



# El Camino Charter High School

## Regular Board Meeting

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### Date and Time

Thursday April 23, 2020 at 4:30 PM PDT

### Location

Teleconference Only - please see below.

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### REGULAR 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 (<https://ecrchs.net> - click the ECR Board tab).

### 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:

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4. When addressing the Board, speakers are requested to adhere to the time limits set forth. In order to maintain allotted time limits, the Board Chair may modify speaker time allocations or the total amount of allotted time for an item.
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.

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**PARTICIPATING TELEPHONICALLY**

To participate in the Board meeting telephonically, please call (669) 224-3412, access code 854-298-605. Please note that, in order to conduct an orderly meeting, all members of the public will be placed on mute during the Board meeting, except during public comments. If you would like to speak on a specific agenda item, please advise the Board during the public comments section. Note that members of the public attending a meeting conducted via teleconference do not need to give their name when entering the conference call.

If you have any questions or issues, please contact Daniel Chang by email at d.chang@ecrchs.net.

*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
<b>I. Opening Items</b>			<b>4:30 PM</b>
Opening Items			
<b>A.</b> Call the Meeting to Order		Scott Silverstein	1 m
<b>B.</b> Record Attendance and Guests		Daniel Chang	1 m
<b>C.</b> Pledge of Allegiance		Beatriz Chen	3 m
<b>D.</b> Public Comments		Public	30 m
<b>E.</b> Executive Director Update		David Hussey	15 m
<b>F.</b> Board Committee Updates	Discuss	Scott Silverstein	10 m
<b>II. Consent</b>			<b>5:30 PM</b>
<b>A.</b> Approve Minutes of March 13, 2020 Emergency Board Meeting	Approve Minutes	Scott Silverstein	1 m
Approve minutes for Emergency Board Meeting on March 13, 2020			
<b>B.</b> Approve Minutes of March 26, 2020 Regular Board Meeting	Approve Minutes	Brian Archibald	1 m
Approve minutes for Regular Board Meeting on March 26, 2020			
<b>C.</b> Approve Minutes of March 26, 2020 Special Board Meeting	Approve Minutes	Scott Silverstein	1 m
Approve minutes for Special Board Meeting on March 26, 2020			
<b>III. Financial</b>			<b>5:33 PM</b>
<b>A.</b> Review and Vote on March 2020 Check Registers	Vote	ICON School Management	5 m
ACTION ITEM: motion to approve the March 2020 check registers.			
<b>B.</b> March 2020 Financial Update	Discuss	ICON School Management	10 m
<b>IV. Governance</b>			<b>5:48 PM</b>
<b>A.</b> Discuss and Vote on Creating Executive Director Evaluation Committee	Vote	Scott Silverstein	10 m
The Board will discuss creating an Executive Director Evaluation Committee, an ad hoc committee to evaluate the Executive Director's job performance for the 2019-2020 school year. The Committee can make its presentation and recommendation at the May Board meeting.			

**ACTION ITEM:** motion to create an Executive Director Evaluation Committee, with [identify Board members] serving on the ad hoc Committee and making its recommendation at the May Board meeting.

<b>B. Discuss Upcoming Board Elections</b>	Discuss	Daniel Chang	10 m
ECR will discuss the current status of the election for the Board positions.			

**V. Closed Session 6:08 PM**

<b>A. Conference with Legal Counsel: Pending Litigation</b>	Discuss	Scott Silverstein	15 m
Discussion on pending litigation pursuant to paragraph (1) of subdivision (d) of Government Code § 54956.9: two (2) matters.			

<b>B. Conference with Legal Counsel: Anticipated Litigation</b>	Discuss	Scott Silverstein	5 m
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code § 54956.9: one (1) matter.			

<b>C. Public Employee Discipline / Dismissal / Release</b>	Discuss	Scott Silverstein	15 m
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**VI. Reconvene to Open Session 6:43 PM**

<b>A. Report on Actions Taken in Closed Session, If Any</b>	Discuss	Scott Silverstein	1 m
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**VII. Closing Items 6:44 PM**

<b>A. Adjourn Meeting</b>	Vote	Scott Silverstein	1 m
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# Cover Sheet

## Approve Minutes of March 13, 2020 Emergency Board Meeting

**Section:** II. Consent  
**Item:** A. Approve Minutes of March 13, 2020 Emergency Board Meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Emergency Board Meeting on March 13, 2020

DRAFT



# El Camino Charter High School

## Minutes

### Emergency Board Meeting

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#### **Date and Time**

Friday March 13, 2020 at 12:00 PM

#### **Location**

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

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#### **EMERGENCY 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 (<https://ecrchs.net> - click the ECR Board tab).

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### **TELECONFERENCE LOCATIONS**

Teleconferencing will be available at the following locations:

ECR College & Career Independent Study Program  
7401 Shoup Avenue  
West Hills, California

Members of the public attending a meeting conducted via teleconference do not need to give their name when entering the conference call.

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#### **Directors Present**

Beatriz Chen (remote), Brian Archibald (remote), Darin Ryburn (remote), Kenneth Lee (remote), Scott Silverstein, Steven Kofahl

#### **Directors Absent**

Gregory Basile, Jeff Davis

#### **Directors Arrived Late**

Steven Kofahl

#### **Guests Present**

Daniel Chang, David Hussey

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

Scott Silverstein called a meeting of the board of directors of El Camino Charter High School to order on Friday Mar 13, 2020 @ 12:04 PM at El Camino Real Charter High School, Library, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367

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**B. Record Attendance and Guests**

**C. Pledge of Allegiance**

David Hussey led the Pledge of Allegiance.

**D. Public Comments**

There were no public comments on non-agenda items.

**II. School Business**

**A. Circumstances for Holding an Emergency Meeting**

Brian Archibald made a motion to approve that an emergency situation exists.

Beatriz Chen seconded the motion.

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

**Roll Call**

Scott Silverstein Aye

Darin Ryburn Aye

Kenneth Lee Aye

Brian Archibald Aye

Gregory Basile Absent

Beatriz Chen Aye

Jeff Davis Absent

Steven Kofahl Absent

John Perez Absent

Steven Kofahl arrived late.

**B. Discuss and Possible Vote on Resolution Re Organizational and Educational Impacts of COVID-19**

Mr. Lee asked if there were plans for paying staff during the closure, for feeding the students, and for meeting the needs of students who could not stay at home for some reason. Mr. Hussey noted that as to feeding our students, we are working with the CDE and our food service provider (Chartwells). Specifically, LAUSD will have multiple locations open where FRPM students can get meals; if students cannot get meals at those locations, we will provide food for students. As to helping students, we will reach out to parents/guardians to advise that we will provide assistance as needed. During the closure, we will have teachers providing online learning, and teachers will be paid during this time. For hourly classified staff, we will have work for them if they would like to work on campus; otherwise, we will allow them to work from home.

Mr. Ryburn asked if we will be providing campus safety; Mr. Hussey noted that we plan to only have ECR campus safety officers working during the closure. We will evaluate on Monday whether we have sufficient staffing to monitor all the access points.

Mr. Archibald asked if the North Campus will also remain open during this time; Mr. Hussey advised that it will be, subject to evaluation to see if the services can be offered here. Mr. Archibald also asked whether we are aware of the implication of a closure on the funding for lifetime funding, and whether we will continue making the monthly contributions; Mr. Hussey responded yes. Mr. Archibald also asked as to how the closure will affect our P2 ADA reporting; we will have to ask for attendance credit with the California Department of Education. Mr. Archibald also asked if our insurer had been contacted to see if there was coverage; Daniel Chang stated that our insurer had been contacted and we will determine if a claim can be made.

Mr. Silverstein introduced the Resolution and read the Resolution into the record.

Mr. Ryburn questioned what paragraph 6 entailed; Mr. Hussey advised that, for example, if a Relevant Authority required a special deep cleaning of the school, we may need to hire additional or different staff to meet such a requirement.

Mr. Ryburn also asked as to paragraph 8 regarding revising employment contracts for unrepresented employees. Mr. Chang noted that only administrators and supervisors were unrepresented, and advised that this paragraph would apply if, for example, their work schedules had to be changed because of the school closure.

Ms. Chen asked regarding paragraph 13, whether off-campus services would be provided for students with special needs. Emilie Larew stated that ECR is working with LAUSD's SELPA regarding the provision of services to students with special needs, to ensure that we come up with programs and services to meet their needs.

Mr. Archibald asked who was involved in the drafting of the Resolution, whether staff were involved. Daniel Chang advised that the Resolution was crafted based on the one used by Granada Hills Charter, but did not involve other stakeholders since this is a Board resolution.

As to whether out of classroom teachers would be allowed to work from home, Ms. Larew advised that we are in the process of creating plans that would allow for out of classroom teachers to do their work remotely as well.

Mr. Kofahl asked if we have been working with UTLA on the distance learning during the closure; Mr. Hussey said yes we have.

Mr. Archibald asked if we would have sufficient available staff if students needed to come to school; we will not be having students come to school to receive services.

Mr. Ryburn also noted that the school should notify all stakeholders as well as vendors, regarding the school closure.

Richard Russell, classified staff and AFSCME steward, asked if the hourly staff would also be required to come on campus in order to be paid; ECR will be reaching out to AFSCME to discuss this as soon as possible.

Public comments regarding this agenda item:

Helen Fouras, parent and Friends of ECR, spoke regarding the amount of days the school would be closed, and the remote learning that would take place.

Barrie Gold, out of classroom teacher, spoke regarding the requirement that some staff, including herself and other out of classroom teachers, be required to come and work on campus.

Sharon Lenderman, out of classroom teacher, spoke regarding the requirement of having to come and work on campus.

Letty Zane, parent and Friends of ECR, spoke regarding the requirement that some staff be required to come and work on campus.

Jessica Friedman, school psychologist, spoke regarding the requirement that some staff, including herself and other out of classroom teachers, be required to come and work on campus.

Richard Russell, classified staff and AFSCME steward, asked if the hourly staff would also be required to come on campus in order to be paid; ECR will be reaching out to AFSCME to discuss this as soon as possible.

Steven Kofahl made a motion to approve the Resolution re Measures to Address the Organizational and Educational Impacts of the COVID-19 Virus.

Scott Silverstein seconded the motion.

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

#### **Roll Call**

Brian Archibald	No
Gregory Basile	Absent
Scott Silverstein	Aye
Jeff Davis	Absent
Steven Kofahl	Aye
Kenneth Lee	Aye
Beatriz Chen	Aye
Darin Ryburn	Aye

### **III. Closing Items**



**A. Adjourn Meeting**

Steven Kofahl made a motion to adjourn.

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 1:11 PM.

Respectfully Submitted,  
Daniel Chang

# Cover Sheet

## Approve Minutes of March 26, 2020 Regular Board Meeting

**Section:** II. Consent  
**Item:** B. Approve Minutes of March 26, 2020 Regular Board Meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Regular Board Meeting on March 26, 2020

DRAFT



# El Camino Charter High School

## Minutes

### Regular Board Meeting

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#### **Date and Time**

Thursday March 26, 2020 at 4:30 PM

#### **Location**

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

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#### **REGULAR BOARD MEETING**

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#### **Directors Present**

Beatriz Chen (remote), Brian Archibald (remote), Darin Ryburn (remote), Gregory Basile (remote), Jeff Davis (remote), John Perez (remote), Kenneth Lee (remote), Scott Silverstein (remote), Steven Kofahl (remote)

#### **Directors Absent**

None

#### **Directors Arrived Late**

Steven Kofahl

#### **Directors Left Early**

Gregory Basile, Steven Kofahl

#### **Guests Present**

Daniel Chang, David Hussey

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

Scott Silverstein called a meeting of the board of directors of El Camino Charter High School to order on Thursday Mar 26, 2020 @ 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**

The meeting was suspended in order to conduct the Special Meeting.  
John Perez was installed as a Board member.  
The meeting was reconvened.  
There were no public comments.

**E. Executive Director Update**

Mr. Hussey recognized Fernando Delgado and the Tech Team, all teachers and staff, and all stakeholders for the work during this pandemic and the school closure.  
Regarding the Average Daily Attendance (ADA), LACOE advised that ADA will be based on attendance from July 1, 2019 through February 29, 2020.  
In lieu of form J-13A, the CDE is working on a streamlined form to seek attendance credit during school closure.  
Mr. Ryburn asked if the Resolution re Commitment to Enrolled Students was going forward; Mr. Hussey stated that nothing has been going on given the recent issues.  
Mr. Silverstein shared a statement regarding the COVID-19 crisis and how the school has responded. He thanked Mr. Hussey, the administrators, the tech team, the teachers, and all the staff for the work they have put in to ensure ongoing learning has continued.  
Steven Kofahl arrived late.

**F. Board Committee Updates**

Audit Committee met and will be recommending Christy White in San Diego as the new auditor.  
Safety Committee did not meet.  
Tech Committee did not meet.  
Travel Committee did not meet, but there is a request to meet for upcoming events.

**II. Consent**

**A. Approve Minutes of February 27, 2020 Regular Board Meeting**

Beatriz Chen made a motion to approve the minutes from. Regular Board Meeting on 02-27-20  
Brian Archibald seconded the motion.  
The board **VOTED** unanimously to approve the motion.  
**Roll Call**  
Steven Kofahl Absent

**III. Financial**

**A. Review and Vote on January 2020 and February 2020 Check Registers**

Brian Archibald made a motion to approve the January 2020 and February 2020 Check Registers.  
Beatriz Chen seconded the motion.  
The board **VOTED** to approve the motion.  
**Roll Call**

Kenneth Lee Aye  
John Perez Aye  
Brian Archibald Aye  
Gregory Basile Aye  
Beatriz Chen Aye  
Scott Silverstein Aye  
Steven Kofahl Aye  
Darin Ryburn Aye  
Jeff Davis Aye

**B. February 2020 Financial Update**

John Arndt of ICON School Management went over the Financial Presentation. The YTD Comparison shows the comparisons of revenue and expenses for February 2020 as compared to February 2019. This is done on an accrual basis. The cash flow projection is only cash on hand, it does not take into account the CD's. Mr. Ryburn asked why it states that health insurance was deferred from August through October and paid in November 2019. Asked that Mr. Hussey look into this. Mr. Silverstein asked how exchange students were being handled; Mr. Arndt advised that exchange students would go into deferred revenue account. At the end of the year, the administration will have to decide whether there will be refunds, and revenue will be adjusted accordingly. The total tuition received from international students is about \$820,000. Mr. Hussey noted that many of the international students want to continue through online learning in order to complete their semester of work; at this time, no refunds have been requested. Regarding the investment accounts, Mr. Hussey has not been able to get the login information, though he has asked several times. He will work on this.

