



El Camino Charter High School

Board Meeting

Date and Time

Thursday February 15, 2018 at 4:30 PM PST

Location

El Camino Real Charter High School, Library, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367

BOARD MEETING

For board meeting materials, please go to the school's main office, or call (818) 595-7500. Some board meeting materials are also posted in the school's website (<http://ecrchs.net/ecr-board/>).

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

El Camino Real Alliance ("ECRA") welcomes your participation at ECRA's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of ECRA in public. Your participation assures us of continuing community interest in our charter school. To assist you in the ease of speaking/ participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed twenty-five (25) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes before the item, and total time allocated to agenda items will not exceed six (6) minutes for a discussion item and nine (9) minutes per vote item.
4. When addressing the Board, speakers are requested to state their name and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 5440 Valley Circle Blvd., Woodland Hills, California, 91367.

Consent Agenda: All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda,

there will be no discussion of these items prior to the Board votes on them. The Executive Director recommends approval of all consent agenda items.

In compliance with the Americans with Disabilities Act (ADA) and upon request, El Camino Real Alliance may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Requests for disability related modifications or accommodations shall be made 24 hours prior to the meeting to Daniel Chang, in person, by email at d.chang@ecrchs.net, or by calling (818) 595-7537.

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Call the Meeting to Order		Jonathan Wasser	1 m
B. Record Attendance and Guests		Daniel Chang	1 m
C. Pledge of Allegiance		Diane Wynne	3 m
D. Public Comments		Public	15 m
E. Student/Staff Presentation			10 m
F. Executive Director Update		David Hussey	15 m
G. UTLA Update		Carlos Monroy	5 m
H. Committee Reports/Updates	Discuss	Jonathan Wasser	10 m
II. Closed Session (This has been moved toward the beginning of meeting due to a scheduling necessity)			5:30 PM
A. Conference with Labor Negotiators	Discuss	Jonathan Wasser	15 m
Agency Designated Representatives: Executive Director David Hussey; Chief Business Officer Alan Darby; Chief Compliance Officer Daniel Chang; Legal Counsel Roger Scott Employee Organization: United Teachers Los Angeles			
B. Public Employee Performance Evaluation	Discuss	Jonathan Wasser	15 m
Title: Executive Director			
III. Reconvene to Open Session			6:00 PM
A. Report of Actions Taken In Closed Session, If Any	Discuss	Jonathan Wasser	5 m
IV. Consent			6:05 PM
A. Approve Minutes of January 18, 2018 Board Meeting	Approve Minutes	Jonathan Wasser	5 m
Approve minutes for Board Meeting on January 18, 2018			
V. Financial			6:10 PM
A. Review and Vote on December 2017 Check Registers	Vote	Alan Darby	5 m

B. December 2017 Financial Update	Discuss	Cindy Frantz of EdTec	20 m
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VI. School Business 6:35 PM

A. Update on Closing the Achievement Gap	Discuss	Lisa Ring	15 m
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B. Tech Update	Discuss	Fernando Delgado	15 m
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Update on the school's ongoing technology needs.

C. Update on Marketing Plan	Discuss	Rebeca Rodriguez	20 m
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The Director of Marketing has been asked to present the Board with her plans for the remainder of this year and for the upcoming academic year. This will be a chance to hear her ideas and for members to share their thoughts and ideas.

VII. Governance 7:25 PM

A. Discussion Regarding Upcoming Board Openings	Discuss	Jonathan Wasser	15 m
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Discuss dates to start election process and appointed position vetting process. Discuss and possibly create a committee for the appointed Community Representative. Discuss dates to open and close the election process for the elected Classified Representative position.

VIII. Closing Items 7:40 PM

A. Adjourn Meeting	Vote	Jonathan Wasser	1 m
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Cover Sheet

Approve Minutes of January 18, 2018 Board Meeting

Section: IV. Consent
Item: A. Approve Minutes of January 18, 2018 Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on January 18, 2018



El Camino Charter High School

Minutes

Board Meeting

Date and Time

Thursday January 18, 2018 at 4:30 PM

Location

El Camino Real Charter High School, Library, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367

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Directors Present

Beatriz Chen, Bruce Takeguma, Darin Ryburn, Diane Wynne, Jonathan Wasser, Julie Kornack, Scott Silverstein, Steven Kofahl

Directors Absent

Lisa Crosthwait

Guests Present

Alan Darby, Daniel Chang, David Hussey

I. Opening Items

A. Call the Meeting to Order

Jonathan Wasser called a meeting of the board of directors of El Camino Charter High School to order on Thursday Jan 18, 2018 @ 4:37 PM at El Camino Real Charter High School, Library, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367.

B. Record Attendance and Guests

C. Pledge of Allegiance

D. Public Comments

Amber Helton, student, spoke regarding a non-Agenda item regarding an issue with the aquatics team not having a pool in which to practice. Mr. Hussey advised that he would follow up with this.

E. Executive Director Update

Introduced Rebeca Rodriguez, the Director of Marketing. Ms. Rodriguez spoke about revamping the format of the school's weekly newsletter, and creating banners to be placed around the school. Advised that we have been working with Charter Schools Division for months to try to get access to their SafeSchools program (LAUSD denied access to all

charter schools). He will email CSD to get help, and cc Mr. Ryburn and Mr. Takeguma on the email.

We have three new intervention coordinators: Ms. Endres to work with the Latino community; and Mr. Camp and Ms. Hur as the overall intervention coordinators. They are part of the intervention group along with Mr. Fluker as the African-American community coordinator, along with Ms. Ring and Mr. Hussey. They are working to get students A-G compliant to get all students college-ready.

Phil Martin was a long time Youth Services employee, but he is moving out of state. As a result, Mr. Kingery, who is in charge of Youth Services, wanted to hire Stephanie Hussey for the position, which requires someone to be at school on Saturdays and Sundays.

He is working with Ms. Ring on closing the achievement gap through SBAC testing.

Steve Cohen, former Board member, has offered to put a pizza truck on campus. This would be a fundraising opportunity, selling only after school.

The Environmental Club is going to communicate with Mr. Bennett to start the recycling program.

Collective bargaining dates have been set for January 23rd and 30th.

F. UTLA Update

There was no UTLA update.

G. Committee Reports/Updates

Executive Director Evaluation Committee will be discussed during closed session.

Safety Committee the committee is looking into the traffic study.

Tech Committee Ms. Chen asked what the goals of the Board are in terms of the 1 to 1 laptop program. Mr. Delgado has explored multiple options, but wanted Board input to get guidance on planning and the long-term vision. Ms. Chen noted that Granada and Palisades have implemented a 1 to 1 program, and we should keep up with schools in the area. The school is considering use of Canvas, a Learning Management System, to help with the learning. Teacher Anita Gruen gave a demonstration of how she uses Canvas in her personal finance class.

II. Consent

A. Approve Minutes of December 14, 2017 Board Meeting

Darin Ryburn made a motion to approve minutes from the Board Meeting on 12-14-17.

Scott Silverstein seconded the motion.

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

III. Financial

A. Review and Vote on November 2017 Check Registers

Mr. Kofahl identified that some of the check items did not contain sufficient information and breakdown. Business Office will provide a further breakdown. Mr. Silverstein questioned the cost of bus transportation, which seems high, but this may also be an issue with the breakdown. Mr. Darby advised that he is looking into this in detail.

Steven Kofahl made a motion to approve the November 2017 check register.

Bruce Takeguma seconded the motion.

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

B. November 2017 Financial Update

Revenues are slightly higher than forecasted budget, primarily due to LCFF. Expenses are also slightly higher than forecast, primarily due to stipends. The result is an overall slight net gain.

For the Cash Flow report, Mr. Silverstein requested to be shown a comparison versus prior years. Ms. Frantz indicated EdTec could do this, but noted that the Shoup property expense and the contributions to lifetime benefits would make a significant difference in current report versus prior years.

The 2017-18 Balance Sheet reflects a total negative amount because liabilities always occur heavily at the start of the school year, while revenue is received more towards the latter part of the school year. And the decrease from the cash balance of \$11M as of 6/30/17 is primarily due to the lifetime benefits contributions, Shoup, and the difference in expenses vs. income.

C. Review and Approve Use Of One-Time Mandated Funds

We will be receiving \$498,929 in 3 separate payments, the first of which should be coming sometime in January. The vote is to just accept these funds. Mr. Ryburn questioned whether a portion of this could be used for the 1 to 1 laptops.

Ms. Frantz noted that this money is already included in the financial forecast, so if we use the money for something that is not itemized, it will result in a decrease in the forecast.

Steven Kofahl made a motion to approve accepting the one-time mandated funds.

Bruce Takeguma seconded the motion.

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

Roll Call

Beatriz Chen	Aye
Steven Kofahl	Aye
Lisa Crosthwait	Absent
Julie Kornack	Aye
Darin Ryburn	Aye
Bruce Takeguma	Aye
Diane Wynne	Aye
Jonathan Wasser	Aye
Scott Silverstein	Aye

IV. School Business

A. Update on Closing the Achievement Gap

Ms. Ring advised that a learning lab (a study skills resource class) was opened for EL students who are failing their core classes, with an NBC teacher leading that. We are in the second round of period 7 math support for students who are failing algebra or geometry class as of the 20th week. If they have a C or better at the 10 week mark, they do not have to return, otherwise they will continue. They have 112 students, with 5 math teachers and 10-15 tutors helping them out. They have another period 7 English class for EL students receiving a D or fail in their English class. There are 21 students in the class, with an NBC teacher overseeing that with the assistance of a bilingual aide. The 7th period classes do interfere with after-school athletics; most coaches said these students could go to 7th period class and then come back after.

They also have a bridge program to help incoming 9th graders who did not do well in middle school, there are 40 kids in this program, and all but 2 passed all their classes.

Seeking to increase enrollment in SAT and ACT, and to increase awareness of A-G. Mr. Hussey noted that any changes in A-G would not be noticeable for a couple of years.

B. Discuss and Possible Action on Proposed New School Dress Code

Mr. Lerma asked that the Board provide guidance as to how they wish to proceed with the dress code. Noted that the proposed dress code is not punitive, it is corrective. The new code would not include any different corrective actions now, but that it will be integrated starting this semester, and then enforcement can be started next year. Based on data and stakeholder and student feedback, the policy can be further revised or amended.

Ms. Kornack questioned the inclusion of the specific language identifying body parts, believes it would be derided by students. Also questioned whether the consequences for violating the dress code would potentially cause a student to miss class and/or be humiliated. Asked if there was a way for consequences to be less disruptive and promote more of the intended purpose of teaching the students to respect the school and each other more.

Mr. Lerma noted that they have yet to come up with what the final consequences would be for violations, they want to bring that to the Board. Mr. Wasser stated that this issue should be revisited before the start of the new school year, when additional data is available after testing it out this semester.

The Board asked that the specific body parts listed in 1.c) be deleted.

Jonathan Wasser made a motion to approve the new dress code, with the deletion of the language in 1.c) specifying body parts, with the understanding that the policy will be revisited in April and not formally enforced until then.

Diane Wynne seconded the motion.

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

Roll Call

Diane Wynne	Aye
Julie Kornack	No
Scott Silverstein	Aye
Lisa Crosthwait	Absent
Jonathan Wasser	Aye
Beatriz Chen	Aye
Steven Kofahl	Aye
Bruce Takeguma	Aye
Darin Ryburn	No

C. Tech Update

Tech update was provided during the committee notes.

