



## El Camino Real Alliance

### Board Meeting

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**Date and Time**

Wednesday May 18, 2016 at 5:00 PM

**Location**

El Camino Real CHS, Library, 5440 Valley Circle Blvd, Woodland Hills, CA 91367

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## Agenda

Purpose Presenter Duration

### I. Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Pledge of Allegiance Jonathan Wasser 2
- D. Teacher/Student Presentation Pricila Chavez Lara 10  

Teacher Pricila Chavez Lara invited her class to perform Mariachi music.
- E. Public Comment on Non-Agenda Items and Agenda Items Public 10

### II. Consent

- A. Review and Vote April 20th Regular Board Minutes Approve Minutes Jonathan Wasser 2  

Staff recommends approval.
- B. Review and Vote for April 26th Special Board Minutes Approve Minutes Jonathan Wasser 2  

Staff recommends approval.
- C. Review and Vote April 29th Special Board Minutes Approve Minutes Jonathan Wasser 2  

Staff recommends approval.
- D. Vote Additional Excess Liability Insurance Vote Marshall Mayotte 2  

Staff recommends approval. Since ECR has multiple reserves going, additional excess liability will provide security for those reserves. The excess liability will increase from \$30MM to \$55MM. This will put ECR more in line with other school districts.
- E. Review and Vote Educator Effectiveness Funding Expenditures Plan Vote Marshall Mayotte 2  

Staff recommends approval. ECR received \$228K for staff professional development. This plan was presented and discussed at the April Board Meeting.
- F. Review and Vote March Check Register Vote Marshall Mayotte 2  

Staff recommends approval. March credit card statement is included in review.

### III. Governance

- A. Update: Teacher & Community Representative Candidates Introduction FYI Odus Caldwell 10  

Four candidates are running for the upcoming teacher and community representative spots.

- B. Committee and Board Updates**                      FYI                      Peter Vastenhold                      5  
  
Board election update.
- C. Discuss and Vote Creating a Committee to Look into School Psychologist Hours**                      Vote                      Jonathan Wasser                      5  
  
Staff recommends approval to create a committee.
- D. Discuss and Vote Elimination of Administrator School Credit Cards for Personal Use**                      Vote                      Marshall Mayotte                      2  
  
Staff recommends approval. The CBO's credit card will remain, since it is stored in the safe and used by the staff for business use only. The executive director's and assistant principal's card will be cancelled. The only remaining credit cards will be used by staff people for use in their classes.

**IV. School and Policies**

- A. Review and Vote We Can Work Program w/Department of Rehabilitation**                      Vote                      Sharon Lenderman                      2  
  
Staff recommends approval. Sharon Lenderman would oversee the program. Contracting with the California Department of Rehabilitation, The We Can Work program subsidizes 20% of her compensation, and provides compensation to 20 special education students per year with 100 hours of minimum wage work experience. The students would be paid through the school for services at other companies, which Lenderman will partner with, facilitate placement of students, and monitor hours and work habits. School will then invoice the state for reimbursement. After 100 hours, the company can decide whether to hire the student directly.
- B. Vote the CBO as the Financial Designee of the We Can Work Program**                      Vote                      Marshall Mayotte                      2  
  
Staff recommends approval.
- C. Update: Local Control Accountability Plan**                      Vote                      Lisa Ring                      10  
  
Alternative Education Assistant Principal and Director of Sustainability will go over the un-finalized draft of the LCAP for approval at the regular June Board Meeting.
- D. Update: Western Association of School and Colleges (WASC)**                      FYI                      Lisa Ring                      5  
  
Alternative Education Assistant Principal will update the board on the status of WASC.
- E. Discuss and Vote Cancelling Travel to the National Charter School Conference in Tennessee**                      Vote                      Jonathan Wasser                      5  
  
Staff recommends approval. This is not a boycott of the National Charter School Conference. The recommendation is to not spend state and federal funds in Tennessee for passing a law that allows discrimination against persons who are normally protected in the state of California. By cancelling the trip, the school will seek refunds; however, it will likely absorb losses from lost registration fees (up to 80% of \$575 for 7 participant), hotel deposits (\$243 for Hilton Garden Inn) and out-of-pocket expenses (TBD, but probably less than \$1K total) from staff.

- F.** Discuss and Vote Collection and Disbursement of Individual Scholarships                      Vote                      Marshall Mayotte                      2

Staff recommends approval. The student store will collect and disburse individual scholarships for ECR students from outside contributors. These contributions will not be considered donations to the school. No funds will come out of general funds. No "thank you" fundraising letters will be provided.

- G.** Review and Vote Public Record Act Policy                      Vote                      Marshall Mayotte                      3

Staff recommends approval.

- H.** Discuss and Vote Extending Staff Contracts Another Year                      Vote                      Marshall Mayotte                      2

Staff recommends approval. Prior to the end of each school year, new staff contracts are provided signatures. This will extend all contracts another year.

- I.** Review and Vote MOU for Early Retirement from ECRA (UTLA Staff)                      Vote                      Marshall Mayotte                      3

Staff recommends approval. This will generate a savings from retiree benefits and/or staffing cost differences.

- J.** Review and Vote 2016-17 School Calendar                      Vote                      David Hussey                      3

Staff recommends approval.

- K.** Update: Administrator's Report                      FYI                      David Hussey                      5

**V. Financials**

- A.** Review and Vote Contract for an Outside Investigator                      Vote                      Jonathan Wasser                      5

Staff recommends approval. There were transactions approved by the purchase authorizers of the school that need to be reviewed. The outside investigator will provide an independent review of these purchases.

- B.** Review and Vote Charter School Fund Distribution View Rights                      Vote                      Marshall Mayotte                      2

Staff recommends approvals. Allows EdTec (e.g. Chang Patel and Milada Rakijian) to receive ECRA's electronic warrant backup from LACOE.

- C.** Discuss Changes to Fiscal Policies                      Vote                      Marshall Mayotte                      5

Addressing new changes to the fiscal policies.

- D.** Review and Vote Lost Receipt Form                      Vote                      Marshall Mayotte                      5

Staff recommends approval. This updates the current lost receipt form that ECR was using.

- E.** Discuss and Vote Replacing Yvonne Halski as Custodian and Check Signer with David Hussey                      Vote                      Marshall Mayotte                      2

Staff recommends approval. This would be for Charles Schwab and Hanmi Bank accounts where Yvonne Halski was the check signer.

- F.** Review and Vote 2016/17 ECRA Budget Submitted to LAUSD                      Vote                      Chang Patel                      10

Staff recommends approval. Chang Patel from EdTec will present.

|   |     |             |   |
|---|-----|-------------|---|
| <b>G.</b> Update: March Financial Update by EdTec | FYI | Chang Patel | 5 |
|---|-----|-------------|---|

EdTec is ECR's back office provider. They perform some compliance functions and compile the school's financial reports.

|   |     |                  |    |
|---|-----|------------------|----|
| <b>H.</b> Update: Business, Technology, Development and Compliance Report | FYI | Marshall Mayotte | 10 |
|---|-----|------------------|----|

**VI. Other Business**

|                               |         |                 |   |
|-------------------------------|---------|-----------------|---|
| <b>A.</b> Future Agenda Items | Discuss | Jonathan Wasser | 5 |
|-------------------------------|---------|-----------------|---|

|                          |      |                 |    |
|--------------------------|------|-----------------|----|
| <b>B.</b> Closed Session | Vote | Jonathan Wasser | 30 |
|--------------------------|------|-----------------|----|

- Public Employee Discipline/Dismissal/Release
- Conference with Legal Counsel - Anticipated Litigation
  - Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: 1 case.
- Conference with Labor Negotiators
  - Agency designated representative: David Fehte
  - Employee organization: United Teacher of Los Angeles

**VII. Closing Items**

|                           |      |                 |   |
|---------------------------|------|-----------------|---|
| <b>A.</b> Adjourn Meeting | Vote | Jonathan Wasser | 1 |
|---------------------------|------|-----------------|---|

# Cover Sheet

## Review and Vote Educator Effectiveness Funding Expenditures Plan

**Section:** II. Consent  
**Item:** E. Review and Vote Educator Effectiveness Funding Expenditures Plan  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**  
ECR- Educator Effectiveness Funding 2015-16 Expenditure Plan.pdf

2015-16 Educator Effectiveness Funding  
Expenditure Plan

| LEA   | Entitlement | Expenditure Plan  |                   |                   | Total      |
|---|-------------|-------------------|-------------------|-------------------|------------|
|   |             | Year 1<br>2015-16 | Year 2<br>2016-17 | Year 3<br>2017-18 |            |
| El Camino Real Charter High   | 228,778.00  |                   |                   |                   |            |
| Beginning teacher and administrator support and mentoring, including, but not limited to, programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing and pursuant to Section 44259 of the California Education Code (EC). |             | -                 | -                 | -                 | -          |
| Professional development, coaching, and support services for teachers who have been identified as needing improvement or additional support by LEAs.  |             | -                 | -                 | -                 | -          |
| Professional development for teachers and administrators that is aligned to state-adopted content standards <sup>1</sup>  |             | -                 | -                 | -                 | -          |
| To promote educator quality and effectiveness, including, but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning.   |             | -                 | 140,000.00        | 88,778.00         | 228,778.00 |
|   |             | -                 | 140,000.00        | 88,778.00         | 228,778.00 |

**As a condition of receiving these funds, the school will:**

Develop and adopt a plan delineating how the Educator Effectiveness funds will be spent. The plan must be explained in a public meeting of the governing board of the school district or county board of education, or governing body of the charter school, before its adoption in a subsequent public meeting.

On or before July 1, 2018, report detailed expenditure information to the California Department of Education (CDE), including, but not limited to, specific purchases made and the number of teachers, administrators, or paraprofessional educators that received professional development.

<sup>1</sup> State content standards adopted pursuant to sections 51226, 60605, 60605.1, 60605.2, 60605.3, 60605.8, 60605.11, 60605.85, as that Section read on June 30, 2014, and 60811.3, as that Section read on June 30, 2013, of the EC.

# Cover Sheet

## Review and Vote March Check Register

**Section:** II. Consent  
**Item:** F. Review and Vote March Check Register  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 2016-03 ECR Check Register.pdf



## Check Register



El Camino Real High School

March

2016

Grand Total 1,105,291.21

| Vendor                       | Check Number | Date     | Description  | Check Amount |
|------------------------------|--------------|----------|--|--------------|
| Eastbay Team Sales           | 10000        | 3/1/2016 | Disruption Game Jackets  | 1,390.53     |
| Eastbay Team Sales           | 10001        | 3/1/2016 | Air Max Sequent Mens Shoes   | 1,876.40     |
| Eastbay Team Sales           | 10002        | 3/1/2016 | Logo on Shorts - Uniforms  | 152.60       |
| Susan Freitag                | 10003        | 3/1/2016 | Amazon purchase  | 183.45       |
| Stefan Webster               | 10004        | 3/1/2016 | Champion System mountain bike team jerseys   | 1,071.00     |
| William Jones                | 10005        | 3/1/2016 | Coaching Orientation Online Course   | 38.00        |
| Organized Sportswear         | 10006        | 3/1/2016 | Drumline Show Shirts   | 625.16       |
| William Marcos               | 10007        | 3/1/2016 | Scholarship for AP Testing   | 84.00        |
| Canyon Springs High School   | 10078        | 3/1/2016 | 03/21-22/16 Las Vegas Easter Invitational Men's Volleyball<br>Tournament Fee                             | 495.00       |
| Bill Abbey                   | 10079        | 3/1/2016 | 03/01/16-AR2 for Girls Soccer Playoff Game vs Bell HS  | 67.00        |
| Francisco Ruiz               | 10080        | 3/1/2016 | 03/01/16-AR1 for Girls Soccer Playoff Game vs Bell HS  | 67.00        |
| Shay Diamant                 | 10081        | 3/1/2016 | 03/01/16-REF for Girls Soccer Playoff Game vs Bell HS  | 78.00        |
| Vinay Lal                    | 10082        | 3/1/2016 | Planning and preparation of History of India for Aca Deca  | 300.00       |
| Li, Lang                     | 10083        | 3/1/2016 | Vex Robotics 292 Motor Turbo Gear<br>05/21/16 Gordon Warnock Memorial Passing Tournament                 | 269.38       |
| Crescenta Valley High School | 10008        | 3/2/2016 | Fee  | 200.00       |
| Brooks Transportation Inc.   | 10009        | 3/2/2016 | 2/19/16 ECR to 4 points Hotel, Bakersfield One-Way   | 600.00       |
| Eastbay Team Sales           | 10010        | 3/2/2016 | Disruption Game Jackets  | 771.00       |
| Buddy's All Stars            | 10011        | 3/2/2016 | Nike Team KO Sweatshirts XL  | 145.42       |
| Buddy's All Stars            | 10012        | 3/2/2016 | S/S Nublend Tee-Black  | 618.26       |
| Truitt, Christopher          | 10013        | 3/2/2016 | Drumline Supplies  | 35.92        |
| Offside Sports               | 10014        | 3/2/2016 | Junior and Senior Powderpuff 2016 Jersey-Balance   | 1,312.50     |
| Brooks Transportation Inc.   | 10084        | 3/2/2016 | 01/20/16 RT ECR to Cleveland High-Boys Soccer<br>2/8 Round Trip ECR to San Fernando Aquatic Center-Girls | 3,150.00     |
| Brooks Transportation Inc.   | 10085        | 3/2/2016 | Water Polo   | 3,965.00     |
| Brooks Transportation Inc.   | 10086        | 3/2/2016 | 2/16/16 Round trip ECR to UCLA   | 350.00       |
| Brooks Transportation Inc.   | 10087        | 3/2/2016 | 02/18/16 RT ECR to Norton Simon Museum of Art-Owen   | 1,215.00     |
| Theodore Payne Foundation    | 10088        | 3/2/2016 | 2/10/16 Speaker Fee-Lisa Novik   | 150.00       |
| McGraw-Hill Education, Inc.  | 10089        | 3/2/2016 | Chemistry Books  | 3,945.35     |
| Eastbay Team Sales           | 10090        | 3/2/2016 | National Jersey - ROYAL 1 Color Logo and #s<br>Mizuno Custom Sublimated Softball ECR Jerseys-Dark        | 2,457.60     |
| Bagger Sports                | 10091        | 3/2/2016 | Grey Jersey Sublimated   | 1,555.99     |

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Payroll checks are not included on this register.

| Vendor                                   | Check Number | Date     | Description   | Check Amount |
|--|--------------|----------|---|--------------|
| FACT                                     | 10092        | 3/2/2016 | 1/11 - 1/29/16 BII Services Joshua Shapiro  | 4,153.44     |
| Feddersen & Company, LLP                 | 10093        | 3/2/2016 | Professional Services Rendered Year ending 06/30/15(Preparation of Forms 990 and 199) | 1,500.00     |
| Staples Business Advantage               | 10094        | 3/2/2016 | Pens, Envelopes-Special Ed  | 367.67       |
| Buddy's All Stars                        | 10095        | 3/2/2016 | ClimaWarm 1/4 Zip-Gray  | 565.99       |
| Mark Clayton                             | 10098        | 3/2/2016 | 03/03/16-Varsity Softball vs Moorpark - Base  | 68.00        |
| Kent Jacobsen                            | 10099        | 3/2/2016 | 03/03/16-Varsity Softball Game vs Moorpark Plate                                      | 70.00        |
| Tara Kim, MA, OTR/L                      | 10100        | 3/2/2016 |   | 287.50       |
| EDD (Employment Development Dept.)       | 10101        | 3/2/2016 | 10/1/15 to 12/31/15 SEF Local Experience  | 3,341.71     |
| James Rincon                             | 10102        | 3/3/2016 | 02/29/16 Manual Pay Check (rate correction)   | 33.06        |
| Bilingual Foundation of the Arts         | 10103        | 3/3/2016 | 03/06/16 Tickets for El Burlador de Sevilla (Spanish Performance)                     | 1,000.00     |
| The Village Nation                       | 10104        | 3/3/2016 | 01/20 - 03/20/16 Services (Assemblies, Field Trips, etc)                              | 10,000.00    |
| Fernando Delgado                         | 10105        | 3/4/2016 | iPad air smart case   | 2,835.40     |
| Alex Kamberian                           | 10106        | 3/4/2016 | Tennis Balls  | 85.00        |
| Jonathan Beckerman                       | 10107        | 3/4/2016 | Hi Performance X-Act Baseball Optic 48 and Ball Bucket                                | 227.95       |
| Lori Pratt                               | 10108        | 3/4/2016 | 2/16 Round Trip ECR to Pomona   | 64.26        |
| Terrence Fischer                         | 10110        | 3/4/2016 | musicnotes.com-"Viva La Vida" download  | 31.00        |
| Michael Consoletti                       | 10111        | 3/4/2016 | 4 Majestic Trophies   | 2,383.43     |
| Samantha Spencer                         | 10112        | 3/4/2016 | The Kite Runner, Khaled Hosseini  | 57.12        |
| Cheyenne Tran                            | 10113        | 3/4/2016 | 5 Pizzas for late night study   | 291.10       |
| Jeremiah Wai                             | 10114        | 3/4/2016 | 10/10 ECR to Walnut, CA   | 115.02       |
| Cheyenne Tran                            | 10115        | 3/4/2016 | 12/12/15 ECR to San Diego   | 435.02       |
| Kathleen Nicholson                       | 10116        | 3/4/2016 | Padding Compound for Notepads   | 66.91        |
| Pricila Chavez Lara                      | 10118        | 3/4/2016 | Live Scan   | 45.00        |
| Covina High School                       | 10119        | 3/4/2016 | 03/05/16 Tournament Fee-Track & Field   | 400.00       |
| World Unispec                            | 10120        | 3/6/2016 | Jrsy 100% Cotton Sportshirt Small   | 726.60       |
| Jill Dyck                                | 10015        | 3/7/2016 | 01 - 02/16 Yoga classes for Play production   | 350.00       |
| Buddy's All Stars                        | 10016        | 3/7/2016 | Core Performance Tees   | 641.04       |
| Buddy's All Stars                        | 10017        | 3/7/2016 | Nike W's 1/4 Zip Performance Thermal Royal Blue                                       | 208.33       |
| Cassie Weinberg                          | 10018        | 3/7/2016 | Jamba Juice   | 116.00       |
| BallCharts                               | 10019        | 3/7/2016 | 40 DYO Lineup Cards   | 196.00       |
| Susan Freitag                            | 10109        | 3/7/2016 | Urinetown Makeup, Set, Costumes Spring Play   | 211.71       |
| AdTaxi                                   | 10117        | 3/7/2016 | 01/16 Interactive Advertising, LA Daily News  | 5,895.00     |
| Los Angeles Unified School District      | 10121        | 3/7/2016 |   | 693.63       |
| Los Angeles Unified School District      | 10122        | 3/7/2016 |   | 370.79       |
| Law Offices of Young, Minney & Corr, LLP | 10123        | 3/7/2016 | 1/2016 Legal fees   | 25,422.81    |
| Covantia, LLC                            | 10124        | 3/7/2016 | 2/1/16 Software Development and Integration Gateway                                   | 4,800.00     |
| CompuClaim                               | 10125        | 3/7/2016 | 1/7 MeduClaim Procedure Code Billing  | 283.12       |

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Payroll checks are not included on this register.

