Ines	
Other School/CSD Team Members:	NA				
Oversight Visit Date(s):	April 26, 2023		Fiscal Review Date (if different):		NA
Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):	No		LAUSD Co-Location Campus(es) (if applicable):		NA
Certificate of Occupancy (COO) or Temporary Certificate of Occupancy Type: (if a TCO, please note expiration date)	COO		COO/TCO Approved Grade Levels and Occupancy Loads:		Grades 9-12 (544)

¹ AB 130 added Section 47607.4 to the California Education Code (Ed. Code), which extends the term of all charter schools whose term expires on or between January 1, 2022, and June 30, 2025, inclusive, by two years.



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SUMMARY OF RATINGS <i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
4, Accomplished	2, Developing	3, Proficient	4, Accomplished



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CHARTER RENEWAL CRITERIA

In accordance with Education Code §§ 47605, 47607, and 47607.2, in order to renew a charter, the District must determine whether the charter school has met the statutory requirements.

REPORT GUIDE

LAUSD's oversight procedures are intended to balance a charter school's autonomy of operation with its accountability to the public. LAUSD utilizes a holistic, performance-based approach to evaluate all charter schools, guided principally by making decisions in the best interest of students. The CSD observes and monitors each charter school in accordance with applicable laws, regulations, LAUSD policy, memoranda of understanding, and the school's operative charter. Information gathered through oversight serves as part of the charter school's ongoing record for the District to make informed decisions about charter school authorization, renewal, material revisions, sharing of promising practices, and if need be, revocation. While LAUSD is responsible to provide oversight of its charter schools and the entities managing charter schools, the primary oversight of each charter school must first and foremost be performed by the charter school's own Governing Board. The Governing Board of a charter school has an ongoing responsibility to oversee the operations of its charter school(s), ensuring that every charter school it oversees is providing a high-quality educational program for students enrolled, is successfully fulfilling the terms of their charter, is fiscally sound, and complies with applicable laws, regulations, and court orders. In designing this document, the District has considered California charter school law, as well as the *LAUSD Policy and Procedures for Charter Schools*, California State Board of Education's criteria for evaluating charter schools, and the National Association of Charter School Authorizers' *Principles and Standards of Quality Authorizing*. This reporting tool provides guidelines and criteria used by the CSD to observe, record, assess, and reflect with the charter school on school performance as captured during the annual oversight visit process in these four categories:

Governance – demonstrating fulfillment of the Governing Board's fiduciary responsibility to effectively direct and provide oversight for the charter public school, including but not limited to enactment and monitoring of policies and procedures to ensure the school's full compliance with applicable law, policy, and the terms of the charter approved by the LAUSD Board of Education

Student Achievement and Educational Performance – demonstrating positive academic achievement and growth for all students

Organizational Management, Programs, and Operations – demonstrating effective leadership and implementation of the governing board's policies and procedures, as well as the school's educational program and systems and procedures for the day-to-day operations of the school

Fiscal Operations – demonstrating sound fiscal management, appropriate use of public funds, and compliance with regulatory requirements

This report, including the ratings in each category, is based on information and evidence gathered at the time of the annual oversight visit. The CSD considers evidence provided through CSD staff observations, document review, interviews, and discussion with school representatives and stakeholders. All charter schools are expected to prepare for the visit and have available, as applicable, all documentation requested in the *Annual Performance Based Oversight Visit Preparation Guide 2022-2023*. The "Sources of Evidence" sections below identify key information sources generally relevant to their respective indicators; these lists are not exhaustive, however, and some items may not be applicable to the grades served. Schools may present additional evidence as deemed relevant and appropriate. As needed, CSD staff also may request additional information and/or documentation prior to, during, and/or following the visit.

The tool employs the following four-point rubric to rate the school's performance in each category: (4) *Accomplished*, (3) *Proficient*, (2) *Developing*, and (1) *Unsatisfactory*. In addition, the *Summary of School Performance* section in each category captures key findings under one or more of the following headings: (1) Areas of Demonstrated Strength and/or Progress (Note: potential "promising practices" are identified within this section with an asterisk [*]); (2) Areas Noted for Further Growth and/or Improvement; and, if applicable, (3) Corrective Action Required. Under "Corrective Action Required," the CSD reports findings of material noncompliance with applicable law, LAUSD charter policy, or the school's approved charter. **If the report includes any findings under "Corrective Action Required," the charter school must take immediate and appropriate steps to remedy the identified concern.** In accordance with its "tiered intervention" approach to charter school non-compliance and poor performance, the CSD may also send the school appropriate notices, separate and apart from this report, to provide and document time-specific follow-up as necessary. At the other end of the spectrum of performance, any school that earns a rating of *Accomplished* in any category is encouraged to submit to the CSD a summary of those "promising practices" that the school believes have contributed to its success, in order to support the CSD's ongoing efforts to promote and facilitate reciprocal sharing of promising practices among education leaders from across all LAUSD schools.



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GOVERNANCE	RATING*
Summary of School Performance	4, Accomplished
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>G2: BROWN ACT: The Governing Board complies with all material provisions of the Brown Act. Evidence from the documents provided, as well as website review included the following:</p> <ul style="list-style-type: none"> Governing Board holds regular meetings and agendas and minutes can be found on website Board Meeting Dates for this academic school year are as follows: July 12, 2022, August 16, 2022, September 13, 2022, October 11, 2022, November 15, 2022, December 13, 2022, January 17, 2023, February 21, 2023, April 12, 2023, May 9, 2023, and June 20, 2023. Board Minutes provide sufficient clarity and details Board received Brown Act Training on January 17, 2023 and February 21, 2023 Topics covered at Board Meetings included the following: LCAP Mid-Year Update, Financial Reports, Academic Calendars, Budget Update, Enrollment Updates, Staff Retention, and A-G program improvement. <p>G3: DUE PROCESS: The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public. Evidence from the documents provided in Binder 1, as well as on the website, included the following:</p> <ul style="list-style-type: none"> Uniform Complaint Procedures policy and form are evident in the Family Handbook and found on the school's website, which is in both Spanish and English Formal Complaint Procedures are found in the Family Handbook Student Discipline Policy, Attendance Procedures, and Student Wellness Policy are located in the Family Handbook Employee Handbook, includes relevant human resources information, as well as procedures for employee grievances and discipline <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>None</p> <p><u>Corrective Action Required</u></p> <p>None noted that require immediate action to remedy concerns indicated in this report.</p> <p>Notes: None</p> <p>*NOTE: A charter school may receive a rating of 1 in this category for the following: (1) Evidence of conflict (s) of interest within the organization (i.e. Governing Board, staff, contracted external parties, etc.), (2) School is in breach of the operative charter, including Federal, State, and District Required Language, (3) School is "Not in Good Standing", and/or (4) If there are serious concerns related to fiscal matters (e.g., negative financial condition, fiscal mismanagement, and/or significant audit findings, etc.).</p>	



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DATE OF VISIT: 4/26/2023**G1: GOVERNANCE STRUCTURE AND EVALUATION OF SCHOOL LEADER(S) - QUALITY INDICATOR #1**

The Governing Board has implemented the organizational structure, roles and responsibilities set forth in the approved charter, including:

- Governing Board composition, structure, roles, and responsibilities as set forth in the approved charter
- Governing Board seeks input from committees/councils described in the school's charter including but not limited to those mandated by laws or regulations as applicable (e.g., School Site Council and English Learner Advisory Committee)
- Evaluation of school's executive level leadership (including, but not limited to, those positions reporting to the Governing Board, as indicated in Element 4 of the approved charter, such as Executive Director, Area Superintendent, Principal, etc.)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including evidence of seeking input from all committees/councils, and a well-developed system for the evaluation of the school's executive level leadership <input checked="" type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a system for the evaluation of the school's executive level leadership <input type="checkbox"/> The Governing Board has partially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a system for the evaluation of the school's executive level leadership <input type="checkbox"/> The Governing Board has not implemented the organizational structure set forth in approved charter, nor any mandated committees/councils or a system for the evaluation of the school's executive level leadership	<input checked="" type="checkbox"/> Current organizational chart (B1.1a) <input checked="" type="checkbox"/> Organizational chart in Board approved charter (B1.1b) <input checked="" type="checkbox"/> Bylaws (B1.2) <input checked="" type="checkbox"/> Board member roster (B1.3) <input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Committee/council calendars, agendas, roster(s), and sign-ins (B1.6) <input checked="" type="checkbox"/> Documentation related to system for evaluation of executive level leadership. (B1.7) <input checked="" type="checkbox"/> Discussion with leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**G2: BROWN ACT - QUALITY INDICATOR #2**

The Governing Board has a system in place to ensure it is adhering to applicable open meeting requirements, which protect the public interest in transparency and help to ensure that decisions are made without apparent or actual conflicts of interest:

- Governing Board meetings occur regularly, are conducted openly, and provide opportunity for public participation in accordance with the Ralph M. Brown Act ("Brown Act") (Gov. Code, §§54950, et seq.)
- Governing Board holds its meetings at a location(s) and in a manner that complies with applicable Brown Act requirements and Ed. Code, §47604.1, including but not limited to teleconferencing, closed session, public comment, and Reasonable Accommodations.
- The public has access to the meetings from a location(s) within the jurisdictional boundaries of LAUSD, as required by applicable Brown Act provisions, Ed. Code, § 47604.1(c)(1)(A) and as described in the approved charter.
- Governing Board meeting agendas contain adequate item descriptions and are posted on the school's website and on campus in accordance with the requirements of the Brown Act.
- Governing Board meetings are held in accordance with the Brown Act including the requirements set forth in Ed. Code § 47604.1.

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The Governing Board complies with all material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with most material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with some material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with few material provisions of the Brown Act	<input checked="" type="checkbox"/> Board meeting agendas (B1.4) <input checked="" type="checkbox"/> Board meeting calendar (B1.5) <input checked="" type="checkbox"/> Brown Act training documentation (B1.8a) <input checked="" type="checkbox"/> Compliance with E.C. 47604.1 (B1.8b) <input checked="" type="checkbox"/> Documentation of the school's agenda posting procedures (B1.9) <input checked="" type="checkbox"/> School website <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**G3: DUE PROCESS - QUALITY INDICATOR #3**

The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the school's charter, and LAUSD charter school policy, to honor and protect the rights of students, employees, parents, and the public in the following areas:

- Student discipline
- Employee grievances and discipline
- Stakeholder complaint resolution pursuant to the Uniform Complaint Procedures (UCP)
- Parent/stakeholder complaint resolution for complaints outside regulatory scope of UCP

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has partially developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has minimal or no systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a) <input checked="" type="checkbox"/> Employee Handbook(s) (B1.10b) <input checked="" type="checkbox"/> Uniform Complaint Procedures policy and form(s) (B1.11) <input checked="" type="checkbox"/> Stakeholder complaint procedures and form(s) (B1.12) <input checked="" type="checkbox"/> Human Resources (HR) policies and procedures (B1.13) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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- Review and use of academic performance data (e.g., CA School Dashboard, internal assessments, etc.) and other school data and information to ensure sound Governing Board decision-making in support of continuous improvement of student achievement, fiscal viability, compliance, and overall public school excellence
- Monitoring of the school's implementation of its Local Control and Accountability Plan (LCAP) and additional school plans, (e.g., Comprehensive Support and Improvement (CSI), Additional Targeted Support and Improvement (ATSI), School Plan for Student Achievement (SPSA), and action plans for making progress toward LCAP goals)
- Transparent governance and accountability to stakeholders, including consideration of input from the school's committees/councils and stakeholders
- Monitoring of staffing needs and the school's compliance with all applicable credentialing, clearance, and training requirements

Rubric	Sources of Evidence
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Performance	<input type="checkbox"/> The Governing Board regularly considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria) <input checked="" type="checkbox"/> The Governing Board considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.) <input type="checkbox"/> The Governing Board inconsistently considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.) <input type="checkbox"/> The Governing Board seldom considers school performance data, stakeholder input, and other data to inform decision-making (e.g., approving action plans, resources, evaluation criteria, etc.)	<input checked="" type="checkbox"/> Board meeting agendas, minutes, and meeting materials for meetings at which the Board reviewed: (B1.14a) <input checked="" type="checkbox"/> CA School Dashboard Academic Performance Indicators (ELA, MATH, ELPI, CCI) <input checked="" type="checkbox"/> CA School Dashboard Academic Engagement Indicators (Chronic Absenteeism, Graduation Rate) <input checked="" type="checkbox"/> CA School Dashboard Conditions and Climate Indicator (Suspension Rate) <input checked="" type="checkbox"/> Attendance rate <input checked="" type="checkbox"/> Internal assessment data <input checked="" type="checkbox"/> Enrollment data <input checked="" type="checkbox"/> Staffing data (retention, turnover, certification, etc.) <input checked="" type="checkbox"/> Board meeting calendar (B1.5) <input checked="" type="checkbox"/> Human Resources (HR) policies and procedures (B1.13) <input checked="" type="checkbox"/> Other evidence of a system for Board review and analysis of internal school data to inform decision-making (B1.14b) <input checked="" type="checkbox"/> Documentation of Board member and/or executive leadership training on topics that support responsive and accountable governance (e.g., data-driven decision making, Board roles and responsibilities, etc.) (B1.14c) <input checked="" type="checkbox"/> Observation of Governing Board meeting(s) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Stakeholder focus group <input type="checkbox"/> Other: (Specify)
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DATE OF VISIT: 4/26/2023**G5: FISCAL CONDITION - GOVERNANCE QUALITY INDICATOR #5***The Governing Board has a system in place to ensure fiscal viability:*

- The school is fiscally strong and net assets are positive in the prior two independent audit reports.
- If applicable, all LAUSD Board of Education-approved fiscal condition-related benchmark(s) are met by the required deadline(s).

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school is fiscally strong with positive net assets in the prior two independent audit reports, and, if applicable, all LAUSD Board of Education-approved fiscal-condition related benchmark(s) are met by the required deadline(s) <input type="checkbox"/> The school is fiscally stable, with positive net assets in the most current independent audit report* <input type="checkbox"/> The school is fiscally weak or unstable**, net assets are negative in the most current independent audit report, or the school does not have an independent audit report on file with the Charter Schools Division* <input type="checkbox"/> The school is consistently fiscally weak, net assets are negative in the prior two independent audit reports, or the school does not have an independent audit report on file with the Charter Schools Division*	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input type="checkbox"/> Other evidence of a system for Board review and monitoring of fiscal policies, procedures, budget, and finances (B1.15) <input checked="" type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input checked="" type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other financial information submitted by the school <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)
	<p>*Additional considerations that could influence the rating may include: inadequate cash flow; financial condition and/or enrollment reflecting a downward trend and/or beginning to show signs of deteriorating financial health potentially leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years; multi-year reliance on financing resources for the school's operations (e.g., factoring of receivables, intraorganizational loans, third party loans, continuing deficit spending, etc.); or that the school may not be able to carry out quality educational programs when the student enrollment drops to a certain level.</p> <p>**For example, the school's financial condition fluctuates from year to year, with significant net losses, leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years.</p>	



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DATE OF VISIT: 4/26/2023**G6: FISCAL MANAGEMENT AND ACCOUNTABILITY - GOVERNANCE QUALITY INDICATOR #6***The Governing Board has a system in place to ensure sound fiscal management and accountability:*

- The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement.
- The two most current annual independent audits show no material weaknesses, deficiencies, and/or findings.

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school consistently adheres to the Governing Board approved fiscal policies and procedures, does not have any areas noted for improvement, and the two most current annual independent audits show no material weaknesses, deficiencies, and/or findings	<input checked="" type="checkbox"/> Board meeting agendas and minutes (B1.4) <input type="checkbox"/> Other evidence of a system for Board review and monitoring of fiscal policies, procedures, budget, and finances (B1.15) <input checked="" type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input checked="" type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)
	<input type="checkbox"/> The school generally adheres to the Governing Board approved fiscal policies and procedures, but has areas noted for improvement, and the most current annual independent audit shows no material weaknesses, deficiencies, and/or findings	
	<input type="checkbox"/> The school is not adhering to the Governing Board approved fiscal policies and procedures, and has areas noted for improvement, or has significant fiscal-related issues (e.g., fiscal mismanagement, audit findings, unresolved recurring issues, potential conflicts of interest, etc.)	
	<input type="checkbox"/> The school is continuously not adhering to the Governing Board approved fiscal policies and procedures, or has significant and recurring fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, etc.)	

Progress on LAUSD Board of Education Benchmarks and/or MOU related to GOVERNANCE (if applicable):

N/A



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STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE	RATING*
Summary of School Performance	2, Developing
2020 California Department of Education's (CDE) Charter School's Performance Category	Middle Performing
<p>Does the charter school qualify for technical assistance? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Is the charter school a state-identified school under the Every Student Succeeds Act (ESSA)? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If yes, what is the school's identification? (See additional information within "Notes" section below)</p> <p><input type="checkbox"/> Comprehensive Support and Improvement (CSI)</p> <p><input type="checkbox"/> Additional Targeted Support and Improvement (ATSI)</p>	
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>A1: DASHBOARD SCHOOLWIDE ELA INDICATOR</p> <ul style="list-style-type: none"> The schoolwide Dashboard ELA Indicator Status Level is "Medium" with a Distance from Standard (DFS) of 16.6, which is higher than the State's DFS of -12.2. <p>A6: DASHBOARD SCHOOLWIDE SUSPENSION RATE INDICATOR</p> <ul style="list-style-type: none"> The schoolwide Dashboard Suspension Rate Indicator Status is "Medium" at 2.2% of students suspended at least once in the 2021-2022 school year, which is lower than the State at 3.1%. <p>A8: DASHBOARD STUDENT GROUP ELA</p> <ul style="list-style-type: none"> All of the numerically significant student groups (Latino and Socioeconomically Disadvantaged) have "Status/DFS" scores above the statewide DFS. <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>A2: DASHBOARD SCHOOLWIDE MATH INDICATOR</p> <ul style="list-style-type: none"> The schoolwide Dashboard Math Indicator Status Level is "Low" with a Distance from Standard (DFS) of -107.0, which is lower than the State's DFS of -51.7. <p>Per school leadership, strategies being implemented to improve student outcomes include the following:</p> <ul style="list-style-type: none"> Math Practicum Courses <ul style="list-style-type: none"> Six Math Practicum courses in master schedule Each math class has an accompanying practicum class which provides students who need additional support with interventions, homework support, supplemental resources, and formative assessment preparation Growth Mindset <ul style="list-style-type: none"> Math teachers build in activities that teach and honor students' hard work and effort Students are taught that mastery occurs over time through dedication and hard work An additional math teacher has been hired to help reduce class size in Mathematics Four Math Instructional Aides have been hired to help with instruction 	



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- The schoolwide Dashboard English Learner Progress Indicator Status Level is “Very Low” with 34.9% of students making progress towards English language proficiency which is below the State at 50.3%.

Per school leadership, supports being implemented include:

- Additional teacher training to support newcomers
- Additional designated English Language Development (ELD) teacher hired who teaches ELD full time
- Total number of ELD teachers is two
- Two additional bilingual teacher assistants have been hired
- Newcomer policy created that provides additional support for students who have been in the country less than three years and helps identify students who have experienced an interrupted formal education and provides them with support
- Community Circles provide English Language Learners with community building

A7: DASHBOARD SCHOOLWIDE GRADUATION RATE INDICATOR

- The schoolwide Dashboard Graduation Rate Indicator Status is “Medium” at 84.1% of students graduated in the 2021-2022 school year, which is lower than the State at 87.4%.

Per school leadership, supports being implemented include:

- Partnership with Edgenuity to provide both remedial and enrichment courses for students
- Students can take one or two courses during summer school to help them stay on track for graduation
- Semesters extended to allow student to make up work and prepare for assessments
- After school tutoring available
- Yearly A-G check-ins with families and students to review progress towards graduation requirements
- College Seminar Courses to help students understand graduation requirements

A9: DASHBOARD STUDENT GROUP MATH

- None of the numerically significant student groups (Latino and Socioeconomically Disadvantaged) have “Status/DFS” scores above the statewide DFS:
 - Latino – Status “Low”/ DFS -99.6, which is lower than the State’s DFS of -83.4.
 - Socioeconomically Disadvantaged – Status “Low”/ DFS -107.1, which is lower than the State’s DFS of -84.0.

Per school leadership, supports being implemented include:

- An Intervention Coordinator has been hired to help support students
- School administers iReady assessments 3 times per year
- Math teachers analyze assessment data and share best practices during monthly cross-site professional learning community times
- Math teachers frequently meet to discuss and analyze student work

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.



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Notes:

Due to the COVID-19 pandemic, state law suspended the reporting of state measures on the 2021 California School Dashboard. The color-coded performance level or Change level will not be issued due to the suspension of state measures on the 2021 Dashboard and not having two consecutive years of reported data. Accordingly, indicators in the Student Achievement and Educational Performance category for the 2022-2023 Annual Performance-Based Oversight Report are scored based on 2022 Status level data except for the College/Career Indicator (CCI), as CAASPP testing was optional for the 2020-2021 school year. CCI will resume with "Status Only" reporting on the 2023 Dashboard.

A11: As of the time of the issuance of this Annual Performance-Based Oversight Visit Report, the state has not published the "Annual Reclassification (RFEP) Counts and Rates" for the 2021-2022 academic year. Considering this fact, the 2022- 2023 Annual Performance-Based Oversight Visit Report does not rate the Student Achievement and Educational Performance indicator "A11: English Learner Reclassification." Please note that, depending on the release date of the 2021-2022 RFEP counts and rates, the District may elect to update and reissue a revised 2022-2023 Annual Performance-Based Oversight Visit Report with indicator A11 rated and calculated into the final overall Student Achievement and Educational Performance category rating.

The school employs the following English Learner (EL) Reclassification Criteria:

Grades 9-12

- English Language Proficiency Assessment
 - Summative ELPAC Overall performance level of 4
- Basic Skills Assessment
 - Lexile level falls within the "approaching college and career readiness" band or better OR
 - i-Ready Diagnostic placement of "One Grade Level Below" or better OR
 - Scores a minimum of level 3 overall on ELA SBAC
- Teacher Evaluation
 - ELA progress report grade of C- or better.
- Parent Opinion
 - Once relevant data have been shared with the parent or guardian with educational rights, that family member must indicate their approval on the RFEP letter

☒ Rate of "**At Risk**" ELs is Lower in comparison to the state average

☒ Rate of "**LTELs**" is Lower in comparison to the state average



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Graduation Criteria (high schools only):

A7: The school's graduation requirements are as follows:

- English (30 credits)
- Math (20 credits) Algebra 1 / Mathematics 1 (10 credits), Other Math (10 credits)
- Science (20 credits) Biological Science (10 credits), Physical Science (10 credits)
- Social Studies (30 credits) World History (10 credits), US History (10 credits), American Government/Civics (5 credits), Economics (5 credits)
- Foreign Language (10 credits) or Visual & Performing Arts (10 credits) or Career Technical Education (10 credits)
- Physical Education (20 credits)
- Electives (0 credits)

TOTAL: 130 core credits

***NOTE:** A charter school cannot receive a rating in this category greater than a 1 if the school has been identified as Low performing charter school based on the state's published list. (Not applicable for the 2022-2023 school year due to the absence of updated performance classification. Will resume with updated performance classification published by the state.)

A1: DASHBOARD SCHOOLWIDE ELA INDICATOR - QUALITY INDICATOR #1

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide ELA data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Very High <input checked="" type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is High; or Medium and at/above statewide Distance From Standard ("DFS") <input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Medium and below statewide DFS; or Low <input type="checkbox"/> The schoolwide Dashboard ELA Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the ELA Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**A2: DASHBOARD SCHOOLWIDE MATH INDICATOR - QUALITY INDICATOR #2**

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide Math data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Very High <input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is High; or Medium and at/above statewide DFS <input checked="" type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Medium and below statewide DFS; or Low <input type="checkbox"/> The schoolwide Dashboard Math Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the Math Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A3: DASHBOARD SCHOOLWIDE ENGLISH LEARNER PROGRESS INDICATOR (ELPI) - QUALITY INDICATOR #3

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- California School Dashboard Schoolwide ELPI data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard ELPI Status is Very High <input type="checkbox"/> The schoolwide Dashboard ELPI Status is High; or Medium and at/above statewide percentage <input type="checkbox"/> The schoolwide Dashboard ELPI Status is Medium and below statewide percentage; or Low <input checked="" type="checkbox"/> The schoolwide Dashboard ELPI Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the ELPI on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**A4: DASHBOARD SCHOOLWIDE COLLEGE/CAREER INDICATOR (CCI) - (GRADES 9-12) - QUALITY INDICATOR #4***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide CCI data (CDE)

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> Not Available - No Status assigned for the CCI on the 2022 Dashboard <input type="checkbox"/> Not Applicable - CCI is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A5: DASHBOARD SCHOOLWIDE CHRONIC ABSENTEEISM INDICATOR - (GRADES K-8) - QUALITY INDICATOR #5*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Chronic Absenteeism Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very Low <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Low; or Medium and at/below statewide percentage <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Medium and above statewide percentage; or High <input type="checkbox"/> The schoolwide Dashboard Chronic Absenteeism Indicator Status is Very High <input type="checkbox"/> Not Available - No Status assigned for the Chronic Absenteeism Indicator on the Dashboard <input checked="" type="checkbox"/> Not Applicable - The Chronic Absenteeism Indicator is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**A6: DASHBOARD SCHOOLWIDE SUSPENSION RATE INDICATOR - QUALITY INDICATOR #6***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Suspension Rate Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Very Low <input checked="" type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Low; or Medium and at/below statewide percentage <input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Medium and above statewide percentage; or High <input type="checkbox"/> The schoolwide Dashboard Suspension Rate Indicator Status is Very High <input type="checkbox"/> Not Available - No Status assigned for the Suspension Rate Indicator on the Dashboard	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A7: DASHBOARD SCHOOLWIDE GRADUATION RATE INDICATOR - (GRADES 9-12) - QUALITY INDICATOR #7*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- California School Dashboard Schoolwide Graduation Rate Indicator data (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Very High <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is High; or Medium and at/above statewide percentage <input checked="" type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Medium and below statewide percentage; or Low <input type="checkbox"/> The schoolwide Dashboard Graduation Rate Indicator Status is Very Low <input type="checkbox"/> Not Available - No Status assigned for the Graduation Rate Indicator on the Dashboard <input type="checkbox"/> Not Applicable - The Graduation Rate Indicator is not applicable for the grade levels assigned at the charter school	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Set (B2.1) <input checked="" type="checkbox"/> Parent-Student Handbook or other documentation of school's graduation requirements (B2.5) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**A8: DASHBOARD STUDENT GROUP ELA - QUALITY INDICATOR #8**

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard ELA (Students with Disabilities, English Learners, Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> All numerically significant student groups have “Status/Distance From Standard (DFS)” scores above the statewide DFS	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability’s Data Set (B2.1) <input type="checkbox"/> Other: (Specify)
	<input type="checkbox"/> The majority of numerically significant student groups have “Status/DFS” scores above the statewide DFS	
	<input type="checkbox"/> Less than a majority of the numerically significant student groups have “Status/DFS” scores above the statewide DFS	
	<input type="checkbox"/> None of the school’s numerically significant student groups have “Status/DFS” scores above the statewide DFS	
	<input type="checkbox"/> Not Available - No assessment of performance for this indicator	

A9: DASHBOARD STUDENT GROUP MATH - QUALITY INDICATOR #9

The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard Math (Students with Disabilities, English Learners, Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> All numerically significant student groups have “Status/DFS” scores above the statewide DFS	<input checked="" type="checkbox"/> California School Dashboard Report (CDE) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability’s Data Set (B2.1) <input type="checkbox"/> Other: (Specify)
	<input type="checkbox"/> The majority of numerically significant student groups have “Status/DFS” scores above the statewide DFS	
	<input type="checkbox"/> Less than a majority of the numerically significant student groups have “Status/DFS” scores above the statewide DFS	
	<input checked="" type="checkbox"/> None of the school’s numerically significant student groups have “Status/DFS” scores above the statewide DFS	
	<input type="checkbox"/> Not Available - No assessment of performance for this indicator	



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DATE OF VISIT: 4/26/2023**A10: DASHBOARD STUDENT GROUP COLLEGE/CAREER INDICATOR (CCI) - (GRADES 9-12) - QUALITY INDICATOR #10***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all numerically significant student groups (30 or more students) on the California School Dashboard CCI (Students with Disabilities, English Learners, and Socioeconomically Disadvantaged, etc.)(CDE)

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> Not Available - No Status assigned for the CCI on the 2022 Dashboard <input type="checkbox"/> Not Applicable - CCI is not applicable for the grade levels assigned at the charter school	<input type="checkbox"/> California School Dashboard Report (CDE) <input type="checkbox"/> Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Other: (Specify)

A11: ENGLISH LEARNER RECLASSIFICATION - QUALITY INDICATOR #11*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- English Learner reclassification rate for 2021-2022 (CDE)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school reclassified English Learners at a rate higher than the state average <input type="checkbox"/> The school reclassified English Learners at a rate similar to the state average <input type="checkbox"/> The school reclassified English Learners at a rate lower than the state average <input type="checkbox"/> The school did not reclassify any of its English Learners <input type="checkbox"/> Not Applicable - The school did not have any English Learners <input checked="" type="checkbox"/> No Reclassification data for the 2021-2022 school year published by the state at the time of the issuance of this report. Please see "Notes" section above.	<input type="checkbox"/> Reclassification report (CDE) <input type="checkbox"/> Office of Data & Accountability's Data Set (B2.1) <input type="checkbox"/> Summative ELPAC report (CDE) (B2.3) <input type="checkbox"/> Master Plan for English Learners adopted by school's Governing Board (B3.2i)



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DATE OF VISIT: 4/26/2023**A12: INTERNAL ASSESSMENT – VERIFIED DATA IMPLEMENTATION – QUALITY INDICATOR #12**

The information provided in this report on internal assessments is to determine the charter school's verified data implementation, as applicable. As part of renewal (once and as applicable) for charter schools that are identified by the California Department of Education (CDE) as Middle or Low Performing, the LAUSD Board shall consider schoolwide performance and performance of all student groups on the California School Dashboard and shall also consider clear and convincing evidence, demonstrated by verified data, showing either a) the school achieved measurable increases in academic achievement, as defined by at least one year's progress for each in school or b) strong postsecondary outcomes equal to similar peers.

The LAUSD Board shall only consider verified data adopted by the State Board of Education pursuant to Education Code section 47607.2(c) (Approved List). In addition, staff's review of the charter school's submitted materials will be based on the verified data sources and related information adopted by the State Board of Education (Ed. Code, § 47607.2(c)(3).) Charter schools submitting verified data for this purpose must adhere to the state-approved criteria.

The information below is based on charter school's *self-reported* data and will not be scored.

Academic Progress Indicator(s) for the 2021-2022 School Year:

Academic Progress Indicator: CAASPP (ELA)	Grade Levels: 11	Assessment Administration: Spring	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: CAASPP (Math)	Grade Levels: 11	Assessment Administration: Spring	95% Participation Met*: <input checked="" type="checkbox"/> Met <input type="checkbox"/> Not Met
Academic Progress Indicator: iReady by Curriculum Associates Reading	Grade Levels: 11	Assessment Administration: Spring	95% Participation Met*: <input type="checkbox"/> Met <input checked="" type="checkbox"/> Not Met

*If the charter school did not meet the 95% participation, the charter school's plan to address the participation is included in the Notes below.

- ☒ The charter school disaggregated student performance data for the following student groups: Latino and Economically Disadvantaged
☐ The charter school did not disaggregate student performance data by student groups.
- The charter school affirmed that the assessments were administered as intended, consistent with the test publishers' administration and test security procedures.
- The charter school provided the test publisher's definition of one year's progress, per publisher's source document.

Postsecondary Outcomes (high school only):

- The charter school uses the CDE DataQuest College-Going Rate data source and Choose an item. the results of at least 95% of eligible students. If the charter school did not meet the 95% participation, the charter school's plan to address the participation is included in the Notes below.
- The charter school included the number of eligible students and missing or non-participating students.
- The charter school provided evidence of comparing the data to similar peers (which may include, but not limited to, similar demographics, pupil student groups, first-time college attendance, or other similar circumstances and if not available, comparison to statewide data).



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95% participation plan

The CNCA Home Office is tracking completion rates on a daily basis and sending updates to school site leadership teams. For any assessments that are at risk of not meeting 95% completion, the school is required to send a completion plan (e.g., make-ups, incentives, etc.) to the CAO.

Progress on LAUSD Board of Education Benchmarks and/or MOU related to STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE (if applicable):

None



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DATE OF VISIT: 4/26/2023**LOCAL CONTROL ACCOUNTABILITY PLAN 2022-2023 (For Informational Purposes Only)***The CSD reviewed the Local Control Accountability Plan.*

All requested template information and descriptions were provided:	Sources of Evidence
<input checked="" type="checkbox"/> LCFF Budget Overview for Parents <input checked="" type="checkbox"/> Supplement to the Annual Update to the 2021-2022 LCAP <input checked="" type="checkbox"/> 2022-2023 Plan Summary <input checked="" type="checkbox"/> Engaging Educational Partners <input checked="" type="checkbox"/> Goals and Actions <input checked="" type="checkbox"/> Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students <input checked="" type="checkbox"/> Action Tables	<input checked="" type="checkbox"/> Local Control Accountability Plan (B2.7) <input checked="" type="checkbox"/> Board Agenda and Minutes (B2.7)

Notes:

None



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ORGANIZATIONAL MANAGEMENT, PROGRAMS, AND OPERATIONS	RATING*
Summary of School Performance	3, Proficient
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p>O1: SCHOOL HEALTH AND SAFETY PLANS AND PROCEDURES: The school has a system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety. Some evidence from the documents provided, observation, as well as interviews with school staff and leadership included the following:</p> <ul style="list-style-type: none"> • A visitors policy posted at the school site • A certificate of occupancy granted by City of Los Angeles • Emergency team list for 2022-2023 • School Safety Plan • Student ID with National Suicide Prevention Lifeline <p>O2: HEALTH AND SAFETY TRAINING AND PREPARATION: The school has a well-developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety. Some evidence from the documents provided, observation, as well as interviews with school staff and leadership included the following:</p> <ul style="list-style-type: none"> • EPI Pen training on 1/5/23 with 20 staff trained • Automated external defibrillator (AED) present at the school • Emergency Drills <ul style="list-style-type: none"> ○ Fire 10/6/22, 4/4/23, 6/2/23 ○ Great California Shakeout 10/20/22 ○ Earthquake 5/6/23 ○ Lockdown 9/7/22, 3/17/23 <p>O5: SPECIAL EDUCATION: The school has a system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements. Some evidence from the documents provided, observation, as well as interviews with school staff and leadership included the following:</p> <ul style="list-style-type: none"> • Current Welligent Data, 200 report showed one overdue IEP and the Welligent 300 report showed one record in tier 4 • IEP Passports were created & 504 plans were shared with General Education Teachers and Resource Specialist Teacher (RST) Team in order to monitor student accommodations, minutes, services, and goals • RSTs meet with grade level teams at the start of each semester to review students and accommodations • Leadership meet to review the Master Calendar, 300 report, 200 report • Every Thursday school holds a Special Education department meeting with RSTs, and other staff to review IEP calendar, 300 reports, and compliance needs • Special Education Professional Development topics: <ul style="list-style-type: none"> ○ Special Education in English Language Arts and Math data/accommodations/entry points for Resource Specialists 	



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- Special Education Compliance and Master Calendar
- Resource Specialist Case Manager best practices, IEP quality control assurance
- Goalbook Toolkit & Goalbook Pathways trainings

Areas Noted for Further Growth and/or Improvement

None

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes:

None

***NOTE:**

- *A charter school cannot receive a rating in this category greater than 1 for any of the following reasons: (1) Failed to complete criminal background clearances for any new staff and/or sole proprietor (as defined on the Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023) prior to employment; and/or failed to obtain DOJ clearance certification, as appropriate, from a vendor; and/or (2) Failed to have Health, Safety, and Emergency Plan in place.*
- *A charter school cannot receive a rating in this category greater than 2 for any of the following reasons: (1) Failed to conduct child abuse mandated reporter training in accordance with Education Code 44691; or (2) Any teacher of the core instructional program is not appropriately credentialed and assigned per legal requirements and the school's current approved charter.*
- *A charter school may receive a rating of 1 in this category if the school is in breach of the operative charter, including Federal, State, and District Required Language related to this section.*



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DATE OF VISIT: 4/26/2023**O1: SCHOOL HEALTH AND SAFETY PLANS AND PROCEDURES - QUALITY INDICATOR #1***The school has implemented school health and safety plans and procedures that ensure:*

- A current site-specific Certificate(s) of Occupancy or equivalent that authorizes the current use of the site
- A current, comprehensive, site-specific comprehensive Health, Safety, and Emergency School Safety Plan per requirements of Ed. Code, §§ 47605(c)(5)(F), 32282(a)(2)(A)-(J), and 35179.4, as applicable.
(Note: For schools co-located with a District school, the charter school participates in and complies with the District school's Integrated Safe School Plan)
- Posting of the school's Visitor Policy in a visible location in or outside the school's main office and in the Parent-Student Handbook
- Monitoring and documentation of compliance with student immunization requirements
- Completion and documentation of health screenings (e.g., vision, hearing, and scoliosis) per current applicable law and terms of the charter
- A Board adopted Pupil Suicide Prevention Policy (grades 1-6 and/or grades 7-12, as applicable), requirements of Ed. Code § 215
- Provision of at least one nutritionally adequate free or reduced priced meal each school day for all needy students, per Ed. Code § 47613.5
- For schools serving grades 7-12, inclusion of the phone number for the National Suicide Prevention Lifeline on at least one side of Student ID cards, as outlined in Ed. Code § 215.5

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system in place to ensure the protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input checked="" type="checkbox"/> The school has a system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Visitor's Policy (B3.1a)
	<input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Certificate(s) of Occupancy or equivalent (B3.1b)
	<input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety in compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Student immunization (B3.1h)
		<input checked="" type="checkbox"/> Health screening (B3.1h)
		<input checked="" type="checkbox"/> Comprehensive Health, Safety, and Emergency Plan (B3.1c)
		<input checked="" type="checkbox"/> Evacuation route maps (B3.1c)
		<input checked="" type="checkbox"/> Student ID card printed with the National Suicide Prevention Lifeline phone number (B3.1k)
		<input checked="" type="checkbox"/> Board adopted policy on pupil suicide prevention (grades K-6) (B3.1f)
		<input checked="" type="checkbox"/> Board adopted policy on pupil suicide prevention (grades 7-12) (B3.1f)
		<input checked="" type="checkbox"/> Site/classroom observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**O2: HEALTH AND SAFETY TRAINING AND PREPARATION – QUALITY INDICATOR #2*****The school has a system in place to ensure:***

- The school is able and prepared to implement its emergency procedures in the event of a natural disaster or other emergency (includes threat assessment protocol). School staff and other mandated reporters working on behalf of the school receive timely training on child abuse awareness and reporting, as outlined in Ed. Code, § 44691 .
- Maintenance of an emergency epinephrine auto-injector (“epi-pen”) onsite and training has been provided to volunteer staff member(s) in the storage and emergency use, per Ed. Code § 49414
- For schools offering an interscholastic athletic program, at least one automated external defibrillator (AED) is onsite and available for use, as outlined in Ed. Code § 35179.6
- Staff receive annual training in Pupil Suicide Prevention and Awareness (as applicable) pursuant to Ed. Code §215.
- Staff receive training in bloodborne pathogens, per 8 California Code of Regulations (“CCR”), § 5193

	Rubric	Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure required health and safety training for the protection of students and staff is completed and in compliance with applicable legal and charter school requirements related to health and safety	<input checked="" type="checkbox"/> Documentation of emergency drills and training (B3.1g) <input checked="" type="checkbox"/> Provision and location of onsite emergency supplies (B3.1c) <input checked="" type="checkbox"/> Child abuse mandated reporter training documentation (B3.1d and B3A.5) <input checked="" type="checkbox"/> Bloodborne pathogens training documentation (B3.1e and B3A.5) <input checked="" type="checkbox"/> Pupil Suicide Prevention and Awareness Training (B3.1f and B3A.5) <input checked="" type="checkbox"/> Epi-pen and training (B3.1i) <input checked="" type="checkbox"/> AED (schools with an interscholastic athletic program) (B3.1j) <input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023</i> (“ESSA Grid”) (B3A.1) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**O3: IMPLEMENTATION OF THE EDUCATIONAL PROGRAM – QUALITY INDICATOR #3**

The school has systems in place to ensure alignment to the curricular and educational program outlined in the approved charter petition by:

- Implementing key features of the educational program described in the charter
- Implementing standards-based instruction schoolwide in accordance with the California State Content Standards specific to the grade levels served and aligned with the needs of students
- Implementing assessments to measure the development of grade-level appropriate academic and non-academic skills
- Reviewing and analyzing school and student progress towards annual goals (schoolwide and for all student groups that the school serves) that are consistent with the educational performance measured by the California School Dashboard and state assessments
- Providing teacher, staff, and administrator professional development specific to supporting desired student outcomes and key features outlined in the school's charter
- Implementing a system to monitor student progress toward and completion of graduation and A-G requirements (**high schools only**)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has fully implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served. This includes full implementation of all key features, regularly reviewing and analyzing school and student progress towards annual goals and/or monitoring student progress toward completion of graduation and A-G requirements and providing ongoing professional development specific to student outcomes and key features as outlined in the charter.	<input checked="" type="checkbox"/> Implementation of an educational program serving all grade levels approved to be served per charter (B3.2i, B3.2j, B3.2k)
	<input checked="" type="checkbox"/> The school has implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	<input checked="" type="checkbox"/> Standards-based instructional program (evidence of grade level and/or content lesson plans, unit plans) (B3.2a)
	<input type="checkbox"/> The school has partially implemented the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has minimally implemented, or not at all, the educational program, including key features, outlined in the school's charter and aligned to California State Content Standards specific to the grade levels served	<input checked="" type="checkbox"/> Technology readiness to administer CAASPP assessments (B3.2c) (new schools only)
		<input checked="" type="checkbox"/> WASC accreditation (B3.2d)
		<input checked="" type="checkbox"/> UC Doorways course approval documentation (B3.2e)
		<input checked="" type="checkbox"/> Professional development documentation (B3.3c)
		<input checked="" type="checkbox"/> Evidence of system for monitoring student progress toward and completion of graduation and A-G requirements (B3.2g)
		<input checked="" type="checkbox"/> Mathematics Placement Assessment (school serving 9 th graders) (B3.2m)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**O4: MEETING THE NEEDS OF ALL STUDENTS; STUDENT GROUP DATA ANALYSIS - QUALITY INDICATOR #4***The school has a system in place to ensure:*

- Implementation of differentiated instructional strategies and approaches described in the charter designed to meet the learning needs of all students, including all numerically significant student groups identified in the school's LCAP and by the CDE
- Implementation of internal student assessments aligned with instructional outcomes to determine student mastery of California State Content Standards
- Disaggregation and analysis of data on a regular basis to address individual student needs and guide instructional planning and use of interventions
- Implementation, review, and modification, as appropriate, of its Master Plan for English Learners (EL identification, designated and integrated ELD standards-based instruction, progress monitoring, assessment, and reclassification)

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and modifies instruction based on data analysis	<input checked="" type="checkbox"/> Standards-based instructional program (evidence of grade level and/or content lesson plans, unit plans) (B3.2a)
	<input checked="" type="checkbox"/> The school has implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and generally modifies instruction based on data analysis	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has partially implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and partially modifies instruction based on data analysis	<input checked="" type="checkbox"/> Professional development documentation (B3.3c)
	<input type="checkbox"/> The school has minimally implemented, or not at all, the components of the charter's instructional program designed to meet the learning needs of all students, including its student groups, and does not consistently modify instruction based on data analysis	<input checked="" type="checkbox"/> Documentation of intervention and support for all students (B3.2j)
		<input checked="" type="checkbox"/> Master Plan for English Learners (B3.2i)
		<input checked="" type="checkbox"/> Documentation of implementation of the school's Master Plan for English Learners (B3.2j)
		<input checked="" type="checkbox"/> Implementation of a data analysis system (B3.2k)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**O5: SPECIAL EDUCATION - QUALITY INDICATOR #5***The school has a system in place to ensure that the school:*

- Provides special education programs and services in accordance with students' IEPs
- Provides special education training for staff
- Conducts a special education self-review annually, using the Special Education Self-Review Checklist
- Maintains timely IEP timeline records and accurate service provision records in Welligent

Rubric		Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a)
	<input checked="" type="checkbox"/> The school has a system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> District Validation Review (DVR) (B3.3a)
	<input type="checkbox"/> The school has a partially developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Self-Review Checklist (B3.3a)
	<input type="checkbox"/> The school has a minimal or no system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements	<input checked="" type="checkbox"/> Welligent reports and/or other documentation, including from the Division of Special Education (B3.3a)
	<input type="checkbox"/> Not Applicable - Charter school participates in LAUSD's Option 1 SELPA	<input checked="" type="checkbox"/> Professional development documentation (B3.3a and B3.3c)
	<input type="checkbox"/> Charter school does not participate in LAUSD's SELPA	<input checked="" type="checkbox"/> Intervention and support for students with disabilities (B3.2j)
		<input checked="" type="checkbox"/> Consultation with Charter Operated Programs office
		<input checked="" type="checkbox"/> Other special education documentation (B3.3a)
		<input checked="" type="checkbox"/> Classroom observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**O6: SCHOOL CLIMATE AND STUDENT DISCIPLINE - QUALITY INDICATOR #6***The school has a school climate and schoolwide student discipline system in place to ensure that the school's practices:*

- Align with principles of the District's Discipline Foundation Policy and School Climate Bill of Rights Resolution, including but not limited to, tiered behavior intervention, alternatives to suspension, and schoolwide positive behavior support, data monitoring and, includes a discipline system complaint process
- Provide positive opportunities for student wellness, growth and success, aimed at making the school safe, welcoming, supportive and inclusive
- Minimize discretionary suspensions and expulsions
- Reduce or eliminate suspension disproportionality for student groups
- Minimize chronic absenteeism for all students and student groups
- Procedures for preventing acts of bullying, including cyberbullying, in accordance with the requirements of Ed. Code, § 32283.5 and 234.4

	Rubric	Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input checked="" type="checkbox"/> The school has a school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a partially developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a minimally developed or no school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Parent-Student Handbook(s) (B1.10a) <input checked="" type="checkbox"/> LCAP (B3.2b) <input checked="" type="checkbox"/> Professional development documentation (B3.3c) <input checked="" type="checkbox"/> Implementation of school climate and student discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights principles (B3.3b) <input checked="" type="checkbox"/> Implementation of tiered behavior intervention (e.g. SSPT) (B3.3b) <input checked="" type="checkbox"/> Implementation of alternatives to suspension (B3.3b) <input checked="" type="checkbox"/> Implementation of schoolwide positive behavior support system (B3.3b) <input checked="" type="checkbox"/> Implementation of procedures for preventing acts of bullying, including cyberbullying (B3.3b) <input checked="" type="checkbox"/> Data monitoring (B3.3b) <input checked="" type="checkbox"/> LAUSD Office of Data & Accountability's Data Sets for suspension, expulsion, disproportionality, and chronic absenteeism (B2.1) <input checked="" type="checkbox"/> Classroom/site observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Stakeholder focus group <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**O7: PROFESSIONAL DEVELOPMENT - QUALITY INDICATOR #7*****The school:***

- Has a schoolwide professional development plan for teachers and other staff that supports the educational program set forth in the charter and targets identified needs
- Provides faculty and other instructional staff with professional development opportunities to improve instructional practice
- Provides opportunities for teachers to collaborate regularly for the purpose of planning and improving curriculum and instruction

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> LCAP (B3.2b)
	<input type="checkbox"/> The school has implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> Professional development documentation (e.g. professional development year-long plan agendas, and sign-ins) (B3.3c)
	<input type="checkbox"/> The school has partially implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> Professional development training materials (B3.3c)
	<input type="checkbox"/> The school has not implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> System to assess professional development needs (B3.3c)
		<input checked="" type="checkbox"/> Classroom/site observation
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Stakeholder focus group
		<input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**O8: STAKEHOLDER ENGAGEMENT AND INVOLVEMENT - QUALITY INDICATOR #8**

The school has a system for stakeholder engagement, including gathering input, facilitating, and encouraging involvement, sharing information, and resolving concerns, which:

- Provides parents, teachers, and students with meaningful opportunities for involvement and engagement that meet the requirements and goals of applicable federal and state law, the school's charter, and the school LCAP
- Implements a School Site Council (SSC) and/or English Learner Advisory Committee (ELAC) in accordance with legal requirements (e.g., member composition of committee/council, legally required topics, etc.), if applicable
- The liaison for students experiencing homelessness has identified this population through outreach and coordination activities with other organizations, and provided related referral of services to families, children, and youth experiencing homelessness.

