



El Camino Real Charter High School

Regular Board meeting

March 2024 Board Meeting

Date and Time

Thursday March 21, 2024 at 5:30 PM PDT

Location

El Camino Real Charter High School - Grieb (Little Theater)

5440 Valley Circle Woodland Hills Ca 91467

Meeting can also be seen and heard at:

North Campus - 7401 Shoup Ave. West Hills CA 91307

REGULAR BOARD MEETING

For board meeting materials, please go to the school's main office, or call [\(818\) 595-7500](tel:8185957500). Some board meeting materials are also posted on the school's website (<https://ecrchs.net> - click the ECR Board tab).

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND OTHER MEETING

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

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NOTE: Public Comments, effective with the March 24th, 2022, Regular Board Meeting, are limited to two (2) minutes and total time allotted to all agenda and non-agenda items will not exceed thirty (30) minutes.

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5. Any public records relating to an agenda item for an Open Session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 5440 Valley Circle Blvd., Woodland Hills, California, 91367.

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person. There is no obligation on the part of the school to have a school official read public comments during inperson Board Meetings. Powered by BoardOnTrack 2 of 4 A member of the public is welcome to appear at the Board meeting to make a public comment or make arrangements with another person in attendance to speak on the person's behalf.

Consent Agenda: All matters listed under the consent agenda are considered by the Board to be routine and may be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Executive Director recommends approval of all consent agenda items.

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Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
Opening Items			
A.	Call the Meeting to Order	Brad Wright	1 m
B.	Record Attendance and Guests	Ryan Guinto	1 m
C.	Pledge of Allegiance to the United States of America (USA)	David Hussey	1 m
D.	Public Comments	Public	30 m
NOTE: Public Comments, effective with the March 24th, 2022, Regular Board Meeting, are limited to two (2) minutes and total time allotted to all agenda and non-agenda items will not exceed thirty (30) minutes.			
E.	Executive Director Update	David Hussey	10 m
F.	Chief Business Officer Update	Gregory Wood	10 m
G.	Board Committees Update	Discuss Brad Wright	10 m
H.	Board Chair Update	Discuss Brad Wright	10 m

	Purpose	Presenter	Time
II. Consent			6:43 PM
A. Approve Minutes of February 22, 2024, Regular Board Meeting	Approve Minutes	Brad Wright	1 m
B. Discuss and Vote on February 2024 Check Registers	Vote	Gregory Wood	1 m
Prior to the Vote, Mr. Wood, CBO, will present the February 2024, check registers from ECRA's City National Bank Accounts.			
C. Discussion and Vote on February 2024, Credit Card Charges	Vote	Gregory Wood	1 m
Prior to the Vote, Mr. Wood, CBO, will present the February 2024, credit card charges.			
III. Finance			6:46 PM
A. February 2024 Investment Update	Discuss	Gregory Wood	10 m
Mr. Wood, CBO, will present the February, 2024, ECRCHS Investment Update.			
B. February 2024 Financial Update	Discuss	Gregory Wood / Arleta Ilyas	10 m
Mr. Wood, CBO, and Ms. Ilyas, Director, Accounting and Finance, will present the February, 2024, Financial Update.			
C. Discussion and Vote the 2023-2024 Second Interim Report	Vote	Gregory Wood	5 m
Prior to the vote, Greg Wood, CBO, will present the 2023-2024 Second Interim Report.			
D. Discussion and Vote to Recommend 2024-2025 Budget Planning Process and Calendar	Vote	Greg Wood / Arleta Ilyas	15 m
Prior to the vote, Greg Wood, CBO, and Arleta Ilyas, Director of Accounting, will present the 2024-2025 Budget Planning Process and Calendar.			
IV. School Business			7:26 PM
A. Discuss and Vote on Board Resolution to Opt Out of Insurance Policy with CharterSAFE	Vote	David Hussey	15 m

	Purpose	Presenter	Time
	Prior to the vote, Mr. Hussey, Executive Director, will be presenting the resolution to opt out of insurance policy with CharterSAFE		
B.	Discuss and Vote to approve LAUSD Police Services to provide One (1) School Police Officer for Fiscal Year 2024-2025	Vote David Hussey	10 m
	Prior to the vote, Mr. Hussey, Executive Director, will present to approve LAUSD Police Services to provide One (1) School Police Officer for Fiscal Year 2024-2025.		
C.	Discuss and Approve VAPA Positions Salary Table and VAPA Program	Vote David Hussey / Heidi Hutson	10 m
	Prior to the vote, Mr. Hussey, Executive Director, and Heidi Hutson, teacher, will present the VAPA Positions Salary Table and VAPA Program		
D.	Discuss and Vote to approve 2024-2025 Yearbook Contract	Vote David Hussey	10 m
	Prior to the vote, Mr. Hussey, Executive Director, will present the 2024-2025 Yearbook Contract.		
E.	Discuss and Vote to Approve GetMoreMath Annual License Subscription	Vote David Hussey	15 m
	Prior to the Vote, Mr. Hussey, Executive Director, will be presenting the GetMoreMath quote		
F.	Discuss and Vote Anderson Hall, Cafeteria, Walkway extension, and Student Store Roofing Project Bid Award	Vote Ryan Guinto	10 m
	Prior to the vote, Mr. Guinto, Director of Technology, will be presenting the Bid award for the Roofing Project.		