D. Review and Approval of 2016-17 School Accountability Report Card

The information was pulled from AERIES or CaIPADS.

Mr. Ryburn questioned why the Career Technical Education information on page 17 shows that 0% of those participating earned a high school diploma. Mr. Hussey explained this was because we do not have a fully developed CTE program, but we do have some classes.

Mr. Ryburn also expressed concern with the increase in dropout rate and the decrease in the graduation rate, as reflected on page 19, particularly as this is contrary to the trends in the State. Mr. Hussey noted that we are a cohort school, so if a student leaves El Camino and doesn't check in at another school, it's considered a dropout. Also, because our alternative education student population has increased, we have a lot of students who are here for 5 years instead of 4 years, and since the 5th year does not register that is considered a dropout.

Darin Ryburn made a motion to approve the 2016-17 School Accountability Report Card.

Steven Kofahl seconded the motion.

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

V. Governance

A. Announcement of Upcoming Board Positions

Two Board terms are expiring on June 30, 2018: the Community position currently held by Beatriz Chen; and the Classified position currently held by Diane Wynne. Mr. Wasser noted that advertisement should be started in February, directed by the Marketing Director.

VI. Reconvene to Open Session

A. Report of Actions Taken In Closed Session, If Any

There were no actions taken during closed session.

VII. Closing Items

A. Adjourn Meeting

Diane Wynne made a motion to adjourn the meeting.

Beatriz Chen seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
Daniel Chang

Cover Sheet

Review and Vote on December 2017 Check Registers

Section: V. Financial
Item: A. Review and Vote on December 2017 Check Registers
Purpose: Vote
Submitted by:
Related Material: December 2017 Check Registers.pdf

Check Register - GENERAL



El Camino HS
December 2017

Grand Total 808,455.65

Vendor	Check Number	Void	Date	Description	Check Amount
Louis Mages	52800		12/1/2017	12/5/2017 JV Girls Soccer vs Notre Dame HS - Ref2 12/5/2017 Varsity Girls Soccer vs Notre Dame HS - AR1	115.00
Oscar Kazemi	52801		12/1/2017	12/4/2017 JV Boys Soccer vs Mendez HS - Ref2 12/4/2017 Varsity Boys Soccer vs Mendez HS - AR1 12/4/2017 JV Boys Soccer vs Mendez HS - Ref1	115.00
Francisco Ruiz	52802		12/1/2017	12/4/2017 Varsity Boys Soccer vs Mendez HS - AR2	115.00
Basis & Associates, Inc	52803		12/1/2017	Reimbursement for Design Revision	500.00
James Gillis	52806		12/1/2017	12/1/17 Official Girls Water Polo vs Granada Hills CHS - REF2	67.00
Hakop Kaplanyan	52807		12/1/2017	12/1/17 Official Girls Water Polo vs Granada Hills CHS - REF1	67.00
Josue Cadena	52811		12/4/2017	12/4/2017 Varsity Boys Soccer vs Mendez HS - Ref	75.00
Efren Avila	52812		12/4/2017	12/4/17 Official Girls Water Polo vs San Pedro HS - REF2	67.00
James Gillis	52813		12/4/2017	12/4/17 Official Girls Water Polo vs San Pedro HS - REF1	67.00
Ed Defty	52814		12/4/2017	12/5/2017 Varsity Girls Soccer vs Notre Dame HS - REF 12/5/2017 JV Girls Soccer vs Notre Dame HS - Ref1	75.00
Avner Kaspi	52815		12/4/2017	12/5/2017 Varsity Girls Soccer vs Notre Dame HS - AR2	115.00
PARS	52816		12/4/2017	09/17 PARS ARS Fees	323.84
Kelly Services, Inc.	52817		12/4/2017	Substitute Teachers through 11/12/17	14,992.68
Golf Cars - LA	52818		12/4/2017	Golf Cars Repairs, Parts, Tires, Delivery	1,491.01
Marta Franco	52819		12/4/2017	11/21/17 Notary Service	15.00
DirectEd Specialized Services LLC	52820		12/4/2017	10/24/17-10/25/17 Consultation Services	416.25
CompuClaim	52821		12/4/2017	09/17 MeduClaim Procedure Code Billing(LEA)	104.34
Curry, William	52822		12/4/2017	9/11/17-9/14/17 Paint Services	990.00
Curry, William	52823		12/4/2017	9/15/17-9/18/17 Paint Services	990.00
CharterSafe	52824		12/4/2017	December Premium 2017-2018	32,871.00
AEGIS Security & Investigations	52825		12/4/2017	10/17 Security Services	42,134.75
Accountemps	52826		12/4/2017	Sikorsky, Kristen through 11/10/17	234.16
Super Box Roll Off Inc	52827		12/4/2017	11/23/17-11/25/17 Hauling Services	775.00
Deny Sportswear	52828		12/4/2017	8x10 Black Plaque w Gold Matte Softball	94.88
Deny Sportswear	52829		12/4/2017	8x10 Black Plaque w Gold Matte	31.63
Deny Sportswear	52830		12/4/2017	8x10 Black Plaque w Gold Matte Girls Soccer	94.88
Deny Sportswear	52831		12/4/2017	8x10 Black Plaque w Gold Matte	31.63
The Shredders	52832		12/4/2017	10/17 Shredding	168.00
The Print Spot	52833		12/4/2017	10/17 Printing Services	7,408.15
Cloie Taylor	52834		12/6/2017	Choreography and Coaching 1984 Fall Play	500.00
Jenricam Group LLC (The Clean Team LA)	52835		12/6/2017	Window cleaning at Shoup	650.00
Mutual of Omaha	52836		12/6/2017	12/17 Voluntary Disability Insurance	1,897.24
UNUM Life Insurance Company of America	52837		12/6/2017	11/17 Premium Life Insurance	4,090.72
Transit Systems Unlimited, Inc.	52838		12/6/2017	11/15/17 Girls Volleyball Playoff Game Bus to Mission Oak HS	1,165.00
American Heritage Landscape LP	52839		12/6/2017	11/17 Landscaping Services for Shoup Property	1,162.00
Westlake High School	52840		12/6/2017	12/2/17 - 2017 Westlake Showcase Game - Ref fees	125.00
Wespac Plan Services, LLC	52841		12/6/2017	2017-2018 Quarterly Recordkeeping Fees	200.00
Wespac Plan Services, LLC	52842		12/6/2017	10/17 Quarterly Recordkeeping Fees-403(B) Plan	200.00
Verizon Wireless	52843		12/6/2017	10/8/17-11/7/17 Communication Services	1,038.52
CCSA Employee Welfare Benefit Trust	52844		12/6/2017	12/17 Employee Benefits	296,652.42
Piece of Mind Care Services	52845		12/6/2017	11/17 SpEd Services(Teacher, Aide, Aide-EIco Continuation)	33,101.47
Daniel Salazar Construction	52846		12/7/2017	11/10/17-11/23/17 Work on Shoup	7,630.00
ACT	52847		12/7/2017	Renewal for ACT high school electronic score reporting.	250.00
Jay S. Moore	52848		12/7/2017	12/5/17 Architectural Consulting Services, Shoup Property	2,000.00
Rian Hardie	52849		12/7/2017	11/17 ColorGuard/Dance Instructor	247.50
Brooks Transportation Inc.	52850		12/7/2017	11/14/17 Round Trip ECR to CSUN-Chavez-Lara 11/13/17 Round Trip ECR to Stanley Mosk Courthouse-	350.00
Brooks Transportation Inc.	52851		12/7/2017	Lundgren	440.00
Brooks Transportation Inc.	52852		12/7/2017	11/8/17 Round Trip ECR to CSUN-Beckerman, College Career Readiness	395.00
Brooks Transportation Inc.	52853		12/7/2017	11/11/17 Round Trip ECR to La Palma Park/Glover Stadium-	1,585.00
Brooks Transportation Inc.	52854		12/7/2017	Marshall 11/17/17 Round Trip ECR to Channel Island Marina	465.00
Brooks Transportation Inc.	52855		12/7/2017	11/17/17 Round Trip ECR to California Science Center-	880.00
Brooks Transportation Inc.	52856		12/7/2017	Monteque 11/16/17 Round Trip ECR to Channel Island Marina-	465.00
Brooks Transportation Inc.	52857		12/7/2017	11/13/17 Round Trip ECR to Channel Island Marina, Ventura-	465.00
Brooks Transportation Inc.	52858		12/7/2017	Madraswala 11/4/17 Round Trip ECR to College of the Canyons-Marshall	835.00
Brooks Transportation Inc.	52859		12/7/2017	11/4/17 Round Trip ECR to Woodrow Wilson Middle School-	700.00
Brooks Transportation Inc.	52860		12/7/2017	Freitag 11/9/17 Round Trip ECR to Stanley Mosk Courthouse-Lundgren	445.00
Brooks Transportation Inc.	52861		12/7/2017	11/2/17 Round Trip ECR to Stanley Mosk Courthouse-Lundgren	445.00
Brooks Transportation Inc.	52862		12/7/2017	11/16/17 Round Trip ECR to Underwood Farms-Kinsella 11/9/17 Round Trip ECR to China Town/Olvera St./Little Tokyo-	372.50
Brooks Transportation Inc.	52863		12/7/2017	Madraswala	850.00
Brooks Transportation Inc.	52864		12/7/2017	11/8/17 Round Trip ECR to UCLA-Mata/Endres	372.50
Brooks Transportation Inc.	52865		12/7/2017	11/7/17 Round Trip ECR to Ronald Reagan Library-Huffaker	372.50

Note: Multiple expenses or "Itemized/Invoice Amounts" may be paid by one check. The total "Check Amount" will appear for each "Itemized/Invoice Amount" paid by the check. Payroll checks are not included on this register.