	Rubric	Sources of Evidence
Performance	<input type="checkbox"/> The school has a well-developed system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns <input checked="" type="checkbox"/> The school has a system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a partially developed system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a minimal or no system for stakeholder engagement, including gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Parent-Student Handbook (B1.10a) <input checked="" type="checkbox"/> LCAP (B3.2b) <input checked="" type="checkbox"/> Documentation of SSC and ELAC meetings (e.g., calendars, agendas, minutes, roster, and sign-in) (B3.3d) <input checked="" type="checkbox"/> Stakeholder consultation (B3.3d) <input checked="" type="checkbox"/> Parent/stakeholder involvement and engagement (B3.3d) <input checked="" type="checkbox"/> Foster youth/students experiencing homelessness liaison (B3.3d) <input checked="" type="checkbox"/> School website (B3.3e) <input checked="" type="checkbox"/> Discussion with school leadership <input checked="" type="checkbox"/> Stakeholder focus group <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**O9: TRANSPARENCY FOR STAKEHOLDERS- QUALITY INDICATOR #9**

The school has a system in place to ensure that it operates in a transparent manner and keeps stakeholders informed, including:

- Information is easily accessible to the public and school stakeholders, including but not limited to applicable categories described in Charter School Transparency Resolution
- UCP and all complaint procedures
- Title IX information is available in applicable languages as required by law
- Per Ed. Code § 234.6 and District policy, specified information relating to suicide, bullying, discrimination and harassment prevention, among other things, are readily accessible in a prominent location on the school website in a manner that is easily accessible to parents/guardians and students
- Provides all stakeholders with appropriate, accessible, and relevant information about individual student and schoolwide academic progress and performance
- Notification requirements to pupils and parents or guardians of pupils on how to initiate access to available pupil mental health services on campus, in the community, or both no less than twice during the school year, in accordance with Ed. Code, § 49428
- Identifies and implements the most appropriate methods of informing parents and guardians of pupils in grades 6-12 of human trafficking prevention resources, in accordance with Ed. Code, § 49381
- Informs parents of high school students about transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements, in accordance with Ed. Code, § 47605 (**high schools only**)

Rubric	Sources of Evidence
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Performance

- | | |
|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> The school has a well-developed system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website <input checked="" type="checkbox"/> The school has a system to share information with stakeholders via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a partially developed system to share information with stakeholders via its documents available manually/electronically or on its website <input type="checkbox"/> The school has a minimally developed system to share information with stakeholders with limited to no availability of documents manually/electronically or on its website | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> UCP Procedure and Forms (B1.11) <input checked="" type="checkbox"/> Complaint Procedure and Forms (B1.12) <input checked="" type="checkbox"/> Review of the following information posted to the school's website (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> LCAP, per Ed. Code § 47606.5(h) <input checked="" type="checkbox"/> Current Board agenda in compliance with Brown Act, per Gov. Code, §54954.2(a)(1) <input checked="" type="checkbox"/> Website posting required per Ed. Code § 234.6 (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Policy on Pupil Suicide Prevention <input checked="" type="checkbox"/> Title IX information, including a link to CDE's Title IX website <input checked="" type="checkbox"/> Policies on anti-discrimination, anti-harassment, anti-intimidation, anti-bullying, and sexual harassment policies, including: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Anti-cyberbullying procedures <input checked="" type="checkbox"/> Social media anti-bullying procedures <input checked="" type="checkbox"/> Link to statewide resources including community based organizations compiled by CDE <input checked="" type="checkbox"/> Sharing accessible and relevant information about individual student, student group, and schoolwide academic progress and performance with all stakeholders as appropriate (B3.3e) <input checked="" type="checkbox"/> Access to approved charter (B3.3e) <input checked="" type="checkbox"/> Compliance with the LAUSD BOE's Charter School Transparency Resolution, including (B3.3e): <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Financial Audit <input checked="" type="checkbox"/> Student Demographics <input checked="" type="checkbox"/> Documentation of informing parents/guardians about transferability of courses/course credit and eligibility to meet A-G requirements (high schools only) (B3.3e) <input checked="" type="checkbox"/> Informing parents/guardians of human trafficking prevention resources (grades 6-12) (B3.3e) <input checked="" type="checkbox"/> Notification of access to available mental health services (B3.3e) <input type="checkbox"/> School website (B3.3e) |
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		<input type="checkbox"/> Other: (Specify)
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O10: EVALUATION OF SCHOOL STAFF - QUALITY INDICATOR #10

The school has a system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements, including:

- Evaluation procedures with clear performance standards for all school-based staff, including but not limited to administrators, certificated staff, and classified staff
- Evaluation tool(s) for all school-based staff, including but not limited to administrators, certificated staff, and classified staff

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a well-developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a partially developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a minimal or no system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Evaluation procedures with clear performance standards for all school-based staff (B3.3f) <input checked="" type="checkbox"/> Evaluation tool(s) for all school-based staff (B3.3f) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/26/2023**O11: CLEARANCES AND CREDENTIALING COMPLIANCE - QUALITY INDICATOR #11**

The school is in compliance with applicable law and the terms of its approved charter regarding clearances and credentialing:

- All certificated staff are fully credentialed, including EL authorizations, and appropriately assigned as authorized by their credentials at all times
- Individuals who have been continuously employed in a teaching position since the 2019–20 school year obtain the appropriate certificate, permit, or other document for their certificated assignment no later than July 1, 2025 (Ed. Code § 47605.4(a).)
- The school has obtained all necessary employee clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to employment, and keeps all clearances current
- The school has obtained all necessary vendor clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to the provision of service, and keeps all clearances current
- The school has conducted volunteer clearances in accordance with applicable law and policy, including criminal background clearances for all volunteers who perform school site services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students

Rubric		Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has fully implemented and continually monitors systems and procedures that maintain 100% compliance with all applicable law, including but not limited to clearance, credentialing, and assignment requirements at all times	<input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2022-2023</i> form (“ESSA Grid”) (B3A.1a)
	<input type="checkbox"/> The school has implemented and monitors systems and procedures that maintain substantial compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Human Resources (HR) policies and procedures regarding clearances and ESSA qualifications and credentialing requirements (B1.13)
	<input type="checkbox"/> The school has partially implemented and intermittently monitors systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Staff roster (B3A.1b)
	<input type="checkbox"/> The school has not implemented and/or does not monitor systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> School master schedule (B3A.1c)
		<input checked="" type="checkbox"/> Custodian(s) of Records documentation (B3A.1d)
		<input checked="" type="checkbox"/> Criminal Background Clearance Certifications (B3A.2a, B3A.3, and B3A.4)
		<input checked="" type="checkbox"/> Teaching credential/authorization documentation (B3A.2b)
		<input checked="" type="checkbox"/> Vendor clearances and credentialing certifications (B3A.6)
		<input checked="" type="checkbox"/> Volunteer (TB) risk assessment/clearance certification (B3A.7)
		<input checked="" type="checkbox"/> Discussion with school leadership
		<input type="checkbox"/> Other: (Specify)

Progress on LAUSD Board of Education Benchmarks and/or MOU related to ORGANIZATIONAL MANAGEMENT (if applicable):

None



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7624	2019-2020					2020-2021					2021-2022				
Camino Nuevo High 2 (Dalzell Lance)	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents		911,326	910,816	1,190,599	1,190,598		736,673	651,881	989,849	989,848		2,822,450	2,768,781	2,930,819	2,857,891
Current Assets		1,423,968	1,374,666	1,787,651	1,787,650		2,689,537	2,731,178	2,763,449	2,763,448		3,346,953	3,247,515	3,726,421	4,009,345
Fixed and Other Assets		1,037,658	989,669	1,063,338	1,063,340		976,264	1,015,274	1,180,086	1,180,088		1,138,787	1,171,364	1,314,913	1,314,914
Total Assets		2,461,626	2,364,335	2,850,989	2,850,990		3,665,801	3,746,452	3,943,535	3,943,536		4,485,740	4,418,879	5,041,335	5,324,259
Deferred Outflows of Resources		0	0	0	0		0	0	0	0		0	0	0	0
Current Liabilities		141,174	117,651	348,136	376,124		502,788	716,601	509,758	545,148		442,983	500,033	1,186,203	1,459,120
Other Long Term Liabilities		29,385	29,385	27,988	0		27,988	27,988	35,390	0		35,614	35,614	41,458	0
Unfunded OPEB Liabilities		0	0	0	0		0	0	0	0		0	0	0	0
Total Liabilities		170,559	147,036	376,124	376,124		530,776	744,589	545,148	545,148		478,597	535,647	1,227,662	1,459,120
Deferred Inflows of Resources		0	0	0	0		0	0	0	0		0	0	0	0
Net Assets		2,291,067	2,217,299	2,474,865	2,474,866		3,135,025	3,001,863	3,398,387	3,398,388		4,007,143	3,883,232	3,813,673	3,865,139
Total Revenues	7,000,908	6,859,550	6,915,410	6,846,024	6,846,026	6,555,988	7,544,930	7,561,794	7,818,934	7,818,934	8,288,503	9,343,301	9,258,744	8,977,550	9,101,941
Total Expenditures	6,846,667	6,710,413	6,840,042	6,513,090	6,513,089	6,247,488	6,884,770	7,034,796	6,895,412	6,895,412	8,031,323	9,191,170	9,230,524	9,018,889	9,091,817
Net Income / (Loss)	154,241	149,137	75,368	332,934	332,937	308,500	660,160	526,998	923,522	923,522	257,180	152,131	28,220	(41,339)	10,124
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	456,627
Inc / (Dec) in Net Assets	154,241	149,137	75,368	332,934	332,937	308,500	660,160	526,998	923,522	923,522	257,180	152,131	28,220	(41,339)	466,751
Net Assets, Beginning	2,087,750	2,141,930	2,141,931	2,141,931	2,141,929	2,217,299	2,474,865	2,474,865	2,474,865	2,474,866	3,001,863	3,398,387	3,398,388	3,398,388	3,398,388
Adj. for restatement / Prior Yr Adj	(31,815)	0	0	0	0	70,989	0	0	0	0	210,821	456,625	456,624	456,624	0
Net Assets, Beginning, Adjusted	2,055,935	2,141,930	2,141,931	2,141,931	2,141,929	2,288,288	2,474,865	2,474,865	2,474,865	2,474,866	3,212,684	3,855,012	3,855,012	3,855,012	3,398,388
Net Assets, End	2,210,176	2,291,067	2,217,299	2,474,865	2,474,866	2,596,788	3,135,025	3,001,863	3,398,387	3,398,388	3,469,864	4,007,143	3,883,232	3,813,673	3,865,139
Unrestricted Net Assets		2,289,544	2,215,776	2,474,865	2,474,866		3,135,025	3,001,863	3,398,387	3,398,388		4,007,143	1,171,364	3,778,892	3,830,358
Restricted Net Assets		1,523	1,523	0	0		0	0	0	0		0	2,711,868	34,781	34,781

7624	Audited Financials					2022-2023				
Camino Nuevo High 2 (Dalzell Lance)	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents	902,896	1,190,598	989,848	2,857,891	0		2,680,234	3,007,871	0	0
Current Assets	1,419,988	1,787,650	2,763,448	4,009,345	0		3,894,623	4,076,746	0	0
Fixed and Other Assets	902,700	1,063,340	1,180,088	1,314,914	0		1,219,722	1,438,186	0	0
Total Assets	2,322,688	2,850,990	3,943,536	5,324,259	0		5,114,344	5,514,932	0	0
Deferred Outflows of Resources	0	0	0	0	0		0	0	0	0
Current Liabilities	180,759	376,124	545,148	1,459,120	0		1,205,171	1,606,576	0	0
Other Long Term Liabilities	0	0	0	0	0		41,458	41,458	0	0
Unfunded OPEB Liabilities	0	0	0	0	0		0	0	0	0
Total Liabilities	180,759	376,124	545,148	1,459,120	0		1,246,629	1,648,034	0	0
Deferred Inflows of Resources	0	0	0	0	0		0	0	0	0
Net Assets	2,141,929	2,474,866	3,398,388	3,865,139	0		3,867,715	3,866,898	0	0
Total Revenues	6,872,641	6,846,026	7,818,934	9,101,941	0	9,667,072	9,691,020	9,780,042	0	0
Total Expenditures	6,701,654	6,513,089	6,895,412	9,091,817	0	9,615,992	9,688,442	9,778,281	0	0
Net Income / (Loss)	170,987	332,937	923,522	10,124	0	51,081	2,578	1,761	0	0
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	456,627	0	0	0	0	0	0
Inc / (Dec) in Net Assets	170,987	332,937	923,522	466,751	0	51,081	2,578	1,761	0	0
Net Assets, Beginning	1,970,942	2,141,929	2,474,866	3,398,388	0	3,883,232	3,813,673	3,813,673	0	0
Adj. for restatement / Prior Yr Adj	0	0	0	0	0	(87,044)	51,464	51,464	0	0
Net Assets, Beginning, Adjusted	1,970,942	2,141,929	2,474,866	3,398,388	0	3,796,188	3,865,137	3,865,137	0	0
Net Assets, End	2,141,929	2,474,866	3,398,388	3,865,139	0	3,847,268	3,867,715	3,866,898	0	0
Unrestricted Net Assets	2,104,247	2,474,866	3,398,388	3,830,358	0		2,630,558	3,845,766	0	0
Restricted Net Assets	37,682	0	0	34,781	0		1,237,157	21,132	0	0



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SCHOOL NAME: Camino Nuevo High School 2Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/26/2023

FISCAL OPERATIONS

You have been assessed by the Fiscal Oversight team and you are receiving the rating of **4, Accomplished**.

Other circumstances and information could influence the rating and are noted in this evaluation.

Camino Nuevo High 2's (CNHS2) fiscal condition is positive and has been upward trending since the 2018-2019 fiscal year. According to the 2021-2022 independent audit report, the school had positive net assets of \$3,865,139 and net income of \$10,124. The 2022-2023 Second Interim projected positive net assets of \$3,866,900 and net income of \$1,761.

According to Camino Nuevo Charter Academy's (CNCA) independent audit report dated June 30, 2022, CNHS2 is one of five schools operated by CNCA, all of which are authorized by the Los Angeles Unified School District (LAUSD). CNCA had six schools in operation prior to June 30, 2021, including Camino Nuevo Charter High 1 (CNHS1) (also authorized by LAUSD), which closed effective June 30, 2021. CNCA, its related entities, and its charter schools reported positive net assets of \$45,450,455 and a net loss of **(\$322,334)**. Per CNCA's 2021-2022 audit report, the **(\$322,334)** net loss is primarily attributed to the net loss reported for Camino Nuevo Charter Academy 2 (CNCA2). CNCA, without its related entities and its charter schools, reported negative net assets of **(\$71,868)** and net income of \$0. The CNCA Home Office's net loss of **(\$71,868)** is carried forward from Fiscal Year 2017-2018, primarily due to the asset transfer to and service agreements with Pueblo Nuevo Education and Development Group (PN-EDG). See further details under **Item 27** in the **Notes II** section below.

According to CNCA, CNHS2 pays annual management fees of 12% to PN-EDG for administrative services which Education Code Section 47632(f) defines as: "all funding except funding for capital outlay," for each CNCA school, as projected by PN-EDG on or about July 1, 2022, for services that include home support. In addition, to benefit and further the CNCA schools' charitable and educational purposes, since July 1, 2016, the contractual arrangements between CNCA and PN-EDG each year have been governed by an Agreement for Limited Services. Each of these Agreements are for twelve-month periods, commencing on July 1 each year, and are renewed annually. PN-EDG supports CNCA by administering many of the charitable activities that CNCA historically performed [e.g., early childhood services (pre-school), alumni services, development, and integrated community support], to enable CNCA to focus on charter school operations.

Per the Seventh Amendment for Limited Services of July 1, 2022, "PN-EDG shall invoice CNCA every three (3) months for services performed, with a delineation between the Base Compensation for the limited services as described in Section 3.1 and the Mental Health Program Compensation for the services as described in Section 3.2. CNCA shall prepay the first payment (reflecting a three (3) month period) in the amount of \$1,442,584 as Base Compensation, \$62,500 as Expanded Learning Opportunities Program (ELOP) Compensation, and \$199,244. as Mental Health Program Compensation, which shall be due to PN-EDG no later than July 1, 2022. After the initial three (3) month period, the Parties shall adjust the subsequent invoice to reflect the services performed and prepaid during that period. CNCA shall submit payment to PN-EDG for each school within twenty (20) calendar days of the deposit by the State with the County Treasurer of the state aid portion of each CNCA school."



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DATE OF VISIT: 4/26/2023**Financial Highlights**

	FINANCIAL HIGHLIGHTS				
	2018-2019 (Audited Actuals)	2019-2020 (Audited Actuals)	2020-2021 (Audited Actuals)	2021-2022 (Audited Actuals)	2022-2023 (Second Interim)
Camino Nuevo High 2					
Net Assets	\$2,141,929	\$2,474,866	\$3,398,388	\$3,865,139	\$3,866,900
Net Income / (Loss)	\$170,987	\$332,937	\$923,522	\$10,124	\$1,761
Transfers In / Out	\$0	\$0	\$0	\$0	\$0
Prior Year Adjustment(s)	\$0	\$0	\$0	\$0	\$0
Cash and Cash Equivalents	\$902,896	\$1,190,598	\$989,848	\$2,857,891	\$3,007,871
Unrestricted Net Assets	\$2,104,247	\$2,474,866	\$3,398,388	\$3,830,358	\$3,845,766
Norm Enrollment Reported by the School	460	451	474	507	466
	FINANCIAL RATIO ANALYSIS				
Cash Reserve Level (Cash Balance/Total Expenditures) <i>5% and greater is recommended</i>	13.47%	18.28%	14.36%	31.43%	30.76%
Fund Reserve (Reserve for Economic Uncertainty) (Unrestricted Net Assets /Total Expenditures) <i>3% - 5% and greater is recommended (depending on the school's ADA)</i>	31.40%	38.00%	49.28%	42.13%	39.33%
Current Ratio (Working Capital Ratio) (Current Assets/Current Liabilities) <i>At least 1.2 or 120% is recommended</i>	785.57%	475.28%	506.92%	274.78%	253.75%



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Debt Ratio (Total Liabilities/Total Assets) <i>Lower than 1.0 or 100% is recommended</i>	7.78%	13.19%	13.82%	27.41%	29.88%
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Areas of Demonstrated Strength and/or Progress:

The school's fiscal condition is positive. Please refer to the Financial Highlights table above.

Areas Noted for Further Growth and/or Improvement:

No significant items noted.

Other Observations (Items described in this section, which may not have been addressed in the charter school's Fiscal Policies and Procedures, are recommended for improvement to align with optimal business practices).

Through conducting fiscal oversight and analyzing the data below, the CSD requests and receives fiscal documents from CNCA (including bank statements, bank reconciliations, credit card statements, and check registers) for the five CNCA charter schools that are currently authorized by LAUSD. The CSD reviews these financial documents and a sampling of checks and credit card transactions across these CNCA charter schools, to assess overall compliance with CNCA's *Fiscal Policies and Procedures* (FPP, approved by CNCA governing Board on 11/9/2021). Any areas noted for further growth and/or improvement relating to CNCA's and its charter schools' overall compliance to the aforementioned manual are indicated within each charter school's Annual Performance-Based Oversight Visit Report, which may or may not have been experienced by the specific CNCA school named above. Lastly, any exceptions that are school-specific, such as the fiscal condition, are reviewed separately for each CNCA charter school.

1. CNCA' 2021-2022 Independent Audit Report noted the following finding regarding State Compliance:

"2022-001 Expanded Learning Opportunities ELO-G (40000 State Compliance)

Camino Nuevo Charter Academy – Burlington (CNCA#1) - #0293
Camino Nuevo Academy #2 – Kanye Siart (CNCA#2) - #1231
Camino Nuevo Elementary #3 – Jose A. Castellanos/Jane B. Eisner (CNCA #3) - #1212
Camino Nuevo Charter Academy #4 – Sandra Cisneros Learning Academy (CNCA #4) - #1334
Camino Nuevo High #2 – Danzell Lance High School (CNHS #2) - #1540

Criteria: *The governing board of CNCA was required to adopt on or before June 1, 2021, in a public meeting, a plan describing how the apportioned ELO-G funds would be used in accordance with Education Code section 43522 and submit the plan within 5 days of adoption pursuant to subdivision (e) of Education Code section 43522.*

Condition: *During ELO-G testing, it was noted that the spending plan was approved by the board on June 1, 2021 and was submitted to its chartering authority on August 8, 2022. The submission date was not within 5 days of adoption of the spending plan.*



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Effect: CNCA is not in compliance with subdivision (e) of Education Code section 43522.

Cause: The Board of Directors of Camino Nuevo Charter Academy approved the ELO-G plans for all Camino Nuevo schools on June 1, 2021 prior to the state required deadline. However, it did not come to CNCA's attention that these plans were also required to be submitted to our authorizer until August of 2022.

Questioned costs: N/A

Repeat Finding: This is not a repeat finding.

Corrective Action Plan: At this time, CNCA promptly complied, sending all plans to LAUSD Charter Schools Division representative, [name redacted], on August 9, 2022. CNCA will be closely monitoring the CDE details for new funding more closely to avoid this oversight in the future."

This finding did not result in questioned costs, and, as of the issuance date of this Annual Performance-Based Oversight Visit Report, CNCA has resolved the finding by taking the aforementioned corrective action. The CSD will continue to monitor this issue through oversight, including reviewing CNCA's 2022-2023 independent audit report.

2. Bank Reconciliations Not Reviewed/Approved Timely:

Based on the CSD's review of the bank reconciliation reports for the months of March 2022 to August 2022, the CSD noted the bank reconciliation reports lacked evidence of timely preparation, review, or approvals. A summary of the reports in questions is provided below.

Account Number Ending	Monthly Bank Statement Ending Date	Reconciliation Report Preparation and Approval Deadline	Actual Reconciliation Report Preparation Date	# of Days Reconciliation Report Late	Actual Date Reconciliation Report Approved and Signed	# of Days Reconciliation Approval Late
X7830	4/30/2022	5/31/2022	5/31/2022	not late	6/8/2022	6
X7830	6/30/2022	7/31/2022	9/2/2022	33	9/2/2022	33
X7830	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X7830	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35
X8941	4/30/2022	5/31/2022	5/16/2022	not late	6/6/2022	6
X8941	6/30/2022	7/31/2022	6/23/2022	not late	8/31/2022	31
X8941	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X8941	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35
X6837	4/30/2022	5/31/2022	5/16/2022	not late	6/6/2022	6



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X6837	6/30/2022	7/31/2022	6/23/2022	not late	8/31/2022	31
X6837	7/31/2022	8/31/2022	7/31/2022	not late	10/6/2022	36
X6837	8/31/2022	9/30/2022	8/31/2022	not late	11/4/2022	35

Page 1: Bank Reconciliations of CNCA FPP states:

“Policy: Bank reconciliation and approval will occur on a monthly basis.

Procedures:

- The ExED* Accounting Associate or Senior Accounting Associate (AA/SAA) assigned to the organization will print the bank statements directly from the online banking system. If online banking is unavailable, the organization will make copies of the original statement available to ExED.
- The ExED AA/SAA will prepare the bank reconciliation.
- ***The Accounting Manager or Vice President, School Finance assigned to the organization will review and approve the bank reconciliation by initialing and dating the report.”***

*ExED or current back office provider in the event of a change in service
(***Emphasis added.***)

In response to the CSD’s observations above, CNCA stated that bank reconciliations are usually done on a monthly basis. CNCA explained that the April 2022 bank reconciliation was completed timely, and that even though the approval was 6 days late, there was continuous communication amongst the team on the completion of the reconciliation. Regarding the June 2022 reconciliation, CNCA indicated that the delay was due to the hold harmless provision which caused the need to enter final entries in the accounting system. This out-of-the-norm situation, which, according to CNCA, was a year-end communication request by the California Department of Education, created a domino effect of delay for the July 2022 and August 2022 bank reconciliations. CNCA added that the bank activity is monitored via cash positions to ensure no fraudulent or unknown transactions exist. ExED further stated: “All entries reflected in the bank statement[s] are monitored and entered timely. The ExED team does a “soft” bank [reconciliation] where they confirm there are no variances to the statement. However, the bank [reconciliations] are usually not finalized until the month’s financial close is complete, as some reclasses reflect a \$0 cash entry. These entries are particular to CNCA as a CMO [Charter Management Organization] because all Camino charters share the same operating account. From now on, ExED will [conduct bank reconciliation on] the accounts once all entries reflected in the bank statement are reconciled. Any \$0 entries will be cleared in the following month’s bank reconciliation. This will allow for more timely reconciliations.”

Nonetheless, the CSD recommends that CNCA ensure that all bank reconciliation reports are prepared accurately, reviewed, and approved in a timely manner, and include the appropriate signatures (including the printed names and titles/positions), as well as the preparation and review/approval dates, to validate the review and approval process performed by the school or its back office service provider.



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DATE OF VISIT: 4/26/2023**3. Late Fees and/or Finance Charges:**

Based on the CSD's review of a sample of CNCA schools' check registers and related supporting documentation for the period spanning from November 2021 through October 2022, a sample of 22 checks were selected for further review. The CSD noted two checks provided by CNCA referenced late fees and finance charges. These late fees and finance charges, as reflected on the invoices, are summarized below.

Item #	Check #	Vendor Name	Posting Date	Check Amount	Late Fees/ Finance Charges/ Over Limit Fees	CSD's Comments
1	P012555	Athens Services	2/18/2022	\$59.68	\$59.68	Late fees at Camino Nuevo Charter Academy 1 (CNCA1)
2	P023409	Pitney Bowes Purchase Power	7/29/2022	\$40.13	\$38.87	Late fees of \$29.99 and finance charge of \$8.88 at CNCA1
3	P025662	Pitney Bowes Purchase Power	9/2/2022	\$37.84	\$37.84	Late fees of \$29.99 and finance charge of \$7.85 at CNCA1
			TOTAL	\$137.65	\$136.39	

In response to the CSD's observations above regarding Athens Services, CNCA stated: "SOM [School Operations Manager] has created an online account to download invoices and receive them in a timely manner. SOM will also message accounting team including Principal for any urgent requests to avoid any further delays in payment process."

In response to the CSD's observations above regarding Pitney Bowes Purchase Power, CNCA stated: "Pitney Bowes charges separately for the equipment lease and the line of credit required to purchase postage. We instructed staff to begin paying Pitney Bowes with AMEX due to the vendor having no grace period. Even when the invoices were processed upon receipt, the delivery was still being missed, sometimes by 1 day. There was a significant delay from the vendor in closing out the postage side of the billing in order to allow AMEX payment."

The CSD recommends that the school continue to implement procedures to track all recurring and non-recurring invoices and billing statements and ensure that all vendors are paid timely, to prevent the school from incurring additional late fees, over limit fees, and/or finance charges in the future.

4. Purchases (Lack of Board Approval):

Based on the CSD's review of a sample of the CNCA schools' check registers and related supporting documentation for the period spanning from November 2021 through October 2022, a sample of 22 checks were selected for further review. The CSD noted a check from CNCA2's check register (Check # P029766,



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in the amount of \$39,870.00, dated 10/28/2022, and made payable to The Achievement Network, LTD), with a contract agreement valued at \$150,000, lacked evidence of required governing board approvals as per CNCA's FPPs. Other participating CNCA schools with an agreement with this vendor are CNCA1, Camino Nuevo Charter Academy 3 (CNCA3), and Camino Nuevo Charter Academy 4 (CNCA4).

Page 11 of CNCA's FPP states: "The Governing Board must approve any contract over \$100,000."

In response to the CSD's observations above, CNCA stated: "Individual school maximums were below the \$100,000 threshold and therefore not brought to the Board for approval. Moving forward officers approving will look at the overall final total versus the breakout totals so that agreements reach board approval due to its total reaching \$100,000 total threshold." On April 25, 2023, CNCA provided a copy of the 2/21/2023 board meeting minutes with evidence that the CNCA Board subsequently approved The Achievement Network's contract agreement.

The CSD recommends that CNCA strictly adhere to its written policies pertaining to threshold amounts and approvals referenced above. Furthermore, the CSD recommends that CNCA's governing board, its leadership team, and key employees responsible for managing the day-to-day fiscal operations of the CNCA schools be provided adequate and ongoing training to ensure their familiarity and conformity with CNCA's governing board-approved fiscal policies and procedures.

5. Cash Handling Practices:

Based on CSD's review of a sample of CNCA's bank transactions for the months of March 2022 through August 2022, the CSD noted that CNCA's board-approved FPP regarding cash receipt and deposit processes do not clearly define a reasonable frequency and dollar threshold for cash/check deposits. The sampled deposits which seemed to have been deposited untimely are summarized below.

Item #	Statement Month	Transaction Date	Transaction Type	Amount per Bank Statement	CSD's Comments
1	June 2022	6/14/2022	Credit Desktop Check Deposit	\$252,331.91	The CSD noted 3 checks dated 5/17/2022 that were electronically deposited on 6/14/2022.
2	August 2022	8/30/2022	Credit Desktop Check Deposit	\$348,842.70	The CSD noted 2 checks dated 6/20/2022 and 6/23/2023 that were electronically deposited on 8/30/2022.

Pages 5-7: Revenue & Accounts Receivable of CNCA's FPP states:

Cash Receipts

"Policy: Cash receipts (including check or cash payments received via mail or in person and deposits received via Electronic Fund Transfer) shall be recorded completely and accurately to prevent the misappropriation of assets.



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DATE OF VISIT: 4/26/2023**Procedures:**

- For each fundraising or other event in which cash or checks will be collected, the Chief Executive Officer, VP of Finance and Business Services, or Site Principals will designate a staff member to be responsible for managing the process to collect and hold all cash and checks related to the event.
- The designee will record each transaction in a receipt book or document each item sold at the time the transaction is made in a log or similar.
- The designee shall give the cash, checks, deposit summary, and any related supporting documentation to the Office Manager immediately.
- The Office Manager and the designee will recount and reconcile the amount received with the supplied supporting documentation and each will sign for approval.
- Office Manager will save copy of pdf deposit packet including deposit slip to the myExED portal secure file sharing application box.
- ***The office manager will immediately put the funds in the secure Drop Safe used for Armored services weekly pick-up.***
- ExED will reconcile the deposit packet to the deposit slip and the bank statement as part of the monthly close process.
- Cash/checks dropped off in the classroom will be held by the teacher. Each morning, the teacher will collect all forms, payments, etc. that have been brought in by students that day and place them in a large envelope. Before the end of the work day, the teacher will bring the envelope from his/her classroom to the office where the cash/checks will be counted by the teacher and the office manager.
- ***Mail (including anything official such as governmental notices, invoices and checks) received at the school must be opened by office staff members and stamped with a "received" stamp. If possible, the person opening the mail should not also be responsible for making bank deposits.***
- When utilizing merchant or online web contribution services, appropriate segregation of duties shall be in place to ensure that no single person is able to perform incompatible functions (custody, recording, approving).

Deposits

Policy: *The Home Support Office Manager or designee is responsible for making bank deposits.*

Procedures:

- The Office Manager will restrictively endorse each check received (e.g. For Deposit Only Camino Nuevo Charter Academy).
- The Office Manager will prepare a deposit packet itemizing the amount, source, and purpose of each check or cash payment received. The Chief Executive Officer, VP of Finance and Business Services, or Site Principals will review and approve the deposit packet.
- The Office Manager will provide the deposit packet to the Home Support Office.
- ***The Home Support Office Manager or designee will make the deposit via the Wells Fargo remote Desktop Deposit System and attach the deposit receipt to a copy of the deposit packet that includes scanned pdf images of the checks deposited.***
- Office Manager will save copy of pdf deposit packet including deposit slip to the myExED portal secure file sharing application box.
- ExED will reconcile the deposit packet to the deposit slip and the bank statement as part of the monthly close process."

(Emphasis added.)

Per segregation of duties (SOD) interview with CNCA school staff members, it was explained that there are two different deposit processes – one for cash and another for checks. According to CNCA, cash is picked-up and deposited by an armored service on a weekly basis, while checks are collected and deposited by a CNCA Home Support office designee. Although CNCA's current FPP is silent about the frequency of deposits for checks, per the CSD's SOD interview with CNCA Home Office leaders, it was stated that checks are endeavored to be deposited monthly.



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In response to the CSD's observations above, CNCA stated: "The staff member responsible for deposits did not submit the deposit in a timely manner. This employee is no longer with CNCA."

The CSD shared information with CNCA leaders the guidelines from Chapter 5 ("Cash Receipts and Deposits" section, beginning with page 80) of the 2022-23 Fiscal Crisis & Management Assistance Team (FCMAT) California Charter School Accounting and Best Practices Manual, which state: "Bank deposits should be made regularly, at least weekly. A procedure should be in place regarding how often they should be made. For example, if amounts collected during a week total less than \$500, the rule could be that the deposit should be made on the last business day of the week; when amounts collected on any day exceed \$500 in total, the rule could be that the deposit is made on that day. Funds should not be held over a long holiday."

The CSD recommends that CNCA incorporate guidance into its fiscal policies and procedures with a reasonable frequency and dollar threshold for cash/check deposits for the school and CNCA Home Office, considering the aforementioned FCMAT guidelines, to prevent the mishandling of funds and safeguarding of funds received.

The Charter Schools Division will continue to monitor these issues referenced above during the next oversight visit. The results may be factored into the school's rating for next year.

Corrective Action Required:

None noted that require immediate action to remedy concerns in this report.



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SCHOOL NAME: Camino Nuevo High School 2Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/26/2023**Notes:****I. Review of Fiscal Documentation**

1. Reviewed independent audit report for the Fiscal Year ended June 30, 2022, and noted the following:
 - a. Audit opinion: Unmodified/Unqualified.
 - b. Material weaknesses: None Reported.
 - c. Deficiencies/Findings: Yes, please see the description below.
CNCA's 2021-2022 audit report identified a state compliance finding pertaining to the Expanded Learning Opportunities Grant (2022-001 ELO-G). Please see further details under the Other Observations section above.
 - d. Lack of a Going Concern: None Reported.
2. The 2021-2022 audited and unaudited actuals do not mirror each other. Excellent Education Development (ExED), CNCA's back office service provider, provided the following explanations for the significant variances between CNHS2's 2021-2022 unaudited and 2021-2022 audited actuals:
 - a. A variance of \$282,924 in Current Assets was due to hold harmless being recognized after the unaudited actuals report was submitted.
 - b. A variance of \$272,917 in Current Liabilities was due to hold harmless being recognized after the unaudited actuals report was submitted, and ESSER revenue being adjusted causing increased deferred revenues.
3. The school's reported Norm Enrollment was 460, 451, 474, 507, and 466 students for Fiscal Years 2018-2019, 2019-2020, 2020-2021, 2021-2022, and 2022-2023 respectively, representing an accumulated increase in enrollment of 6 students since Fiscal Year 2018-2019. The school's reported Norm Enrollment for Fiscal Year 2022-2023 is 466 students, which is 6 students (or approximately 1.30%) above its projected student enrollment for Fiscal Year 2022-2023 (i.e., 460 students) per the school's petition enrollment roll-out plan in its current charter. The CSD will continue to monitor the school's student enrollment through oversight.
4. Segregation of Duties (SOD) reviews were conducted at CNCA1 and CNCA2. No discrepancies were noted.
5. Reviewed 22 checks (and 10 electronic credit/debit transactions). The CSD's observations were noted under the Other Observations section above.
6. Reviewed bank statements and bank reconciliations from March 2022 through August 2022. Selected the months of March 2022 through June 2022 and August 2022 for sample testing. The CSD's Observations were noted under the Other Observations section above.
7. Reviewed six (6) credit card statements from May 2022 through October 2022. Selected the months of May 2022 through October 2022 for sample testing. No discrepancies were noted.

II. Review of 2022-2023 Fiscal Preparation Guide

1. Most current fiscal reports presented to the charter school's governing board: a) Balance Sheet; b) Income Statement (Statement of Activities), and c) Cash Flow Statement were provided.
2. Minutes of the meeting when the above fiscal reports (i.e., Items 1a., 1b., and 1c.) were presented to and approved by the charter school's governing board were provided.
3. Audit/fiscal reports issued by any public agency or third-party organizations, and the school's governing board minutes of all meetings reflecting the discussion of any of the fiscal reports and applicable audit findings resolution/corrective action were not provided as the charter school has indicated not applicable.
4. Minutes of the meeting when the 2022-2023 budget was adopted were provided.
5. Evidence of the charter school is offering STRS, PERS, Social Security, and/or any other benefits to its employees, and that this is done in a manner that is consistent with the charter terms and the Charter Schools Act (Education Code 47611) was provided.



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6. Minutes of the meeting reflecting the selection of the independent auditor were provided.
7. Minutes of the meeting reflecting the discussion of the most current independent audit report were provided.
8. Minutes of the meeting reflecting the receipt, review, and discussion of the most current four interim financial reports (i.e., preliminary budget, first interim and second interim financial reports, and unaudited actuals) submitted to LAUSD were provided.
9. Minutes of the meeting reflecting the discussion and resolution of complaints received from staff or vendors were not provided as the charter school has indicated not applicable.
10. Minutes of the meeting reflecting the receipt, review, and discussion of the most current Annual Performance-Based Oversight Visit report (this does not apply to charter schools that were not in operation for the 2021-2022 school year) were provided.
11. A copy of the most current fiscal policies and procedures was provided.
12. Minutes of the meeting reflecting approval of the current fiscal policies and procedures and, if applicable, minutes of the meeting reflecting the approval of the current procurement policies and procedures were provided.
13. A copy of the charter school's organizational chart that depicts the current reporting structure of the charter school, including but not limited to, any board members, charter management organization (CMO) employees (when applicable), and/or school employees, who handle day-to-day finances and/or have responsibilities outlined within the charter school's fiscal policies and procedures was provided.
14. An itemized accounting regarding the total compensation paid in Fiscal Year 2021-2022 to all executives, school leaders, administrators, directors, and non-certificated staff, who may have decision-making authority over the charter school, either employed directly by the charter school or the entity managing the charter school was provided.
15. A description of the relationship (legal, business or otherwise) the charter school maintains with any related party as defined in the CSD's 2022-2023 Fiscal Preparation Guide Item 14 was provided.
16. Copies of any and all of the most current signed and executed agreements/contracts within the last year (i.e., 2021-2022) or since the last update, whichever is later (including attachments and exhibits that accompany the agreements/contracts) with the administrative services provider and/or the back office services provider, or the charter school's operator and/or charter school's home office (e.g., management contracts, service agreements, license agreements, affiliation agreements, etc.) were provided.
17. Minutes of the meeting reflecting approval of the management fees, licensing fees, or any other fees were provided.
18. A copy of the sole statutory member's by-laws, and a copy of the sole statutory member's articles of incorporation were provided.
19. The most current accounts payable aging report, listing the balances owed, vendor names, invoice numbers, invoice dates, number of days outstanding, and, if applicable, explanations for 90+ days outstanding invoice(s) or in accordance with the charter school's fiscal policies and procedures was provided.
20. Check registers, or a list of all check/cash disbursements (when the school's payments are outsourced to a third party provider), documenting all checks and electronic debit transactions for the prior 12 months (spanning from November 2021 to October 2022) were provided. The CSD's observations were noted under the Other Observations section above.
21. a) A list of all active credit card account(s), b) (If applicable) A list of all closed credit card account(s) within the last year, and c) All credit card statements for the most current six months (spanning from May 2022 to October 2022) were not provided. No discrepancies were noted.
22. a) A list of all active school bank account(s), b) (If applicable) A list of all closed school bank account(s) within the last year, c) Monthly bank statements and reconciliation reports for the most current six months (spanning from March 2022 to August 2022), and d) (If applicable) A list of all debit cards were provided. The CSD's observations were noted under the Other Observations section above
23. Student body financial records (including ASB policies and procedures, budgets, cash flow statements and projections, bank statements with reconciliations, audit reports, and other fiscal reports, if applicable) were not provided as the charter school has indicated not applicable.