**C. Review and Approval of 2nd Interim Financial Report**

Steven Kofahl made a motion to approve the 2nd Interim Financial Report. Gregory Basile seconded the motion. The board **VOTED** to approve the motion.

**Roll Call**

Jeff Davis Aye  
John Perez Aye  
Steven Kofahl Aye  
Scott Silverstein Aye  
Darin Ryburn Aye  
Beatriz Chen Aye  
Gregory Basile Aye  
Brian Archibald Aye  
Kenneth Lee Aye

**IV. School Business**

**A. Discuss and Possible Approval of Creating Building Reserve Fund**

Mr. Silverstein noted that we do not have a fund on hand to consider any building reserve, for items such as major repairs or building a pool, etc. He does not have a specific amount in mind, and we do not currently have a financial person to ask. Mr. Ryburn noted that the financial information could be obtained through the Executive Director if need be, but now does not seem to be the best time for this due to the current coronavirus issue. Dr. Davis stated that he believed this was a forward-thinking idea, but there seems to be more appropriate uses for our funds at this time, and that the timing now did not seem to be right. Ms. Chen also believed this matter should be tabled for a future date. The matter was tabled.

**B. Discuss and Vote to Extend School Closure**

During the Emergency Board Meeting, the school closure was approved for two weeks, with the Executive Director having authority to close for one additional week. Mr. Hussey noted that the school closure would need to be extended either through the governor lifting of the stay at home mandate AND the closure of LAUSD. The Board would give authority to close the school in alignment with LAUSD's school closure dates.

Darin Ryburn made a motion to authorize the Executive Director to extend the school closure dates to align with LAUSD's school closure dates.

Brian Archibald seconded the motion.

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

**Roll Call**

Scott Silverstein Aye  
Steven Kofahl Aye  
Beatriz Chen Aye  
Gregory Basile Aye  
Jeff Davis Aye  
Brian Archibald Aye  
Kenneth Lee Aye  
Darin Ryburn Aye  
John Perez Aye

**V. Governance**

**A. Discuss and Vote on Auditor for 2019-2020**

A Request for Proposal was sent out to six (6) different audit companies; three (3) proposals were received: Christy White, Inc.; Clifton Larson Allen; and Eide Bailly. Of the three (3) proposals, CLA was the lowest bid, with Christy White about \$550 higher. The Audit Committee met and reviewed unanimously agreed to recommend Christy White & Associates to serve as the auditor for the 2019-2020 school year, with ECR's option for an additional year.

Gregory Basile made a motion to approve Christy White, Inc. as the auditor for the audit for the school year ending June 30, 2020, with the school to hold the options for years 2 and 3.

Brian Archibald seconded the motion.

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

**Roll Call**

Steven Kofahl Aye  
Kenneth Lee Aye  
Beatriz Chen Aye  
Darin Ryburn Aye  
Jeff Davis Aye  
Gregory Basile Aye  
Scott Silverstein Aye  
Brian Archibald Aye  
John Perez Aye

**B. Discussing Upcoming Board Elections**

**VI. Reconvene to Open Session**

**A. Report on Actions Taken in Closed Session, If Any**

There were no actions to report.

Steven Kofahl left early.

Gregory Basile left early.

## **VII. Closing Items**

### **A. Adjourn Meeting**

Brian Archibald made a motion to adjourn the meeting.

Darin Ryburn 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 8:33 PM.

Respectfully Submitted,  
Daniel Chang



# Cover Sheet

## Approve Minutes of March 26, 2020 Special Board Meeting

**Section:** II. Consent  
**Item:** C. Approve Minutes of March 26, 2020 Special Board Meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Special Board Meeting on March 26, 2020



# El Camino Charter High School

## Minutes

### Special Board Meeting

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#### **Date and Time**

Thursday March 26, 2020 at 4:35 PM

#### **Location**

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

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#### **SPECIAL BOARD MEETING**

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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 "Public Comments." "Public Comments" 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 thirty (30) minutes. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall have twice the allotted time to speak. 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. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall have twice the allotted time to speak, and the total allocated time shall be appropriately increased as well.

4. When addressing the Board, speakers are requested to adhere to the time limits set forth. In order to maintain allotted time limits, the Board Chair may modify speaker time allocations or the total amount of allotted time for an item.

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.

### **PARTICIPATING TELEPHONICALLY**

To participate in the Board meeting telephonically, please call (872) 240-3212, access code 493-894-677. Please note that, in order to conduct an orderly meeting, all members of the public will be placed on mute during the Board meeting, except during public comments. If you would like to speak on a specific agenda item, please advise the Board during the public comments section. Note that members of the public attending a meeting conducted via teleconference do not need to give their name when entering the conference call.

*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](mailto:d.chang@ecrchs.net), or by calling (818) 595-7537.*

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#### **Directors Present**

Beatriz Chen (remote), Brian Archibald (remote), Darin Ryburn, Gregory Basile (remote), Jeff Davis (remote), Kenneth Lee (remote), Scott Silverstein

#### **Directors Absent**

Steven Kofahl

#### **Guests Present**

Daniel Chang

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

Scott Silverstein called a meeting of the board of directors of El Camino Charter High School to order on Thursday Mar 26, 2020 @ 4:40 PM at  
El Camino Real Charter High School, Library, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367

#### **B. Record Attendance and Guests**

### **II. Governance**

**A. Vote to Install New Board Member**

Scott Silverstein introduced John Perez, the new Board member appointed by LAUSD. Mr. Perez gave a brief statement about himself and his background.

Brian Archibald made a motion to install John Perez as the new Board member.

Jeff Davis seconded the motion.

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

**Roll Call**

Steven Kofahl Absent

Darin Ryburn Aye

Gregory Basile Aye

Scott Silverstein Aye

Kenneth Lee Aye

Brian Archibald Aye

Beatriz Chen Aye

Jeff Davis Aye

**III. Closing Items**

**A. Adjourn Meeting**

Darin Ryburn made a motion to adjourn the Special Meeting.

Brian Archibald 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 4:43 PM.

Respectfully Submitted,  
Daniel Chang

# Cover Sheet

## Review and Vote on March 2020 Check Registers

**Section:** III. Financial  
**Item:** A. Review and Vote on March 2020 Check Registers  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Mar 20 Check Register ECRCHS.pdf

# Check Register

Account: 1796 AP

El Camino Real HS

Mar 2020

Grand Total: 998,009.76

Name	Check No.	VOID	Date	Memo	Amount
VOID	13653	VOID	3/2/2020	VOID	-
AT&T	13654		3/2/2020	2/7/20-3/6/20 818 347-3635 Alt Ed Line 2	155.98
AT&T	13655		3/2/2020	2/7/20-3/6/20 818 888-6340 Intrusion Alarm	155.98
AT&T	13656		3/2/2020	2/20 339 341-6665 Circuit 1	186.50
AT&T	13657		3/2/2020	Inv# 0802762501 Acct# 831-000-9132 154 5G Line	3,909.26
AT&T	13658		3/2/2020	2/7/20-3/6/20 818 999-3601 Individual Lines	155.98
AT&T	13659		3/2/2020	2/7/20-3/6/20 818-888-6714 Main Office Alarm	155.98
AT&T	13660		3/2/2020	2/7/30-3/6/20 818 710-9023 Main Office Fax	155.98
AT&T	13661		3/2/2020	2/7/20-3/6/20 818 716-0428 Left Side Alarm	155.98
AT&T	13662		3/2/2020	2/7/20-3/6/20 818 887-9221 Fire Alarm 1	310.10
AT&T	13663		3/2/2020	2/7/20-3/6/20 818 704-5329 Right Side Alarm	160.36
AT&T	13664		3/2/2020	2/7/20-3/6/20 818 348-4152 Fire Alarm 2	155.98
Richard A Lozano	13665		3/3/2020	Birmingham Police officer 10/4/19 football game	222.00
****	13666		3/3/2020	2/20/20 Refund for Stylus	25.00
Los Angeles Unified School District	13667		3/3/2020	1/8/20 LAUSD School Police Overtime Reimbursement	2,163.38
FedEx	13668		3/3/2020	2/14/20 FedEx Express Services	288.58
Ayan Ahmed	13669		3/3/2020	Stale State Payroll Checks Reissue	221.51
MRC Smart Technology Solutions(SoCal Office)	13670		3/3/2020	Printer	653.53
PARS	13671		3/3/2020	02/20 PARS Contribution	1,727.10
El Camino Real Charter High School 403(B) Plan	13672		3/3/2020	02/20 403(B) Plan 2563-4428 Charles Schwab	11,649.86
Turf Team, Inc.	13673		3/2/2020	Annual Reseeding, Prep work for season - Baseball Budget	14,420.00
Jim Mulligan	13674		3/3/2020	Softball vs Chaminade HS - 2/27/20 Varsity - Bases	77.00
Los Angeles Pierce College	13675		3/3/2020	Pool Rental Fee: Swimming & Diving Meets (3:00 to 5:00pm): 3/2, 16, 23, 2	706.80
VOID	13676	VOID	3/3/2020	VOID	-
Afolabi, Muideen	13677		3/3/2020	JV Softball vs Agoura High School - 3/5/20 Plate	82.00
SCSBOA	13678		3/3/2020	INV#8836 Festival Fees	200.00

SCSBOA	13679	3/3/2020	INV#8835 Festival Fee for 3-20-20 festival at La Canada High School (Orche	200.00
SCSBOA	13680	3/3/2020	INV#8840 Festical fee 3/27/2020	200.00
SCSBOA	13681	3/3/2020	INV#8841 Application fee for Rancho Campana Camarillo festival(BAND)	200.00
Chartwells Division Services	13682	3/3/2020	INV#K40349041 Cafeteria Services Jan 2020	60,409.26
National Speech & Debate Association	13683	3/3/2020	National S & D Yearly Dues	149.00
Tri-County Forensic League	13684	3/3/2020	INV#318501 Congress Qualifier	135.00
ICON School Management	13685	3/3/2020	INV#411 March 2020 Charter School Consulting	14,500.00
Pecheny, Yuriy	13686	3/3/2020	Payroll Law 2020	30.83
Kiamanesh, Holly	13687	3/3/2020	PLTW Anaheim 1/31/2020	226.30
Thurrow, Kevin	13688	3/3/2020	Fuel Refill Reimbursement	73.45
Mirbaha, Alireza	13689	3/3/2020	Glazier Clinic Football 2020	125.79
Vazquez, John Orlando	13690	3/3/2020	Glazier Clinic Football 2020	101.67
Interquest Detection Canines	13691	3/3/2020	INV#356-0220 Canine Inspection	350.00
Marta Franco	13692	3/3/2020	INV#2627621 Notary Service	15.00
PARS	13693	3/3/2020	INV#44794 PARS ARS Fees	336.93
PTM Document Systems, Inc.	13694	3/3/2020	INV#0074538 Report Card Printing	1,329.31
Abiyola Oshod-Adebowale	13695	3/4/2020	INV#2 Black history month speaker	750.00
Eastbay Team Sales	13696	3/4/2020	Custom Folding Chairs - Athletic Budget	2,959.85
Teteris, Eriks R.	13697	3/4/2020	Boys Volleyball vs St Francis HS - 3/11/20 Officials	130.00
MidAmerica Productions	13698	3/4/2020	Final payment for Concert 4/12/2020	6,454.00
Eddy Boada	13699	3/4/2020	Boys Volleyball vs St Francis HS - 3/11/20 Officials	125.00
Valentin Rodriguez	13700	3/5/2020	3/19/20-3/20/20 ECR Gym Audio and Visual Rental	3,500.00
VOID	13701	VOID 3/5/2020	VOID	-
VOID	13702	VOID 3/5/2020	VOID	-
VOID	13703	VOID 3/5/2020	VOID	-
MHS Inc. (Multi-Health Systems)	13704	3/5/2020	cust# 190832	674.87
Woong G Yoo	13705	3/6/2020	February 2020 Network Services	2,400.00
Falgien, Jeffry	13706	3/6/2020	Glazier Clinic Football 2020	779.26
CompStar Insurance Services	13707	3/6/2020	02/20 Workers' Compensation Policy #CST5016481	19,537.48
Law Offices of Young, Minney & Corr, LLP	13708	3/9/2020	Legal Services Claim#19-00340910	5,140.00
Michael Robinson	13709	3/6/2020	INV#95 Black history month	1,000.00
Chef Marilyn Queen of Down Home				
Southern Goodies	13710	3/6/2020	INV#097 Black History Month food - correct amount-	443.03
School Gate Guardian	13711	3/6/2020	INV# 8218 School badges for visitors	397.23
Myra D Geronimo	13712	3/6/2020	Powerpuff Game Ticket Seller 3/6/20	45.00

Myra D Geronimo	13713	3/6/2020	Boys Soccer vs Cathedral HS - 3/3/20 2020 SoCal CIF Regional Division 1, 1s	45.00
Cory Wiener	13714	3/6/2020	Powerpuff Game Supervision 3/6/20	52.50
Cory Wiener	13715	3/6/2020	Boys Volleyball Game Worker 3/3/20 vs Westlake HS General Supervision -	60.00
VOID	13716	VOID 3/9/2020	VOID	-
VOID	13717	VOID 3/9/2020	VOID	-
VOID	13718	VOID 3/9/2020	VOID	-
VOID	13719	VOID 3/9/2020	VOID	-
VOID	13720	VOID 3/9/2020	VOID	-
Rudolph Nicolas Brown	13721	3/9/2020	Permit for Continued Use and Maintenance of School as Charter, For Shouj	6,250.00
BRMS (CharterLIFE)	13722	3/9/2020	03/20 Admin Fee	231.00
Fuller, Dupree	13723	3/9/2020	Lysol Wipes	65.70
Chiang, Beth	13724	3/9/2020	Payroll Law Seminar-Burbank 02/07/20	53.91
Franklin, Stephanie	13725	3/9/2020	Academic Decathlon Supplies	125.74
Roman Kohut	13726	3/9/2020	Refund for Stylus Overpayment	20.00
VOID	13727	VOID 3/9/2020	VOID	-
VOID	13728	VOID 3/9/2020	VOID	-
VOID	13729	VOID 3/9/2020	VOID	-
VOID	13730	VOID 3/9/2020	VOID	-
VOID	13731	VOID 3/10/2020	VOID	-
Marshall, Shelly	13732	3/10/2020	flag fabric	128.20
Marshall, Shelly	13733	3/10/2020	pole caps for competition flags	76.65
Eid Sayegh	13734	3/10/2020	19-20 Mealtime Refund	41.50
Daena Gonzaga	13735	3/10/2020	Refund for AP Physics Test	54.00
Raimundo Moffatt	13736	3/10/2020	Track and Field Tri-Meet vs Cleveland HS and Chatsworth HS - 3/11/20	142.00
Marshall, Shelly	13737	3/10/2020	flags for JV winter guard competition	804.40
Yi, Richard	13738	3/10/2020	Office Equipment	54.74
Harveson, Jonathan	13739	3/10/2020	U-haul to move Props	112.79
Thurrow, Kevin	13740	3/10/2020	Drumline Competition	47.12
Consoletti, Michael	13741	3/10/2020	Squeegie - Rifle case - SB entry fee	642.44
De Los Santos, Ana	13742	3/10/2020	Basic Sales Tax and Use Tax Class for Online Businesses	14.70
Mirbaha, Alireza	13743	3/10/2020	Football Clinic	70.69
Pratt, Lori	13744	3/10/2020	Roads to Respect conference	27.26
Madraswala, Rashida	13745	3/10/2020	adapters for vernier probes	82.48
Consoletti, Michael	13746	3/10/2020	Troy BB / Ramona FM / Nametags	600.30
Mickman Brothers	13747	3/10/2020	INV#WRINV122751 Wreath Fundraiser for Student Council	2,454.34