V. Closed Session 8:36 PM

A.	Conference with Labor Negotiators	Discuss David Hussey	30 m
	Conference with labor negotiators pursuant to subdivision (a) of Government Code Section 54957.6.		
	Agency Designated Representatives: David Hussey, Executive Director; Gregory Wood, Chief Business Officer; Roger Scott, Legal Counsel.		
	Employee Organization: United Teachers Los Angeles.		

	Purpose	Presenter	Time
<p>B. Conference with Legal Counsel - Anticipated Litigation</p> <p>Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9:</p> <p>One (1) item.</p>	Discuss	Roger Scott	20 m
<p>C. Conference with Labor Negotiators</p> <p>Agency Designated Representatives: David Hussey, Executive Director; Gregory Wood, Chief Business Officer; Roger Scott, Legal Counsel.</p> <p>Unrepresented employees: Administrative Director (1 position)</p>	Discuss	Brad Wright	5 m
<p>D. Conference with Legal Counsel - Existing Litigation</p> <p>(Paragraph (1) of subdivision (d) of Section 54956.9)</p> <p>Name of case: Khemika Bell, Cross-Complainant vs. ECRCHS, Friends of ECR, City of Los Angeles, LASC case no.: 23VECV01576</p>	Discuss	Roger Scott	20 m
VI. Reconvene to Open Session			9:51 PM
<p>A. Report on Actions Taken in Closed Session, If Any</p>	Discuss	Board Chair	5 m
<p>B. Possible Board Approval Vote on Employment Agreement for Administrative Director</p>	Vote	Brad Wright	5 m
VII. Closing Items			10:01 PM
<p>A. Adjourn Meeting</p>	Vote	Board Chair	1 m

Coversheet

Approve Minutes of February 22, 2024, Regular Board Meeting

Section: II. Consent
Item: A. Approve Minutes of February 22, 2024, Regular Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Regular Board meeting on February 22, 2024

APPROVED



El Camino Real Charter High School

Minutes

Regular Board meeting

February 2024 Board Meeting

Date and Time

Thursday February 22, 2024 at 5:30 PM

Location

El Camino Real Charter High School - Anderson Hall

5440 Valley Circle Woodland Hills CA 91367

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Directors Present

Alexandra Ramirez, Brad Wright, Danielle Centman, Ronald Laws, Steven Kofahl

Directors Absent

Daniela Lopez-Vargas, Gregg Solkovits

Guests Present

Ryan Guinto

I. Opening Items

A. Call the Meeting to Order

B. Record Attendance and Guests

C. Pledge of Allegiance to the United States of America (USA)

D. Public Comments

There were no public comments.

E. Executive Director Update

David Hussey gave the updates highlighting the following:

Winter Formal: We have our Winter Formal Saturday night. We have over 250 tickets sold for that. It'll be outside and in Anderson Hall. So we look forward to the kids having fun on that.

Grad Night: We started selling Grad Night tickets on Wednesday. Disneyland gave us 725 tickets. We have already 600 students that have returned permission slips and over 500 students that have purchased tickets already. So it's working out well. And the timeframe is either we sell 725 tickets or a four week period, whichever comes first. So I think that is well underway. I want to thank royal families for getting that message out to the families as well.

Mr. Wright asks: How many seniors do we have?

Mr. Hussey Responds: A little over 900. But we only have 725 tickets. Disneyland will never give us the full amount. So it's 1st come 1st served.

Academic and Extracurricular Achievements: A couple of things I want to recognize, ACADEC 2:54 they won the Southern California private schools and charter schools regional. They'll be going to state next month. Our NJROTC placed first place for the first time in school's history in the competition. So it includes drill, academics, some physical fitness. They'll be going to Pensacola, Florida in April. And then the boys and girls soccer teams are in the Division 1 championship this weekend. Friday the girls play eight o'clock. Saturday the boys play at seven o'clock at Valley College. So we wish them well.

Recognition of Dr. Clark: And then lastly, I want to recognize Dr. Clark. I got an email from a teacher. "Just want to let you know that in my opinion, this has been the best run Black History Month since I've been here. This year has been more and more, been motivational and assemblies made the historical experience of the African Americans more relevant by being current versus civil rights history. Important but not easy for kids to connect with. Thank you and keep up the excellent work. And then one of the presenters said to Dr. Clark, it was amazing coming to your school for Black History for your Black History event. I spoke to a lot of students and we were definitely able to empower many lives. And one student wrote, hello, you don't know me but I'm one of the multiple students that was in the room during fourth period. And when you were telling your story and how you went through such bad trauma, it really got to me. I just wanted to say that your speech was amazing and to keep bringing others up." So the messages that are being said and presented to our kids, I think kids are getting a good feel of what it's all about.