| Vendor                                   | Check Number | Date     | Description  | Check Amount |
|--|--------------|----------|--|--------------|
| Curry, William                           | 10126        | 3/7/2016 | 1/21 Curbs-Windscreen  | 990.00       |
| Joel Maki                                | 10127        | 3/7/2016 | Musical Direction of Urinetown (remaining 50% payment)                             | 1,000.00     |
| Interquest Detection Canines             | 10128        | 3/7/2016 | 2/16 Canine Detection  | 175.00       |
| FACT                                     | 10129        | 3/7/2016 | 01/11 - 1/28/16 Spec Ed Services Sidath Hulugalle                                  | 4,069.85     |
| Deny Sportswear                          | 10130        | 3/7/2016 | 8x10 full color dye sub plaques with gold matte                                    | 74.01        |
| The Help Group-Summit View               | 10131        | 3/7/2016 | 01/16 Transportation   | 364.88       |
| Pitney Bowes                             | 10132        | 3/7/2016 | Postage  | 9.99         |
| PlaceWorks                               | 10133        | 3/7/2016 | 12/15 Professional Services Phase I ESA Shoup Property                             | 11.21        |
| DecisionInsite                           | 10134        | 3/7/2016 | 1/22/16-1/21/17 MySchoolLocator  | 895.00       |
| American Heritage Life Insurance Company | 10135        | 3/7/2016 | 3/16 Supplemental Health Insurance Premium   | 1,262.04     |
| The Help Group-North Hills Prep School   | 10136        | 3/7/2016 | 01/16 Special Ed Services  | 6,265.31     |
| The Help Group-Summit View               | 10137        | 3/7/2016 | 01/16 Special Ed Services  | 2,637.16     |
| WT Cox Subscriptions                     | 10138        | 3/7/2016 | 4/16 - 3/17 WT Cox magazine subscriptions Library                                  | 522.16       |
| Kelly Services, Inc.                     | 10139        | 3/7/2016 | Substitute Teachers through 2/21/16  | 15,630.89    |
| DirectEd Specialized Services LLC        | 10140        | 3/7/2016 | 1/29/16 Consultation Services  | 450.00       |
| Nite Owl Alarm & Video, Inc.             | 10141        | 3/7/2016 | 3/2016 Burglar Monitoring Shoup Property   | 45.00        |
| Advanced Office Automation, Inc.         | 10142        | 3/7/2016 | Repro Line Cost Per Copy   | 207.10       |
| The Cruz Center                          | 10143        | 3/7/2016 | 01/16 Special Ed Services (PT)   | 1,265.00     |
| Thomas Fakehany                          | 10144        | 3/7/2016 | 03/08/16 Boys Volleyball Game vs Bishop Amat HS Varsity Game - Umpire              | 107.00       |
| Gary Saunders II                         | 10145        | 3/7/2016 | 03/08/16 Varsity Boys Volleyball game vs Bishop Amat - Ump                         | 112.00       |
| Michael Clarke                           | 10146        | 3/7/2016 | 03/08/16 Varsity Softball Game vs Alemany HS - Plate                               | 70.00        |
| Mike Venarde                             | 10147        | 3/7/2016 | 03/08/16 Varsity Softball Game vs Alemany - Base                                   | 68.00        |
| Regional TAP Service Center              | 10148        | 3/7/2016 | 02/16 METRO 30DAY ST   | 144.00       |
| Sylvia Yi                                | 2159         | 3/8/2016 | FSA Reimbursement  | 416.66       |
| Amy Carter (ee)                          | 2160         | 3/8/2016 | FSA Reimbursement  | 415.00       |
| Cory Wiener                              | 10020        | 3/8/2016 | 03/06/16 Supervision Powder Puff Sr. Class 2016                                    | 39.00        |
| Rene Calderon                            | 10149        | 3/8/2016 | 03/08/16 Girls Soccer Official - SoCal CIF Regionals RD 1 - Ref                    | 76.00        |
| Jorge Rojas                              | 10150        | 3/8/2016 | 03/08/16 Girls Soccer Official - SoCal CIF Regionals RD 1 - AR1                    | 67.00        |
| Josue Cadena                             | 10151        | 3/8/2016 | 03/08/16 Girls Soccer Official - SoCal CIF Regionals RD 1 - AR2                    | 67.00        |
| CIF LA City Section                      | 10152        | 3/9/2016 | Girls Basketball Playoff share-LA City CIF Office                                  | 109.00       |
| CIF Southern Section                     | 10153        | 3/9/2016 | 4/21-4/23/16 Entry Fee Ojai Tennis Tournament-Alexander Gerscovich, Gabriel Jordan | 60.00        |

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| Vendor   | Check Number | Date      | Description   | Check Amount |
|--|--------------|-----------|---|--------------|
| CIF Southern Section   | 10154        | 3/9/2016  | 4/21-4/23 Entry Fee Ojai Tennis Tournament-Harrison Turner  | 45.00        |
| Scott Lundgren   | 10155        | 3/10/2016 | Mock Trial Sweatshirt 2014-15 Refund 11 sweatshirts @\$35   | 385.00       |
| Fairfax High School  | 10156        | 3/10/2016 | 02/19/16 Girls Basketball Playoff Share-Fairfax HS  | 54.50        |
| Alexander Patino Chavez                                      | 10157        | 3/10/2016 | Refund for CSF  | 10.00        |
| Laszlo Enterprises, Inc                                      | 10158        | 3/10/2016 | 3/10/16 Round Trip ECR to USC Dederaux Field  | 775.00       |
| Emily Mercer   | 10159        | 3/10/2016 | Mock Trial Sweatshirt 2014-15 Refund  | 35.00        |
| Gloria Ibarra  | 10160        | 3/10/2016 | Refund for 2014-15 Mock Trial Sweatshirt  | 35.00        |
| Gail Duncan  | 10161        | 3/10/2016 | Mock Trial Sweatshirt 2014-15 Refund  | 35.00        |
| CHSSA  | 10162        | 3/10/2016 | 04/16 - 18/16 State Debate CHSSA Tournament Entry Fees  | 425.00       |
| Six Flags Magic Mountain                                     | 10021        | 3/11/2016 | 03/18/16 Six Flags Magic Mtn AVID Admission Ticket  | 2,991.18     |
| Shelly Marshall  | 10022        | 3/11/2016 | Poles   | 1,728.77     |
| Cheyenne Tran  | 10023        | 3/11/2016 | Arch Fu-Flight and Hotel  | 1,111.62     |
| Los Angeles Pierce College                                   | 10024        | 3/11/2016 | 5/28/16 Elite Passing Tournament  | 250.00       |
| Evan Coleman   | 10163        | 3/11/2016 | 3/3 Travel to LAUSD Office and Union Station  | 30.02        |
| Wendy Treuhaft   | 10164        | 3/11/2016 | 1/21 ECR to Pacific Palisades   | 103.03       |
| Wendy Treuhaft   | 10165        | 3/11/2016 | Budget Car Rental   | 1,618.89     |
| Billy Ramirez  | 10166        | 3/11/2016 | Batteries from Smart&Final  | 18.29        |
| Eric Choi  | 10167        | 3/11/2016 | Aeroburner Soft   | 167.00       |
| Southern California Journalism Education Association (SCJEA) | 10168        | 3/11/2016 | 03/10/16 SCJEA Registration   | 70.00        |
| Fast Deer Bus Charter, Inc                                   | 10169        | 3/11/2016 | 03/12/16 RT ECR to Long Beach Poly HS   | 1,090.46     |
| School Financial Services LACOE                              | 10170        | 3/11/2016 | 2/16 PERS Employee Contributions Shortage   | 44,485.11    |
| Real Volleyball  | 10025        | 3/14/2016 | Asics Tyson Sleeveless Jersey - 15 White/Black,15 Royal/White   | 1,611.39     |
| Band Today   | 10026        | 3/14/2016 | NM 170 Flag   | 739.20       |
| Procopio, Cory, Hargreaves & Savitch LLP                     | 10171        | 3/14/2016 | 01/31/16 Legal Services   | 2,028.00     |
| Montanez, Pedro  | 10172        | 3/14/2016 | Feb 2016 Coaching hours   | 3,650.00     |
| Truitt, Christopher  | 10173        | 3/14/2016 | 2/5-2/29/16 Weekly Rehearsals   | 892.50       |
| Vinay Lal  | 10174        | 3/14/2016 | 03/05/16 Lecture/Presentation on India for AcaDeca<br>2/29/16 Presentations of Art and Music from India to Aca- | 200.00       |
| Cathers Consulting   | 10175        | 3/14/2016 | Deca Team   | 700.00       |
| McLean Accounting Solutions                                  | 10176        | 3/14/2016 | 1/27-2/19/16 Payroll Services   | 1,925.00     |
| Staples Business Advantage                                   | 10177        | 3/14/2016 | Cardstock 110#  | 1,986.61     |
| Staples Business Advantage                                   | 10178        | 3/14/2016 | 2/29 Office Supplies-Main Office  | 342.84       |
| Canon Solutions America, Inc                                 | 10179        | 3/14/2016 | 02/01/2016 - 04/30/2016 Maintenance   | 514.80       |
| The Home Depot   | 10180        | 3/14/2016 | 1/25 Urinetown Supplies   | 418.58       |

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|--|--------------|-----------|---|--------------|
| Smart & Final                                      | 10181        | 3/14/2016 | 1/22-2/25/16 Cooking Supplies for Food Class  | 1,021.08     |
| Eastbay Team Sales                                 | 10182        | 3/14/2016 | Brasilia 7 XL Backpacks   | 300.84       |
| Inspire Communication, Inc                         | 10183        | 3/14/2016 | 01/16 Sara Goss @ \$85/hr, Screening & Therapy/Staff Consultation and Documentation | 3,825.00     |
| Inspire Communication, Inc                         | 10184        | 3/14/2016 | 02/16 Sara Goss @ \$85/hr, Screening & Therapy/Staff Consultation and Documentation | 5,100.00     |
| Pearson Education                                  | 10185        | 3/14/2016 | Chemistry Prep Test   | 34,666.29    |
| Pearson Education                                  | 10186        | 3/14/2016 | Precalculus Books   | 21,090.08    |
| Child and Family Guidance Center/Northpoint School | 10187        | 3/14/2016 | 11/15 - 1/16 Contracted Group Counseling Services                                   | 680.00       |
| Brooks Transportation Inc.                         | 10188        | 3/14/2016 | 2/26 Round Trip ECR to Calabasas High   | 1,750.00     |
| Cartridge  | 10189        | 3/14/2016 | HP Laserjet 600   | 348.58       |
| American Foothill Publishing Co.                   | 10190        | 3/14/2016 | The Kings Courier Issue 8 Vol 46 02/19/16   | 605.00       |
| Vista Paint Corporation                            | 10191        | 3/14/2016 | Paint,Brush   | 176.42       |
| Lisa Huffaker                                      | 10192        | 3/14/2016 | Bus Parking Pass for CA Sci Center  | 12.00        |
| Matthew Harbourt (ee)                              | 2161         | 3/15/2016 | FSA Reimbursement   | 1,049.00     |
| Terrence Fischer                                   | 10027        | 3/15/2016 | Wrestling Uniform   | 48.55        |
| Fast Deer Bus Charter, Inc                         | 10193        | 3/15/2016 | 3/15/16 Round Trip ECR to Narbonne High School                                      | 896.52       |
| Jason Rotolo                                       | 10194        | 3/15/2016 | 3/15/16 JV Baseball Official - Narbonne vs ECR                                      | 75.00        |
| Laszlo Enterprises, Inc                            | 10195        | 3/15/2016 | 3/20/16-3/24/16 Round Trip ECR to San Diego   | 4,300.00     |
| On Track and Field, Inc                            | 10196        | 3/15/2016 | Mystic Vault Pole 11ft  | 608.82       |
| The Gas Company                                    | 10197        | 3/15/2016 | 1/27-2/26/16 Gas Bill, 7401 Shoup Ave.  | 37.19        |
| Piece of Mind Care Services                        | 10198        | 3/15/2016 | 2/16 Special Ed Services (LEA/Healthcare/Medical Funding)                           | 500.00       |
| Ward's Science                                     | 10199        | 3/15/2016 | Fully Extracted Brain   | 2,431.03     |
| Advanced Office Automation, Inc.                   | 10200        | 3/15/2016 | FSS Excess Copies   | 210.88       |
| Tara Kim, MA, OTR/L                                | 10201        | 3/15/2016 | 02/09 -16 /16 Occupational Therapy  | 431.25       |
| Feddersen & Company, LLP                           | 10202        | 3/15/2016 | 01/16 Review of the ECR Alliance fiscal policies and procedures handbook.           | 1,390.00     |
| Apperson   | 10203        | 3/15/2016 | Scantrons   | 269.92       |
| Canon Financial Services, Inc.                     | 10204        | 3/15/2016 | 4/1-6/30/16 Equipment Lease IR3245I Image Runner 32451                              | 6,523.35     |
| Department of Justice (State of CA)                | 10205        | 3/15/2016 | 2/16 Fingerprint Apps   | 160.00       |
| Alan Grant   | 10206        | 3/15/2016 | 2/26/16 Supervision and Assist VEX Robotics   | 112.50       |
| Stephanie Franklin                                 | 10207        | 3/15/2016 | USAD Study Materials for Academic Decathlon 2017 season                             | 3,416.27     |
| Xena Paniagua                                      | 10208        | 3/15/2016 | 3/4/16 ECR to LA County Office  | 66.10        |
| Terrence Fischer                                   | 10209        | 3/15/2016 | 3/3-3/7 Rental Van-State Wrestling Tournament                                       | 469.43       |
| Eric Choi  | 10028        | 3/16/2016 | Pizza   | 357.51       |

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|----------------------------------|--------------|-----------|---|--------------|
| Steve McKenna                    | 10210        | 3/16/2016 | 3/16/16 JV Softball vs Oaks Christian HS  | 73.00        |
| L.J. Dolan                       | 10211        | 3/16/2016 | 03/16/16 Varsity Boys Volleyball game vs Narbonne - Ump                             | 107.00       |
| Eriks R. Teteris                 | 10212        | 3/16/2016 | 03/16/16 Varsity Boys Volleyball game vs Narbonne - Ref                             | 112.00       |
| Oaks Christian Track & Field     | 10213        | 3/16/2016 | 3/19/16 Maurice Greene Invitational   | 350.00       |
| Santa Barbara Easter Relays      | 10214        | 3/16/2016 | 3/26/16 Santa Barbara Easter Relays Track and Field                                 | 350.00       |
| Lance Delgado Music              | 10215        | 3/16/2016 | "See What You Hear"-Custom-made Indoor Drumline Show                                | 1,800.00     |
| Christopher Spindler             | 10216        | 3/16/2016 | Music   | 67.80        |
| Eric Choi                        | 10217        | 3/16/2016 | Live Scan   | 149.00       |
| Ronnie Watson                    | 10218        | 3/16/2016 | 3/9 Cart  | 320.86       |
| Richard Yi                       | 10219        | 3/16/2016 | 3/5 Home to Cal State Dominguez   | 36.00        |
| Richard Yi                       | 10220        | 3/16/2016 | Parking Permit Fee-Schaefer   | 85.00        |
| Lori Chandler                    | 10221        | 3/16/2016 | Tennis Balls  | 126.33       |
| Patricia Estrin                  | 10222        | 3/16/2016 | Cases of Tennis Balls   | 245.00       |
| Patricia Estrin                  | 10223        | 3/16/2016 | Film Festival Submission Fees for 5 students(NFFTY), (CYN)                          | 255.00       |
| Patricia Estrin                  | 10224        | 3/16/2016 | NFFTY "Channel"   | 226.68       |
| Billy Ramirez                    | 10225        | 3/16/2016 | Wire, Rope, Dowel   | 272.91       |
| Jeffrey Craig                    | 10226        | 3/16/2016 | 1/4 ECR to Oxnard HS(x2)-Girl's Soccer  | 421.86       |
| Bagger Sports                    | 10029        | 3/17/2016 | Tamron 18-270mm lens  | 1,458.42     |
| Cimarron Sign Services, Inc.     | 10030        | 3/17/2016 | Rawlings Primo PRM 1275H Outfield Glove   | 2,648.00     |
| Harvey Inouye                    | 10227        | 3/17/2016 | Fabricated eighteen banners   | 68.00        |
| David Rosenberg                  | 10228        | 3/17/2016 | 3/17/16 - Base Varsity Softball vs Chaminade HS                                     | 70.00        |
| Will Geer's Theatricum Botanicum | 10229        | 3/17/2016 | 03/17/16 Plate-Varsity Softball vs Chaminade HS                                     | 4,562.50     |
| EdTec Inc.                       | 10230        | 3/17/2016 | 4/20/16 School Days "Full Day" Workshops and Performances-A Midsummer Night's Dream | 18,810.00    |
| EdTec Inc.                       | 10231        | 3/17/2016 | 11/15 EdTec Monthly Service   | 33,000.00    |
| EdTec Inc.                       | 10232        | 3/17/2016 | 12/15 EdTec Monthly Service   | 33,000.00    |
| Fence Factory Rentals            | 10233        | 3/17/2016 | 02/16 EdTec Monthly Service   | 420.00       |
| Brooks Transportation Inc.       | 10234        | 3/17/2016 | 3/4-3/7 Fence Rental  | 3,450.00     |
| Jostens                          | 10235        | 3/17/2016 | 3/6/16 Round Trip to Bilingual Foundation of the Arts                               | 5,364.18     |
| LADWP                            | 10236        | 3/17/2016 | Girls Volleyball Championship Rings-Remaining Payment                               | 6,069.43     |
| Canon Solutions America, Inc     | 10237        | 3/17/2016 | 12/14/15-12/29/15 Water Charges   | 736.98       |
| Shira Levi                       | 10238        | 3/17/2016 | 03/16-05/16 VP 4120 Maintenance   | 10.00        |
| John Brown                       | 10239        | 3/17/2016 | CSF refund-Shira Levi   | 74.00        |
| Paul Schultz                     | 10240        | 3/17/2016 | 03/17/16 Baseball Game vs Poly Base   | 78.00        |
|                                  |              |           | 03/17/16 Baseball Game vs Poly. Plate   |              |

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|--|--------------|-----------|---|--------------|
| Matthew Gomez                                      | 10241        | 3/17/2016 | 1/11-Feb 18/16 Rehearsal(35.5 hrs)  | 710.00       |
| Verdugo Hills Autism Project                       | 10242        | 3/17/2016 |   | 4,176.90     |
| Verdugo Hills Autism Project                       | 10243        | 3/17/2016 |   | 4,941.90     |
| FACT   | 10244        | 3/17/2016 |   | 6,122.43     |
| FACT   | 10245        | 3/17/2016 |   | 4,784.08     |
| Phillips & Associates                              | 10246        | 3/17/2016 | 02/16 Professional Fees   | 5,254.04     |
| Ruwanthi Kotuwelle                                 | 10247        | 3/17/2016 | Refund for CSF  | 11.00        |
| Transit Systems Unlimited, Inc.                    | 10248        | 3/17/2016 | 3/9/16 Charter Bus Order- Girls Basketball                                | 1,570.00     |
| CompuClaim   | 10249        | 3/17/2016 | 02/16 Procedure Code Billing  | 11.61        |
| Buddy's All Stars                                  | 10250        | 3/17/2016 | Nike Game Jersey  | 109.20       |
| Leighton Hom                                       | 10251        | 3/17/2016 | Meal Time (Student Lauren Hom) Reimbursement                              | 223.50       |
| Brooks Transportation Inc.                         | 10252        | 3/17/2016 | 3/9/16 Round Trip ECR to Little Tokyo                                     | 755.00       |
| Brooks Transportation Inc.                         | 10253        | 3/17/2016 | 3/4/16 Round Trip to CSU Channel Islands                                  | 400.00       |
| Educatus International                             | 10254        | 3/17/2016 | International Student-partial tuition refund-Leevi Oramo Last day 2/12/16 | 3,500.00     |
| Los Angeles County Tax Collector                   | 10255        | 3/17/2016 | 03/31/16 Supplemental Secured Property Tax, First Payment                 | 3,636.30     |
| Webinopoly   | 10256        | 3/17/2016 | Web Design Final Payment  | 1,500.00     |
| California Interscholastic Federation State Office | 10257        | 3/17/2016 | 03/08/16 Game Box Office Sales/Gross Income                               | 204.00       |
| Jules Seltzer Associates                           | 10258        | 3/17/2016 | Rect. Counter Balance   | 10,327.97    |
| Sarah Brody  | 10259        | 3/18/2016 | Refund for Powder-Puff Jersey-Sarah Brody SR Class 2016                   | 30.00        |
| California Science Center Foundation               | 10260        | 3/18/2016 | 3/31/16 Trip to CSC   | 648.00       |
| California Science Center Foundation               | 10261        | 3/18/2016 | 4/1/16 Trip to CSC  | 805.25       |
| Woodland Hills Printing                            | 10262        | 3/18/2016 | 10-Page Urinetown Programs(Spring Play)                                   | 1,133.60     |
| Woodland Hills Printing                            | 10263        | 3/18/2016 | Posters for Urinetown(Spring Play)  | 218.00       |
| Rosario Datu                                       | 10264        | 3/22/2016 | Taxes and Deductions  | 3,793.36     |
| Maziar Alagheband                                  | 10265        | 3/22/2016 | PERS  | 334.75       |
| World Unispec                                      | 10266        | 3/22/2016 | Flat Bill w/Plastic Strap ECR Cap   | 228.00       |
| McGraw-Hill Education, Inc.                        | 10267        | 3/22/2016 | Creative Living Skills test generator CD                                  | 158.60       |
| Procopio, Cory, Hargreaves & Savitch LLP           | 10268        | 3/22/2016 | 02/16-Professional Fees   | 1,284.40     |
| The Print Spot                                     | 10269        | 3/22/2016 | 02/16 The Print Spot-Client Services                                      | 5,355.77     |
| EDD (Employment Development Dept.)                 | 10270        | 3/22/2016 | 10/15-12/15 UI SEF  | 2,837.92     |
| Brooks Transportation Inc.                         | 10271        | 3/22/2016 | 2/19/16 Round Trip ECR to Roybal LC-Wrestling                             | 1,550.00     |
| PARS   | 10272        | 3/22/2016 | 01/16 PARS Admin Fees   | 312.12       |
| CCSA Employee Welfare Benefit Trust                | 10273        | 3/29/2016 | 4/16 Employee Benefits  | 276,470.07   |
| Benefit and Risk Management Services               | 10274        | 3/29/2016 | 04/16 Admin Fee   | 217.00       |