Smart & Final	13748	3/10/2020	3/20 Statement Foods ACC: 512005	935.19
AT&T	13749	3/10/2020	2/19/20-3/18/20 Local Access 831-000-7002	3,248.20
Chartwells Division Services	13750	3/10/2020	INV#K40349042 Cafeteria Services	88,696.00
VOID	13751	VOID 3/10/2020	VOID	-
VOID	13752	VOID 3/10/2020	VOID	-
VOID	13753	VOID 3/11/2020	VOID	-
American Association of Teachers of French (AATF)	13754	3/11/2020	French Concours & Certs	137.75
JW Pepper & Son, Inc	13755	3/11/2020	INV#285046603 Additional Scores for festival	205.33
JW Pepper & Son, Inc	13756	3/11/2020	INV#284219632 Additional Scores for festival	92.27
Dominguez, Marissa	13757	3/11/2020	Payroll Law Conference in Burbank	39.52
AT&T Business Service	13758	3/11/2020	01/20 - AN 051 933 6753 001 LD Charges INDIVIDUAL REF#8189993601	9.33
AT&T Business Service	13759	3/11/2020	01/20 - AN 051 933 23 40 001 LD Charges PBX REF#8188889566	44.74
AT&T Business Service	13760	3/11/2020	01/20 - AN 051 933 37 92 001 LD Charges Main Fax REF#8187109023	67.82
Carrera, Marisela	13761	3/11/2020	AeriesCon 2020	325.70
Madraswala, Rashida	13762	3/11/2020	PLTW Summit	302.13
Franklin, Stephanie	13763	3/11/2020	Regional Competition ACADECA	288.99
Sims, Susan	13764	3/11/2020	Travel to North Campus, multiple dates	50.16
Corr-Robinett, Scott	13765	3/11/2020	Track and Field Meet vs Cleveland HS and Chatsworth HS Electronic Timing	600.00
Franklin, Stephanie	13766	3/11/2020	Study materials Academic Decathlon	1,688.18
Fluker, Fluke	13767	3/11/2020	Road to respect Conference	25.28
Kiamanesh, Holly	13768	3/11/2020	Jelly beans for lab	7.98
Educatus International (Attn M. Semexant)	13769	3/12/2020	2/24/20 Tuition Refund for FX Student Reissue	4,670.00
AT&T Business Service	13770	3/12/2020	02/20 - AN 051 933 23 40 001 LD Charges PBX REF#8188889566	44.74
AT&T	13771	3/12/2020	2/22/20-3/21/20 818 888-1516 Student Store	155.98
AT&T	13772	3/12/2020	2/22/20-3/21/20 818 888-3532 Alarm	293.29
Ryan Detlefsen	13773	3/13/2020	INV#005 Drama	425.00
Dustin Morgan	13774	3/13/2020	INV#004 Little shop of horrors	425.00
Satoshi Kirisawa	13775	3/13/2020	INV#003 Drama Play	425.00
Paul Douglas Taylor	13776	3/13/2020	INV#001 Drama Play	1,825.00
CCSA Employee Welfare Benefit Trust	13777	3/16/2020	03/20 Employee Benefits	332,974.57
AT&T Business Service	13778	3/17/2020	2/10/20-3/9/20 818 888-9566 PBX Trunk 1	44.74
El Camino Real Charter High School 403(B) Plan	13779	3/17/2020	3/13/20 Plan 2563-4428 Charles Schwab Payout	150.00

AT&T	13780	3/17/2020	03/20 339 341-6665 Circuit 1	185.50
Inspire Communication, Inc	13781	3/17/2020	INV#EC2020229 Speech-Language Services	18,487.50
Wyatt, Joe	13782	3/17/2020	Senior Night	224.36
Wyatt, Joe	13783	3/17/2020	Travel Expense: St Joseph (SoCal CIF Regional QF Game)	49.02
Corbett, Beth	13784	3/17/2020	Cheer Supplies	116.48
Judy McLean	13785	3/17/2020	INV#3040 Payroll Services	4,412.50
Christiansen, Mary	13786	3/18/2020	Manual Payroll Check - Wrong Checking Account Number	1,455.54
AT&T	13787	3/18/2020	3/2/20 -4/1/20 818 884-8815 Copper Line Shoup	208.31
AT&T	13788	3/18/2020	03/20 818 888-7050 Alt Ed Line	765.15
AT&T	13789	3/18/2020	03/20 818 716-0810 Alt Ed Fax	155.98
AT&T	13790	3/18/2020	03/20 818 888-3576 Alt Ed Alarm	155.98
AT&T	13791	3/18/2020	03/20 818 348-8124 Alt Ed RM 2	155.98
AT&T Business Service	13792	3/18/2020	1/25/20-2/24/20 AN 051 933 37 92 001 LD Charges Main Fax REF#8187109	97.29
Stanoff, Barbara	13793	3/19/2020	Robotic Boston Competition	156.56
Marshall, Shelly	13794	3/19/2020	costumes for the dance show	284.84
Franklin, Stephanie	13795	3/19/2020	Academic Decathlon Supplies	1,159.75
Beckerman, Jonathan	13796	3/19/2020	Conference: Road to Respect	18.32
Luna, Ilda	13797	3/19/2020	Fluency Matters resources	221.96
AFSCME District Council 36	13798	3/19/2020	02/20 Union Dues	2,659.12
UTLA	13799	3/19/2020	02/20 Union Dues Certificated	13,290.25
Charter Communications Holdings, LLC (Spectrum)	13800	3/19/2020	2/22/20-3/21/20 Fiber back up line AN 8448 20 001 7785691	1,185.06
XXXX	13801	3/26/2020	Foreign Exchange Student Refund FR	1,975.00
Terndrup, John	13802	3/24/2020	CIF State Wrestling Championships (Bakersfield)	1,432.03
Corbett, Beth	13803	3/24/2020	(Trust) Cheer Food	133.56
Duran, Noe	13804	3/24/2020	Football Clinic	261.54
Gruen, Anita	13805	3/24/2020	Cue Conference 2020	309.00
VOID	13806	VOID	VOID	-
American Express	13807	3/26/2020	2/28/2020 AMEX February Darby X3-31039	36,100.64
Purchase Power (Pitney Bowes)	13808	3/30/2020	2/21/20 Meter Refill Acct # 8000 9090 0876 5336	550.98
SJM Industrial Radio	13809	3/30/2020	Radio repair serial number 1880619Z009	145.00
Staples Business Advantage	13810	3/30/2020	Student Supplies - 7305748157	12.18
Staples Business Advantage	13811	3/30/2020	Student Supplies - 7305748157	529.04
Abdon Rosales	13812	3/31/2020	03/20 Gardening Service for Shoup	1,000.00
Watson, Ronnie	13813	3/31/2020	Mileage for sports	99.84

Consoletti, Michael	13814	3/31/2020	Entry fees	810.18
Chartwells Division Services	31641	3/9/2020	INV#4034900110 02/29/20 Board of Directors Meeting Food	143.88
Working With Autism, Inc	31642	3/9/2020	January 2020 Special Ed Services	8,863.71
Brooks Transportation Inc.	31643	3/9/2020	drumline bus to Rancho Cucamonga HS 2/29/2020	850.00
LexisNexis, a division of RELX Inc.	31644	3/9/2020	INV#3092503007 2/20 Online legal research software	400.00
WM Corporate services, INC (Waste Management)	31645	3/9/2020	03/20 Waste Management Services on Shoup	349.37
Grizzly Industrial, Inc.	31646	3/9/2020	Woodshop Repair parts Grizzly Bandsaw	161.70
Gopher	31647	3/9/2020	PE Budget - Equipment	2,672.47
Cimarron Sign Services, Inc.	31648	3/9/2020	2019 Girls Tennis Division 1 Championship Sign - Girls Tennis	346.85
Eastbay Team Sales	31649	3/9/2020	softball budget-helmets Jv team	340.36
TPRS Publishing, Inc. dba Fluency Matters	31650	3/9/2020	Conference 7/14-7/17 2020	3,592.00
Vista Paint Corporation	31651	3/9/2020	INV #2020-306088-00 Custodial Supplies	188.78
Jason B Frawley	31652	3/9/2020	INV#1014th wooden tree stump props	104.33
Brooks Transportation Inc.	31653	3/9/2020	Athletics Budget - Transportation Week of February 24, 2020	3,675.00
Golden Star Technology, Inc	31654	3/10/2020	IDF cabinets for the new network switches	6,135.54
Wespac Plan Services, LLC	31655	3/10/2020	01/20 2020Q1 Recordkeeping Fees-457(B) Plan	250.00
Westlake High School	31656	3/10/2020	Jazz Festival Entrance Fee 5/9/2020	655.00
StaffRehab	31657	3/10/2020	INV#SS-37321 Staff Rehab Services	2,706.18
West Ranch High School Band Boosters	31658	3/10/2020	Festival registration fees 5/16/2020	450.00
Child and Family Guidance Center	31659	3/10/2020	1/2020 Direct Student Services 253003M005	47.00
Rent-It	31660	3/10/2020	Box Truck for drumline competition at Monrovia High School 2-15-20	236.02
Child and Family Guidance Center	31661	3/10/2020	1/2020 Direct Student Services 012505M016	11.75
Brooks Transportation Inc.	31662	3/10/2020	INV#15919 ROTC bus to Military Ball at Bonaventure Hotel, 2/22/2020	2,000.00
Sports Imports Inc	31663	3/10/2020	Coaches Box - Boys Volleyball Budget	1,235.32
The Print Spot	31664	3/10/2020	INV#1732 Invitations for senior night	697.98
Brooks Transportation Inc.	31665	3/10/2020	Athletics Budget - Transportation Week of February 17, 2020	3,125.00
Los Angeles Maritime Institute	31666	3/10/2020	INV#ECRCHS3420 LA Maritime Field Trip Spec. Ed.	4,300.00
Houghton Mifflin Harcourt	31667	3/10/2020	Houghton Mifflin - Reading Inventory Hosting Renewal	400.00
Gold Star Brigade	31668	3/10/2020	Jazz Festival Fee 4/18/2020	500.00
Child and Family Guidance Center	31669	3/10/2020	1/2020 Direct Student Services 01250M017	35.25
Wespac Plan Services, LLC	31670	3/10/2020	01/20 Quarterly Recordkeeping Fees-403(B) Plan	262.76
DirectEd Specialized Services LLC	31671	3/10/2020	INV#DE55004 PSYCH- Special Ed Services	1,035.00
Woodwind & Brasswind, Inc.	31672	3/10/2020	Band Equipment	497.95

SawStop	31673	3/11/2020	Supplemental repair parts, Sawstop	68.65
MRC Smart Technology Solutions(SoCal Office)	31674	3/11/2020	Copier, Training Analyst, Service	10,279.00
City of Los Angeles	31675	3/12/2020	2/1/20 False Alarm Fee Inv#2393181	516.00
Fresno County Superintendent of Schools	31676	3/12/2020	Cyber high unlimited use access	8,500.00
Turf Team, Inc.	31677	3/11/2020	Baseball Cage Netting - Baseball Budget	3,980.00
BSN Sports, LLC	31678	3/12/2020	Gatorade Performance Package - Track and Field Budget	278.48
U.S. Bank Equipment Finance	31679	3/12/2020	2/20/20-3/19/20 INV#408103190 Copiers Shoup	869.62
BSN Sports, LLC	31680	3/12/2020	Gatorade Performance Package - Boys Tennis Budget	278.48
CompuClaim	31681	3/12/2020	02/20 MeduClaim Procedure Code Billing(LEA)	270.02
LADWP	31682	3/19/2020	Billing Shoup Property	3,077.49
Purchase Power (Pitney Bowes)	31683	3/20/2020	12/21/19 Late Fee Acct # 0017360421	32.00
BRMS (CharterLIFE)	31684	3/20/2020	04/20 Admin Fee	231.00
Coutin School LLC	31685	3/20/2020	01/20 Special Ed Services Coutin	6,276.34
MRC Smart Technology Solutions(SoCal Office)	31686	3/20/2020	3/17/20-4/16/20 BW and Color Copies for Managed Print Service for Deskt	931.30
The Print Spot	31687	3/20/2020	Lacrosse Team Banner - Athletics Budget	118.55
PARS	31688	3/20/2020	01/20 PARS ARS Fees	336.93
Uniform Warehouse, INC	31689	3/20/2020	Security Uniforms	490.17
Coutin School LLC	31690	3/20/2020	02/20 Special Ed Services Coutin	6,603.24
Edgenuity Inc.	31691	3/20/2020	Enrollment for student	650.00
The Print Spot	31692	3/20/2020	Volleyball Team Banner - Athletics Budget	135.45
McCalla Company	31693	3/20/2020	Custodial Supplies	423.85
Esther Y Chang	31694	3/21/2020	INV#2020-02-ECR Consulting Services CalSTRS Audit	315.00
Woodwind & Brasswind, Inc.	31695	3/21/2020	Band Equipment	183.96
DirectEd Specialized Services LLC	31696	3/21/2020	INV#DE55271 PSYCH - Special Ed Services	115.00
Brooks Transportation Inc.	31697	3/21/2020	ROTC trip to Mira Mesa HS 2/29/2020	1,725.00
Brooks Transportation Inc.	31698	3/21/2020	Humanitas trip to L.A. Zoo 3/5/2020	350.00
The Cruz Center	31699	3/21/2020	INV#2596 Special Ed Services	625.00
Brooks Transportation Inc.	31700	3/21/2020	Athletic Budget - Transportation Week of March 2, 2020	4,037.25
Rent-It	31701	3/21/2020	Box Truck for competition on 2-29-20	277.58
Brooks Transportation Inc.	31702	3/21/2020	Sp. Ed. Trip to Moorpark College 3/5/2020	425.00
Brooks Transportation Inc.	31703	3/21/2020	Athletic Budget - Transportation March 3, 2020	2,400.00
Brooks Transportation Inc.	31704	3/21/2020	Best of the Bay Step Team Competition in Oakland 2/28-3/1/2020	4,500.00
Brooks Transportation Inc.	31705	3/21/2020	AP Spanish trip to Bilingual Foundation of the Arts 3/8/2020	450.00