Vendor	Check Number	Void	Date	Description	Check Amount
Brooks Transportation Inc.	52866		12/7/2017	11/3/17 Round Trip	395.00
The AmGraph Group	52867		12/7/2017	ECR to Moorpark College-Kolker Permit Fees 2019	460.00
MWB Copy Products	52868		12/7/2017	11/22/17-12/21/17 Maintenance Agreement for Sharp Multi Function Printers, Revised Invoice	409.53
REACH	52869		12/7/2017	0	6,297.00
FedEx	52870		12/7/2017	2017-2018 FedEx Services	93.28
Reaching the Stars Center for Autism, Inc	52871		12/8/2017	08/17 Services for XXXX	4,720.68
Staples Business Advantage	52872		12/8/2017	Expanding File Pockets, File Jackets,	153.41
Staples Business Advantage	52873		12/8/2017	Clips to hang Posters, Butcher Paper,	79.85
Staples Business Advantage	52874		12/8/2017	Dry Eraser Set	16.97
Staples Business Advantage	52875		12/8/2017	Labels	37.43
Staples Business Advantage	52876		12/8/2017	Heavy Duty Electric Stapler, Premium Staples,Scotch Transparent Tapes, Pens, Staples, Magazine Holder	133.02
Susan Freitag	52877		12/11/2017	Reimbursement for 1984 - Fall Play set and props	348.21
Michele Greene	52878		12/11/2017	Reimbursement for 2017 Annual AP conference. Hotel, conference fee, Uber/taxi fees	1,646.59
Ziat Zahur	52879		12/11/2017	Reimbursement for Mousetraps for mousetrap car race	36.69
Michael Consoletti	52880		12/11/2017	Reimbursement for NJROTC School supplies	549.29
Wendy Treuhaft	52881		12/11/2017	Reimbursement for Lesson Plan Supplements for spring semester activities and lessons	107.60
Kristin Toca	52882		12/11/2017	Reimbursement for 11/15/17-11/17/17 California Consortium Independent Study	676.97
Samantha Spencer	52883		12/11/2017	Reimbursement for Book needed for Co-chair Gregorio to facilitate CPDs	17.07
Eric Wilson	52884		12/11/2017	Reimbursement for lunch for 5 CPR and 5 guest speakers from MiOra, a nonprofit offering healthcare mentorships	120.73
Eric Wilson	52885		12/11/2017	Reimbursement for 11/28/17-11/29/17 Green California Schools and Community Colleges Summit at the Pasadena Convention Center	126.93
Rent-It	52886		12/11/2017	11/10/17-11/12/17 Car Rental	423.26
Rent-It	52887		12/11/2017	11/10/17-11/12/17 Car Rental	391.87
Rent-It	52888		12/11/2017	11/4/17-11/5/17 Car Rental	286.27
Rent-It	52889		12/11/2017	11/3/17-11/5/17 Car Rental	334.50
Angel Lerma	52890		12/11/2017	Reimbursement for Luggage expenses for Band trip to Hawaii - Return Flight.	725.00
HD Supply Construction Supply, LTD	52891		12/11/2017	24" Rainguard Column Form Sold/Foot Sonoco	827.82
Evan Moore	52892		12/11/2017	11/27/17-12/9/17 Clean Up	386.75
Adrian Medellin	52893		12/11/2017	11/25/17-12/9/17 Demo/Drywall	4,134.85
Cory Wiener	52895		12/12/2017	11/09/17 Supervision Football Playoff vs Hamilton HS Rd 1	60.00
Pro-Ed	52898		12/12/2017	CAS2-kit without case, SAED-2 Dev? Educ Questionnaire	1,072.50
School Services of California, Inc.	52899		12/12/2017	LCAP Workshop Attendance for Lisa Ring and Eric Wilson 2/17/18 - 2018 Boys Volleyball Officials Certification Clinic	430.00
Sylmar High School	52900		12/12/2017	Workshop	125.00
Grant Thorton	52901		12/12/2017	Actuarial Reports	13,450.00
Jules Seltzer Associates	52902		12/12/2017	Pari Screen for Height-Adjustable Tables, Privacy Officials fees for January Showcase Series - ECR Boys	753.78
Slam Jam Basketball	52903		12/12/2017	Basketball vs Camarillo HS @ St Francis - 1/27/18	125.00
The Home Depot	52904		12/12/2017	11/17 Set Supplies	250.76
Kelly Services, Inc.	52905		12/12/2017	Substitute Teachers through 11/19/17	16,803.05
Accountemps	52906		12/12/2017	Mansfield, Whitney through 11/17/17	643.94
Reaching the Stars Center for Autism, Inc	52907		12/12/2017	10/17 Special Ed Services for XXXX	7,238.25
ReadyRefresh	52908		12/12/2017	10/17/17-11/16/17 Water Service	306.47
Sport Logo	52909		12/12/2017	Goalies, Arm Guards, Throat Piece, Gloves, Shouleder pads, Complete Stick, Masks, Scorebooks, Helmets	10,404.65
MWB Copy Products	52910		12/12/2017	Copier Repair	595.85
Rio Grande Restaurant	52926		12/13/2017	12/14/17 Lunch for Staff	1,902.30
Nothing Bundt Cakes!	52927		12/13/2017	Dessert for Teachers on PD Day	200.00
Party City	52928		12/13/2017	Christmas PD goods	180.68
Village Glen School	52929		12/14/2017	09/17 Special Ed NPS Services-XXXX	1,546.19
The Help Group-Summit View	52930		12/14/2017	09/17 Special Ed NPS Services-XXXX	3,659.04
The Help Group-Summit View	52931		12/14/2017	08/17 Special Ed Services-XXXX	572.10
Xerox Corporation	52933		12/14/2017	10/31/17-11/29/17 Equipment Lease	1,186.54
Accountemps	52934		12/14/2017	Sikorsky, Kristen through 10/27/17	1,181.78
Kelly Services, Inc.	52935		12/14/2017	Substitute Teachers through 11/26/17	586.90
Rent-It	52936		12/14/2017	11/17/17-11/18/17 Car Rental	222.42
Pitney Bowes	52937		12/14/2017	11/17 Meter Rental, Meter Refill	591.19
Marta Franco	52938		12/14/2017	11/30/17 Notary Service	30.00
Dunbar Armored Inc	52939		12/14/2017	11/17 Armoured Car Services	237.25
Vista Paint Corporation	52940		12/14/2017	9/9/17 Paint Supplies	89.81
Vista Paint Corporation	52941		12/14/2017	7/8/17 Paint Supplies	47.74
Smart & Final	52942		12/15/2017	11/17 Food Supplies	755.09
Collins, Kyna	52943		12/15/2017	Reimbursement for flight to conference in kansas city, MO.	367.94
Basis & Associates, Inc	52944		12/15/2017	12/8/17 Job Site Consulting	300.00
Golden West Sash Door, LLC	52897		12/18/2017	Window Glass, Header, Frame	338.36
Samuel Villalobos	52911		12/18/2017	12/5/17-12/9/17 Bobcat, Labor, demo	3,460.00

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Vendor	Check Number	Void	Date	Description	Check Amount
Behrouz (Bob) Mehrkhodavandi	52945		12/18/2017	12/19/2017 Varsity Boys Soccer vs Arleta HS - REF	75.00
Nelson Garcia	52947		12/18/2017	12/19/2017 Varsity Boys Soccer vs Arleta HS - AR1	115.00
Gabriel Goldsman	52948		12/18/2017	12/19/2017 JV Boys Soccer vs Arleta HS - REF1	115.00
Steve McKenna	52949		12/18/2017	12/19/2017 Varsity Girls Soccer vs Oaks Christian HS - AR2	115.00
Garrett R. Emerson	52950		12/18/2017	12/20/2017 JV Girls Soccer vs Oaks Christian HS - Ref2	75.00
David Arabyan	52951		12/18/2017	12/20/2017 Varsity Girls Soccer vs Oaks Christian HS - AR1	115.00
Shay Diamant	52953		12/18/2017	12/20/2017 Varsity Girls Soccer vs Oaks Christian HS - REF	75.00
John Doolittle	52955		12/18/2017	1/4/2018 Varsity Girls Soccer vs Valencia HS - REF2	115.00
Patrick Kahler	52956		12/18/2017	1/4/2018 Varsity Girls Soccer vs Valencia HS - AR 1	72.25
Adrian Medellin	52958		12/18/2017	12/11/17-12/17/17 Demo/Drywall, Patching Plaster, Framing, Irrigation, Parking Base, Irrigation	816.59
Samuel Villalobos	52912		12/19/2017	12/11/17-12/17/17 Bobcat, Labor, demo	2,400.00
David Honda	52959		12/19/2017	Reimbursement for 12/18/17 Supplies	1,319.98
David Honda	52960		12/19/2017	10/17 Timecard	17,325.00
Golden West Sash Door, LLC	52961		12/19/2017	Door Replacements for Classrooms at Shoup	3,916.82
Julie Chyun	52962		12/19/2017	Mileage for ECRCHS-LAUDS Mid Year Follow up meeting	35.52
Richard Yi	52963		12/19/2017	Reimbursement for 48th Annual National Athletic Directors Conference Phoenix, Arizona	506.58
Richard Yi	52964		12/19/2017	Reimbursement for Plane Tickets from Burbank to Phoenix to Burbank for the demolition of the existing roof and its replacement at the Shoup property.	169.46
Mauricio Rivas (Green Roofing Solutions Inc.)	52965		12/19/2017	11/15/17 Interpreting Services-Turner	30,000.00
Linguabee LLC	52966		12/20/2017	11/7/17-11/8/17 Interpreting Services	572.64
Linguabee LLC	52967		12/20/2017	11/19/17-12/18/17 Local Access, Port	537.79
AT&T	52968		12/20/2017	11/22/17-12/21/17 Billing Student Store	3,421.00
AT&T	52969		12/20/2017	11/22/17-12/21/17 Billing Alarm	198.31
AT&T	52970		12/20/2017	1/1/18-12/31/18 BoardOnTrack Strategic Membership	118.80
BoardOnTrack	52971		12/20/2017	Ink for Mail Stamp Machine	9,995.00
Pitney Bowes	52972		12/20/2017	Reimbursement for Academic Decathlon Canyon del Oro Competition	238.73
Stephanie Franklin	52973		12/20/2017	Reimbursement for art supplies for painting class	2,557.33
Shelley Mark	52974		12/20/2017	Reimbursement for Drinks, dessert, and napkins for faculty meeting luncheon on 12/14/17	566.45
Eric Wilson	52975		12/20/2017	Reimbursement for 11/15/17-11/17/17 California Consortium for Independent Study	196.09
Sheryl Kolker	52976		12/20/2017	Reimbursement for 12/9/17-12/12/17 California STEAM Symposium	1,061.06
Eric Wilson	52977		12/20/2017	29th Annual 2018 HSCF Participation Fee	1,569.80
LA Master Chorale	52978		12/20/2017	Demolition and removal of existing flooring at Shoup.	125.00
Shaw Contract Flooring Services Inc (Spectra Contracting Flooring)	52913		12/21/2017	10/17/17-11/16/17 BW and Color Copies for Managed Print Service for Desktop Printers	14,500.00
MWB Copy Products	52979		12/21/2017	10/31/17-11/11/17 Consultation Services	931.30
DirectEd Specialized Services LLC	52980		12/21/2017	11/14/17-11/15/17 Consultation Services	438.75
DirectEd Specialized Services LLC	52981		12/21/2017	11/16/17-11/17/17 Consultation Services	500.00
DirectEd Specialized Services LLC	52982		12/21/2017	10/17 - 09/18 VICA Membership Dues	540.00
Valley Industry Commerce Association	52983		12/21/2017	11/15/17-12/14/17 Copier Lease	1,100.00
DLL Financial Services, Inc.	52984		12/21/2017	08/17 BID, BII Behavior Supervision Implementation	929.66
Speech and Language Pathology Associates, Inc	52985		12/21/2017	09/17 BII, BID Behavior Supervision Implementation	8,000.46
Speech and Language Pathology Associates, Inc	52986		12/21/2017	10/17 Special Ed Services-XXXX	6,287.00
Child and Family Guidance Center/Northpoint School	52987		12/21/2017	2nd Progress Billing for Audit Services for the Year Ended June 30, 2017	3,567.07
CliftonLarsonAllen LLP	52988		12/21/2017	Latex Caps, Female Water Polo Suit, Backpack	5,500.00
S&R Sport	52989		12/21/2017	11/30/17 GP	1,377.80
Clark Pest Control	52990		12/21/2017	Rat control for Shoup Property	75.00
Clark Pest Control	52991		12/21/2017	ETC 750 Watt PAR, C Clamps, Safety Cables (Lights for PCR , State Crew)	450.00
Premier Lighting & Production (Radiant Source Technology Inc.)	52992		12/21/2017	Lightboards-ETC Fader Wing, ETC ION 1000 Console, Touch Screen Monitor	3,895.32
Premier Lighting & Production (Radiant Source Technology Inc.)	52993		12/21/2017	11/17 EdTec Monthly Services	23,532.25
EdTec Inc.	52994		12/21/2017	10/17 BII, BID Therapist Services-XXXX	17,329.17
McRory Pediatric Services	52995		12/21/2017	11/21/17 FedEx Services	12,706.04
FedEx	52996		12/21/2017	Reimbursement for Purchase of clear bins, shelving and organizational supplies for Student Store.	65.10
Susan Kim	52997		12/21/2017	Reimbursement for Breakfast and Lunch for onsite MAP PD Training for 40 Teachers and Administrators.	433.02
Minita Clark	52998		12/21/2017		174.50