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24. The most current inventory listing for both capitalized and non-capitalized equipment, in Microsoft Excel format, including equipment description/type, brand/model, tag number, acquisition date, purchasing price, book value, asset life, and location of use was provided.
25. A link to the charter school's website where the Education Protection Account (EPA) revenue and expenditures report pertaining to the prior fiscal year (i.e., 2021-2022) is posted (as required by Article XIII, Section 36, Subdivision (e), Paragraph (6) of the California Constitution) was provided.
26. Links to the charter school's website where the current (1) Audited Financial Statements, and (2) Local Control and Accountability Plan (LCAP) are posted (or the school's assertion that its Audited Financial Statements are made available to members of the public) in accordance with Education Code section 47606.5(h) and/or LAUSD's Charter School Transparency Resolution were provided.
27. Documents pertaining to the charter operator's/school's financing/borrowing activities were provided.

CNCA disclosed the following loan and/or line of credit financing with PN-EDG and third party entities: (a) Critical needs financing from PN-EDG to Camino Nuevo Charter High (Miramar) in the amount of \$632,000 (consisting of board approved requests of \$250,000, \$125,000 and \$257,000 in Fiscal Years 2018-2019, 2019-2020, and 2020-2021, respectively) (see further details below); (b) PN-EDG restricted fund loan to CNCA3 in the form of a Promissory Note for Fifteenth and Ardmore, LLC (Borrower) and Wells Fargo Bank, National Association (Lender). The terms of the Promissory Note are: Principal amount - \$1,629,670.25; Date of Note – June 27, 2019; Annual interest rate - 4.25%; and Payments – 35 regular payments each at \$18,240 and a final irregular payment of \$1,173,721.90; (c) Proposition 55 Funding Agreement for Camino Nuevo Charter Academy #2 executed on April 25, 2011; and (d) Revolving Line of Credit in the amount of \$2,000,000 entered with Wells Fargo Bank on February 18, 2013. CNCA received an approval from Wells Fargo Bank on December 1, 2022, to further extend the loan through March 31, 2023. Per CNCA, as of February 7, 2023, the \$2,000,000 line of credit with Wells Fargo Bank was closed with no outstanding balance.

The following are further details regarding the PN-EDG's financial support.

Per CNCA, CNCA is a California nonprofit public benefit corporation, established to operate one or more schools and provide related comprehensive public education programs for students in kindergarten through twelfth grades in low-income, predominantly immigrant, and multilingual areas. PN-EDG was incorporated on March 9, 2016, as a California nonprofit public benefit corporation and serves as the sole statutory member of CNCA, as defined in California Corporations Code Section 5056. On January 10, 2017, the LAUSD Board of Education approved the material revision requests submitted by the then-six CNCA charter schools, which called for CNCA's adoption of PN-EDG as the sole statutory member corporation. Beginning in 2017-2018, PN-EDG also provided home support services to CNCA charter schools. CNCA's Board Resolution No. 2017-6-13, item #11, stated that CNCA's governing board approved the transfer of \$4 million in surplus funds [representing a portion of the consolidated cash reserves held by CNCA] to PN-EDG. The 2017-6-13 Board Resolution further declared that PN-EDG shall maintain these funds in a separate bank account, to document that the funds are expended in furtherance of CNCA's charitable purpose to provide comprehensive public education programs for students in kindergarten through twelfth grade. CNCA indicated that these funds (aka "PN-EDG Opportunity Reserves Fund") are completely restricted to supporting and benefitting CNCA's K-12 programming consistent with its discussion with LAUSD during the material revision process. CNCA provided the CSD with the California Attorney General's "no objection" letter dated October 12, 2017, pertaining to the asset transfer proposed by CNCA. Per the bank records provided by CNCA, on March 30, 2018, the \$4 million in funds were transferred from CNCA to PN-EDG. According to CNCA, the one-time asset transfer amounts from each school were calculated based on the June 30, 2017, unrestricted net position for each of the six CNCA charter schools, divided by the total unrestricted net position of the six CNCA charter schools (pro-rata share), and multiplied by \$4 million. Based on CNCA's calculation, CNHS2's pro-rata share of this one-time asset transfer was \$384,277.



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- (a) Per CNCA (and the associated bank records reviewed by the CSD), on June 13, 2018, PN-EDG made a disbursement as a single CNCA \$250,000 interest-free loan to CNHS1 (which was approved by the CNCA governing board on June 12, 2018). The stated purpose of this loan by CNCA was to support this charter school's operational needs, specifically "to provide working capital to enhance administrative support and instructional coaching." CNCA further stated that this \$250,000 loan has no repayment date. Documentation provided by PN-EDG includes a CNCA governing board monitoring timeline (specifically tied to student enrollment), which will ultimately determine the repayment terms of this loan. CNCA asserted that, while the \$250,000 interest-free loan was only one example, "the Restricted Opportunity Reserve Fund has the potential to support the CNCA K-12 program via variety of methods, including, but not limited to: Working Capital; Special Education Extraordinary Needs; School Facilities; K-12 Program Priorities; and Technology Infrastructure Improvements." Per CNCA and documentation furnished to the CSD, on June 13, 2018, the \$250,000 loan proceeds were disbursed from PN-EDG Opportunity Reserves Fund to CNHS1.

Per the email communication from PN-EDG to the CSD in November 2019 and documentation provided to the CSD (including CNCA's governing board meeting minutes dated November 12, 2019, and PN-EDG's governing board meeting minutes dated November 19, 2019), due to CNHS1's lower than expected student enrollment in 2019-2020, both the CNCA and PN-EDG governing boards approved a "Critical Needs Request" of \$125,000 loan from the PN-EDG Opportunity Reserves Fund to CNHS1. Similar to the aforementioned \$250,000 loan to CNHS1, the additional \$125,000 loan to CNHS1 was also interest-free with no specified repayment date. Per CNCA and the documentation furnished to the CSD, on December 16, 2019, the \$125,000 loan proceeds were disbursed from PN-EDG Opportunity Reserves Fund to CNHS1.

Per CNCA governing board minutes of June 16, 2020, the Board unanimously approved an additional critical needs funding request in the amount of \$257K for CNHS1 in order to maintain essential services. Upon inquiry by the CSD, on March 9, 2022, ExED confirmed that the transfer of \$257K was not needed after all, and therefore, was not disbursed.

The CNCA governing board voted to close CNHS1 as of the year ended June 30, 2021. According to CNHS1's closeout audit, which was included in CNCA's 2020-2021 annual independent audit, "all assets remaining after the satisfaction of liabilities and dispositions (or return) have been transferred to [CNHS2]," including the \$250,000 and \$125,000 intercompany loans mentioned above. Per CNCA, the \$375K loan was paid off in June 2022.

- (b) As part of CNCA3's New Markets Tax Credit (NMTC) unwind/refinancing transaction (as described under Item 28 of CNCA3's 2019-2020 Annual Performance-Based Oversight Visit Report), on June 19, 2019, PN-EDG withdrew \$1,629,670.25 from PN-EDG's Wells Fargo Bank account ending in X5336 to pay off Note A associated with the NMTC loan to Fifteenth & Ardmore Investments, LLC, originated on or around June 21, 2012. On July 5, 2019, a new account ending in X5124 was opened at Wells Fargo Bank (in the name of PN-EDG) and an amount of \$1,629,670.25 was deposited as the opening balance with the proceeds of a new loan between Fifteenth and Ardmore, LLC (the Borrower) and Wells Fargo Bank (the Lender). According to the information provided by PN-EDG's then-CFO, the purpose of this account is to provide a cash guaranty to this new loan. This loan had a maturity date of July 1, 2022, but has been extended by Wells Fargo through March 31, 2023. This loan was subsequently refinanced through the California School Finance Authority (the Lender) to Grupo Nuevo Los Angeles (the Borrower) effective May 1, 2023. As of June 14, 2023, the account balance was \$1,632,367 in PN-EDG's Wells Fargo Bank account ending in X5124 and there have not been account activities except for interest earned to date. According to ExED, the funds are no longer held as collateral by Wells Fargo, and that the disposition of the funds will be determined. The CSD will continue to monitor the disposition of this cash balance and the financing activities relative to CNCA3's Eisner Campus in the future through oversight.



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28. The charter school's plan(s) for the purchase/new lease, relocation/expansion to new school site(s), facilities-related expansions, and/or major improvements to the existing and/or new school site(s) and pertinent documents with the following information, as appropriate were not provided as the charter school has indicated not applicable.
29. Disclosure of legal issues was not provided as the charter school has indicated not applicable.

Progress on LAUSD Board of Education and/or MOU Benchmarks related to FISCAL OPERATIONS (if applicable):

N/A



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Existing School – a charter school that was/is in operation/active in the preceding school year(s) and the current school year. Existing schools may receive a rating of 1, 2, 3, or 4.

New School – a charter school that is in its first year of operation in the current school year and does not have an independent audit report for its first operative year on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools may receive a rating of 1 or 2.

<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Accomplished [Rating of 4].</u></i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Proficient [Rating of 3].</u></i></p>
<p><u>Existing Schools (based on the most current annual audit):</u></p> <p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> 1. Net assets are positive in the prior two audits; 2. The cash balance at the beginning of the school year is positive; 3. The two most current annual independent audits show no material weaknesses, deficiencies, and/or findings; 4. If applicable, federal, state, and other public agency audits/reviews (e.g., California State Teachers' Retirement System (CalSTRS), California Public Employees' Retirement System (CalPERS), Fiscal Crisis & Management Assistance Team (FCMAT), United States Department of Education (USDE), California Department of Education (CDE), etc.), at the time of the oversight visit, show no outstanding material weaknesses, deficiencies, and/or findings; 5. Vendors and staff are consistently paid in a timely manner; 6. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term; 7. Charter school consistently adheres to the governing board-approved Fiscal Policies and Procedures; 8. Governing board adopts the annual budget; 9. Governing board reviews and/or discusses reports (e.g., first interim, second interim, unaudited actuals, audited financial statements, etc.) submitted to LAUSD; 10. If applicable, governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD; 11. There is no apparent conflict of interest; 12. The Education Protection Account allocation and expenditures, audited financial statements, and the most current governing board-approved 	<p><u>Existing Schools (based on the most current annual audit):</u></p> <p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> 1. Net assets are positive in the most current audit; 2. The cash balance at the beginning of the school year is positive; 3. The most current annual independent audit shows no material weaknesses, deficiencies and/or findings; 4. If applicable, federal, state, and other public agency audits/reviews (e.g., CalSTRS, CalPERS, FCMAT, USDE, CDE, etc.), at the time of the oversight visit, show outstanding findings, and the school is able to demonstrate evidence of remedies in addressing these findings; 5. Vendors and staff are generally paid in a timely manner; 6. Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term; 7. Charter school generally adheres to the governing board-approved Fiscal Policies and Procedures; 8. Governing board adopts the annual budget; 9. Governing board reviews and/or discusses reports (e.g., first interim, second interim, unaudited actuals, audited financial statements, etc.) submitted to LAUSD; 10. If applicable, governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD; 11. There is no apparent conflict of interest; 12. The Education Protection Account allocation and expenditures, audited financial statements, and the most current governing board-approved LCAP are posted on the charter school's website; 13. The LCAP is submitted to the appropriate agencies;



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<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished [Rating of 4].</i></p>	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient [Rating of 3].</i></p>
<p>LCAP submitted to the appropriate agencies, are posted on the charter school's website;</p> <ol style="list-style-type: none"> 13. The LCAP is submitted to the appropriate agencies; 14. Reasonable requests for information made by the Charter Schools Division and LAUSD are consistently processed or submitted by the charter school in a timely manner; 15. There are no discrepancies cited in the Areas Noted for Further Growth and/or Improvement; 16. If applicable (when audited and unaudited actuals do not mirror each other), adequate explanations are provided by the school for significant variances between audited and unaudited actuals, and there are no indications of the school's potential lack of internal controls over financial statements; 17. Proper segregation of duties is consistently in place; 18. If applicable, there are no outstanding fiscal-related tiered intervention notices issued to the school; or the school has no tiered intervention notices as of the oversight report issuance date; and 19. If applicable, all LAUSD Board of Education-approved fiscal benchmark(s) are fully met by the required deadline(s); or the school has no fiscal benchmarks in its current charter term. <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p> <p style="text-align: center;"><u>SUPPLEMENTAL CRITERIA</u></p> <ol style="list-style-type: none"> 1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450) per the most current audit (i.e., unrestricted fund balance divided by total expenditures); 2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses; 	<ol style="list-style-type: none"> 14. Reasonable requests for information made by the Charter Schools Division and LAUSD are generally processed or submitted by the charter school in a timely manner; 15. There are no significant recurring issues cited in the Areas Noted for Further Growth and/or Improvement; 16. If applicable (when audited and unaudited actuals do not mirror each other), at least partial explanations are provided by the school for significant variances between audited and unaudited actuals, and there are no indications of the school's potential lack of internal controls over financial statements; 17. Proper segregation of duties is generally in place; 18. If applicable, the charter school is in the process of resolving outstanding fiscal issues cited in a Notice issued by the CSD as part of its tiered intervention process; and 19. If applicable, all LAUSD Board of Education-approved fiscal benchmark(s) are partially met by the required deadline(s). <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p> <p style="text-align: center;"><u>SUPPLEMENTAL CRITERIA</u></p> <ol style="list-style-type: none"> 1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450) per the most current audit (i.e., unrestricted fund balance divided by total expenditures); 2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;



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<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least four of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Accomplished</u> [Rating of 4].</i></p> <ol style="list-style-type: none"> Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.); The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%); The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings. 	<p><i>An existing school that, at a minimum, meets all of the Required Criteria and at least three of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Proficient</u> [Rating of 3].</i></p> <ol style="list-style-type: none"> Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.); The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%); The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings.
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<p><i>An existing school that, at a minimum, meets all of the Required Criteria, and at least two of the Supplemental Criteria listed below would be assessed eligible to be considered as <u>Developing</u> [Rating of 2].</i></p> <p style="text-align: center;"><u>REQUIRED CRITERIA</u></p> <ol style="list-style-type: none"> Net Assets are positive in the most current audit; net assets are negative with strong trend towards becoming positive (be positive at the end of the third year per the applicable interim financials); or the school's financial condition fluctuates from year to year, with significant net losses, leading to negative net assets in the current fiscal year and/or the foreseeable future fiscal years; The cash balance at the beginning of the school year is positive; and Governing board approves Fiscal Policies and Procedures, at a minimum, once prior to each charter renewal term. <p><u>Note:</u> Other circumstances and information could influence the rating, which may include the supplemental criteria below, and will be noted in the evaluation.</p>	<p><i>An existing school would be assessed as <u>Unsatisfactory</u> [Rating of 1] based on the statements below:</i></p> <p><i>An Unsatisfactory rating is assessed based on the following conditions, including, but not limited to:</i></p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for <i>Accomplished</i>, <i>Proficient</i>, or <i>Developing</i>. The charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide a satisfactory response. The charter school has shown no <i>feasible</i> financial plans, and/or immediate sources of funding to maintain a viable budget and/or sustain the school's operation to mitigate the negative fiscal condition. The charter school's governing board members and/or leadership lack fiscal capacity.</p> <p>Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition.</p> <p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>
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An existing school that, at a minimum, meets all of the Required Criteria, and at least two of the Supplemental Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

SUPPLEMENTAL CRITERIA

1. The school maintains the minimum reserve for economic uncertainties as defined in California Code of Regulations (CCR), Title 5, Section 15450 (<https://www.law.cornell.edu/regulations/california/5-CCR-Sec-15450>) per the most current audit (i.e., unrestricted fund balance divided by total expenditures);
2. The cash balance at the beginning of the school year is at least 5% of the prior year's expenses;
3. Enrollment is stable or changing at a manageable rate (e.g., the school still maintains a balanced budget, etc.);
4. The school maintains sound short-term financial viability (i.e., current ratio is recommended to be at least 1.2 or 120%);
5. The school maintains sound long-term financial sustainability (i.e., debt ratio is recommended to be lower than 1.0 or 100%); and
6. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at governing board meetings.

An existing school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

A new school that, at a minimum, meets all of the Required Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

New Schools:

REQUIRED CRITERIA

1. Interim reports and/or unaudited actuals project positive net assets;
2. Projected debt, if any, is managed efficiently and will not cause the charter school to end the fiscal year with negative net assets. The non-profit organization is financially viable to support the charter school;
3. If enrollment is significantly below the enrollment per the school's *Pupil Estimates for New or Significantly Expanding Charters* report and/or its approved petition budget, the charter school has made significant adjustments in their operations to allow for the reduced

A new school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

New Schools:

An Unsatisfactory rating is assessed based on the following conditions, including, but not limited to:

A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for *Developing*. The charter school was given a certain period of time to address the fiscal concerns of LAUSD but failed to provide a satisfactory response. The charter school has shown no *feasible* financial plans, and/or immediate sources of funding to maintain a viable budget and/or sustain the school's operation to mitigate the negative fiscal condition. The charter school's governing board members and/or leadership lack fiscal capacity.



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A new school that, at a minimum, meets all of the Required Criteria listed below would be assessed eligible to be considered as Developing [Rating of 2].

- income, and submitted a revised viable three-year budget and three-year cash flow projections;
- 4. Governing Board adopts the annual budget;
- 5. The governing board reviews and discusses the charter school's financial reports as evidenced by the governing board meeting minutes;
- 6. Reasonable requests for information made by the Charter Schools Division and LAUSD are processed or submitted by the charter school in a timely manner;
- 7. The most current governing board-approved LCAP is posted on the charter school's website; and
- 8. The LCAP is submitted to the appropriate agencies.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.

A new school would be assessed as Unsatisfactory [Rating of 1] based on the statements below:

Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.

Coversheet

Additional LCAP Data

Section:	V. School and Academic Updates
Item:	C. Additional LCAP Data
Purpose:	Discuss
Submitted by:	
Related Material:	LCAP Annual Update.pdf

LCAP Annual Update

08.15.2023

What is the LCAP?

- **3-year plan that describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities**
- **Submitted for a 3-year cycle with annual updates**
- **Development includes**
 - a. **Reflection on prior plans and follow-up actions**
 - b. **Addressing 8 state priorities and CA Dashboard Status**
 - c. **Goal, action, and metric development**
 - d. **Gathering stakeholder feedback**
 - e. **Resource allocation of state and federal funds**

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Goals and Action Items

1 - Foster a place-based, rigorous academic program across a broad range of study (math, language arts, science, social science, PE/athletics, and the arts) that equips all students with the knowledge, skills, and mindsets to increase college and career readiness.

Provide necessary standards-aligned curriculum

Support parents in helping their students increase SBAC proficiency in ELA and Math

Provide elective courses

Use federal funding to supplement our curriculum

2 - All students will learn from trained educators using standards-aligned instructional materials across a broad range of study (math, language arts, science, social science, PE/athletics, and the arts), with appropriate materials and in a clean, safe, and functional facility.

Ensure adequate school facility operations

Ensure students have access and are enrolled in a broad course of study (i.e. social science, science, health, PE, VAPA, foreign language)

3 - Foster a positive school climate and culture that values physical and emotional safety, family, community and the development of diverse cultural experiences and critical social perspectives.

Leverage school staff across departments to foster positive pupil engagement

Provide student-facing supports across the school community to improve school climate

End of Year Outcome - Goal 1 Progress

Foster a place-based, rigorous academic program across a broad range of study (math, language arts, science, social science, PE/athletics, and the arts) that equips all students with the knowledge, skills, and mindsets to increase college and career readiness.

LCAP Metric	BUR	CIS	CAS-EIS	DAL	KAY
SBAC Math	31.10%	17.60%	18.50%	26%	16.10%
SBAC ELA	34.70%	30.50%	29.70%	76%	30.30%
EL Reclassification rate/Percent of ELs who progress in English proficiency (ELPAC)	Not Yet Available				
Local Indicator: % of students meeting EOY expectations via iReady Reading	30%	33%	CAS - 30%, EIS - 28%	21%	27%
Local Indicator: % of students meeting EOY expectations via iReady Math	43%	31%	CAS - 32%, EIS - 18%	21%	27%
For HS only: Pupils that pass AP exams with a score of 3 or higher	-	-	-	AP Art	59%
				AP Bio	13%
				AP Calc	0%
				AP Drawing	0%
				AP Language	25%
				AP Literature	57%
				AP Spanish	94%
For HS Only: A-G requirements progress/A-G (graduation rate).	-	-	-	AP Government	0%
				97.50%	-

Improved

Stayed the Same

New Baseline

End of Year Outcome - Goal 3 Progress

Foster a positive school climate and culture that values physical and emotional safety, family, community and the development of diverse cultural experiences and critical social perspectives.

LCAP Metric	BUR	CIS	CAS-EIS	DAL	KAY
Attendance Rate	93%	89%	89%	91%	87%%
Chronic Absenteeism Rate	22%*	44%*	43%*	30%	39%*
Middle School Drop Out Rate	Available Fall 1			-	Available Fall 2
Suspension Rate	Available when LAUSD Publishes ODA				
Expulsion Rate	0%	0%	0%	0%	0%
Local Indicator: Student survey question: "I believe that my school is helping to give me the tools, skills, and support that I need to be ready for college." (6-12 question only)	59%	59%	CAS - Elementary, EIS - 52%	61%	39%
Local Indicator: Parent survey subsection: "Family Engagement: The degree to which families become involved with and interact with their child's school"	73%	73%	73%	73%	73%
High School Drop Out Rate	-	-	-	2.36% *	-
High School Graduation Rate	-	-	-	91.70%	-

*Estimate at Time of Collection

Improved

Stayed the Same

New Baseline

Coversheet

Attendance & Enrollment Updates

Section:	V. School and Academic Updates
Item:	D. Attendance & Enrollment Updates
Purpose:	Discuss
Submitted by:	
Related Material:	Board Meeting UPDATE on Attendance Strategy Presentation 23-24.pdf August 2023 Board Presentation Enrollment Update.pdf



Attendance Strategy Update

2023 - 2024
School Year

Vision

Strengthen family partnerships in support of all of our students attending school on a consistent basis.

Provide a comprehensive blueprint to include a **community call to action** as we tackle this pressing need for increased attendance across the network.

We all own our students' success.

We Made Our Goal Visible
94% Monthly ADA at
Every CNCA School Site



This Summer

- **Applied the findings from our research to inform our CNCA *Attendance Initiative Blueprint***
 - **The blueprint was distributed to the Attendance Lead at each site**
 - **Sent Attendance Reminder Postcards to all CNCA families prior to the first day of school**
 - **Provided visibility for our Attendance Initiative at**
 - **HSO Retreat**
 - **Leader Institute**
 - **New Staff Induction**
 - **BOY All Staff PD**
- Established attendance committee
 - Established an attendance monitoring system
 - Provided vision, guidance, and training for the APSS team
 - Prepared for Attendance Initiative Launch (Prior to the First Day of School) to include Attendance Mentorship Calls/Huddles
 - Attendance Media Kit
 - Standardizing best practices across the organization



Day 1 Data

School	Number of Students Enrolled	Number of Students Present	ADA Percentage
DAL	510	460	90.20%
CIS	505	455	90.10%
EIS	286	262	91.61%
CAS	446	392	87.89%
KAY	726	642	88.43%
BUR	604	567	93.87%



Questions or Comments



SY 2023-2024 Enrollment Update

August Board Meeting

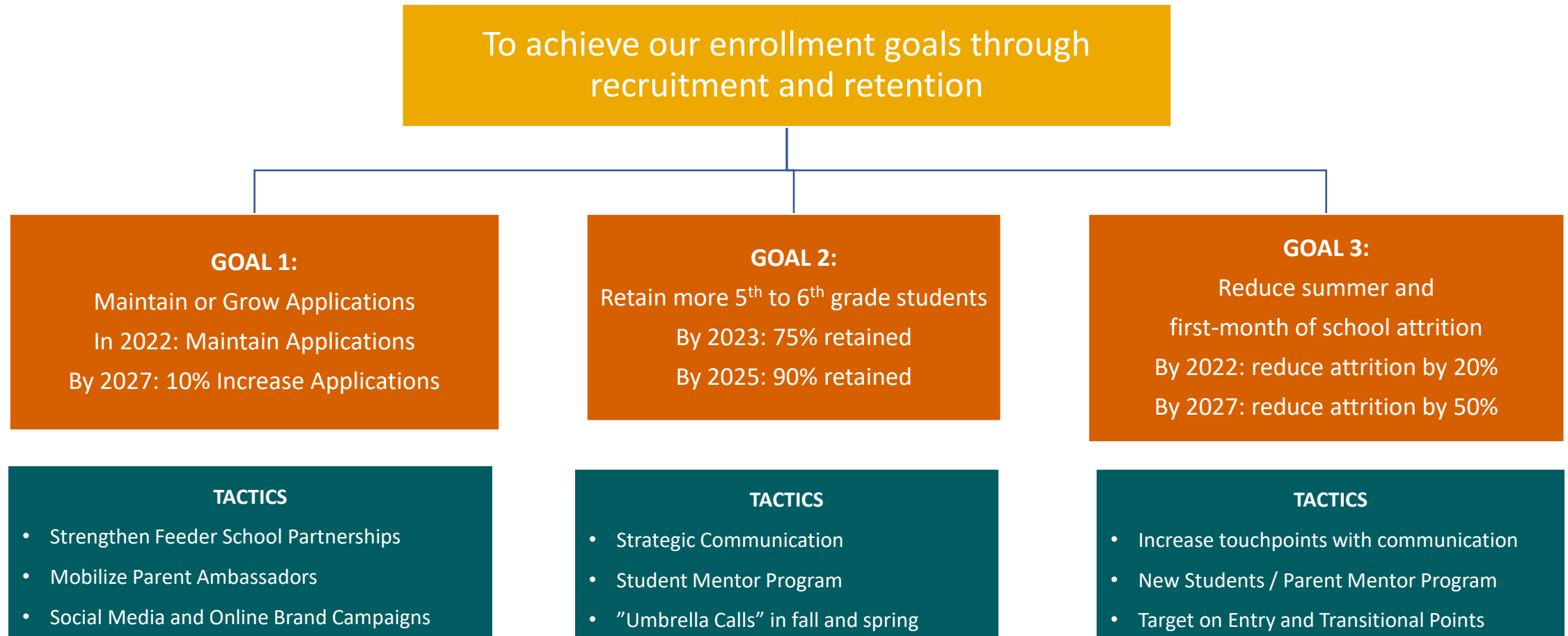
20
años

Camino
Nuevo
Charter
Academy



Crystal Day
Director of Strategic Enrollment

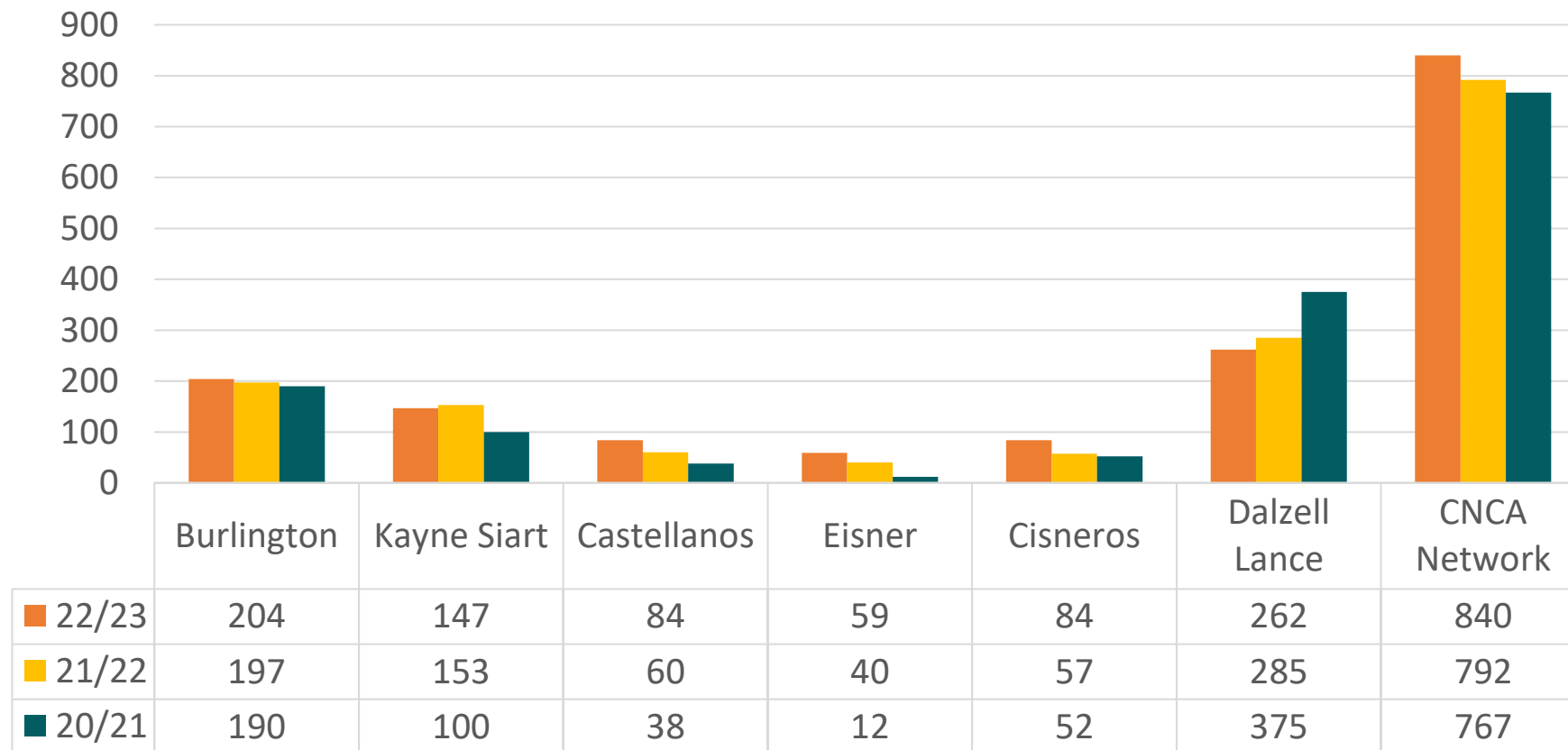
Strategy- Multi-Year Goal Framework





Strategy- Multi-Year Goal #1: Maintain or Grow Applications

3YR Historical of Applications before Deadline



Notes

- Overall, we grew lottery applications by 6% last year and 3% from 2 years ago
- Grew the most: CAS (40%), EIS (48%), CIS (47%)
- Reduced: KAY (4%), and DAL (8%)



Strategies and Areas of Focus for Goal 2 (Retention) and Goal 3 (Yield)

1. Recruitment Strategies– KAY, CAS, and CIS – recruiting to fill gaps

- Making enrollment visible and including all stakeholders– internal families and Parent Community Leaders, community partners, and folding in alumni – “word of mouth” is the #1 way people learn about Camino!
- “Camino in the Community” – attending community events, grocery store tabling, and canvassing
- Digital Media Marketing (online ads) for leads and events in **four languages**
 - Continually researching market trends to look for opportunities
- Virtual Information Sessions – 14 sessions, over 250 attendees
- School Events “Family Lunch and School Tour” at CIS

2. Retention Strategies – BUR, KAY, CAS, EIS, CIS, and DAL

- “Experience the Grades” at KAY
- Park Playdates for TK, Kinder, and 6th – targeted approach on transitional grades
- Summer @ CNCA

3. Yield Strategies – all schools – relationship-based and driven by proactive communication

- Park Playdates and 6th Grade Ice Cream Social
- 9th Grade Events each month- course selection, summer program and orientation
- Strategic Communication – Virtual **“Welcome Packet”** for each school
- In-person Orientation in June and July/August

4. Attendance

- Attendance Committee – cross function department collaboration
- July “welcome back to school” postcard -- connectivity between attendance and enrollment
- ParentSquare posts leading up to the start of the school year
- Streamlining and standardization of daily attendance procedures

Powered by BoardOnTrack

Camino Nuevo Charter Academy
20 años

CNCA CISNEROS CAMPUS
FAMILY LUNCH AND SCHOOL TOUR
SATURDAY, JUNE 24TH

Enrollment Openings in TK, Kinder, 1st, 2nd, 4th, 5th, 6th, and 8th Grade.
The first 25 families signed up to bring another family for a tour will receive a lunch on Camino.

LUNCH @ 1:30 PM
TOUR @ 2:00 PM
POPSICLES @ 2:30 PM
PUPPET SHOW @ 3:00

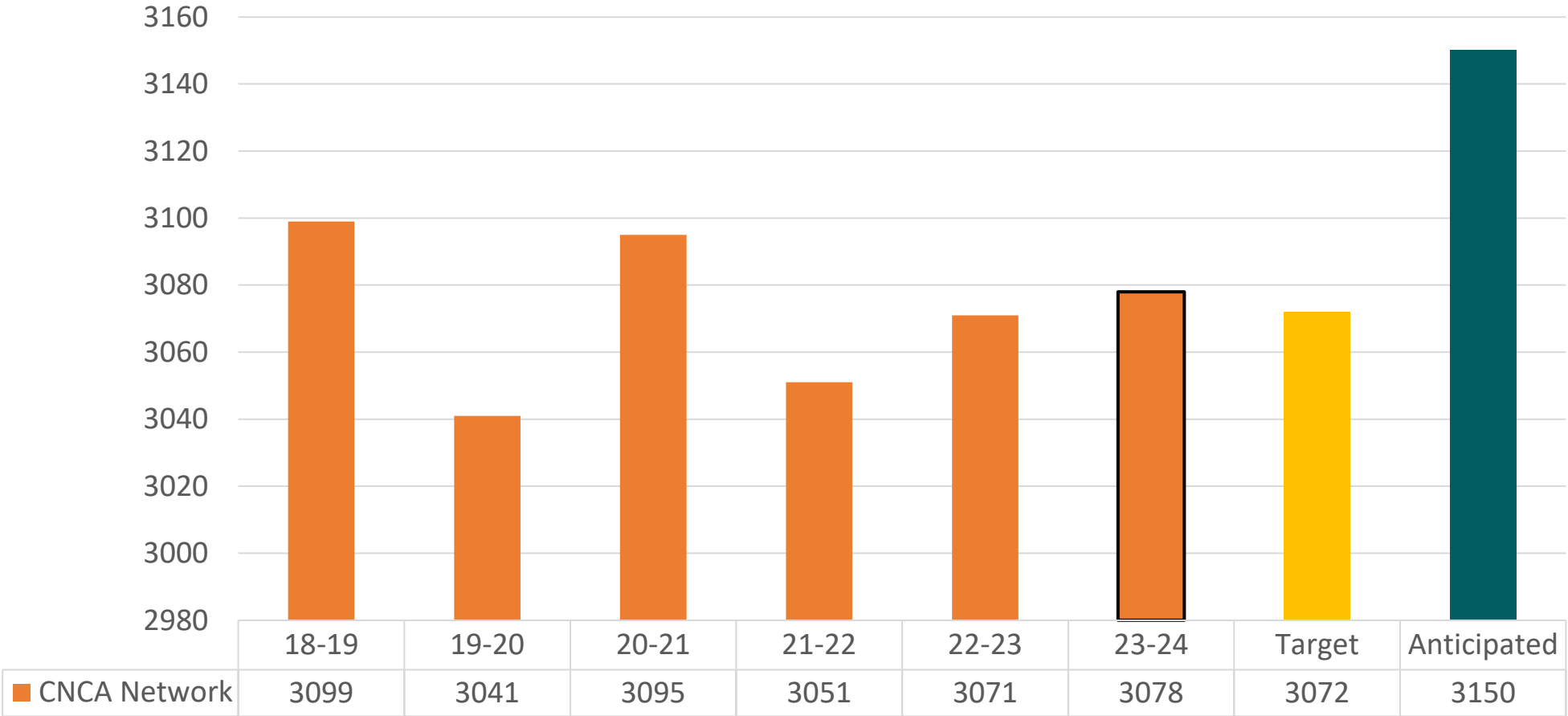
Sama-sama Tayong Matuto

Camino Nuevo Charter Academy
20 años

Kayne Siart Campus
Mag-enroll Na | TK-8th
STEM | Sining | Musika
www.caminonuevo.org | 213-417-3400



CNCA Network | First Day Enrollment – 6 year history





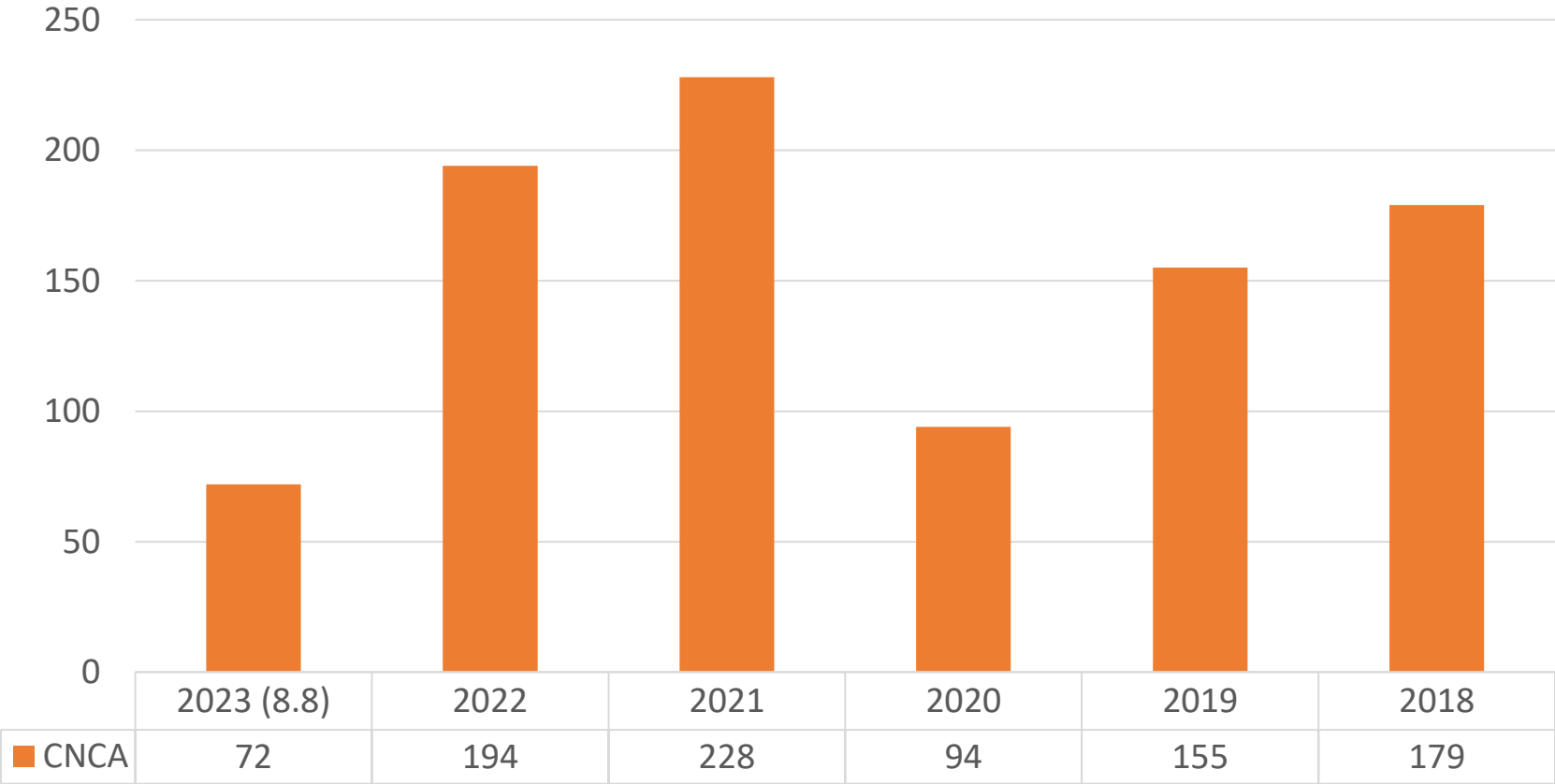
CNCA School-Site | Enrollment Target, Anticipated, and Actual

	Target	SchoolMint Anticipated	PowerSchool Before Day 1	PowerSchool EOD Day 1	% Enrolled SM
BUR	606	614	612	604	100.99%
KAY	708	732	724	726	102.26%
CAS	480	459	453	448	94.38%
EIS	270	288	286	286	105.93%
CIS	500	523	509	505	101.80%
DAL	508	534	524	508	103.15%
CNCA	3072	3150	3108	3077	101.17%

Data as of EOD 8/8/23

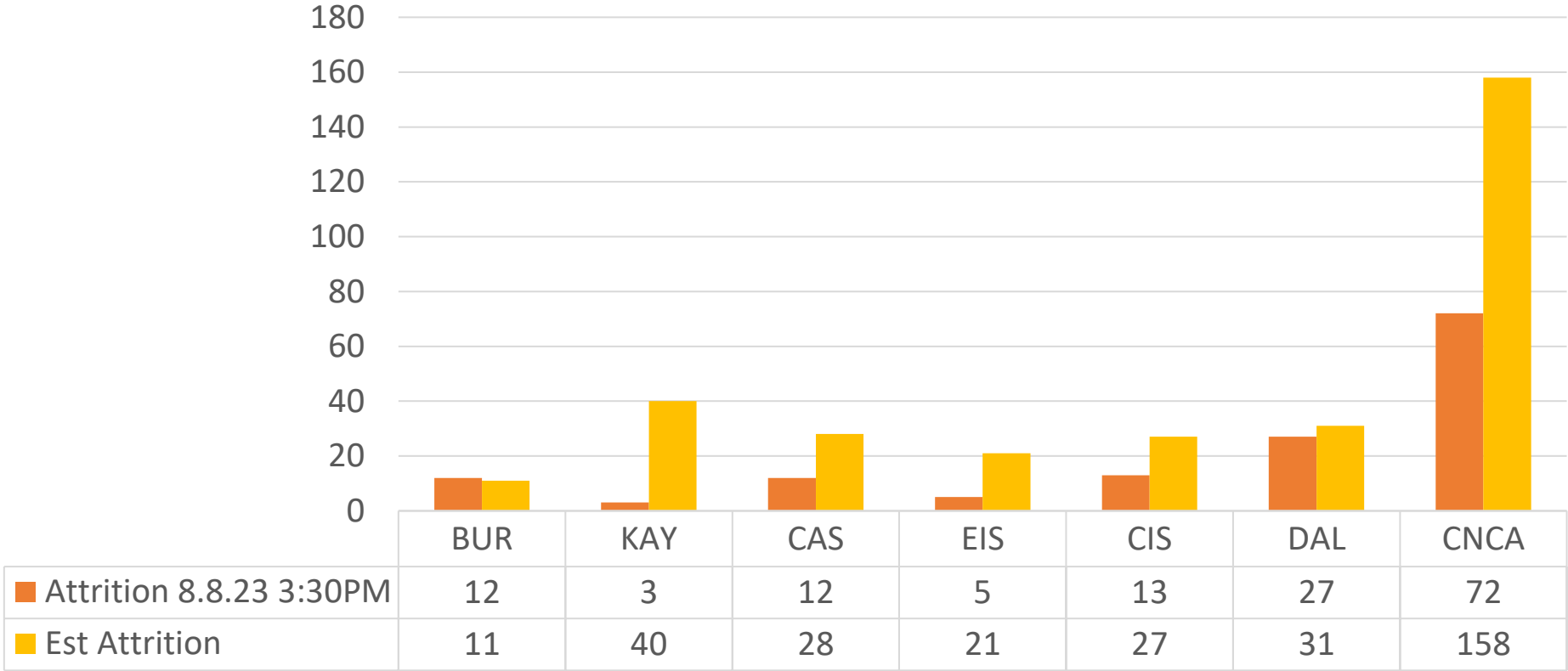


CNCA Network Historical Attrition – 6 years and preliminary 23/24 attrition



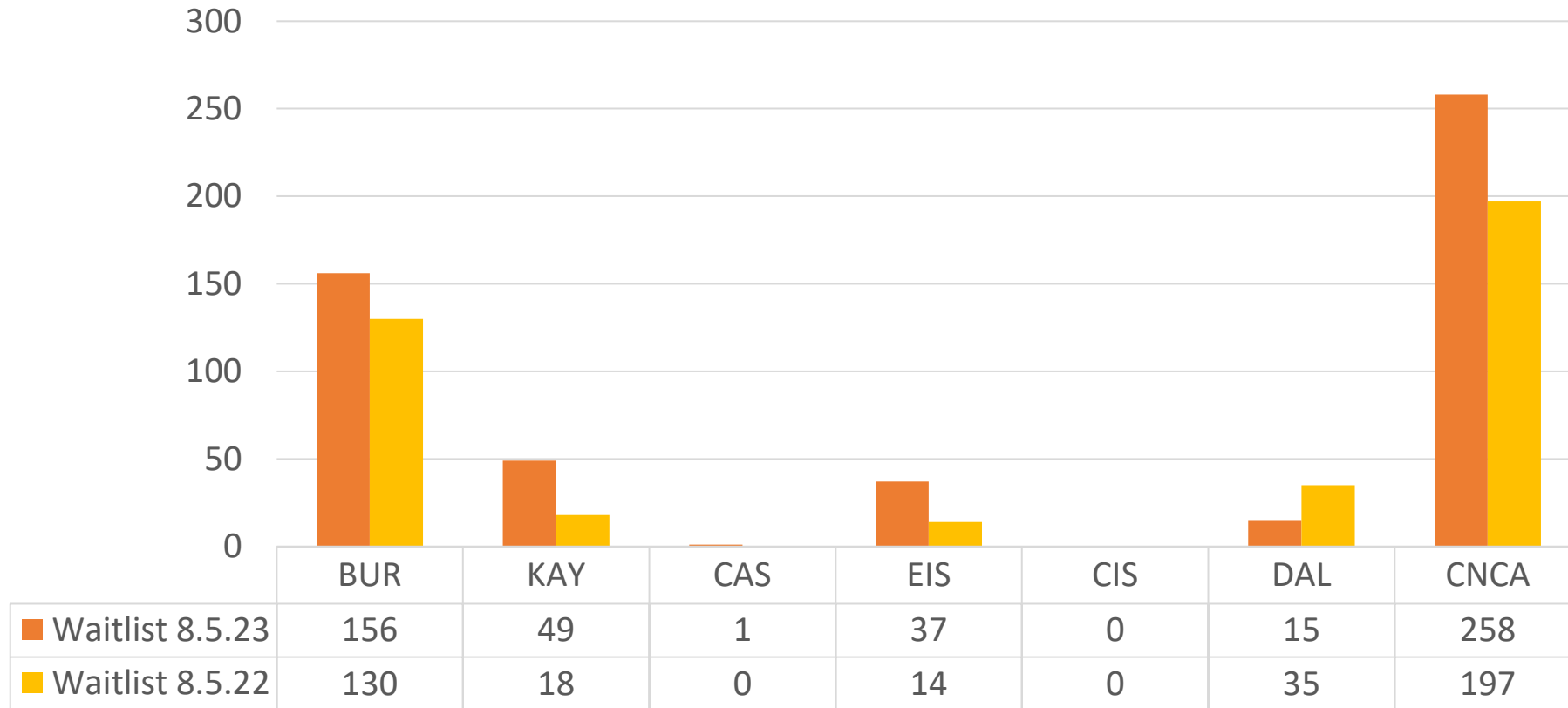


CNCA School Site Attrition | Estimated vs. Realtime EOD day #1





CNCA School Site Waitlist | This Year vs Last Year – 30% increase!