Merit Oil Company	31706	3/24/2020	2/4/20 Gasoline, Delivery Fee, Fuel Surcharge	467.28
Canon Solutions America, Inc	31707	3/24/2020	2/27/20-5/26/20 Copier Maintenance Contract 2039753	2,262.60
EdLogical Group Corp	31708	3/24/2020	INV#91358448 Special Ed Services	19,843.11
SawStop	31709	3/24/2020	woodshop repair parts, sawtop table saw	435.48
Woodwind & Brasswind, Inc.	31710	3/24/2020	Band Equipment	44.35
Vista Paint Corporation	31711	3/24/2020	INV# 32020-333523-00 Custodial Supplies	413.98
Working With Autism, Inc	31712	3/24/2020	2/2020 Special Ed Services	12,674.95
Penn State Industries, Inc.	31713	3/24/2020	Project supplies	49.95
Xerox Financial Services	31714	3/25/2020	2/28/20-3/27/20 Equipment Lease-Contract 010-0077477-002	262.56
Xerox Financial Services	31715	3/25/2020	2/29/20-3/30/20 Equipment Lease-Contract 010-0077477-001	127.73
The Print Spot	31716	3/25/2020	print additional classroom mission/vision posters	1,281.15
Gardena Valley News	31717	3/25/2020	INV#29530 3/4/2020 Newspaper printing	578.86
Xerox Financial Services	31718	3/25/2020	03/20 Equipment Lease-Contract 010-0077477-003	90.35
The Home Depot	31719	3/25/2020	Feb. 2020 INV#2626173	83.65
Child and Family Guidance Center	31720	3/27/2020	February 2020 Special Ed Services Northpoint	2,810.20
Fast Deer Bus Charter, Inc	31721	3/27/2020	3/7/20 - Boys Basketball to Arroyo Grande High School - 2020 SoCal CIF Re	1,680.90
Fast Deer Bus Charter, Inc	31722	3/27/2020	3/5/20 Boys Basketball Buss to St. Joseph HS	1,927.62
WM Corporate services, INC (Waste Management)	31723	3/27/2020	INV#0264807-4801-6 Waste Management Services on Shoup	349.37
DirectEd Specialized Services LLC	31724	3/28/2020	INV#DE56082 PSYCH - Special Ed Services	2,472.50
DirectEd Specialized Services LLC	31725	3/28/2020	INV#DE55621 PSYCH - Special Ed Services	422.05
Aeries Software	31726	3/28/2020	Spring 2020 Conf. INV#Conf-19916	675.00
DLL Financial Services, Inc.	SPACH79	3/9/2020	INV#66670939 Copier Lease Contract 25426256	2,180.21
DLL Financial Services, Inc.	SPACH80	3/9/2020	65877538 Copier Lease Contract 25426256	982.36
Kelly Services, Inc.	SPACH81	3/11/2020	INV#236404 Teachers through 2/16/2020	16,762.37
Kelly Services, Inc.	SPACH82	3/11/2020	INV#233271 Teachers through 2/09/2020	16,088.41
Piece of Mind Care Services	SPACH83	3/14/2020	INV#0000067 SpEd Services(Teacher, Aide, Aide-ElCo Continuation)	3,960.00
Piece of Mind Care Services	SPACH84	3/14/2020	INV#0000066 SpEd Services(Teacher, Aide, Aide-ElCo Continuation)	74,055.26
Kelly Services, Inc.	SPACH85	3/24/2020	Substitute Teachers through 3/8/2020	17,246.59
Kelly Services, Inc.	SPACH86	3/27/2020	INV#242833 Substitute Teachers through 3/01/2020	11,688.47

## Check Register

Account: 1826 - ASB

El Camino Real HS

Mar 2020

Grand Total: 12,436.61

Name	Check No.	VOID	Date	Memo	Amount
Deny Sportswear	1459		3/2/2020	2019 Conquistador Tournament Awards/Trophies - Girls Basketball Trust	253.60
Event Apparel, Inc	1460		3/4/2020	Stirrups, Batter Box - Softball Trust	701.56
Shahad Alsafi	1461		3/4/2020	Reimbursement for Pizza for Cultural Club	76.05
Turf Team, Inc.	1462		3/6/2020	Baseball Cage Netting - Baseball Trust	3,980.00
AKD Ink/AKidzdream Inc	1463		3/6/2020	Embroidery work - Boys Basketball Trust	457.00
OnTrack and Field, Inc	1464		3/11/2020	Spikes - Track and Field Trust	312.08
Eastbay Team Sales	1465		3/13/2020	Boys Volleyball Trust: JV Shorts/Backpacks	1,646.30
California Print Company	1466		3/16/2020	Boys Volleyball Trust - Fundraiser Hoodies	246.38
California Print Company	1467		3/16/2020	Boys Volleyball Trust: Backpacks/Warm-ups	416.93
Sideline Power, LLC	1468		3/17/2020	INV#4507 Coaches Headset	1,285.00
Webster, Stefan	1469		3/19/2020	Consumables for Mountain Bike Club Team	1,916.14
Lee, Alyssa	1470		3/19/2020	Boys Volleyball: JV Tournament Trophies	101.04
Deny Sportswear	1471		3/20/2020	KB LOI Plaque - Boys Basketball Trust	36.23
Brigham, John	1472		3/20/2020	Boys Lacrosse Scrimmage - 1/11/20 Crescenta Valley HS vs Notre Dame HS Officials	12.00
Allen Mirnyy	1473		3/20/2020	Refund For E-Sports Gear	19.00
See's Candy Shops, Incorporated	1474		3/26/2020	Candies for Fundraiser	571.80
Blue Chip Athletic, Inc.	1475		3/30/2020	T-Shirts - Wrestling Trust	405.50

# Cover Sheet

## March 2020 Financial Update

**Section:** III. Financial  
**Item:** B. March 2020 Financial Update  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** ECR Presentation PP - Mar 2020.pdf

# El Camino Real Charter High School



Financial Report for March 31, 2020  
Provided By: ICON School Management





# YTD Comparison

- Variance for LCFF Entitlement as of 03/31 is now on Accrual Basis. It had been recorded as cash basis in the 18-19 year.

- All other Revenue and Expenses appear normal for this period and in comparison, to 03/31/2019

- Due to OPEB Investments in Stock Market, recent Stock Market activity caused the FMV of the OPEB Investments to drop more than 15%.

		As of Mar 2020	As of Mar 2019	\$ Difference	% Difference
<b>Revenue</b>	LCFF Entitlement	\$ 25,724,732	\$ 22,655,927	\$ 3,068,805	11.93%
	Federal Revenue	1,221,364	1,052,384	168,980	13.84%
	Other State Revenues	2,525,743	2,770,699	(244,956)	-9.70%
	Local Revenues	(491,375)	2,169,872	(2,661,247)	541.59%
	Fundraising and Grants	384,009	-	384,009	100.00%
	<b>Total Revenue</b>	<b>29,364,473</b>	<b>28,648,882</b>	<b>715,591</b>	<b>2.44%</b>
<b>Expenses</b>	Salaries and Benefits	22,932,144	21,605,161	1,326,983	5.79%
	Books and Supplies	2,192,322	2,505,727	(313,405)	-14.30%
	Services and Other Operations	5,876,717	4,986,285	890,432	15.15%
	Depreciation	424,833	191,644	233,189	N/A
	<b>Total Expenses</b>	<b>31,426,016</b>	<b>29,288,817</b>	<b>2,137,199</b>	<b>6.80%</b>
<b>Fund Balance</b>	<b>Net Income (Loss)</b>	<b>\$ (2,061,543)</b>	<b>\$ (639,935)</b>	<b>\$(1,421,608)</b>	<b>68.96%</b>
	Beginning Balance (Unaudited)	7,722,662	11,966,952	(4,244,290)	
	<b>Ending Balance (Estimated)</b>	<b>\$ 5,661,119</b>	<b>\$ 11,327,017</b>	<b>\$(5,665,898)</b>	



# YTD to Current Forecast

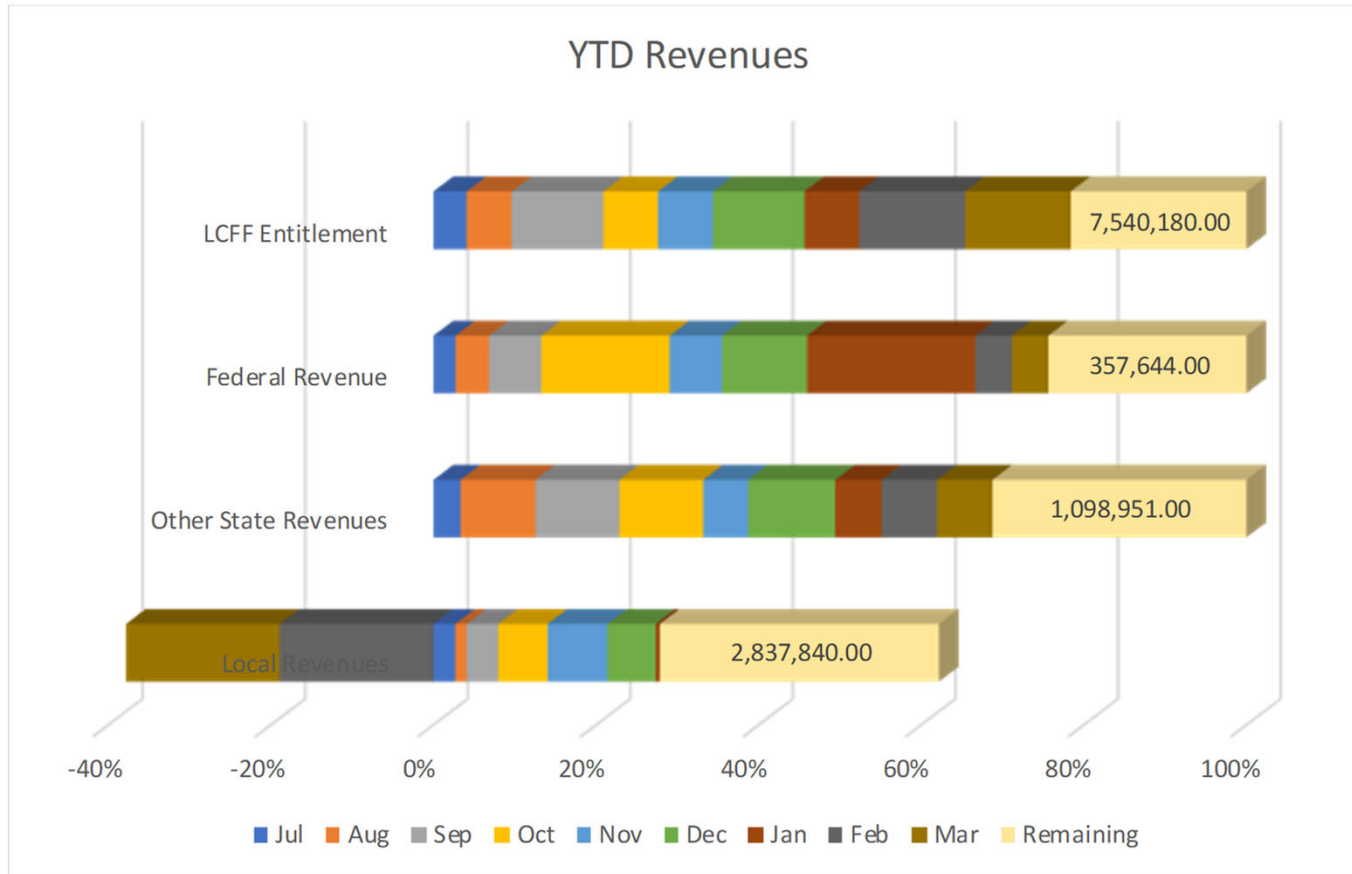
- 5% of Total LCFF Revenue coming in for Jul & Aug. 9% started in September.

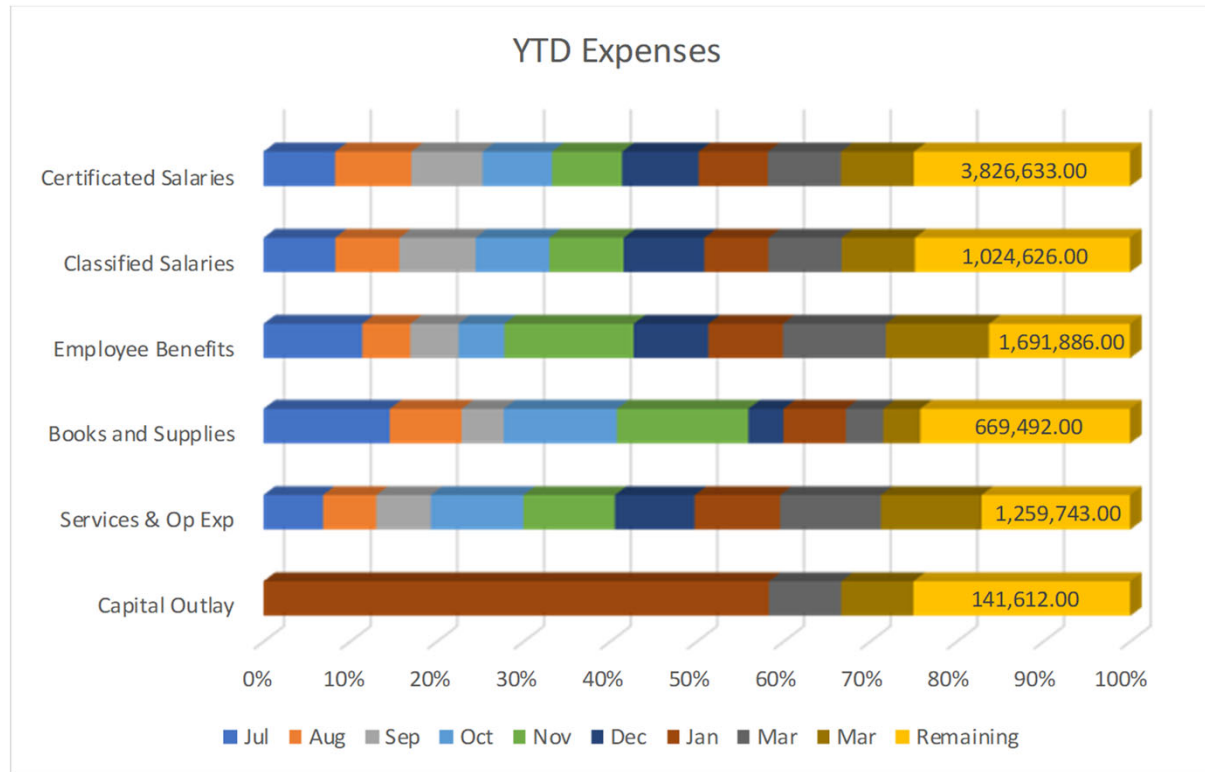
- Federal Revenue, other than Child Nutrition and SPED, is not 2nd apportioned until March.