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|-------------------------------------|--------------|-----------|---|--------------|
|                                     |              |           | 2015-16 Facilities Cost (Total Pro Rata Share due Annually from ECR)  |              |
| Los Angeles Unified School District | 10275        | 3/29/2016 |   | 328,745.10   |
| College Board                       | 10276        | 3/29/2016 | 2015-2016 College Board Membership Fee  | 325.00       |
| VIMB                                | 10277        | 3/29/2016 | 3/19 22nd Irvine Invitational Jazz Festival   | 400.00       |
| American Express                    | 10278        | 3/29/2016 | 2. The UPS Store REF# 0864142   | 414.90       |
| American Express                    | 10279        | 3/29/2016 | 1. Dropbox REF# BMTXJNT   | 674.93       |
| American Express                    | 10280        | 3/29/2016 | 46. Amazon.com REF# 09GB9ZOPC9W   | 17,986.82    |
| American Express                    | 10281        | 3/29/2016 | 1. Intuit REF# IGS_1101816  | 264.13       |
| Yvonne Halski                       | 10283        | 3/29/2016 | 2/15/16- Aca Deca   | 142.78       |
| Jim Russell                         | 10282        | 3/30/2016 | 03/30/16 Varsity Boys Volleyball game vs Chatsworth - Ref<br>03/30/16 Varsity Boys Volleyball game vs Chatsworth HS - | 112.00       |
| Colleen Garner                      | 10284        | 3/30/2016 | Ump<br>03/31/16 Timing and Judging ECR Track & Field home   | 107.00       |
| Scott Corr-Robinett                 | 10285        | 3/30/2016 | meet  | 500.00       |
| Austin Shanks                       | 10286        | 3/30/2016 | 3/31/16-Track & Field Starter - Taft vs ECR<br>03/31/16 SoCal CIF SemiFinal Playoff Game vs P                         | 105.00       |
| Pacific Platinum Services, Inc.     | 10287        | 3/31/2016 | Palisades Team Bus  | 545.00       |

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# Cover Sheet

## Review and Vote We Can Work Program w/Department of Rehabilitation

**Section:** IV. School and Policies  
**Item:** A. Review and Vote We Can Work Program w/Department of Rehabilitation  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**

We Can Work - Board Resolution.pdf

We Can Work - EL CAMINO REAL CHARTER HIGH SCHOOL BOARD PROPOSAL.docx

We Can Work - copy1@ecrchs.net\_20160516\_115845.pdf

STATE OF CALIFORNIA  
**BOARD RESOLUTION**  
 DR 324 (Rev 9/2011)

DEPARTMENT OF REHABILITATION

FULL Name of Corporation or Public Agency

*El Camino Real Charter High School*

WHEREAS, the Board of Directors or Board of Trustees of the above-named corporation or public agency has read the proposed agreement between State of California, Department of Rehabilitation (DOR), and above-named corporation or public agency and said Board of Directors or Board of Trustees acknowledges the benefits and responsibilities to be shared by both parties to said agreement.

NOW, THEREFORE, BE IT RESOLVED that said Board of Directors or Board of Trustees does hereby authorize the following person/position

Name/Position of Person Authorized to Sign Agreement

*Marshall Mayotte / Chief Business Officer*

of the above-named corporation or public agency on behalf of the corporation or public agency to sign and execute any and all documents required by DOR to effectuate the execution of said Agreement and all amendments. This authorization shall remain in effect until the expiration of the contract and shall automatically expire at that time, unless earlier revoked or extended by the Board of Directors.

**CERTIFICATION**

I, the Recording Secretary named below, hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Directors or Board of Trustees of above-named corporation or public agency at a meeting of said Board regularly called and convened at which a quorum of said Board of Directors or Board of Trustees was present and voting, and that said resolution was adopted by a vote of the majority of all Directors or Trustees present at said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand as Recording Secretary of said corporation or public agency.

Address Where Board Meeting Held

| Date of Board Meeting | Signature of Recording Secretary | Date Signed |
|-----------------------|----------------------------------|-------------|
|                       | <i>[Signature]</i>               |             |

EL CAMINO REAL CHARTER HIGH SCHOOL BOARD  
PROPOSAL - May 18, 2016

**Re:** 'WE CAN WORK' Work Experience Contract

**By:** Sharon Lenderman, Transition, Student Support Services

**For:** 2016-2017 School Year (7/1/16 - 6/30/17)

**Contracting Parties:** LAUSD Chartered Operated Programs/El Camino Real Charter High School & Department of Rehabilitation through the Van Nuys/Foothill District

**Attached:** Exhibit A.1 'SCOPE OF WORK' & Exhibit B 'BUDGET DETAIL AND PAYMENT PROVISIONS'

Brief Overview:

The Federal Workforce Innovation and Opportunities Act (WIOA) requires the Department of Vocational Rehabilitation to provide "Pre-employment Transition Services" to high school students with disabilities. The We Can Work contract is for the state to fund, specifically, 'Work based learning experience' or subsidized paid work in the community or on campus for these students. LAUSD schools have had this partnership with DOR for many years. This new program and contract is for Independent Charter High Schools within the LAUSD SELPA. LAUSD C.O.P. office has worked with our local Dept. of Rehabilitation to draft the contract between the state and each Independent Charter High School.

During the 2016-2017 school year, Sharon Lenderman will contact and partner with local businesses to work with and train 20 of our students on the job. Students will work for 100 hours, averaging 10 hours per week, and receive minimum wage, paid by the school initially and then reimbursed by the state. Lenderman will track and report the students' hours for pay to the ECR payroll department and deliver to the student workers.

The Department of Rehabilitation will provide \$45,782.00 to ECR. This includes reimbursement to ECR for 20% of Lenderman's ECR salary and benefit package for the year and student wages paid by ECR. (See Exhibit B.1 for breakdown.) Lenderman will invoice DOR for providing service hours for 20% of her time along with the student wages within 60 days after each service month.

Thank you for your consideration. I look forward to providing this vital service to our students.

**EXHIBIT A.1  
(Standard Agreement – Subvention)**

**SCOPE OF WORK  
LOS ANGELES UNIFIED SCHOOL DISTRICT CHARTERED OPERATED PROGRAMS – EL  
CAMINO REAL CHARTER HIGH (LAUSD/COP)  
We Can Work  
Work Experience Contract**

**SCOPE OF WORK**

**I. Introduction**

The Federal Workforce Innovation and Opportunities Act (WIOA) requires that the Department of Rehabilitation provide "Pre-employment Transition Services (PETS)" to high school students with all types of disabilities age 16-21. PETS are an outcome oriented and coordinated set of activities that promotes movement from school to post school activities. PETS include the following core services:

- Job exploration counseling
- Work based learning experiences
- Counseling on post-secondary opportunities
- Workplace readiness training
- Instruction in self advocacy.

This contract will focus specifically on the provision of "Work based learning experiences" via work experience services:

This cooperative contract is designed to jointly serve the mutual consumers receiving services from the Department of Rehabilitation (DOR) through the Van Nuys/Foothill District and the LAUSD-Chartered Operated Programs – El Camino Real Charter High. LAUSD/COP El Camino Real Charter High Staff and resources are combined to provide work experience services through this We Can Work program (WCW).

The We Can Work program will serve the significantly and most significantly disabled students served by LAUSD/COP El Camino Real Charter High. Students with disabilities, age 16-21 will be referred to the We Can Work program with an expectation that work experience services will be provided during their junior and senior years through this contractual agreement. Consumers will be served at the following LAUSD/COP El Camino Real Charter. We Can Work Staff will work closely with the DOR counselors throughout the referral, eligibility, planning, and follow-up processes (meeting at least monthly to review progress), in order to ensure coordinated service. Initial eligibility is determined in coordination with DOR staff based on the following criteria:

- Must have a documented disability
- Must want to participate and be available in a work experience opportunity before exiting high school.
- Can benefit from work experience services.

The referral process will include the following: We Can Work Staff with direct knowledge of potential DOR consumers, to help ensure they are to meet eligibility criteria. We Can Work Staff gathers all necessary school documents once releases are signed, including the school IEP, testing and other disability information, and provide these to the DOR Counselor.

For fiscal year 2016-2017, a total of 20 unduplicated DOR student/clients will be served through this case service contract.

**II. Services to be Provided**

**A. PETS work experience**

**1. DESCRIPTION OF SERVICES**

PETS Work experience consists of short term placements either on or off campus and monitoring of the student/DOR client's performance in the work environment. Work experience may include paid/unpaid internships, paid/unpaid employment, summer work experience, work exploration and job shadowing. Student/DOR clients may participate in more than one work experience situation. Work experiences are intended to be temporary placements to gain experience in the workplace. They may also result in the development of any of the following: vocational direction, appropriate work attitudes, ethics, interpersonal skills, speed, and accuracy as well as some limited occupational skills.

Any paid or non-paid work experience activities will be in compliance with the Department of Labor regulations. For students participating in paid work experience, the contracting school will be the employer of record, and students will be paid minimum wage. Work Experiences will be individualized and can vary in duration as well as type of placement. Work experience hours are expected to average up to 100 hours per student per year depending on individual need and interest. The Work Experience Coordinator will evaluate students/DOR client progress and submit written reports to the DOR counselor on a monthly basis as long as the DOR client is actively participating in contract services.

**2. Service Goals/Number to be served**

During fiscal year 2016/2017, it is expected that:

- LAUSD/COP EL CAMINO REAL CHARTER HIGH will provide 20 work experiences to student/DOR clients.

**II. Contract Administrator/Program Coordinator**

| <u>Department of Rehabilitation</u>  | <u>School District</u>   |
|--|--|
| Colleen Gaither, Rehab. Specialist<br>5900 Sepulveda Blvd., #240<br>Van Nuys, CA 91411<br>**818-614-3027 Videophone<br>818-901-5036<br>Fax: 818-901-5673<br><a href="mailto:cgaither@dor.ca.gov">cgaither@dor.ca.gov</a> | Danielle Davis, Position Title<br>Wendy Treuhart, Assistant Principal Student Support Services<br>5440 Valley Circle Blvd.<br>Woodland Hills, CA 91367<br>Danielle Davis- <a href="mailto:ddavi6@lausd.net">ddavi6@lausd.net</a><br>213-241-5430 |

**EXHIBIT B  
(Standard Agreement - Subvention)**

**BUDGET DETAIL AND PAYMENT PROVISIONS**

**1. INVOICING AND PAYMENT**

**A. Service Budget Payment of Expenditure**

1. This is a cost reimbursement Agreement for subvention services. For services satisfactorily completed, and upon receipt and approval of the invoices, the Department of Rehabilitation (DOR) agrees to reimburse the Contractor for actual expenditures incurred subject to the approved Scope of Work, Service Budget, Budget Narrative, and applicable regulations as attached or referenced hereto and made a part of this Agreement.
2. All expenses shall be reviewed and approved by the DOR Contract Administrator before payment can be made to the Contractor.
3. The Service Budget must set forth in detail the reimbursable items, unit rates and extended total amounts for each line item. The Contractor's Service Budget shall include items directly related to this Agreement to include a Budget Narrative that fully explains why and how the costs are necessary to the Agreement.

**B. Submission of Invoice(s)**

1. Monthly invoices must be completed using the DR 801B Service Invoice form (DR801B) and shall provide an actual line-item detail of expenditure(s) that supports the approved Service Budget and Budget Narrative. The DR801B shall include the Agreement Number, Registration Number, and be submitted in duplicate not more frequently than monthly in arrears to the DOR Contract Administrator or designee (listed in Exhibit A).
2. An original DR801B must be submitted and signed by authorized personnel as listed on the Signature Authorization (DR 325) form.
3. Supporting documentation must be available upon request at any time by DOR staff, or other State and Federal representatives.
4. Federal and State funds are time limited, therefore, invoices (service and certified match) must be submitted as soon as possible, but no later than 60 days after the service month. Final submission of all fiscal year-end invoices is due no later than November 1<sup>st</sup>, to allow for payment and draw down prior to the close out of Federal/State funds.
5. If budgetary funds revert due to failure to submit timely invoices or failure to submit a properly prepared invoice, related Federal and State funds will no longer be available for use which will require the contractor to submit a claim through the

Victims Compensation and Government Claims Board, where approval to pay is not guaranteed.

6. The DOR is committed to issue payments as quickly as possible following the receipt of an accurate and complete invoice of allowable costs as approved by the DOR Contract Administrator.

### C. Appropriate Expenditures

Budgets must not contain line items that are or will be reimbursed/paid by another source of funding during the period covered by this Agreement. Unexpended funds for a fiscal year shall not be carried over to another fiscal year. Agreement expenditures reimbursed by DOR must be reported as federal funds in the contractor's accounting records and on the Schedule of Federal Awards under the CFDA # listed for this Agreement and prepared for the Title 2 Code of Federal Regulations, Part 200 (2 CFR 200) Single Audit.

### D. Invoice Claim Adjustments

1. Surplus funds from a given line item, within a fiscal year budget may be used to defray allowable costs under the approved budget line items contained **within the same fiscal year**. A claim adjustment is required on the Service Invoice (DOR 801B) with an attached brief narrative explaining each line item impacted and may not exceed up to a cumulative amount of ten percent (10%) of the total annual contract Service Budget for all budget years as long, as there is neither an increase nor decrease of the total annual contract Service Budget. A formal amendment is required if it does not meet the above criteria.
2. Staff line item salary ranges and percentage of time are projected estimates and are subject to change based on actual salary and chargeable time costs. Claim adjustments are allowable as long as the annualized total line item costs do not exceed what is allowed in Item 1 above.

### E. Budget Contract Amendments

A contract amendment between both parties is required for any budget changes not covered in Section D above. This includes any major category or detailed line item description changes to the approved Service Budget and Budget Narrative as outlined below:

- Adding and deleting a major category budget or detailed line item.
- Line item adjustments that exceed a cumulative amount of 10%.
- Decrease/increase to the total annual budget award or the total Agreement award for all budget years.
- Any word for word changes to the written budget narrative or budget cost detail.  
(Note: ALL changes must be made in **bold**.)



## **F. Travel Reimbursements**

If travel is reimbursable, the Contractor agrees that all travel expenses and per diem rates paid to its employees under this Agreement shall be reimbursed at actual costs not to exceed the California Department of Human Resources (CalHR) designated rates for excluded employees. Go to CalHR website at <http://www.calhr.ca.gov/employees/pages/travel-reimbursements.aspx>. No travel outside the State of California except for bordering California states shall be reimbursed without prior documented written authorization from DOR.

Upon request from the DOR, Contractor will provide sufficient documentation to support travel expenditures such as travel claims, mileage logs, and receipts for lodging, transportation, and meal costs.

## **2. BUDGET CONTINGENCY CLAUSE**

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the State shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State shall have the option to either cancel this Agreement with no liability occurring to the State, or offer an Agreement amendment to Contractor to reflect the reduced amount.

## **3. BUDGET CONTINGENCY CLAUSE FOR FEDERALLY FUNDED AGREEMENTS**

- A. It is mutually understood between the parties that this Agreement may have been written for the mutual benefit of both parties before ascertaining the availability of congressional appropriation of funds to avoid program and fiscal delays that would occur if the Agreement were executed after that determination was made.
- B. This Agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government for the current year and/or any subsequent year for the purpose of this program. In addition, this Agreement is subject to any additional restrictions, limitations, or conditions enacted by Congress or to any statute enacted by Congress that may affect the provisions, terms, or funding of this Agreement in any manner.
- C. The parties mutually agree that if Congress does not appropriate sufficient funds for the program, this Agreement shall be amended to reflect any reduction in funds.

## **4. PROMPT PAYMENT CLAUSE**

Payment will be made in accordance with, and within the time specified in, Government Code Chapter 4.5, commencing with section 927.

**5. PRINCIPLES AND STANDARDS FOR DETERMINING ALLOWABLE COSTS, INCLUDING REQUIREMENTS FOR DOCUMENTING PERSONNEL ACTIVITY CHARGEABLE TO THE AGREEMENT**

Agreements awarded by the Department shall be subject to actual costs for services rendered under this Agreement. Allowable costs under this Agreement must meet the following general criteria:

- Be generally recognized and necessary for the operation of the Contractor's organization.
- Be reasonable for the performance of the Agreement, including acceptable sound business practices.
- Be subject to the terms and conditions of the Agreement and approved DOR budgeted line items.
- Not be used for general expenses required to carry out other responsibilities of the Contractor.
- Be properly documented and supported.

Documenting and supporting the distribution of all costs, including the allocation of time chargeable to the Agreement, is required. The Contractor agrees to comply with the 2 CFR 200 cost principles regarding documentation for the support of personnel activity chargeable to the Agreement.

**6. ACCOUNTING SYSTEM REQUIREMENTS**

A. Contractor must maintain an appropriate fund accounting system that accurately accumulates and segregates reasonable, allocable, and allowable costs in compliance with state and federal regulations, and generally accepted accounting principles. The Contractor's financial management system shall provide:

- Accurate, current, and complete disclosure of the financial results of each federally sponsored project.
- Records that identify adequately the source and application of funds for federally sponsored activities.
- Written procedures for determining the reasonableness, allocable, and allowable costs in accordance with the provisions of the applicable federal cost principles and the terms and conditions of the Agreement.
- Accurate fund accounting records that track the revenues received from funders/sources and the expenditures paid to vendors for goods and services, and that are supported by adequate source documentation.