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Vendor	Check Number	Void	Date	Description	Check Amount
Staples Business Advantage	52914		12/22/2017	Pens, Dividers, View Binders, Sheet Protectors	85.67
Binh H. Nguyen	52999		12/22/2017	12/12/17 Architectural Services	7,000.00
Varsity Spirit Fashion	53000		12/22/2017	Cheer Uniforms for additional Cheerleaders 2017-18	777.50
Curry, William	53001		12/22/2017	10/19/17-11/22/17 Paint Services	930.00
School Food and Wellness Group	53002		12/22/2017	10/17 NSLP Services Monthly School Food Authority Admin Support	850.00
American Express	53003		12/22/2017	X3-31015 12/13/17 AMEX Darby November 2017 Books, Shoup, Equipment, Dues, Office Supplies, Instructional Supplies, Conferences, Consultants.	26,985.58
American Express	53004		12/22/2017	X3-31013 12/13/17 AMEX Hussey November 2017 Dues & Membership	35.08
Benefit and Risk Management Services	53005		12/22/2017	12/17 Admin Fee	217.00
Chartwells Division	53006		12/22/2017	11/16/17 Lunches for Board of Directors	139.78
Chartwells Division	53007		12/22/2017	11/16/17 Afterschool Snacks for Alt Ed	1,000.00
McLean Accounting Solutions	52915		12/28/2017	11/17 Payroll Services	3,612.50
Staples Business Advantage	52916		12/28/2017	30% Recycled copy paper	1,156.59
The Print Spot	52917		12/28/2017	11/17 Printing and Copying Services	6,437.57
REPUBLIC SERVICES, INC.	52919		12/28/2017	10/17-11/17 Waste Disposal	3,939.35
Inspire Communication, Inc	52920		12/28/2017	11/17 Screening and Therapy/Staff Consultation and Documentation	11,995.00
Missing	52731				135.92
	52785				238
	52808				500
	52809				500
	52810				500
	52894				493
	52932				381.4
	52946				115
	52957				246.5
	53010				787.85

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Cover Sheet

December 2017 Financial Update

Section: V. Financial
Item: B. December 2017 Financial Update
Purpose: Discuss
Submitted by:
Related Material: December Financial Exhibits.pdf
February Board Presentation.pdf

El Camino Real Charter High School
Income Statement
As of Dec FY2018

	Actual			YTD Actual YTD	Budget						
	Oct	Nov	Dec		Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
SUMMARY											
Revenue											
LCFF Entitlement	3,494,088	2,240,840	2,240,840	11,695,591	31,065,296	30,705,576	30,705,576	-	(359,720)	19,009,985	38%
Federal Revenue	195,042	53,675	96,933	538,105	1,449,279	1,440,383	1,440,383	-	(8,896)	902,278	37%
Other State Revenues	277,916	189,428	1,283,836	2,405,131	4,502,560	4,575,043	4,571,338	(3,705)	68,778	2,166,207	53%
Local Revenues	64,928	260,850	135,287	1,378,990	1,678,352	1,720,483	1,721,847	1,364	43,495	342,857	80%
Fundraising and Grants	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	4,031,974	2,744,793	3,756,895	16,017,817	38,695,487	38,441,485	38,439,144	(2,341)	(256,343)	22,421,327	42%
Expenses											
Compensation and Benefits	2,355,795	1,866,781	2,273,825	13,265,622	29,641,540	29,391,890	29,391,890	-	249,651	16,126,268	45%
Books and Supplies	394,902	187,917	61,032	1,717,943	2,925,532	2,912,490	2,915,975	(3,484)	9,557	1,198,031	59%
Services and Other Operating Expenditures	703,819	405,354	417,935	2,710,958	5,973,405	6,084,262	6,100,313	(16,050)	(126,907)	3,389,355	44%
Depreciation	-	-	86,408	86,408	750,867	750,867	750,867	-	-	664,459	12%
Other Outflows	2,518	2,792	5,852	19,499	-	-	-	-	-	(19,499)	-
Total Expenses	3,457,033	2,462,844	2,845,051	17,800,430	39,291,345	39,139,509	39,159,044	(19,535)	132,301	21,358,614	45%
Operating Income	574,941	281,949	911,844	(1,782,613)	(595,858)	(698,024)	(719,900)	(21,876)	(124,042)	1,062,713	
Fund Balance											
Beginning Balance (Audited)					(3,201,018)	(2,909,853)	(2,909,853)				
Operating Income					(595,858)	(698,024)	(719,900)				
Ending Fund Balance					(3,796,876)	(3,607,877)	(3,629,753)				

**El Camino Real Charter High School
Income Statement
As of Dec FY2018**

	Actual			YTD	Budget							
	Oct	Nov	Dec	Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent	
KEY ASSUMPTIONS												
Enrollment Summary												
9-12					3,680	3,555	3,555	-	(125)			
Total Enrolled					3,680	3,555	3,555	-	(125)			
ADA %												
9-12					95.0%	96.9%	96.9%	0.0%	1.9%			
Average ADA %					95.0%	96.9%	96.9%	0.0%	1.9%			
ADA												
9-12					3,417.00	3,371.56	3,371.56	-	(45.44)			
Total ADA					3,417.00	3,371.56	3,371.56	-	(45.44)			

**El Camino Real Charter High School
Income Statement
As of Dec FY2018**

	Actual			YTD Actual YTD	Budget						
	Oct	Nov	Dec		Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
REVENUE											
LCFF Entitlement											
8011 Charter Schools General Purpose Entitlement - State Aid	1,665,792	1,665,792	1,665,792	6,848,256	19,046,150	18,846,263	18,846,263	-	(199,887)	11,998,007	36%
8012 Education Protection Account Entitlement	1,253,248	-	-	1,253,248	4,966,524	4,900,478	4,900,478	-	(66,046)	3,647,230	26%
8019 State Aid - Prior Years	-	-	-	36	36	36	36	-	-	-	100%
8096 Charter Schools in Lieu of Property Tax:	575,048	575,048	575,048	3,594,051	7,052,585	6,958,799	6,958,799	-	(93,787)	3,364,748	52%
SUBTOTAL - LCFF Entitlement	3,494,088	2,240,840	2,240,840	11,695,591	31,065,296	30,705,576	30,705,576	-	(359,720)	19,009,985	38%
Federal Revenue											
8181 Special Education - Entitlement	53,041	53,041	53,041	331,507	668,946	660,050	660,050	-	(8,896)	328,543	50%
8220 Child Nutrition Programs	29,258	-	37,770	86,818	312,000	312,000	312,000	-	-	225,182	28%
8290 No Child Left Behind	1,434	634	6,122	8,471	11,286	11,286	11,286	-	-	2,815	75%
8291 Title I	73,206	-	-	73,206	292,822	292,822	292,822	-	-	219,616	25%
8292 Title II	15,991	-	-	15,991	64,225	64,225	64,225	-	-	48,234	25%
8299 All Other Federal Revenue	22,112	-	-	22,112	100,000	100,000	100,000	-	-	77,888	22%
SUBTOTAL - Federal Revenue	195,042	53,675	96,933	538,105	1,449,279	1,440,383	1,440,383	-	(8,896)	902,278	37%
Other State Revenue											
8319 Other State Apportionments - Prior Years	85,824	-	-	111,984	-	111,984	111,984	-	111,984	-	100%
8381 Special Education - Entitlement (State)	155,019	155,019	155,019	968,867	1,955,071	1,929,072	1,929,072	-	(25,999)	960,205	50%
8520 Child Nutrition - State	2,664	-	3,016	7,251	24,000	24,000	24,000	-	-	16,749	30%
8550 Mandated Cost Reimbursements	-	-	315,460	315,460	646,995	648,079	648,079	-	1,084	332,619	49%
8560 State Lottery Revenue	-	-	-	-	662,898	654,083	654,083	-	(8,815)	654,083	0%
8590 All Other State Revenue	34,409	34,409	34,409	225,636	433,959	428,188	428,188	-	(5,771)	202,552	53%
8593 Prop 39 Energy	-	-	775,932	775,932	779,637	779,637	775,932	(3,705)	(3,705)	-	100%
SUBTOTAL - Other State Revenue	277,916	189,428	1,283,836	2,405,131	4,502,560	4,575,043	4,571,338	(3,705)	68,778	2,166,207	53%
Local Revenue											
8634 Food Service Sales	27,285	21,398	12,792	107,558	174,000	174,000	174,000	-	-	66,442	62%
8660 Interest	2,250	1,719	1,364	11,723	4,352	10,359	11,723	1,364	7,371	-	100%
8662 Net Increase (Decrease) in the Fair Value of Investment	-	2,690	(5,439)	30,685	-	36,124	36,124	-	36,124	5,439	85%
8690 Other Local Revenue	29,405	174,188	100,048	1,133,385	1,500,000	1,500,000	1,500,000	-	-	366,615	76%
8999 Uncategorized Revenue	5,987	60,855	26,521	95,638	-	-	-	-	-	(95,638)	-
SUBTOTAL - Local Revenue	64,928	260,850	135,287	1,378,990	1,678,352	1,720,483	1,721,847	1,364	43,495	342,857	80%
Fundraising and Grants											
SUBTOTAL - Fundraising and Grants	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE	4,031,974	2,744,793	3,756,895	16,017,817	38,695,487	38,441,485	38,439,144	(2,341)	(256,343)	22,421,327	42%