Mr. Wright: Are there kids that can't afford that and if there are, how do we supplement if we do, do we go anything like that?

Mr. Hussey: We will supplement for the unhoused students. Other students, we'd have to try to be creative.

Mr. Wright: Like lower income, do we have anything for them? And The parent group, can they donate to that?

Mr. Hussey: NO we don't have anything for them but yes parent group can donate

Mr. Wright: I know that, I know that some kids, like you know, we have the other campus and we have the extra bagels. I want to feed kids too because I asked Western Bagels, to give me a few extra bags. Some of the kids just can't afford to eat on the other campus.

Mr. Hussey: Like I was just saying our program for the unhoused youth, if they let us know, then our cafeteria provides them food after school for a night and as well as on the weekends.

Mr. Wright: Okay. The reason I say that's because I do a lot of things with DCFS, but the point is that if there are kids that really want to go into getting good grades, but they just don't have the finances, we do have a way to help them achieve the Grand Night don't we?

Mr. Hussey: Possibly yes through donations.

F. Chief Business Officer Update

Gregory Wood presented the update highlighting the following:

Second Interim Report: We have our second interim financial report, which is due to the LAUSD and the state. That financial report shows our actual revenue and expenses through January, and it also has our updated projections based upon known state funding and our own expense levels.

Fiscal Review: We are also anticipating next week we'll be getting visited by LAUSD next Thursday and Friday. One of those two days, both the fiscal group will be coming and we've been interacting with them, they've asked for numerous documents and so they've been getting that and that will prepare us for our fiscal review and hopefully we can achieve the same perfect score that we got last year. So that's, what's going on there?

Mr. Kofahl: These are people coming from the district who speak the same language as you so that you can interpret all these things that we don't understand. Is that correct? I just want to know if I should come to that meeting or not.

Mr. Wood: That's one way you can say it if you ask. And no you don't have to come to that meeting.

Cafeteria Updates: Included in the packet is just a continued cafeteria updates. Even though with some of the declines primarily because of enrolment, but participation is down from last year, but we're still being profitable. Later in the agenda you're going to see we're asking the board for about \$70,000 worth of additional cafeteria equipment. We've previously discussed with the finance investment committee.

Mr. Wright: Will that include the coffee machine. There's a coffee machine we've had sitting there and all you have do is get hot water out there. Are we going to fix that thing or are we going to get rid of it? It looks like a statue. I know a lot of teachers in the morning for breakfast are hitting the button trying to get the hot water but they can't get coffee. Will that 70k include fixing that?

Mr. Wood: I will just ask our current cafeteria people.

G. Board Committees Update

There were no updates from the committees

H. Board Chair Update

Brad Wright did not have updates to share, but had a comment and the following question:

I would like to acknowledge and congratulate our elected parent representative Charne' Tunson for successful work with grad night; she's our parent liaison, and the other activities she's done. The Board would like to applaud her. She's not here right now, but we would all like to recognize the work she's done.

Ms. Brandy and her staff that brought the food and we'd like to thank her for that.

We have no updates but there's a question I have. If the kids cannot afford to go the grand night, not just the unhoused kids, but the kids that don't have the means to go there, but they're getting good grades and I'll accept the headnod as an answer, would we be able to supplement those kids. Do we have the funds for that? Historically the parent group have paid for it right?

Mr. Wood: Right, but whatever we decide to do whether it's discounts or whatever, we should have some criteria but I would hate to make an exception for one parent group that won't apply to others.

Mr. Wright: Well I think the parent group, the royal family, they have the option because just like our other group could help people out almost scholarship wise. Especially the kids that perform academically but just maybe don't have the means to get there.

II. Consent

A. Approve Minutes of January 25, 2024, Regular Board Meeting

Alexandra Ramirez made a motion to approve the minutes from Regular Board meeting on 01-25-24.

Danielle Centman seconded the motion.

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

B. Discuss and Vote on January 2024 Check Registers

Alexandra Ramirez made a motion to Approve January 2024 Check Registers.

Danielle Centman seconded the motion.

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

C. Discussion and Vote on January 2024, Credit Card Charges

Alexandra Ramirez made a motion to Approve January 2024, Credit Card Charges.

Danielle Centman seconded the motion.

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

III. Finance

A. January 2024 Financial Update

Mr. Wood, CBO, and Ms. Ilyas, Director, Accounting and Finance, presented the January, 2024, Financial Update.

Ms. Ilyas

Cafeteria Update: So this month we're just coming in with the cafeteria update because we're working on our second interim reporting. This is showing the performance of the cafeteria, how many meals we served, and how much revenue we received from serving those meals, and also the expenses related to it. So overall, in terms of meals served, we are down 5.67% from last year, but that's attributed to having less students running through school. And then as you can see, the revenue and the expenses, the cafeteria is profiting. So this month for January, we've made \$17,000, which equates to \$0.73 per meal. So overall, the cafeteria is profiting and I think later on the agenda, you'll see equipment proposal, which would be using those funds that you see.