B. Contractor shall submit to State such reports, accounts, and records as deemed necessary by the State to discharge its obligation under State and Federal laws and regulations.

| STATE OF CALIFORNIA<br>SERVICE BUDGET  |  | WE CAN WORK CASE SERVICE CONTRACT |            |                   |                       | DEPARTMENT OF REHABILITATION     |                 |                       |            |                 |
|--|--|-----------------------------------|------------|-------------------|-----------------------|----------------------------------|-----------------|-----------------------|------------|-----------------|
| Contractor Name and Address  |  | Contract Number                   |            | Federal ID Number |                       | Page X of X                      |                 |                       |            |                 |
| El Camino Real Charter<br>5440 Valley Circle Blvd.<br>Woodland Hills, CA 91367 |  | 27-485978                         |            | 27-485978         |                       | Budget Period                    |                 |                       |            |                 |
|  |  | 7-1-2016 to 6-30-2017             |            |                   |                       | Effective Date (Amendments Only) |                 |                       |            |                 |
| Line No.   | PERSONNEL-Position Title & Time Base                                 | Annual Salary Per FTE             | Annual FTE | Amount Budgeted   | Annual Salary Per FTE | Annual FTE                       | Amount Budgeted | Annual Salary Per FTE | Annual FTE | Amount Budgeted |
| 1  | Work Experience Coordinator 30 hours per week, 12 months (10 Months) | \$119,509.92                      | 0.2000     | \$23,901.98       |                       |                                  |                 |                       |            |                 |
| 2  | Student Wages  |                                   |            | \$21,880.00       |                       |                                  |                 |                       |            |                 |
| 3  |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 4  |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 5  |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 6  |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 7  |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 8  |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 9  |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 10   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 11   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 12   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 13   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 14   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 15   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 16   | Subtotal   |                                   |            | \$45,781.98       |                       |                                  |                 |                       |            |                 |
| 17   | <b>OPERATING EXPENSES</b>  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 18   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 19   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 20   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 21   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 22   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 23   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 24   | Operating Subtotal   |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 25   | Personnel and Operating Subtotal                                     |                                   |            | \$45,781.98       |                       |                                  |                 |                       |            |                 |
| 26   | Indirect Rate Percentage   |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 27   | Indirect Cost  |                                   |            |                   |                       |                                  |                 |                       |            |                 |
| 28   | TOTAL (rounded to nearest dollar)                                    |                                   |            | \$45,782          |                       |                                  |                 |                       |            |                 |
| 29   |  |                                   |            |                   |                       |                                  |                 |                       |            |                 |

# Cover Sheet

## Review and Vote Public Record Act Policy

**Section:** IV. School and Policies  
**Item:** G. Review and Vote Public Record Act Policy  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Access to Public Records Policy - ECR vFinal (2).docx

Policy No. \_\_\_\_\_

**EL CAMINO REAL ALLIANCE  
BOARD POLICY  
ACCESS TO PUBLIC RECORDS**

Requests for public records shall be made to the main office. The Executive Director or designee may then determine the most appropriate employee of El Camino Real Alliance (“ECRA”) to assist in assembling any public records for production.

Any person may request a copy of any public record open to the public and not exempt from disclosure. While a request need not be in writing, if the request is verbal, the requester will be asked to reduce the request to writing so there is a written record of the records being requested. If the requester chooses not to reduce the request to writing, the Executive Director or designee shall reduce the request to writing and confirm the request with the requester. The request for public records must clearly identify the records requested, along with the name and mailing address of the requester.

Provisions of the California Public Records Act (Government Code Section 6250 *et seq.*) shall not be construed so as to delay access for purposes of inspecting or receiving copies of records open to the public. Any notification denying a request for public records shall state the name and title of each person responsible for the denial.

ECRA may charge for copies of public records or other materials requested by individuals or groups. The charge, based on the direct cost of duplication and reasonable necessity, has been set by the Board of Directors at 25 cents (\$0.25) per page. The direct cost of duplication and reasonably necessary fee includes the pro rata expense of the copying equipment used and the pro rata expense in terms of staff time required to produce the copy.

Requests to waive associated fees related to the direct cost of duplication shall be submitted to the office of the Executive Director. The Executive Director may, but is not required to, waive fees in his or her discretion.

Public access shall not be given to records listed as exempt from public disclosure in the California Public Records Act or other applicable statutes.

Within ten (10) days of receiving any request for a copy of records, the Executive Director or designee shall determine whether the request seeks copies of disclosable public records in the possession of ECRA, shall

promptly inform the person making the request of ECRA's intent to comply with the request, and shall indicate that date that the disclosable public records shall be made available.

In unusual circumstances, the Executive Director may extend the 10-day time period for an additional fourteen (14) days by providing written notice to the requester and setting forth the reasons for the extension and the date on which a determination is expected to be made. Unusual circumstances include, but only to the extent reasonably necessary to properly process the request, the following:

1. The need to search for and collect the requested records from field facilities or other locations that are separate from the office processing the request;
2. The need to search for, collect, and appropriately examine a voluminous amount of separate and distinct records that are demanded in a single request;
3. The need for consultation, which shall be conducted with all practicable speed, with another agency having a substantial interest in the determination of the request, or among two or more components of ECRA having substantial subject matter interest therein;
4. The need to compile data, to write programming language or a computer program, or to construct a computer report to extract data.

If an inspection is requested, any person shall have reasonable access, during normal business hours (between the hours of 8:00 a.m. and 3:00 p.m.), to the public records of ECRA within the requirements of state law. However, if records are not readily available, or if portions of the records to be inspected must be redacted to protect exempt material, then ECRA must be given a reasonable period of time to perform these functions prior to inspection. Such records shall be examined in the presence of the staff member regularly responsible for their maintenance.

Adopted: [DATE]

# Cover Sheet

## Review and Vote MOU for Early Retirement from ECRA (UTLA Staff)

**Section:** IV. School and Policies  
**Item:** I. Review and Vote MOU for Early Retirement from ECRA (UTLA Staff)  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** MOU - Retiree Incentive (Amendment).pdf

**TENTATIVE AGREEMENT**

**MEMORANDUM OF UNDERSTANDING  
("SIDE LETTER AGREEMENT")  
BETWEEN  
EL CAMINO REAL ALLIANCE  
&  
UNITED TEACHERS LOS ANGELES-ECRA  
MODIFYING AND AMENDING THE MEMORANDUM OF UNDERSTANDING  
REGARDING  
VOLUNTARY EARLY RETIREMENT/RESIGNATION INCENTIVE**

**May 10, 2016**

This Side Letter Agreement ("Side Letter") is entered into between El Camino Real Alliance ("ECRA") formerly known as El Camino Real Charter High School ("ECRCHS") and United Teachers Los Angeles-ECRA ("UTLA") as follows:

WHEREAS, ECRA is an independent public charter school, authorized by the Los Angeles, Unified School District ("LAUSD") commencing operation on July 1, 2011; and

WHEREAS, ECRA and UTLA have a collective bargaining relationship; and

WHEREAS, ECRA and UTLA entered into a Memorandum of Understanding ("MOU") on or about January 28, 2016 allowing for an early retirement/resignation incentive for all UTLA unit members who submit an application no later than February 29, 2015 constituting an official notice of resignation or retirement from employment with ECRA effective June 30, 2016; and

WHEREAS, ECRA and UTLA wish to extend the deadline for applying for the above-referenced incentive;

NOW THEREFORE, the parties do hereby agree to modify and amend the MOU by adding the following terms:

**AGREEMENT:**

1. The deadline for applying for the early retirement/resignation incentive is extended from February 29, 2016 to May 20, 2016.
2. All other terms of the MOU remain intact and unchanged.


**Signatures:**

The parties acknowledge and agree that this SIDE LETTER amends and supersedes the MOU signed on or about January 28, 2016.



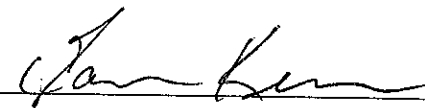
**UNITED TEACHERS LOS ANGELES**

Date: 5/12/16

  
Name: HONG BUI

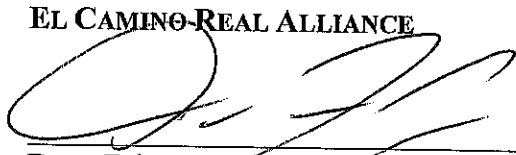
**UNITED TEACHERS LOS ANGELES**

Date: 5/12/16

  
Name: Jason Kinsella

**EL CAMINO-REAL ALLIANCE**

Date: 5/12/16

  
Dave Fehte, Executive Director

**THIS AGREEMENT IS NOT EFFECTIVE UNTIL FINAL RATIFICATION/APPROVAL BY UTLA-ECRA AND THE GOVERNING BOARD OF ECRA**

**ON BEHALF OF THE BOARD OF DIRECTORS OF EL CAMINO REAL ALLIANCE**

Date of Approval: \_\_\_\_\_

Jonathan Wasser, Board Chair

# Cover Sheet

## Review and Vote 2016-17 School Calendar

**Section:** IV. School and Policies  
**Item:** J. Review and Vote 2016-17 School Calendar  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Proposed School Calendar 2016-2017.pdf

## EL CAMINO REAL CHARTER HIGH SCHOOL

### Proposed School Calendar 2016-2017

|                                     |  |
|-------------------------------------|--|
| August 11 and 12, 2016              | Pupil Free Days  |
| August 15, 2016                     | First Day of Instruction   |
| September 2, 2016                   | Admissions Day (No School)   |
| September 5, 2016                   | Labor Day (No School)  |
| September 15, 2016                  | Back to School Night   |
| September 16, 2016                  | Shortened Day Schedule   |
| October 3, 2016                     | Rosh Hashanah (No School)  |
| October 12, 2016                    | Yom Kippur (No School)   |
| October 24, 2016                    | Pupil Free Professional Development Day                                  |
| November 11, 2016                   | Veterans' Day (No School)  |
| November 21-25, 2016                | Thanksgiving Break (No School)   |
| December 14-16, 2016                | Final Exams (Minimum Days)   |
| December 19, 2016 – January 6, 2017 | Winter Break   |
| January 9, 2017                     | First Day of Second Semester   |
| January 16, 2017                    | Martin Luther King Birthday (No School)                                  |
| February 20, 2017                   | Presidents' Day (No School)  |
| March 31, 2017                      | Cesar Chavez Day (No School) and Pupil Free Professional Development Day |
| April 10, 2017 – April 14, 2017     | Spring Break (No School)   |
| May 29, 2017                        | Memorial Day (No School)   |
| June 5-7, 2017                      | Final Exams (Minimum Days)   |
| June 8, 2017                        | Senior Clearance Day (Minimum Day)                                       |
| June 9, 2017                        | Graduation/<br>Last Day of School (Minimum Day)                          |

### Professional Development (PD) Days

August 23, 2016  
September 6, 2016  
September 20, 2016  
October 4, 2016  
October 18, 2016  
November 1, 2016  
November 29, 2016  
January 24, 2017  
February 7, 2017  
February 21, 2017  
March 7, 2017  
March 28, 2017  
April 18, 2017  
May 16, 2017

### Instructional Minutes

|                 |                          |                |
|-----------------|--------------------------|----------------|
| Regular Day =   | 378 minutes x 157 days = | 59,346 minutes |
| Shortened Day = | 313 minutes x 1 days =   | 313 minutes    |
| Minimum Day =   | 248 minutes x 8 days =   | 1984 minutes   |
| PD Day =        | 288 minutes x 14 days =  | 4032 minutes   |

Total Instructional Days = 180  
Total Instructional Minutes = 65,675

# Cover Sheet

## Review and Vote Contract for an Outside Investigator

**Section:** V. Financials  
**Item:** A. Review and Vote Contract for an Outside Investigator  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**  
El Camino Real - Financial Investigative Services Proposal - VLS.PDF  
El Camino Real Charter High School - Investigation Proposal.pdf  
Oracle Ten Steps To A Successful Investigation.pdf  
VLS Forensic Services brochure - 2016.pdf



May 13, 2016

Janelle Ruley, Esq.  
The Law Offices of Young, Minney, & Corr, LLP  
5200 Lankershim Blvd., Ste 370  
North Hollywood, CA 91601

Re: Forensic Accounting – Financial Investigation – El Camino Real Charter High School

Dear Ms. Ruley:

Vicenti, Lloyd & Stutzman, LLP (“VLS”) is pleased to submit this proposal to El Camino Real Charter High School (“Client”) in connection with providing forensic accounting and financial investigative services.

### **SCOPE OF SERVICE**

Pursuant to our discussion, the Client has requested a forensic accounting of certain credit card transactions and other potential financial irregularities.

You have advised us that you are Legal Counsel (Counsel) for Client and as a result, VLS will be reporting directly to you and all information and investigative work developed by VLS will be disseminated directly to you, as Counsel. VLS will be bound by all rules and laws applicable to the attorney-client privilege.

You have requested for VLS to conduct an independent fact finding forensic accounting and financial investigation. This may involve us performing appropriate computer forensic analysis and other applicable investigative procedures to ascertain the extent of any improper financial transaction(s) or possible misuse of funds. A more detailed scope of work is attached.

It is understood that VLS has been retained specifically for the services detailed in this agreement and VLS is not providing any audit or attestation services, and this is not an agreement to provide expert witness services.

Our work is an *independent forensic accounting and financial investigative project* and considered a consulting engagement. As such, this engagement will be performed in accordance with the American Institute of Certified Public Accountants (“AICPA”) *Statement on Standards for Consulting Services No. 1 (SSCS)*. In consulting engagements, the nature and scope of work is determined solely by the agreement between the practitioner (VLS) and the client.

**2210 E. Route 66, Ste. 100, Glendora, CA 91740 ♦ Tel 626.857.7300 ♦ Fax 626.857.7302**  
**915 Wilshire Boulevard, Ste. 2250, Los Angeles, CA 90017 ♦ Tel 213.550.5422**  
Email [INFO@VLSLLP.COM](mailto:INFO@VLSLLP.COM) ♦ Web [WWW.VLSLLP.COM](http://WWW.VLSLLP.COM)

**ENGAGEMENT STAFFING AND FEES**

Derrick DeBruyne, Partner, CPA, CFE will oversee and be responsible for this engagement. Other professional staff, as required, will be assigned to this project as necessary. All staff assigned to this engagement will possess the proper certifications and skills necessary to perform the professional services necessary in these circumstances. Our team is highly qualified to conduct this engagement and has extensive experience in working these type matters.

Our fees are based on the number of productive hours incurred by VLS multiplied by the appropriate hourly billing rates for staff. The hourly billing rates are noted below. In addition, we will also invoice you for any out of pocket travel costs and mileage, which will be billed at the approved IRS rates, plus any actual hard costs incurred related to computer forensic analysis, such as hardware and related computer imaging cost.

For our fees, VLS has prepared and attached a proposed scope and fee estimate that includes suggested services and fee estimates for the different levels of service. The proposed scope and fee estimate is intended to be a menu of potential services, with suggested options presented to provide the Client with an idea of total cost based on selected services. VLS suggests establishing a budget based on the desired services in the proposed scope and fee estimate. If additional hours are required to complete our services (including if we are requested to prepare a written report – in addition to briefing reports and schedules we will be providing you), we will communicate with you any additional work required and obtain your approval in advance of exceeding the predetermined budget. This estimate does not include applicable travel/mileage, lodging and related computer forensic costs noted above.

Our hourly rates are as follows:

|                                  |        |
|----------------------------------|--------|
| Partner                          | \$ 375 |
| Director                         | 340    |
| Sr. Manager                      | 300    |
| Computer Forensic Manager        | 240    |
| Manager                          | 205    |
| Sr. Associates                   | 165    |
| Associates                       | 140    |
| Investigative Analyst/Accountant | 150    |
| Administrative                   | 125    |

Please note that, in addition to our estimated fees, Client agrees that VLS will be compensated for any and all cost incurred by VLS for any work performed outside the scope of this agreement which results from any subsequent civil, criminal, administrative and/or other proceeding pertaining to this engagement. VLS will immediately inform Counsel prior to any such cost which may be incurred by VLS.

It is agreed that our fee is not contingent on the results of our work performed. No retainer is required from you for us to begin this engagement.

## **OTHER INFORMATION**

VLS provided financial statement audit and informational tax return preparation services for Client for the year ended June 30, 2012. We are not aware of and do not anticipate any conflicts of interest arising from this prior engagement. Should we become aware of a conflict of interest, we will bring it to your attention before proceeding.

On occasion, we are requested by LAUSD to investigate financial matters involving schools within the district, including charter schools authorized by LAUSD. We are not aware of and do not anticipate any conflicts of interest relating to this. Should we be requested by LAUSD to provide investigation services relating to the Client and the matters addressed in this contract, we will decline in order to avoid any conflict of interest.

## **CONFIDENTIALITY AND WORK PRODUCT**

This letter confirms our understanding of your retention of VLS to assist you in this matter. All work performed and materials and work product of any kind generated in furtherance of this engagement will be deemed confidential attorney-client work product and shall not be disclosed except at the direction of Client or pursuant to a court order.

If any person or entity requests by subpoena or court order any information or materials relating to this engagement which is within the custody or control of VLS (or the custody or control of agents or representative of VLS), VLS will inform Counsel of such request and cooperate with Counsel to the extent Counsel objects or moves to quash such request or subpoena.

Further, documents received by VLS pursuant to this engagement will be maintained by us as confidential material. In the event Client supplies VLS with information and materials or other matter protected by the attorney-client privilege, VLS agrees that such information and materials will remain privileged and that VLS will maintain the confidentiality of such information and materials (as well as any documents that incorporate such materials or information). It is the normal policy for VLS to retain such documents for five years from the date of completion.

Any reports generated by VLS are to be used only in connection with the matters discussed in this engagement and may not be published or used in any other manner without the written consent of VLS.

Finally, if these terms are acceptable to you, please sign and return one copy of this engagement letter to us. Return by email to Derrick DeBruyne at [ddebruyn@vslslp.com](mailto:ddebruyn@vslslp.com) is sufficient. No retainer is required for VLS to begin this matter.

Sincerely,



Derrick DeBruyne, CPA, CFE  
Partner



We agree to the terms outlined in this proposal, and by signing this letter authorize Vicenti, Lloyd & Stutzman LLP to begin work on this engagement.

\_\_\_\_\_  
Janelle Ruley, Esq.

\_\_\_\_\_  
Date

\_\_\_\_\_  
El Camino Real Charter High School

\_\_\_\_\_  
Date

**El Camino Real Charter High School  
Proposed Scope and Fee Estimate**

|  | Estimated |        |        | Suggestions      |                  |                  |
|--|-----------|--------|--------|------------------|------------------|------------------|
|  | Hours     | Rate   | Fee    | #1               | #2               | #3               |
| <b>Planning:</b>   |           |        |        |                  |                  |                  |
| Meetings with appropriate personnel to plan scope and timing   | 2         | \$ 250 | \$ 500 | \$ 250           | \$ 500           | \$ 500           |
| Requesting and obtaining initial necessary documentation   | 1         | 250    | 250    | 250              | 250              | 250              |
| Related party search (background check) - David Fehte  | 2         | 250    | 500    | 250              | 500              |                  |
| Perform interviews to identify other potential risk areas  | 3         | 250    | 750    | 250              |                  |                  |
| <b>Review of credit card transactions:</b>   |           |        |        |                  |                  |                  |
| Review general ledger, trial balance, and bank statements to identify all credit cards   | 3         | 250    | 750    | 250              | 750              | 750              |
| Review general ledger for other risk areas   | 3         | 250    | 750    | 250              |                  |                  |
| Review credit card statements and supporting documentation - David Fehte<br>January 1, 2014 - December 31, 2015 - 24 statements<br>Identify transactions that could be viewed as excessive/suspicious<br>Review supporting documentation and business purpose of transactions  | 24        | 250    | 6,000  | 6,000            | 6,000            | 6,000            |
| Review credit card statements and supporting documentation - Other employees<br>Select a sample of statements between January 1, 2014 and December 31, 2015<br>(Hours and fee estimate is per statement reviewed)<br>Statements for review to be selected by client and/or VLS through discussion based<br>on level of activity and risk potential | 0.5       | 250    | 125    |                  |                  |                  |
| 5 employees and 5 statements each for a total of 25 statements   | 12.5      | 250    | 3,125  | 3,125            |                  |                  |
| 5 employees and 3 statements each for a total of 15 statements   | 7.5       | 250    | 1,875  |                  | 1,875            |                  |
| <b>Review current fiscal policies and identify recommendations:</b>  |           |        |        |                  |                  |                  |
| Credit Cards   | 2         | 250    | 500    | 500              | 500              | 500              |
| Travel   | 2         | 250    | 500    | 500              | 500              | 500              |
| Meals and entertainment  | 2         | 250    | 500    | 500              | 500              | 500              |
| Expense reimbursements   | 2         | 250    | 500    | 500              | 500              | 500              |
| Other fiscal policies  | 2         | 250    | 500    | 500              | 500              |                  |
| Summarize analysis and communicate results to Legal Counsel/Board of Directors   | 5         | 250    | 1,250  | <u>1,250</u>     | <u>1,250</u>     | <u>1,250</u>     |
| Total estimated cost   |           |        |        | <u>\$ 14,375</u> | <u>\$ 13,625</u> | <u>\$ 10,750</u> |



# ORACLE

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## INVESTIGATIONS GROUP

“PURSUING TRUTH IN EDUCATION”

May 10, 2016

El Camino Real Charter High School - Board of Directors  
5440 Valley Circle Blvd.  
Woodland Hills, CA 91367  
(818) 595-7500 - Main

Esteemed Members of the Board,

This memorandum is to provide, as requested, a general services estimate by Oracle Investigations Group, Inc. (OIG) to conduct a detailed investigation into allegations of inappropriate expenditures by (an) El Camino Real Charter High School (ECRCHS) employee(s).