**El Camino Real Charter High School
Income Statement
As of Dec FY2018**

	Actual			YTD	Budget						
	Oct	Nov	Dec		Actual YTD	Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v2 vs. Current Forecast	Current Forecast Remaining
EXPENSES											
Compensation & Benefits											
Certificated Salaries											
1100 Teachers Salaries	958,244	951,498	1,020,525	5,765,997	11,221,839	11,131,666	11,131,666	-	90,173	5,365,669	52%
1101 Teacher - Stipends	-	-	-	-	255,000	255,000	255,000	-	-	255,000	0%
1150 NBC Stipend	5,560	5,560	5,560	53,173	135,000	135,000	135,000	-	-	81,827	39%
1160 Auxilary & Summer Schoo	19,889	17,440	5,554	239,275	400,000	400,000	400,000	-	-	160,725	60%
1170 Coverage	11,117	9,982	5,217	38,076	75,000	75,000	75,000	-	-	36,924	51%
1180 Extra Hours & Tutoring	10,076	8,561	10,036	38,801	100,000	100,000	100,000	-	-	61,199	39%
1190 PD & LCAP	3,051	6,913	2,069	46,240	130,000	130,000	130,000	-	-	83,760	36%
1200 Certificated Pupil Support Salaries	116,542	120,639	129,275	712,577	1,308,627	1,308,627	1,308,627	-	-	596,050	54%
1300 Certificated Supervisor & Administrator Salaries	86,999	96,823	75,026	501,086	779,258	890,957	890,957	-	(111,699)	389,871	56%
1900 Certificated Other Salaries	21,548	21,548	26,148	135,488	245,635	245,635	245,635	-	-	110,148	55%
SUBTOTAL - Certificated Salaries	1,233,025	1,238,963	1,279,409	7,530,712	14,650,359	14,671,885	14,671,885	-	(21,526)	7,141,173	51%
Classified Salaries											
2100 Classified Instructional Aide Salaries	79,794	94,617	65,972	377,714	1,163,425	1,002,041	1,002,041	-	161,384	624,327	38%
2200 Classified Support Salaries	85,724	93,713	70,498	471,580	940,547	940,547	940,547	-	-	468,967	50%
2300 Classified Supervisor & Administrator Salaries	34,313	34,613	35,363	328,536	611,328	634,520	634,520	-	(23,192)	305,983	52%
2400 Classified Clerical & Office Salaries	79,133	77,279	63,222	415,403	1,098,405	1,098,405	1,098,405	-	-	683,002	38%
2900 Classified Other Salaries	4,655	8,451	11,702	38,693	162,735	107,043	107,043	-	55,692	68,349	36%
SUBTOTAL - Classified Salaries	283,620	308,673	246,756	1,631,927	3,976,440	3,782,556	3,782,556	-	193,884	2,150,629	43%
Employee Benefits											
3100 STRS	172,936	136,460	180,720	1,019,328	2,114,047	2,117,153	2,117,153	-	(3,106)	1,097,825	48%
3200 PERS	37,277	38,768	30,319	200,585	457,105	438,551	438,551	-	18,554	237,966	46%
3300 OASDI-Medicare-Alternative	38,999	39,969	36,507	225,305	489,962	478,705	478,705	-	11,258	253,400	47%
3400 Health & Welfare Benefits	202,740	284,853	288,048	1,734,215	3,702,611	3,636,493	3,636,493	-	66,118	1,902,278	48%
3500 Unemployment Insurance	752	776	761	4,558	9,309	9,144	9,144	-	165	4,586	50%
3600 Workers Comp Insurance	84,994	16,999	16,999	118,992	186,268	201,964	201,964	-	(15,696)	82,972	59%
3700 Retiree Benefits	300,000	(200,000)	200,000	800,000	4,055,439	4,055,439	4,055,439	-	-	3,255,439	20%
SUBTOTAL - Employee Benefits	839,150	319,146	747,659	4,102,982	11,014,741	10,937,449	10,937,449	-	77,293	6,834,466	38%
Books & Supplies											
4100 Approved Textbooks & Core Curricula Materials	39,835	7,389	108	500,853	500,000	500,746	500,853	(108)	(853)	-	100%
4200 Books & Other Reference Material	26,779	7,735	3,377	49,962	42,591	46,585	49,962	(3,377)	(7,371)	-	100%
4300 Materials & Supplies	5,873	9,190	2,280	17,343	55,134	55,134	55,134	-	-	37,791	31%
4325 Instructional Materials & Supplies	77,158	30,788	3,902	257,583	312,263	312,263	312,263	-	-	54,680	82%
4330 Office Supplies	10,520	5,238	3,237	35,221	211,017	211,017	211,017	-	-	175,796	17%
4345 Non Instructional Student Materials & Supplies	39,825	42,548	12,743	167,777	534,527	516,745	516,745	-	17,781	348,968	32%
4400 Noncapitalized Equipment	88,399	6,920	35,385	494,263	670,000	670,000	670,000	-	-	175,737	74%
4710 Student Food Services	106,512	78,109	-	194,941	600,000	600,000	600,000	-	-	405,059	32%
SUBTOTAL - Books and Supplies	394,902	187,917	61,032	1,717,943	2,925,532	2,912,490	2,915,975	(3,484)	9,557	1,198,031	59%

El Camino Real Charter High School
Income Statement
As of Dec FY2018

	Actual			YTD Actual YTD	Budget							
	Oct	Nov	Dec		Approved Budget v2	Previous Forecast	Current Forecast	Previous Forecast vs.	Approved Budget v2	Current	% Current	
								Current Forecast	vs. Current Forecast	Forecast Remaining	Forecast Spent	
Services & Other Operating Expenses												
5200 Travel & Conferences	13,558	3,221	9,691	71,930	103,000	103,000	103,000	-	-	31,070	70%	
5300 Dues & Memberships	40,999	11,341	15,951	319,475	186,284	303,525	319,475	(15,951)	(133,191)	-	100%	
5400 Insurance	79,360	15,872	15,872	111,104	206,524	210,463	210,463	-	(3,939)	99,359	53%	
5500 Operations & Housekeeping	211,830	14,628	27,255	491,490	916,100	916,100	916,100	-	-	424,610	54%	
5520 Security	28,256	9,383	51,518	148,410	378,000	378,000	378,000	-	-	229,590	39%	
5605 Equipment Leases	10,126	3,394	2,948	27,799	93,644	93,644	93,644	-	-	65,846	30%	
5610 Rent	3,226	2,494	-	17,599	463,500	463,500	463,500	-	-	445,901	4%	
5616 Repairs and Maintenance - Computers	-	-	-	-	60,000	60,000	60,000	-	-	60,000	0%	
5631 Other Rentals, Leases and Repairs 1	22,167	14,192	4,401	63,119	324,981	324,981	324,981	-	-	261,862	19%	
5809 Banking Fees	1,391	10,882	1,195	19,474	64,147	64,147	64,147	-	-	44,674	30%	
5812 Business Services	21,391	1,946	17,914	69,386	204,860	204,860	204,860	-	-	135,474	34%	
5815 Consultants - Instructiona	82,599	94,361	104,705	350,648	475,033	475,033	475,033	-	-	124,385	74%	
5820 Consultants - Non Instructional - Custom 1	29,528	22,052	38,893	154,765	348,500	348,500	348,500	-	-	193,735	44%	
5824 District Oversight Fees	24,024	24,024	24,024	150,152	310,653	307,056	307,056	-	3,597	156,903	49%	
5830 Field Trips Expenses	28,495	28,403	16,358	94,086	309,000	309,000	309,000	-	-	214,914	30%	
5833 Fines and Penalties	228	326	99	753	60	654	753	(99)	(693)	-	100%	
5845 Legal Fees	10,387	13,654	5,545	47,017	250,000	250,000	250,000	-	-	202,983	19%	
5848 Licenses and Other Fees	22,768	-	-	22,768	45,000	45,000	45,000	-	-	22,232	51%	
5851 Marketing and Student Recruiting	-	-	-	1,890	10,609	10,609	10,609	-	-	8,719	18%	
5857 Payroll Fees	-	18,716	3,784	22,500	39,090	39,090	39,090	-	-	16,590	58%	
5861 Prior Yr Exp (not accrued)	(5,337)	-	-	59,938	100,000	100,000	100,000	-	-	40,062	60%	
5872 Special Education Encroachment	41,612	41,612	41,612	260,075	550,384	543,065	543,065	-	7,319	282,990	48%	
5884 Substitutes	32,668	73,353	32,383	187,289	425,000	425,000	425,000	-	-	237,711	44%	
5898 Bad Debt Expense	-	-	-	36	36	36	36	-	-	-	100%	
5900 Communications	4,542	1,501	3,787	19,254	109,000	109,000	109,000	-	-	89,746	18%	
SUBTOTAL - Services & Other Operating Exp.	703,819	405,354	417,935	2,710,958	5,973,405	6,084,262	6,100,313	(16,050)	(126,907)	3,389,355	44%	
Capital Outlay & Depreciation												
6900 Depreciation	-	-	86,408	86,408	750,867	750,867	750,867	-	-	664,459	12%	
SUBTOTAL - Capital Outlay & Depreciation	-	-	86,408	86,408	750,867	750,867	750,867	-	-	664,459	12%	
Other Outflows												
7999 Uncategorized Expense	2,518	2,792	5,852	19,499	-	-	-	-	-	(19,499)		
SUBTOTAL - Other Outflows	2,518	2,792	5,852	19,499	-	-	-	-	-	(19,499)		
TOTAL EXPENSES	3,457,033	2,462,844	2,845,051	17,800,430	39,291,345	39,139,509	39,159,044	(19,535)	132,301	21,358,614	45%	

**EI Camino Real Charter High School
Monthly Cash Forecast
As of Dec FY2018**

	2017-18													Forecast	Remaining Balance
	Actuals & Forecast														
	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Forecast	Feb Forecast	Mar Forecast	Apr Forecast	May Forecast	Jun Forecast			
Beginning Cash	11,084,195	10,744,534	9,220,020	8,005,632	8,737,395	7,681,289	8,808,097	7,178,167	7,786,879	6,960,081	7,306,149	6,567,357			
REVENUE															
LCFF Entitlement	431,322	1,788,012	1,500,488	3,494,088	2,240,840	2,240,840	3,494,068	2,661,415	2,191,663	3,360,526	2,191,663	2,191,681	30,705,576	2,918,971	
Federal Revenue	39,781	79,562	73,113	195,042	53,675	96,933	118,526	209,917	96,917	71,917	164,000	96,917	1,440,383	144,083	
Other State Revenue	116,264	320,528	217,159	277,916	189,428	1,283,836	(640,684)	1,249,845	181,212	181,212	506,025	347,522	4,571,338	341,075	
Other Local Revenue	638,408	152,722	126,796	64,928	260,850	135,287	(67,717)	82,115	82,115	82,115	82,115	82,115	1,721,847	-	
Fundraising & Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL REVENUE	1,225,775	2,340,824	1,917,555	4,031,974	2,744,793	3,756,895	2,904,193	4,203,292	2,551,906	3,695,770	2,943,803	2,718,234	38,439,144	3,404,129	
EXPENSES															
Certificated Salaries	1,217,935	1,326,718	1,234,662	1,233,025	1,238,963	1,279,409	601,387	1,307,957	1,307,957	1,307,957	1,307,957	1,307,957	14,671,885	(0)	
Classified Salaries	277,005	256,429	259,444	283,620	308,673	246,756	452,873	339,551	339,551	339,551	339,551	339,551	3,782,556	0	
Employee Benefits	733,918	750,023	713,086	839,150	319,146	747,659	1,168,836	794,281	794,281	774,890	974,890	671,849	10,937,449	1,655,439	
Books & Supplies	42,457	559,385	472,251	394,902	187,917	61,032	(94,108)	228,930	119,859	133,418	150,379	659,554	2,915,975	-	
Services & Other Operating Expenses	350,904	387,839	445,107	703,819	405,354	417,935	827,518	562,268	499,892	499,892	499,892	499,892	6,100,313	-	
Capital Outlay & Depreciation	-	-	-	-	-	86,408	351,598	62,572	62,572	62,572	62,572	62,572	750,867	-	
Other Outflows	6,378	1,959	-	2,518	2,792	5,852	(19,499)	-	-	-	-	-	-	-	
TOTAL EXPENSES	2,628,598	3,282,353	3,124,551	3,457,033	2,462,844	2,845,051	3,288,604	3,295,560	3,124,113	3,118,281	3,335,241	3,541,375	39,159,044	1,655,439	
Operating Cash Inflow (Outflow)	(1,402,823)	(941,529)	(1,206,996)	574,941	281,949	911,844	(384,411)	907,733	(572,207)	577,489	(391,438)	(823,141)	(719,900)	1,748,690	
Revenues - Prior Year Accruals	1,393,263	337,464	-	99,850	-	-	20,763	-	-	-	-	-	-	-	
Accounts Receivable - Current Year	-	28,268	1,093	(29,360)	-	-	-	-	-	-	-	-	-	-	
Other Assets	491,283	3,620	(88,573)	-	(943,548)	(87,528)	-	-	-	-	-	-	-	-	
Fixed Assets	(4,421)	(311,092)	(3,421)	(34,846)	(70,195)	(19,424)	(172,948)	(436,974)	(392,545)	(369,374)	(485,307)	(485,307)	-	-	
Due To (From)	8,407	(10,988)	20,383	(10,447)	(8,580)	4,663	(237,132)	-	-	-	-	-	-	-	
Expenses - Prior Year Accruals	(244,122)	(49,446)	(14,546)	-	-	-	(642,851)	-	-	-	-	-	-	-	
Accounts Payable - Current Year	(105,248)	(516,810)	77,672	131,624	(315,732)	317,252	(351,303)	-	-	-	-	-	-	-	
Other Liabilities	(476,000)	(64,000)	-	-	-	-	-	137,953	137,953	137,953	137,953	137,953	137,953	-	
Ending Cash	10,744,534	9,220,020	8,005,632	8,737,395	7,681,289	8,808,097	7,178,167	7,786,879	6,960,081	7,306,149	6,567,357	5,396,861			