Mr. Wood

State Financial Outlook: Outside of the school's finances, I'll just report that the state's financial news has deteriorated a bit since the governor's January budget update. More recently agencies of the state are suggesting in the month of January, the revenue came in \$5 billion-under what the projection is. So in May we will hear the update of what they are going to fund. In January, they basically said education would get like a 0.76% increase with possibly some cutbacks. It's not looking as positive since the information the governor was using in January. We'll find out more in May.

Mr. Kofahl: Does that explain the small negative here?

Mr. Wood: No. This is this year's activity versus last year. So the number of meals are down 5.67%. **Ms. Ilyas:** Yeah, the number of meals that the cafeteria cafeteria has served is down, but that's also because we have less students here. So that number is to be expected. Its not shocking.

Mr. Wood: I'm going to say. If you've been following the news, all charter schools are having issues right now with LAUSD and a lot of charter schools have also dropped attendance. It's not just us. If you see what's going on right now, that's why LAUSD is making the change of not basically taking over those schools, which will never happen here as long as I'm here, but they have to fight over everybody on this board. But when we do have a drop in attendance, but we're not the only ones, Mr. Kofahl it's everybody, it was in the news today that the second nation's largest school district is having these issues here with charter schools. And right now we don't have any issues because we're right on the plan with our budget. Am I right with that, Ms. Ilyas?

Ms. Ilyas: We are right on target

B. January 2024 Investment Update

Mr. Wood, CBO, presented the January, 2024, ECRCHS Investment Update.

OPEB Account: Our OPEB account is still maintaining some positive monthly results. Our OPEB account has \$28.3 million in it, and given that we started the OPEB account having \$25.3 million, so we're up almost \$3 million. We have made contributions of \$1.54 million. We've had investment gains of \$1.65 million. And as we just started this year, we've made \$200,000 in payments directly to our retiree health benefit account. So, that translates into our investments which are up 6.5%. The total fund is up 11.8. And again, as I look today, the current balance, not in the month yet, but it's up another almost \$400,000 so it's at \$28.8 million as of today. So, it's still up. Still performing very, very well this year.

General Investments: The general investments, that's up about \$100,000. So, again, less risky investments, but they're still performing very well. When we have more in the fund than we anticipated, looking back from the previous year or whatever it is you look at. Do you just let that money ride or because you know there are ups and downs or do we have a place that we put it?

Mr. Wood: The OPEB account, by definition is a trust account. The account is legally a restricted trust account. And that helps us to be fully funded. We're still looking to fully fund it if we "exceed" that fully funded number as determined by the actuary. I mean, we can stop. One area where we could save money is that there's no mandate that we make the \$220,000 contribution monthly to the OPEB account once we are comfortable, we would stop making that contribution until such time as either, that the market conditions would suggest we should refund it again. So those are kind of the options or variables on the OPEB account.

IV. School Business

A. Discuss and Vote to Purchase Incoming Freshmen Devices

Prior to the vote, the Mr. Ryan Guinto presented the purchase of Qty. 830 Lenovo 300w student devices for the incoming freshmen Class of 2028

On the packet, we initially provided the RFP results. However, on the RFP, we did actually request two types of devices. So this is the proposal that we received from GST. And on their proposal, they provided us two different types of models. So what you guys are seeing in front of you is the model that we chose. Basically, the other model has more higher RAM. But other than that, the specs are mostly the same. So for the last two years, we have been fortunate that most of the cost of the devices were paid for by the government. There is a grant that we were able to get, which allowed us to pretty much be funded by the government for the devices that we're purchasing. So this is the first year that we are actually purchasing the devices with our own funds. And we published this RFP early this month. We only got one proposal. However, we also had another quote on the third page you guys will the other quote directly from the manufacturer. The manufacturer Lenovo normally gives a higher discount rate for resellers. Hence why you see that they have a higher quote. Yeah, and the total quantity of 830 is based off on, we

expect to have an incoming freshmen. We did look into our numbers-currently this year, we have 697 students. So based off on that, we're hoping to possibly get 700-720 students for next year. Again, this is a projection.

Mr. Wright: Question. Its just for freshmen right?

Mr. Guinto: Yes. Freshmen. And we also do get foreign exchange students and roughly we get about 70 of them. And then we're getting surplus of around 30. That's why we come up with that number.

Mr. Wright: What do we do with the surplus?

Mr. Guinto: We actually just got a check this morning from the vendor that bought some of our surplus. When the device is no longer capable of running the applications that we have today, that's when we start **surplusing** them. They buy for around 20 to 30 dollars depending on the condition of the device. And we've been using most of the surplus as either loners or replacements for devices that get lost and all that stuff.

Mr. Kofahl 22:42: So how long will they keep this computer?

Mr. Guinto: So when a student comes to El Camino, they get a device that they would hold on until they graduate. So the life cycle for our devices are actually four years for the students until they graduate.