In speaking with ECRCHS's legal counsel regarding this pending investigation, it was noted that the investigation would require a review of credit card expenditures dating back to January 2014 for ECRCHS employee David Fehte and a random sampling of similar credit card expenditures of up to five (5) additional ECRCHS employees.

Although the specific scope of investigation has yet to be determined (which will ultimately influence the final direction and level of detail of the investigation), our agency estimates that this investigation will take approximately 80-90 hours of investigative time (including document review, on-site and/or phone interviews, investigative follow up and report writing time that will be centered around the specified scope of investigation to be determined once ECRCHS decides to utilize the services of OIG). Our current hourly rates are billed at \$195/Hour and report writing rates are outlined in detail in our agency's Investigative Service Retainer Agreement that has already been forwarded to ECRCHS Board Member Jon Wasser and ECRCHS Attorney Janelle Ruley.

Based on these estimates, OIG would recommend that ECRCHS budget approximately \$20,000 to conduct this detailed investigation. This estimated budget can expand or contract minimally or significantly as the scope of investigation and level of investigative detail required is increased or decreased. It is important to note that OIG will work to contain costs and work efficiently once the full scope of investigation is outlined in specific detail.



# ORACLE

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## INVESTIGATIONS GROUP

“PURSUING TRUTH IN EDUCATION”

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We understand and appreciate that ECRCHS has investigative options in determining the best service provider to assist during this investigation. All of OIG’s investigators hold noteworthy credentials and have held successful careers as law enforcement professionals. As a detective for a local law enforcement agency, I have personally worked financial criminal investigations and have a strong working knowledge as to what elements constitute criminal financial activity versus allowable financial expenditures.

Of note: Our agency has worked with over one hundred (100) charter schools over the past six (6) years and has conducted numerous finance/expenditure related investigations during that same period. Our investigators have worked some very noteworthy and high profile financial investigations involving local education institutions over the past several years. Our ability to work efficiently and with fervent detail has led to strong working relationships with our client schools, their legal support service providers, charter authorizers and local district attorney offices when needed. OIG is confident we can provide the thorough and detailed investigative services ECRCHS needs.

We appreciate the opportunity to have the ECRCHS Board of Directors consider our proposal and we look forward to working with ECRCHS to resolve this matter.

Please do not hesitate to contact me with any additional questions.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'B Heider', with a stylized flourish at the end.

Brian Heider – President  
Oracle Investigations Group, Inc.  
13089 Peyton Dr. Suite C  
Chino Hills, CA 91709  
(800) 519-1540 – Main  
(951) 323-0930 – Cell  
[bheider@oracleinvestigationsgroup.com](mailto:bheider@oracleinvestigationsgroup.com)



# ORACLE

## INVESTIGATIONS GROUP

"PURSUING TRUTH IN EDUCATION"

## TEN STEPS TO A SUCCESSFUL INVESTIGATION

Oracle Investigations Group, Inc. (OIG) is proud of its track record as California's Premier Education Investigation Agency. We have served numerous client schools and districts over the years and have received numerous accolades for our work. We realize that this is oftentimes the first time a client school has had to utilize the services of a third party investigator. For this reason, we have created this "Ten Steps To A Successful Investigation" document to provide clients with a snapshot of what to expect during this investigation process:

- 1) OIG requires clients to complete the "Case Intake Form" on our website prior to initiating investigative services work for our clients. Please complete this form in its entirety and with detail, as it will serve as the roadmap for this investigation. To access the form, go to [www.OracleInvestigationsGroup.com](http://www.OracleInvestigationsGroup.com), click on "Submit A Case," enter the password **oracle1234** and complete the form. Once OIG receives the Case Intake Form, we will review the form to ensure completeness. Several key notes to consider when completing the Case Intake Form:
  - Make sure to completely answer all questions on the form.
  - Be detailed in your case synopsis so our investigators have a clear understanding of the background leading up to the investigation.
  - Make sure to clearly define the issues you want our agency to investigate in the "Scope of Investigation" question. We need to have a clear direction regarding your investigative needs in order to best serve you.
- 2) OIG will send an electronic copy of our "Investigative Services Retainer Agreement" to the client. This comprehensive Agreement covers Client and OIG responsibilities to one another during the course of the investigation. Client will review the Investigative Services Retainer Agreement and will send OIG a signed and executed copy via email or fax.



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- 3) Client will send OIG the Retainer Fee outlined in the Investigative Services Retainer Agreement. Payment should be via check made payable to “Oracle Investigations Group, Inc.” and sent to our corporate office.
- 4) Once OIG has received (from Client) the completed Case Intake Form, signed Investigative Services Retainer Agreement and Retainer Fee, OIG will have the Assigned Investigator contact Client to begin the investigation process.
- 5) The Assigned Investigator will become the main point-of-contact with the Client at this time for all investigative needs. The Assigned Investigator will work diligently to complete the investigation in a thorough and timely manner.
- 6) Key points to consider during this investigation:
  - Whenever possible, it is preferable for the Client to communicate with OIG via email, as this communication will serve as an official record to preserve communications and requests. We are available and welcome phone calls and in-person communication as well.
  - On average, it takes OIG six (6) to eight (8) weeks to complete an investigation from start to finish. This turnaround time is dependent on the Client providing all necessary documentation, reasonable access to parties involved in the investigation and solid communication between the Client and OIG. This completion time frame window begins the date all items outlined in # 4 above (Case Intake Form, Investigative Services Retainer Agreement, Retainer Fee) are received by OIG. OIG will communicate with the Client should it be determined that the investigation cannot be completed within the specified timeframe.



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- It is critically important that the Client understands OIG’s role as an independent third party investigator during this investigation. As such, OIG will not provide investigation updates to Client unless (1) such updates are regarding criminal law violations, (2) the update involves severe personnel matters that require immediate action or (3) updates were previously agreed upon with client. At the conclusion of the investigation, OIG will produce a detailed report along with pertinent documents to the Client for review.
- Occasionally, our investigators uncover evidence during an investigation that supports separate allegations not initially outlined in the original Scope of Investigation request. If our investigators uncover such evidence, OIG will notify the Client in order to determine if the Client wants OIG to investigate the additional allegation(s). OIG will require an email from the Client authorizing OIG to investigate the additional allegation(s).
- Criminal vs. Civil Matters –OIG is often asked to conduct internal administrative investigations on matters that have also been submitted to a local law enforcement agency for criminal review. Local law enforcement agencies occasionally and initially decline to follow up on or file cases that were submitted by OIG clients for several reasons, including uncooperative victims/witnesses and lack of evidence. Many times these agencies do not have the resources to investigate these matters in detail and therefore decline criminal pursuit. This does not mean that criminal law violations did not occur. On numerous occasions, OIG has used the internal administrative investigations we conduct to put together criminal cases for local law enforcement agencies after they originally declined involvement or criminal filing. For this reason, it is important for schools to conduct their own independent administrative investigation that may parallel a law enforcement investigation to protect the school in the event of any future civil liability and/or litigation. This parallel investigation that OIG conducts is useful for the school in determining administrative actions to be taken against the school employee, if necessary. OIG’s Investigators hold credentials as former law enforcement detectives and supervisors. For this reason, we make every effort to liaison with local law enforcement officials as they conduct their investigation.



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"PURSUING TRUTH IN EDUCATION"

- 7) Once OIG has completed the investigation, we will contact the Client to notify them that the report is ready. Oftentimes, clients elect to have their law firm review the report to ensure all legal matters are covered within the Investigative Findings. OIG suggests that the Client authorize our agency to coordinate with your designated law firm during this investigation. Client approval can be provided by filling out the Case Intake Form on our agency's website. At this point, the final investigation report will have been reviewed by the investigator, the supervising investigator and the school's law firm.
- 8) Once the Investigation Report has been reviewed by our agency and your law firm (if authorized), the Investigation Report will be submitted to the designated party for review via email. Attachments supporting the report will be included as attached files in the email or via a file-sharing link if the file sizes are too large. Generally speaking, the report will go to the school or district's Board of Directors for review. We recommend that Executive Directors, Principals and/or Site Administrators not receive the final report.
- 9) OIG will submit its final invoice for services performed to the Client at this time via email to the designated receiving party. Per the signed Investigative Services Retainer Agreement, full payment of the final invoice is due within fifteen (15) business days of electronic receipt of the invoice.
- 10) OIG will follow up with the Client post-investigation to determine any administrative action taken by the school and/or district. OIG may request a written update for our case files and/or client to provide a testimonial regarding services performed.

**As the designated representative for my school or district, I affirm that I have received, reviewed and agree to the aforementioned "Ten Steps To A Successful Investigation." Should I or my school or district have any additional questions outside of the scope of this document, I will notify Oracle Investigations Group, Inc. via email or telephone of said question(s) or concern(s).**

|                         |              |
|-------------------------|--------------|
| <b>Client Signature</b> | <b>Date</b>  |
| <b>Client Name</b>      | <b>Title</b> |





# VICENTI ♦ LLOYD ♦ STUTZMAN LLP

CPAs AND BUSINESS ADVISORS

## Forensics Services

- FRAUD & FINANCIAL INVESTIGATIONS
- FORENSIC ACCOUNTING SERVICES
- LITIGATION CONSULTING & EXPERT WITNESS TESTIMONY
- ETHICS & FRAUD ASSESSMENT/TRAINING



# About Vicenti, Lloyd & Stutzman LLP

Since its founding in 1953, Vicenti, Lloyd & Stutzman LLP (VLS) has built a team of exceptional accounting professionals with rich experiences and dedication to a wide variety of organizations. Our team of more than 65 — partners, senior managers, managers and support staff — has provided responsible and effective accounting, audit and advisory services to thousands of clients throughout California as well as in other states.

The key to our success is applying our expertise through a meaningful relationship with each one of our clients, which include law firms, CEOs, leaders in education, municipalities, governmental agencies, our law enforcement community, commercial businesses, and not-for-profit agencies.

## STATEWIDE & NATIONAL RECOGNITION

VLS is considered by the American Institute of Certified Public Accountants to be one of the top 500 firms nationwide, and by the California Society of CPAs as one of the top 50 firms in California. VLS has also been recognized nationally as one of the “Best Accounting Firms to Work For” for the past three years.

## SET APART FROM THE COMPETITION

You will find that VLS provides a different kind of accounting experience—and the positive results you would expect from it—through our:

- Unique, one-on-one partnership with clients
- Streamlined, proven processes
- Solid reputation based on numerous successes
- Extremely competitive pricing
- Outstanding Forensic Services Team

Our team works in partnership with all VLS departments as needed to ensure our clients are provided the best service possible. Many of our staff members are bilingual, speaking Spanish and other languages common in the Southern California region.

Our capabilities and passion for making meaningful contributions for our clients—supporting their vision and mission through the application of our work—is what truly sets us apart.





**We've helped thousands of clients  
achieve their goals by providing  
the deepest level of trust, care and  
commitment.**

# L.A. Office Partner

**Ernie Cooper**

**CPA/CFF, CFE, JD, Former FBI Special Agent**

**ECooper@vlsllp.com**



Ernie Cooper, Partner, leads the VLS Forensic Services Team and heads the VLS Los Angeles office. He served as an FBI agent for over 20 years and is an active member of the Society of Former FBI Special Agents. Ernie's FBI experiences involved working with the "mafia," bank robbers, kidnappers, undercover operations and white collar criminals all over the country. Ernie was also an Executive Manager of the FBI and a member of the FBI's Inspection Team.

Ernie's extensive background and multiple credentials provide a unique and invaluable combination of expertise that has contributed to his success in managing financial fraud investigations in the private sector. He has assisted clients in solving complex fraud matters, assisted law enforcement with prosecutions of these cases, and has helped clients receive restitution for these wrongdoings. Ernie is highly regarded for his work with all levels of law enforcement and public and private sectors, and has frequently testified in court as an expert in forensic accounting and fraud matters.

Ernie joined VLS in 2005, playing an integral role in the expansion of the firm's Forensic Services department. He draws on extensive experience as a Special Agent with the FBI, as Director of Forensic Investigative Practice with KPMG, and as an auditor to provide clients with thorough forensic services.

## **PROFESSIONAL BACKGROUND**

- 20+ years of service as an FBI Special Agent
- Big 8 and Big 4 Accounting Firm experience
- Frequent speaker and trainer
- Accomplished expert witness on forensic accounting and fraud investigations

## **PROFESSIONAL AND COMMUNITY ACTIVITIES**

- Association of Certified Fraud Examiners, Board of Directors OC Chapter
- Society of Former Special Agents of the Federal Bureau of Investigation, Former Chairman, Los Angeles Chapter
- State Bar of California

## **LANGUAGES**

- Intermediate Spanish

# David Wall

Director, JD, CPA, CFE

DWall@vlsllp.com



David Wall is a director at Vicenti, Lloyd & Stutzman. Mr. Wall has over 25 years of experience in litigation in southern California, devoted exclusively to financial investigations and litigation forensics. Mr. Wall has significant experience in all phases of litigation, serving as a financial investigator, litigation consultant, and testifying expert. His engagements have concerned financial disputes involving white-collar fraud, conversion and embezzlement, shareholder and partnership disputes, purchase and sale disputes, breach of contract and fiduciary duty, unfair competition, fraudulent transfer, alter-ego and vicarious liability, and economic damages analysis, in both civil and criminal actions.

## LITIGATION TESTIFYING AND CONSULTING EXPERIENCE

Mr. Wall has testified as an expert witness on accounting and financial issues in both jury and bench trials in California Superior Court, as well as at preliminary hearing, arbitration, and deposition. Mr. Wall has served as a consulting expert on financial and accounting issues in hundreds of litigation matters, performing financial investigations, drafting discovery plans, assisting with the preparation and issuance of subpoenas, directing the reconstruction of bank, brokerage, and other financial records, assisting with interviews and depositions, and trial support.

## SPEAKING ENGAGEMENTS

Mr. Wall frequently speaks to professional groups, including: International Conference of the Association of Certified Fraud Examiners; national conferences of the Institute of Internal Auditors; National Association of Certified Valuators and Analysts; Commercial Law League of America; California Society of CPAs; Institute of Management Accountants; Association of Government Accountants; Los Angeles County Bar Association; American Society for Industrial Security; International Association of Special Investigation Units; California Association of Licensed Investigators; Southern California Fraud Investigators Association; Construction Financial Management Association; and the California Society of Municipal Finance Officers.

## PROFESSIONAL ACTIVITIES

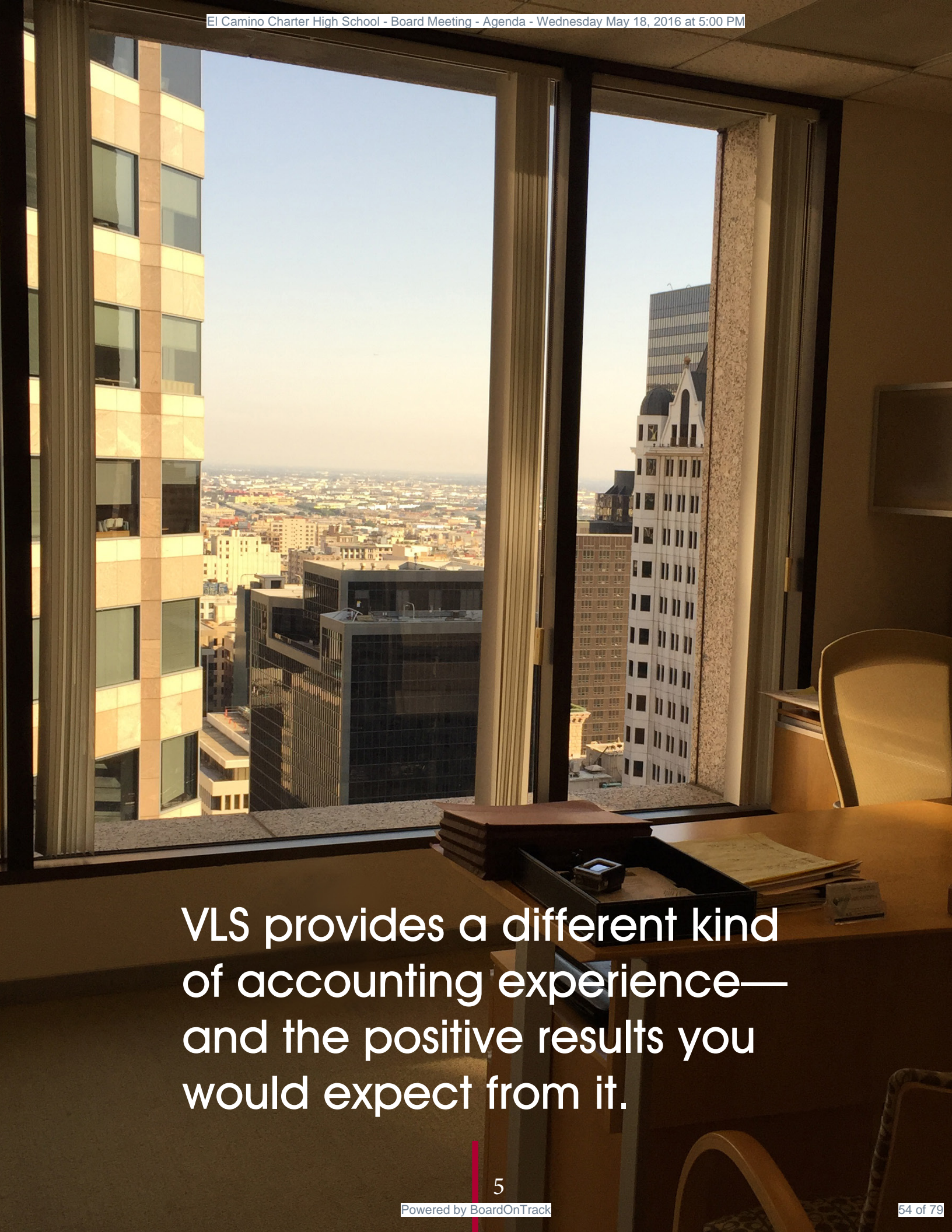
- American Institute of Certified Public Accountants
- California Society of Certified Public Accountants
- State Bar of California
- Los Angeles County Bar Association
- Association of Certified Fraud Examiners (ACFE)
- ACFE-Los Angeles Chapter (Current President)
- ACFE-Inland Empire Chapter (Past President)

## PRACTICE AREAS

- Financial Investigations
- Litigation Support
- Expert Witness

## CERTIFICATIONS & LICENSES

- Certified Public Accountant
- Certified Fraud Examiner
- State Bar of California
- Licensed Private Investigator



VLS provides a different kind of accounting experience—and the positive results you would expect from it.