Areas of Focus and Strategies in August

Attendance

- Standardizing Procedures: Relationship-based with Curiosity and Support
- Data mining – exit interviews and surveys

Retention

- Cafecitos
- Communication

Recruitment

Targeted approach to fill gaps

Coversheet

23-24 Expanded Learning Contract: Bewilder

Section:	VI. Contracts
Item:	A. 23-24 Expanded Learning Contract: Bewilder
Purpose:	Vote
Submitted by:	
Related Material:	23-24 Bewilder Independent Contractor Agreement FINAL.pdf



Camino Nuevo Charter Academy

INDEPENDENT CONTRACTOR AGREEMENT

I. This Independent Contractor Agreement (hereinafter called “Agreement”) is dated this **7th** day of **August**, 2023, by and between Camino Nuevo Charter Academy (hereinafter called “**CNCA**”), located at 3435 W Temple St. Los Angeles, CA 90027, and Bewilder (hereinafter called “**Contractor**”), located at 3122 Chaucer Street, Los Angeles, CA 90065.

II. **Description of Bewilder CNCA Annual Program.** In consideration of their mutual covenants, the parties hereto agree as follows: The Bewilder CNCA Annual Program to be provided by **Contractor** pursuant to this Agreement (Bewilder CNCA Annual Program), including details regarding the contact that **Contractor** and its assigns will have with students, are described in

Attachment A - Description of Bewilder CNCA Annual Program – (MUST BE COMPLETED AND ATTACHED TO THIS DOCUMENT)

Contractor hereby verifies that it is specially trained or experienced and competent to provide the Bewilder CNCA Annual Program required by this Agreement and acknowledges that **CNCA** has entered into this Agreement in reliance on the above verification.

III. **Term of Agreement.** The work specified above will commence on September 11, 2023 and will be completed by June 18, 2023. **CNCA** has no legal obligation to renew this Agreement and the decision to do so shall be entirely within the discretion of **CNCA**.

IV. **Billing.** In consideration of the Bewilder CNCA Annual Program provided, **Contractor** will submit invoices X monthly ☐ annually ☐ at completion of contract and will be paid at the rate of \$300,000 per [year]. The total contract amount will not exceed \$300,000. Payment is due within thirty (30) days of receipt of invoice.

V. **Indemnification.** **Contractor** agrees to defend, indemnify and hold harmless **CNCA**, its officers, directors, employees, agents, affiliates, owners, volunteers, successors and assigns from and against any and all claims, including active and passive claims, losses, costs, attorney fees and expenses arising out of any liability or claim of liability for personal injury, bodily injury to persons or death, contractual liability and/or damage to property sustained, or claimed to have been sustained, arising out of any act or omission by **Contractor** or its sub-Contractors, and/or any other person, firm or corporation furnishing or supplying services, materials or supplies in conjunction with the Bewilder CNCA Annual Program of the **Contractor**, whether authorized by this Agreement or not. **Contractor** further agrees to waive all rights of subrogation against **CNCA**. The provisions of this article do not apply to any damage or losses caused solely by the negligence or willful misconduct of **CNCA** or any of its agents or employees.

VI. **Insurance.** **Contractor** shall, at its own expense, procure and maintain at all times it performs any portion of the Bewilder CNCA Annual Program the following insurance with minimum limits equal to the amounts indicated below.

1) Minimum Scope of Insurance

- a) *Commercial General Liability and Automobile Liability Insurance.* Commercial General Liability Insurance and Automobile Liability Insurance that shall protect **Contractor**, **CNCA**, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Bewilder CNCA Annual Program. (Form CG 0001 and CA 0001) Commercial General Liability insurance shall include contractual liability, products liability, completed operations and broad form property damage coverage.
- b) *Workers’ Compensation and Employers’ Liability Insurance.* Workers’ Compensation Insurance and Employers’ Liability Insurance for all of its employees performing any portion of the Bewilder CNCA Annual Program. In accordance with provisions of section 3700 of the California Labor Code, **Contractor** shall be required to secure workers’ compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Bewilder CNCA Annual Program under this Agreement are not protected under the Workers’ Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Bewilder CNCA Annual Program.

- c) *Professional Liability (Errors and Omissions) Insurance*. Professional Liability (Errors and Omissions) Insurance against loss due to error, omission or malpractice, unless waived in writing by **CNCA**.
- d) *Sexual Abuse & Molestation Insurance*. Sexual Abuse & Molestation Insurance covering bodily injury, emotional distress, or mental anguish related to any claim, cause of action, or liability associated with child molestation or sexual abuse.

2) Minimum Limits of Insurance

- i. *Commercial General Liability Insurance*: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage; \$3,000,000 general aggregate.
 - ii. *Automobile Liability Insurance*: \$1,000,000 combined single limit per accident for bodily injury and property damage; \$2,000,000 general aggregate.
 - iii. *Workers' Compensation and Employers' Liability Insurance*: Workers' compensation limits as required by the Labor Code of the State of California and Employers Liability limits of \$1,000,000 per accident.
 - iv. *Professional Liability (Errors and Omissions) Insurance*: \$1,000,000 single limit per claim; \$2,000,000 general aggregate.
 - v. *Sexual Abuse & Molestation Insurance*. \$2,000,000 per claim and in aggregate if this coverage is applicable to the Bewilder CNCA Annual Program provided.
- 3) Claims-Made Forms: If the above insurance is written on a claims-made form, it shall continue for three years following termination of this Agreement. Such insurance shall have a retroactive date of placement prior to or coinciding with the effective date of this Agreement.
- 4) Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by **CNCA**.
- 5) Other Insurance Provisions: The policies shall contain, or be endorsed to contain, the following provisions:
- a) *General Liability and Automobile Liability Coverages*
 - i. **Contractor's** insurance coverage shall be primary insurance with respect to **CNCA**, its officers, board members, officials, employees, agents, or volunteers. Any insurance or self-insurance maintained by **CNCA**, its officers, board members, officials, employees, or volunteers shall be in excess of **Contractor's** insurance and shall not contribute to it.
 - ii. **CNCA**, its officers, board members, officials, employees, agents, and volunteers shall be covered as additional insureds with respect to liability arising out of activities performed by or on behalf of **Contractor**; and premises owned, leased, or used by **Contractor**. The coverage shall contain no special limitations on the scope of the protection afforded to **CNCA**, its officers, board members, officials, employees, agents, or volunteers.
 - iii. Failure to comply with reporting provisions of the policies shall not affect coverage provided to **CNCA**, its officers, board members, officials, employees, agents, and volunteers.
 - iv. Coverage shall state that **Contractor's** insurance shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of the insurer's liability.
 - b) *All Coverages*
 - i. Each insurance policy required by this Agreement shall be endorsed to state that coverages shall not be canceled except after thirty (30) days prior written notice has been given to **CNCA**. In addition, **Contractor** agrees that it shall not reduce its coverage or limits on any such policy except after thirty (30) days prior written notice has been given to **CNCA** and **CNCA** approves the reduction in coverage or limits. **Contractor** further agrees that it shall not increase any deductibles or self-insured retentions on any such policy except after thirty (30) days prior written notice has been given to **CNCA** and **CNCA** approves such increase. Insurance is to be placed with insurers with a Best's rating of no less than A: VII. This requirement may, however, be waived in individual cases for Errors and Omissions Coverages only, provided that in no event will a carrier with a rating of B: IX or lower be acceptable.
- 6) Self-Insured Entities: **CNCA** may, at its discretion, accept self-insurance as being in compliance with this section. In such case, **Contractor** agrees that it will defend and indemnify **CNCA**, including its officers, board members, officials, employees, agents, and volunteers, to the same extent as it would **Contractor** or any other self-insured person or entity, and that it will treat **CNCA**, including its officers, board members, officials, employees, agents, and volunteers, in all respects as if it were covered to the same extent as **Contractor** or any other self-insured person or entity. Self-insurance shall be subject to all requirements contained in this section. Alternatively, self-insured entities may purchase insurance covering **CNCA** for all work performed and/or services rendered under this Agreement, provided such insurance complies with all the requirements of this section.
- 7) Evidence of Insurance: Prior to commencing work under this Agreement, **Contractor** shall provide **CNCA** with certificates of insurance evidencing compliance with this section. On request, **Contractor** shall furnish copies of any and/or all of the required insurance policies.

VII. **Limitation of CNCA Liability**. Other than as provided in this Agreement, **CNCA's** financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall **CNCA** be liable, regardless of whether any claim is based

on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement or for the Bewilder CNCA Annual Program performed in connection with this Agreement.

VIII. Non-Discrimination. Contractor shall ensure that no person employed by, associated with, or subcontracted to **Contractor** shall, on the basis of race, color, national origin, age, ancestry, religion, sex, handicap or sexual orientation, or other basis protected by law, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity at **CNCA** and shall ensure its, and its employees' and subcontractors' compliance with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735.

IX. Interest of Contractor. It is understood and agreed that this Agreement is not a contract of employment between **CNCA** and **Contractor**. At all times **Contractor** shall be deemed to be an independent contractor and is not authorized to bind **CNCA** to any contracts or other obligations. In executing this Agreement, **Contractor** certifies that no one who has or who will have any financial interest under this Agreement is an officer or employee of **CNCA**. Additionally, as the **Contractor** is not a **CNCA** employee, **Contractor** is solely responsible for all employment-related responsibilities for its employees, including but not limited to training, fingerprinting, workers' compensation, etc..

X. Workers' Compensation. **Contractor** is aware of the laws of the State of California requiring employers to be insured against liability for Workers' Compensation and shall comply with such laws during the term of this Agreement.

XI. Occupational Safety and Health Administration (OSHA). **Contractor** is aware of OSHA standards and codes as set forth by the U.S. Department of Labor and the derivative Cal/OSHA standards, laws and regulations relating thereto, and verify that all performance under this Agreement shall be in compliance therewith.

XII. Originality of Services. **Contractor** agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to the **CNCA** and/or used in connection with this Agreement, shall be wholly original to **Contractor** and shall not be copied in whole or in part from any other source, except that submitted to **Contractor** by **CNCA** as a basis for such services.

XIII. License and Authority. **Contractor** warrants that it will maintain all necessary licenses, registrations, and certifications during the term of this Agreement, and that it is duly authorized to enter into this Agreement by its governing or controlling body. Evidence or copies of all necessary licenses, registrations and certifications must be provided to **CNCA**.

XIV. Compliance with Laws. **Contractor** shall observe and comply with all rules and regulations of the governing board of **CNCA** and all federal, state, and local laws, ordinances and regulations. **Contractor** shall give all notices required by any law, ordinance, rule and/or regulation bearing on the performance of the Bewilder CNCA Annual Program as indicated or specified. If **Contractor** observes that the Bewilder CNCA Annual Program is at variance with any such laws, ordinances, rules or regulations, **Contractor** shall notify **CNCA** in writing, and at the sole option of **CNCA**, any necessary changes to the Bewilder CNCA Annual Program shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon **Contractor's** receipt of a written termination notice from **CNCA**. If **Contractor** performs any work that is in violation of any laws, ordinances, rules or regulations, without first notifying **CNCA** of the violation, **Contractor** shall bear all costs arising therefrom.

XV. Equipment and Facilities. **Contractor** will provide all necessary equipment and facilities to render its Bewilder CNCA Annual Program pursuant to this Agreement, unless the parties to this Agreement specifically agree in writing that said equipment and facilities will be provided in a different manner. Equipment purchased under the provisions of this Agreement by **CNCA** is the property of **CNCA** and shall be used for its intended purpose during the term of this Agreement. An inventory of all equipment purchased under this Agreement shall be maintained. After the term of this Agreement, the equipment shall continue to be the property of **CNCA**.

XVI. Employment of Additional Workers by Contractor. **Contractor** may, at its own expense, employ additional workers or subcontractors as necessary for the completion of this Agreement and shall maintain workers' compensation insurance as required by state law. **CNCA** shall not control, direct, or supervise **Contractor's** additional workers or subcontractors in the performance of services. **Contractor** assumes full and sole responsibility for the payment of all compensation and expenses of these additional workers or sub-contractors and for all state and federal income tax, unemployment insurance, social security, disability insurance, and other applicable

withholdings. **Contractor** shall not hire employees of **CNCA** for performance of this Agreement unless such employment does not conflict with **CNCA's** personnel policies as determined by **CNCA**.

XVII. Assignment. Without the prior written consent of **CNCA**, this Agreement is not assignable by the **Contractor**, either in whole or in part.

XVIII. Successors and Assigns. Subject to the provision regarding assignment, this Agreement shall be binding on the heirs, executors, administrators, successors, and assigns of the respective parties.

XIX. Governing Law. The validity of this Agreement and any of its terms or provisions as well as the rights and duties of the parties hereunder shall be governed by the laws of the State of California. Venue for all litigation relative to the formation, interpretation, and performance of this Agreement shall be in County of Los Angeles, California.

XX. Withholding. **CNCA** shall not withhold or set aside any money on behalf of the **Contractor** for Federal Income Tax, State Income Tax, Social Security Tax, Unemployment Insurance, Disability Insurance, or any other federal or state fund whatsoever. It shall be the sole responsibility of the **Contractor** to withhold, set aside and account for all of the above.

XXI. Audit. **Contractor** shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of **Contractor** transacted under this Agreement. **Contractor** shall retain these books, records, and systems of account during the Term of this Agreement and for three (3) years thereafter. **Contractor** shall permit **CNCA**, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Bewilder CNCA Annual Program covered by this Agreement. Audit(s) may be performed at any time, provided that **CNCA** shall give reasonable prior notice to **Contractor** and shall conduct audit(s) during **Contractor's** normal business hours, unless **Contractor** otherwise consents.

XXII. CNCA's Evaluation of Contractor and Contractor's Employees and/or Subcontractors. **CNCA** may evaluate **Contractor** in any manner which is permissible under the law. **CNCA's** evaluation may include, without limitation:

- 1) Requesting **CNCA** employee(s) evaluate **Contractor** and **Contractor's** employees and subcontractors and each of their performance.
- 2) Announced and unannounced observance of **Contractor**, **Contractor's** employee(s), and/or subcontractor(s).

XXIII. Entire Agreement/Changes or Alterations. This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.

XXIV. Termination.

- 1) For Cause: **CNCA** may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
 - a) material violation of this Agreement by **Contractor**;
 - b) any act by **Contractor** exposing **CNCA** to liability to others for personal injury or property damage; or
 - c) **Contractor** is adjudged a bankrupt, **Contractor** makes a general assignment for the benefit of creditors, or a receiver is appointed on account of **Contractor's** insolvency. If the expenses, fees, and/or costs to **CNCA** exceed the cost of providing the Bewilder CNCA Annual Program pursuant to this Agreement, **Contractor** shall immediately pay the excess expense, fees, and/or costs to **CNCA** upon the receipt of **CNCA's** notice of these expenses, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to **CNCA**.
- 2) Without Cause by CNCA: **CNCA** may, at any time, with or without reason, terminate this Agreement and compensate **Contractor** only for the Bewilder CNCA Annual Program satisfactorily rendered to the date of termination. Written notice by **CNCA** shall be sufficient to stop further performance by **Contractor**. Notice shall be deemed given when received by the **Contractor** or no later than three days after the day of mailing, whichever is sooner.
 - a) Upon termination, **Contractor** shall provide **CNCA** with all documents produced, maintained, or collected by **Contractor** pursuant to this Agreement, whether such documents are final or draft documents.

XXV. Waiver. No delay or omission by **CNCA** in exercising any right under this Agreement shall operate as a waiver of that or any other right and no single or partial exercise of any right shall preclude **CNCA** from any or further exercise of any right or remedy.

XXVI. Headings. All section headings contained herein are for clarification and convenience of reference only and are not intended to limit the scope of any provision of the Agreement.

XXVII. Severability. In the event any portion of this Agreement shall be finally determined by any court of competent jurisdiction to be invalid or unenforceable, such provision shall be deemed void and the remainder of this Agreement shall continue in full force and effect.

XXVIII. Ambiguity. The parties to this Agreement, and each of them, hereby represent that the language contained herein is to be construed as jointly proposed and jointly accepted, and in the event of any subsequent determination of ambiguity, all parties shall be treated as equally responsible for such ambiguity.

XXIX. Copyright. Any written product produced as a result of this contract shall be a work for hire and shall be the property of CNCA.

XXX. Expenses. Contractor shall be responsible for all costs and expenses incident to the performance of services for CNCA, including but not limited to all costs of equipment provided by **Contractor**, all fees, fines, licenses, bonds and/or taxes required of or imposed against **Contractor**, and all other of **Contractor's** costs of doing business. CNCA shall be responsible for no expenses incurred by **Contractor** in performing services for CNCA except as provided by this Agreement.

XXXI. Privacy, Security, and Confidentiality. If, in the course of carrying out this Agreement, **Contractor** gathers or processes personal (private) information, **Contractor** shall manage the data in accordance with all applicable federal and California state privacy laws including, but not limited to: Family Educational Rights and Privacy Act of 1984 (20 U.S.C. Sec. 1232g) and Children's Online Privacy Protection Act (COPPA), and California Education Code sections 49069 to 49079. Examples of personal information include, but are not limited to name, telephone number, email account, address, date of birth, social security number, and student assessment data.

In addition, the Parties shall demonstrate that they have taken specific steps to ensure that data are kept secure and confidential as evidenced by, at a minimum, the following:

- 1) Every employee, volunteer or other person with access to personal information shall sign a statement that they understand that the information is personal and they will take steps to ensure that unauthorized personnel do not gain access to personal data.
- 2) Personal data, while being transmitted electronically, shall be encrypted.
- 3) Any repository for the data shall be locked and have access restricted to those personnel that have a legitimate need to access the data and have signed a confidentiality agreement.
- 4) Any security breach shall be reported to CNCA in writing within 24 hours of discovery.

XXXII. Department of Justice (DOJ) Fingerprinting and Tuberculosis (TB) Clearance. **Contractor** agrees to adhere to the DOJ fingerprint and criminal background investigation and TB requirements of California Education Code sections 45125.1, et seq., and 49406 and provide an affidavit that certifies that all of its employees that work at CNCA campuses and come into contact with students have appropriate DOJ and TB clearances. Clearances must not be obtained at the expense of CNCA and CNCA shall not reimburse for these expenses. The affidavit must list the following:

- 1) Employee name and CNCA location(s) he/she services;
- 2) Date of criminal background check clearance;
- 3) TB expiration date; and
- 4) Name of **Contractor's** DOJ custodian of records.

Contractor's affidavit must be submitted with high authority per its Organizational Chart (i.e. Owner, Management Team, C-level executive, etc.). The affidavit must be provided to CNCA prior to the first day of service. Failure to provide this documentation shall be considered a material breach and can be used as grounds to terminate the contract immediately. CNCA may request updated documentation as needed. **Contractor** must take appropriate action to remove any employee whose arrest notification poses a threat to the school population to ensure the safety of CNCA students.

XXXIII. Independent Contractor Status. **Contractor** attests that it is engaged in a separately established bona fide business and is in fact an Independent Contractor in accordance with IRS and EDD requirements. **Contractor** understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partners, or joint ventures of CNCA, and are not entitled to benefits of any kind or nature normally provided employees of CNCA and/or to which CNCA's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation.

XXXIV. Conflict Of Interest. By signing this Agreement all parties acknowledge and assert that there is no known Conflict of Interest in the execution of this Agreement.

XXXV. Commencement of Work. Contractor is not authorized and will not commence any work of this Agreement and CNCA will not assume legal, financial or any other obligation for work performed prior to the issuance of an authorizing purchase orders with reference to this Agreement.

This Agreement, including attachments, constitutes the entire understanding of the parties and any changes or modifications shall be in writing and signed by both parties.

Attachments:

- ☐ Attachment A - Independent Contractor Agreement Description of Bewilder CNCA Annual Program
- ☐ Attachment B - Fingerprint Affidavit
- ☐ Attachment C - IRS form W9
- ☐ Attachment D - DE542 EDD Report of Independent Contractor
- ☐ Attachment E - Contractor Evidence of Insurance
- ☐ Attachment F - Copies of all applicable licenses, registrations and certifications

CONTRACTOR (Corporation X Yes ☐ No):

Contractor / Agency Name: Bewilder

Address: 3122 Chaucer Street
Los Angeles, CA 90065

Contractor's Contact Person: Yvonne Leow

Title: CEO

Telephone: (206) 769-4393


e-mail: yvonne@bewilder.camp

Signature: _____ **Date:** _____

CAMINO NUEVO CHARTER ACADEMY

By Chief Executive Officer / Designee:

Signature: _____ **Date:** _____

	<p style="text-align: center;">Camino Nuevo Charter Academy INDEPENDENT CONTRACTOR AGREEMENT Attachment A</p>
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This document is an attachment to and made a part of, the Camino Nuevo Charter Academy (“**CNCA**”) Independent Contractor Agreement, between **CNCA** and Bewilder (“**Contractor**”) for the period September 11, 2023 to June 18, 2023, for Bewilder CNCA Annual Program.

Indicated below is the specific description of the Bewilder CNCA Annual Program including, but not limited to, essential details of the scope of work, site/locations, milestones and timelines, materials, reports, products, (including details regarding the contact that **Contractor** and its assigns will have with students) to be provided:

DETAILED DESCRIPTION OF Bewilder CNCA Annual Program TO BE PROVIDED:
Attached.



BEWILDER
Fuel your imagination

2023 CNCA Outdoor Education Program

**BEWILDER EXISTS TO
INSPIRE A BILLION FAMILIES
TO ADVENTURE OUTSIDE**



WE DIDN'T GROW UP OUTDOORSY

Our founder is the daughter of Cambodian refugees turned outdoor entrepreneur



Vox



Stanford

Ucla



SEQUOIA



TE



MEET YVONNE

2018 · Hiked the John Muir Trail

2020 · Summited Aconcagua. Founded Bewilder.

2022 · REI accelerator program

2023 · Porsche's Founder Initiative
Partner with LA County Parks & CA State Parks





WE'RE REIMAGINING OUTDOOR EDUCATION



**WE BLEND ART, GAMES, AND
CULTURAL STORYTELLING INTO AN
EDUCATIONAL EXPERIENCE**



WHAT WE DID FOR CNCA



Design a K-8 outdoor education summer program



Engage students & teachers without screens



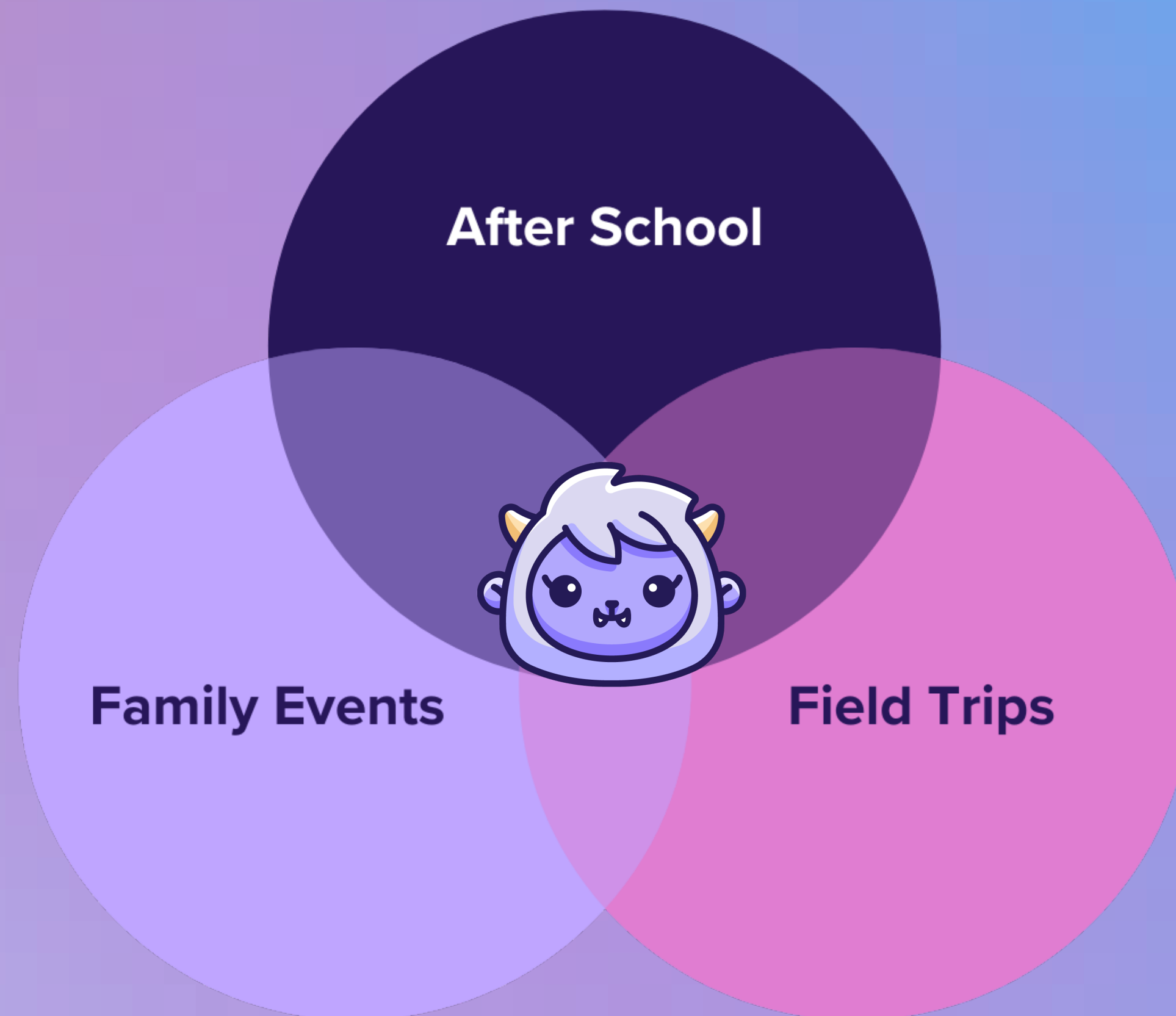
Equip 850 students with backpacks, water bottles, sunglasses & more

Transform The Audubon Center into an interactive basecamp



WHAT WE DO FOR SCHOOLS

We provide experiential outdoor learning, bilingual teaching materials, and interactive field trips to engage students and families who are new to nature



WHY FAMILIES LOVE US

“What a great organization! I was so glad to have my son participate in this event! It was so much fun for the whole family! Got some great tips on layering and was introduced to a kid friendly sleeping bag! Loved the event and the idea!” - Margaret DeLa Cruz, parent





"Thank you for the goodies! Students are eager to go on more hikes with all their gear!" - CNCA Instructor



AND OUTDOOR BRANDS DO TOO

We source sustainable, high-quality outdoor gear
four our students from world class outdoor brands

Our partners



WE HIRE EXPERIENCED OUTDOOR EDUCATORS & GUIDES



YVONNE LEOW

Executive Producer



- CEO & founder
- Media innovator



ONA ZIMHART

Bewilder Guide



- 10+ years performing arts educator



LET'S INSPIRE THE NEXT GENERATION OF ENVIRONMENTAL LEADERS & NATURE LOVERS

ANNUAL PROGRAM BUR · CIS · KAY · CAS · EIS



Custom curriculum



Field trips



Family events



Outdoor gear



Bilingual resources

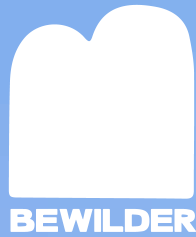


Staffing & training



TOTAL

\$300K





Yvonne Leow
yvonne@bewilder.camp
(206) 769-4393
bewilder.camp

HC 9300 CULVER, LLC and Madison Marquette Retail
Services, LLC, a Delaware Limited Liability Company
9300 Culver Blvd
Culver City, CA 90232



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
08/25/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER BIBERK P.O. Box 113247 Stamford, CT 06911	CONTACT NAME: PHONE (A/C, No. Ext): 844-472-0967 E-MAIL ADDRESS: customerservice@biBERK.com FAX (A/C, No): 203-654-3613
INSURED Bewilder, Inc 1840 N Kenmore Ave Apt 204 Los Angeles, CA 90027	INSURER(S) AFFORDING COVERAGE INSURER A: Wellfleet Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F: NAIC # 32280

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ 0 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 0 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 0 GENERAL AGGREGATE \$ 0 PRODUCTS - COMP/OP AGG \$ 0
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	N9WC753289	08/26/2022	08/26/2023	X PER STATUTE OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
	Professional Liability (Errors & Omissions): Claims-Made						Per Occurrence/Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER HC 9300 CULVER, LLC and Madison Marquette Retail 9300 Culver Blvd Culver City, CA 90232	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>[Signature]</i>
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Bewilder, Inc
1840 N Kenmore Ave
Apt 204
Los Angeles, CA 90027

Issue Dated: 08/25/2022

MISCELLANEOUS PROFESSIONAL LIABILITY**Policy Number:** N9PL753292**Renewal of:** NEW**Carrier:** Berkshire Hathaway Direct Insurance Company – A Stock Company

THIS IS A CLAIMS MADE POLICY. **CLAIM EXPENSE** IS INCLUDED IN THE LIMIT OF INSURANCE AND **RETENTION**. THE LIMIT OF LIABILITY AVAILABLE TO PAY **DAMAGES** SHALL BE REDUCED AND MAY BE TOTALLY EXHAUSTED BY AMOUNTS INCURRED AS **CLAIM EXPENSE**.

PLEASE READ THE ENTIRE POLICY CAREFULLY.

DECLARATIONS

[1]	Named Insured and Mailing Address Bewilder, Inc 1840 N Kenmore Ave Apt 204 Los Angeles, CA 90027	Agency BIBERK P.O. Box 113247 Stamford, CT 06911
	Additional Insured Names	
[2]	Policy Period From 08/26/2022 to 08/26/2023 12:01 AM standard time at the Mailing Address of the	Named In- sured.
[3]	Retroactive Date Aug 26 2022 12:01AM	
[4]	Schedule of Insured Services Marketing Consulting	
[5]	Limits of Insurance	
	\$ 1,000,000	Each Wrongful Act
	\$ 2,000,000	Total Limit of Insurance
[6]	Retention	
	\$ 1,000	Each Wrongful Act
[7]	Net Variable Premium \$ 175.00	
	Expense Constant \$200.00	Minimum Expense Constant \$-70.00
	Net Premium \$380.00	
	State Surcharge/Tax \$ N/A	

[8] Forms Attached at Issuance

IL 99 00 08 13 – Authorization and Attestation
MPL 00 00 04 20 – Miscellaneous Professional Liability Coverage Form
MPL 00 120 11 15 – Anti-Stacking
MPL 00 14 11 15 – Independent Contractors - Persons Insured Change
MPL 00 41 03 18 – Infringement of Copyright-Trademark
MPL 00 43 11 15 – Consultants Change
MPL 00 58 12 18 – Extended Reporting Period Option
MPL 00 80 11 15 – Blanket Waiver as Required by Contract Change Endorsement
MPL 00 90 11 15 – Exclusion of Owned Property Change
MPL 04 01 05 16 – California Changes
MPL DEC 04 20 – Miscellaneous Professional Liability Declarations

By acceptance of this policy, the Insured agrees that the statements in the Declarations and the Application and any attachments hereto are the Insured's agreements and representations and that this policy embodies all the agreements existing between the Insured and the Company or any of its representatives relating to this insurance.

**AUTHORIZATION
AND ATTESTATION
IL 99 00 08 13**

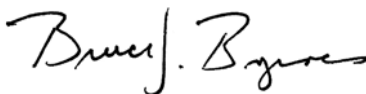
THIS ENDORSEMENT AUTHORIZES THE POLICY.

AUTHORIZATION AND ATTESTATION

This endorsement authorizes the insurance contract between you and the insurance company subsidiary listed on the DECLARATIONS PAGE of your insurance policy.

In Witness Whereof, this page executes and fully attests to this policy. If required by state law, the policy shall not be valid unless countersigned by our authorized representatives.

Authorizing signatures



Bruce J. Byrnes
Secretary



Peter Shelley
President

MISCELLANEOUS PROFESSIONAL LIABILITY MPL 00 00 04 20

MISCELLANEOUS PROFESSIONAL LIABILITY INSURANCE POLICY

CLAIM EXPENSE IS INCLUDED IN THE POLICY LIMIT AND THE **RETENTION**.

ALL WORDS OR PHRASES, OTHER THAN CAPTIONS, PRINTED IN BOLD FACE ARE DEFINED IN THE POLICY. VARIOUS PROVISIONS IN THIS POLICY RESTRICT COVERAGE. READ THE ENTIRE POLICY CAREFULLY TO DETERMINE RIGHTS, DUTIES AND WHAT IS AND IS NOT INSURED.

CLAIMS MADE POLICY: THIS INSURANCE COVERAGE IS ON A CLAIMS MADE BASIS. COVERAGE APPLIES ONLY TO THOSE **CLAIMS** THAT ARE FIRST MADE DURING THE **POLICY PERIOD** AND ANY EXTENDED REPORTING PERIOD, IF APPLICABLE, AS THOSE TERMS ARE DESCRIBED IN THIS POLICY. COVERAGE DOES NOT APPLY TO ANY **WRONGFUL ACT** COMMITTED BEFORE THE **RETROACTIVE DATE** STATED IN THIS POLICY.

SECTION I – INSURING AGREEMENTS

A. Coverage

1. The **Company** will pay on the **Insured's** behalf those sums, in excess of the **Retention** and within the applicable Limit of Insurance, that the **Insured** becomes legally obligated to pay as **Damages** or **Claim Expense** because of **Claims** first made during the **Policy Period** or Extended Reporting Period (if applicable) as a result of **Wrongful Acts** committed in the performance of **Insured Services**.
2. For the purposes of this policy of insurance, "**Wrongful Act**" shall mean the following conduct or alleged conduct by an **Insured**, or any person or organization for whom an **Insured** is legally liable:
 - a. A negligent act, error or omission;

- b. Any form of defamation or other tort related to disparagement or harm to the character, reputation or feelings of any person or organization, including libel, slander, product disparagement, trade libel, infliction of emotional distress, malicious falsehood, outrage or outrageous conduct;
- c. Any form of invasion, infringement or interference with rights of privacy or publicity, including false light, public disclosure of private facts, intrusion, breach of confidence, and commercial appropriation of name or likeness;
- d. Wrongful entry or eviction, trespass, eavesdropping or other invasion of the right of private occupancy;
- e. False arrest, detention or imprisonment; or
- f. Malicious prosecution.

All **Wrongful Acts** that take place between the **Retroactive Date** and the end of the **Policy Period** of the last policy the **Company** issued to the **Insured** and are related by common facts, circumstances, transactions, events and/or decisions will be treated as one **Wrongful Act**.

B. Defense and Settlement of a Claim

The **Company** will have the right and duty to appoint an attorney and defend a covered **Claim**, even if the allegations are groundless, false or fraudulent. However:

1. The **Company** may, at the **Company's** discretion, investigate and settle a covered **Claim**.

MISCELLANEOUS PROFESSIONAL LIABILITY POLICY

2. No offer to settle any **Claim** will be made or accepted by the **Insured** without prior written agreement by the **Company**. Notwithstanding the foregoing, it is understood that the **Insured** may settle any **Claim** for which the total cost of **Damages** and **Claim Expense** associated therewith is less than the amount of the remaining **Retention**.
3. If the **Company** is willing to accept the judgment of the trial or appellate court or any negotiated settlement or settlement offer and the **Insured** is not willing to accept such judgment or settlement, the **Company's** liability for any **Claim Expense** and/or **Damages** incurred after the **Company** indicated its willingness to accept such judgment or settlement shall be limited to the amount for which the **Company** could have resolved the **Claim** plus an additional fifty percent (50%) of that amount. Nothing in this provision will cause the **Company's** liability to exceed the applicable Limits of Insurance set forth on the Declarations Page.
4. The **Company's** right and duty to defend and pay on the **Insured's** behalf ends when the **Company** has used up the applicable Limit of Insurance in payment of **Damages** or **Claim Expense**, or has met its payment obligations in connection with a **Claim** subject to **Section I.B.3**.

Nothing in this **SECTION I – INSURING AGREEMENT, Section B. Defense and Investigation** will relieve the **Insured** from any notice or cooperation requirements contained in the **GENERAL CONDITIONS** section or any other part of this policy.

C. Spousal Coverage

If a **Claim** made against an **Individual Insured** includes a **Claim** against that **Individual Insured's** lawful spouse solely by reason of:

1. Such spouse's status as the **Individual Insured's** spouse, or
2. Such spouse's ownership interest in property from which the claimant seeks recovery for the **Individual Insured's Wrongful Acts**,

all **Claim Expense** and **Damages** which such spouse becomes legally obligated to pay on account of such **Claim** shall be treated for purposes of this policy as **Claim Expense** and **Dam-**

ages which the **Individual Insured** is legally obligated to pay on account of the **Claim** made against the **Individual Insured**. Such **Claim Expense** and **Damages** shall be covered under this policy only if and to the extent that such **Claim Expense** and **Damages** would be covered under this policy if incurred by the **Individual Insured**. The coverage extension afforded by this subsection does not apply to any **Claim** alleging any **Wrongful Act** or omission by the **Individual Insured's** spouse. The term "spouse" as used in this section shall include any natural person qualifying as a domestic partner under the provisions of any applicable federal, state or local law in the United States of America.

SECTION II – LIMITS OF INSURANCE, RETENTION AND REIMBURSEMENT**A. Limits of Insurance****1. Each Wrongful Act**

The Each **Wrongful Act** Limit of Insurance stated in Item 5.a. on the Declarations Page is the most the **Company** will pay for **Damages** and **Claim Expense** combined for the total of all **Claims** made during the **Policy Period** and any Extended Reporting Period arising from one **Wrongful Act**, no matter how many:

- a. **Insureds** this policy covers;
- b. **Claims** are made; or
- c. Persons or organizations make **Claims**.

2. Total Limit of Insurance

The Total Limit of Insurance stated in Item 5.b. on the Declarations Page is the most the **Company** will pay for **Damages** and **Claim Expense** combined for the total of all **Claims** made during the **Policy Period** and any Extended Reporting Period, no matter how many:

- a. **Insureds** this policy covers;
- b. **Claims** are made;
- c. Persons or organizations make **Claims**; or

MISCELLANEOUS PROFESSIONAL LIABILITY POLICY

d. **Wrongful Acts** are committed.

3. Sub-Limits

a. **Disciplinary Proceedings Claim Expense**

The most the **Company** will pay for all **Claim Expense** incurred in connection with **Disciplinary Proceedings** commenced during the **Policy Period** and any applicable Extended Reporting Period shall be \$10,000, no matter how many:

(1) **Insureds** this policy covers;

(2) **Disciplinary Proceedings** are commenced;

(3) Persons, organizations, or authorities institute **Disciplinary Proceedings**; or

(4) **Wrongful Acts** are committed.

b. **Insured's Claim Attendance Expense**

If the **Insured** is requested by the **Company** to attend hearings, depositions and trials in connection with the defense of a covered **Claim**, the most the **Company** shall pay for the **Insured's Claim Attendance Expense** incurred as a direct result of such attendance, after any applicable **Retention** is satisfied, will be the lesser of: the **Insured's** actual **Claim Attendance Expense**, or \$500 per day. In any event, the **Company's** total payment for all such **Claim Attendance Expense** shall not exceed \$10,000 for each **Policy Period**, no matter how many:

(1) **Insureds** this policy covers;

(2) **Claims** are made;

(3) Persons or organizations make **Claims**;

(4) Trials, depositions, hearings or related appearances the **Insured** attends; or

(5) **Wrongful Acts** are committed.

c. These sub-limits, and any other sub-limit which may be stated in any endorsement to this policy, shall be part of, and not in addition to, the Total Limit of Insurance stated in Item 5.b. of the Declarations. Payment for **Claim Expense** or **Damages** to which a sub-limit applies will reduce the Total Limit of Insurance available to pay **Claims** covered under this policy.

d. If more than one sub-limited coverage applies to a **Claim** covered under this policy, the **Company** shall not be obligated to pay more than the largest applicable sub-limit for all **Claim Expense** and **Damages** in connection with such **Claim**.