Mr. Wood 23:05: While E-rate helped supplement the cost that we filed for before, if approved, we can use some of the COVID ESSER funds that we have. This project could be funded, at least while we still have funding, but student devices could be funded with kind of the restrictive ESSER funds.

Mr. Wright **23:38:** If it happens that our freshman class exceeds the number that we've estimated when we hire 830 computers, are they readily available?

Mr. Guinto: No. We are going to have to order but usually we do carry some some of the loaner devices that we have. We provide that for those students. And it has happened in the past, and that's why we cannot just order exactly how we think how many students will get because we normally, at least in our experience, we always succeed like at least by 30, 40.

Mr. Wright: So as we have the foreign exchange students which I have dealt with before for over 12 years. We basically give them a loaner one as opposed to a freshman who gets a new one for the 4 years. And so basically with the other group where we're anticipating, an overage of students we will give them the loaner ones because they're only here for the 10 months.

Ronald Laws made a motion to purchase incoming freshmen devices.

Steven Kofahl seconded the motion.

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

B. Discussion and Vote for the Cafeteria Equipment Proposal

Prior to the Vote to recommend Approval, Mr. Wood, CBO, presented two proposals for the Cafeteria Equipment.

We had two proposals by two separate equipment manufacturers. One by Bargreen, and the other one by Southwest Supply. SouthWest Supply took two ovens and put it on one line and the Bargreen costed each ovenon different ones. So you can see the things

being purchased are a range and a griddle and some equipment stands, a freezer, two different ovens, and a mobile heating cabinet. And comparing both of them, I recommended to the finance and investment committee, and they are in turn recommending to the full board, Bargreen prevail in terms of having almost a \$4,000 lower price for comparable. So, we would be looking for the board to either ask questions pertaining to these proposals and or approve it for purchase. We will place the order as soon as the board signs on it.

Mr. Kofahl: That's a substantial difference between the two? Does one provide service and the other doesn't?

Mr. Wood: We've purchased from both of them. Both were recommended by our Chartwel our food service provider, and we specifically quoted to make sure that the warranties were similar. So, I'm comfortable that the \$4,000 savings is real and it's not as though we're short-changing ourselves by going with the cheapest.

Ms. Ramirez: Are these things that we're replacing or are these just new items that are going to be coming in?

Mr. Wood: It's a combination. I think the griddle is new. The biggest items- we have existing ovens that are probably 30 plus years old, so.

Danielle Centman made a motion to approve the Cafeteria Equipment Proposal.

Alexandra Ramirez seconded the motion.

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

C. Discussion on Updates on the midterm 2023-2024 LCAP Plan

Basic Vision and Mission Statement: So thank you for having me here. Basic Vision and Mission Statement helps us to guide what we do here at ECR. And then the next page is really important because this is a summary statement, just a basic summary statement that you asked us to write for the video update. Basically just a focus statement. What are we looking at here at El Camino? Are we still targeting instruction and student learning? putting student learning first at El Camino?

Statute: It is important for you guys to know a few things. So I've listed them here for you. So for this one, it's simply a mid-year update. It's not a vote. It's informational only. It's not an adoption by the board or anything like that. There's no specific template required. So it's been developed as something that I simply developed on my own. It won't be submitted to the county office or anything like that. And compliance for it will be through the annual fiscal audit. So this is just simply for your information. All boards across the state are required to know where we are in terms of our LCAP. So no vote required. It's just an update. Just for your knowledge, but feel free to ask questions if you want.

Overarching Thoughts: So here are our overarching thoughts about where we are. Without a doubt, we know that the pandemic has caused like a great deal of learning loss and other issues here at ECR, right? But we know also that there are a number of things that we can do to help improve student success in all areas of like enrolment, mental health, staffing, instruction and all of these areas, right? And so some of the key impacts are: Significant instructional delays and these are some of the things that we've seen that

have been kind of to the school's detriment. So significant instructional delays by students, of course, in-student learning. So in the classroom, teachers are seeing and reporting this. Higher than normal levels of anxiety and stress, that would be in the wellness area, and then a Lack of maturity; Lack of confidence from students. Someone literally just said in the meeting I came from before here, like our 11th grade students are literally like 8th or 9th graders. But it's because they missed out all that time from the pandemic. So their social skills are not where they should be. **Mr. wright:** And the leadership from before was lacking because some of them missed their entire 9th or 10th grade years.

Dr. Clark: Lower enrolment. You guys just talked about that briefly. And then higher than normal absentee grades, these are all really things we're seeing still that are the result of COVID. I don't know if you remember in last year's report, where I gave more information into the lower enrollment where we realized that the students have decided to take on online learning instead of coming back into the school setting to finish their education. And then there's just a number of factors that prohibited keep children from being able to get here one time, or even at all. So there's all kinds of things. Social economic situations and everything since the pandemic. People have lost jobs, not gotten them back and all that kind of stuff. So those are some of the key impacts.

Mid-Year Update

I actually used a lot of these terminology within the document, but I added some as well.

So you'll also see the words, **met and not met 36:52** with the document.