# Forensic Services Team

Our VLS Forensic Services Team (a.k.a. Forensic Accounting and Financial Investigations Team) is a highly respected and sought-out authority in fraud prevention, detection and investigation. Our multi-disciplined team is comprised of Certified Public Accountants, Certified Fraud Examiners, professionals Certified in Financial Forensics, Certified Internal Auditors, a Certified Digital Forensics Examiner, a Certified Information Technology Professional, and Certified Valuation Analysts. We have earned a reputation for credibility and success in helping businesses safeguard resources and combat fraud.

Clients value our extensive experience in forensic accounting and financial investigations. They rely on our efficiencies in investigating corporate fraud and misconduct that has been perpetrated by employees and their conspirators. They also appreciate how well we work with law enforcement agencies, legal counsel, insurance companies and C-Level Managers. We ensure the highest level of objectivity and integrity as expert witnesses in both civil and criminal matters. Our team is comprised of full-time CPA, forensic accountant, bilingual Spanish speakers that many of our clients find invaluable.

## FRAUD & FINANCIAL INVESTIGATIONS

VLS Forensic Services works with attorneys and entity management to conduct internal investigations where there are allegations of financial irregularities or other sensitive wrongdoings perpetrated by employees. We use a proven process to deliver a thorough and discreet investigation for you and your legal team. Whether for a governmental, corporate, partnerships, or non-profit entity, VLS provides:

- Investigations of fraud, including embezzlement and other financial irregularities
- Tracing of misappropriated funds
- Proven experts in detailed analysis of financial records
- Asset and individual background checks
- Computer forensics
- Reports for law enforcement and insurance carriers to assist with loss recovery
- Liaison and referral with law enforcement and regulatory agencies
- Risk assessment of allegations of fraud and financial Irregularities
- Professional and experienced interviewers of complaints by Whistleblowers
- Experienced working with legal counsel in employment – disciplinary matters

*“I have had the opportunity to work with the VLS investigative team on more than one sensitive fraud investigation. I continually call upon the professionals at VLS as they consistently provide outstanding investigative service. I consider them to be of the highest caliber and they are top notch investigators.”*

-Attorney,  
West Los Angeles office of  
California law firm

## FORENSIC ACCOUNTING SERVICES

Our VLS Forensic Services team has been called upon quite extensively in recent years to perform what our clients have referred to in many different terms — “Forensic Audits,” “Forensic Accounting Projects” or “Accounting Review Projects.” Regardless of the name given to this type of work, we have found that many of our clients have financial analysis needs beyond the typical litigation support or investigation of wrong-doing. Clients often want to take a “deeper look” into certain transactions or business operations.

This is where we step in. Our team, with its extensive background — CPAs, Internal Auditors, and former FBI Special Agents — is where diverse areas of expertise come together as one to serve you. We have tremendous success in these types of projects by helping our clients gain a deeper understanding of a specific aspect of their business and/or finances. Some of our clients have included school districts, public agencies, municipalities, home owner associations, business development agencies, corporate- commercial businesses and not-for-profit organizations. Some examples of these services include:

- Analyze mountains of data and business records to reconstruct financial information, including sources and uses of funds
- Identify, review, and trace funding sources and interrelated transactions
- Review suspicious vendor transactions and other disbursements for kickbacks, financial irregularities or mismanagement of funds
- Review payroll to verify compliance and identify possible irregularities
- Review employee expense reimbursements for compliance and irregularities
- Review allegations of attempts by staff to “cover up” payroll discrepancies
- Conduct a thorough forensic financial analysis of business and personal records to develop financial profiles of individuals or groups identified as participating in suspicious or illegal activities
- Examine internal control system, assess vulnerability to fraud, and establish steps to minimize the risk of fraud

*“My firm had a very sensitive and high profile fraud investigation involving a high level employee that involved administrative, civil and criminal processes. The VLS investigative team knew what to do during all facets of the investigation. They continually worked with us as partners and we worked together as a team throughout. They are true professionals and we definitely would use them again.”*

-Attorney,  
downtown Los Angeles law firm



## LITIGATION CONSULTING & EXPERT WITNESS TESTIMONY

Seasoned litigators know that a CPA expert witness is often the difference between winning or losing in many business litigation matters. Our Forensic Services group has extensive experience in working with attorneys as expert witnesses or pre-trial consultants.

Clients count on VLS to interpret complicated financial information, provide recommendations for case strategy, and support it with expert witness testimony as needed. In many engagements, we are hired to investigate and analyze financial data, and then prepare clear, accurate and persuasive reports. We render knowledgeable, objective opinions that are based on years of experience along with technical expertise.

We provide litigation support in a wide range of matters, including: business interruption; unfair competition; breach of contract; inventory losses; family financial disputes; conversion/embezzlement; breach of fiduciary duty; fraudulent transfer; alter-ego and vicarious liability; shareholder/partnership disputes; adversarial proceedings in bankruptcy; probate and trust litigation; and marital dissolution.

Our experience includes a wide range of engagements, including:

- Expert witness/pre-trial consultant
- Assistance in case strategy
- Deposition assistance, including preparation, attendance and testimony
- Participation in settlement negotiations






## ETHICS & FRAUD ASSESSMENT/TRAINING

VLS works closely with our clients to combat fraud in the workplace. Our services are conducted by our multi-disciplinary team of fraud experts (CPAs, Certified Internal Auditors, Certified Fraud Examiners and former law enforcement investigators including the FBI). These services are designed to promote a fraud-free workplace and include the following:

- **Fraud Risk Check-up and Assessment Service:** Proven success for early identification of risks with a learning and educational process; an easy, affordable method to identify gaps in your fraud program; the opportunity to fix 'potential fraud problems' early; and an opportunity to establish relationships with fraud experts.
- **Ethics and Fraud Awareness Workshop Series:** This series of highly practical sessions delivers dramatic, real-life insights about fraud schemes and provides a clear understanding for establishing an effective fraud prevention and ethics program as the first line of defense in prevention, detection and stopping fraud.
- **Internal Control Advisors:** Our experts identify red flags and install effective controls, from internal control documentation, assessment and recommendations for improvement, to the monitoring of high risk areas, performing internal audit functions, using technology tools for internal audit functions, and developing and implementing your fraud and code of ethics policies.



Our promise to you is to deliver a comprehensive investigative experience and make a positive difference in your world.

# VLS Forensic Services Team Leaders

In addition to Ernie Cooper, our Team Leaders include Linda Saddlemire, Jenny Dominguez and Ana Rodriguez. We welcome your direct calls and emails. We pride ourselves on frequent and effective communication — and keeping your information confidential. Our promise to you is to deliver a comprehensive investigative experience and make a positive difference in your world.

## **Linda Saddlemire, Ed.D., CPA/CFF, CFE, MBA — Managing Partner/CEO**

[LSaddlemire@vlsllp.com](mailto:LSaddlemire@vlsllp.com)

Linda Saddlemire joined Vicenti, Lloyd & Stutzman in 1982 and served as Partner for more than 25 years before being named Co-Managing Partner in 2012. She was then appointed Managing Partner/CEO in 2015. As a leader of our Forensic Services Team, she works with a variety of professionals in order to help organizations fight corporate and employee fraud. Linda's multiple credentials include Certified Public Accountant, Certified Fraud Examiner, and Certified in Financial Forensics. She holds an Executive Masters of Business Administration and a Doctorate Degree in Organizational Leadership. Linda knows that businesses are highly susceptible to fraud and wants to share her knowledge with them so they can protect their resources and reputation. Linda is here to help organizations build a culture of integrity and productivity within their workplace.



## **Jenny Dominguez, CPA/CFF, CFE — Senior Manager**

[JDominguez@vlsllp.com](mailto:JDominguez@vlsllp.com)

Jenny Dominguez joined Vicenti, Lloyd & Stutzman in 2010 and was named Senior Manager in 2011. She is licensed as a Certified Public Accountant, Certified Fraud Examiner, and Certified in Financial Forensics. Jenny has more than 11 years of experience leading fraud investigations for large governmental, educational, real estate and construction entities, and has participated in the full cycle of cases -- from phone call to investigation to resolution. She is committed to fairness, honesty, and seeking justice. Jenny also has extensive experience in forensic accounting, expert witness testimony, breach of contract disputes and acquisition due diligence. Along with Linda and Ernie, Jenny strongly believes in promoting a fraud-free, ethical workplace.



## **Ana Rodriguez, CPA, CFE — Senior Associate**

[ARodriguez@vlsllp.com](mailto:ARodriguez@vlsllp.com)

Ana is a graduate of California State Polytechnic University, Pomona, with an emphasis in Accounting. She joined VLS in 2013 and, since that time, has worked on several fraud investigation engagements. She also performs compliance and financial audits for governmental and education agencies. Ana is licensed as a Certified Public Accountant and Certified Fraud Examiner. She is committed to reducing workplace fraud and instilling public trust and confidence. Ana is fluent in both Spanish and English.



# Other VLS Services

VLS also provides a full-range of traditional accounting services, which are all available in our LA Office, including:

## ACCOUNTING

- Cash flow analysis
- Business entity selection
- Full service accounting "set-up" for new and fast-growing businesses
- Client training on accounting software programs

## FINANCIAL AND GOVERNMENTAL AUDITS

- Compilations, reviews and audits

## INTERIM CONTROLLERSHIPS

- On-site accounting support tailored to fit your specific need
- Short or long term need
- We collaborate with all areas of your organization, including accounting, operations, sales, and marketing to deliver the essential numbers to you
- Assist you in times of "financial crisis"

## CONSULTING

- Succession planning
- Compliance and consulting for charter schools, K-12, and community college districts
- Overall business advisory service in partnership with you

## FULL SERVICE TAX SERVICES

- Business, individuals, estates and trusts, and not-for-profit
- Tax return preparation
- Tax planning
- Helping you through a smooth and thorough audit



**VICENTI ♦ LLOYD ♦ STUTZMAN** LLP  
C P A s   A N D   B U S I N E S S   A D V I S O R S

We've helped  
thousands of clients  
achieve their goals  
by providing the  
deepest level of trust,  
care and commitment.

Come get to know us –  
let's talk about how we  
can help you, too.

Vicenti, Lloyd & Stutzman LLP  
Certified Public Accountants and Business Consultants

2210 E. Route 66, Suite 100  
Glendora, CA 91740  
626.857.7300

915 Wilshire Blvd.  
Suite 2250  
Los Angeles, CA 90017  
213.550.5422

[www.VLSLLP.com](http://www.VLSLLP.com)

# Cover Sheet

## Review and Vote Charter School Fund Distribution View Rights

**Section:** V. Financials  
**Item:** B. Review and Vote Charter School Fund Distribution View Rights  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** cs funds distribution.pdf



## Instructions for Funds Distribution Authorization

Note: If the school’s address changes or contact information changes, please complete a new “Funds Distribution Authorization” form to ensure that your funds are disbursed correctly and timely.

1. Print legibly using block letters or type the form.
2. Select “new” or “change.”
3. Enter the charter number and effective date.
4. Fill in the charter school’s name.

### Change of Address

1. Check the box: **New Address**. Specify if the address change is for mailing, site or both.
2. Enter the effective date.
3. Complete the following area: Mailing Information.
4. Sign the form. See “*Signatures*” below.

### **A. DIRECTLY FUNDED CHARTER SCHOOLS**

#### Selecting **Option 1**—Mail

1. Check the box: **Option 1**—Mail.
2. Complete the following area: Mailing Information.
3. Sign the form. See “*Signatures*” below.

#### Selecting **Option 2**—Pick up

1. Check the box: **Option 2**—Pick up.
2. Complete the following area: Pickup Information.  
*Note:* Notification that warrants are ready for pickup will be sent to the “email address” on this form.
3. Sign the form. See “*Signatures*” below.

#### Selecting **Option 3**—EFT Payment to School

1. Check the box: **Option 3**—EFT Payment.
2. Warrants are sent electronically to the school. Complete the following area: Electronic Warrant Backup.
3. Enclosed the following items with this form:
  - Completed and signed Electronic Funds Transfer (EFT) Payment Enrollment Form.
  - Board Resolution—signed and dated.
  - Voided charter school check.
4. Sign the form. See “*Signatures*” below.

#### Selecting **Option 4**—EFT to Other Agency

1. Check the box: **Option 4**—EFT to Other Agency.
2. Fill in the Agency’s name and enter its address in the Mailing Information.
3. Sign the form. See “*Signatures*” below.

### Signatures:

This form should be signed by 2 authorized charter school administrators who have signed the current Certification of Signatures form that was filed with LACOE. (i.e. principal, chief financial officer of the parent organization, board member, board president).

Submit this form via mail to:

LACOE, School Financial Services  
Business Charter Schools Unit  
9300 Imperial Highway  
Downey CA 90242

**To expedite, fax this form to (562) 940-1689 and then mail original to the address above.**

Telephone: (562) 401-5574, (562) 922-6292 or (562) 922-8693





Division of School Financial Services  
Funds Distribution Authorization

**CHARTER SCHOOL FUNDS DISTRIBUTION AUTHORIZATION**

**Charter School Number** \_\_\_\_\_ **Effective Date:** \_\_\_\_\_

**New**    **Change**    **New Address** (*Please Choose One*):    *Site Address Change*    *Mailing Address Change*    *Both*

**Charter School Name:** \_\_\_\_\_

The charter school above indicates its choice to distribute funding as noted below. Directly funded schools have four options: Option 1: warrants mailed, Option 2: to have an authorized employee pick up warrants, Option 3: EFT payment to school, and Option 4: EFT to Other. We understand that with Option 2, LACOE staff will notify the school by email when a warrant is available for pickup.

**Option 1—Mail**                       **Option 3—EFT Payment to School**                       **Option 4—EFT to Agency**  
 **Option 2—Pick up\***                      (enclose EFT form, Resolution & voided check)                      (enter Agency's Name & Address below)

**MAILING INFORMATION:**

Agency Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Attention: \_\_\_\_\_

**PICKUP INFORMATION:**

The following Charter School employee(s) are authorized to pick up direct funding warrants:

1) Name: \_\_\_\_\_

DL# \_\_\_\_\_ State: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Email: \_\_\_\_\_

2) Name: \_\_\_\_\_

DL# \_\_\_\_\_ State: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Email: \_\_\_\_\_

**ELECTRONIC WARRANT BACKUP:**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

**Two signatures required (Signatures should also be on the Certification of Signatures form)**

|   |   |
|---|---|
| <p>1. Signature</p> <p>_____</p> <p>Name</p> <p>_____</p> <p>Office</p> <p>_____</p> <p>Date</p> <p>_____</p> | <p>2. Signature</p> <p>_____</p> <p>Name</p> <p>_____</p> <p>Office</p> <p>_____</p> <p>Date</p> <p>_____</p> |
|---|---|

**For SFS use only:**    PSFS Vendor \_\_\_\_\_                       Wt. Pickup List \_\_\_\_\_                       EFT Setup \_\_\_\_\_  
 Pre-Conf. JV \_\_\_\_\_                       Email Pre-conf \_\_\_\_\_                       EFT Conf. \_\_\_\_\_  
 CS Comp List \_\_\_\_\_                       Access Update \_\_\_\_\_

# Cover Sheet

## Review and Vote Lost Receipt Form

**Section:** V. Financials  
**Item:** D. Review and Vote Lost Receipt Form  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Lost Receipts Policy DRAFT vFinal.docx



## **El Camino Real Charter High School Lost/Missing Receipt Form**

This form is to be used when an invoice, receipt, or other supporting documentation is misplaced or not received. Standard procedure is to submit the original receipt or invoice as supporting documentation for expenditures. If an individual makes a purchase using a Charter School debit card, credit card, or check, that individual is personally responsible for submitting supporting documentation regardless of the name that appears on the Charter School debit card, credit card, or check.

When an invoice or receipt is not available, this form must be submitted to **[INSERT NAME, TITLE]** within 5 school days of the charge for which there is no receipt. Repeated use of this form by the same individual as a substitute for a receipt will result in suspension and/or cancellation of that individual's purchase and/or reimbursement privilege.

This form may not be used for airline, car rental, or lodging receipts. Duplicates for such receipts may be obtained from the vendor; it is the purchaser's responsibility to do so.

This form is not required for transactions that typically do not provide receipts (e.g. parking charges incurred for use of a street meter). For those transactions, when receipts are not provided, a credit card statement or a copy of a cancelled check maybe sufficient as a substitute at the discretion of the purchase authorizer.

The purchaser must make every effort to obtain and maintain a receipt or other documentation to support Charter School expenses.

I, \_\_\_\_\_, have either not received or misplaced a receipt for:

- A transaction made using a Charter School debit card, credit card, or check.
- A transaction made using a personal payment method for which I am seeking reimbursement.

This form is submitted in lieu of an original receipt and attests:

- I have made efforts to obtain an original receipt, but no original receipt is available.
- I have attached any other supporting documentation in my possession.
- The expense was incurred on behalf of the Charter School for Charter School business.
- The item and amount of expense are the item and amount authorized.

Today's Date: \_\_\_\_\_

Date of Purchase: \_\_\_\_\_

Purchase Amount: \_\_\_\_\_

Description of Expense:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason receipt was not obtained:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Vendor Name:  
\_\_\_\_\_

Vendor's Address:  
\_\_\_\_\_

Claimant's Signature: \_\_\_\_\_  
\_\_\_\_\_

Date:

Approver's Name: \_\_\_\_\_

Approver's Signature: \_\_\_\_\_  
\_\_\_\_\_

Date:

# Cover Sheet

## Review and Vote 2016/17 ECRA Budget Submitted to LAUSD

**Section:** V. Financials  
**Item:** F. Review and Vote 2016/17 ECRA Budget Submitted to LAUSD  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** \_FY 2016-17 P Budget El Camino Real Charter HS (1861701).pdf

1861701

**El Camino Real Charter High School**

**FI CHARTER SCHOOL - FUND 62 (Full Accrual Only)**

Check only:

S/B=0 0 0

**PRELIMINARY BUDGET - DUE 5/06/16**

**FY 2017**

| No. of Pos. Fd. Bal. | No. of Neg. Fd. Bal. | Fund Balance |   |
|----------------------|----------------------|--------------|---|
| 1                    | 0                    | 17,718,445   | FUND ENDING BAL CARRY FORWARD TO NEXT FISCAL YEAR.    |
| 0                    | 0                    | 0            | THIS LINE SHOULD EQUAL TO ZERO (GREEN SHADED COLUMNS) |

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**

**- FULL ACCRUAL**

**A. REVENUES (Summary- -See details below)**

- 1) Revenue Limit Sources
- 2) Federal Revenues
- 3) Other State Revenues
- 4) Other Local Revenues

| Object Code | Function Code | PRELIMINARY BUDGET FY 2016-17 | F Allocate Allowable Exp | D Fund Balance Not allowed |
|-------------|---------------|-------------------------------|--------------------------|----------------------------|
| 8010-8099   |               | 31,036,714                    | 31,036,714               | 0                          |
| 8100-8299   |               | 1,083,899                     | 148,642                  | 935,257                    |
| 8300-8599   |               | 2,724,217                     | 2,724,217                | 0                          |
| 8600-8799   |               | 1,164,340                     | 1,164,340                | 0                          |

**5) TOTAL REVENUES**

**B. EXPENSES (Summary- - See details below)**

- 1) Certificated Salaries
- 2) Classified Salaries
- 3) Employee Benefits
- 4) Books & Supplies
- 5) Services and other Operating Expenses
- 6) Depreciation
- 7) Other Outgo
- 8) Dir.Supp/Indir. Costs

|           |  |            |            |         |
|-----------|--|------------|------------|---------|
| 1000-1999 |  | 15,679,812 | 15,497,472 | 182,339 |
| 2000-2999 |  | 3,737,325  | 3,737,325  | 0       |
| 3000-3999 |  | 7,820,646  | 7,760,582  | 60,064  |
| 4000-4999 |  | 2,485,466  | 2,472,466  | 13,000  |
| 5000-5999 |  | 4,806,353  | 4,126,499  | 679,854 |
| 6000-6999 |  | 178,281    | 178,281    | 0       |
| 7100-7299 |  |            |            |         |
| 7400-7499 |  | 0          | 0          | 0       |
| 7300-7399 |  | 310,367    | 310,367    | 0       |