B. **Retention**

The **Company** shall be liable for only that part of **Damages** and **Claim Expense** covered under this policy which is excess of the **Wrongful Act Retention** as described below and in the amount set forth in Item 6. of the Declarations. Such **Retention** shall be borne by the **Insureds** uninsured and at their own risk.

With respect to **Claims** for **Wrongful Acts**, the **Retention** set forth in Item 6. of the Declarations shall apply to each **Wrongful Act** covered by this policy. All **Wrongful Acts** that involve the same or related subject, person, class of person or have common facts or circumstances or involve common transactions, events or decisions, regardless of the number of repetitions, alterations, actions, or forms of communication will be treated as one **Wrongful Act** for the purposes of applying the **Retention**. The **Retention** applies to **Damages** and **Claim Expense** combined. The **Retention** shall not apply to **Claim Expense** incurred in connection with **Disciplinary Proceedings**.

If more than one **Retention** applies to a **Claim** covered under this policy, the **Insured's Retention** obligation shall not exceed the largest applicable **Retention** in connection with such **Claim**.

The Limit of Insurance shall not be reduced by the application of the **Retention**. All other rights, duties and obligations under the policy shall remain the same regardless of whether or not the **Retention** has been satisfied, including, but not limited to, the **Company's** right and duty to investigate, defend and settle **Claims** and the **In-**

MISCELLANEOUS PROFESSIONAL LIABILITY POLICY

Insured's notice and cooperation duties set forth in this policy.

C. Reimbursement

If, at the **Company's** option, the **Company** has paid any amounts for **Damages** or **Claim Expense** in excess of the applicable Limit of Insurance, including any amounts paid in excess of the **Company's** obligation to pay **Damages** and **Claim Expense** pursuant to **SECTION I – INSURING AGREEMENT, Section B. Defense and Investigation, Paragraph 3.** of this policy, or if the **Company** has paid part or all of any **Retention**, the **Insured** shall reimburse the **Company** for such amounts upon demand.

The **Company** will have the right to seek recovery from any **Insured** of any **Claim Expense** or **Damages** paid by the **Company** as a result of any portion of a **Claim** that is not covered by this policy.

SECTION III – EXCLUSIONS

A. The **Company** is not obligated to pay **Damages** or **Claim Expense** or defend **Claims** for or arising directly or indirectly out of:

1. Bodily Injury or Property Damage.

2. An act or omission that is dishonest, fraudulent, criminal, malicious or was intentionally committed while knowing it was wrongful, as evidenced by any judgment, final adjudication, alternate dispute resolution proceeding or written admission by the **Insured**. This exclusion does not apply to any **Individual Insured** that did not commit, acquiesce or participate in the actions that gave rise to the **Claim**. Pursuant to **SECTION II – LIMITS OF INSURANCE, RETENTION AND REIMBURSEMENT, Section C.** of this policy, the **Company** shall have a right to reimbursement of any **Damages** or **Claim Expense** paid by the **Company** as a result of a **Claim** to which this exclusion applies.

3. Infringement, misappropriation or theft of:

- a.** Copyright;
- b.** Trademark, trade dress, trade name, service mark, service name, title or slogan;
- c.** Patent; or

d. Trade secrets.

4. Unfair competition, restraint of trade or any other violation of antitrust laws.

5. Harassment, misconduct or discrimination because of or relating to:

- a.** Race, creed, color or age;
- b.** Sex, sexual preference, national origin or religion; or
- c.** Handicap, disability or marital status,

but only if the harassment, misconduct or discrimination was knowingly committed, as evidenced by any judgment, final adjudication, alternate dispute resolution proceeding or written admission by the **Insured**. Pursuant to **SECTION II – LIMITS OF INSURANCE, RETENTION AND REIMBURSEMENT, Section C.** of this policy, the **Company** shall have a right to reimbursement of any **Damages** or **Claim Expense** paid by the **Company** as a result of a **Claim** to which this exclusion applies.

6. Gain, profit or advantage to which any **Insured** is not legally entitled, as evidenced by any judgment, final adjudication, alternate dispute resolution proceeding or written admission by the **Insured**. Pursuant to **SECTION II – LIMITS OF INSURANCE, RETENTION AND REIMBURSEMENT, Section C.** of this policy, the **Company** shall have a right to reimbursement of any **Damages** or **Claim Expense** paid by the **Company** as a result of a **Claim** to which this exclusion applies.

7. Violation of any provisions of the Employee Retirement Income Security Act of 1974 (the "Act") or:

- a.** Any amendment to the Act; or
- b.** Any regulations, rulings or orders issued pursuant to the Act.

8. Violation of the Securities Act of 1933 as amended, The Securities Exchange Act of 1934 as amended, the Investment Advisers Act of 1940, any state blue sky or securities law, any similar state or federal law, or any order, ruling or regulation issued pursuant to the above laws.

MISCELLANEOUS PROFESSIONAL LIABILITY POLICY

9. The actual or threatened discharge, dispersal or release of any **Pollutant**; or the creation of an injurious condition involving any **Pollutant**; or the existence of any **Pollutant** on any property; or the clean up, removal, testing, monitoring, containment, treatment, detoxification or neutralization of any **Pollutant**. This exclusion shall apply whether or not the pollution was sudden, accidental, gradual, intended, expected or preventable or whether or not any **Insured** caused or contributed to the pollution.
10. The performance of services which can only be performed by a:
 - a. Architect or licensed engineer;
 - b. Attorney;
 - c. Certified public accountant;
 - d. Medical practitioner or other health care provider, including, but not limited to, physicians or nurses, and including any **Claims** arising directly or indirectly out of medical malpractice, including the giving or receiving of professionally qualified medical opinions, or the administration of or failure to administer or summon medical care or first aid;
 - e. Actuary;
 - f. Licensed insurance agent or broker;
 - g. Certified financial planner; or
 - h. Securities or investment advisor or broker/dealer.
11. Malfunction or defect of any hardware, equipment or component. This exclusion does not apply when the malfunction or defect is solely the result of any **Insured's Wrongful Act** in performing **Insured Services**.
12. Electrical or mechanical failure, including power interruption, surge, spike, brownout or blackout, and outages to gas, water, telephone, cable, satellite, telecommunications or other infrastructure; except this exclusion does not apply when the failure is solely the result of the **Insured's Wrongful Act** in performing **Insured Services**.
13. Gathering, acquisition or obtaining of information about Internet users in any manner, including but not limited to, placement and/or use of spyware or adware.
14. Unsolicited faxes, unsolicited electronic mail, unsolicited telephone calls or other unsolicited electronic communications. This exclusion shall include alleged violations of state, local or federal law, including non-U.S. laws, any amendment to such laws, or violation of any order, ruling or regulation issued pursuant to such laws that regulate such communication.
15. Actions, decisions, orders or proceedings by the Federal Trade Commission, Federal Communications Commission or any other federal, state or local governmental regulatory agency, except for **Disciplinary Proceedings**.
16. Unauthorized access to, unauthorized use of, or unauthorized alteration of any computer or system, hardware, software, program, network, data, database, communication network or service, including the introduction of malicious code or virus, or repetitively accessing a website under the control of an **Insured** with the intent to deny others access to such website or with the intent to cause such website's functionality to fail, including what is commonly referred to as denial of service attacks.
17. **Advertising by the Insured**, including inaccurate, inadequate or incomplete description of the price of the **Insured's** goods, products or services, or the failure of the **Insured's** goods, products or services to conform with any represented quality or performance contained in **Advertising by the Insured**.
18. Performance or failure to perform otherwise covered **Insured Services** without a valid and active license, certification, accreditation, or designation if required by federal, state, or local statutory laws to perform such **Insured Services**.
19. Obligations under any Workers' Compensation, Unemployment Compensation, Employers Liability or Disability Benefit Law, including any similar provisions of any federal, state or local statutory or common law.

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20. Failure to protect any non-public, personally identifiable information in the **Insured's** care, custody or control.
21. Violation of or noncompliance with any law or regulation governing or pertaining to gambling, gaming, lotteries or games of chance and any other act associated with any such violation or noncompliance
22. Theft, misappropriation, commingling or conversion of any funds, monies, assets, or property.
23. Investment advice including guarantees about the future performance or value of investments, rates of return, interest, or tax consequences
- B. The Company is not obligated to pay Damages or Claim Expense or defend Claims made by:**
1. Any enterprise that is a parent, affiliate or partner of any **Insured**;
 2. Any enterprise directly or indirectly controlled, operated or managed by the **Insured** or an enterprise described in **SECTION III – EXCLUSIONS, Section B., Paragraph 1** above;
 3. Any **Insured**;
 4. Any present, former or prospective employees, officers, directors of any **Insured** when the **Claim** is in any way related to the present, former or prospective employment relations between the claimant and any **Insured**; or
 5. Any regulatory authority, or any federal, state or local governmental agency; except this exclusion does not apply to a **Claim** brought by any of these entities if such entity is also a client, and the **Claim** arises from actual or alleged **Wrongful Acts** in the **Insured's** performance of **Insured Services** for or on behalf of such agency or entity.
- C. The Company is not obligated to pay Damages or Claim Expense or defend Claims for the breach of express warranties, guarantees or contracts; provided, however, with respect to allegations of breach of contract this exclusion shall not apply to any liability that would have attached in the absence of such contract nor to coverage for Claims for actual or alleged negligent performance of Insured Services.**
- D. The Company is not obligated to pay Damages or Claim Expense or defend Claims based upon, arising out of, directly or indirectly resulting from, in consequence of or in any way involving:**
1. Any fact, circumstance, transaction, event or **Wrongful Act** that:
 - a. before the **First Inception Date** was the subject of any notice of claim or loss, or notice of potential claim or potential loss, given under any other policy of insurance; or
 - b. which, as of the **First Inception Date** any **Insured** had knowledge and that was reasonably likely to give rise to a **Claim** that would fall within the scope of the insurance afforded by this policy; or
 - c. any other **Wrongful Act** whenever occurring, which together with a **Wrongful Act** described in a. or b. above, constitute one **Wrongful Act** as defined in this policy;
 2. Any demand, suit or other proceeding pending, or order, decree or judgment entered:
 - a. against any **Insured** on or prior to the **First Inception Date** or any **Wrongful Act**, fact, circumstance or situation underlying or alleged therein; or
 - b. any other **Wrongful Act** whenever occurring, which, together with a **Wrongful Act** described in a. above, constitute one **Wrongful Act** as defined in this policy.

SECTION IV – WHERE AND WHEN THE COMPANY INSURES**A. Where The Company Insures**

Coverage under this policy applies to **Wrongful Acts** committed anywhere and to **Claims** made in the jurisdiction of the United States of America (including its territories and possessions), Puerto Rico and Canada. If **Damages** or **Claim Expense** are paid in a currency other than United

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States of America dollars, then the payment under this policy will be considered to have been made in United States dollars at the conversion rate published in *The Wall Street Journal* at the time of the payment.

B. When The Company Insures**1. Claims First Made**

This insurance applies when a **Claim** is first made against any **Insured** during the **Policy Period**. To be covered, the **Claim** must also arise from a **Wrongful Act** committed during the **Policy Period**, except as otherwise provided below in **SECTION – IV, Section B. When The Company Insures, Paragraphs 2 and 3**. The **Company** will consider a **Claim** to be first made against an **Insured** when a written **Claim** is first received by any **Insured**.

This insurance also applies to **Claims** under the following conditions:

2. Prior Wrongful Acts

This policy will apply to a **Claim** first made against any **Insured** arising from a **Wrongful Act** committed between the **Retroactive Date** and the Inception Date of the policy, but only if all of the following conditions are met:

- a. The **Claim** is first made against any **Insured** during the **Policy Period**. The **Company** will consider a **Claim** to be first made against the **Insured** when a **Claim** is received by any **Insured**;
- b. No **Insured** knew, prior to the **First Inception Date**, of a circumstance that could reasonably be expected to lead to the **Claim**; and
- c. There is no other valid and collectible insurance applicable to the **Claim**.

3. Reported Wrongful Acts

This policy will apply to a **Claim** first made against any **Insured** after the end of the **Policy Period**, but only if all of the following conditions are met:

- a. The **Wrongful Act** giving rise to the **Claim** is committed between the **Retro-**

active Date and the end of the **Policy Period**;

- b. Prior to the **First Inception Date**, no **Insured** knew of the **Wrongful Act**, alleged **Wrongful Act** or circumstance that could reasonably be expected to lead to the **Claim**;
- c. The **Company** receives written notice from the **Insured** during the **Policy Period** of the **Wrongful Act**. The notice must include all of the following information:
 - (1) The names of those persons or organizations involved in the **Wrongful Act**;
 - (2) The specific person or organization likely to make the **Claim**;
 - (3) A description of the time, place and nature of the **Wrongful Act**; and
 - (4) A description of the potential **Damages**; and
- d. There is no other valid and collectible insurance applicable to the **Claim**.

The provisions of the policy in effect on the date the **Company** receives the notice of the **Wrongful Act** under this paragraph 3. will apply to any resulting **Claim**.

4. Extended Reporting Period

If the **Insured** did not report **Wrongful Acts** during the **Policy Period** as described in **SECTION – IV, Section B. When The Company Insures, Paragraph 3** above, and **Claims** arising from such **Wrongful Acts** are first made after the end of the **Policy Period**, such **Claims** are not covered under this policy unless the **First Named Insured** purchases an Extended Reporting Period from the **Company**.

- a. If the **First Named Insured** purchases an Extended Reporting Period, the **Company** will cover a **Claim** first made against any **Insured** after the end of the **Policy Period** but during the Extended Reporting Period, only if all of the following conditions are met:

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- (1) The **Wrongful Act** giving rise to such **Claim** is committed between the **Retroactive Date** and the end of the **Policy Period**;
- (2) No **Insured** knew prior to the **First Inception Date** of a circumstance that could reasonably be expected to lead to the **Claim**; and
- (3) There is no other valid or collectible insurance applicable to the **Claim**.

The **Company** will consider a **Claim** to be made during the Extended Reporting Period only if the **Claim** is first received by any **Insured** after the Expiration Date of the **Policy Period** and prior to the Expiration Date stated in the Extended Reporting Period Endorsement.

- b. The following provisions and conditions also apply to the Extended Reporting Period:

- (1) If there is a **Termination of Coverage** and upon request by the **Named Insured**, the **Company** will sell one of the Extended Reporting Period options listed on the Extended Reporting Period Option Endorsement. Where a claims-made relationship between the **Insured** and the **Company** has continued for less than one year the **Company** is not required to sell an Extended Reporting Period for **Termination of Coverage** for nonpayment of premium or fraud.
- (2) The **Company** must receive the **First Named Insured's** request for the Extended Reporting Period in writing within the later of:

- a) sixty (60) days after the end of the **Policy Period**, or

- b) thirty (30) days from the date of mailing or delivery of the advice informing the insured of an Extended Reporting Period option. This advice does not apply upon cancellation due to nonpayment of premium or fraud on the part of the **Insured**.

On receipt and acceptance of the request, the **Company** will issue an endorsement showing the Extended Reporting Period in accordance with the option requested by the **First Named Insured**. At the same time, the **Company** will bill the additional premium, and the **Company** must receive payment within thirty (30) days after the billing date for the endorsement to be effective.

- (3) The endorsement shall also include the provisions and conditions applicable to the Extended Reporting Period. Once in effect, the Extended Reporting Period may not be canceled.
- (4) A **Claim** that is first made during the Extended Reporting Period will be deemed to have been made on the last day of the **Policy Period**. The provisions of the policy in effect on the last day of the **Policy Period** will apply.
- (5) The Extended Reporting Period does not extend the **Policy Period** or change the scope of coverage provided.
- (6) If a corporation, partnership or other entity has been placed in liquidation or bankruptcy or permanently ceases operations and the entity or its designated trustee does not purchase extended reporting period coverage then any person covered under the policy may request the extended reporting period coverage within 120 days of the termination of coverage

5. Multiple Claims

All **Claims** arising from the same **Wrongful Act** will be deemed to have been made on the earlier of the following times:

- a. The date the first of those **Claims** is made against any **Insured**; or
- b. The first date the **Company** receives the **Insured's** written notice of the **Wrongful Act**.

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The provisions of the policy in effect on that date will apply.

SECTION V – DEFINITIONS

A. **"Advertising by the Insured"** means advertising, publicity or promotion of any kind of the **Insured's** products and services.

B. **"Application"** means all of the following:

1. The **Insured's** Miscellaneous Professional Liability insurance policy application, and, if this policy is a renewal of a policy issued by the **Company**, the **Insured's** Miscellaneous Professional Liability insurance renewal application, including all applications and renewal applications submitted for such policies;
2. Other companies' insurance policy applications, if accepted by the **Company**; and
3. All attachments to the **Application** or renewal **Application** and any other information furnished to the **Company** for the purpose of applying for the insurance. All such attachments and information will be kept on file by the **Company**, deemed attached to the policy as if physically attached to it and shall become incorporated in and constitute a part of this policy.

C. **"Bodily Injury"** means physical injury to the body, or sickness or disease sustained by a person, including death resulting therefrom.

Bodily Injury also means mental injury or mental anguish, including emotional distress, shock or fright, if resulting from injury to the body, sickness, disease or death of any person. However, **Bodily Injury** does not include such mental injury or mental anguish if directly resulting from a covered **Wrongful Act** arising out of the performance or failure to perform **Insured Services**.

D. **"Claim"** means a written demand or written assertion of a legal right made against any **Insured** seeking **Damages** or non-monetary relief, including arbitration proceedings and **Disciplinary Proceedings**, including any appeal therefrom.

E. **"Claim Attendance Expense"** means the **Insured's** actual loss of earnings and reasonable expenses incurred directly in order for the **Insured** to attend hearings, depositions and trials

at the request of the **Company** in connection with the defense of a covered **Claim**.

F. **"Claim Expense"** means expenses incurred by the **Company** or by the **Insured** with the **Company's** consent in the investigation, adjustment, negotiation, arbitration, mediation and defense of covered **Claims**, whether paid by the **Company** or **Insured** with the **Company's** consent. **Claim Expense** includes:

1. Attorneys fees;
2. Costs taxed against an **Insured** in any suit defended by the **Company**;
3. The cost of appeal bonds or bonds to release attachments, but only for bond amounts within the applicable Limit of Insurance. The **Company** does not have to furnish these bonds; and
4. Reasonable expenses incurred by an **Insured** at the **Company's** request, excluding:
 - a. Loss of earnings (except to the extent covered as **Claim Attendance Expense**); and
 - b. Salaries or other compensation paid to any **Insured**.

G. **"Company"** means the insurance company stated at the top of the Declarations Page.

H. **"Damages"** means monetary judgment, award or settlement, including those that are actual, statutory, punitive, multiplied or exemplary, if permitted by law in an applicable jurisdiction; and legal expense or other costs included as part of a judgment, award or settlement. **Damages** also includes interest on any part of any judgment that accrues after entry of the judgment and before the **Company** has paid, offered to pay or deposited in court the part of the judgment that is within the applicable Limit of Insurance.

Damages does not include fines, penalties, taxes or return of fees, deposits, commissions or charges for goods or services.

Damages also does not include costs of correcting, performing or re-performing **Insured Services** by:

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1. Any **Insured**; or
2. Another party, when an **Insured** had the opportunity to correct, perform or re-perform the service that generated the cost.

In determining the insurability of punitive or exemplary damages, or the multiplied portion of any multiplied damage award, the law of the jurisdiction most favorable to the insurability of those damages will control for purposes of resolving any dispute between the **Company** and the **Insureds**, provided that such jurisdiction is:

1. Where the punitive, exemplary or multiplied damages were awarded or imposed;
2. Where the **Wrongful Act** giving rise to the **Claim** took place;
3. Where either the **Company** or any **Insured** is incorporated, has its principal place of business or resides; or
4. Where this policy was issued or became effective.

I. "**Disciplinary Proceeding**" means any action, investigation or request for information by a regulatory or disciplinary official, board or agency authorized by law or administrative order to oversee, investigate or institute actions regarding the **Insured's** professional misconduct in the performance of **Insured Services**.

J. "**First Inception Date**" is the Inception Date of the earliest errors and omissions insurance policy the **Company** issued to the **First Named Insured** that provides similar coverage by the **Company**, provided that there has been uninterrupted coverage by the **Company** for the **First Named Insured** from that earliest policy to this policy.

K. The "**First Named Insured**" is the **Named Insured** first listed on the Declarations Page.

L. "**Individual Insured**" means, individually and collectively:

1. Any **Named Insured** that is an individual person;
2. Any **Named Insured's** stockholders for their liability as stockholders;

3. Any **Named Insured's** and **Subsidiary's** partners, officers, directors and employees, but only with respect to their activities within the scope of their duties in such capacity in the performance of **Insured Services** by the **Named Insured** or any **Subsidiary**; and

4. Any **Named Insured's** and **Subsidiary's** former partners, officers, directors and employees, but only with respect to their activities within the scope of their duties in the capacity of the **Named Insured's** partners, officers, directors or employees in the performance of **Insured Services** by the **Named Insured**.

In the event of death, incompetency, insolvency or bankruptcy of any **Insured**, the **Insured's** legal representative shall be considered an "**Individual Insured**", but only with respect to its activities within the scope of its duties in such capacity in the performance of **Insured Services** by a **Named Insured**.

M. "**Insured**" means, individually and collectively:

1. A **Named Insured**; and
2. The **Individual Insureds**.

N. "**Insured Services**" means those services performed for others as stated in Item 4. on the Declarations Page, or as otherwise stated by endorsement to this policy.

O. "**Named Insured**" means the person or entity listed in Item 1. of the Declarations Page and its **Subsidiaries**.

P. "**Policy Period**" means the period of time stated in Item 2. on the Declarations Page, or any shorter period resulting from policy cancellation.

Q. "**Pollutant**" means any solid, liquid, gaseous or thermal irritant or contaminant, including but not limited to:

1. Smoke, vapor, soot, fumes, acids, alkalis, chemicals, lead, silica, mold or asbestos;
2. Hazardous, toxic or radioactive matter or nuclear radiation;
3. Waste, which includes material to be recycled, reconditioned or reclaimed; or

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4. Any other pollutant as defined by applicable federal, state or local statutes, regulations, rulings or ordinances.

R. "Property Damage" means:

1. Physical injury to tangible property, including all resulting loss of use of that property; or
2. Loss of use of tangible property that is not physically injured.

S. "Retention" means the amount stated in Item 6. on the Declarations Page and described in Section II.B. of this policy.**T. "Retroactive Date" means the date, if any, stated in Item 3. on the Declarations Page.****U. "Subsidiary(ies)" means any entity in which, and so long as, a Named Insured, either directly or indirectly:**

1. Owns more than fifty (50) percent of the issued and outstanding voting equity securities; or
2. Controls voting rights representing the present right to vote for election or to appoint more than fifty (50) percent of the directors or trustees;

on or before the effective date of this policy, or after the effective date of this policy; provided that, with any respect to any entity that becomes a **Subsidiary** after the effective date of the policy, and the entity's gross revenues exceed ten percent (10%) of the **Insured's** annual gross revenues at the Inception Date of the policy, the entity shall only be deemed a **Subsidiary** under this policy for a period of ninety (90) days from the date it became a **Subsidiary**.

If the **Insured** gives written notice within ninety (90) days of the creation or acquisition of the **Subsidiary**, including the necessary underwriting information the **Company** may require and pay any reasonable additional premium as the **Company** may require, then the **Company** will issue an endorsement including such entity in the definition of **Subsidiary** for the duration of the **Policy Period**.

In all events there is no coverage for **Wrongful Acts, Damages** or **Claim Expense** relating to any activities of a **Subsidiary**, or **Insured** there-

of, occurring prior to the time such entity became a **Subsidiary**.

V. "Wrongful Act" means conduct or alleged conduct by an Insured, or any person or organization for whom an Insured is legally liable, as described in Insuring Agreement Section I.A. of this policy or as amended by applicable endorsement(s) attached hereto.**All Wrongful Acts that:**

1. Take place between the **Retroactive Date** and the end of the **Policy Period** of the last policy the **Company** issued to the **Insured** and
2. Are related by common facts, circumstances, transactions, events and/or decisions will be treated as one **Wrongful Act**.

SECTION VI – GENERAL CONDITIONS**A. Time of Inception; Policy Period**

This policy will begin at 12:01 A.M. on the Inception Date shown in the Declarations. This policy will continue to apply until 12:01 A.M. on the Expiration Date also shown in the Declarations unless terminated at an earlier date.

B. Premium

The **First Named Insured** will pay to the **Company** the amount of premium stated in Item 7. of the Declarations. The premium may be adjusted at any time during the **Policy Period** or any extensions of the **Policy Period** based upon changes in the provisions of this policy as may be agreed upon by the **First Named Insured** and the **Company**.

C. Insured's Duties in the Event of a Claim

1. If there is a **Claim**, the **Insured** must do the following after the **Named Insured** has knowledge of the **Claim**:
 - a. Notify the **Company** in writing as soon as practicable. This notice must contain details that identify the **Insured**, the claimant and also reasonably obtainable information concerning the time, place and other details of the **Wrongful Act** and **Claim**.

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- b. Immediately send the **Company** copies of all demands, notices, summonses or legal papers received in connection with the **Claim**;
- c. Authorize the **Company** to obtain records and other information;
- d. Cooperate with and assist the **Company** in the investigation, settlement or defense of the **Claim**; and
- e. Assist the **Company**, upon the **Company's** request, in enforcing any rights of contribution or indemnity against another who may be liable to any **Insured**.

- 2. No **Insured** will, except at the **Insured's** own cost, voluntarily make a payment, admit liability, assume any obligation or incur any expense without the **Company's** prior written consent.
- 3. When this policy requires that an **Insured** provide notice of a **Claim**, we will consider the **Insured** to have knowledge of that **Claim** when any of the offices of the **Named Insured's** chairperson of the board of directors, president, chief executive officer, chief operating officer, chief financial officer, risk manager or in-house counsel has that knowledge.

D. Bankruptcy

The bankruptcy or insolvency of the **Insured** or **Insured's** estate will not relieve the **Company** of the **Company's** obligation under this insurance. However, this insurance will not apply to liability directly or indirectly due to such bankruptcy, insolvency, receivership or subsequent liquidation.

E. Other Insurance

If other valid and collectible insurance applies to a **Claim** covered under this policy, this insurance is excess over such other insurance, except when the other insurance is specifically arranged by or on behalf of the **Named Insured** to apply in excess of this insurance, and no other insurance applies to the **Claim**.

F. Subrogation and Recovery

In the event of any payment under this policy, the **Company** will be subrogated to all the **In-**

sured's rights of recovery therefore against any person or organization, and the **Insured** will execute and deliver instruments and papers and do whatever else is necessary to secure such rights. The **Insured** will do nothing to prejudice such rights. The **Company** will have no rights of subrogation against any **Insured** hereunder. Any recoveries shall be applied as follows:

- 1. First, to the **Company** up to the amount the **Company** has paid for **Damages** and **Claim Expense**.
- 2. Then, to the **First Named Insured** as recovery of Retention amounts paid as **Damages** and **Claim Expense**.

G. Changes in Insured's Operations

This policy applies only to **Insured Services** as described in the **Application**. This policy will not apply to any other activities or entities unless, with the **Company's** consent, such activities or entities are added to this policy by endorsement. The **Named Insured** will promptly pay any additional premium that may become due as a result of such addition.

H. Assignment

Assignment of any interest under this policy will not bind the **Company** unless and until its written consent is endorsed hereon.

I. Cancellation and Nonrenewal**1. Cancellation**

- a. The **First Named Insured** may cancel this policy by mailing or delivering written notice of cancellation to the **Company** or the **Company's** authorized representative, at the address shown on the Declarations Page of this policy. Such notice of cancellation will state the effective date of cancellation or, if no effective date is stated, the effective date of cancellation shall be thirty (30) days after receipt of notice. The **Policy Period** will end on that date.
- b. The **Company** may cancel this policy by mailing or delivering to the **First Named Insured** written notice of cancellation at least:

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(1) Ten (10) days before the effective date of cancellation if the **Company** cancels for nonpayment of premium; or

(2) Thirty (30) days before the effective date of cancellation if the **Company** cancels for any other reason.

c. If this policy is canceled, the **Company** will send the **First Named Insured** any premium refund due. If the **Company** cancels, the refund will be the pro rata unearned amount of the annual premium. If the **First Named Insured** cancels, the refund, if any, will be the pro rata unearned amount of the annual premium calculated at the customary short rate. Return of premium to the **First Named Insured** is not a condition precedent to cancellation.

d. The **Company** will mail or deliver the notice to the address stated in Item 1. on the Declarations Page.

e. If notice of cancellation is mailed, proof of mailing will be sufficient proof of notice. Delivery of the notice will be the same as mailing.

2. Nonrenewal

The **Company** may elect not to renew this policy by mailing or delivering written notice of nonrenewal to the **First Named Insured** at the address shown on the Declarations Page of this policy. The **Company** will mail or deliver the notice at least sixty (60) days before the expiration of the policy.

If notice of nonrenewal is mailed, proof of mailing will be sufficient proof of notice. Delivery of the notice will be the same as mailing.

J. Action Against the Company

1. No action will lie against the **Company** unless, as a condition precedent thereto, there has been full compliance with all of the terms of this policy by all **Insureds**, nor until the amount of the **Insured's** obligation to pay has been fully determined either by judgment or award against the **Insured** after actual trial or arbitration or by written agreement among the **Insured**, the claimant

and the **Company**. Any person or organization, or the legal representative thereof, who has secured such judgment or written agreement, will thereafter be entitled to recover under this policy to the extent of the insurance afforded by this policy.

2. No person or organization will have any right under this policy to join the **Company** as a party to any action against the **Insured** to determine the **Insured's** liability, nor will the **Company** be impleaded by the **Insured** or the **Insured's** legal representative.

K. Representations

By accepting this policy, the **Named Insured** agrees:

1. The statements made and information contained in the **Application** for this insurance furnished to the **Company** are true, accurate and complete;

2. Those statements furnished to the **Company** are representations the **Named Insured** made to the **Company** on behalf of all **Insureds**;

3. Those representations are a material inducement to the **Company** to issue this policy;

4. The **Company** has issued this policy in reliance upon those representations;

5. This policy embodies all agreements existing between the **Insured** and the **Company** or any of its agents relating to this insurance;

6. The **Insured** has and will provide true, accurate and complete information with regard to audits, claims, and assessments as required by the **Company**;

7. The **Application**, including any attachments, and all other information and materials submitted by or on behalf of the **Insureds** to the **Company** in connection with the **Company** underwriting this policy, will be kept on file by the **Company**, deemed attached to this policy as if physically attached to it and shall become incorporated in and constitute a part of this policy;

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8. If such representations or such information are not true, accurate and complete, this policy shall be null and void in its entirety and the **Company** shall have no liability hereunder.

L. Severability

With regard to the information provided on any insurance **Application** or with regard to knowledge of any **Wrongful Acts** or **Claims** as referenced in this policy, only facts pertaining to and knowledge possessed by any of the offices of the **Named Insured's** chairperson of the board of directors, president, chief executive officer, chief operating officer, chief financial officer, risk manager, in-house counsel or any person whose signature appears on any **Application**, shall be imputed to the **Insured**.

M. Changes to the Policy

Notice or knowledge possessed by any person will not effect a waiver or a change in any part of this policy or estop the **Company** from asserting any rights under the terms of this policy; nor will the terms of this policy be waived or changed except by written endorsement issued to form a part of this policy.

N. Authorization

The **First Named Insured** is responsible for assurance of payment of all premiums and **Retentions**. The **First Named Insured** will have exclusive authority to act on behalf of all other **Insureds** with respect to providing and receiving notices of cancellation or nonrenewal, receiving any return premium, and purchasing an Extended Reporting Period. In the event of a disagreement between any **Insureds**, the **First Named Insured** will have exclusive authority to act on behalf of all other **Insureds** with respect to negotiation of settlements and the decision to appeal or not to appeal any judgment.

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MPL 00 120 11 15**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ANTI-STACKING ENDORSEMENT

This endorsement modifies insurance provided under the following:

Miscellaneous Professional Liability Insurance Policy

SECTION II – LIMITS OF INSURANCE, RETENTION AND REIMBURSEMENT, Section A Limits of Insurance of the policy is amended to add the following:

If any **Wrongful Act** that is covered by the policy is also covered to any extent by another policy also issued by the **Company** or any of its parents, subsidiaries or its affiliates to the **Named Insured**, the total liability of the **Company** or its parents, subsidiaries or its affiliates under either or both policies for the **Wrongful Act** shall not exceed the largest Total Limit of Insurance available under either policy.

All other terms and conditions of this policy remain unchanged.

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MPL 00 14 11 15**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**INDEPENDENT CONTRACTORS – PERSONS INSURED
CHANGE ENDORSEMENT**

This endorsement modifies insurance provided under the following:

Miscellaneous Professional Liability Insurance Policy

SECTION V – DEFINITIONS, Section L.3. of the policy is deleted in its entirety and replaced by the following:

All other terms and conditions of this policy remain unchanged.

3. Any **Named Insured's** and **Subsidiary's** partners, officers, directors, employees and independent contractors, but only with respect to their activities within the scope of their duties in such capacity in the performance of **Insured Services** by the **Named Insured** or any **Subsidiary**; and

SECTION V – DEFINITIONS, Section L. 4. of the policy is deleted in its entirety and replaced by the following:

4. Any **Named Insured's** and **Subsidiary's** former partners, officers, directors, employees and independent contractors, but only with respect to their activities within the scope of their duties in the capacity of the **Named Insured's** partner, officer, director, employee or independent contractors in the performance of **Insured Services** by the **Named Insured**.

SECTION III – EXCLUSIONS, Section, B. 4. of the policy is deleted in its entirety and replaced by the following:

The **Company** is not obligated to pay **Damages** or **Claim Expense** or defend **Claims** made by:

4. Any present, former or prospective employees, independent contractors, officers or directors of any **Insured** when the **Claim** is in any way related to the present, former or prospective employment or independent contract relations between the claimant and any **Insured**.

MISCELLANEOUS PROFESSIONAL LIABILITY MPL 00 41 03 18

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

INFRINGEMENT OF COPYRIGHT/TRADEMARK SUBLIMIT ENDORSEMENT

This endorsement modifies insurance provided under the following:

Miscellaneous Professional Liability Insurance Policy

SECTION I – INSURING AGREEMENTS, Section A.2 of the policy is amended to add the following:

2. For the purposes of this policy of insurance, “**Wrongful Act**” shall mean the following conduct or alleged conduct by an **Insured**, or any person or organization for whom an **Insured** is legally liable:

- g. Infringement of title, slogan, trade-mark, trade name, trade dress, service mark or service name;
- h. Infringement of copyright, false attribution of authorship, passing off, plagiarism or misappropriation of ideas under implied contract;
- i. **Piracy, Unfair Competition** or other misuse of intellectual property right in **Content**, but only when alleged in conjunction with the types of **Claims** named in **g.** and **h.** above.

SECTION II – LIMITS OF INSURANCE, RETENTION AND REIMBURSEMENT, Section A.3., Sub-Limits, of the policy is amended to add the following:

Copyright/Trademark

The most the **Company** will pay for all **Damages** and **Claim Expense** for **Claims** arising out of any actual or alleged infringement of copyright, infringement of trade mark, trade dress, trade name, service mark, service name, title or slogan or **Piracy, Unfair Competition** or other misuse of intellectual property

right in **Content** shall be \$250,000 , no matter how many:

- (1) **Insureds** this policy covers;
- (2) **Claims** are made;
- (3) Persons or organizations make **Claims**; or
- (4) **Wrongful Acts** are committed.

This sub-limit shall be part of, and not in addition to, the Total Limit of Insurance stated in Item 5.b. of the Declarations. Payment for **Claim Expense** or **Damages** to which a sub-limit applies will reduce the Total Limit of Insurance available to pay **Claims** covered under this policy.

SECTION III – EXCLUSIONS, Section A.3 of the policy is deleted in its entirety and replaced by the following:

The **Company** is not obligated to pay **Damages** or **Claim Expense** or defend **Claims** for or arising directly or indirectly out of:

3. Infringement, misappropriation or theft of:
 - a. Patent; or
 - b. Trade secrets.

SECTION V – DEFINITIONS of the policy is amended to add the following:

“**Content**” means printed, audio, visual, digital or informational material.

"Piracy" means the wrongful use, reprinting or reproduction of copyrighted intellectual property.

"Unfair Competition" means the misuse of an intellectual property right in **Content**.

All other terms and conditions of this policy remain unchanged.

**MISCELLANEOUS PROFESSIONAL LIABILITY
MPL 00 43 11 15**

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.
CONSULTANTS CHANGE ENDORSEMENT**

This endorsement modifies insurance provided under the following:

Miscellaneous Professional Liability Insurance Policy

SECTION III – EXCLUSIONS, Section A of the policy is amended to add the following:

- A.** The **Company** is not obligated to pay **Damages** or **Claim Expense** or defend **Claims** for or arising directly or indirectly out of:

Advice about or selection of any investment advisor, investment manager, custodial firm or similar firm by any **Insured**.

Advice about, promise or guarantee of the future performance or value of investments, or rate of return or interest by any **Insured**.

Loss of or fluctuation in the value of any monies or securities.

Commingling or improper use of funds.

Failure of investments to perform as expected or desired.

All other terms and conditions of this policy remain unchanged.

**MISCELLANEOUS PROFESSIONAL
LIABILITY MPL 00 58 12 18**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXTENDED REPORTING PERIOD OPTION ENDORSEMENT

This endorsement modifies insurance provided under the following:

Miscellaneous Professional Liability Insurance Policy

The Extended Reporting Period options and the respective percentage of the Net Variable Premium, as stated in Item 7. of the Declarations Page that the **First Named Insured** must pay to purchase the Extended Reporting Period are:

One Year = 100%

Two Years = 150%

Three Years = 200%

Four Years = 225%

Unlimited = 250%

All other terms and conditions of this policy remain unchanged.

**MISCELLANEOUS PROFESSIONAL LIABILITY
MPL 00 80 11 15**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**BLANKET WAIVER OF SUBROGATION AS REQUIRED BY
CONTRACT CHANGE ENDORSEMENT**

This endorsement modifies insurance provided under the following:

Miscellaneous Professional Liability Insurance Policy

**SECTION VI – GENERAL CONDITIONS, Section F
Subrogation and Recovery** of the policy is amended to add the following additional paragraph after **F.2**:

The **Company** hereby waives any of its rights to pursue recovery in a subrogation action against all clients of any **Insured** hereunder, where such waiver of subrogation by the **Company** is a contractual requirement for services performed under a written agreement between an **Insured** and any client of the **Insured**. This waiver of subrogation rights by the **Company** shall apply only with respect to clients of any **Insured**, and not to others, associated with any **Claim** brought against any **Insured** for services performed under a written agreement between the client and an **Insured**.

All other terms and conditions of this policy remain unchanged.

**MISCELLANEOUS PROFESSIONAL LIABILITY
MPL 00 90 11 15**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**EXCLUSION OF OWNED PROPERTY
CHANGE ENDORSEMENT**

This endorsement modifies insurance provided under the following:

Miscellaneous Professional Liability Insurance Policy

SECTION III – EXCLUSIONS, Section A. of the policy is amended to add the following:

- A.** The **Company** is not obligated to pay **Damages** or **Claim Expense** or defend **Claims** for or arising directly or indirectly out of:

The performance of **Insured Services** involving any property in which the **Insured** or any of the **Insured's Direct Relatives** have or had an ownership or equity interest as an individual, partner, shareholder or fiduciary. "**Direct Relatives**" means any of the following (including step-relations or relations by adoption): **Insured's** parent, grandparent, siblings, children or **Insured's** spouse and **Insured's** spouse's parents, grandparents, siblings or children.

All other terms and conditions of this policy remain unchanged.

MISCELLANEOUS PROFESSIONAL LIABILITY MPL 04 01 11 15

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CALIFORNIA CHANGES

This endorsement modifies insurance provided under the following:

Miscellaneous Professional Liability Insurance Policy

SECTION VI – CONDITIONS, Section I. Cancellation and Nonrenewal is deleted in its entirety and replaced by the following:

I. Cancellation and Nonrenewal

1. Cancellation

a. The **First Named Insured** may cancel this policy by mailing or delivering written notice of cancellation to the **Company** or the **Company's** authorized representative, at the address shown on the Declarations Page of this policy. Such notice of cancellation will state the effective date of cancellation or, if no effective date is stated, the effective date of cancellation shall be thirty (30) days after receipt of notice. The **Policy Period** will end on that date.

b. The **Company** may cancel this policy by mailing or delivering to the **Named Insured** and to the agent or broker of record, written notice of stating the reason for cancellation at least:

- (1) Ten (10) days before the effective date of cancellation if the **Company** cancels for nonpayment of premium for fraud; or
- (2) Thirty (30) days before the effective date of cancellation if the **Company** cancels for any other reason.

c. If this policy has been effective for more than sixty (60) days or is a renewal policy, only an occurrence of one or more of the following after the effective date of the policy will be considered grounds for cancellation:

- (1) Nonpayment of premium, including payment due on a prior policy issued by the **Company** and due during the current policy term covering the same risks;
- (2) A judgment by a court or an administrative tribunal that the **Named Insured** has violated any law of the state of California or of the United States having as one of its necessary elements an act which materially increases any of the risks insured against;
- (3) Discovery of fraud or material misrepresentation by either the **Named Insured** or the **Insured's** representative in obtaining the insurance or the **Named Insured** or the **Named Insured's** representative in pursuing **Claim** under the policy;
- (4) Discovery of willful or grossly negligent acts or omissions, or of any violations of state laws or regulations establishing safety standards, by the **Named Insured** or the **Named Insured's** representative, which materially increase any of the risks insured against;

MISCELLANEOUS PROFESSIONAL LIABILITY – California Changes

- (5) Failure by the **Named Insured** or the **Named Insured's** representative to implement reasonable loss control requirements which were agreed to by the **Insured** as a condition of policy issuance or that were conditions precedent to the use by the **Company** of a particular rate or rating plan, if the failure materially increases any of the risks insured against;
- (6) A determination by the Commissioner that the loss of, or changes in, the **Company's** reinsurance covering all or part of the risk would threaten the financial integrity or solvency of the **Company**. A certification made under penalty of perjury to the Commissioner by an officer of the **Company** of the loss of, or change in, reinsurance and that the loss or change will threaten the financial integrity or solvency of the **Company** if the cancellation of the policy is not permitted shall constitute this determination unless disapproved by the Commissioner within thirty (30) days of the filing. There shall be not extensions to this thirty (30) day period;
- (7) A determination by the Commissioner that a continuation of the policy coverage would place the **Company** in violation of the laws of the state of California or the state of the **Company's** domicile or that the continuation of coverage would threaten the solvency of the **Company**;
- (8) A change by the **Named Insured** or the **Named Insured's** representative in the activities or property of the commercial or industrial enterprise that results in a material added risk, a materially increased risk or a materially changed risk, unless the added, increased or changed risk is included in the policy.
- d. If this policy is canceled, the **Company** will send the **Named Insured** any premium refund due. If the **Company** cancels, the refund will be the pro rata unearned amount of the annual premium. If

the **Named Insured** cancels, the refund, if any, will be the pro rata unearned amount of the annual premium calculated at the customary short rate. Return of premium to the **Named Insured** is not a condition precedent to cancellation. In the event of cancellation of this policy, any return premium due the **First Named Insured** will be refunded within eighty (80) business days.

2. Nonrenewal

The **Company** may elect not to renew this policy by mailing, by certified mail with return receipt, or delivering written notice of nonrenewal to the **Named Insured** at the address shown on the Declarations Page of this policy, with a copy to the agent or broker of record on the policy. The **Company** will mail or deliver the notice at least sixty (60) days, but not more than one hundred twenty (120) days, before the expiration of the policy.