- Books and Supplies expenses are usually high in the beginning of school year.

		As of Mar 2020	Current Forecast	% Used
<b>Revenue</b>	LCFF Entitlement	\$ 25,724,732	\$ 33,264,913	77.33%
	Federal Revenue	1,221,364	1,579,009	77.35%
	Other State Revenues	2,525,743	3,624,694	69.68%
	Local Revenues	(491,375)	2,730,475	-18.00%
	<b>Total Revenue</b>	<b>28,980,464</b>	<b>41,199,091</b>	<b>70.34%</b>
<b>Expenses</b>	Salaries and Benefits	22,932,144	29,857,812	76.80%
	Books and Supplies	2,192,322	2,766,650	79.24%
	Services and Other Operation	5,876,717	7,352,440	79.93%
	Depreciation	424,833	566,445	75.00%
	<b>Total Expenses</b>	<b>31,426,016</b>	<b>40,543,347</b>	<b>77.51%</b>
<b>Fund Balance</b>	<b>Net Income (Loss)</b>	<b>\$ (2,061,543)</b>	<b>\$ 655,744</b>	<b>-314.38%</b>
	Beginning Balance (Unaudited)	7,722,662	7,722,662	
	<b>Ending Balance (Estimated)</b>	<b>\$ 5,661,119</b>	<b>\$ 8,378,406</b>	







Book and Supplies - This is normally high in the first few school months due to preparation of the coming school year. In addition, food expenses were deferred and are now being paid regularly.



## Adopted Budget vs Current Forecast comparison (Revenue)

		Updated Projected Budget	Current Forecast	\$ Variance
<b>Revenue</b>	LCFF Entitlement	\$ 33,264,913	\$ 33,264,913	\$ -
	Federal Revenue	1,579,009	1,579,009	-
	Other State Revenues	3,624,694	3,624,694	-
	Local Revenues	2,730,475	2,730,475	-
	<b>Total Revenue</b>	<b>41,199,091</b>	<b>41,199,091</b>	<b>-</b>

LCFF entitlement – Initial budget was based on 3,457 student@ 95% attendance rate (3,284 ADA) and it has been updated with actual enrollment (3,471) @ 94% conservative attendance rate (projected ADA – 3,262.74)

Federal Revenues – Title Funds allocation is based on latest released information from CDE (Feb 2020). Special Ed is based on new LAUSD SELPA rate.

Other State Revenues – Based on new LAUSD SELPA rate for Special Ed revenues, Lottery and Mandated Block Grant are updated based on the new rate.

Local Revenues – including International Student (67FT and 5PT) and projected based on few months of operations. Due to uncertainty of Stock Market and potential losses Charter School will absorb, this has caused Local Revenue to be negative.



## Adopted Budget vs Current Forecast comparison (Expenses)

		Updated	Current	
		Projected Budget	Forecast	\$ Variance
<b>Expenses</b>	Salaries and Benefits	29,857,812	29,857,812	-
	Books and Supplies	2,900,000	2,766,650	133,350.00
	Services and Other Operatio	7,352,440	7,352,440	-
	Depreciation	566,445	566,445	-
	Other Outgo	-	-	-
	<b>Total Expenses</b>	<b>40,676,697</b>	<b>40,543,347</b>	<b>133,350.00</b>

Salaries and Benefits – This is based on Actual expenditures for 19-20 and projected out for the rest of the year and each employee being broken out. For 19-20 Adopted Budget, the salaries had ins and outs and then a 3% increase.

Books and Supplies – Due to a significant amount of prepaids this has continued to increase as those expenses are prorated over the 19-20 fiscal year.

Services and other Operations – Based on few months of operation and new assumption for some expenses.

Other Outgo – Projected based on PY Unaudited actual.



# Balance Sheet

- Accounts receivable – Mainly LCFF March portion (LCFF & EPA) which will be received in early April.

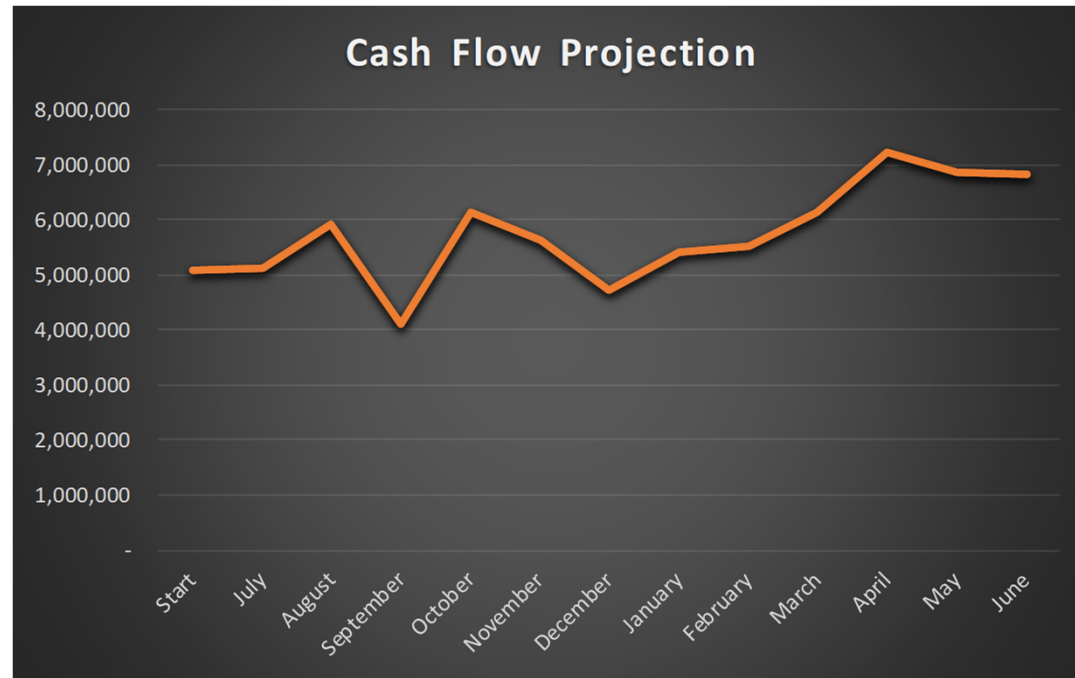
- Investment accounts is reconciled as of March 31, 2020. New Investment Company which charges lower fees and is more hands on.

- OPEB liabilities have been adjusted for the OPEB expense and Investment Account.

		As of Mar 2020	As of Mar 2019	YTD Change
<b>ASSETS</b>	Cash Balance	\$ 6,144,447	\$ 6,689,849	(545,402)
	Accounts Receivable	4,123,365	64,733	4,058,632
	Prepays	274,650	120,163	154,487
	Fixed Assets, Net	6,746,230	7,485,000	(738,770)
	Investments	7,039,651	7,000,351	39,300
	<b>Total Assets</b>	<b>\$ 24,328,343</b>	<b>\$ 21,360,096</b>	<b>2,968,247</b>
<b>LIABILITIES AND FUND BALANCE</b>	Accounts Payable	\$ 590,043	\$ 793,707	(203,664)
	Due to Others	237,807	180,964	56,843
	OPEB Liability	14,695,045	8,995,650	5,699,395
	Deferred Revenue	930,829	54,500	876,329
	Current Loans and Other Payable	1,698,637	10,943	1,687,694
	<b>Total Liabilities</b>	<b>18,152,361</b>	<b>10,035,764</b>	<b>180.88%</b>
	Beginning Balance (Unaudited)	8,237,523	11,966,952	(3,729,429)
	Net Income (Loss)	(2,061,541)	(642,620)	(1,418,921)
	<b>Ending Balance (Estimated)</b>	<b>6,175,982</b>	<b>11,324,332</b>	<b>(5,148,350)</b>
	<b>Total Liabilities and Fund Balance</b>	<b>\$ 24,328,343</b>	<b>\$ 21,360,096</b>	<b>2,968,247</b>



## 2019-20 Cash flow projection



- Projected ECR ending cash balance of \$6.8M at the end of 19-20 SY
- Days Cash on hand is 50 days.





## Questions?

John J. Arndt, CPA

Chief Financial Officer

jarndt@iconsm.com

## ICON School Management



**El Camino Real Charter High School**  
**Income Statement**  
**March 31, 2020**

	Actual												YTD	Budget		% Approved Budget v. Current Forecast	
	Start-up Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Actual YTD	Approved Budget		Current Forecast
	<b>SUMMARY</b>																
<b>Revenue</b>																	
LCFF Entitlement	-	1,430,827.00	1,935,719.00	3,942,066.00	2,347,898.00	2,347,898.00	3,942,067.00	2,347,897.50	2,884,427.50	4,545,932.00	-	-	-	25,724,732	33,542,180	33,264,913	(277,267)
Federal Revenue	-	39,955.92	60,540.39	94,828.51	231,415.06	94,672.20	153,492.51	304,098.88	176,557.08	65,803.52	-	-	-	1,221,364	1,510,733	1,579,009	68,276
Other State Revenues	-	117,975.86	325,053.72	362,516.78	363,283.96	194,454.28	376,686.70	201,421.36	344,115.08	240,235.35	-	-	-	2,525,743	3,231,197	3,624,694	393,497
Local Revenues	-	214,162.13	56,724.55	289,509.64	414,407.62	541,942.13	441,566.52	12,800.69	(881,729.08)	(1,580,758.72)	-	-	-	(491,375)	1,956,880	2,132,230	175,350
Fundraising and Grants	-	7,763.64	57,955.56	32,947.17	87,026.00	66,526.78	48,767.87	30,247.69	34,275.48	18,499.27	-	-	-	384,009	-	598,245	598,245
<b>Total Revenue</b>	-	<b>1,810,684.55</b>	<b>2,435,993.22</b>	<b>4,721,868.10</b>	<b>3,444,030.64</b>	<b>3,245,493.39</b>	<b>4,962,580.60</b>	<b>2,896,466.12</b>	<b>2,557,646.06</b>	<b>3,289,711.42</b>	-	-	-	<b>29,364,474</b>	<b>40,240,990</b>	<b>41,199,091</b>	<b>958,101</b>
<b>Expenses</b>																	
Compensation and Benefits	-	2,795,107.85	2,231,982.62	2,201,383.11	2,128,688.30	3,145,969.11	2,633,974.25	2,426,161.73	2,875,700.97	2,493,175.78	-	-	-	22,932,144	29,897,456	29,857,812	(39,644)
Books and Supplies	-	411,165.43	228,982.97	134,063.79	361,488.59	420,158.19	111,794.03	205,589.22	127,044.75	192,035.15	-	-	-	2,192,322	2,021,500	2,766,650	745,150
Services and Other Operating Expenditures	-	505,759.00	453,613.71	462,866.35	785,525.89	758,916.24	698,648.09	719,626.26	859,790.66	631,970.35	-	-	-	5,876,717	7,422,505	7,352,440	(70,065)
Depreciation	-	-	-	-	-	-	-	330,425.41	47,203.63	47,203.63	-	-	-	424,833	712,052	566,445	(145,607)
Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	-	<b>3,712,032.28</b>	<b>2,914,579.30</b>	<b>2,798,313.25</b>	<b>3,275,702.78</b>	<b>4,325,043.54</b>	<b>3,444,416.37</b>	<b>3,681,802.62</b>	<b>3,909,740.01</b>	<b>3,364,384.91</b>	-	-	-	<b>31,426,015</b>	<b>40,053,513</b>	<b>40,543,347</b>	<b>489,834</b>
<b>Operating Income</b>	-	<b>(1,901,347.73)</b>	<b>(478,586.08)</b>	<b>1,923,554.85</b>	<b>168,327.86</b>	<b>(1,079,550.15)</b>	<b>1,518,164.23</b>	<b>(785,336.50)</b>	<b>(1,352,093.95)</b>	<b>(74,673.49)</b>	-	-	-	<b>(2,061,541)</b>	<b>187,477</b>	<b>655,744</b>	<b>468,267</b>
<b>Fund Balance</b>																	
Beginning Balance (Unaudited)														7,725,626	-	7,725,626	
Audit Adjustment														(2,964)	-	(2,964)	
Beginning Balance (Audited)														7,722,662	-	7,722,662	
Operating Income														(2,061,541)	-	655,744	
<b>Ending Fund Balance</b>														<b>5,661,121</b>	-	<b>8,378,406</b>	