**9) TOTAL EXPENSES**

**C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES & USES**

|  |  |         |         |   |
|--|--|---------|---------|---|
|  |  | 990,919 | 990,919 | 0 |
|--|--|---------|---------|---|

**D. OTHER FINANCING SOURCES/USES**

- 1) Interfund Transfers
  - a) Transfers In
  - b) Transfers Out

8900-8929  
7600-7629

- 2) Other Sources/Uses
  - a) Sources
  - b) Uses

8930-8979  
7630-7699

- 3) Contributions to Restricted Programs

8980-8999

| Object Code | Function Code | PRELIMINARY BUDGET FY 2016-17 | F Allocate Allowable Exp | D Fund Balance Not allowed |
|-------------|---------------|-------------------------------|--------------------------|----------------------------|
|             |               | 36,009,170                    | 35,073,913               | 935,257                    |
|             |               | 35,018,251                    | 34,082,994               | 935,257                    |
|             |               |                               |                          |                            |
|             |               | 990,919                       | 990,919                  | 0                          |
|             |               |                               |                          |                            |
|             |               |                               |                          |                            |
|             |               | 0                             | 0                        |                            |
|             |               | 0                             | 0                        |                            |
|             |               | 0                             | 0                        | 0                          |

4) TOTAL OTHER FINANCING SOURCES/USES

E. NET INCREASE (DECREASE) IN NET POSITION

F. NET POSITION

1) Beginning Net Position

- a) **FY 2016 2nd Interim Ending Net Position** 9791
- b) Audit Adjustments 9793
- c) Other Restatements 9795
- d) **Adjusted Beginning Net Position**

2) Ending Net Position, June 30, 2017

Components of Ending Net Position

- a) Net Investment in Capital Assets 9796
- b) Restricted Net Position 9797
- c) Unrestricted Net Position 9790

|  |                |                |          |
|--|----------------|----------------|----------|
|  | 0              | 0              | 0        |
|  | <b>990,919</b> | <b>990,919</b> | <b>0</b> |
|  |                |                |          |
|  | 16,727,526     | 16,727,526     | 0        |
|  | 0              | 0              | 0        |
|  | 0              | 0              | 0        |
|  | 16,727,526     | 16,727,526     | 0        |
|  |                |                |          |
|  | 17,718,445     | 17,718,445     | 0        |
|  |                |                |          |
|  | 0              | 0              | 0        |
|  | 0              | 0              | 0        |
|  | 17,718,445     | 17,718,445     | 0        |

**Revenues (DETAILS)**

1) REVENUE LIMIT SOURCES

Principal Apportionment

|  | SACS Object | Resource Code |
|--|-------------|---------------|
| F <b>General Purpose Entitlement - Net State Aid</b>         | 8011        | 0000          |
| F State Aid - PY Adjustments                                 | 8019        | 0000          |
| F <b>Education Protection Account (EPA)</b>                  | 8012        | 1400          |
| Revenue Limit Transfers                                      |             |               |
| F Unrestricted Revenue Limit Transfers - Current Year        | 8091        | 0000          |
| F All Other Revenue Limit Transfers - Current Year           | 8091        | 0000          |
| F <b>Transfer to Charter Schools In Lieu of Property Tax</b> | 8096        | 0000          |
| F In Lieu of Property Tax - PY adjustments                   | 8096        | 0000          |
| F Property Taxes Transfers                                   | 8097        | 0000          |
| F Revenue Limit Transfers - Prior Years                      | 8099        | 0000          |

**TOTAL REVENUE LIMIT SOURCES**

2) FEDERAL REVENUE

|  |      |      |
|--|------|------|
| D <b>Special Ed: IDEA Basic Local Assistance - CY</b>  | 8181 | 3310 |
| D Special Ed: IDEA Basic Local Assistance - PY adjustments   | 8181 | 3310 |
| D <b>Special Education Discretionary Grants</b>  | 8181 | 3310 |
| Child Nutrition: School Programs (e.g. School Lunch, School Breakfast, Milk, Pregnant & Lactating Students |      |      |
| F  | 8220 | 5310 |
| D NCLB: Title I, Part A Basic Grts Low-Inc & Neglected   | 8290 | 3010 |
| D NCLB: Title I, Basic School Support  | 8290 | 3020 |
| D NCLB: Title I, Part D, Local Delinquent Programs   | 8290 | 3025 |
| D Carl D. Perkins Career & Technical Education: Secondary  | 8290 | 3550 |
| D NCLB: Title II, Part A, Teacher Quality  | 8290 | 4035 |
| D NCLB: Title II, Part A, Administrator Training   | 8290 | 4036 |
| D NCLB: Title II, Part D, Enhancing Ed Thru Tech, Formula Grts   | 8290 | 4045 |
| D NCLB :Title II, Part D, Enhancing Edu Thru Tech, Competitive Grants                                      | 8290 | 4046 |
| D NCLB: Title III, Immigrant Education Program   | 8290 | 4201 |
| D NCLB: Title III, Ltd English Prof (LEP) Student Program  | 8290 | 4203 |
| D <b>NCLB:TV, Part B, Charter School Grants</b>  | 8290 | 4610 |

|  |                   |            |          |
|--|-------------------|------------|----------|
|  |                   |            |          |
|  | <b>18,926,836</b> | 18,926,836 |          |
|  | 0                 | 0          |          |
|  | 5,435,069         | 5,435,069  |          |
|  |                   |            |          |
|  | 0                 | 0          |          |
|  | 0                 | 0          |          |
|  | 6,674,809         | 6,674,809  |          |
|  | 0                 | 0          |          |
|  | 0                 | 0          |          |
|  | 0                 | 0          |          |
|  | <b>31,036,714</b> | 31,036,714 | <b>0</b> |
|  |                   |            |          |
|  | 686,190           |            | 686,190  |
|  | 0                 |            | 0        |
|  | 0                 |            | 0        |
|  | 148,642           | 148,642    |          |
|  | 242,403           |            | 242,403  |
|  | 0                 |            | 0        |
|  | 0                 |            | 0        |
|  | 0                 |            | 0        |
|  | 0                 |            | 0        |
|  | 6,664             |            | 6,664    |
|  | 0                 |            | 0        |
|  | 0                 |            | 0        |
|  | 0                 |            | 0        |
|  | 0                 |            | 0        |
|  | 0                 |            | 0        |
|  | 0                 |            | 0        |



|    |   |      |      |                  |                  |                |
|----|---|------|------|------------------|------------------|----------------|
| D  | <b>Other Federal Revenues:</b>                                | 8290 | 5810 | 0                |                  | 0              |
|    | <b>Others (please insert description below)</b>               |      |      |                  |                  |                |
|    | 21st Century Assets   |      |      | 0                |                  |                |
|    | AP Test Fees Reimbursement                                    |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |
|    | <b>TOTAL FEDERAL REVENUE</b>                                  |      |      | <b>1,083,899</b> | <b>148,642</b>   | <b>935,257</b> |
| 3) | <b>OTHER STATE REVENUE</b>                                    |      |      |                  |                  |                |
|    | Other State Apportionments                                    |      |      |                  |                  |                |
|    | Special Education Master Plan                                 |      |      |                  |                  |                |
| F  | <b>Special Education AB602 - CY</b>                           | 8311 | 6500 | 1,992,161        | 1,992,161        |                |
| F  | Special Education AB602 - PY adjustments                      | 8319 | 6500 | 0                | 0                |                |
| F  | All Special Education Apportionments - CY                     | 8311 | 6500 | 0                | 0                |                |
| F  | Child Nutrition: School Program                               | 8520 | 5310 | 12,959           | 12,959           |                |
| F  | Mandated Costs Reimbursement                                  | 8550 | 0000 | 149,667          | 149,667          |                |
| F  | State Lottery:Unrestricted Non Prop 20 - CY                   | 8560 | 1100 | 440,454          | 440,454          |                |
| F  | State Lottery:Unrestricted Non Prop 20 - PY adjustments       | 8560 | 1100 | 0                | 0                |                |
| D  | After School Education and Safety (ASES)                      | 8590 | 6010 | 0                |                  | 0              |
| D  | Charter School Facility Grant                                 | 8590 | 6030 | 0                |                  | 0              |
| F  | State Lottery:Prop 20 Instructional Materials- CY             | 8560 | 6300 | 128,976          | 128,976          |                |
| F  | State Lottery:Prop 20 Instructional Materials- PY adjustments | 8560 | 6300 | 0                | 0                |                |
| F  | Quality Education Investment Act                              | 8590 | 7400 | 0                | 0                |                |
| F  | Common Core Standards   | 8590 | 7405 | 0                | 0                |                |
| F  | <b>All other State Revenues:</b>                              | 8590 | 7810 | 0                | 0                |                |
|    | <b>Other (please insert description below)</b>                |      |      |                  |                  |                |
| F  | Prop. 39 Energy   |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |
|    | <b>TOTAL OTHER STATE REVENUE</b>                              |      |      | <b>2,724,217</b> | <b>2,724,217</b> | <b>0</b>       |
| 4) | <b>OTHER LOCAL REVENUE</b>                                    |      |      |                  |                  |                |
|    | <b>Sales</b>  |      |      |                  |                  |                |
| F  | Sale of Equipment / Supplies                                  | 8631 | 0000 | 0                | 0                |                |
| F  | Sale of Publications  | 8632 | 0000 | 0                | 0                |                |
| F  | Food Service Sales  | 8634 | 5310 | 114,340          | 114,340          |                |
| F  | Other Sales   | 8639 | 0000 | 0                | 0                |                |
| F  | Leases & Rentals  | 8650 | 0000 | 0                | 0                |                |
| F  | Interest  | 8660 | 0000 | 0                | 0                |                |
| F  | Net Increase (Decrease) in the Fair Value of Investments      | 8662 | 0000 | 0                | 0                |                |
|    | <b>Fees and Contracts</b>                                     |      |      |                  |                  |                |
| F  | Child Development Parent Fees                                 | 8673 | 0000 | 0                | 0                |                |
| F  | Transportation Fees from Individuals                          | 8689 | 0000 | 0                | 0                |                |
| F  | Interagency Services  | 8677 | 0000 | 0                | 0                |                |
| F  | All Other Fees & Contracts                                    | 8689 | 0000 | 0                | 0                |                |
|    | <b>Other Local Revenues</b>                                   | 8689 | 0000 | 1,050,000        | 1,050,000        |                |
|    | Grants/Donations  |      |      | 0                |                  |                |
|    | Fund Raising/OTHERS   |      |      | 50,000           |                  |                |
|    | Other Local Revenue   |      |      | 1,000,000        |                  |                |
|    |   |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |
|    |   |      |      | 0                |                  |                |

|  |           |      |                   |                   |                |
|--|-----------|------|-------------------|-------------------|----------------|
|  |           |      | 0                 |                   |                |
|  |           |      | 0                 |                   |                |
| Tuition                                | 8710      | 0000 | 0                 | 0                 |                |
| All Other Transfers In                 | 8781-8783 | 0000 | 0                 | 0                 |                |
| Transfers of Apportionments            |           |      |                   |                   |                |
| Special Education SELPA Transfers      |           |      |                   |                   |                |
| From Districts or Charter Schools      | 8791      | 6500 | 0                 | 0                 |                |
| From County Offices                    | 8792      | 6500 | 0                 | 0                 |                |
| From JPAs                              | 8793      | 6500 | 0                 | 0                 |                |
| Other Transfers of Apportionments      |           |      |                   |                   |                |
| From Districts or Charter Schools      | 8791      | 0000 | 0                 | 0                 |                |
| From County Offices                    | 8792      | 0000 | 0                 | 0                 |                |
| From JPAs                              | 8793      | 0000 | 0                 | 0                 |                |
| All Other Transfers in from All Others | 8799      | 0000 | 0                 | 0                 |                |
| <b>TOTAL OTHER LOCAL REVENUE</b>       |           |      | <b>1,164,340</b>  | <b>1,164,340</b>  | <b>0</b>       |
| <b>TOTAL REVENUES</b>                  |           |      | <b>36,009,170</b> | <b>35,073,913</b> | <b>935,257</b> |

**Expenses by Sub-object**

|   | SACS Object | FUNC |                   |                   |                |
|---|-------------|------|-------------------|-------------------|----------------|
| <b>1) Certificated Salaries</b>                                       |             |      |                   |                   |                |
| Certificated Teachers' Salaries                                       | 1100        | 1000 | 12,832,228        | 12,649,889        | 182,339        |
| Certificated Pupil Support Salaries                                   | 1200        | 2100 | 1,651,720         | 1,651,720         | 0              |
| Certificated Librarians   | 1200        | 2420 | 0                 | 0                 | 0              |
| Certificated Guidance and Counseling Services                         | 1200        | 3110 | 0                 | 0                 | 0              |
| Certificated Physical/Mental, Health Services                         | 1200        | 3140 | 0                 | 0                 | 0              |
| Certificated Supervisors' and Administrators' Salaries                | 1300        | 2700 | 885,863           | 885,863           | 0              |
| Other Certificated Salaries   | 1900        | 2100 | 310,000           | 310,000           | 0              |
| <b>Total Certificated Salaries</b>                                    |             |      | <b>15,679,812</b> | <b>15,497,472</b> | <b>182,339</b> |
| <b>2) Classified Salaries</b>   |             |      |                   |                   |                |
| Classified Instructional Salaries                                     | 2100        | 1000 | 1,006,450         | 1,006,450         | 0              |
| Classified Supervisors' and Administrators' Salaries                  | 2300        | 2100 | 571,169           | 571,169           | 0              |
| Clerical, Technical and Office Salaries                               | 2400        | 2700 | 1,035,372         | 1,035,372         | 0              |
| Classified Transportation Salaries                                    | 2200        | 3600 | 0                 | 0                 | 0              |
| Classified Food Services Salaries                                     | 2200        | 3700 | 0                 | 0                 | 0              |
| Classified Support Salaries Maintenance & Operations                  | 2200        | 8100 | 816,624           | 816,624           | 0              |
| Other Classified  | 2900        | 2100 | 307,711           | 307,711           | 0              |
| <b>Total Classified Salaries</b>                                      |             |      | <b>3,737,325</b>  | <b>3,737,325</b>  | <b>0</b>       |
| <b>3) Employee Benefits</b>   |             |      |                   |                   |                |
| EE Ben - STRS - Certificated  |             |      | <b>1,972,520</b>  | <b>1,949,582</b>  | <b>22,938</b>  |
| EE Ben - STRS - Certificated - Instruction                            | 3101        | 1000 | 1,614,294         | 1,591,356         | 22,938         |
| EE Ben - STRS - Certificated - Instructional Supv and Adm             | 3101        | 2100 | 207,786           | 207,786           | 0              |
| EE Ben - STRS - Certificated - Instructional Library, Media, & Techno | 3101        | 2420 | 0                 | 0                 | 0              |
| EE Ben - STRS - Certificated - School Administration                  | 3101        | 2700 | 111,442           | 111,442           | 0              |
| EE Ben - STRS - Certificated - Guidance & Counseling Services         | 3101        | 3110 | 0                 | 0                 | 0              |
| EE Ben - STRS - Certificated - Health Services                        | 3101        | 3140 | 0                 | 0                 | 0              |
| EE Ben - STRS - Certificated - Other General Admin                    | 3101        | 2100 | 38,998            | 38,998            | 0              |
| EE Ben - STRS - Classified  |             |      | <b>0</b>          | <b>0</b>          | <b>0</b>       |

|   |      |      |         |         |       |
|---|------|------|---------|---------|-------|
| EE Ben - STRS - Classified - Instruction  | 3102 | 1000 | 0       | 0       | 0     |
| EE Ben - STRS - Classified - Instructional Supv and Adm                         | 3102 | 2100 | 0       | 0       | 0     |
| EE Ben - STRS - Classified - School Administration                              | 3102 | 2700 | 0       | 0       | 0     |
| EE Ben - STRS - Classified - Pupil Transportation                               | 3102 | 3600 | 0       | 0       | 0     |
| EE Ben - STRS - Classified - Food Services                                      | 3102 | 3700 | 0       | 0       | 0     |
| EE Ben - STRS - Classified - Plant Maintenance & Operation                      | 3102 | 8100 | 0       | 0       | 0     |
| EE Ben - STRS - Classified - Other General Admin                                | 3102 | 2100 | 0       | 0       | 0     |
|   |      |      |         |         |       |
| EE Ben - PERS - Certificated  |      |      | 0       | 0       | 0     |
| EE Ben - PERS - Certificated - Instruction                                      | 3201 | 1000 | 0       | 0       | 0     |
| EE Ben - PERS - Certificated - Instructional Supv and Adm                       | 3201 | 2100 | 0       | 0       | 0     |
| EE Ben - PERS - Certificated - Instructional Library, Media, & Techno           | 3201 | 2420 | 0       | 0       | 0     |
| EE Ben - PERS - Certificated - School Administration                            | 3201 | 2700 | 0       | 0       | 0     |
| EE Ben - PERS - Certificated - Guidance & Counseling Services                   | 3201 | 3110 | 0       | 0       | 0     |
| EE Ben - PERS - Certificated - Health Services                                  | 3201 | 3140 | 0       | 0       | 0     |
| EE Ben - PERS - Certificated - Other General Admin                              | 3201 | 2100 | 0       | 0       | 0     |
|   |      |      |         |         |       |
| EE Ben - PERS - Classified  |      |      | 424,792 | 424,792 | 0     |
| EE Ben - PERS - Classified - Instruction  | 3202 | 1000 | 114,395 | 114,395 | 0     |
| EE Ben - PERS - Classified - Instructional Supv and Adm                         | 3202 | 2100 | 64,920  | 64,920  | 0     |
| EE Ben - PERS - Classified - School Administration                              | 3202 | 2700 | 117,683 | 117,683 | 0     |
| EE Ben - PERS - Classified - Pupil Transportation                               | 3202 | 3600 | 0       | 0       | 0     |
| EE Ben - PERS - Classified - Food Services                                      | 3202 | 3700 | 0       | 0       | 0     |
| EE Ben - PERS - Classified - Other General Administration                       | 3202 | 2100 | 92,819  | 92,819  | 0     |
| EE Ben - PERS - Classified - Plant Maintenance & Operation                      | 3202 | 8100 | 34,975  | 34,975  | 0     |
|   |      |      |         |         |       |
| EE Ben - OASDI Reg - Certificated   |      |      | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Certificated - Instruction                                 | 3301 | 1000 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Certificated - Instructional Supv and Adm                  | 3301 | 2100 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Certificated - Instructional Library, Media, & Techno      | 3301 | 2420 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Certificated - School Administration                       | 3301 | 2700 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Certificated - Guidance & Counseling Services              | 3301 | 3110 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Certificated - Health Services                             | 3301 | 3140 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Certificated - Other General Admin                         | 3301 | 2100 | 0       | 0       | 0     |
|   |      |      |         |         |       |
| EE Ben - OASDI Reg - Classified   |      |      | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Classified - Instruction                                   | 3302 | 1000 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Classified - Instructional Supervision and Adm             | 3302 | 2100 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Classified - School Administration                         | 3302 | 2700 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Classified - Pupil Transportation                          | 3302 | 3600 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Classified - Food Services                                 | 3302 | 3700 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Classified - Other General Administration                  | 3302 | 2100 | 0       | 0       | 0     |
| EE Ben - OASDI Reg - Classified - Plant Maintenance & Operation                 | 3302 | 8100 | 0       | 0       | 0     |
|   |      |      |         |         |       |
| EE Ben - OASDI Medicare - Certificated  |      |      | 227,357 | 224,713 | 2,644 |
| EE Ben - OASDI Medicare - Certificated - Instruction                            | 3301 | 1000 | 186,067 | 183,423 | 2,644 |
| EE Ben - OASDI Medicare - Certificated - Instructional Supv and Adm             | 3301 | 2100 | 23,950  | 23,950  | 0     |
| EE Ben - OASDI Medicare - Certificated - Instructional Library, Media, & Techno | 3301 | 2420 | 0       | 0       | 0     |
| EE Ben - OASDI Medicare - Certificated - School Administration                  | 3301 | 2700 | 12,845  | 12,845  | 0     |
| EE Ben - OASDI Medicare - Certificated - Guidance & Counseling Services         | 3301 | 3110 | 0       | 0       | 0     |
| EE Ben - OASDI Medicare - Certificated - Health Services                        | 3301 | 3140 | 0       | 0       | 0     |
| EE Ben - OASDI Medicare - Certificated - Other General Admin                    | 3301 | 2100 | 4,495   | 4,495   | 0     |