El Camino Real Charter High School
Balance Sheet
As of Dec FY2018

	Jun FY2017	Dec FY2018	YTD Change
ASSETS			
Cash Balance	11,084,195	8,808,097	(2,276,097)
Accounts Receivable	1,851,340	20,763	(1,830,577)
Prepays	491,283	-	(491,283)
Fixed Assets, Net	4,504,739	4,948,138	443,399
Investments	5,965,972	7,082,001	1,116,029
TOTAL ASSETS	23,897,528	20,858,998	(3,038,530)
LIABILITIES & EQUITY			
Accounts Payable	950,965	643,911	(307,054)
Due to Others	233,693	237,132	3,439
OPEB Liability	24,320,174	24,320,174	-
Deferred Revenue	540,000	-	(540,000)
Current Loans and Other Payables	762,545	350,243	(412,302)
Beginning Net Assets	(5,955,625)	(2,909,849)	3,045,777
Net Income (Loss) to Date	3,045,777	(1,782,613)	(4,828,390)
TOTAL LIABILITIES & EQUITY	23,897,528	20,858,998	(3,038,530)

El Camino Real Charter High School Financial Update

CINDY FRANTZ & MILADA RAKIJIAN
FEBRUARY 15, 2018





Contents

1. December 2017 Financial Update

- A. Enrollment & Attendance
- B. Current Forecast
- C. Budget vs Actuals
- D. Shoup Budget
- E. Cash Flow
- F. Salaries & Benefits as a Percent of Revenue
- G. Budget Development

2. Financial Exhibits

December 2017 Financial Update



Enrollment

	2017/18			Variance
	Reapproved Budget	P-1 / November Forecast	December Forecast	
Enrollment (Incl. exchange students)	3,680	3,555	3,555	0
9	920	849	849	0
10	880	844	844	0
11	880	881	881	0
12	1000	982	982	0
Attendance Rate	95.0%	96.94%	96.94%	0.00%
ADA	3,417.00	3,371.56	3,371.56	0.00
Unduplicated Count	978		1170	

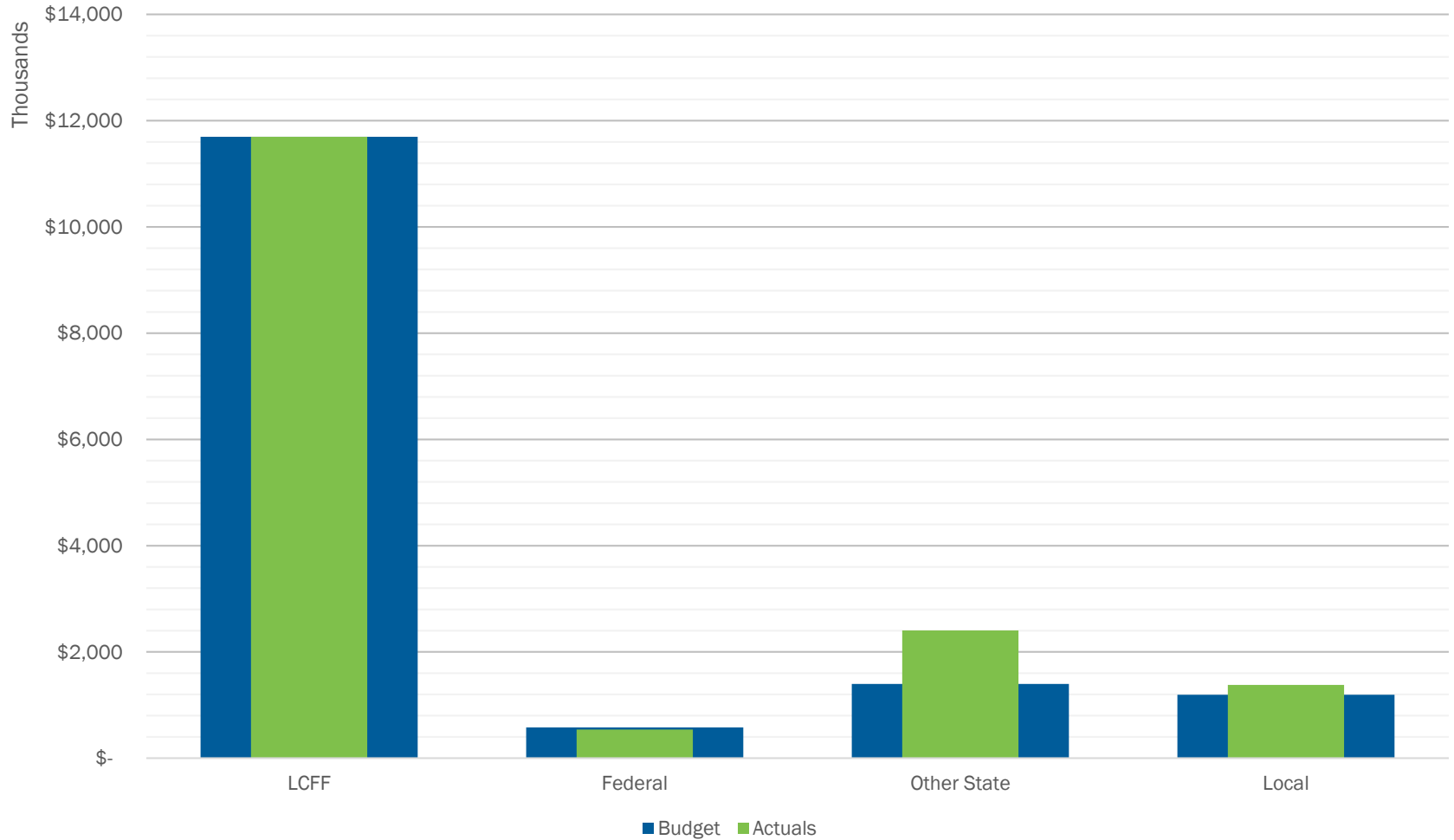
Current - December 2017 Forecast



		2017/18	2017/18	2017/18	2017/18	Variance
		YTD Actuals	Reapproved Budget	Previous Nov Forecast	Current Dec Forecast	
Revenue	LCFF Entitlement	11,695,591	31,065,296	30,705,576	30,705,576	-
	Federal Revenue	538,105	1,449,279	1,440,383	1,440,383	-
	Other State Revenues	2,405,131	4,502,560	4,575,043	4,571,338	(3,705)
	Local Revenues	1,378,990	1,678,352	1,720,483	1,721,847	1,364
	Fundraising and Grants	-	-	-	-	-
	Total Revenue	16,017,817	38,695,487	38,441,485	38,439,144	(2,341)
Expenses	Comp and Benefits	13,265,622	29,641,540	29,391,890	29,391,890	-
	Books and Supplies	1,717,943	2,925,532	2,912,490	2,915,975	(3,484)
	Services and Other Ops	2,730,457	5,973,405	6,084,262	6,100,313	(16,050)
	Depreciation	86,408	750,867	750,867	750,867	-
	Total Expenses	17,800,430	39,291,345	39,139,509	39,159,044	(19,535)
	Operating Income	(1,782,613)	(595,858)	(698,024)	(719,900)	(21,876)
Fund Balance	Beginning Balance (Unaudited)		-3,201,018	-3,201,018	-3,201,018	
	Audit Adjustment				291,165	
	Operating Income		-595,858	-698,024	-719,900	
Ending Fund Balance (incl. Depreciation)			-3,796,876	-3,899,042	-3,629,753	
Ending Fund Balance as % of Expenses			-9.66%	-9.96%	-9.27%	