**El Camino Real Charter High School**  
**Income Statement**  
**March 31, 2020**

	Actual											YTD	Budget					
	Start-up Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April		May	June	Actual YTD	Approved	Current	% Approved
																Budget	Forecast	Budget v. Current Forecast
<b>REVENUE</b>																		
<b>LCFF Entitlement</b>																		
8011 Charter Schools General Purpose Entitlement - State Aid	-	933,017.00	933,017.00	1,679,430.00	1,679,430.00	1,679,430.00	1,679,430.00	1,679,430.00	1,714,609.00	1,714,609.00			13,692,402	20,172,916	18,811,899	(1,361,017)		
8012 Education Protection Account Entitlement	-	-	-	1,594,169.00	-	-	-	1,594,169.00	-	-	1,858,045.00		5,046,383	5,801,039	6,156,470	355,431		
8019 State Aid - Prior Years	-	(3,541.00)	-	-	-	-	-	-	-	-	-		(3,541)	-	(3,541)	(3,541)		
8096 Charter Schools in Lieu of Property Taxes	-	501,351.00	1,002,702.00	668,467.00	668,468.00	668,468.00	668,468.00	668,467.50	1,169,818.50	973,278.00			6,989,488	7,568,225	8,300,085	731,860		
<b>SUBTOTAL - LCFF Entitlement</b>	-	<b>1,430,827.00</b>	<b>1,935,719.00</b>	<b>3,942,066.00</b>	<b>2,347,898.00</b>	<b>2,347,898.00</b>	<b>3,942,067.00</b>	<b>2,347,897.50</b>	<b>2,884,427.50</b>	<b>4,545,932.00</b>	-	-	<b>25,724,732</b>	<b>33,542,180</b>	<b>33,264,913</b>	<b>(277,267)</b>		
<b>Federal Revenue</b>																		
8181 Special Education - Entitlement	-	39,955.92	80,840.08	53,687.11	53,687.11	53,687.11	53,687.11	53,687.11	93,952.44	64,942.01			548,126	653,786	665,932	12,146		
8220 Child Nutrition Programs	-	-	(20,299.69)	41,141.40	43,543.82	35,165.09	73,598.63	65,146.77	44,739.74	861.51			283,897	325,832	341,185	15,353		
8290 No Child Left Behind	-	-	-	-	-	-	-	-	-	-			-	-	-	-		
8291 Title I	-	-	-	-	85,308.00	-	-	156,532.00	-	-			241,840	340,014	343,970	3,956		
8292 Title II	-	-	-	-	19,103.00	5,820.00	-	22,416.00	-	-			47,339	71,647	76,368	4,721		
8293 Title III	-	-	-	-	-	-	-	-	-	-			-	-	23,255	23,255		
8294 Title IV	-	-	-	-	5,923.00	-	-	6,317.00	-	-			12,240	19,454	25,266	5,812		
8296 Other Federal Revenue	-	-	-	-	23,850.13	-	26,206.77	-	37,864.90	-			87,922	100,000	103,033	3,033		
<b>SUBTOTAL - Federal Revenue</b>	-	<b>39,955.92</b>	<b>60,540.39</b>	<b>94,828.51</b>	<b>231,415.06</b>	<b>94,672.20</b>	<b>153,492.51</b>	<b>304,098.88</b>	<b>176,557.08</b>	<b>65,803.52</b>	-	-	<b>1,221,364</b>	<b>1,510,733</b>	<b>1,579,009</b>	<b>68,276</b>		
<b>Other State Revenue</b>																		
8381 Special Education - Entitlement (State)	-	117,134.26	234,014.29	156,066.02	289,073.06	156,066.02	156,066.02	161,066.03	273,115.54	188,783.80			1,731,385	1,939,946	2,097,408	157,462		
8520 Child Nutrition - State	-	-	4,411.12	3,311.26	17,021.54	2,872.64	2,513.71	5,305.91	3,682.17	-			39,118	25,688	47,628	21,940		
8550 Mandated Cost Reimbursements	-	-	-	-	-	-	153,952.00	-	-	-			153,952	148,547	161,202	12,655		
8560 State Lottery Revenue	-	-	-	169,886.67	-	-	-	-	-	-			169,887	669,943	757,920	87,977		
8590 All Other State Revenue	-	841.60	86,628.31	33,252.83	57,189.36	35,515.62	64,154.97	35,049.42	67,317.37	51,451.55			431,401	447,073	560,536	113,463		
<b>SUBTOTAL - Other State Revenue</b>	-	<b>117,975.86</b>	<b>325,053.72</b>	<b>362,516.78</b>	<b>363,283.96</b>	<b>194,454.28</b>	<b>376,686.70</b>	<b>201,421.36</b>	<b>344,115.08</b>	<b>240,235.35</b>	-	-	<b>2,525,743</b>	<b>3,231,197</b>	<b>3,624,694</b>	<b>393,497</b>		
<b>Local Revenue</b>																		
8634 Food Service Sales	-	3,972.50	26,434.50	37,729.50	37,054.83	34,045.85	23,809.00	19,227.00	32,301.16	20,895.50			235,470	256,880	335,950	79,070		
8639 All Other Sales	-	1,428.00	-	(770.00)	(87.39)	-	-	-	-	-			571	-	-	-		
8660 Interest	-	22,156.97	32,019.76	8,754.97	9,749.14	5,313.68	33,657.62	700.71	5,789.27	13,836.03			131,978	-	200,000	200,000		
8662 Net Increase (Decrease) in the Fair Value of Investments	-	31,130.81	(138,555.15)	135,761.15	224,050.99	237,147.49	282,415.80	(108,562.48)	(958,007.36)	(1,672,817.55)			(1,967,436)	50,000	-	(50,000)		
8690 Other Local Revenue	-	155,388.85	136,825.44	108,034.02	143,640.05	265,435.11	101,684.10	101,435.46	38,187.85	57,327.30			1,107,958	1,500,000	1,596,280	96,280		
8715 Option 3 SPED	-	-	-	-	-	-	-	-	-	-			-	150,000	-	(150,000)		
8999 Uncategorized Revenue	-	85.00	-	-	-	-	-	-	-	-			85	-	-	-		
<b>SUBTOTAL - Local Revenue</b>	-	<b>214,162.13</b>	<b>56,724.55</b>	<b>289,509.64</b>	<b>414,407.62</b>	<b>541,942.13</b>	<b>441,566.52</b>	<b>12,800.69</b>	<b>(881,729.08)</b>	<b>(1,580,758.72)</b>	-	-	<b>(491,375)</b>	<b>1,956,880</b>	<b>2,132,230</b>	<b>175,350</b>		
<b>Fundraising and Grants</b>																		
8804 ASB Revenues	-	7,763.64	57,955.56	32,947.17	87,026.00	66,526.78	48,767.87	30,247.69	34,275.48	18,499.27			384,009	-	598,245	598,245		
<b>SUBTOTAL - Fundraising and Grants</b>	-	<b>7,763.64</b>	<b>57,955.56</b>	<b>32,947.17</b>	<b>87,026.00</b>	<b>66,526.78</b>	<b>48,767.87</b>	<b>30,247.69</b>	<b>34,275.48</b>	<b>18,499.27</b>	-	-	<b>384,009</b>	<b>-</b>	<b>598,245</b>	<b>598,245</b>		
<b>TOTAL REVENUE</b>	-	<b>1,810,684.55</b>	<b>2,435,993.22</b>	<b>4,721,868.10</b>	<b>3,444,030.64</b>	<b>3,245,493.39</b>	<b>4,962,580.60</b>	<b>2,896,466.12</b>	<b>2,557,646.06</b>	<b>3,289,711.42</b>	-	-	<b>29,364,474</b>	<b>40,240,990</b>	<b>41,199,091</b>	<b>958,101</b>		

**El Camino Real Charter High School**  
**Income Statement**  
**March 31, 2020**

												Actual	YTD	Budget		
Start-up	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Actual YTD	Approved Budget	Current Forecast	% Approved Budget v. Current Forecast
<b>EXPENSES</b>																
<b>Compensation &amp; Benefits</b>																
<b>Certificated Salaries</b>																
1100 Teachers Salaries	-	1,029,669.58	1,115,239.52	1,032,299.11	1,010,354.19	1,021,978.79	1,096,883.69	1,012,573.00	1,057,511.74	1,003,600.74			9,380,110	12,985,870	12,568,999	(416,871)
1200 Certificated Pupil Support Salaries	-	147,152.41	148,104.10	143,482.22	130,672.21	132,287.15	160,408.73	129,102.49	147,260.46	136,679.97			1,275,150	1,306,748	1,701,208	394,460
1300 Certificated Supervisor & Administrator Salaries	-	91,563.79	86,397.75	86,347.75	86,347.75	88,351.86	95,168.84	86,910.95	86,910.95	86,347.75			794,347	1,126,293	1,071,089	(55,204)
1900 Certificated Other Salaries	-	-	-	-	-	-	-	-	-	-			-	141,368	-	(141,368)
<b>SUBTOTAL - Certificated Salaries</b>	-	<b>1,268,385.78</b>	<b>1,349,741.37</b>	<b>1,262,129.08</b>	<b>1,227,374.15</b>	<b>1,242,617.80</b>	<b>1,352,461.26</b>	<b>1,228,586.44</b>	<b>1,291,683.15</b>	<b>1,226,628.46</b>	-	-	<b>11,449,607</b>	<b>15,560,278</b>	<b>15,341,296</b>	<b>(218,982)</b>
<b>Classified Salaries</b>																
2100 Classified Instructional Aide Salaries	-	140,544.57	40,869.18	76,029.32	79,814.17	72,262.43	87,607.77	55,427.01	78,821.21	86,473.23			717,849	937,755	927,554	(10,201)
2200 Classified Support Salaries	-	94,299.23	110,884.90	142,864.45	130,102.19	124,161.11	133,755.72	118,779.29	117,762.37	124,756.91			1,097,366	861,652	1,464,846	603,194
2300 Classified Supervisor & Administrator Salaries	-	58,381.08	72,627.78	55,668.35	54,045.84	56,658.31	58,346.33	56,511.19	57,194.62	57,698.37			527,132	437,199	707,238	270,039
2400 Classified Clerical & Office Salaries	-	46,979.43	79,970.52	86,864.71	86,944.28	72,572.24	79,739.53	73,189.06	80,430.10	89,039.96			695,730	1,363,468	926,260	(437,208)
2900 Classified Other Salaries	-	1,265.54	1,255.58	1,005.61	1,114.15	28,166.30	24,575.39	1,258.95	14,479.34	4,967.32			78,088	152,786	100,642	(52,144)
<b>SUBTOTAL - Classified Salaries</b>	-	<b>341,469.85</b>	<b>305,607.96</b>	<b>362,432.44</b>	<b>352,020.63</b>	<b>353,820.39</b>	<b>384,024.74</b>	<b>305,165.50</b>	<b>348,687.64</b>	<b>362,935.79</b>	-	-	<b>3,116,165</b>	<b>3,752,859</b>	<b>4,126,540</b>	<b>373,681</b>
<b>Employee Benefits</b>																
3100 STRS	-	212,800.69	228,473.84	217,014.13	209,220.54	212,536.55	224,977.29	207,293.38	216,943.19	207,020.02			1,936,280	2,568,458	2,593,063	24,605
3200 PERS	-	36,885.52	56,383.71	63,507.22	56,401.44	58,137.24	63,757.58	57,129.00	61,352.16	65,582.61			519,136	699,627	672,465	(27,162)
3300 OASDI-Medicare-Alternative	-	44,487.03	46,377.89	47,781.86	41,862.57	40,500.10	44,507.64	40,396.51	43,397.62	43,924.59			393,236	513,406	521,414	8,009
3400 Health & Welfare Benefits	-	623,724.29	(11,738.33)	(13,709.37)	(9,222.15)	973,933.37	312,479.12	317,407.86	637,749.44	324,294.98			3,154,919	3,434,125	3,442,875	8,750
3500 Unemployment Insurance	-	605.47	-	-	-	-	-	-	-	-			605	11,045	34,125	23,080
3600 Workers Comp Insurance	-	35,548.00	20,368.12	20,225.27	19,321.76	18,769.79	19,048.23	20,710.19	18,298.82	19,537.48			191,828	331,220	263,991	(67,229)
3700 Retiree Benefits	-	230,950.92	230,950.92	234,915.30	230,950.92	230,950.92	230,950.92	230,950.92	230,950.92	230,950.92			2,082,523	3,026,437	2,778,204	(248,233)
3900 Other Employee Benefits	-	250.30	5,817.14	7,087.18	758.44	14,702.95	1,767.47	18,521.93	26,638.03	12,300.93			87,844	-	83,839	83,839
<b>SUBTOTAL - Employee Benefits</b>	-	<b>1,185,252.22</b>	<b>576,633.29</b>	<b>576,821.59</b>	<b>549,293.52</b>	<b>1,549,530.92</b>	<b>897,488.25</b>	<b>892,409.79</b>	<b>1,235,330.18</b>	<b>903,611.53</b>	-	-	<b>8,366,371</b>	<b>10,584,318</b>	<b>10,389,976</b>	<b>(194,342)</b>