In this illustration, the red, of course, means "Hey, we might not be achieving that.

There's something going on there." The yellow means it's In Progress, but we're still working on it or it needs some work, and then Known or Completed or Met means, "Hey, we're doing well," and at least we know that we're on the right track there.

Dr. Clark

Goal 1: Goal 1 was for students to demonstrate academic growth in ELA, math, and finance. So the first page basically is a replica of last year's LCAP. These are all the same metrics. Again, this is just the update. So basically, if you guys want to start by looking at the last column, the progress column, that really tells us where we are. So I will highlight a few.

ELA scores: One of the highlights noted by the charter division is our ELA scores. So we're at 66% this year. Our most recent scores reflect 66%. And it was a 3.3 point increase from last year. So the scores that English have steadily been on the rise and charter division has noted it in their report as a high from last year.

Math: And so math scores, not met, there were improvements in math though. So we did increase, we actually increased 18 points in math but we did not meet the goal if that makes sense. So we went up, but we didn't meet the goal so it was not met.

Science: In science, not met. We're currently at 35% of students meeting or exceeding science standards. Does that make sense for everybody? Okay. So this is all based on the state standards, whether or not the majority of our students are meeting or exceeding goals.

Mr. Wright: So what do we do?

Dr. Clark: So that's the question. Right? So that's what LCAP is kind of for. So we all get together and we have these meetings and talk about our action plans for improvement. Some of the things are in here and some of them are not but we do things like added tutoring. This year, Mr. Heath 39:32 and I worked together on adding instructional assistance to all the CB classrooms. So the areas where we were seeing the weakest student performance like algebra one or English one. And where students don't really tend to push themselves as much, we added instructional assistance in there. So they have another adult in the classroom that helps them out with instruction and helps them out with one-on-one work with students group work, etc. And so the teachers are reporting that that has been really successful. So we currently have 11 instructional assistants and so they are supporting the math and the ELA right now. And it seems to be working for them.

College and Career Readiness: So in terms of college and career readiness, we did go down a little bit. That goal is not met. We're at 48.6% and the baseline in 2020 college was actually 5.9%. So we went down a little bit there. Again, that's something that we need to work on.

Special Education: Special education was an area that was noted by the charter division as a high needing area. Our students performed very poorly overall in ELA math and science in the special education department. And we are definitely struggling to find ways to be more successful.

Mr. Wright: How can we be more successful in special education?

Mr. Hussey: We have professional development that are working with our special ed teachers and our general ed teachers to make sure they're on the same page. It's a work in progress.

Mr. Wright: The question I'm asking is maybe having another special ed person helping out. I mean is that another possibility? A lot of the kids today, when I go to different places, I'm sorry to say a lot of people they have needs. And again, because maybe the dramatic difficulties that they have had from COVID-19. So maybe with the special ed, adding somebody or giving a little more assistance, just having one more person.

Dr. Clark: I think that's a good point too. Because those students need extra attention. Absolutely. And so again, being more attentive to their needs and finding those things that really work for them is really what Mrs. LaRue was trying to hone in on along with us because she has been working together with CSUN. We started bringing in some of their professors to work with teachers more closely in professional development strategies and so forth that will help target that new learning and also the students. It's a benefit for all students. But it's definitely a matter of being more attentive to their needs and finding out what's really going to work for them. So, like Mr. Hussey said, definitely work in progress there.

EL Students: Our EL students they increased overall, but they did not meet the standard in English or math, again something that we will continue to work on. Our EL teacher position is actually a vacancy. So it's a vacancy that needs to be filled right now.

Graduation Rate: So our graduation rate actually went down as you can see the baseline was 93.5. Our goal outcome for this year was actually 95% of students graduating and we're currently at 91%.

Mr. Wright: Let me ask you a question. Just going outside the box. What about handwriting? Kids aren't handwriting much these days. Do we do anything about that at all? And also I do want to recognize too the English department. English department has gone up 3%. You head that department right? Congratulations.

Dr. Clark: No, but it is being put back into law next year in elementary schools here in California. So they will be writing cursive again in California starting next year. But they did stop it for many years.

Goal 1 Metrics: Financials

Arlene: With every metric, there's a cost associated with it. Dr. Clark has identified the metrics and we've identified how much have we spent towards meeting that metric as of January. So you can see the first metric, the percentage of 11th grade students meeting or exceeding the SBAC. That so far has cost us \$450,000. Most of these metrics are tied to salaries, so that's why the numbers may seem high, but these are the costs of people who are helping us meet this metric. And then same with Goal 2.

Dr. Clark

Goal 2: All students are provided a high quality education with equitable access to standards based instruction, innovative strategies and programs, and rigorous learning. What does that mean? Basically like today, for example, I had a meeting with the ILT meeting, our instructional leadership team, which consists of our teacher leaders. So right before I came here, we met. And I was explaining to them standards-based instruction based on what the charter division is going to be looking for when they come next week for their visit. And that standards-based instruction really goes beyond just the fact that you have your standards listed on your lesson plan, but that it means that someone that comes in or observes you whether it's us, charter division, WASC or anyone else, what they're looking for is a connection of the standard to the learning in the classroom. So for example, if I'm teaching English and I am working on figurative language or something like that, then they want to see in the classroom that students know what the objective is for the lesson. And what the student learning outcome is supposed to be, what they should know and should be able to do by the end of the lesson. So it's more than just putting a standard on the board. It's connecting it during the instruction and making sure kids know and understand that.