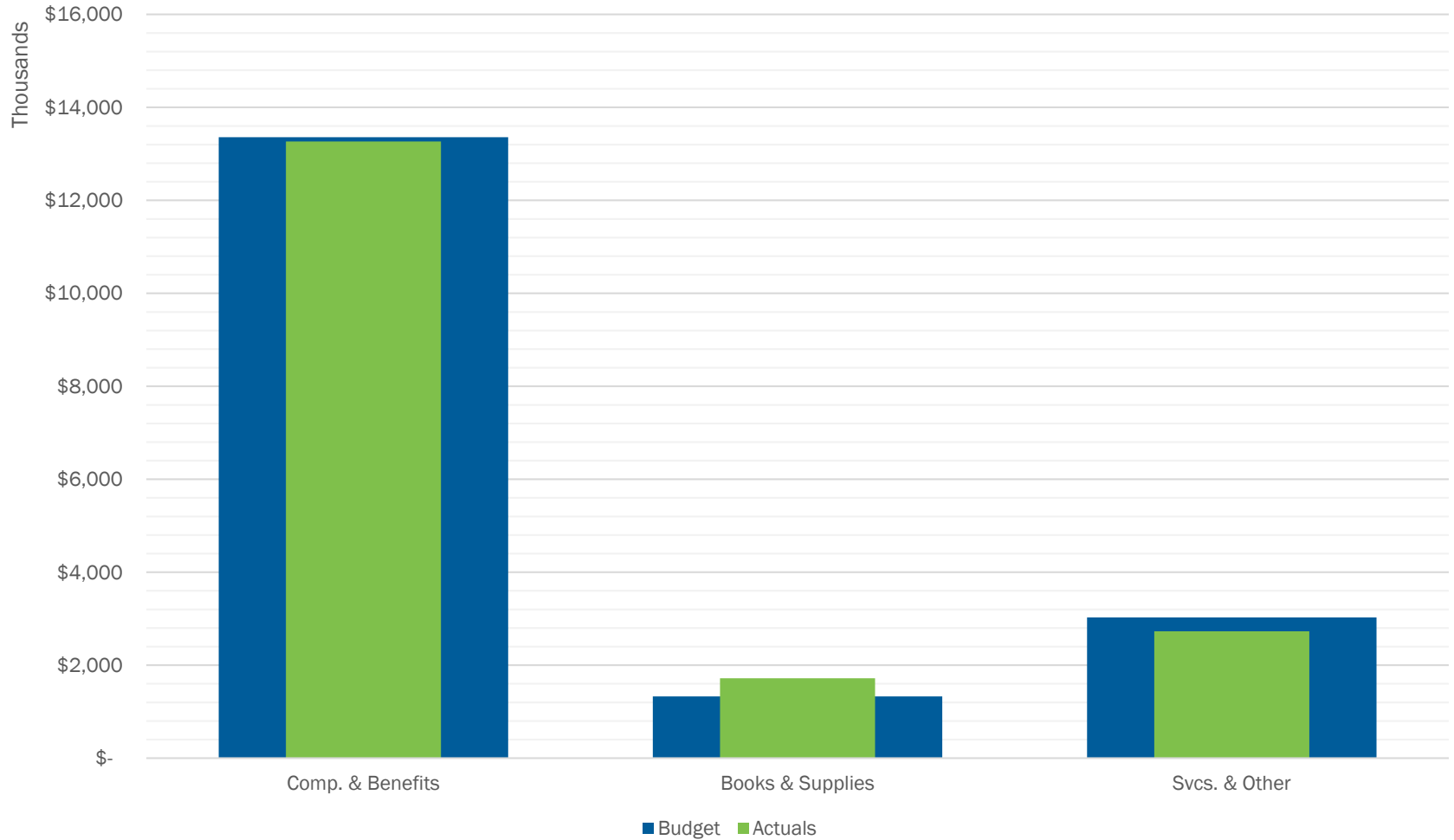
Budget vs. Actuals - Revenue

As of Dec 2017, 42% of revenues are received



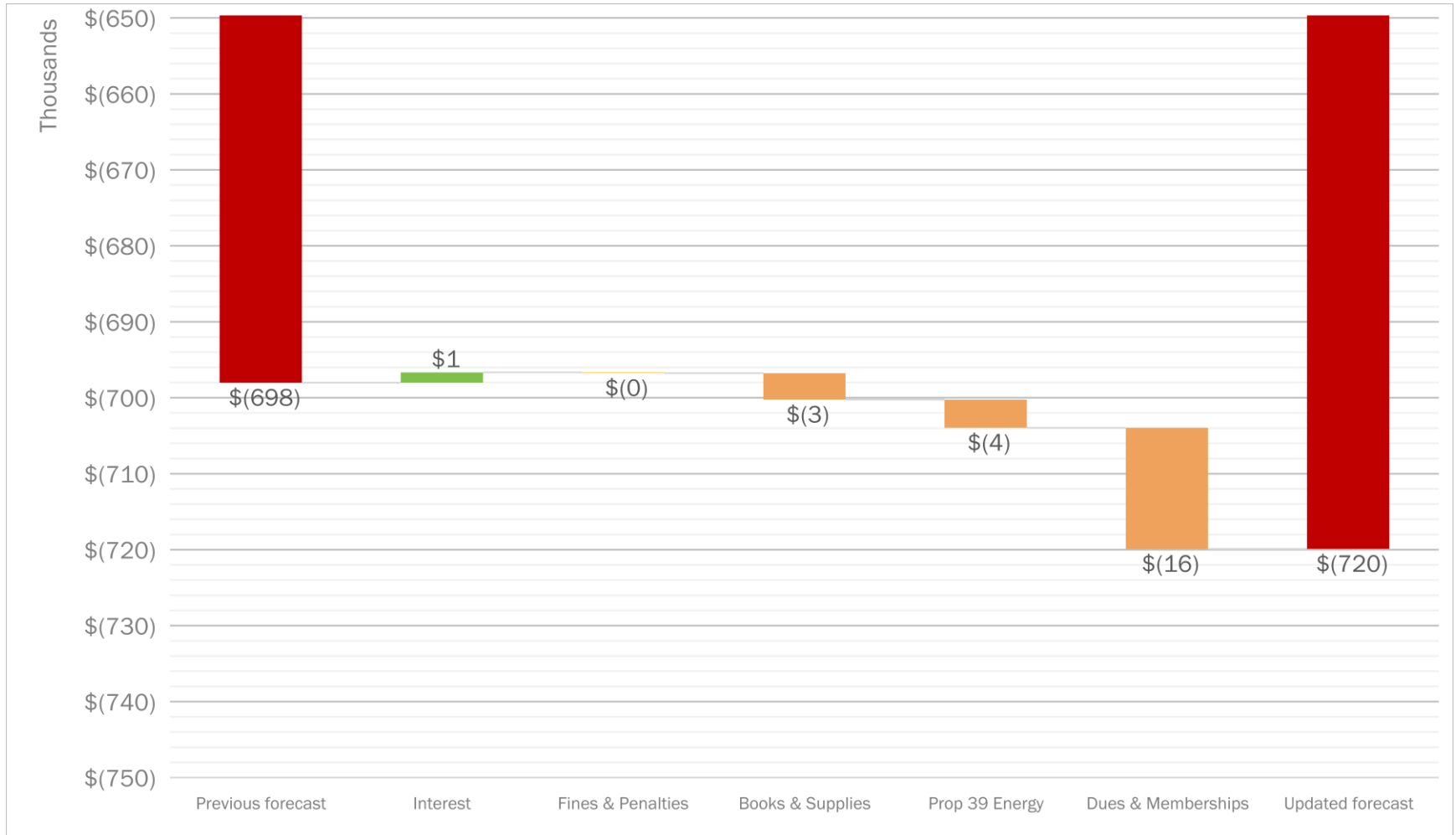
Budget vs. Actuals - Expenses

As of Dec 2017, 45% of expenses are spent



2017-18 Forecast Update

Net income has decreased by \$22K compared to previous forecast



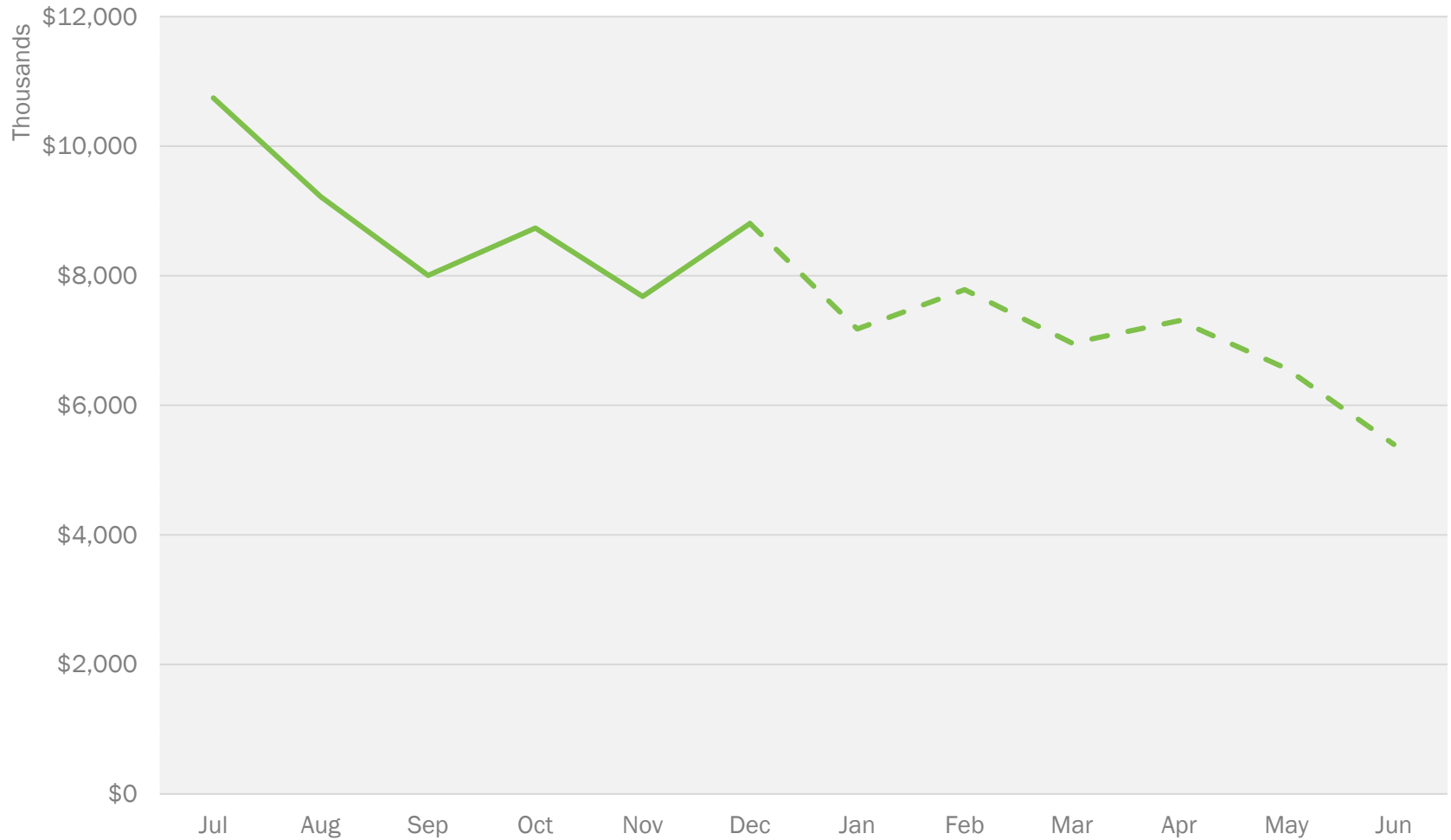
Shoup Expenses

As of Dec 2017, ECR has incurred 10% of budgeted expenses for Shoup

EXPENSE CATEGORY	2017-18 YTD Actuals	2017-18 Budget	2017-18 Budget Balance
Salaries	0	200,000	200,000
Benefits	0	56,000	56,000
Books & Supplies	0	135,000	135,000
Operations & Housekeeping	23,288	307,000	283,712
Services & Other Operating Expenses	42,354	111,000	68,646
Communications	0	6,000	6,000
Capital Outlay	166,228	1,561,500	1,395,272
TOTAL	231,869	2,375,500	2,143,631