**El Camino Real Charter High School**  
**Income Statement**  
**March 31, 2020**

	Actual												YTD	Budget			
	Start-up Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Actual YTD	Approved	Current	% Approved
															Budget	Forecast	Budget v. Current Forecast
<b>Books &amp; Supplies</b>																	
4100 Approved Textbooks & Core Curricula Materials	-	171,423.96	51,661.07	12,549.51	12,419.25	15,881.86	-	5,425.40	-	1,685.58				271,047	250,000	216,155	(33,845)
4200 Books & Other Reference Materials	-	9,871.56	19,409.22	4,745.91	26,995.59	2,129.01	2,129.01	2,129.01	2,129.01	2,129.01				71,667	15,000	77,372	62,372
4300 Materials & Supplies	-	-	-	-	677.02	376.67	395.75	3,819.71	82.48	530.38				5,882	-	8,392	8,392
4325 Instructional Materials & Supplies	-	28,144.57	24,368.37	13,600.95	19,024.59	37,228.01	12,468.46	33,486.44	22,725.74	6,189.85				197,237	260,000	285,339	25,339
4330 Office Supplies	-	11,354.39	5,863.14	12,525.08	3,420.31	20,566.25	1,472.30	9,050.86	7,455.65	4,084.93				75,793	100,000	110,162	10,162
4345 Non Instructional Student Materials & Supplies	-	68,624.88	43,515.23	69,832.43	98,095.90	38,259.74	50,507.65	63,298.74	40,637.85	17,873.08				490,646	315,000	728,235	413,235
4400 Noncapitalized Equipment	-	121,713.57	29,310.59	11,084.94	18,150.70	231,714.48	38,425.98	27,048.08	53,999.02	10,395.56				541,843	403,000	627,449	224,449
4710 Student Food Services	-	32.50	54,855.35	9,724.97	182,705.23	74,002.17	6,394.88	61,330.98	15.00	149,146.76				538,208	676,000	713,546	37,546
4720 Other Food	-	-	-	-	-	-	-	-	-	-				-	2,500	(2,500)	(2,500)
<b>SUBTOTAL - Books and Supplies</b>	-	<b>411,165.43</b>	<b>228,982.97</b>	<b>134,063.79</b>	<b>361,488.59</b>	<b>420,158.19</b>	<b>111,794.03</b>	<b>205,589.22</b>	<b>127,044.75</b>	<b>192,035.15</b>	-	-	-	<b>2,192,322</b>	<b>2,021,500</b>	<b>2,766,650</b>	<b>745,150</b>
<b>Services &amp; Other Operating Expenses</b>																	
5000 Services & Other Operating Expenses	-	19,815.55	400.00	2,021.05	980.00	-	-	1,600.00	-	400.00				25,217	-	-	-
5100 Subagreements for Services	-	-	-	-	-	-	-	-	859.74	422,107.96				422,968	-	42,317	42,317
5200 Travel & Conferences	-	5,240.01	2,718.45	4,712.70	7,965.75	4,980.54	7,947.73	5,380.96	13,702.51	1,318.02				53,967	115,000	65,943	(49,057)
5300 Dues & Memberships	-	34,073.99	9,740.90	44,045.10	99,399.57	32,127.61	24,584.79	23,889.83	19,779.95	56,085.36				343,727	538,403	432,473	(105,930)
5400 Insurance	-	83,548.10	47,863.90	23,788.90	12,474.10	12,474.10	12,474.10	12,474.10	12,474.10	-				217,571	215,000	351,597	136,597
5500 Operations & Housekeeping	-	22,938.16	8,525.82	15,714.82	7,450.15	12,562.14	24,713.97	45,146.95	234,584.56	33,365.63				405,002	874,000	562,052	(311,948)
5520 Security	-	25,421.00	32,783.88	38,354.08	52,520.89	9,884.25	9,884.25	116,640.28	39,568.32	53,669.39				378,726	547,600	488,988	(58,612)
5605 Equipment Leases	-	61,439.07	60,185.55	61,926.16	56,158.37	55,244.64	60,711.96	57,672.48	58,226.69	56,601.82				528,167	630,600	106,431	(524,169)
5610 Rent	-	-	-	1,540.82	1,323.04	3,273.50	174.64	3,964.41	405.00	-				10,681	520,198	23,400	(496,798)
5616 Repairs and Maintenance - Computers	-	-	-	-	-	991.83	-	215.64	-	-				1,207	-	-	-
5631 Other Rentals, Leases and Repairs 1	-	269.00	-	75.00	2,945.69	3,332.56	-	-	298.76	-				6,921	140,000	-	(140,000)
5800 Other Services & Operating Expenses	-	7,330.00	-	-	8,100.00	500.00	-	-	9,982.00	-				25,912	-	28,430	28,430
5809 Banking Fees	-	54,664.58	4,833.00	4,058.10	57,470.31	(6,836.12)	27,490.58	54,219.30	7,226.64	6,802.24				209,929	56,160	334,962	278,802
5812 Business Services	-	-	-	-	-	17,364.17	-	-	-	-				17,364	174,000	17,365	(156,635)
5815 Consultants - Instructional	-	45,020.98	16,422.78	29,293.11	184,758.65	111,057.69	122,088.30	117,508.18	101,166.14	151,445.15				878,761	1,209,980	1,071,150	(138,830)
5820 Consultants - Non Instructional - Custom 1	-	47,746.24	40,822.00	37,062.34	39,816.01	43,140.50	54,358.85	44,608.45	40,093.01	40,585.30				388,233	393,891	527,770	138,879
5824 District Oversight Fees	-	19,403.17	62,428.92	38,332.91	28,128.60	277,248.65	97,132.70	76,592.23	45,274.00	(370,136.18)				274,405	335,422	1,002,389	666,967
5830 Field Trips Expenses	-	1,565.00	19,486.63	43,312.91	42,732.92	37,560.55	57,061.90	33,400.38	66,578.67	36,376.02				338,075	260,000	441,871	181,871
5833 Fines and Penalties	-	98.66	116.65	1,641.49	182.02	25.00	247.03	21.96	720.98	670.49				3,727	5,200	2,458	(2,742)
5840 Professional Development	-	-	-	-	-	-	-	-	-	-				-	-	80,000	80,000
5845 Legal Fees	-	22,219.38	4,897.54	40,738.22	12,778.47	8,486.50	27,662.85	26,270.92	2,163.42	17,241.28				162,459	200,000	248,055	48,055
5848 Licenses and Other Fees	-	6,451.12	60.00	2,128.27	47,940.67	-	-	-	-	-				56,580	46,500	101,416	54,916
5851 Marketing and Student Recruiting	-	6,500.00	5,000.00	-	-	-	-	66.28	-	-				11,566	60,000	11,567	(48,433)
5857 Payroll Fees	-	4,059.98	4,339.52	5,097.24	5,911.44	9,834.59	7,561.40	8,452.64	11,158.22	5,997.54				62,413	35,055	77,757	42,702
5861 Prior Yr Exp (not accrued)	-	-	-	-	-	-	-	-	-	-				-	10,000	-	(10,000)
5872 Special Education Encroachment	-	31,418.04	114,088.23	41,950.62	51,243.09	51,243.11	51,243.09	51,243.09	82,706.07	66,786.83				541,922	539,496	672,429	132,933
5884 Substitutes	-	-	204.82	20,073.53	65,349.29	27,486.54	106,290.61	26,885.48	95,815.84	45,267.94				387,374	360,000	491,291	131,291
5900 Communications	-	6,536.97	18,695.12	6,998.98	7,996.86	39,333.89	6,519.34	13,369.68	17,006.04	7,385.56				123,842	156,000	170,329	14,329
<b>SUBTOTAL - Services &amp; Other Operating Exp.</b>	-	<b>505,759.00</b>	<b>453,613.71</b>	<b>462,866.35</b>	<b>785,525.89</b>	<b>758,916.24</b>	<b>698,648.09</b>	<b>719,626.26</b>	<b>859,790.66</b>	<b>631,970.35</b>	-	-	-	<b>5,876,717</b>	<b>7,422,505</b>	<b>7,352,440</b>	<b>(70,065)</b>

**El Camino Real Charter High School**  
**Income Statement**  
**March 31, 2020**

	Actual												YTD	Budget			
	Start-up Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Actual YTD	Approved Budget	Current Forecast	% Approved Budget v. Current Forecast
Capital Outlay & Depreciation																	
6900 Depreciation	-	-	-	-	-	-	-	330,425.41	47,203.63	47,203.63	-	-	-	424,833	712,052	566,445	(145,607)
<b>SUBTOTAL - Capital Outlay &amp; Depreciation</b>	-	-	-	-	-	-	-	<b>330,425.41</b>	<b>47,203.63</b>	<b>47,203.63</b>	-	-	-	<b>424,833</b>	<b>712,052</b>	<b>566,445</b>	<b>(145,607)</b>
<b>TOTAL EXPENSES</b>	-	3,712,032.28	2,914,679.30	2,798,313.25	3,275,702.78	4,325,043.54	3,444,416.37	3,681,802.62	3,909,740.01	3,364,384.91	-	-	-	31,426,015	40,053,513	40,543,347	489,834

**El Camino Real Charter High School**  
**Balance Sheet**  
**March 31, 2020**

	<b>3/31/2020</b>	<b>3/31/2019</b>	<b>YTD Change</b>
<b>ASSETS</b>			
Cash Balance	6,144,447	6,689,849	(545,402)
Accounts Receivable	4,123,365	64,733	4,058,632
Prepays	274,650	120,163	154,487
Fixed Assets, Net	6,746,230	7,485,000	(738,770)
Investments	7,039,651	7,000,351	39,300
<b>TOTAL ASSETS</b>	<b>24,328,343</b>	<b>21,360,096</b>	<b>2,968,247</b>
<b>LIABILITIES &amp; EQUITY</b>			
Accounts Payable	590,043	793,707	(203,664)
Due to Others	237,807	180,964	56,843
OPEB Liability	14,695,045	8,995,650	5,699,395
Deferred Revenue	930,829	54,500	876,329
Current Loans and Other Payables	1,698,637	10,943	1,687,694
Beginning Net Assets	8,237,523	11,966,952	(3,729,429)
Net Income (Loss) to Date	(2,061,541)	(642,620)	(1,418,921)
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>24,328,343</b>	<b>21,360,096</b>	<b>2,968,247</b>

**El Camino Real Charter High School  
Parent Company  
Cash Flow Statement  
From Jul 2019 to Mar 2020**

Financial Row	Amount
<b>Operating Activities</b>	
Net Income	(\$2,061,540.96)
<b>Adjustments to Net Income</b>	
Accounts Receivable	(\$3,562,884.72)
Other Current Asset	(\$7,134,801.68)
Accounts Payable	\$1,979,620.36
Other Current Liabilities	\$2,397,883.94
<b>Total Adjustments to Net Income</b>	<b>(\$6,320,182.10)</b>
<b>Total Operating Activities</b>	<b>(\$8,381,723.06)</b>
<b>Investing Activities</b>	
Fixed Asset	(\$5,112,567.84)
<b>Total Investing Activities</b>	<b>(\$5,112,567.84)</b>
<b>Financing Activities</b>	
Long Term Liabilities	\$14,695,045.48
Other Equity	\$17,064,262.57
<b>Total Financing Activities</b>	<b>\$31,759,308.05</b>
<b>Net Change in Cash for Period</b>	<b>\$18,265,017.15</b>
<b>Cash at Beginning of Period</b>	<b>(\$12,120,569.50)</b>
<b>Cash at End of Period</b>	<b>\$6,144,447.65</b>





# Corporate Card Statement of Account

**Sign-up For Online Statements**  
[www.americanexpress.com/gopaperless](http://www.americanexpress.com/gopaperless)

Prepared For  
**DAVID HUSSEY**  
 EL CAMINO REAL CHS

Account Number  
 XXXX-XXXXX3-31005

Closing Date  
 03/29/20

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Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	<b>Balance Due \$ 04/13/20</b>
65,239.34	17,182.67	39.00	29,085.68	13,673.25	<b>39,702.08</b>

For important information regarding your account refer to page 2.

**Please see Page 13 for an important change to your account terms.**

**Your account is one month overdue. If payment in mail - thank you.**

To manage your Account online or to pay your bill, please visit us at [corp.americanexpress.com](http://corp.americanexpress.com). For additional contact information, please see the reverse side of this page.

## Corporate Card Snapshot

Card Number	Card	New Charges + Other Debits	Payments + Other Credits
XXXX-XXXXX3-31005	DAVID HUSSEY	39.00	0.00
XXXX-XXXXX3-31039	ALAN DARBY	17,182.67	-42,758.93
	<b>Total</b>	17,221.67	-42,758.93

## Activity

Date reflects either transaction or posting date

Card Number XXXX-XXXXX3-31005	Reference Code	Amount \$
03/29/20	LATE FEE FOR 30-DAY PAST DUE BALANCE	39.00
<b>Total for DAVID HUSSEY</b>	New Charges/Other Debits	39.00
	Payments/Other Credits	0.00

↓ Please fold on the perforation below, detach and return with your payment ↓

Do not staple or use paper clips

### Payment Coupon

DAVID HUSSEY  
 EL CAMINO REAL CHS  
 5440 VALLEY CIR BLVD  
 WOODLAND HILLS CA 91367

Account Number 3787-507763-31005 Payable upon receipt in U.S. Dollars.

**Please Pay By 04/13/20** Enter 15 digit account number on all payments.

**Amount Due \$39,702.08** Checks or drafts must be drawn against banks located in the U.S.

See reverse side for instructions on how to update your address, phone number, or email.

Mail Payment to:



AMERICAN EXPRESS  
 PO BOX 0001  
 LOS ANGELES CA 90096-8000

0000378750776331005 003970208001718267 29HH

Prepared For  
**DAVID HUSSEY**  
 EL CAMINO REAL CHS

Account Number  
 XXXX-XXXXX3-31005

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**Payments:** Your American Express® Corporate Card statement is payable in full upon receipt. Payments received after 5:00 pm may not be credited until the next day. Payments must be sent to the payment address shown on your statement and must include the remittance coupon from your statement. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. Your Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert your remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord and satisfaction without our express prior written approval.

**Authorization for Electronic Debit:** We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number, and check serial number to your financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, you authorize us to initiate an electronic debit from your bank or asset account. When we process your check electronically, your payment may be debited to the bank or asset account as soon as the same day we receive your check, and you will not receive that cancelled check with your bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Card, please note that you are eligible to pay your bill online.

**Authorizations for Electronic Payments:** By using Pay by Computer, Pay by Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electronic debit to the financial account you specify in the amount you request. Payments received after 5:00 pm may not be credited until the next day.

**Transactions Made in Foreign Currencies:** If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, **in each instance increased by 2.5%**. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

**In Case of Errors or Questions About Your Bill:** If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-528-2122 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. Requests for refunds of credit balances (designated "CR") should be made by calling us at 1-800-528-2122 or the number on the back of your Card. Billing disputes can also be initiated online. This applies to Corporate Cards only, not Cards issued under the Corporate Defined Express Program.

**In Case of Errors or Questions About Electronic Transfers:** Please contact us by calling 1-800-IPAY-AXP for Pay By Phone, Pay By Computer issues and automatic payment issues.