Student Intervention: So with this metric, with student intervention, we developed those intervention classes. They're going well. It's completed. It's being revised annually and updated. So that one is going well. That's the first one.

Math Assessments: Math assessments are being administered annually. That one's going well.

Instructional Assistants: we hired the 9 instructional assistants. We're actually at 11 as of today. So we have hired the instructional assistants for the algebra 1 and English 1 classes.

Disaggregating and Analyzing Data: The charter division and WASC noted that we needed to do deeper dives into data analysis. And so we have really done that. We now have a data team that works really diligently to analyze data. They work with Mr. Hussey and I both on analyzing school data and trying to get it out to teachers. And then we have

data analysis within our PLCs that's our Professional Learning Communities. And so that was going well. Also, PLCs were noted as a highlight by the charter division last year as well. And each department continues to have one retreat per semester, where we allow them to go off campus to the shoot location and then just dig into the data. Just a professional development, learn from each other, build that professional relationship that they don't often get to do because they're teaching.

Mr. Wright: You're mentioning that we added instructional assistants. We have 11 you said. How many of those assistants help out with special ed?

Dr. Clark: So they are immersed in the collaborative classes where special ed students are in those classes.

Mr. Wright: So are the regular students then getting the attention they need? And is this working?

Mr. Hussey: There will be three adults in those classes: a teacher, the instructional teacher and a [resource 48:27](#) teacher is an area.

Dr. Clark: This is year 1, so we'll see if it's working by the end of the year. We'll be able to come back to you at the end of the year. We'll see data on that.

Mr. Hussey: In April we'll do the math test, then we'll be able to see if the students with disabilities, if their scores are rising or are they the same.

Dr. Clark

Goal 3: All students will graduate college and career ready. We will increase Graduation rate for students with disabilities, Latin, English Learners, African American students, Foster Youths and Homeless Youth. Again these are the students that typically have the lower scores.

So what have we done?

CTE Pathways: some of the things we've done is create additional pathways for them. Some of them don't have the goal of going straight to college. Some of them want to go straight to careers. So we wanted to make sure we had more pathways for them to explore and we are now from none in 2020 to four. And I have visited the four: culinary, carpentry, graphic production, and video design. We 100% met our goal of making sure that all of our freshmen have a minimum of three or more academic classes in their 9th grade schedule that was a concern of teachers since years ago.

AG Completion Rate: Our AG completion rate is 55%.

College and Career Focused PD: We've been providing the college and career focus PD for the staff every year. This was something requested by teachers as well. They wanted to make sure that they were aware of college and career standards and expectations for students including like [FAFSA 50:37](#), expectations for admission and that kind of thing.

Seal of biliteracy: Something we're always proud of is the students who earn the seal of biliteracy. As of today, 130 students will have earned the seal of biliteracy.

Fund PSAT: We continue to fund the PSAT for all students so that means they don't have to pay for anything. That kind of eliminates your point earlier about socioeconomically disadvantaged students who can't afford things. We cover that cost as well.

Additional Counselors: And we have increased our counselors. We're at 9 now and it has decreased their case load from 480 to 360. And so it's much easier for them to be attentive to the needs of students.

Mr. Wright: We've had grades come out. How many seniors do we have this year? How many of those are paced right now to graduate and ones that aren't, what do we do? And maybe help guide them to the next level because once they have finished that year, they can't really come back to this campus.

Dr. Clark: We have 900. So I'll say this, I don't have the exact numbers, but I will take it back and get back to you.

Mr. Hussey: So I'll just say that we reach out to **Mr. Alba** who's in charge of counseling, but I'll say the second part of your question is that's why we have the Flex Program, that's why we have the Independent Study Program. We know that not all kids are made to graduate in four years, especially when they get off to a rough start. So a lot of times, if you look strictly at data, people will say, oh, your graduation rate is low, but we keep those kids that are at risk for a fifth year.

Goal 3 Financials

Arlene: To implement Goal 3, here's what it has costs us thus far. Most of the costs associated with implementing the actions and metrics of Goal 3 are part of Certificated salaries. So we don't have an actual cost. They're just part of having teachers.

Dr. Clark

Goal 4: To provide a safe, more inclusive and culturally competent learning environment and targeted efforts that support students of color, students experiencing opportunity gaps and LGBTQ+ students.

Develop Equity calendar: So one of the things that we wanted to make sure that we did is develop an equity professional development calendar for our staff, meaning that we would focus on equity and equity in instruction, equity across the school in different ways. Mr. Hussey also leads the equity advisory committee and he has those meetings once per month after hours. And so that has been pretty impactful a couple of years ago. They did the Black Lives Matter resolution. Just making a firm stance against that El Camino is an anti-racist school. Essentially is what we are saying.