|  |      |      |                  |                  |               |
|--|------|------|------------------|------------------|---------------|
| EE Ben - OASDI Medicare - Classified   |      |      | <b>245,924</b>   | <b>245,924</b>   | <b>0</b>      |
| EE Ben - OASDI Medicare - Classified - Instruction                                   | 3302 | 1000 | 66,226           | 66,226           | 0             |
| EE Ben - OASDI Medicare - Classified - Instructional Supervision and Adm             | 3302 | 2100 | 37,584           | 37,584           | 0             |
| EE Ben - OASDI Medicare - Classified - School Administration                         | 3302 | 2700 | 68,130           | 68,130           | 0             |
| EE Ben - OASDI Medicare - Classified - Pupil Transportation                          | 3302 | 3600 | 0                | 0                | 0             |
| EE Ben - OASDI Medicare - Classified - Food Services                                 | 3302 | 3700 | 0                | 0                | 0             |
| EE Ben - OASDI Medicare - Classified - Other General Administration                  | 3302 | 2100 | 53,736           | 53,736           | 0             |
| EE Ben - OASDI Medicare - Classified - Plant Maintenance & Operation                 | 3302 | 8100 | 20,248           | 20,248           | 0             |
|  |      |      |                  |                  |               |
| EE Ben - Retirement in Lieu of OASDI - Cert  |      |      | <b>0</b>         | <b>0</b>         | <b>0</b>      |
| EE Ben - Retirement in Lieu of OASDI - Cert - Instruction                            | 3301 | 1000 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Cert - Instructional Supv and Adm             | 3301 | 2100 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Cert - Instructional Library, Media, & Techno | 3301 | 2420 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Cert - School Administration                  | 3301 | 2700 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Cert - Guidance & Counseling Services         | 3301 | 3110 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Cert - Health Services                        | 3301 | 3140 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Cert - Other General Admin                    | 3301 | 2100 | 0                | 0                | 0             |
|  |      |      |                  |                  |               |
| EE Ben - Retirement in Lieu of OASDI - Classified                                    |      |      | <b>0</b>         | <b>0</b>         | <b>0</b>      |
| EE Ben - Retirement in Lieu of OASDI - Class - Instruction                           | 3302 | 1000 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Class - Instructional Supv and Adm            | 3302 | 2100 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Class - School Administration                 | 3302 | 2700 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Class - Pupil Transportation                  | 3302 | 3600 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Class - Food Services                         | 3302 | 3700 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Class - Other General Administration          | 3302 | 2100 | 0                | 0                | 0             |
| EE Ben - Retirement in Lieu of OASDI - Class - Plant Maintenance & Operation         | 3302 | 8100 | 0                | 0                | 0             |
|  |      |      |                  |                  |               |
| EE Ben - Health & Welfare Benefits - Certificated                                    |      |      | <b>2,800,511</b> | <b>2,767,944</b> | <b>32,567</b> |
| EE Ben - Health & Welfare Benefits - Cert - Instruction                              | 3401 | 1000 | 2,291,915        | 2,259,348        | 32,567        |
| EE Ben - Health & Welfare Benefits - Cert - Instructional Supv and Adm               | 3401 | 2100 | 295,007          | 295,007          | 0             |
| EE Ben - Health & Welfare Benefits - Cert - Instructional Library, Media, & Techno   | 3401 | 2420 | 0                | 0                | 0             |
| EE Ben - Health & Welfare Benefits - Cert - School Administration                    | 3401 | 2700 | 158,221          | 158,221          | 0             |
| EE Ben - Health & Welfare Benefits - Cert - Guidance & Counseling Services           | 3401 | 3110 | 0                | 0                | 0             |
| EE Ben - Health & Welfare Benefits - Cert - Health Services                          | 3401 | 3140 | 0                | 0                | 0             |
| EE Ben - Health & Welfare Benefits - Cert - Other General Admin                      | 3401 | 2100 | 55,368           | 55,368           | 0             |
|  |      |      |                  |                  |               |
| EE Ben - Health & Welfare Benefits - Classified                                      |      |      | <b>667,509</b>   | <b>667,509</b>   | <b>0</b>      |
| EE Ben - Health & Welfare Benefits - Class - Instruction                             | 3402 | 1000 | 179,758          | 179,758          | 0             |
| EE Ben - Health & Welfare Benefits - Class - Instructional Supv and Adm              | 3402 | 2100 | 102,014          | 102,014          | 0             |
| EE Ben - Health & Welfare Benefits - Class - School Administration                   | 3402 | 2700 | 184,924          | 184,924          | 0             |
| EE Ben - Health & Welfare Benefits - Class - Pupil Transportation                    | 3402 | 3600 | 0                | 0                | 0             |
| EE Ben - Health & Welfare Benefits - Class - Food Services                           | 3402 | 3700 | 0                | 0                | 0             |
| EE Ben - Health & Welfare Benefits - Class - Other General Administration            | 3402 | 2100 | 145,854          | 145,854          | 0             |
| EE Ben - Health & Welfare Benefits - Class - Plant Maintenance & Operation           | 3402 | 8100 | 54,959           | 54,959           | 0             |
|  |      |      |                  |                  |               |
| EE Ben - Unemployment Insurance - Certificated                                       |      |      | <b>7,840</b>     | <b>7,749</b>     | <b>91</b>     |
| EE Ben - Unemployment Insurance - Cert - Instruction                                 | 3501 | 1000 | 6,416            | 6,325            | 91            |
| EE Ben - Unemployment Insurance - Cert - Instructional Supv and Adm                  | 3501 | 2100 | 826              | 826              | 0             |
| EE Ben - Unemployment Insurance - Cert - Instructional Library, Media, & Techno      | 3501 | 2420 | 0                | 0                | 0             |
| EE Ben - Unemployment Insurance - Cert - School Administration                       | 3501 | 2700 | 443              | 443              | 0             |
| EE Ben - Unemployment Insurance - Cert - Guidance & Counseling Services              | 3501 | 3110 | 0                | 0                | 0             |
| EE Ben - Unemployment Insurance - Cert - Health Services                             | 3501 | 3140 | 0                | 0                | 0             |

|  |      |      |                  |                  |              |
|--|------|------|------------------|------------------|--------------|
| EE Ben - Unemployment Insurance - Cert - Other General Admin                   | 3501 | 2100 | 155              | 155              | 0            |
| EE Ben - Unemployment Insurance - Classified                                   |      |      | <b>1,869</b>     | <b>1,869</b>     | <b>0</b>     |
| EE Ben - Unemployment Insurance - Class - Instruction                          | 3502 | 1000 | 503              | 503              | 0            |
| EE Ben - Unemployment Insurance - Class - Instructional Supv and Adm           | 3502 | 2100 | 286              | 286              | 0            |
| EE Ben - Unemployment Insurance - Class - School Administration                | 3502 | 2700 | 518              | 518              | 0            |
| EE Ben - Unemployment Insurance - Class - Pupil Transportation                 | 3502 | 3600 | 0                | 0                | 0            |
| EE Ben - Unemployment Insurance - Class - Food Services                        | 3502 | 3700 | 0                | 0                | 0            |
| EE Ben - Unemployment Insurance - Class - Other General Administration         | 3502 | 2100 | 408              | 408              | 0            |
| EE Ben - Unemployment Insurance - Class - Plant Maintenance & Operation        | 3502 | 8100 | 154              | 154              | 0            |
|  |      |      |                  |                  |              |
| EE Ben - Workers' Compensation - Certificated                                  |      |      | <b>156,798</b>   | <b>154,975</b>   | <b>1,823</b> |
| EE Ben - Workers' Compensation - Cert - Instruction                            | 3601 | 1000 | 128,322          | 126,499          | 1,823        |
| EE Ben - Workers' Compensation - Cert - Instructional Supv and Adm             | 3601 | 2100 | 16,517           | 16,517           | 0            |
| EE Ben - Workers' Compensation - Cert - Instructional Library, Media, & Techno | 3601 | 2420 | 0                | 0                | 0            |
| EE Ben - Workers' Compensation - Cert - School Administration                  | 3601 | 2700 | 8,859            | 8,859            | 0            |
| EE Ben - Workers' Compensation - Cert - Guidance & Counseling Services         | 3601 | 3110 | 0                | 0                | 0            |
| EE Ben - Workers' Compensation - Cert - Health Services                        | 3601 | 3140 | 0                | 0                | 0            |
| EE Ben - Workers' Compensation - Cert - Other General Admin                    | 3601 | 2100 | 3,100            | 3,100            | 0            |
|  |      |      |                  |                  |              |
| EE Ben - Workers' Compensation - Classified                                    |      |      | <b>37,373</b>    | <b>37,373</b>    | <b>0</b>     |
| EE Ben - Workers' Compensation - Class - Instruction                           | 3602 | 1000 | 10,065           | 10,065           | 0            |
| EE Ben - Workers' Compensation - Class - Instructional Supervision and Adm     | 3602 | 2100 | 5,712            | 5,712            | 0            |
| EE Ben - Workers' Compensation - Class - School Administration                 | 3602 | 2700 | 10,354           | 10,354           | 0            |
| EE Ben - Workers' Compensation - Class - Pupil Transportation                  | 3602 | 3600 | 0                | 0                | 0            |
| EE Ben - Workers' Compensation - Class - Food Services                         | 3602 | 3700 | 0                | 0                | 0            |
| EE Ben - Workers' Compensation - Class - Other General Administration          | 3602 | 2100 | 8,166            | 8,166            | 0            |
| EE Ben - Workers' Compensation - Class - Plant Maintenance & Operation         | 3602 | 8100 | 3,077            | 3,077            | 0            |
|  |      |      |                  |                  |              |
| EE Ben - OPEB, Allocated - Certificated  |      |      | <b>52,704</b>    | <b>52,704</b>    | <b>0</b>     |
| EE Ben - OPEB, Allocated - Cert - Instruction                                  | 3701 | 1000 | 52,704           | 52,704           | 0            |
| EE Ben - OPEB, Allocated - Cert - Instructional Supv and Adm                   | 3701 | 2100 | 0                | 0                | 0            |
| EE Ben - OPEB, Allocated - Cert - Instructional Library, Media, & Techno       | 3701 | 2420 | 0                | 0                | 0            |
| EE Ben - OPEB, Allocated - Cert - School Administration                        | 3701 | 2700 | 0                | 0                | 0            |
| EE Ben - OPEB, Allocated - Cert - Guidance & Counseling Services               | 3701 | 3110 | 0                | 0                | 0            |
| EE Ben - OPEB, Allocated - Cert - Health Services                              | 3701 | 3140 | 0                | 0                | 0            |
| EE Ben - OPEB, Allocated - Cert - Other General Admin                          | 3701 | 2100 | 0                | 0                | 0            |
|  |      |      |                  |                  |              |
| EE Ben - OPEB, Allocated - Classified  |      |      | <b>1,200,000</b> | <b>1,200,000</b> | <b>0</b>     |
| EE Ben - OPEB, Allocated - Class - Instruction                                 | 3702 | 1000 | 1,200,000        | 1,200,000        | 0            |
| EE Ben - OPEB, Allocated - Class - Instructional Supervision and Adm           | 3702 | 2100 | 0                | 0                | 0            |
| EE Ben - OPEB, Allocated - Class - School Administration                       | 3702 | 2700 | 0                | 0                | 0            |
| EE Ben - OPEB, Allocated - Class - Pupil Transportation                        | 3702 | 3600 | 0                | 0                | 0            |
| EE Ben - OPEB, Allocated - Class - Food Services                               | 3702 | 3700 | 0                | 0                | 0            |
| EE Ben - OPEB, Allocated - Class - Other General Administration                | 3702 | 2100 | 0                | 0                | 0            |
| EE Ben - OPEB, Allocated - Class - Plant Maintenance & Operation               | 3702 | 8100 | 0                | 0                | 0            |
|  |      |      |                  |                  |              |
| EE Ben - Other Employment Benefits - Certificated                              |      |      | <b>0</b>         | <b>0</b>         | <b>0</b>     |
| EE Ben - Other Emp Benefits - Cert - Instruction                               | 3901 | 1000 | 0                | 0                | 0            |
| EE Ben - Other Emp Benefits - Cert - Instructional Supervision and Adm         | 3901 | 2100 | 0                | 0                | 0            |
| EE Ben - Other Emp Benefits - Cert - Instructional Library, Media, & Techno    | 3901 | 2420 | 0                | 0                | 0            |
| EE Ben - Other Emp Benefits - Cert - School Administration                     | 3901 | 2700 | 0                | 0                | 0            |
| EE Ben - Other Emp Benefits - Cert - Guidance & Counseling Services            | 3901 | 3110 | 0                | 0                | 0            |
| EE Ben - Other Emp Benefits - Cert - Health Services                           | 3901 | 3140 | 0                | 0                | 0            |

|   |           |      |                  |                  |                |
|---|-----------|------|------------------|------------------|----------------|
| EE Ben - Other Emp Benefits - Cert - Other General Administration       | 3901      | 2100 | 0                | 0                | 0              |
| EE Ben - Other Employment Benefits - Classified                         |           |      | <b>25,448</b>    | <b>25,448</b>    | <b>0</b>       |
| EE Ben - Other Emp Benefits - Class - Instruction                       | 3902      | 1000 | 6,853            | 6,853            | 0              |
| EE Ben - Other Emp Benefits - Class - Instructional Supervision and Adm | 3902      | 2100 | 3,889            | 3,889            | 0              |
| EE Ben - Other Emp Benefits - Class - School Administration             | 3902      | 2700 | 7,050            | 7,050            | 0              |
| EE Ben - Other Emp Benefits - Class - Pupil Transportation              | 3902      | 3600 | 0                | 0                | 0              |
| EE Ben - Other Emp Benefits - Class - Food Services                     | 3902      | 3700 | 0                | 0                | 0              |
| EE Ben - Other Emp Benefits - Class - Other General Administration      | 3902      | 2100 | 5,561            | 5,561            | 0              |
| EE Ben - Other Emp Benefits - Class - Plant Maintenance & Operation     | 3902      | 8100 | 2,095            | 2,095            | 0              |
| <b>Total Employee Benefits</b>  |           |      | <b>7,820,646</b> | <b>7,760,582</b> | <b>60,064</b>  |
| <b>4) Books &amp; Supplies</b>  |           |      |                  |                  |                |
| Approved Textbooks and Core Curricula Materials                         | 4100      | 1000 | 350,000          | 350,000          | 0              |
| Books and Other Reference Materials                                     | 4200      | 1000 | 27,909           | 27,909           | 0              |
| Materials and Supplies  | 4300      | 1000 | 1,026,424        | 1,016,424        | 10,000         |
| Non-capitalized Equipment   | 4400      | 1000 | 700,000          | 697,000          | 3,000          |
| Other Supplies  | 4300      | 2700 | 0                | 0                | 0              |
| Pupil Transportation  | 4300      | 3600 | 0                | 0                | 0              |
| Food Service Supplies   | 4700      | 3700 | 381,133          | 381,133          | 0              |
| <b>Total Books &amp; Supplies</b>                                       |           |      | <b>2,485,466</b> | <b>2,472,466</b> | <b>13,000</b>  |
| <b>5) Services, Other Operating Exp</b>                                 |           |      |                  |                  |                |
| Personal Services   | 5800      | 2700 | 0                | 0                | 0              |
| Travel/Conference   | 5200      | 2700 | 200,000          | 200,000          | 0              |
| Due/Memberships   | 5300      | 7200 | 150,000          | 150,000          | 0              |
| Insurance   | 5400      | 7200 | 188,127          | 188,127          | 0              |
| Operation and Housekeeping Services                                     | 5500      | 8100 | 633,488          | 633,488          | 0              |
| Rentals/Leases/Repairs&Noncapitalized Improvements                      | 5600      | 8100 | 841,869          | 841,869          | 0              |
| Transfer of Direct Costs  | 5800      | 8100 | 0                | 0                | 0              |
| Transfer of Direct Costs - Interfund                                    | 5800      | 8100 | 0                | 0                | 0              |
| Professional Consulting Services& Operating Exp                         | 5800      | 8100 | 2,720,370        | 2,040,516        | 679,854        |
| Communications  | 5900      | 8100 | 72,500           | 72,500           | 0              |
| <b>Total Services and Other Operating Expenses</b>                      |           |      | <b>4,806,353</b> | <b>4,126,499</b> | <b>679,854</b> |
| <b>6) Depreciation</b>  |           |      |                  |                  |                |
| Depreciation Expense  | 6900      | 8100 | 178,281          | 178,281          | 0              |
| <b>Total Depreciation</b>   |           |      | <b>178,281</b>   | <b>178,281</b>   | <b>0</b>       |
| <b>7) Other Outgo (excluding Transfers of Indirect Costs)</b>           |           |      |                  |                  |                |
| Tuition   |           |      |                  |                  |                |
| Tuition for Instruction Under Interdistrict Attendance Agreements       | 7110      |      | 0                | 0                | 0              |
| Tuition, Excess Costs, and/or Deficit Payments                          |           |      |                  |                  |                |
| Payments to Districts or Charter School                                 | 7141      |      | 0                | 0                | 0              |
| Payments to County Offices  | 7142      |      | 0                | 0                | 0              |
| Payments to JPAs  | 7143      |      | 0                | 0                | 0              |
| Other Transfers Out   |           |      |                  |                  |                |
| All Other Transfers   | 7281-7283 |      | 0                | 0                | 0              |
| All Other Transfers Out to All Others                                   | 7299      |      | 0                | 0                | 0              |
| Debt Service:   |           |      |                  |                  |                |
| Interest  | 7438      | 9100 | 0                | 0                | 0              |
| <b>Total Other Outgo (excluding Transfers of Indirect Costs)</b>        |           |      | <b>0</b>         | <b>0</b>         | <b>0</b>       |

|  |      |      |
|--|------|------|
| <b>Other Outgo - Transfers of Indirect Costs</b>                     |      |      |
| Transfers of Indirect Cost   | 7310 |      |
| Transfers of Indirect Cost - Interfund                               | 7350 |      |
| <b>Total Other Outgo - Transfers of Indirect Costs</b>               |      |      |
| <b>8) Direct Support / Indirect Costs / All Other Financing Uses</b> |      |      |
| Indirect Cost (charter school supervisorial oversight fees only)     | 5800 | 8100 |
| All Other Financing Uses   | 7699 | 9100 |
| <b>TOTAL EXPENSES</b>  |      |      |

|                   |                   |                |
|-------------------|-------------------|----------------|
|                   |                   |                |
| 0                 | 0                 | 0              |
| 0                 | 0                 | 0              |
| <b>0</b>          | <b>0</b>          | <b>0</b>       |
|                   |                   |                |
|                   |                   |                |
| 310,367           | 310,367           | 0              |
| 0                 | 0                 | 0              |
| <b>35,018,251</b> | <b>34,082,994</b> | <b>935,257</b> |

[check only: S/B = 0](#)

|  |   |   |   |
|--|---|---|---|
| Total Revenue Summary - Total Revenue Details = S/B ZERO   | 0 | 0 | 0 |
| Total Expenditures Summary - Total Expenditures Details = S/B ZERO or \$\$ in All Other Financing Uses | 0 | 0 | 0 |