If notice of nonrenewal is mailed, proof of mailing will be sufficient proof of notice. Delivery of the notice will be the same as mailing. The notice period will be extended by an additional ten (10) days to allow for mailing time.

Notice of nonrenewal as described in this provision will not be required for any of the following situations:

- a. Transfer or renewal of a policy without changes between insurers of the same group;
- b. Extension of the policy of ninety (90) days or less after notice of nonrenewal has been sent;
- c. The **Insured** has obtained or agreed to obtain replacement coverage within sixty (60) days of termination;
- d. For a sixty (60) day policy, where notice of renewal is given at the time the policy was issued;
- e. The **Insured** requests a change in terms, conditions or risks covered by the policy

MISCELLANEOUS PROFESSIONAL LIABILITY – California Changes

within sixty (60) days prior to the end of the Policy Period; or

- f. The **Company** has made a written offer sixty (60) days prior to the end of the policy term to renew under different terms.

SECTION VI – CONDITIONS of the policy is amended to add the following:

O. Renewal With Altered Terms

If renewal of this policy will be based on a rate increase of twenty-five percent (25%) or more, increase in **Retention**, reduction of limits or elimination of coverage(s), the **Company** will provide the **First Named Insured** at least sixty (60) days, but not more than one hundred twenty (120) days, advance notice of such change(s) prior to the expiration of the policy. The notice will be mailed via certified mail or delivered to the **First Named Insured** at the address shown on the Declarations Page of this policy. The notice period will be extended by an additional ten (10) days to allow for mailing time. If notice is mailed, proof of mailing will be sufficient proof of notice. Delivery of the notice will be the same as mailing.

All other terms and conditions of this policy remain unchanged.

Bewilder, Inc
1840 N Kenmore Ave
Apt 204
Los Angeles, CA 90027



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/25/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER BIBERK P.O. Box 113247 Stamford, CT 06911	CONTACT NAME: PHONE (A/C, No, Ext): 844-472-0967 FAX (A/C, No): 203-654-3613 E-MAIL ADDRESS: customerservice@biBERK.com														
INSURED Bewilder, Inc 1840 N Kenmore Ave Apt 204 Los Angeles, CA 90027	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A : Berkshire Hathaway Direct Insurance Company</td> <td>10391</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Berkshire Hathaway Direct Insurance Company	10391	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER F :															

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			N9UM753255	08/26/2022	08/26/2023	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	Professional Liability (Errors & Omissions): Claims-Made						Per Occurrence/Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Bewilder, Inc 1840 N Kenmore Ave Apt 204 Los Angeles, CA 90027	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Vendor Certification of Criminal Background Clearance, Tuberculosis (TB) Clearance, and Credential Verification

In accordance with California fingerprint and criminal background clearance, TB risk assessment/clearance requirements, and credentialing requirements per Education Code sections 45125.1 et seq., 49406, and 47605(l)

With respect to the Agreement/Contract (Number _____) between Camino Nuevo Charter Academy ("CHARTER SCHOOL") and the individual, company, or contractor Bewilder ("VENDOR") for provision of services.

PLEASE CHECK ALL APPROPRIATE BOXES AND SIGN BELOW.

CLEARANCE AND CREDENTIAL REQUIREMENTS SATISFIED:

- ☐ A. The VENDOR hereby certifies to the CHARTER SCHOOL's Governing Board that it has completed the criminal background check requirements of California Education Code (Ed. Code) section 45125.1, that it has determined that none of its employees that may come into contact with CHARTER SCHOOL students has been convicted of a violent felony listed in Penal Code Section 667.5(c) or a serious felony listed in Penal Code Section 1192.7(c), and that the VENDOR requests and receives subsequent arrest notifications for all such employees from the California Department of Justice to ensure ongoing safety of students.
- ☐ B. The VENDOR hereby certifies to the CHARTER SCHOOL Governing Board that it has required and verified that all employees who may have frequent or prolonged contact with students have undergone a risk assessment and/or been examined and determined to be free of active tuberculosis as required in Ed. Code section 49406. VENDOR requires all new employees to provide VENDOR with certificate of tuberculosis clearance dated within the 60 days prior to initial employment. VENDOR maintains current TB clearances for all such employees.
- ☐ C. The VENDOR hereby certifies to the CHARTER SCHOOL Governing Board that it has required and verified that all VENDOR employees whose assignment at the CHARTER SCHOOL requires a teaching or substitute credential or license holds a current, valid credential or license appropriate for the assignment as required by Ed. Code section 47605(l).

List below, or attach, the name and other information for each vendor employee for whom VENDOR has successfully completed the requisite fingerprinting and criminal background check, TB risk assessment/clearance, and credential verification (if applicable), in accordance with the provisions above.

Name of Employee	Date of Criminal Background Clearance Determination	TB Expiration Date	Credential(s) Type and Expiration Date(s)
Yvonne Leow	6/16/2023	10/31/2026	
Anna Szimhart	6/23/2023	10/31/2026	
Rebekah Geiselman	7/03/2023	10/31/2026	
Naiseyi Martinez	6/24/2023	10/31/2026	
Sofia Sioris	6/22/2023	10/31/2026	
Adrean Barrios	6/21/2023	10/31/2026	
Morgan Taylor	6/26/2023	10/31/2026	
Markesha Chatfield	6/20/2023	10/31/2026	
Mason Conrad	6/17/2023	10/31/2026	
Eric Solis	6/19/2023	10/31/2026	
Rose Di Nardo	6/23/2023	06/26/2026	
Antoinette Laviolette	6/23/2023	06/05/2026	

WAIVER JUSTIFICATION:

Vendor Certification of Criminal Background Clearance, Tuberculosis (TB) Clearance, and Credential Verification

- ☒ D. The VENDOR and all of its employees qualify for a waiver of the Department of Justice (DOJ) fingerprint and criminal background clearance requirements for the following reason(s) permitted by Ed. Code section 45125.1 et seq.

☒ The VENDOR and its employees will NOT have any interaction with pupils outside of the immediate supervision and control of the pupil’s parent or guardian or a school employee. [Ed. Code § 45125.1(a).]
- ☒ The VENDOR, which will be providing for construction, reconstruction, rehabilitation, or repair of a school facility where the employees of the VENDOR may have contact, other than limited contact, with pupils, shall ensure the safety of the pupils by one or more of the following methods: [Ed. Code § 45125.2 (a).]

Check all methods to be used:


☐ 1) Installation of a physical barrier at the worksite to limit contact with students

☒ 2) Continual supervision and monitoring of all employees of the VENDOR by an employee of the VENDOR who has not been convicted of a serious of violent felony as ascertained by the DOJ

☒ 3) Surveillance of employees of the VENDOR by school personnel

☒ The services provided by the VENDOR and its employees are for an “EMERGENCY OR EXCEPTIONAL SITUATION” ONLY, such as when pupil health or safety is immediately endangered or when emergency repairs are needed to make the school facilities safe and habitable. [Ed. Code § 45125.1(b).]

By signing below, under penalty of perjury, I certify that the information contained on this certification form and the employee list(s) is accurate. I understand that it is the VENDOR’S sole responsibility to maintain, update, and provide the CHARTER SCHOOL with current and complete information along with the employee list, throughout the duration of services provided by VENDOR.

	Yvonne Leow	CEO	6/26/2023
Authorized Vendor Signature	Printed Name	Title	Date

Coversheet

23-24 Expanded Learning Contract: Tinker the Robot

Section:	VI. Contracts
Item:	B. 23-24 Expanded Learning Contract: Tinker the Robot
Purpose:	Vote
Submitted by:	
Related Material:	23-24 Tinker the Robot Independent Contractor Agreement FINAL.pdf



Camino Nuevo Charter Academy

INDEPENDENT CONTRACTOR AGREEMENT

I. This Independent Contractor Agreement (hereinafter called “Agreement”) is dated this **7th** day of **August**, 2023, by and between Camino Nuevo Charter Academy (hereinafter called “**CNCA**”), located at 3435 W Temple St. Los Angeles, CA 90027, and Tinker the Robot (hereinafter called “**Contractor**”), located at 2438 San Gabriel Blvd., Ste. C, Rosemead, CA 91770.

II. **Description of Engineer Design Challenge/Robot Build Series.** In consideration of their mutual covenants, the parties hereto agree as follows: The Engineer Design Challenge/Robot Build Series to be provided by **Contractor** pursuant to this Agreement (Engineer Design Challenge/Robot Build Series), including details regarding the contact that **Contractor** and its assigns will have with students, are described in

Attachment A - Description of Engineer Design Challenge/Robot Build Series – (MUST BE COMPLETED AND ATTACHED TO THIS DOCUMENT)

Contractor hereby verifies that it is specially trained or experienced and competent to provide the Engineer Design Challenge/Robot Build Series required by this Agreement and acknowledges that **CNCA** has entered into this Agreement in reliance on the above verification.

III. **Term of Agreement.** The work specified above will commence on September 11, 2023 and will be completed by June 18, 2023. **CNCA** has no legal obligation to renew this Agreement and the decision to do so shall be entirely within the discretion of **CNCA**.

IV. **Billing.** In consideration of the Engineer Design Challenge/Robot Build Series provided, **Contractor** will submit invoices X monthly ☐ annually ☐ at completion of contract and will be paid at the rate of \$253,000 per year. The total contract amount will not exceed \$253,000. Payment is due within thirty (30) days of receipt of invoice.

V. **Indemnification.** **Contractor** agrees to defend, indemnify and hold harmless **CNCA**, its officers, directors, employees, agents, affiliates, owners, volunteers, successors and assigns from and against any and all claims, including active and passive claims, losses, costs, attorney fees and expenses arising out of any liability or claim of liability for personal injury, bodily injury to persons or death, contractual liability and/or damage to property sustained, or claimed to have been sustained, arising out of any act or omission by **Contractor** or its sub-Contractors, and/or any other person, firm or corporation furnishing or supplying services, materials or supplies in conjunction with the Engineer Design Challenge/Robot Build Series of the **Contractor**, whether authorized by this Agreement or not. **Contractor** further agrees to waive all rights of subrogation against **CNCA**. The provisions of this article do not apply to any damage or losses caused solely by the negligence or willful misconduct of **CNCA** or any of its agents or employees.

VI. **Insurance.** **Contractor** shall, at its own expense, procure and maintain at all times it performs any portion of the Engineer Design Challenge/Robot Build Series the following insurance with minimum limits equal to the amounts indicated below.

1) Minimum Scope of Insurance

- a) *Commercial General Liability and Automobile Liability Insurance.* Commercial General Liability Insurance and Automobile Liability Insurance that shall protect **Contractor**, **CNCA**, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Engineer Design Challenge/Robot Build Series. (Form CG 0001 and CA 0001) Commercial General Liability insurance shall include contractual liability, products liability, completed operations and broad form property damage coverage.
- b) *Workers’ Compensation and Employers’ Liability Insurance.* Workers’ Compensation Insurance and Employers’ Liability Insurance for all of its employees performing any portion of the Engineer Design Challenge/Robot Build Series. In accordance with provisions of section 3700 of the California Labor Code, **Contractor** shall be required to secure workers’ compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Engineer Design Challenge/Robot Build Series under this Agreement are not protected under the Workers’ Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before

any of those employee(s) commence performing any portion of the Engineer Design Challenge/Robot Build Series.

- c) *Professional Liability (Errors and Omissions) Insurance*. Professional Liability (Errors and Omissions) Insurance against loss due to error, omission or malpractice, unless waived in writing by **CNCA**.
- d) *Sexual Abuse & Molestation Insurance*. Sexual Abuse & Molestation Insurance covering bodily injury, emotional distress, or mental anguish related to any claim, cause of action, or liability associated with child molestation or sexual abuse.

2) Minimum Limits of Insurance

- i. *Commercial General Liability Insurance*: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage; \$3,000,000 general aggregate.
 - ii. *Automobile Liability Insurance*: \$1,000,000 combined single limit per accident for bodily injury and property damage; \$2,000,000 general aggregate.
 - iii. *Workers' Compensation and Employers' Liability Insurance*: Workers' compensation limits as required by the Labor Code of the State of California and Employers Liability limits of \$1,000,000 per accident.
 - iv. *Professional Liability (Errors and Omissions) Insurance*: \$1,000,000 single limit per claim; \$2,000,000 general aggregate.
 - v. *Sexual Abuse & Molestation Insurance*. \$2,000,000 per claim and in aggregate if this coverage is applicable to the Engineer Design Challenge/Robot Build Series provided.
- 3) Claims-Made Forms: If the above insurance is written on a claims-made form, it shall continue for three years following termination of this Agreement. Such insurance shall have a retroactive date of placement prior to or coinciding with the effective date of this Agreement.
- 4) Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by **CNCA**.
- 5) Other Insurance Provisions: The policies shall contain, or be endorsed to contain, the following provisions:
- a) *General Liability and Automobile Liability Coverages*
 - i. **Contractor's** insurance coverage shall be primary insurance with respect to **CNCA**, its officers, board members, officials, employees, agents, or volunteers. Any insurance or self-insurance maintained by **CNCA**, its officers, board members, officials, employees, or volunteers shall be in excess of **Contractor's** insurance and shall not contribute to it.
 - ii. **CNCA**, its officers, board members, officials, employees, agents, and volunteers shall be covered as additional insureds with respect to liability arising out of activities performed by or on behalf of **Contractor**; and premises owned, leased, or used by **Contractor**. The coverage shall contain no special limitations on the scope of the protection afforded to **CNCA**, its officers, board members, officials, employees, agents, or volunteers.
 - iii. Failure to comply with reporting provisions of the policies shall not affect coverage provided to **CNCA**, its officers, board members, officials, employees, agents, and volunteers.
 - iv. Coverage shall state that **Contractor's** insurance shall apply separately to each insured against whom a claim is made or a suit is brought, except with respect to the limits of the insurer's liability.
 - b) *All Coverages*
 - i. Each insurance policy required by this Agreement shall be endorsed to state that coverages shall not be canceled except after thirty (30) days prior written notice has been given to **CNCA**. In addition, **Contractor** agrees that it shall not reduce its coverage or limits on any such policy except after thirty (30) days prior written notice has been given to **CNCA** and **CNCA** approves the reduction in coverage or limits. **Contractor** further agrees that it shall not increase any deductibles or self-insured retentions on any such policy except after thirty (30) days prior written notice has been given to **CNCA** and **CNCA** approves such increase. Insurance is to be placed with insurers with a Best's rating of no less than A: VII. This requirement may, however, be waived in individual cases for Errors and Omissions Coverages only, provided that in no event will a carrier with a rating of B: IX or lower be acceptable.
- 6) Self-Insured Entities: **CNCA** may, at its discretion, accept self-insurance as being in compliance with this section. In such case, **Contractor** agrees that it will defend and indemnify **CNCA**, including its officers, board members, officials, employees, agents, and volunteers, to the same extent as it would **Contractor** or any other self-insured person or entity, and that it will treat **CNCA**, including its officers, board members, officials, employees, agents, and volunteers, in all respects as if it were covered to the same extent as **Contractor** or any other self-insured person or entity. Self-insurance shall be subject to all requirements contained in this section. Alternatively, self-insured entities may purchase insurance covering **CNCA** for all work performed and/or services rendered under this Agreement, provided such insurance complies with all the requirements of this section.
- 7) Evidence of Insurance: Prior to commencing work under this Agreement, **Contractor** shall provide **CNCA** with certificates of insurance evidencing compliance with this section. On request, **Contractor** shall furnish copies of any and/or all of the required insurance policies.

VII. **Limitation of CNCA Liability**. Other than as provided in this Agreement, **CNCA's** financial obligations under

this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall **CNCA** be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement or for the Engineer Design Challenge/Robot Build Series performed in connection with this Agreement.

VIII. Non-Discrimination. **Contractor** shall ensure that no person employed by, associated with, or subcontracted to **Contractor** shall, on the basis of race, color, national origin, age, ancestry, religion, sex, handicap or sexual orientation, or other basis protected by law, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity at **CNCA** and shall ensure its, and its employees' and subcontractors' compliance with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735.

IX. Interest of Contractor. It is understood and agreed that this Agreement is not a contract of employment between **CNCA** and **Contractor**. At all times **Contractor** shall be deemed to be an independent contractor and is not authorized to bind **CNCA** to any contracts or other obligations. In executing this Agreement, **Contractor** certifies that no one who has or who will have any financial interest under this Agreement is an officer or employee of **CNCA**. Additionally, as the **Contractor** is not a **CNCA** employee, **Contractor** is solely responsible for all employment-related responsibilities for its employees, including but not limited to training, fingerprinting, workers' compensation, etc..

X. Workers' Compensation. **Contractor** is aware of the laws of the State of California requiring employers to be insured against liability for Workers' Compensation and shall comply with such laws during the term of this Agreement.

XI. Occupational Safety and Health Administration (OSHA). **Contractor** is aware of OSHA standards and codes as set forth by the U.S. Department of Labor and the derivative Cal/OSHA standards, laws and regulations relating thereto, and verify that all performance under this Agreement shall be in compliance therewith.

XII. Originality of Services. **Contractor** agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to the **CNCA** and/or used in connection with this Agreement, shall be wholly original to **Contractor** and shall not be copied in whole or in part from any other source, except that submitted to **Contractor** by **CNCA** as a basis for such services.

XIII. License and Authority. **Contractor** warrants that it will maintain all necessary licenses, registrations, and certifications during the term of this Agreement, and that it is duly authorized to enter into this Agreement by its governing or controlling body. Evidence or copies of all necessary licenses, registrations and certifications must be provided to **CNCA**.

XIV. Compliance with Laws. **Contractor** shall observe and comply with all rules and regulations of the governing board of **CNCA** and all federal, state, and local laws, ordinances and regulations. **Contractor** shall give all notices required by any law, ordinance, rule and/or regulation bearing on the performance of the Engineer Design Challenge/Robot Build Series as indicated or specified. If **Contractor** observes that the Engineer Design Challenge/Robot Build Series are at variance with any such laws, ordinances, rules or regulations, **Contractor** shall notify **CNCA** in writing, and at the sole option of **CNCA**, any necessary changes to the Engineer Design Challenge/Robot Build Series shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon **Contractor's** receipt of a written termination notice from **CNCA**. If **Contractor** performs any work that is in violation of any laws, ordinances, rules or regulations, without first notifying **CNCA** of the violation, **Contractor** shall bear all costs arising therefrom.

XV. Equipment and Facilities. **Contractor** will provide all necessary equipment and facilities to render its Engineer Design Challenge/Robot Build Series pursuant to this Agreement, unless the parties to this Agreement specifically agree in writing that said equipment and facilities will be provided in a different manner. Equipment purchased under the provisions of this Agreement by **CNCA** is the property of **CNCA** and shall be used for its intended purpose during the term of this Agreement. An inventory of all equipment purchased under this Agreement shall be maintained. After the term of this Agreement, the equipment shall continue to be the property of **CNCA**.

XVI. Employment of Additional Workers by Contractor. **Contractor** may, at its own expense, employ additional workers or subcontractors as necessary for the completion of this Agreement and shall maintain workers' compensation insurance as required by state law. **CNCA** shall not control, direct, or supervise **Contractor's** additional workers or subcontractors in the performance of services. **Contractor** assumes full and sole responsibility

for the payment of all compensation and expenses of these additional workers or sub-contractors and for all state and federal income tax, unemployment insurance, social security, disability insurance, and other applicable withholdings. **Contractor** shall not hire employees of **CNCA** for performance of this Agreement unless such employment does not conflict with **CNCA's** personnel policies as determined by **CNCA**.

XVII. Assignment. Without the prior written consent of **CNCA**, this Agreement is not assignable by the **Contractor**, either in whole or in part.

XVIII. Successors and Assigns. Subject to the provision regarding assignment, this Agreement shall be binding on the heirs, executors, administrators, successors, and assigns of the respective parties.

XIX. Governing Law. The validity of this Agreement and any of its terms or provisions as well as the rights and duties of the parties hereunder shall be governed by the laws of the State of California. Venue for all litigation relative to the formation, interpretation, and performance of this Agreement shall be in County of Los Angeles, California.

XX. Withholding. **CNCA** shall not withhold or set aside any money on behalf of the **Contractor** for Federal Income Tax, State Income Tax, Social Security Tax, Unemployment Insurance, Disability Insurance, or any other federal or state fund whatsoever. It shall be the sole responsibility of the **Contractor** to withhold, set aside and account for all of the above.

XXI. Audit. **Contractor** shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of **Contractor** transacted under this Agreement. **Contractor** shall retain these books, records, and systems of account during the Term of this Agreement and for three (3) years thereafter. **Contractor** shall permit **CNCA**, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Engineer Design Challenge/Robot Build Series covered by this Agreement. Audit(s) may be performed at any time, provided that **CNCA** shall give reasonable prior notice to **Contractor** and shall conduct audit(s) during **Contractor's** normal business hours, unless **Contractor** otherwise consents.

XXII. CNCA's Evaluation of Contractor and Contractor's Employees and/or Subcontractors. **CNCA** may evaluate **Contractor** in any manner which is permissible under the law. **CNCA's** evaluation may include, without limitation:

- 1) Requesting **CNCA** employee(s) evaluate **Contractor** and **Contractor's** employees and subcontractors and each of their performance.
- 2) Announced and unannounced observance of **Contractor**, **Contractor's** employee(s), and/or subcontractor(s).

XXIII. Entire Agreement/Changes or Alterations. This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.

XXIV. Termination.

- 1) **For Cause:** **CNCA** may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
 - a) material violation of this Agreement by **Contractor**;
 - b) any act by **Contractor** exposing **CNCA** to liability to others for personal injury or property damage; or
 - c) **Contractor** is adjudged a bankrupt, **Contractor** makes a general assignment for the benefit of creditors, or a receiver is appointed on account of **Contractor's** insolvency. If the expenses, fees, and/or costs to **CNCA** exceed the cost of providing the Engineer Design Challenge/Robot Build Series pursuant to this Agreement, **Contractor** shall immediately pay the excess expense, fees, and/or costs to **CNCA** upon the receipt of **CNCA's** notice of these expenses, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to **CNCA**.
- 2) **Without Cause by CNCA:** **CNCA** may, at any time, with or without reason, terminate this Agreement and compensate **Contractor** only for the Engineer Design Challenge/Robot Build Series satisfactorily rendered to the date of termination. Written notice by **CNCA** shall be sufficient to stop further performance by **Contractor**. Notice shall be deemed given when received by the **Contractor** or no later than three days after the day of mailing, whichever is sooner.
 - a) Upon termination, **Contractor** shall provide **CNCA** with all documents produced, maintained, or collected by **Contractor** pursuant to this Agreement, whether such documents are final or draft documents.

XXV. Waiver. No delay or omission by **CNCA** in exercising any right under this Agreement shall operate as a waiver of that or any other right and no single or partial exercise of any right shall preclude **CNCA** from any or further exercise of any right or remedy.

XXVI. Headings. All section headings contained herein are for clarification and convenience of reference only and are not intended to limit the scope of any provision of the Agreement.

XXVII. Severability. In the event any portion of this Agreement shall be finally determined by any court of competent jurisdiction to be invalid or unenforceable, such provision shall be deemed void and the remainder of this Agreement shall continue in full force and effect.

XXVIII. Ambiguity. The parties to this Agreement, and each of them, hereby represent that the language contained herein is to be construed as jointly proposed and jointly accepted, and in the event of any subsequent determination of ambiguity, all parties shall be treated as equally responsible for such ambiguity.

XXIX. Copyright. Any written product produced as a result of this contract shall be a work for hire and shall be the property of **CNCA**.

XXX. Expenses. Contractor shall be responsible for all costs and expenses incident to the performance of services for **CNCA**, including but not limited to all costs of equipment provided by **Contractor**, all fees, fines, licenses, bonds and/or taxes required of or imposed against **Contractor**, and all other of **Contractor's** costs of doing business. **CNCA** shall be responsible for no expenses incurred by **Contractor** in performing services for **CNCA** except as provided by this Agreement.

XXXI. Privacy, Security, and Confidentiality. If, in the course of carrying out this Agreement, **Contractor** gathers or processes personal (private) information, **Contractor** shall manage the data in accordance with all applicable federal and California state privacy laws including, but not limited to: Family Educational Rights and Privacy Act of 1984 (20 U.S.C. Sec. 1232g) and Children's Online Privacy Protection Act (COPPA), and California Education Code sections 49069 to 49079. Examples of personal information include, but are not limited to name, telephone number, email account, address, date of birth, social security number, and student assessment data.

In addition, the Parties shall demonstrate that they have taken specific steps to ensure that data are kept secure and confidential as evidenced by, at a minimum, the following:

- 1) Every employee, volunteer or other person with access to personal information shall sign a statement that they understand that the information is personal and they will take steps to ensure that unauthorized personnel do not gain access to personal data.
- 2) Personal data, while being transmitted electronically, shall be encrypted.
- 3) Any repository for the data shall be locked and have access restricted to those personnel that have a legitimate need to access the data and have signed a confidentiality agreement.
- 4) Any security breach shall be reported to **CNCA** in writing within 24 hours of discovery.

XXXII. Department of Justice (DOJ) Fingerprinting and Tuberculosis (TB) Clearance. **Contractor** agrees to adhere to the DOJ fingerprint and criminal background investigation and TB requirements of California Education Code sections 45125.1, et seq., and 49406 and provide an affidavit that certifies that all of its employees that work at **CNCA** campuses and come into contact with students have appropriate DOJ and TB clearances. Clearances must not be obtained at the expense of **CNCA** and **CNCA** shall not reimburse for these expenses. The affidavit must list the following:

- 1) Employee name and **CNCA** location(s) he/she services;
- 2) Date of criminal background check clearance;
- 3) TB expiration date; and
- 4) Name of **Contractor's** DOJ custodian of records.

Contractor's affidavit must be submitted with high authority per its Organizational Chart (i.e. Owner, Management Team, C-level executive, etc.). The affidavit must be provided to **CNCA** prior to the first day of service. Failure to provide this documentation shall be considered a material breach and can be used as grounds to terminate the contract immediately. **CNCA** may request updated documentation as needed. **Contractor** must take appropriate action to remove any employee whose arrest notification poses a threat to the school population to ensure the safety of **CNCA** students.

XXXIII. Independent Contractor Status. **Contractor** attests that it is engaged in a separately established bona fide business and is in fact an Independent Contractor in accordance with IRS and EDD requirements. **Contractor** understands and agrees that it and all of its employees shall not be considered officers, employees, agents, partners,

or joint ventures of CNCA, and are not entitled to benefits of any kind or nature normally provided employees of CNCA and/or to which CNCA's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation.

XXXIV. Conflict Of Interest. By signing this Agreement all parties acknowledge and assert that there is no known Conflict of Interest in the execution of this Agreement.

XXXV. Commencement of Work. Contractor is not authorized and will not commence any work of this Agreement and CNCA will not assume legal, financial or any other obligation for work performed prior to the issuance of an authorizing purchase orders with reference to this Agreement.

This Agreement, including attachments, constitutes the entire understanding of the parties and any changes or modifications shall be in writing and signed by both parties.

Attachments:

- ☐ Attachment A - Independent Contractor Agreement Description of Engineer Design Challenge/Robot Build Series
- ☐ Attachment B - Fingerprint Affidavit
- ☐ Attachment C - IRS form W9
- ☐ Attachment D - DE542 EDD Report of Independent Contractor
- ☐ Attachment E - Contractor Evidence of Insurance
- ☐ Attachment F - Copies of all applicable licenses, registrations and certifications

CONTRACTOR (Corporation ☒ Yes ☐ No):


Contractor / Agency Name: Tinker the Robot
Address: 2438 San Gabriel Blvd, Suite C
Rosemead, CA 91770
Contractor's Contact Person: Kay Yang
Title: Tinkerer
Telephone: 626-780-8117 **e-mail:** Kay@Tinker

Signature: _____ **Date:** _____

CAMINO NUEVO CHARTER ACADEMY

By Chief Executive Officer / Designee:

Signature: _____ **Date:** _____

 <p>Camino Nuevo Charter Academy</p>	<p style="text-align: center;">Camino Nuevo Charter Academy INDEPENDENT CONTRACTOR AGREEMENT Attachment A</p>
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This document is an attachment to and made a part of, the Camino Nuevo Charter Academy (“**CNCA**”) Independent Contractor Agreement, between **CNCA** and Tinker the Robot (“**Contractor**”) for the period Septmeber 11, 2023 to June 18, 2023, for CNCA Engineer Design Challenge/Robot Build Series.

Indicated below is the specific description of the Engineer Design Challenge/Robot Build Series including, but not limited to, essential details of the scope of work, site/locations, milestones and timelines, materials, reports, products, (including details regarding the contact that **Contractor** and its assigns will have with students) to be provided:

DETAILED DESCRIPTION OF Engineer Design Challenge/Robot Build Series TO BE PROVIDED:

Attached.



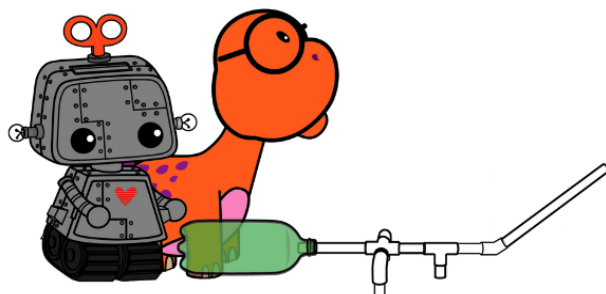
**Camino Nuevo Charter Academy
2023-2024 Academic Year After School Program**

Description	Estimated Cost
Engineering Design Challenge In-Person Program - K to 5 Program Breakdown - Fall & Spring Program - 28 Weeks - Calendar - 224 Sessions - 4 Campuses - Castellanos, Kayne Siart, Burlington, Cisneros - Session meets once a week - 20 to 25 Students (aka Tinkerers) each Session Program Description - Tinker the Robot Instructor facilitated Sessions - Tinkerers are introduced to one branch of Engineering each Session - Tinkerers will have hands-on sessions where they build - Tinkerers will take their build home each session - All materials included Grade Levels - - Session 1: K-2 - M to Th - 3:30-4:20 pm - Session 2: 3-5 - M to Th - 4:30-5:20 pm	\$400/hr Fall 3:30-4:20 pm - 12 Sessions 4:30-5:20 pm - 12 Sessions 96 Total Sessions Spring 3:30-4:20 pm - 16 Sessions 4:30-5:20 pm - 16 Sessions 128 Total Sessions 224 Total Sessions @\$400/hr Total - \$89,600.00
Robot Build Series In-Person Program - 6 to 8 Program Breakdown - Fall & Spring Program - 28 Weeks - Calendar - 112 Sessions - 4 Campuses - Eisner, Kayne Siart, Burlington, Cisneros - Session meets once a week - 10 to 15 Students (aka Tinkerers) each Session Program Description - Tinker the Robot Instructor facilitated Sessions - Tinkerers are introduced to Robotics through 4 branches of Engineering - Tinkerers will have hands-on sessions where they build - All materials included Grade Levels - - Session: 6-8 - M to Th - 3:30-5:30 pm	\$650/hr Fall 3:30-5:30 pm - 12 Sessions 48 Total Sessions Spring 3:30-5:30 pm - 16 Sessions 64 Total Sessions 112 Total Sessions 196 Session Hours @\$650/hr Total - \$127,400.00



**Camino Nuevo Charter Academy
2023-2024 Academic Year After School Program**

Description	Estimated Cost
Parent/Teacher Conference - Family Night Program Breakdown - Family Design Challenge during Parent/Teacher Conference - 90 Sessions - 5 Campuses - Eisner, Kayne Siart, Burlington, Cisneros, Castellanos - Program - 6 Session Hours at each site per Quarter - 25 Families each Session Program Description - Mini-Sessions & Take Home Kit Includes - Tinker the Robot Instructor facilitated hands-on mini-build - Take home Kit will Include - Supplies to continue modifying their build - Lab Notebook with Engineering Career Resources, Concept Discussion - Collaborate with Camino Nuevo to create a Community to share builds & modifications - All materials included	\$400/hr Q2-November- 11/ 1-11/3 Q3-January- 1/24-1/26 Q4-April- 4/17-4/19 Schedule Link 90 Total Sessions 90 Session Hours @\$400/hr Total - \$36,000.00 Note: Each Session includes Supplies for 25 Families, if more are needed Kits are \$15.00 each
TOTAL	\$253,000.00



Tinker the Robot
 2438 San Gabriel Blvd, Suite C
 Rosemead, CA 91770
 626.780.8117

Vendor Certification of Criminal Background Clearance, Tuberculosis (TB) Clearance, and Credential Verification

In accordance with California fingerprint and criminal background clearance, TB risk assessment/clearance requirements, and credentialing requirements per Education Code sections 45125.1 et seq., 49406, and 47605(l)

With respect to the Agreement/Contract (Number _____) between _____ ("CHARTER SCHOOL") and the individual, company, or contractor _____ ("VENDOR") for provision of services.

PLEASE CHECK ALL APPROPRIATE BOXES AND SIGN BELOW.

CLEARANCE AND CREDENTIAL REQUIREMENTS SATISFIED:

- ☐ A. The VENDOR hereby certifies to the CHARTER SCHOOL's Governing Board that it has completed the criminal background check requirements of California Education Code (Ed. Code) section 45125.1, that it has determined that none of its employees that may come into contact with CHARTER SCHOOL students has been convicted of a violent felony listed in Penal Code Section 667.5(c) or a serious felony listed in Penal Code Section 1192.7(c), and that the VENDOR requests and receives subsequent arrest notifications for all such employees from the California Department of Justice to ensure ongoing safety of students.
- ☐ B. The VENDOR hereby certifies to the CHARTER SCHOOL Governing Board that it has required and verified that all employees who may have frequent or prolonged contact with students have undergone a risk assessment and/or been examined and determined to be free of active tuberculosis as required in Ed. Code section 49406. VENDOR requires all new employees to provide VENDOR with certificate of tuberculosis clearance dated within the 60 days prior to initial employment. VENDOR maintains current TB clearances for all such employees.
- ☐ C. The VENDOR hereby certifies to the CHARTER SCHOOL Governing Board that it has required and verified that all VENDOR employees whose assignment at the CHARTER SCHOOL requires a teaching or substitute credential or license holds a current, valid credential or license appropriate for the assignment as required by Ed. Code section 47605(l).

List below, or attach, the name and other information for each vendor employee for whom VENDOR has successfully completed the requisite fingerprinting and criminal background check, TB risk assessment/clearance, and credential verification (if applicable), in accordance with the provisions above.

Name of Employee	Date of Criminal Background Clearance Determination	TB Expiration Date	Credential(s) Type and Expiration Date(s)
John Example	07/23/2020	07/23/2024	MSTC 07/01/2020


WAIVER JUSTIFICATION:

- ☐ D. The VENDOR and all of its employees qualify for a waiver of the Department of Justice (DOJ) fingerprint and criminal background clearance requirements for the following reason(s) permitted by Ed. Code section 45125.1 et seq.
 - ☐ The VENDOR and its employees will NOT have any interaction with pupils outside of the immediate supervision and control of the pupil's parent or guardian or a school employee. [Ed. Code § 45125.1(a).]
 - ☐ The VENDOR, which will be providing for construction, reconstruction, rehabilitation, or repair of a school facility where the employees of the VENDOR may have contact, other than limited contact, with pupils, shall ensure the safety of the pupils by one or more of the following methods: [Ed. Code § 45125.2 (a).]

Check all methods to be used:

 - ☐ 1) Installation of a physical barrier at the worksite to limit contact with students
 - ☐ 2) Continual supervision and monitoring of all employees of the VENDOR by an employee of the VENDOR who has not been convicted of a serious of violent felony as ascertained by the DOJ
 - ☐ 3) Surveillance of employees of the VENDOR by school personnel
 - ☐ The services provided by the VENDOR and its employees are for an "EMERGENCY OR EXCEPTIONAL SITUATION" ONLY, such as when pupil health or safety is immediately endangered or when emergency repairs are needed to make the school facilities safe and habitable. [Ed. Code § 45125.1(b).]

By signing below, under penalty of perjury, I certify that the information contained on this certification form and the employee list(s) is accurate. I understand that it is the VENDOR'S sole responsibility to maintain, update, and provide the CHARTER SCHOOL with current and complete information along with the employee list, throughout the duration of services provided by VENDOR.



Authorized Vendor Signature

Printed Name

Title

Date

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
the Letter K Corp

2 Business name/disregarded entity name, if different from above
Tinker the Robot

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☒ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ► _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
2438 San Gabriel Blvd, Suite C

6 City, state, and ZIP code
Rosemead, CA 91770

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-					
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or

Employer identification number

4	7	-	3	8	4	9	4	4	4
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person**  **Date** **July 27, 2023**

General Instructions

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

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

Purpose of Form

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

- Form 1099-INT (interest earned or paid)

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

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

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/14/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 500 N Brand Boulevard, Suite 100 Glendale CA 91203	CONTACT NAME: Brenda Aldape PHONE (A/C, No, Ext): 818-539-8602 E-MAIL ADDRESS: Brenda_Aldape@ajg.com FAX (A/C, No): 818-539-8702														
INSURED The Letter K Corp DBA Tinker the Robot 2438 San Gabriel Blvd, Suite C Rosemead, CA 91770	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Ohio Security Insurance Company</td> <td>24082</td> </tr> <tr> <td>INSURER B : Underwriters at Lloyd's London</td> <td>15792</td> </tr> <tr> <td>INSURER C : Scottsdale Insurance Company</td> <td>41297</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Ohio Security Insurance Company	24082	INSURER B : Underwriters at Lloyd's London	15792	INSURER C : Scottsdale Insurance Company	41297	INSURER D :		INSURER E :		INSURER F :	
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INSURER F :															

 License#: 0D69293
 THELETT-01

COVERAGES

CERTIFICATE NUMBER: 1228862204

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER: </div> <div> <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY </div> </div>	Y	Y	CPS7622533	7/19/2023	7/19/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$ \$
C	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY			CPS7622533	7/19/2023	7/19/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ </div> <div> <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY </div> </div>						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	XWS (24) 64 95 12 54	7/19/2023	7/19/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	Abuse	Y	Y	B0621PLETT000522	8/11/2022	8/11/2023	Limit \$1,000,000 Aggregate \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is named additional insured with respect to the operations of the named insured. Waiver of Subrogation on General Liability and Worker Compensation applies in favor of certificate holder. Written notice shall be provided at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Endorsement to Follow.

CERTIFICATE HOLDER

CANCELLATION

Camino Nuevo Charter Academy 3435 W. Temple St, Los Angeles, CA 90026	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

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Coversheet

Document Retention Policy

Section:	VII. Policies
Item:	A. Document Retention Policy
Purpose:	Vote
Submitted by:	
Related Material:	CNCA Document Retention Board Policy Draft.pdf

**Adopted/Ratified:** 08.15.2023

Revision Date: _____

Camino Nuevo Charter Academy DOCUMENT RETENTION POLICY

This policy specifies how important documents (hardcopy, online or other media) should be retained, protected and eligible for destruction. The policy also ensures that documents are promptly provided to authorities in the course of legal investigations or lawsuits.

Specifically, this policy addresses retention for the following types of documents:

- Corporate Records
- Contracts
- Donations/Funder Records
- Financial Records
- Insurance Records
- Management Plans and Procedures
- Personnel Records
- Student Records
- Tax Records

Document Protection

Documents (hardcopy, online or other media) directly tied to a student record will be securely stored at individual school campuses during the current school year and transferred to off-site storage upon the completion of the school year to which they are applicable.

Document Destruction

Hardcopy of documents will be destroyed by shredding after they have been retained until the end of the Document Retention Schedule. Electronic copies will be destroyed by proven means to destroy such media after they have been retained at least until the end of the Document Retention Schedule, unless the corporation elects to maintain them or causes them to be maintained for a longer time period.

Provision of Documentation for Investigations or Litigation

Documents requested and subpoenaed by legally authorized personnel will be provided within 5 business days. The Board Chair and Executive Director will authorize provision. No documents will be concealed, altered or destroyed with the intent to obstruct the investigation or litigation.

Document Retention Schedule

The following types of documents will be retained for the following periods of time. At least one copy of each document will be retained according to the following schedule:

CORPORATE RECORDS

Document	Time Period
Articles of Incorporation	Permanent
Corporate Bylaws	Permanent
IRS Form 1023 to file for tax-exempt and/or charitable status	Permanent
IRS Letter of Determination granting tax exempt status	Permanent
State Application for Tax Exempt Status (Form 3500)	Permanent
State Determination Letter granting tax exempt status	Permanent
Board Policies/Resolutions	Permanent
Board and Committee Meeting Minutes	Permanent
Sales Tax Exemption Documents	Permanent
Tax ID Number Designations	Permanent
Annual Corporate Filings	Permanent

FINANCIAL RECORDS

Document	Time Period
Chart of Accounts	Permanent
Fiscal Policies and Procedures	Permanent
Audits	Permanent
Financial Statements	Permanent
General Ledger	Permanent
Check Registers/Books	7 years
Business Expenses Documents	7 years
Bank Deposit Slips	7 years
Canceled Checks	7 years
Invoices	7 years
Investment Records (deposit, earning, withdrawals)	7 years
Property and Asset inventories	7 years
Petty cash receipts /documents	7 years
Credit card receipts	7 years

TAX RECORDS

Document	Time Period
IRS Annual Tax Filing Form 990	Permanent
FTB Annual Form 199	Permanent
Payroll Registers	Permanent
IRS Form 1099 Filings	7 years
Payroll tax returns and withholding returns	7 years
Earnings records	7 years
W-2 statements	7 years

PERSONNEL RECORDS

Document	Time Period
Recruitment, Hiring and Job Placement Records <ul style="list-style-type: none"> • Job applications • Resumes • Letters of recommendation • Other job inquiries sent to Resolute Academy • Job advertisements/postings • Results of non-medical pre-employment tests 	3 years after separation, or for the duration of any claim or litigation regarding hiring practices

<ul style="list-style-type: none"> • Offers of employment • Employment agreements • Signed pre-employment disclosures (employee handbook acknowledgment, complaint procedures, etc.) • Employee training (harassment prevention, mandated reporting, etc.) • Employee certificates, credentials, licenses, and other evidence of qualifications • Certificate of criminal background check clearance (or failure) 	
<p>Employee Performance and Other Personnel Records</p> <ul style="list-style-type: none"> • Job descriptions • Training and testing • Performance goals • Performance evaluations • Written feedback and commendations • Promotions and demotions • Letters of reprimand and discipline • Performance Improvement Plans • Termination, resignation, lay-offs, etc. • Notices and letters 	3 years after separation
<p>Employee Medical Leave Records (PDL, FMLA, CFRA, etc.) *</p> <ul style="list-style-type: none"> • Requests for leave • Health care provider notes • Leave calculations • Records of disputes regarding leave • Employee benefits related to leave • Leave policies 	<p>3 years after separation</p> <p>* Records that contain employee confidential medical information should be retained in a separate, secure file.</p>
<p>Employee Wage Records</p> <ul style="list-style-type: none"> • Employment agreements • Wage rates and calculations • Shift schedules (hours and days) • Time cards • Individual calculations for absences, sick days, vacation days, etc. • Itemized wage statements/pay stubs 	<p>3 years after separation</p> <p>Note: If a record is both a <i>wage record</i> and a <i>payroll record</i>, follow the longer retention period.</p>
<p>Employee Payroll Records</p> <ul style="list-style-type: none"> • Employee name, address, age, and occupation • Individual wage records • Regularly hourly rate • Hours worked (daily/weekly) • Weekly overtime earnings • Daily and weekly straight time earnings • Deductions from or additions to wages • Wages paid each pay period • Pay dates and pay periods • Unemployment Insurance Records 	Generally 7 years
Employment Eligibility (I-9 Forms)	The later of (a) 1 year after separation, or (b) 3 years from date of hire.