2017-18 Cash Flow

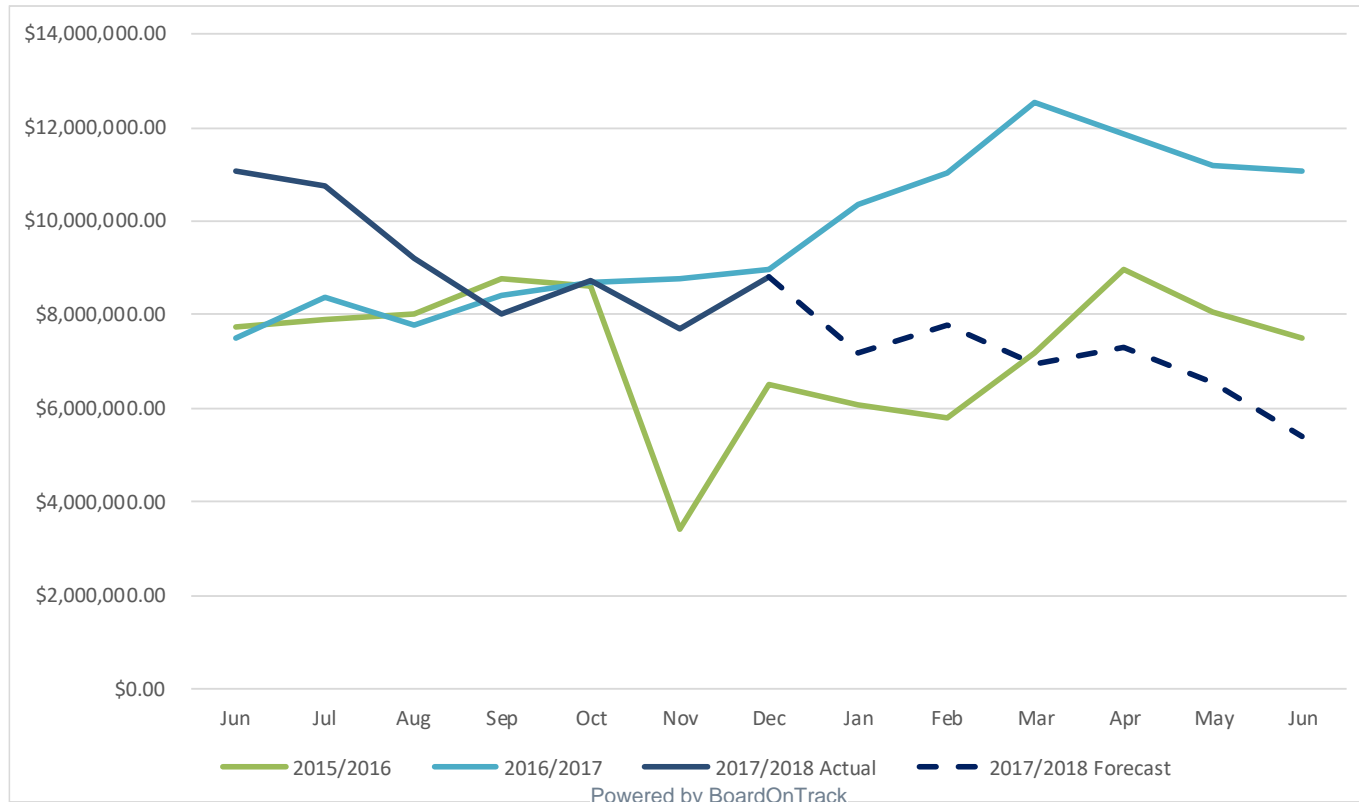
Ending cash balance in December 2017 was \$8.8M



Cash Flow Over Time

17/18 Projected Cash Flow includes:

- **OPEB cash contributions (\$2.4M of the \$4M liability)**
- **Shoup Project**
- **Prop 39E Project**
- **Tech Network Refresh**



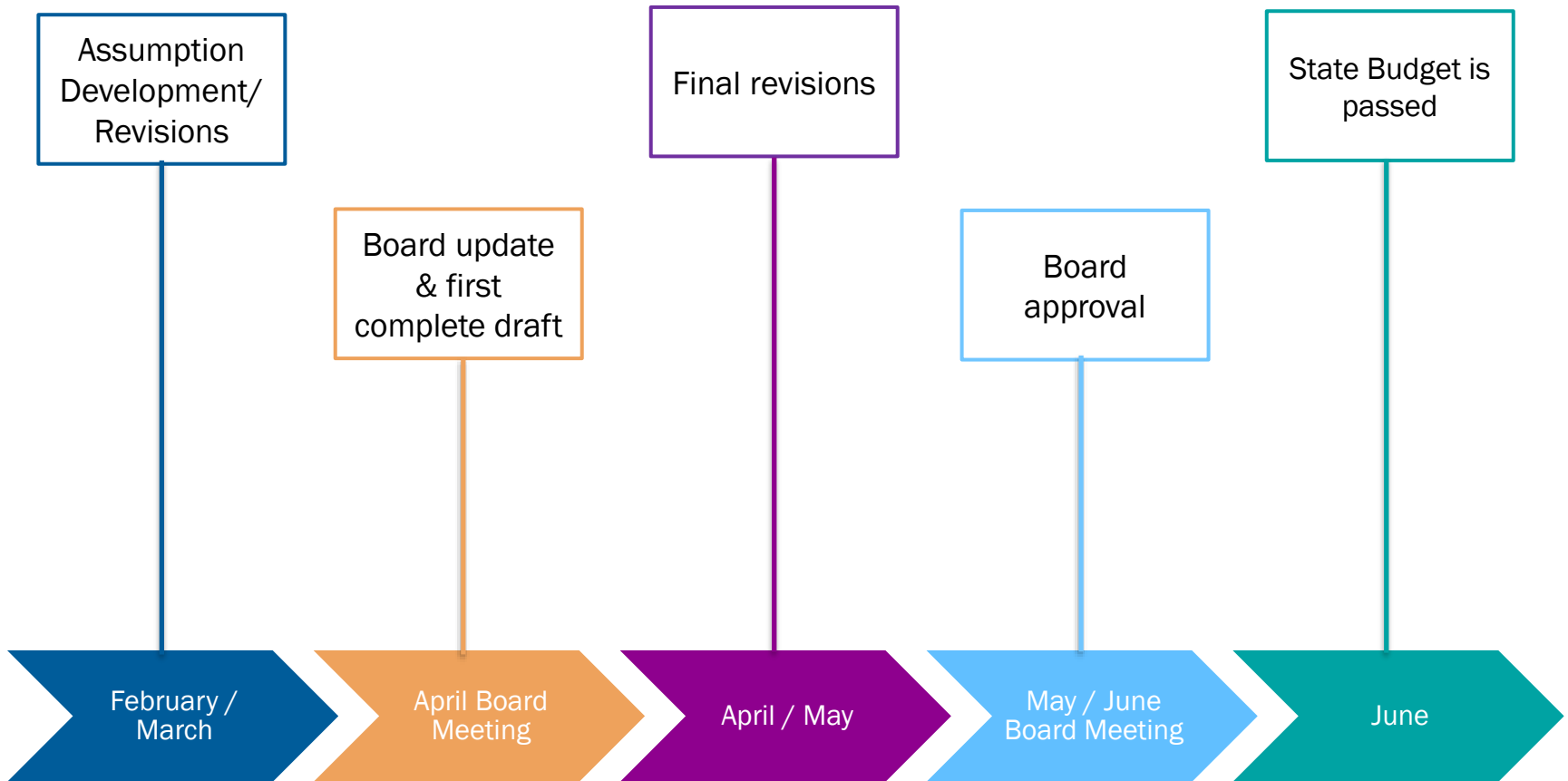
Salaries & Benefits as a Percent of Revenue

Considerations include OPEB liability, UTLA negotiations, and STRS/PERS/H&W rates

	2015/16	2016/17	2017/18
	Actual	Actual	Forecast
ADA	3,568	3,387	3,372
Total Salaries and Benefits as a percent of revenue	68%	71%	76%
1000 as a percent of revenue	40%	39%	38%
2000 as a percent of revenue	9%	9%	10%
3000 as a percent of revenue	19%	23%	28%

Budget Development

Process begins in late winter/early spring with budget approval by June 30



Financial Exhibits

[See attachment](#)



Cover Sheet

Update on Marketing Plan

Section: VI. School Business
Item: C. Update on Marketing Plan
Purpose: Discuss
Submitted by:
Related Material: Marketing Presentation (Board 2-15-18).pptx



CR Marketing Presentation

Becky Rodriguez

02-15-2018

Background Building Blocks

Campus Action Steps

- Collaborate with Administrators
- Speak to ECR Staff
- Meet with Student Council
- Get to know the school & programs
- Build Relationships (Board, Tech Team, Business Team, Deans, etc.)

Community Action Steps

- Become familiar with community served
- Meet neighborhood business owners
- Identify potential resources
- Connect with FOECR
- Support Parent Engagement Activities

What is Marketing at ECR?

Marketing at the school site includes the following components:

- Marketing is everything done to recruit.
- Marketing encompasses student retention.
- Marketing includes positive messaging.
- Marketing can also involve philanthropic investments and requests.

Marketing Action Steps

Branding

Specific school colors used consistently

Develop site letterhead

Unify email signature

Recruitment Advertising

Daily News Focus on Education

52,000 Paid Circulation

290,000 Readership

Direct Mailers 3,000 local residents



**El Camino Real
Charter High School**

Enrollment for students within attendance boundaries: ecrchs.net/enrollment
Enrollment Begins: March 1, 2018

Applications for students outside our attendance boundaries: www.ecrchs.net
Online applications are available Feb 1 - Feb 28, 2018
Lottery Drawing: March 6, 2018
Home of Academic and Athletic Excellence

20+ AP courses
10+ Honors courses
60+ Electives

22 SPORTS TEAMS
94 LA CITY CIF CHAMPIONSHIPS

80+ STUDENT GENERATED CLUBS

U.S. ACADEMIC DECATHALON NATIONAL CHAMPIONSHIPS 7

California Distinguished School
5440 Valley Circle Boulevard
Woodland Hills, CA 91367

ecrchs.net
818-595-7500



**EL CAMINO REAL
CHARTER HIGH SCHOOL**
A California Distinguished School

We offer proven results:



- Graduation 96 Percent
- Attendance 96 Percent
- U.S. Academic Decathlon National Championship Winners
- 97 LA City CIF Championships
- STEAM Focused Program (Science, Technology, Engineering, Arts & Math)



Make the Difference... Donate!




Alumni Wanted!

Make a Difference, Register Now!



Join the Team Supporting:

- Student Success
- Program Innovation
- Community Engagement
- Board Collaboration
- Cool 2 Be Kind (Students Against Bullying)

Donations Welcome Now!



ECR Charter High School
5440 Valley Circle Blvd, Woodland Hills, CA 91367
(818) 595-7500 www.ecrchs.net

Recruitment & Messaging

Street Pole Panels

EL CAMINO CHARTER HIGH
REAL SCHOOL 50th ANNIVERSARY
A California Distinguished School

Path to

Science Exploration

www.ecrchs.net
818-595-7500

EL CAMINO CHARTER HIGH
REAL SCHOOL 50th ANNIVERSARY
A California Distinguished School

Path to

Community Service

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EL CAMINO CHARTER HIGH
REAL SCHOOL 50th ANNIVERSARY
A California Distinguished School

Path to

College Completion

www.ecrchs.net
818-595-7500

Recruitment Action Steps

- Flyer to distribute to community businesses
- Newsletter (weekly distribution via email)

Total Recruitment Distribution	Non-Duplicated Distribution
27,775	6,555

- Banners to display in parking lot & inside campus



Retention Action Steps

- **Student Centered Activities**
 - Grade Level Specific
 - School Wide Engagement
 - Student Clubs Involvement
- **Development of Parent Involvement**
 - Grade Specific Parent Summit/Event
 - Leadership Development (ELL Parents, etc.)
 - ECR Newsletter
- **Spirit Building Events**
 - Art Contest
 - Cooking Contest
- **50th Anniversary Celebration**
 - Off site Gala
 - On site Fair

Funds Requests and Development

Board Collaboration and Connections

- Organizational Donations
- Endowments
- Planned Giving

Marketing at ECR is a multi-dimensional approach that involves everyone