**When Contacting Us Regarding Errors or Questions:** We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about. You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

### Change of Address, phone number, email

- Online at [www.americanexpress.com/updatecontactinfo](http://www.americanexpress.com/updatecontactinfo)
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

**Please do not add any written communication or address change on this stub.**



**Manage your Card account online at:**  
[www.americanexpress.com/checkyourbill](http://www.americanexpress.com/checkyourbill)



**For all further inquiries or to pay by phone,** please call the number on the back of your Card.

**If your Card has been lost or stolen,** please call 1-800-528-2122

**International Collect:**  
 1-336-393-1111

**Hearing Impaired Services:**  
 TTY: 1-800-221-9950  
 FAX: 1-800-695-9090

**Large Print and Braille Statements:**  
 1-800-528-2122



**Customer Service**  
 P.O. Box 981531  
 El Paso, TX  
 79998-1531

**Payments**  
 PO BOX 0001  
 LOS ANGELES  
 CA  
 90096-8000



Prepared For  
**DAVID HUSSEY**  
 EL CAMINO REAL CHS

Account Number  
**XXXX-XXXXX3-31005**

Closing Date  
**03/29/20**

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**Activity Continued**

Card Number	XXXX-XXXXX3-31039	Reference Code	Amount \$
03/01/20	PAYMENT RECEIVED - THANK YOU 03/01	08000000000	-29,085.68
02/29/20	SPIRIT SOUTH FLORIDA FL TKT# JBY77P AIRLINE/AIR C 02/28/20 PASSENGER TICKET CLARK/MINITA MS SPIRIT SPIRIT SOUTH FLORIDA FL FROM LOS ANGELES CA TO OAKLAND CA CARRIER CLASS NK G TO LOS ANGELES CA NK R TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00		442.20
03/02/20	SPECTRUM 855-707-7328 CA REF# 84482000174 CABLE SVCS 03/02/20	84482000174	141.96
03/02/20	RADISSON HOTEL OAKLA OAKLAND CA FOL# 78840006 RADISSON HOTE 03/01/20 ARRIVAL DATE DEPARTURE DATE 02/28/20 03/01/20 00 ROOM RATE \$11.00 ROC NUMBER 78840006	85363870062	279.68
03/02/20	RADISSON HOTEL OAKLA OAKLAND CA FOL# 78840008 RADISSON HOTE 03/01/20 ARRIVAL DATE DEPARTURE DATE 02/28/20 03/01/20 00 ROOM RATE \$12.00 ROC NUMBER 78840008	85363870062	298.09
03/02/20	RADISSON HOTEL OAKLA OAKLAND CA FOL# 78840010 RADISSON HOTE 03/01/20 ARRIVAL DATE DEPARTURE DATE 02/28/20 03/01/20 00 ROOM RATE \$12.00 ROC NUMBER 78840010	85363870062	298.09
03/02/20	RADISSON HOTEL OAKLA OAKLAND CA FOL# 78840011 RADISSON HOTE 03/01/20 ARRIVAL DATE DEPARTURE DATE 02/28/20 03/01/20 00 ROOM RATE \$12.00 ROC NUMBER 78840011	85363870062	298.09
03/02/20	RADISSON HOTEL OAKLA OAKLAND CA FOL# 78840009 RADISSON HOTE 03/01/20 ARRIVAL DATE DEPARTURE DATE 02/28/20 03/01/20 00 ROOM RATE \$12.00 ROC NUMBER 78840009	85363870062	298.09
03/02/20	RADISSON HOTEL OAKLA OAKLAND CA FOL# 78840013 RADISSON HOTE 03/01/20 ARRIVAL DATE DEPARTURE DATE 02/28/20 03/01/20 00 ROOM RATE \$12.00 ROC NUMBER 78840013	85363870062	298.09
03/02/20	RADISSON HOTEL OAKLA OAKLAND CA FOL# 78840014 RADISSON HOTE 03/01/20 ARRIVAL DATE DEPARTURE DATE 02/28/20 03/01/20 00 ROOM RATE \$12.00 ROC NUMBER 78840014	85363870062	298.09
03/02/20	RADISSON HOTEL OAKLA OAKLAND CA FOL# 78840007 RADISSON HOTE 03/01/20 ARRIVAL DATE DEPARTURE DATE 02/28/20 03/01/20 00 ROOM RATE \$12.00 ROC NUMBER 78840007	85363870062	298.09

Continued on reverse

Prepared For  
**DAVID HUSSEY**  
**EL CAMINO REAL CHS**

Account Number  
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<b>Activity Continued</b>		Reference Code	Amount \$
03/02/20	AMZN MKTP US*VX2KG5M AMZN.COM/BILL WA REF# 2T2SGTAMCB BOOK STORES 03/02/20		22.06
03/02/20	AMZN MKTP US*RH71W9J AMZN.COM/BILL WA REF# 24PIA2Y10KV BOOK STORES 03/02/20		32.13
03/03/20	RADISSON HOTEL OAKLA OAKLAND CA FOL# 78840069 RADISSON HOTE 03/02/20 ARRIVAL DATE DEPARTURE DATE 03/02/20 03/02/20 00 ROC NUMBER 78840069	8563870063	298.09
03/03/20	AMZN MKTP US*Y34RD8L AMZN.COM/BILL WA REF# 2L51PYSVWRK BOOK STORES 03/02/20		183.54
03/03/20	AMAZON.COM*VR3FB9L03 AMZN.COM/BILL WA REF# 7FV1XSMPK26 MERCHANDISE 03/02/20		104.06
03/03/20	AMZN MKTP US*YA46Z1T AMZN.COM/BILL WA REF# 1V7H8ZF2SC BOOK STORES 03/02/20		15.32
03/03/20	AMZN MKTP US*MC9IL5A AMZN.COM/BILL WA REF# UK1L36GGK7 BOOK STORES 03/02/20		25.51
03/03/20	AMAZON WEB SERVICES AWS.AMAZON.CO WA REF# TBKQVJQMW50 WEB SERVICES 03/03/20		3,977.49
03/04/20	AGUAVIDA PREMIUM WAT 747-444-9637 CA REF# 21105170064 BOTTLE WATER 03/03/20	21105170064	210.99
03/04/20	RALPHS #0213 0000002 CANOGA PARK CA REF# 99999990063 8884373496 03/03/20 GROCERY STORES ROC NUMBER 9999999006330011 TAX \$25.13	99999990063	289.69
03/04/20	PAVILIONS #2225 2225 WEST HILLS CA REF# 0746046 800-898-4027 03/03/20 GROCERIES/SUNDRIES ROC NUMBER 0746046	07460460000	196.94
03/04/20	AMZN MKTP US*1J5WI43 AMZN.COM/BILL WA REF# 5VFRZB63QXR BOOK STORES 03/04/20		94.96
03/04/20	SIX FLAGS MAGIC MOUN VALENCIA CA REF# 91560663 661-255-4100 03/04/20 ADMISSION/TICKETS ROC NUMBER 91560663	91560663000	1,370.72
03/05/20	AMZN MKTP US*1946O9H AMZN.COM/BILL WA REF# 58XFM3F3GW4 BOOK STORES 03/04/20		88.98
03/05/20	AMZN MKTP US*UW85N8N AMZN.COM/BILL WA REF# 4B684NM4AFB BOOK STORES 03/04/20		96.30
03/05/20	AMZN MKTP US*OZ4U19T AMZN.COM/BILL WA REF# 1W11HPEIDDJ BOOK STORES 03/05/20		15.32
03/06/20	AMZN MKTP US*7D0N57K AMZN.COM/BILL WA REF# DE7MMVI0DEQ BOOK STORES 03/05/20		150.35
03/06/20	AMZN MKTP US*CV7YK24 AMZN.COM/BILL WA REF# 46XKGX2W306 BOOK STORES 03/05/20		232.03
03/06/20	AMZN MKTP US*QB63Y33 AMZN.COM/BILL WA REF# 3ZOLAOKP4DW BOOK STORES 03/05/20		36.03
03/06/20	AMAZON.COM*DF19B5RS3 AMZN.COM/BILL WA REF# P1H9D2YHE0U MERCHANDISE 03/05/20		968.82
03/06/20	AMAZON.COM*TD1VE3EN3 AMZN.COM/BILL WA REF# 1FCS7TZUTSY MERCHANDISE 03/06/20		70.46
03/07/20	AMZN MKTP US*KL5DP0C AMZN.COM/BILL WA REF# MCPWL20B2S5 BOOK STORES 03/05/20		375.60
03/08/20	AMZN MKTP US*MQ5VH04 AMZN.COM/BILL WA REF# 15CL95M2ZAA BOOK STORES 03/07/20		104.71
03/08/20	AMAZON.COM*5O8ZX8YT3 AMZN.COM/BILL WA REF# BWH79OL5TMI MERCHANDISE 03/07/20		13.08
03/08/20	AMZN MKTP US*HB0986A AMZN.COM/BILL WA REF# 71XGQD2KUKV BOOK STORES 03/08/20		29.04
03/08/20	AMZN MKTP US*N51BP5V AMZN.COM/BILL WA REF# 5K5M8QGEHWK BOOK STORES 03/08/20		18.33
03/08/20	AMZN MKTP US*6C20M5C AMZN.COM/BILL WA REF# 6HQDP4UYI4R BOOK STORES 03/08/20		166.21
03/08/20	AMZN MKTP US*OD8Z04D AMZN.COM/BILL WA REF# 9MQ29ESKVC5 BOOK STORES 03/08/20		279.09

Continued on next page



Prepared For  
**DAVID HUSSEY**  
**EL CAMINO REAL CHS**

Account Number  
**XXXX-XXXXX3-31005**

Closing Date  
**03/29/20**

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Activity Continued		Reference Code	Amount \$
03/10/20	AMZN MKTP US*2H10A01 AMZN.COM/BILL WA REF# 2AYWIKZ61YG BOOK STORES 03/09/20		16.41
03/10/20	AMAZON.COM*1E0M68843 AMZN.COM/BILL WA REF# 4DTXAJ6034P MERCHANDISE 03/10/20		35.92
03/10/20	AMZN MKTP US*PU3I055 AMZN.COM/BILL WA REF# 2U5IN78XRG8 BOOK STORES 03/10/20		17.22
03/11/20	AMAZON.COM*F25UP1823 AMZN.COM/BILL WA REF# 3W7XSN16DUJ MERCHANDISE 03/10/20		321.35
03/11/20	SHOIFY* 76715976 ELK GROVE VILLAGE IL REF# NT_GTBMZBJL +18887467439 03/11/20		79.00
03/11/20	JIVE COMM/LOGMEIN OREM UT REF# NT_GTPPEX0M +18019801838 03/11/20		657.00
03/12/20	AMAZON.COM*TF0B68DQ3 AMZN.COM/BILL WA REF# 4Y81LMTVVB5 MERCHANDISE 03/10/20		32.46
03/12/20	OFFICE DEPOT #5125 0 SIGNAL HILL CA REF# 45588715700 8004633768 03/11/20 TAPE,CORRECTION,WITEOUT,10PK Highlighter,Brite LinerAST,24 ROC NUMBER 45588715700 TAX \$9.80	45588715700	112.94
03/12/20	AMZN MKTP US*OP6HH8Y AMZN.COM/BILL WA REF# 6053GLXGDLG BOOK STORES 03/11/20		227.55
03/12/20	MAILCHIMP *MONTHLY MAILCHIMP.COM GA REF# 5831486-135 EMAIL MKTG 03/12/20		249.00
03/13/20	JIVE COMM/LOGMEIN OREM UT REF# NT_GUAFVHOP +18019801838 03/13/20		2,429.46
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367354 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND WENICK/DANIEL ROBERT SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367349 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND YLARDE/KATHERINE ALIXANDRSOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit

Continued on reverse

Prepared For  
**DAVID HUSSEY**  
**EL CAMINO REAL CHS**

Account Number  
**XXXX-XXXXX3-31005**

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**Activity Continued**

				Reference Code	Amount \$
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367347 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND HESHMATIPOUR/AMIR HOUSHANSOUTHWESTAIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00			79002593330	-253.47 Credit
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367342 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND SUMANDRA/NICHOLAS SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00			79002593330	-253.47 Credit
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367348 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND VASQUEZ/MARIANA SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00			79002593330	-253.47 Credit
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367350 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND LEVICH/ASHER MICHAEL SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00			79002593330	-253.47 Credit

Continued on next page



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**DAVID HUSSEY**  
**EL CAMINO REAL CHS**

Account Number  
**XXXX-XXXXX3-31005**

Closing Date  
**03/29/20**

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Activity Continued		Reference Code	Amount \$
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367346 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND YAN/ALLISON SHAN SHAN SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367345 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND TAMURA/KELLY YUKO SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367341 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND SUMANDRA/STEPHANIE FRANKLSOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367352 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND SAMUELS/RILEY PATRICK SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit

Continued on reverse

Prepared For  
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**EL CAMINO REAL CHS**

Account Number  
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<b>Activity Continued</b>		Reference Code	Amount \$
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367353 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND O REILLY/MARTIN AMBROSE SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367343 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND EVENS/KAREN JEANINE SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367351 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND SHERRILL/DYLAN THOMAS SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367344 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND INABA/JASON RYU SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit

Continued on next page





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**XXXX-XXXXX3-31005**

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**03/29/20**

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Activity Continued		Reference Code	Amount \$
03/16/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262170367355 AIRLINE/AIR C 03/15/20 SUPPORTED REFUND TAMURA/AVERY KAZUYO SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593330	-253.47 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888547 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND HENDERSON/REGINA ISABELLESOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888543 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND ORUH/TIFFANY ORIEJI SENA SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888554 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND WORTHEN/KENA BROOKE SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit

Continued on reverse

Prepared For  
**DAVID HUSSEY**  
**EL CAMINO REAL CHS**

Account Number  
**XXXX-XXXXX3-31005**

<b>Activity Continued</b>		Reference Code	Amount \$
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888542 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND MONGELI/CAITLYN ADRIENNESOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888549 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND FINNEGAN/LAURIE LYNN SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888548 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND FRAWLEY/JORDAN MISHELLE SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888546 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND VARGAS/SOFIA ABIGAIL SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit

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 EL CAMINO REAL CHS

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**XXXX-XXXXX3-31005**

Closing Date  
**03/29/20**

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Activity Continued		Reference Code	Amount \$
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888551 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND MONGELI/DEBRA SUZANNE SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888552 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND HARDIE/RIAN ALEXSIA SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888541 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND SERA/KAITLIN ASAMI SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888540 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND BARTON/CHARLOTTE ROSE SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit

Continued on reverse

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**EL CAMINO REAL CHS**

Account Number  
**XXXX-XXXXX3-31005**

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<b>Activity Continued</b>		Reference Code	Amount \$
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888550 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND DZILVELIS/OLGA LUCIA SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888544 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND OVSEPYAN/MADDILYNNE JULIASOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888553 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND HARDIE/TAYLER ALEXIS SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/17/20	SOUTHWEST AIRLINES ( DALLAS TX TKT# 5262168888545 AIRLINE/AIR C 03/16/20 SUPPORTED REFUND DZILVELIS/SOFIA ISABELLA SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES ( DALLAS TX FROM UNAVAILABLE TO CARRIER CLASS UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	79002593830	-658.08 Credit
03/20/20	PAYPAL *STICKY BIZ 2504741095 REF# 10035172344 2504741095 03/19/20 PUBLISHING AND PRIN ROC NUMBER 100351723447	10035172344	567.04
03/28/20	YOU CAN BOOK.ME BEDFORD REF# NT_GZICKM0S +441234245538 03/28/20		21.00
<b>Total for ALAN DARBY</b>		New Charges/Other Debits Payments/Other Credits	17,182.67 -42,758.93



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EL CAMINO REAL CHS

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XXXX-XXXXX3-31005

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**New Communication Provision in Card Member Agreements**

We have added language to Card Member Agreements regarding how we communicate with Card Members.

Effective immediately, we are amending the Card Member Agreement to add a new provision regarding how we may communicate with Card Members, as follows:

**Communication Authorization**

If we need to contact you to service your Corporate Card account or to collect Charges on it, you authorize us (and our affiliates, agents and contractors, such as debt collection agencies and service providers) to contact you at any phone number or email address you (or the Program Administrator of your Corporate Card account) provide, from which you contact us, or at which we believe we can reach you. We may contact you in any way, such as calling, texting, emailing, sending mobile application push notifications, or using any other method of communication permitted by law. We may contact you using an automated dialer or prerecorded messages. We may contact you on a mobile, wireless or similar device, even if you are charged for it.

S0320

BP/AF1CORP/0320