Employee Health Records* <ul style="list-style-type: none"> • First-aid records • Job injuries (causing loss of work time) • Drug and alcohol test records 	5 years after separation * Records that contain employee confidential medical information should be retained in a separate, secure file.
Employee Workers' Compensation Records <ul style="list-style-type: none"> • Copies of claim forms • Reports of occupational injury or illness • Letters of denial of benefits • Reports to the Division of Workers' Compensation • Benefits paid • Estimates of future benefits • Applications to the Workers' Compensation Appeals Board • Orders and Awards of the Workers' Compensation Appeals Board 	5 years after date of injury and 2 years after claim has been closed. * Records that contain employee confidential medical information should be retained in a separate, secure file.
Employee Benefit Records <ul style="list-style-type: none"> • Benefits elections • Beneficiary designations • Eligibility determinations • COBRA notices • Summary plan descriptions • Other welfare benefit plan information (life, health, disability, long-term care, post-retirement medical) 	6 years after separation, but not less than 1 year following a plan termination. * Records required to determine retirement benefits, including 401(k) and similar plans, must be kept indefinitely.
Chemical Safety and Toxic Exposure Records	30 years after separation (medical records of employees who have worked for less than (1) year for the employer need not be retained beyond the term of employment if they are provided to the employee upon the termination of employment)
Note: For simplicity, Resolute Academy may choose to keep the majority of an employee's personnel file and other records <i>for the duration of employment plus four (4) years</i> . This time period covers nearly every law, with the exception of three (3) types of records, as outlined above, that must be removed from a file before it is disposed of and retained for a longer duration: <ul style="list-style-type: none"> • Pension and welfare plan information (6 years) • First aid records of job injuries causing loss of work time (5 years) • Safety and toxic or chemical exposure records, including safety data sheets (30 years) 	

INSURANCE RECORDS

Document	Time Period
Property Insurance Policy	Permanent
Directors and Officers Insurance Policy	Permanent
Workers' Compensation Insurance Policy	Permanent
General Liability Insurance Policy	Permanent
Insurance Claims Applications	Permanent
Insurance Disbursements/Denials	Permanent

CONTRACTS

Document	Time Period
All insurance Contracts	Permanent
Employment Contracts	7 years after termination
Construction Contracts	Permanent
Legal Correspondence	Permanent
Loan/Mortgage and Real Estate Documents	Permanent
Leases/Deeds	Permanent
Vendor Contracts	7 years
Warranties	7 years

DONATIONS / FUNDRAISING RECORDS

Document	Time Period
Grant Dispersal Contract	Permanent
Donor Lists	7 years
Grant Applications	7 years
Donor Acknowledgments	7 years

MANAGEMENT PLANS AND PROCEDURES

Document	Time Period
Strategic Plan	7 years
Staffing, programs, marketing, finance, fundraising and evaluation plans	7 years
Vendor Contracts	7 years
Disaster Recovery Plan	7 years

STUDENT RECORDS

Document	Time Period
Mandatory Permanent (Original or copy)	Permanent (even after student leaves the charter school)
(A) Legal name of student	
(B) Date of Birth	
(C) Method of verification of birth	
(D) Sex of student	
(E) Place of birth	
(F) Name and address of parent of minor student	
- Address of minor student if different than above.	
- An annual verification of the name and address of the parent and the residence of the student.	
(G) Entering and leaving date of each school year and for any summer session or other extra session	
(H) Subjects taken during each year, half-year, summer session or quarter	
(I) If marks or credit are given, the mark or number of credits toward graduation allows for work taken.	
(J) Verification of or exemption from required immunizations	At least 3 school years after the student leaves the charter school
(K) Related Master Plan student documents	
Mandatory Interim (Original or copy)	
(A) A log or record identifying those persons (except authorized school personnel) or organizations requesting or receiving information from the record. The log or record shall be accessible only to the legal parent or guardian or the eligible	

pupil, or a dependent adult pupil, or an adult pupil, or the custodian of records.	or usefulness ceases.
(B) Health information, including Child Health Developmental Disabilities Prevention Program verification or waiver.	
(C) Participation in special education programs including required tests, case studies, authorizations, and actions necessary to establish eligibility for admission or discharge.	
(D) Language training records.	
(E) Progress slips and/or notices as required by Education Code Sections 49066 and 49067.	
(F) Parental restrictions regarding access to directory information or related stipulations.	
(G) Parent or adult pupil rejoinders to challenged records and to disciplinary action.	
(H) Parental authorizations or prohibitions of pupil participation in specific programs.	
(I) Results of standardized tests administered within the preceding three years.	
Permitted Records (Original or copy)	At least 6 months after the student's completion of or withdrawal from the charter school.
(A) Objective counselor and/or teacher ratings.	
(B) Standardized test results older than three years.	
(C) Routine discipline data.	
(D) Verified reports of relevant behavioral patterns.	
(E) All disciplinary notices.	
(F) Attendance records not used for apportionment or compulsory education.	
Miscellaneous	
Individual student injury record for which a claim was filed	1 year after the claim has been settled or after the statute of limitations has run out.
Emails	If an email falls into one of the above categories for permanent, interim, or permitted records, it shall be printed, placed in the student's file, and maintained consistent with the time periods above.

Coversheet

Craven Policy

Section:	VII. Policies
Item:	B. Craven Policy
Purpose:	Vote
Submitted by:	
Related Material:	CNCA Craven Policy Draft.pdf



Adopted/Ratified: 08.15.2023
Revision Date: _____

Camino Nuevo Charter Academy
Board Policy Regarding the Use of Local Assignment Option Per Education Code §44258.3
(Craven)

Discussion/Action Item Current law provides various ways for local governing boards to assign credentialed teachers to serve in subject-matter areas in grades K-12. One option is Education Code §44258.3 (Craven) which provides that charter school credentialed (non-emergency) teachers who have adequate knowledge of the subject outside of their credential authorization to be taught and may, with their consent, be assigned to teach departmentalized classes, provided that the assignment is first approved by a Committee on Assignments.

This policy is to establish Camino Nuevo Charter Academy's (CNCA) plan (in Attachment A) to implement these options.

Recommendation: The administration recommends approval of this Board Policy to provide greater flexibility in local teacher assignments in grades K-12.

Approval: Camino Nuevo Charter Academy hereby adopts the attached Local Assignment Option plan in accordance with Education Code §44258.3 (Craven).

David Gidlow, Board President Signature

Adriana Abich, CEO



Adopted/Ratified: 08.15.2023
Revision Date: _____

Attachment A

Camino Nuevo Charter Academy's Plan Education Code §44258.3 (Craven)

Purpose: It is the intent of Camino Nuevo Charter Academy to facilitate the assignment of teachers in accordance with EC §44258.3 (Craven) when they consent to such assignments and when it has been verified that they are qualified for the requested assignment(s). The following procedures are intended to address the implementation of this Plan.

1. Principal (Site Administrator) identifies a subject matter assignment needed at one of the Camino Nuevo Charter Academy school sites.
2. Site Administrator determines whether any existing staff or candidates have the appropriate credential and are interested in the assignment or whether EC §44258.3 (Craven) should be used.
3. Site Administrator identifies consenting teacher for possible assignment pursuant to EC §44258.3 (Craven) or a teacher may request to fill the assignment. The assignment is for one (1) year, subject to the at-will or fixed term nature of employment and may be extended for additional time if the teacher and Camino Nuevo Charter Academy consents.
4. A Committee on Assignments, selected by the district, will consist of site administrators, teachers, and district administrators. Selection of Committee on Assignments members will take into consideration content expertise and professional experience at Camino Nuevo Charter Academy. Terms of membership shall be two (2) academic years, subject to renewal. The Committee on Assignments conducts, prior to the beginning of the assignment, an assessment in accordance with EC §44258.3 (Craven). This assessment must determine evidence of the candidate's special skills, knowledge of, and/or preparation for the subject to be taught and the grade level to be taught. One or more of the following criteria may be used in the review:
 - a. Successful prior teaching experience of the subject
 - b. Successful completion of intensive professional development in the subject to be taught
 - c. Review of portfolio containing evidence of demonstrated knowledge
 - d. Results of oral interviews
 - e. Practical experience
 - f. Passage of an examination that is valid for the subject and grade level
 - g. Observation over time of the teacher in the subject and/or grade level currently being taught
 - h. Observation of a demonstration lesson in the subject and at the grade level to be taught
 - i. Use of an agreed upon Professional Growth Plan to assist the teacher in serving in the position
 - j. Successful completion of college or university course work in the subject to be taught
 - k. Successful prior work experience in the content area
5. The Committee on Assignments makes a final disposition on whether to recommend that a teacher be assigned under EC §44258.3 (Craven). The Committee on Assignments informs the Site Administrator of the results of the review, and records on form (Attachment A.1 for form draft).



Adopted/Ratified: 08.15.2023
Revision Date: _____

Note: Camino Nuevo Charter Academy will report to its chartering authority instances when this assignment option is used. This reporting would most likely occur during the assignment monitoring activities in accordance with EC §44258.9.

Coversheet

Declaration of Need (DON) for Fully Qualified Educators - CNCA, CNCA #2, CNCA #3, CNCA #4 and CNHS #2

Section: VIII. Declaration of Need
Item: A. Declaration of Need (DON) for Fully Qualified Educators - CNCA,
CNCA #2, CNCA #3, CNCA #4 and CNHS #2
Purpose: Vote
Submitted by:
Related Material:
23-24 CNCA Declaration of Need for Fully Qualified Educators CL500 vs 7.2023.pdf
2023-2024 CNCA DON Letter Supporting CDS Codes - Revised 07.17.23.pdf

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

Original Declaration of Need for year: _____

Revised Declaration of Need for year: _____

Name of District or Charter: _____ District CDS Code: _____

Name of County: _____ County CDS Code: _____

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

► ***Enclose a copy of the board agenda item***

Submitted by (Superintendent, Board Secretary, or Designee):

Name

Signature

Title

Fax Number

Telephone Number

Date _____

Mailing Address

EMail Address

Name of County	County CDS Code
Alameda	001
Alameda	002
Alameda	003
Alameda	004
Alameda	005
Alameda	006
Alameda	007
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Name of State Agency

[illegible]

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
_____ <i>Mailing Address</i>		
_____ <i>E-Mail Address</i>		

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit

Estimated Number Needed

CLAD/English Learner Authorization (applicant already holds teaching credential)

Bilingual Authorization (applicant already holds teaching credential)

List target language(s) for bilingual authorization:

Resource Specialist

Teacher Librarian Services

Emergency Transitional Kindergarten (ETK)

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?	Yes	No
--	-----	----

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program?	Yes	No
---	-----	----

If yes, how many interns do you expect to have this year? _____

If yes, list each college or university with which you participate in an internship program.

If no, explain why you do not participate in an internship program.



**Camino
Nuevo
Charter
Academy**

3435 W. Temple Street
Los Angeles, CA 90026

Phone: 213-417-3400
Fax: 323-663-3132

www.caminonuevo.org

August 15, 2023

**Commission on Teacher Credentialing
Certification Division**

On June 20, 2023 and again on August 15, 2023 at CTC's direction, the Camino Nuevo Charter Academy's Board of Directors approved a Declaration of Need for the following charter schools within our network:

19-64733-6117667	Camino Nuevo Charter Academy
19-64733-0122861	Camino Nuevo Charter Academy #2
19-64733-0122564	Camino Nuevo Charter Academy #3
19-64733-0124826	Camino Nuevo Charter Academy #4
19-64733-0127910	Camino Nuevo High School #2

Please accept this letter in addition to form CL-500 specifying the names of the Charters and CDS codes approved by the Board for 2023-2024.

If you have additional questions or require further clarification, please contact Jamica Brazell, Senior Director of Human Resources at jamica.brazell@pueblonuevo.org or (213) 226-8791.

Sincerely,

Adriana Abich
Chief Executive Officer
Camino Nuevo Charter Academy

.

Coversheet

MOU Extending Transitional TK Reimbursement in the CBA

Section: IX. MOU Extending Transitional TK Reimbursement in the CBA
Item: A. MOU Extending Transitional TK Reimbursement in the CBA
Purpose: Vote
Submitted by:
Related Material:
FINAL-MOU- 2023-24- Transitional Kinder Tuition Reimbursement 8.15.23.pdf



3435 W. Temple Street
Los Angeles, CA 90026
Phone: 213-417-3400
Fax: 323-663-3132
www.caminonuevo.org

**MEMORANDUM OF UNDERSTANDING BETWEEN
CAMINO NUEVO CHARTER ACADEMY AND
CAMINO NUEVO TEACHERS ASSOCIATION
REGARDING MODIFICATION OF COLLECTIVE BARGAINING
AGREEMENT REGARDING TK CERTIFICATION (REIMBURSEMENT)**

September 15, 2023

Whereas, Camino Nuevo Charter Academy (CNCA) and Camino Nuevo Teachers Association (CNTA) agreed to language in Article 22 (h) of the Collective Bargaining Agreement (CBA) regarding Transitional Kindergarten (TK) Certification, specifically a reimbursement provision for TK teachers to meet the California Department of Education's minimum education requirements in Senate Bill (SB) 876.

Whereas, SB114 signed by the Governor on July 10, 2023, delayed the start of the requirement for credentialed teachers first assigned to TK after July 1, 2015 to meet one of the designated criteria by August 1, 2025, thereby extending the deadline in SB876;

Whereas, by its terms, Article 22(h) regarding reimbursement for TK certification sunset on July 1, 2021;

Whereby, Camino Nuevo Charter Academy desires to continue to encourage teachers to meet the education requirement for TK established by SB876 within the timeline provided by SB114;

Therefore, Camino Nuevo Charter Academy (CNCA) and Camino Nuevo Teachers Association (CNTA) agree to extend the TK Certification reimbursement provision stated in the CBA through the 2023-2024 and 2024-2025 school years.

Teachers eligible for this offering, who do not meet the education requirements on or before August 1, 2025, shall no longer benefit from this agreement. Failure to meet the deadline and subsequent ineligibility for this provision does not change nor void the education requirement under SB876.

This MOU will sunset when incorporated into the CBA during negotiations or by August 1, 2025, whichever comes first.

CAMINO NUEVO CHARTER ACADEMY

By: _____
Adriana Abich, CEO / Date

CAMINO NUEVO TEACHERS ASSOCIATION

By: _____
Charleen Mendoza, CNTA President / Date

DATE OF BOARD APPROVAL: _____

Coversheet

FY22-23 Budget Update

Section:	X. Financials
Item:	A. FY22-23 Budget Update
Purpose:	Discuss
Submitted by:	
Related Material:	06.23 Draft - CNCA Consolidated - Financial Packet.pdf

Camino Nuevo Charter Academy - Financial Dashboard (May 2023)

1

Key Performance Indicators

ADA vs. Budget



Cash on Hand



Net Income / (Loss)

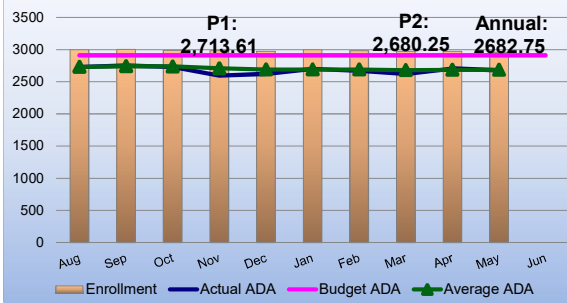


Year-End Cash



2

ADA & Enrollment



KEY POINTS

Enrollment as of Month 10 was under budget by 158 students. P2 ADA is 90.0% which is 3% lower than budgeted ADA.

CNCA is projected to have a net income of \$127K.

Cash remains strong across all entities and is projected to be at \$27.1MM as of 06/30/2023.

3

Average Daily Attendance Analysis

Category	Actual through Month 10	Actual P2	Budgeted P2	Better/ (Worse)	Prior Month Forecast	Prior Year P2
Enrollment	2,959	2,972	3,130	(158)	3,017	4,942
ADA %	89.9%	90.0%	93.0%	-3.0%	90.2%	90.4%
Average ADA	2,682.75	2,680.25	2,910.90	(230.65)	2,720.70	4,468.34

4

LCFF Supplemental & Concentration Grant Factors

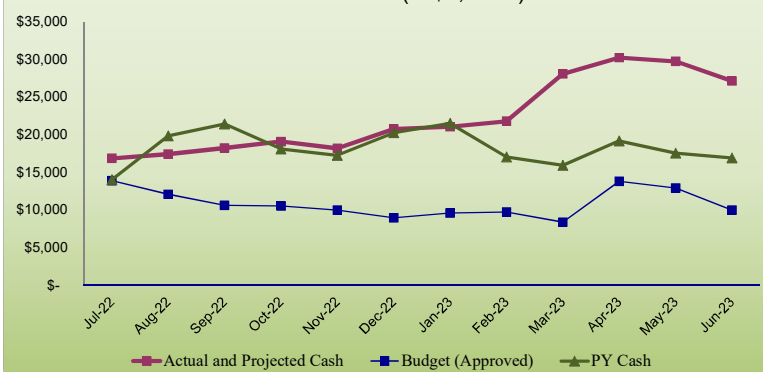
Category	Budget	Forecast	Variance	Prior Year
Unduplicated Pupil %	93.7%	95.7%	2.0%	93.6%
3-Year Average %	94.7%	94.7%	0.0%	95.1%
District UPP C. Grant Cap	85.6%	86.0%	0.4%	85.6%

5

INCOME STATEMENT	Forecast	VS. Budget		VS. Last Month		FY 22-23 YTD			Historical	
	As of 05/31/23	FY 22-23 Budget	Variance B/(W)	Prior Month FC	Variance B/(W)	Actual YTD	Budget YTD	Variance B/(W)	FY 21-22	FY 20-21
Local Control Funding Formula	37,406,186	39,300,354	(1,894,168)	37,404,100	2,087	33,979,491	34,483,613	(504,122)	35,808,573	33,411,308
Federal Revenue	8,136,037	8,059,600	76,437	9,733,788	(1,597,750)	4,998,727	5,590,005	(591,279)	10,868,693	8,544,443
State Revenue	8,431,747	3,890,423	4,541,323	7,277,708	1,154,039	18,414,341	2,502,685	15,911,656	4,097,827	2,578,594
Other Local Revenue	3,687,822	2,400,289	1,287,534	3,382,646	305,176	3,394,436	2,171,566	1,222,870	2,971,632	2,587,536
Grants/Fundraising	767,973	149,695	618,277	280,665	487,308	240,017	149,489	90,528	390,444	263,396
TOTAL REVENUE	58,429,766	53,800,362	4,629,404	58,078,907	350,859	61,027,012	44,897,358	16,129,654	54,137,169	47,385,276
Total per ADA	21,800	18,482	3,318	21,669	131				12,116	15,936
w/o Grants/Fundraising	21,514	18,431	3,083	21,564	(51)				12,028	15,847
Certificated Salaries	16,029,918	16,771,049	741,131	16,139,991	110,074	14,399,294	15,122,493	723,199	16,070,067	12,866,595
Classified Salaries	6,928,166	6,940,217	12,051	7,107,472	179,306	6,284,911	6,306,157	21,246	6,291,816	3,627,635
Benefits	7,464,842	8,124,172	659,330	7,731,093	266,251	6,818,807	7,564,614	745,808	6,650,987	4,779,613
Student Supplies	4,149,369	2,722,594	(1,426,775)	3,693,042	(456,327)	3,066,989	2,387,810	(679,179)	4,615,770	5,238,611
Operating Expenses	22,204,666	17,263,011	(4,941,655)	21,658,975	(545,691)	16,129,343	15,781,561	(347,782)	19,409,944	13,715,921
Other	1,525,823	1,589,690	63,868	1,526,113	291	1,409,539	1,471,294	61,754	1,420,923	1,299,959
TOTAL EXPENSES	58,302,784	53,410,733	(4,892,051)	57,856,686	(446,097)	48,108,883	48,633,929	525,046	54,459,506	41,528,335
Total per ADA	21,753	18,349	(3,404)	21,586	166				12,188	13,966
NET INCOME / (LOSS)	126,982	389,629	(262,647)	222,220	(95,238)	12,918,129	(3,736,571)	16,654,700	(322,337)	5,856,942
OPERATING INCOME	1,450,037	1,776,551	(326,515)	1,545,565	(95,529)	14,124,900	(2,468,046)	16,592,945	888,003	6,938,656
EBITDA	1,652,805	1,979,319	(326,515)	1,748,333	(95,529)	14,327,668	(2,265,278)	16,592,945	1,098,586	7,156,901

6

Cash Balance (in \$1,000's)



Year-End Cash Balance		
Projected	Budget	Variance
27,138,325	9,984,735	17,153,590

7

Balance Sheet	6/30/2022	4/30/2023	5/31/2023	6/30/2023 FC
Assets				
Cash, Operating	16,938,485	30,233,795	29,752,781	27,138,325
Cash, Restricted	0	0	0	0
Accounts Receivable	7,215,297	2,101,670	1,177,378	6,085,227
Due From Others	178,871	384,791	275,059	15,453
Other Assets	264,447	75,495	90,396	196,633
Net Fixed Assets	39,724,047	39,479,400	39,518,397	39,474,447
Total Assets	64,321,147	72,275,151	70,814,011	72,910,086
Liabilities				
A/P & Payroll	2,361,220	1,745,143	1,713,369	3,433,907
Due to Others	2,132,638	751,381	701,427	1,184,747
Deferred Revenue	4,090,883	141,305	141,305	12,824,669
Other Liabilities	0	0	0	0
Total Debt	10,237,071	9,840,445	9,840,445	9,840,445
Total Liabilities	18,821,811	12,478,275	12,396,547	27,283,768
Equity				
Beginning Fund Bal.	45,821,673	45,499,335	45,499,335	45,499,335
Net Income/(Loss)	(322,337)	14,297,541	12,918,129	126,982
Total Equity	45,499,335	59,796,876	58,417,464	45,626,317
Total Liabilities & Equity	64,321,146	72,275,151	70,814,011	72,910,085
Available Line of Credit				
Days Cash on Hand	116	195	191	174
Cash Reserve %	31.8%	53.5%	52.2%	47.6%

Camino Nuevo Charter Academy Consolidated Budget Summary Prepared by ExED. For use by ExED and ExED clients only. © 2021 ExED																		
	CNCA - Burlington		CNCA#2 - Kayne Siart		CNCA#3 - Castellanos		CNCA#3 - Eisner		CNCA#3 - Consolidated		CNCA#4 - Cisneros		CNHS#2 - Dalzell Lance		Central Administration		Camino Nuevo - Consolidated	
	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast
Enrollment	606	603	697	677	462	460	270	266	732	726	587	521	508	470	-	-	3,130	2,997
ADA	563.58	557.82	648.21	583.63	429.66	405.49	251.10	240.66	680.76	646.15	545.91	465.45	472.44	427.20	-	-	2,910.90	2,680.25
ADA %	93%	93%	93%	88%	93%	88%	93%	91%	93%	90%	93%	89%	93%	91%	-	-	93%	90%
UPP	96%	98%	91%	92%	98%	98%	93%	93%	96%	96%	92%	92%	94%	95%	0%	0%	81%	81%
Income																		
8011-8098 · Local Control Funding Formula Sources																		
8011 Local Control Funding Formula	4,412,117	5,383,233	4,886,324	5,432,055	3,406,938	3,932,441	1,816,868	2,165,059	5,223,806	6,097,500	4,099,184	4,324,025	5,682,825	5,187,296	-	-	24,304,257	26,424,110
8012 Education Protection Account	1,362,632	368,478	1,572,072	386,714	1,034,323	266,690	604,475	158,282	1,638,798	424,971	1,321,580	307,851	94,488	85,440	-	-	5,989,569	1,573,454
8019 Local Control Funding Formula - Prior Year	-	(146,660)	-	(154,672)	-	(84,490)	-	(50,855)	-	(135,345)	-	(121,253)	-	(97,732)	-	-	-	(655,662)
8096 In Lieu of Property Taxes	1,743,756	1,956,626	2,005,607	2,047,158	1,329,398	1,422,309	776,921	844,146	2,106,319	2,266,455	1,689,084	1,632,626	1,461,762	1,498,460	-	-	9,006,528	9,401,325
8098 In Lieu of Property Taxes, Prior Year	-	148,013	-	156,302	-	86,949	-	50,824	-	137,773	-	122,409	-	98,462	-	-	-	662,959
Total 8011-8098 · Local Control Funding Formula Sources	7,518,504	7,709,690	8,464,003	7,867,557	5,770,659	5,623,899	3,198,264	3,167,456	8,968,923	8,791,354	7,109,848	6,265,659	7,239,076	6,771,926	-	-	39,300,354	37,406,186
8100-8299 · Federal Revenue																		
8181 Special Education - Federal (IDEA)	156,377	135,712	179,859	141,991	119,218	98,652	69,673	58,550	188,890	157,202	151,474	113,239	131,088	103,933	-	-	807,687	652,078
8221 Child Nutrition - Federal	337,888	512,874	194,144	345,748	203,735	335,224	89,765	80,148	293,501	415,373	242,012	258,429	159,194	164,662	-	-	1,226,739	1,697,085
8223 CACFP Supper	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8291 Title I	299,542	280,043	281,238	276,658	225,453	164,604	127,811	92,589	353,264	257,193	260,949	235,194	198,346	197,805	-	-	1,393,339	1,246,893
8292 Title II	29,418	26,859	28,970	32,492	23,591	17,487	12,822	9,836	36,414	27,323	26,467	29,834	20,512	23,930	-	-	141,781	140,438
8294 Title III	47,362	55,074	31,346	36,184	31,002	24,691	11,326	13,888	42,328	38,579	25,054	29,134	12,355	14,367	-	-	158,444	173,338
8295 Title IV, SSAE	24,324	24,189	18,066	21,868	16,685	13,779	9,952	7,750	26,637	21,529	17,907	18,446	14,320	15,513	-	-	101,254	101,545
8296 Title IV, PCSGP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8297 Facilities Incentive Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8299 All Other Federal Revenue	1,316,189	581,304	753,907	1,176,637	321,209	462,828	363,433	(0)	684,643	462,828	806,037	1,031,152	669,581	872,740	-	-	4,230,357	4,124,660
Total 8100-8299 · Other Federal Income	2,211,099	1,616,055	1,487,529	2,031,578	940,894	1,117,263	684,783	262,763	1,625,676	1,380,026	1,529,899	1,715,428	1,205,397	1,392,951	-	-	8,059,600	8,136,037
8300-8599 · Other State Revenue																		
8520 Child Nutrition - State	25,144	107,591	12,865	82,617	14,227	67,253	6,310	17,292	20,537	84,546	17,841	71,207	11,037	37,904	-	-	87,425	383,864
8550 Mandate Block Grant	8,664	9,258	10,120	9,258	6,268	6,853	3,820	4,006	10,089	297,161	297,161	22,085	21,184	22,085	-	-	347,217	62,582
8561 State Lottery - Non Prop 20	91,864	119,340	105,658	124,983	70,035	86,572	40,929	51,267	110,964	137,839	88,983	98,766	77,008	90,685	-	-	474,477	571,613
8562 State Lottery - Prop 20	36,633	58,500	42,134	61,266	27,928	42,437	16,322	25,131	44,249	67,568	35,484	48,415	30,709	44,453	-	-	189,209	280,203
8560 Lottery Revenue	128,496	177,841	147,792	186,248	97,962	129,010	57,251	76,397	155,213	205,407	124,467	147,181	107,716	135,138	-	-	663,685	851,816
8587 State Grant Pass-Through	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8591 SB740	447,135	677,681	-	-	-	-	131,357	280,258	131,357	280,258	-	-	323,015	515,110	-	-	901,507	1,473,049
8592 State Mental Health	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8593 After School Education & Safety	203,483	203,483	203,483	203,483	203,483	203,483	-	-	203,483	203,483	203,483	203,483	-	-	-	-	813,931	813,931
8594 Supplemental Categorical Block Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8595 Expanded Learning Opportunity Program	59,272	296,862	126,737	521,900	59,272	393,000	-	160,000	59,272	553,000	113,404	412,000	-	-	-	-	358,685	1,783,762
8599 State Revenue - Other	51,209	123,109	97,017	830,813	90,192	772,561	50,401	284,674	140,594	1,057,236	82,798	836,738	346,356	214,848	-	-	717,973	3,062,743
Total 8300-8599 · Other State Income	923,402	1,595,823	598,014	1,835,854	471,405	1,572,160	249,139	822,628	720,544	2,394,789	839,155	1,680,196	809,308	925,085	-	-	3,890,423	8,431,747
8600-8799 · Other Local Revenue																		
8631 Sale of Equipment & Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8634 Food Service Sales	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8660 Interest & Dividend Income	8,400	76,640	7,000	68,243	6,787	47,522	3,500	27,778	10,287	75,300	7,000	66,521	9,800	57,910	-	-	42,487	344,614
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	10,000	125,525	60,000	189,560	22,670	110,680	12,857	71,692	35,527	182,372	29,168	113,543	15,000	100,959	-	-	149,695	711,959
8694 In Kind Donations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8695 Contributions & Events	-	8,455	-	3,307	-	727	-	1,158	-	1,885	-	24,093	-	18,255	-	-	-	55,995
8696 Other Fundraising	-	4	-	4	-	3	-	2	-	4	-	3	-	3	-	-	-	18
8697 E-Rate	10,201	10,498	14,776	15,978	9,504	16,047	9,600	16,047	19,104	32,095	9,600	15,858	17,347	18,216	-	-	71,028	92,644
8698 SELPA Grants	-	60,847	-	120,826	-	67,400	-	13,575	-	80,975	-	70,719	-	48,723	-	-	-	382,090
8699 All Other Local Revenue	-	440	-	228	-	15	-	9	-	23	-	1,301	-	427	-	-	-	2,418
8792 Transfers of Apportionments - Special Education	442,743	537,794	509,227	562,678	337,537	390,933	197,262	232,020	534,798	622,953	428,861	448,740	371,144	411,864	-	-	2,286,774	2,584,029

	CNCA - Burlington		CNCA#2 - Kayne Siart		CNCA#3 - Castellanos		CNCA#3 - Eisner		CNCA#3 - Consolidated		CNCA#4 - Cisneros		CNHS#2 - Dalzell Lance		Central Administration		Camino Nuevo - Consolidated	
	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast
Total 8600-8799 · Other Income-Local	471,343	820,202	591,003	960,825	376,497	633,326	223,219	362,281	599,716	995,607	474,630	740,778	413,291	656,357	-	-	2,549,984	4,173,769
Prior Year Adjustments																		
8999 Other Prior Year Adjustment	-	72,586	-	29,966	-	34,747	-	29,889	-	64,636	-	43,877	-	70,961	-	-	-	282,026
Total Prior Year Adjustments	-	72,586	-	29,966	-	34,747	-	29,889	-	64,636	-	43,877	-	70,961	-	-	-	282,026
TOTAL INCOME	11,124,349	11,814,357	11,140,549	12,725,779	7,559,455	8,981,395	4,355,405	4,645,017	11,914,860	13,626,412	9,953,532	10,445,938	9,667,072	9,817,280	-	-	53,800,362	58,429,766
Expense																		
1000 · Certificated Salaries																		
1110 Teachers' Salaries	2,126,410	1,932,965	2,645,166	2,432,329	1,627,251	1,597,120	895,178	775,670	2,522,429	2,372,789	2,329,682	1,991,649	2,134,879	2,041,469	-	-	11,758,566	10,771,201
1120 Teachers' Hourly	-	-	-	-	-	35,625	52,640	-	52,640	35,625	-	-	-	-	-	-	52,640	35,625
1170 Teachers' Salaries - Substitute	59,280	92,531	61,050	64,029	44,400	13,277	25,900	55,127	70,300	68,404	64,750	125,097	56,000	158,735	-	-	311,380	508,796
1175 Teachers' Salaries - Stipend/Extra Duty	77,840	147,444	79,950	98,274	37,750	78,663	22,500	29,292	60,250	107,955	70,400	146,635	184,960	142,627	-	-	473,400	642,936
1211 Certificated Pupil Support - Librarians	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1213 Certificated Pupil Support - Guidance & Counseling	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1215 Certificated Pupil Support - Psychologist	75,525	40,949	87,710	47,104	56,332	31,142	33,650	18,253	89,982	49,394	73,157	39,660	62,915	34,304	-	-	389,290	211,411
1299 Certificated Pupil Support - Other	111,797	195,413	211,011	127,231	132,561	84,121	49,810	51,509	182,372	135,630	108,292	106,648	93,130	92,662	-	-	706,601	657,584
1300 Certificated Supervisors' & Administrators' Salaries	510,826	573,063	522,777	577,796	460,275	483,931	322,414	309,281	782,689	793,212	521,497	595,150	741,382	663,145	-	-	3,079,172	3,202,366
1900 Other Certificated Salaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total 1000 · Certificated Salaries	2,961,678	2,982,366	3,607,664	3,346,762	2,358,570	2,323,879	1,402,092	1,239,131	3,760,662	3,563,010	3,167,778	3,004,839	3,273,267	3,132,941	-	-	16,771,049	16,029,918
2000 · Classified Salaries																		
2111 Instructional Aide & Other Salaries	645,310	594,413	480,327	493,345	376,635	420,143	135,924	80,867	512,559	501,010	704,248	545,885	307,815	217,732	-	-	2,650,258	2,352,385
2121 After School Staff Salaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2131 Classified Teacher Salaries	221,088	301,639	75,952	131,373	38,352	58,189	-	50,343	38,352	108,532	-	24,538	-	1,162	-	-	335,392	567,244
2200 Classified Support Salaries	177,415	198,685	142,354	121,497	106,129	112,011	78,235	62,382	184,364	174,393	117,274	102,164	98,006	82,867	-	-	719,412	679,605
2300 Classified Supervisors' & Administrators' Salaries	-	-	-	84,391	-	80,653	-	-	-	80,653	-	-	57,420	44,776	-	-	57,420	209,820
2400 Classified Office Staff Salaries	221,323	230,125	225,512	221,025	218,536	187,878	150,450	150,766	368,986	338,645	207,371	206,520	226,777	247,848	-	-	1,249,969	1,244,163
2900 Other Classified Salaries	405,213	308,143	342,257	370,328	292,425	288,808	182,899	189,903	475,323	478,711	391,840	389,883	313,133	327,883	-	-	1,927,767	1,874,950
Total 2000 · Classified Salaries	1,670,348	1,633,005	1,266,401	1,421,959	1,032,076	1,147,682	547,508	534,261	1,579,584	1,681,943	1,420,733	1,268,991	1,003,151	922,268	-	-	6,940,217	6,928,166
3000 · Employee Benefits																		
3111 STRS - State Teachers Retirement System	565,681	536,204	689,064	638,223	450,487	443,485	267,800	247,826	718,286	691,311	605,046	555,543	625,194	584,631	-	-	3,203,270	3,005,911
3212 PERS - Public Employee Retirement System	423,767	416,130	321,286	328,154	261,838	265,560	138,903	106,858	400,740	372,418	360,440	315,004	254,499	222,947	-	-	1,760,733	1,654,654
3213 PARS - Public Agency Retirement System	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3311 OASDI - Social Security	103,562	102,282	78,517	82,391	63,989	66,042	33,945	26,497	97,934	92,540	88,085	77,751	62,195	58,036	-	-	430,293	413,000
3331 MED - Medicare	67,164	64,707	70,674	66,877	49,164	48,827	28,269	24,991	77,434	73,817	66,533	59,821	62,008	57,452	-	-	343,813	322,675
3401 H&W - Health & Welfare	404,094	337,784	431,977	342,586	308,904	258,664	154,540	122,656	463,444	381,320	348,773	332,291	355,902	306,291	-	-	2,004,190	1,700,271
3501 SUI - State Unemployment Insurance	23,160	22,290	24,370	23,036	16,953	16,820	9,748	8,601	26,701	25,421	22,943	20,606	21,382	19,906	-	-	118,556	111,260
3601 Workers' Compensation Insurance	48,671	58,524	50,767	61,582	38,538	42,840	22,019	24,633	60,557	67,472	50,459	57,974	52,862	49,702	-	-	263,314	295,256
3751 OPEB, Active Employees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901 Other Retirement Benefits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3902 Other Benefits	-	(12,793)	-	(5,910)	-	(2,515)	-	(1,580)	-	(4,095)	-	(8,014)	-	(7,375)	-	-	-	(38,187)
Total 3000 · Employee Benefits	1,636,099	1,525,129	1,666,655	1,536,941	1,189,873	1,139,722	655,224	560,483	1,845,097	1,700,205	1,542,279	1,410,976	1,434,043	1,291,591	-	-	8,124,172	7,464,842
4000 · Supplies																		
4111 Core Curricula Materials	10,567	108,818	39,993	118,950	1,071	130,347	10,901	59,782	11,972	190,129	22,095	104,757	20,200	6,295	-	-	104,827	528,949
4211 Books & Other Reference Materials	1,000	19,451	10,050	19,878	3,325	16,342	375	4,230	3,700	20,572	4,000	7,456	13,000	16,931	-	-	31,750	84,288
4311 Student Materials	77,059	97,017	85,309	92,537	42,061	70,551	38,940	29,448	81,001	99,999	66,390	65,940	84,890	79,426	-	-	394,648	434,919
4351 Office Supplies	-	10,609	18,000	26,158	12,000	22,925	7,200	4,653	19,200	27,578	15,600	18,273	12,000	17,857	-	-	64,800	100,476
4371 Custodial Supplies	12,000	40,876	12,000	27,110	12,000	16,570	12,000	18,443	24,000	35,013	18,000	18,921	12,000	20,275	-	-	78,000	142,196
4391 Food (Non Nutrition Program)	6,100	52,250	10,200	37,052	12,000	39,112	10,800	27,371	25,750	66,483	11,542	28,850	19,100	44,079	-	-	72,692	228,714
4392 Uniforms	2,800	18,283	5,000	18,763	1,500	11,727	-	10,059	1,500	21,786	1,000	17,533	7,500	10,349	-	-	17,800	86,714
4393 PE & Sports Equipment	7,000	7,667	5,000	31,565	1,500	2,368	2,000	4,325	3,500	6,693	3,000	10,257	2,500	4,200	-	-	21,000	60,382
4395 Before & After School Program Supplies	-	-	-	-	-	9,447	-	-	-	9,447	-	-	-	-	-	-	-	9,447
4399 All Other Supplies	12,286	20,362	17,091	20,512	5,000	19,354	8,560	6,661	13,560	26,015	15,261	18,329	45,024	39,996	-	-	103,222	125,214
4390 Other Supplies	28,186	98,562	37,291	107,892	22,950	82,007	21,360	48,416	44,310	130,423	30,803	74,969	74,124	98,625	-	-	214,714	510,471
4411 Non Capitalized Equipment	69,950	96,606	22,010	137,888	65,750	145,123	18,121	71,115	83,871	216,238	30,274	51,824	54,099	31,216	-	-	260,204	533,772
4711 Nutrition Program Food & Supplies	407,477	483,380	269,447	397,879	262,374	309,704	126,078	119,952	388,452	429,656	303,290	326,107	204,984	177,278	-	-	1,573,650	1,814,299
4713 CACFP Supper Food & Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total 4000 · Supplies	606,239	955,319	494,100	928,292	421,531	793,569	234,975	356,039	656,506	1,149,608	490,453	668,248	475,296	447,902	-	-	2,722,594	4,149,369
5000 · Operating Services																		
5211 Travel & Conferences	14,000	4,949	24,450	11,910	1,897	2,105	2,297	3,132	4,194	5,237	4,000	3,550	19,520	15,905	-	-	66,164	41,551

	CNCA - Burlington		CNCA#2 - Kayne Siart		CNCA#3 - Castellanos		CNCA#3 - Eisner		CNCA#3 - Consolidated		CNCA#4 - Cisneros		CNHS#2 - Dalzell Lance		Central Administration		Camino Nuevo - Consolidated	
	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast	2022-23 Budget Approved	2022-23 Forecast
5311 Dues & Memberships	10,861	14,511	13,517	14,868	6,648	7,151	5,966	7,415	12,614	14,566	9,038	13,336	18,310	18,409	-	-	64,340	75,690
5451 General Insurance	-	-	-	-	-	-	27,500	33,337	27,500	33,337	-	-	3,998	2,119	-	-	31,498	35,456
5511 Utilities	142,002	215,463	114,960	130,896	115,800	125,028	54,276	61,282	170,076	186,310	167,816	168,377	108,303	148,739	-	-	703,158	849,785
5521 Security Services	58,431	86,604	560	430	500	6,465	500	700	1,000	7,165	657	5,965	93,761	80,223	-	-	154,409	180,387
5531 Housekeeping Services	137,478	165,539	117,667	171,665	112,970	115,143	-	31,819	112,970	146,962	150,810	151,011	98,076	103,094	-	-	617,001	738,271
5599 Other Facility Operations & Utilities	58,897	61,966	56,450	55,433	70,184	57,045	25,378	31,114	95,563	88,159	91,769	77,181	70,059	56,835	-	-	372,738	339,574
5611 School Rent - Private Facility	745,224	684,627	-	-	-	-	218,928	253,563	218,928	253,563	-	-	551,584	543,097	-	-	1,515,736	1,481,288
5613 School Rent - Prop 39	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5619 Other Facility Rentals	14,000	9,897	14,200	6,913	3,924	5,511	8,292	12,764	12,216	18,275	2,140	1,125	23,892	17,032	-	-	66,448	53,241
5621 Equipment Lease	44,009	52,048	26,459	30,555	36,371	35,076	19,641	21,561	56,012	56,637	27,705	22,000	59,683	53,944	-	-	213,869	215,184
5631 Vendor Repairs	90,000	117,566	78,400	85,202	49,975	50,800	25,000	83,489	74,975	134,289	60,200	63,912	75,000	95,755	-	-	378,575	496,724
5812 Field Trips & Pupil Transportation	23,400	54,474	27,200	27,796	21,330	24,961	17,400	40,949	38,730	65,910	-	39,974	69,300	102,956	-	-	158,630	291,111
5821 Legal	3,000	2,367	-	853	-	712	-	712	-	1,424	19,000	87,211	-	6,601	-	-	22,000	98,457
5823 Audit	-	2,033	-	2,338	-	1,550	-	906	-	2,456	-	1,969	-	1,704	-	-	-	10,500
5831 Advertisement & Recruitment	5,000	1,633	7,500	14,806	7,500	1,218	12,500	3,608	20,000	4,826	7,500	1,439	5,000	1,789	-	-	45,000	24,494
5841 Contracted Substitute Teachers	-	91,412	7,500	133,489	-	120,927	3,480	123,906	3,480	244,833	15,660	131,402	8,240	147,089	-	-	34,880	748,224
5842 Special Education Services	427,274	488,235	450,352	1,281,322	231,500	757,670	145,375	258,975	376,875	1,016,645	273,750	812,452	265,200	547,907	-	-	1,793,451	4,146,560
5843 Non Public School	-	8,783	-	12,725	-	80,000	-	-	-	80,000	166,547	163,867	-	-	-	-	166,547	265,375
5844 After School Services	203,483	203,484	203,483	193,309	203,483	193,309	203,483	-	203,483	193,309	203,483	203,484	-	-	-	-	813,931	793,586
5849 Other Student Instructional Services	344,852	340,331	239,423	394,161	178,664	221,071	106,250	101,804	284,913	322,875	330,081	321,630	287,143	300,755	-	-	1,486,413	1,679,753
5852 PD Consultants & Tuition	60,222	84,563	53,015	55,883	46,895	75,311	29,383	46,488	76,277	121,799	61,596	74,762	1,563	26,426	-	-	252,673	363,432
5854 Nursing & Medical (Non-IEP)	4,100	5,485	6,000	3,960	3,500	3,000	2,480	6,000	5,480	6,658	2,000	4,592	2,000	-	-	-	24,758	19,517
5859 All Other Consultants & Services	106,909	205,613	145,700	430,578	123,944	427,529	51,096	80,473	175,041	508,002	154,459	306,086	134,063	173,863	-	-	716,172	1,624,143
5861 Non Instructional Software	87,809	92,123	109,220	100,762	75,183	71,493	46,269	48,362	121,452	119,855	90,873	90,281	90,785	97,761	-	-	500,140	500,782
5865 Fundraising Cost	-	-	-	9,690	-	-	-	-	-	-	-	4,233	-	520	-	-	-	14,444
5871 District Oversight Fees	75,185	77,083	84,640	78,387	57,707	56,214	31,983	31,675	89,689	87,889	71,098	62,645	72,391	67,712	-	-	393,004	373,717
5872 Special Education Fees (SELPA)	119,824	134,701	137,817	140,934	91,351	97,917	53,387	58,114	144,738	156,031	116,067	112,396	100,446	103,159	-	-	618,892	647,221
5881 Intra-Agency Fees	1,156,944	1,260,026	1,205,885	1,177,509	843,428	852,747	468,383	486,965	1,311,811	1,339,712	1,065,422	943,689	1,030,274	1,013,453	-	-	5,770,336	5,734,389
5895 Bad Debt Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5898 Uncategorized Expense	-	618	-	3,378	-	5,680	-	(0)	-	5,680	-	-	-	1,630	-	-	-	11,306
5899 All Other Expenses	15,736	20,649	14,482	21,172	13,080	12,537	7,636	8,469	20,716	21,006	19,015	18,886	16,369	32,388	-	-	86,318	114,102
5911 Office Phone	16,632	15,769	9,492	12,849	9,060	12,118	8,820	13,572	17,880	25,690	9,552	12,611	17,040	14,435	-	-	70,596	81,354
5913 Mobile Phone	1,560	1,279	2,400	1,875	6,000	3,556	2,280	1,297	8,280	4,853	3,600	2,184	1,680	1,146	-	-	17,520	11,336
5921 Internet	12,751	13,123	18,470	8,632	11,880	10,746	12,000	10,746	23,880	21,493	12,000	10,778	21,684	14,675	-	-	88,785	68,700
5923 Website Hosting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5931 Postage & Shipping	800	1,693	6,750	3,941	3,500	2,229	500	1,243	4,000	3,473	2,000	1,644	5,000	5,475	-	-	18,550	16,225
5999 Other Communications	-	0	-	6,328	479	4,354	-	9,810	479	14,164	-	20,687	-	17,607	-	-	479	58,786
Total 5000 · Operating Services	3,980,384	4,518,647	3,175,993	4,624,548	2,326,752	3,441,174	1,387,020	1,870,733	3,713,771	5,311,907	3,142,497	3,935,357	3,250,366	3,814,206	-	-	17,263,011	22,204,666
6000 · Capital Outlay																		
6901 Depreciation Expense	169,016	173,469	660,626	644,746	123,799	111,642	90,179	61,537	213,978	173,178	163,433	142,317	179,870	189,345	-	-	1,386,922	1,323,054
6903 Amortization Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6999 Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total 6000 · Capital Outlay	169,016	173,469	660,626	644,746	123,799	111,642	90,179	61,537	213,978	173,178	163,433	142,317	179,870	189,345	-	-	1,386,922	1,323,054
7000 · Other Outgo																		
7438 Interest Expense	-	-	202,768	202,768	-	-	-	-	-	-	-	-	-	-	-	-	202,768	202,768
Total 7000 · Other Outgo	-	-	202,768	202,768	-	-	-	-	-	-	-	-	-	-	-	-	202,768	202,768
TOTAL EXPENSE	11,023,764	11,787,934	11,074,207	12,706,016	7,452,600	8,957,669	4,316,997	4,622,183	11,769,598	13,579,852	9,927,172	10,430,728	9,615,992	9,798,254	-	-	53,410,733	58,302,784
NET INCOME	100,584	26,422	66,341	19,764	106,855	23,726	38,407	22,834	145,262	46,560	26,361	15,210	51,081	19,026	-	-	389,629	126,982
Operating Income	269,601	199,891	726,967	664,509	230,653	135,368	128,586	84,370	219,738	359,240	189,793	157,527	230,950	208,371	-	-	1,776,551	1,450,037
EBITDA	269,601	199,891	929,735	867,278	230,653	135,368	128,586	84,370	359,240	219,738	189,793	157,527	230,950	208,371	-	-	1,979,319	1,652,805
Beginning Cash Balance	3,203,369	4,046,300	1,003,765	1,848,178	1,405,498	2,590,265	1,899,293	2,345,185	3,304,791	4,935,450	1,375,952	2,053,100	2,015,839	2,857,892	88,701	1,197,565	10,992,417	16,938,485
Cash Flow from Operating Activities																		
Net Income	100,584	26,422	66,341	19,764	106,855	23,726	38,407	22,834	145,262	46,560	26,361	15,210	51,081	19,026	-	-	389,629	126,982
Change in Accounts Receivable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Prior Year Accounts Receivable	1,433,076	1,462,811	2,235,700	1,669,823	1,732,206	995,713	937,358	429,671	2,669,564	1,425,384	1,845,004	1,114,142	864,653	848,863	-	-	9,047,997	6,521,023

	CNCA - Burlington		CNCA#2 - Kayne Siart		CNCA#3 - Castellanos		CNCA#3 - Eisner		CNCA#3 - Consolidated		CNCA#4 - Cisneros		CNHS#2 - Dalzell Lance		Central Administration		Camino Nuevo - Consolidated	
	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast	2022-23 Budget - Approved	2022-23 Forecast
Current Year Accounts Receivable	(2,057,165)	(892,796)	(1,469,622)	(1,487,790)	(1,048,451)	(680,011)	(710,192)	(272,958)	(1,758,643)	(952,969)	(1,283,280)	(1,167,013)	(1,343,448)	(890,385)	-	-	(7,912,158)	(5,390,953)
Change in Due from	-	167,520	-	0	-	(419)	-	-	-	(419)	-	(494)	-	(3,007)	-	(183)	-	163,418
Change in Accounts Payable	(7,786)	225,837	(7,043)	2,607	(9,350)	97,009	(742)	51,928	(10,092)	148,937	(10,473)	132,836	(4,888)	42,681	(6,249)	(9,264)	(46,531)	543,633
Change in Due to	(377,591)	551,231	(719,273)	(81,643)	(279,222)	855	(150,962)	66,518	(430,184)	67,373	(469,269)	(88,586)	(50,034)	(222,434)	-	(1,173,831)	(2,046,351)	(947,891)
Change in Accrued Vacation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Change in Payroll Liabilities	-	98,324	-	117,926	-	87,326	-	37,883	-	125,209	-	76,793	-	51,662	-	59,140	-	529,054
Change in Prepaid Expenditures	(60,839)	34,485	(16,285)	(1,154)	(40,051)	(7,738)	(40,529)	(8,656)	(80,580)	(16,394)	(13,524)	(563)	(62,260)	(3,277)	(3,576)	55,717	(237,064)	68,814
Change in Deposits	-	(1,000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,000)
Change in Deferred Revenue	-	2,308,568	-	1,464,607	-	1,447,464	-	1,259,466	-	2,706,930	-	1,434,956	-	818,724	-	-	-	8,733,786
Change in Other Long Term Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Change in Other Long Term Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Depreciation Expense	169,016	174,260	660,626	644,746	123,799	111,642	90,179	61,537	213,978	173,178	163,433	142,317	179,870	189,345	-	-	1,386,922	1,323,845
Cash Flow from Investing Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditures	(138,000)	(290,467)	(286,500)	(241,527)	(327,500)	(267,054)	(129,000)	(66,382)	(456,500)	(333,435)	(262,500)	(25,008)	(50,000)	(183,808)	-	-	(1,193,500)	(1,074,246)
Cash Flow from Financing Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Source - Sale of Receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Use - Sale of Receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Source - Loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Use - Loans	-	-	(396,625)	(396,625)	-	-	-	-	-	-	-	-	-	-	-	-	(396,625)	(396,625)
Ending Cash Balance	2,264,664	7,911,495	1,071,084	3,558,912	1,663,784	4,398,778	1,933,812	3,927,026	3,597,596	8,325,804	1,371,704	3,687,691	1,600,812	3,525,281	78,876	129,143	9,984,735	27,138,325

Camino Nuevo Charter Academy																Actuals as of 5/31/2023			
2022-23 Cash Flow Forecast																			
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Camino Nuevo Charter Academy															Actuals as of 5/31/2023										
2022-23 Cash Flow Forecast																									
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		# 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-2	P-2	P-2	P-2	P-1	P-1	P-1	P-1	P-1	P-1	P-1	P-1	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-2	P-2	P-2	P-2	P-1	P-1	P-1	P-1	P-1	P-1	P-1	P-1	P-1	P-1	P-1	P-1	P-1

															Actuals as of		5/31/2023	

Coversheet

FY23-24 Budget Update

Section:	X. Financials
Item:	B. FY23-24 Budget Update
Purpose:	Discuss
Submitted by:	
Related Material:	FY23-24 - CNCA Budget Update - 08.07.23.pdf

CAMINO NUEVO CHARTER ACADEMY																											
2023-24 Budget by Site																											
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	Camino Nuevo Charter Academy - Burlington			Camino Nuevo Charter Academy #2			Camino Nuevo Charter Academy #3 - Castellanos			Camino Nuevo Charter Academy #3 - Eisner			Camino Nuevo Charter Academy #3 - Consolidated			Camino Nuevo Charter Academy #4 - Cisneros			CNHS #2 - Dalzell Lance High School			Central Administration			CAMINO NUEVO CHARTER ACADEMY		
	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)
Enrollment	602	606	4	704	703	(1)	467	444	(23)	270	270	-	737	714	(23)	510	500	(10)	508	508	-	-	-	-	3,061	3,031	(30)
ADA	559.86	563.58	4	647.68	646.76	(1)	429.64	408.48	(21)	248.40	248.40	0	678.04	656.88	(21)	469.20	460.00	(9)	467.36	467.36	-	-	-	-	2,822.14	2,794.58	(28)
ADA %	93.00%	93.00%	-	92.00%	92.00%	-	92.00%	92.00%	-	92.00%	92.00%	-	92.00%	92.00%	-	92.00%	92.00%	-	92.00%	92.00%	-	-	0.00%	-	92.20%	92.20%	-
UPP	0.00%	97.93%	-	0.00%	92.75%	-	0.00%	97.33%	-	0.00%	93.68%	-	0.00%	191.01%	-	0.00%	92.56%	-	0.00%	95.88%	-	0.00%	0.00%	-	95.00%	95.00%	-
Income																											
8011-8098 - Local Control Funding Formula Sources																											
8011 Local Control Funding Formula	5,198,202	5,167,844	(30,358)	5,836,098	5,728,857	(107,241)	4,007,484	3,752,000	(255,484)	2,136,976	2,099,030	(37,945)	6,144,459	5,851,030	(293,429)	4,205,355	4,047,377	(157,978)	6,381,046	6,292,854	(88,193)	-	-	-	27,765,161	27,087,962	(677,199)
8012 Education Protection Account	1,311,852	1,301,317	(10,535)	1,522,298	1,497,975	(24,323)	1,002,348	939,089	(63,259)	579,516	571,068	(8,448)	1,581,864	1,510,157	(71,707)	1,100,811	1,063,493	(37,318)	93,472	93,472	-	-	-	5,610,296	5,466,414	(143,882)	
8019 Local Control Funding Formula - Prior Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8019 In Lieu of Property Taxes	1,859,480	1,976,830	117,350	2,151,159	2,268,595	117,436	1,426,976	1,432,797	5,820	825,018	871,295	46,277	2,251,995	2,304,092	52,097	1,558,368	1,613,510	55,142	1,552,257	1,639,326	87,069	-	-	-	9,373,258	9,802,353	429,094
8098 In Lieu of Property Taxes, Prior Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total 8011-8098 - Local Control Funding Formula Source	8,369,533	8,445,991	76,458	9,509,555	9,495,427	(14,128)	6,436,808	6,123,885	(312,922)	3,541,510	3,541,933	(117)	9,978,317	9,665,279	(313,039)	6,864,534	6,724,380	(140,154)	8,026,775	8,025,652	(1,123)	-	-	-	42,748,715	42,356,729	(391,987)
8100-8299 - Federal Revenue																											
8181 Special Education - Federal (IDEA)	136,953	137,113	160	158,435	157,350	(1,085)	105,099	99,379	(5,719)	60,764	60,433	(330)	165,862	159,812	(6,050)	114,776	111,913	(2,862)	114,326	113,704	(622)	-	-	-	690,352	679,893	(10,459)
8221 Child Nutrition - Federal	519,462	522,914	3,452	347,873	347,379	(494)	329,415	313,191	(16,224)	81,098	81,098	-	410,513	394,290	(16,224)	239,115	234,426	(4,689)	161,869	161,869	-	-	-	-	1,678,831	1,660,876	(17,955)
8223 CACFP Supplier	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8291 Title I	279,984	279,984	-	275,389	275,389	-	164,568	164,568	-	92,570	92,570	-	257,138	257,138	-	235,144	235,144	-	197,763	197,763	-	-	-	-	1,245,418	1,245,418	-
8292 Title II	26,575	26,575	-	32,083	32,083	-	17,267	17,267	-	9,712	9,712	-	26,979	26,979	-	29,459	29,459	-	23,629	23,629	-	-	-	-	138,725	138,725	-
8294 Title III	47,819	47,819	-	37,066	37,066	-	33,519	33,519	-	10,182	10,182	-	43,701	43,701	-	21,965	21,965	-	8,809	8,809	-	-	-	-	159,359	159,359	-
8295 Title IV, SSAE	23,660	23,660	-	21,390	21,390	-	13,478	13,478	-	7,581	7,581	-	21,059	21,059	-	18,042	18,042	-	15,174	15,174	-	-	-	-	99,325	99,325	-
8296 Title IV, PCSGP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8297 Facilities Incentive Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8299 All Other Federal Revenue	699,090	699,090	-	251,847	251,847	-	814,456	731,415	(83,041)	486,525	486,525	-	1,300,981	1,217,940	(83,041)	46,899	46,899	-	282,486	282,486	-	-	-	-	2,581,303	2,498,262	(83,041)
Total 8100-8299 - Other Federal Income	1,733,443	1,737,155	3,612	1,124,082	1,122,503	(1,579)	1,477,801	1,372,817	(104,984)	748,432	748,102	(330)	2,226,233	2,120,919	(105,315)	705,400	697,849	(7,551)	804,056	803,434	(622)	-	-	-	6,593,314	6,481,859	(111,455)
8300-8599 - Other State Revenue																											
8520 Child Nutrition - State	108,561	109,282	721	83,534	83,415	(119)	65,144	61,936	(3,208)	19,856	19,856	-	85,000	81,792	(3,208)	73,713	72,268	(1,445)	36,071	36,071	-	-	-	-	386,879	382,828	(4,051)
8550 Mandate Block Grant	11,071	11,071	-	11,584	11,584	-	8,048	8,048	-	4,777	4,777	-	12,824	12,824	-	9,238	9,238	-	23,569	23,569	-	-	-	-	68,286	68,286	-
8561 State Lottery - Non Prop 20	95,176	104,189	9,013	110,106	119,566	9,461	73,039	75,515	2,477	42,228	45,922	3,694	115,267	121,437	6,170	79,764	85,040	5,276	79,451	86,401	6,949	-	-	479,764	516,632	36,869	
8562 State Lottery - Prop 20	37,511	42,382	4,871	43,395	48,637	5,243	28,786	30,718	1,932	16,643	18,680	2,037	45,429	49,398	3,969	31,436	34,593	3,156	31,313	35,146	3,833	-	-	189,083	210,156	21,072	
8560 Lottery Revenue	132,687	146,571	13,884	153,500	168,203	14,703	101,825	106,234	4,409	58,871	64,602	5,731	160,695	170,835	10,140	111,200	119,632	8,432	110,764	121,547	10,782	-	-	668,847	726,788	57,941	
8587 State Grant Pass-Through	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8591 SB740	397,833	397,833	-	-	-	-	-	-	-	188,276	188,276	-	188,276	188,276	-	-	-	-	347,203	347,203	-	-	-	-	933,312	933,312	-
8592 State Mental Health	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8593 After School Education & Safety	203,483	203,483	45,605	203,483	203,483	52,336	203,483	203,483	33,054	-	20,101	20,101	203,483	203,483	53,155	203,483	203,483	37,223	37,819	37,819	37,819	-	-	-	813,931	813,931	226,137
8594 Supplemental Categorical Block Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8595 Expanded Learning Opportunity Program	247,789	247,789	-	216,120	216,120	-	203,172	203,172	-	41,440	41,440	-	244,612	244,612	-	121,534	121,534	-	-	-	-	-	-	-	830,055	830,055	-
8596 Prop 28 Arts & Music	-	-	-	120,548	121,107	559	-	-	-	-	-	-	-	-	-	-	96,892	97,350	458	-	-	-	-	-	217,440	218,457	1,017
8599 State Revenue - Other	270,210	270,210	-	523,835	577,596	53,761	368,165	368,165	-	80,737	80,737	-	448,902	448,902	-	513,147	520,175	7,028	487,941	487,941	-	-	-	-	2,244,034	2,304,823	60,790
Total 8300-8599 - Other State Income	1,371,633	1,431,843	60,210	1,312,603	1,433,844	121,241	949,836	984,091	34,255	393,957	419,788	25,831	1,343,793	1,403,879	60,086	1,129,207	1,180,904	51,696	1,005,548	1,054,149	48,601	-	-	-	6,162,785	6,504,619	341,834
8600-8799 - Other Local Revenue																											
8631 Sale of Equipment & Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8634 Food Service Sales	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8660 Interest & Dividend Income	10,000	10,000	-	40,164	40,164	-	7,500	7,500	-	15,689	15,689	-	23,189	23,189	-	15,000	15,000	-	10,000	10,000	-	-	-	-	98,353	98,353	-
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	73,888	73,888	-	89,870	89,870	-	50,347	50,347	-	37,085	37,085	-	87,431	87,431	-	32,220	32,220	-	81,553	81,553	-	-	-	-	364,962	364,962	-
8694 In Kind Donations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8695 Contributions & Events	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8696 Other Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8697 E-Rate	12,480	12,480	-	11,040	11,040	-	10,301	10,301	-	10,560	10,560	-	20,861	20,861	-	9,600	9,600	-	12,573	12,573	-	-	-	-	66,554	66,554	-
8698 SELPA Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-									

CAMINO NUEVO CHARTER ACADEMY 2023-24 Budget by Site <small>Prepared by ExED. For use by ExED and ExED clients only. © 2023 ExED</small>																											
	Camino Nuevo Charter Academy - Burlington			Camino Nuevo Charter Academy #2			Camino Nuevo Charter Academy #3 - Castellanos			Camino Nuevo Charter Academy #3 - Eisner			Camino Nuevo Charter Academy #3 - Consolidated			Camino Nuevo Charter Academy #4 - Cisneros			CNHS #2 - Dalzell Lance High School			Central Administration			CAMINO NUEVO CHARTER ACADEMY		
	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)
2131 Classified Teacher Salaries	274,100	274,100	-	93,600	93,600	-	80,500	80,500	-	46,750	46,750	-	127,250	127,250	-	37,800	37,800	-	-	-	-	-	-	-	532,750	532,750	-
2200 Classified Support Salaries	210,366	210,366	-	155,436	155,436	-	112,672	112,672	-	84,956	84,956	-	197,628	197,628	-	114,880	114,880	-	103,462	103,462	-	-	-	-	781,772	781,772	-
2300 Classified Supervisors' & Administrators' Salaries	-	-	-	84,348	84,348	-	51,679	51,679	-	30,721	30,721	-	82,400	82,400	-	-	-	-	56,898	56,898	-	-	-	-	223,646	223,646	-
2400 Classified Office Staff Salaries	284,358	284,358	-	226,794	226,794	-	220,877	220,877	-	189,594	189,594	-	410,470	410,470	-	217,746	217,746	-	261,992	261,992	-	-	-	-	1,401,360	1,401,360	-
2900 Other Classified Salaries	325,982	325,982	-	320,105	320,105	-	294,676	294,676	-	160,676	160,676	-	455,352	455,352	-	315,495	315,495	-	250,447	250,447	-	-	-	-	1,667,381	1,667,381	-
Total 2000 - Classified Salaries	1,816,399	1,816,399	-	1,385,112	1,459,560	(74,448)	1,354,025	1,354,025	-	676,253	676,253	-	2,030,278	2,030,278	-	1,164,419	1,164,419	-	1,133,187	1,133,187	-	-	-	-	7,529,395	7,603,843	(74,448)
3000 - Employee Benefits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3111 STRS - State Teachers Retirement System	616,606	616,606	-	695,349	695,349	-	519,658	507,533	12,125	271,027	271,027	-	790,685	778,560	12,125	540,163	540,163	-	635,290	635,290	-	-	-	-	3,278,094	3,265,968	12,125
3212 PERS - Public Employee Retirement System	484,615	484,615	-	369,548	389,411	(19,863)	361,254	361,254	-	180,424	180,424	-	541,678	541,678	-	310,667	310,667	-	302,334	302,334	-	-	-	-	2,008,842	2,028,705	(19,863)
3213 PARS - Public Agency Retirement System	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3311 QASDI - Social Security	112,617	112,617	-	85,877	90,493	(4,616)	83,950	83,950	-	41,928	41,928	-	125,877	125,877	-	72,194	72,194	-	70,258	70,258	-	-	-	-	466,822	471,438	(4,616)
3331 MED - Medicare	73,148	73,148	-	72,872	73,952	(1,079)	59,084	58,163	921	30,381	30,381	-	89,465	88,544	921	57,891	57,891	-	64,660	64,660	-	-	-	-	358,037	358,196	(159)
3401 H&W - Health & Welfare	418,605	418,605	-	485,756	485,756	-	398,186	391,706	6,480	161,914	161,914	-	560,100	553,620	6,480	322,231	322,231	-	363,628	363,628	-	-	-	-	2,150,321	2,143,841	6,480
3501 SUL - State Unemployment Insurance	2,522	2,522	-	2,513	2,550	(37)	2,037	2,006	32	1,048	1,048	-	3,085	3,053	32	1,996	1,996	-	2,230	2,230	-	-	-	-	12,346	12,352	(5)
3601 Workers' Compensation Insurance	61,001	61,001	-	61,839	62,755	(916)	47,676	46,933	743	27,475	27,475	-	75,151	74,408	743	54,866	54,866	-	55,707	55,707	-	-	-	-	308,564	308,738	(173)
3751 OPEB, Active Employees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901 Other Retirement Benefits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3902 Other Benefits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total 3000 - Employee Benefits	1,769,115	1,769,115	-	1,773,755	1,800,266	(26,511)	1,471,845	1,451,544	20,300	714,197	714,197	-	2,186,042	2,165,741	20,300	1,360,009	1,360,009	-	1,494,106	1,494,106	-	-	-	-	8,583,027	8,589,237	(6,211)
4000 - Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4111 Core Curricula Materials	96,109	96,109	-	103,633	103,633	-	93,190	93,190	-	40,034	40,034	-	133,224	133,224	-	97,785	97,785	-	28,393	28,393	-	-	-	-	459,143	459,143	-
4211 Books & Other Reference Materials	3,000	3,000	-	5,000	5,000	-	3,700	3,700	-	3,000	3,000	-	6,700	6,700	-	3,000	3,000	-	15,000	15,000	-	-	-	-	32,700	32,700	-
4311 Student Materials	56,736	61,607	(4,871)	49,319	53,862	(4,543)	59,059	60,992	(1,932)	30,720	30,720	-	89,779	91,712	(1,932)	50,715	50,715	-	85,765	85,765	-	-	-	-	332,313	343,660	(11,347)
4351 Office Supplies	12,000	12,000	-	21,000	21,000	-	12,000	12,000	-	7,200	7,200	-	19,200	19,200	-	15,600	15,600	-	12,000	12,000	-	-	-	-	79,800	79,800	-
4371 Custodial Supplies	36,000	36,000	-	24,000	24,000	-	13,200	13,200	-	24,000	24,000	-	37,200	37,200	-	18,000	18,000	-	25,400	25,400	-	-	-	-	140,600	140,600	-
4391 Food (Non Nutrition Program)	28,200	28,200	-	19,400	19,400	-	26,550	26,550	-	25,010	25,010	-	51,560	51,560	-	15,500	15,500	-	22,930	22,930	-	-	-	-	137,590	137,590	-
4392 Uniforms	5,000	5,000	-	2,500	2,500	-	9,251	9,251	-	6,750	6,750	-	16,001	16,001	-	2,000	2,000	-	7,500	7,500	-	-	-	-	33,001	33,001	-
4393 PE & Sports Equipment	7,000	7,000	-	-	-	-	1,500	1,500	-	2,000	2,000	-	3,500	3,500	-	3,000	3,000	-	7,500	7,500	-	-	-	-	21,000	21,000	-
4395 Before & After School Program Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4399 All Other Supplies	12,262	12,286	(24)	17,112	17,109	3	10,355	10,355	-	10,020	10,020	-	20,375	20,375	-	15,030	15,000	30	27,174	27,174	-	-	-	-	91,953	91,944	9
4390 Other Supplies	52,462	52,486	(24)	39,012	39,009	3	47,656	47,656	-	43,780	43,780	-	91,436	91,436	-	35,530	35,500	30	65,104	65,104	-	-	-	-	283,544	283,535	9
4411 Non Capitalized Equipment	80,000	80,000	-	23,600	23,600	-	59,650	59,650	-	37,250	37,250	-	96,900	96,900	-	60,750	60,750	-	38,000	38,000	-	-	-	-	299,250	299,250	-
4711 Nutrition Program Food & Supplies	552,127	555,795	(3,669)	346,637	346,145	492	328,525	312,345	16,180	82,856	82,856	-	411,381	395,201	16,180	250,903	245,983	4,920	152,205	152,205	-	-	-	-	1,713,253	1,695,330	17,923
4713 CACFP Supper Food & Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total 4000 - Supplies	888,434	896,997	(8,564)	612,201	616,249	(4,048)	616,980	602,733	14,248	268,840	268,840	-	885,821	871,573	14,248	532,282	527,333	4,950	421,866	421,866	-	-	-	-	3,340,604	3,334,018	6,586
5000 - Operating Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5211 Travel & Conferences	14,803	14,80</																									

CAMINO NUEVO CHARTER ACADEMY																											
2023-24 Budget by Site																											
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	Camino Nuevo Charter Academy - Burlington			Camino Nuevo Charter Academy #2			Camino Nuevo Charter Academy #3 - Castellanos			Camino Nuevo Charter Academy #3 - Eisner			Camino Nuevo Charter Academy #3 - Consolidated			Camino Nuevo Charter Academy #4 - Cisneros			CNHS #2 - Dalzell Lance High School			Central Administration			CAMINO NUEVO CHARTER ACADEMY		
	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)	2023-24 Budget - Approved	2023-24 Forecast	Budget Variance Better/(Worse)
6911 Amortization Expense - Lease Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6912 Amortization Expense - Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6999 Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total 6000 - Capital Outlay	210,034	210,034	-	663,646	663,646	-	158,849	158,849	-	72,050	72,050	-	230,899	230,899	-	161,503	161,503	-	217,070	217,070	-	-	-	-	1,483,152	1,483,152	-
7000 - Other Outgo	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
7438 Interest Expense	-	-	-	194,796	194,796	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	194,796	194,796	-
Total 7000 - Other Outgo	-	-	-	194,796	194,796	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	194,796	194,796	-
TOTAL EXPENSE	12,063,452	12,084,664	(21,212)	12,704,754	12,812,349	(107,596)	9,413,838	9,268,763	145,075	4,861,542	4,863,399	(1,856)	14,275,381	14,132,162	143,219	9,204,463	9,180,280	24,183	10,355,244	10,358,619	(3,375)	-	-	-	58,603,292	58,568,074	35,218
NET INCOME	55,572	170,040	114,468	16,458	4,039	(12,419)	(60,749)	(326,008)	(265,259)	128,804	148,701	19,896	68,056	(177,307)	(245,363)	10,714	(76,841)	(87,555)	42,677	79,324	36,648	-	-	-	193,476	(744)	(194,220)
Beginning Cash Balance	5,356,668	5,356,668	-	3,012,704	3,012,704	-	3,919,320	3,919,320	-	3,624,300	3,624,300	-	7,543,620	7,543,620	-	3,496,097	3,496,097	-	3,329,747	3,329,747	-	69,195	69,195	-	22,808,032	22,808,032	-
Cash Flow from Operating Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Net Income	55,572	170,040	-	16,458	4,039	-	(60,749)	(326,008)	-	128,804	148,701	-	68,056	(177,307)	-	10,714	(76,841)	-	42,677	79,324	-	-	-	-	193,476	(744)	-
Change in Accounts Receivable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Prior Year Accounts Receivable	1,926,305	1,926,305	-	2,305,943	2,305,943	-	1,232,136	1,232,136	-	563,499	563,499	-	1,795,635	1,795,635	-	735,053	735,053	-	1,244,088	1,244,088	-	-	-	-	8,007,024	8,007,024	-
Current Year Accounts Receivable	(1,687,294)	(1,717,893)	-	(1,712,772)	(1,715,260)	-	(1,259,286)	(1,184,222)	-	(655,375)	(655,302)	-	(1,914,661)	(1,839,524)	-	(1,200,049)	(1,170,994)	-	(1,136,114)	(1,138,054)	-	-	-	-	(7,650,891)	(7,581,726)	-
Change in Due from	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Change in Accounts Payable	(10,595)	(10,595)	-	(12,456)	(12,456)	-	(15,014)	(15,014)	-	(4,212)	(4,212)	-	(19,226)	(19,226)	-	(14,151)	(14,151)	-	(11,374)	(11,374)	-	(2,820)	(2,820)	-	(70,621)	(70,621)	-
Change in Due to	(224,618)	(224,618)	-	(244,741)	(244,741)	-	(255,892)	(255,892)	-	(108,662)	(108,662)	-	(364,554)	(364,554)	-	(63,485)	(63,485)	-	(226,954)	(226,954)	-	-	-	-	(1,124,352)	(1,124,352)	-
Change in Accrued Vacation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Change in Payroll Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Change in Prepaid Expenditures	(64,633)	(64,633)	-	(19,969)	(19,969)	-	(11,104)	(11,104)	-	(30,572)	(30,572)	-	(41,676)	(41,676)	-	(591)	(591)	-	(3,441)	(3,441)	-	(4,598)	(4,598)	-	(134,908)	(134,908)	-
Change in Deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Change in Deferred Revenue	(3,220,714)	(3,220,714)	-	(2,179,342)	(2,179,342)	-	(2,074,631)	(2,074,631)	-	(1,371,147)	(1,371,147)	-	(3,445,778)	(3,445,778)	-	(1,161,561)	(1,161,561)	-	(1,397,691)	(1,397,691)	-	-	-	-	(11,405,087)	(11,405,087)	-
Change in Other Long Term Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Change in Other Long Term Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Depreciation Expense	210,034	210,034	-	663,646	663,646	-	158,849	158,849	-	72,050	72,050	-	230,899	230,899	-	161,503	161,503	-	217,070	217,070	-	-	-	-	1,483,152	1,483,152	-
Cash Flow from Investing Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Capital Expenditures	(167,300)	(167,300)	-	(108,000)	(108,000)	-	(65,000)	(65,000)	-	(117,000)	(117,000)	-	(182,000)	(182,000)	-	(60,000)	(60,000)	-	(329,000)	(329,000)	-	-	-	-	(846,300)	(846,300)	-
Cash Flow from Financing Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Source - Sale of Receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Use - Sale of Receivables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Source - Loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Use - Loans	-	-	-	(404,597)	(404,597)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(404,597)	(404,597)	-
Ending Cash Balance	2,173,424	2,257,294	-	1,316,874	1,301,967	-	1,568,630	1,378,435	-	2,101,685	2,121,654	-	3,670,315	3,500,089	-	1,903,529	1,845,030	-	1,729,008	1,763,716	-	61,776	61,776	-	10,854,927	10,729,872	-

2022-23 One-Time Grants	Original CDE entitlement	January Proposal	May Revise	June Budget	Overall Decrease
Arts, Music & Instructional Materials Block Grant		35.0%	51.0%	5.6%	
CNCA#1	\$ 336,249	\$ 218,562	\$ 164,762	\$ 317,419	\$ 18,830
CNCA#2	\$ 391,999	\$ 254,799	\$ 192,080	\$ 370,047	\$ 21,952
CNCA#3	\$ 394,370	\$ 256,341	\$ 193,241	\$ 372,285	\$ 22,085
CNCA#4	\$ 348,178	\$ 226,316	\$ 170,607	\$ 328,680	\$ 19,498
CNHS#2	\$ 288,551	\$ 187,558	\$ 141,390	\$ 272,392	\$ 16,159
	<u>\$ 1,759,347</u>	<u>\$ 1,143,576</u>	<u>\$ 862,080</u>	<u>\$ 1,660,824</u>	<u>\$ 98,523</u>
Learning Recovery Block Grant		0.0%	32.0%	14.4%	
CNCA#1	\$ 1,187,091	\$ 1,187,091	\$ 807,222	\$ 1,016,150	\$ 170,941
CNCA#2	\$ 1,306,081	\$ 1,306,081	\$ 888,135	\$ 1,118,005	\$ 188,076
CNCA#3	\$ 1,376,813	\$ 1,376,813	\$ 936,233	\$ 1,178,552	\$ 198,261
CNCA#4	\$ 1,153,187	\$ 1,153,187	\$ 784,167	\$ 987,128	\$ 166,059
CNHS#2	\$ 991,715	\$ 991,715	\$ 674,366	\$ 848,908	\$ 142,807
	<u>\$ 6,014,887</u>	<u>\$ 6,014,887</u>	<u>\$ 4,090,123</u>	<u>\$ 5,148,743</u>	<u>\$ 866,144</u>

Coversheet

CEO Updates

Section:	XI. CEO Updates
Item:	A. CEO Updates
Purpose:	Discuss
Submitted by:	
Related Material:	230815 CEO Update for CNCA Board Meeting.pdf



CEO Update

20 años | Camino
Nuevo
Charter
Academy



August 2023

Updates on our Plan to Advance Diversity, Equity, Inclusion, and Belonging (Equity Plan)

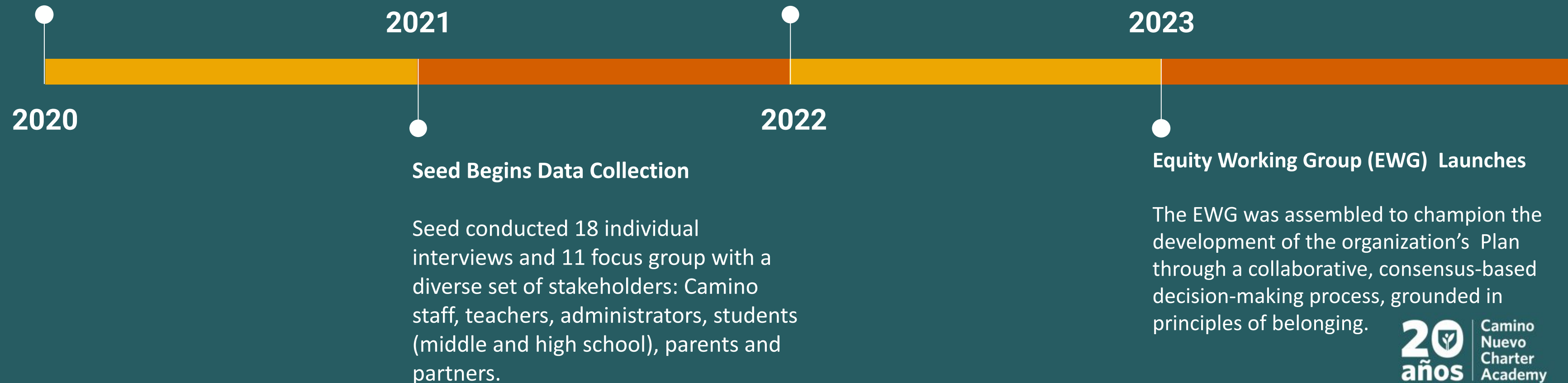
Background & Context

Decision to Invest

Amid national discourses around historical inequities against Black, Indigenous and People of Color (BIPOC), Camino began a period of self-reflection and made a decision to invest in improving its policies, procedures, pedagogy and culture around DEIB

Seed Shares Findings

After a hiatus, Seed completed data collection Fall of 2022 and shared key findings that would inform the work of the Equity Working Group.



Our Equity Working Group

Composition

The makeup of the EWG was intended to be representative to inclusively leverage the perspectives and lived experiences of the diverse Camino community and included:

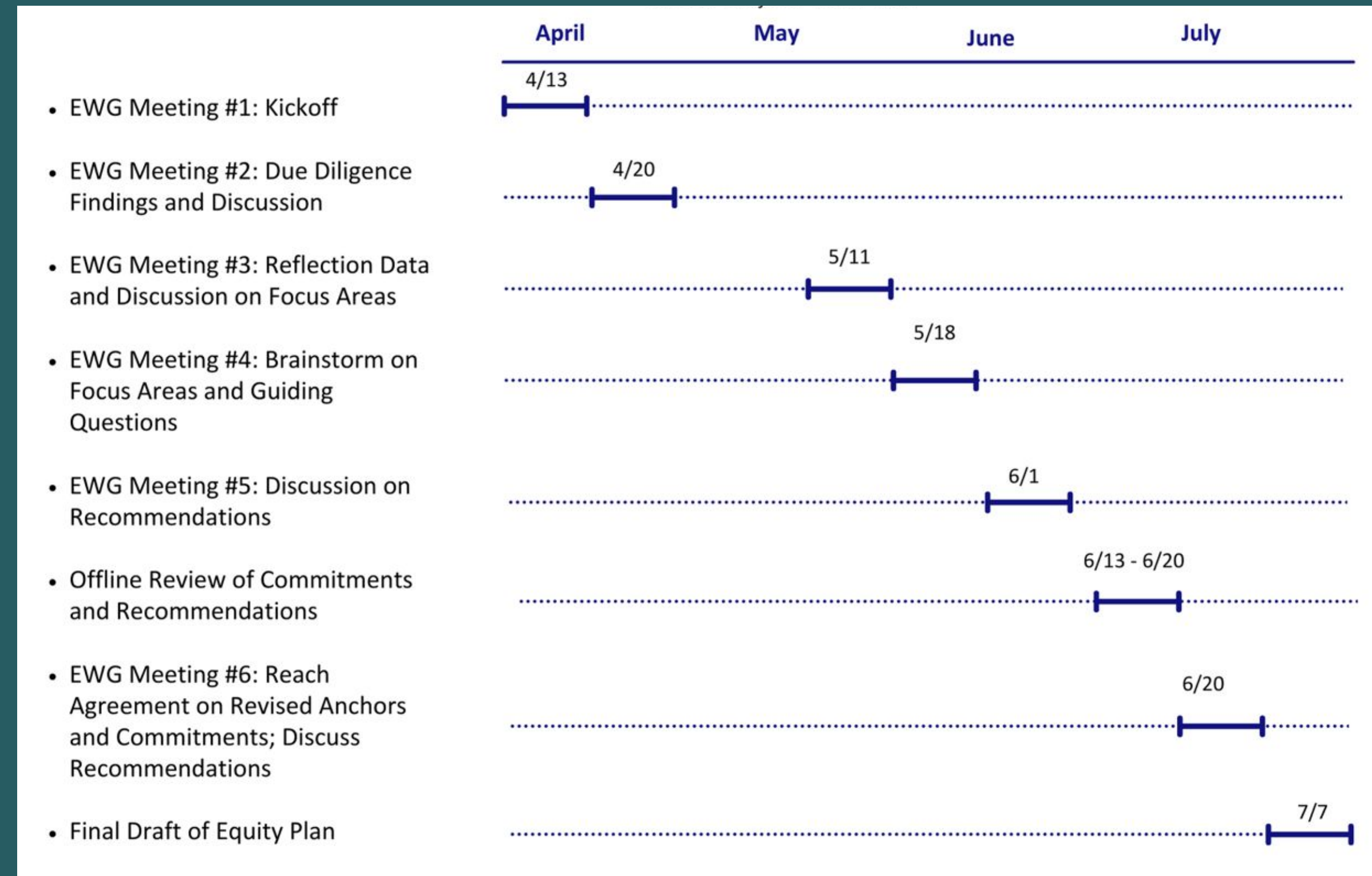
- Teachers
- Administrators
- Classified staff
- Home support office (HSO)
- Staff members
- Board members

Responsibilities

- Review and discussion of relevant data findings and analysis
- Participate in EWG meetings facilitated by Seed Collaborative and engagement between meetings as needed to ensure progress towards the finalization of this Plan
- Reach agreement on DEIB priority areas, guiding questions, DEIB organization-wide commitments, and recommended strategies
- Ensure appropriate alignment with Camino's current strategic plan
- Review and finalization of this Plan

Process

The EWG met for more than 12 hours over the course of 6 meetings to conduct their work. During the EWG's 4th meeting, students, parents, and additional staff were invited to share ideas about challenges and opportunities to advance DEIB within Camino based on the priority areas developed by the EWG.



Three Commitments

1

Equitable Outcomes for Students with Family Support



Camino acknowledges that “success” is not a one-size-fits all outcome for our community of diverse learners. Camino prioritizes culturally responsive academic excellence, college and career readiness, TK-12 Ethnic Studies pedagogy and strong innovative research-based instruction.

Camino will encourage the myriad interests students may have – with family partnership– to better ground their future prospects and model what it means to be literate, critical thinkers who are agents for social justice in their community.

2

Culture of Belonging



Creating a culture of belonging without othering across all sites helps advance a sense of connectivity, safety, and appreciation for all members of the Camino community. We believe that a diverse community makes Camino strong. All backgrounds, heritages, communities, and experiences belong. Camino is committed to disrupting oppressive structures and ensuring all identities are protected, celebrated, valued, and centered. It is critical to incorporate principles of shared decision-making, co-creation, empathy, and self-reflection to ensure parents, students and staff feel a sense of belonging and purpose at Camino.

3

Policies and Procedures



The foundation to advancing equity and belonging at Camino starts with modifying and implementing the policies and procedures that manage staff, teachers, administrators, and students alike. The goal in prioritizing policies and procedures is to increase retention of employees, support increases in total compensation packages, and advance a culture that eliminates prejudicial behavior and structures.

Equitable Outcomes for Students with Family Support

Recommended Strategies

- Deepen our understanding of **all types of post-graduation opportunities** for students
- Track **aggregated and disaggregated student performance** across all campuses on an annual basis
- Develop a **3-year org-wide strategic plan** for implementing our Philosophy of Teaching and Learning
- Ensure **families are true and equal partners** in their children's learning, educational experiences, and future prospects
- Expand **alumni engagement and connectedness** to Camino
- Finalize the Camino Board of Directors' goal statement to include Camino's **new definitions of student success**

Culture of Belonging

Recommended Strategies

- Launch a standing **Camino Culture Taskforce** made up of all levels of staff
- Launch **Culture Committees** at each Camino site to support the implementation of cultural commitments.
- Camino Culture Taskforce and Site Culture Committees collaborate to host **learning sessions** for students and employees
- Camino Culture Taskforce and Site Culture Committees collaborate to host **voluntary training sessions** for parents
- Work with middle and high school **student leaders** to bolster clubs and enhance inclusion
- Better integrate the experience and histories of **other minority students and staff**
- Engage the Camino Board of Directors in a process to develop an **Equity Statement**
- Require boards to be comprised of **over 50% BIPOC directors** to better reflect the student and family population at Camino and identify and eliminate barriers for board member participation

Policies & Procedures

Recommended Strategies

- Institutionalize **leadership pathways** for existing BIPOC staff at Camino
- **Increase annual benefits offerings** for teachers and classified staff, including non-traditional benefits
- Launch a site-wide **Anti-Bullying Taskforce**
- Develop a **new employee support program** that matches new employees with current employees; institutionalize the same support program for **new board members** across all Camino boards.
- Conduct an annual **employee satisfaction survey** that will include questions around policy and procedures
- Develop and implement a **yearly DEIB learning agenda** for each Camino school, administrative site, and board
- Host twice yearly **wellness retreats** for staff and teachers at each site
- Expand **recruitment of staff from out of state/Southern California** by offering a relocation package
- Conduct an **equity audit of hiring procedures and job descriptions** to make employment more accessible for BIPOC candidates