Monthly social event: Creating a monthly social events calendar, making sure that our parent groups and ECR has good two-way communication. This is something that was noted by charter division last year that ECR and teachers and parents need to make sure that we beef up our two-way communication. We need to communicate more with them, they need to communicate more with us and that we need to make sure that that is reciprocal and continuing throughout the year.

Administered staff equity and school climate surveys and a DEI inclusion plan: So we administer the surveys through the LCAP and the DEI plan. It's something that we are still talking about and in progress.

Conduct Student Round Tables: And then the last one is that we in conjunction with our teacher leaders will conduct student round tables and we have done that. We did some last year, 22-23, and we did some this last fall 23-24 school year.

Goal 4 Financials

Arlene: A lot of the financials associated with implementing Goal 4, there is not really any cost associated with things such as creating the calendar, but we have spent about \$3,360 so far for our email communication platform and about \$5,000 to implement a climate survey.

Dr. Clark

Goal 5: All Parents of the school community will have increased, safe, authentic, opportunities to give input with regular effective to-way communication for shared decision making.

Improve Communication: This is a goal that the state requires, also something like I said, charter highlighted, that we need to really increase our communications with parents and our methods of communication. It came out in the parent surveys last year that I conducted, 22-23 school year, that they felt like we parents should be getting text messages. Things beyond just the Sunday newsletter, we were only doing the newsletter and maybe the social media sites. Now parents can receive text, I don't know if any parents are here, but they get text messages. All the time, the robocalls, we have social media. Ricardo has done a really nice job of cleaning up the social media and the way that we present information and how he puts it out there, and so parents are telling us that they are getting the information in one way or another whereas before it was kind of like where do I find it? We are also getting reports from parents that the new website is better.

Hire social media marketing person: We hired Ricardo, that's the social media marketing person, so when it's completed, 100%, all enrolled parents for 21-22 will be prompted to create and update their **areas 57:27**. This is done annually. When parents come in, we ask them to update their **areas**. We only have the information that parents provide, so that's why each year we ask them to update contact information because if it's outdated, you moved or changed your number, you're going to be getting all the information to those old places.

Develop and Implement Comprehensive Student Attendance Plan: The attendance office in conjunction with the dean's office has done this. And now we have the school River website. You might have seen the school river website that tracks students' attendance. It's another really cool website where you can go in now and you can request the absence and approve the absence and request an early leave for your child. And that also produces data. So we have some data now that we can actually use in the area of attendance.

Goal 5 Financials

Arlene: So here's what it costs us this far to implement Goal 5. So some of the items, there's no cost associated because they're built within the other costs, but for like our communications platform and our attendance platform and our marketing person, you could see the costs associated.

Dr. Clark

Goal 6: To provide specific support and sufficient and optimal equipment to meet social, emotional, mental health and physical needs of students. And that just means do we

have everything that we need on campus to make sure students are safe for one, or getting the services that they need. So it means programs and equipment and services to meet all these needs for students, to meet the mental health needs.

Onboarding of 2nd PSW: We went from two PSWs-Psychiatric Social Workers, but LAUSD no longer funds that program. So those are all gone. Now we have LPC's- Licensed Professional Counselors and we have 4 of them by a group called **SAGE 59:40**. We get really great reviews overall about our wellness center, they are housed in the wellness center, and **Mr. Alba** oversees them. They provide daily and weekly services for students and parents. It's really a good benefit to the ECR. And they also put out a monthly calendar of events and activities that they are doing.

0% Expulsion Rate: Our expulsion rate continues to be at zero, so we'll have an outcome for you when I present again at the end of the year with the LCAP that you do have to vote on that.

Maintain 5% dropout Rate: We're trying to maintain our dropout rate of less than five percent. It has increased a little bit, but we are still under five percent. So if you look at the baseline in 2020, we were at 2.2 and we're at 4.6 now, so we're still under five percent, and we did meet the goal. **Attendance Rate:** Not met. We're a little bit under where we want to be. In 2020, 2021, we were at 96.5 and we're now at about 92.7, which, like I said at the beginning, we kind of attribute it to all the things that have gone on with COVID-19 and not regaining a lot of students that we lost.

Mr. Wright: Dr. Clark, last year what was our expulsion rate?

Dr. Clark: Zero. And the year before that was zero as well.

Mr. Wright: And the question I want to ask is, with our discipline, the question I want to ask, we've had some knockouts drag outs last year. Are we not expelling because of accountability and the safety of our kids or are we doing it because of funding? I mean, last year when one kid came on campus and brought other friends and attacked another kid. Was that kid expelled?

Mr. Hussey: It depends. There's a process that students go through. They have due process. Some students will check out before it gets to the expulsion process. So that's why sometimes you may not see an expulsion come to the board, but because the students checked out before.

Mr. Wright: Okay. I mean, I don't want us to be afraid because of any stigma from LAUSD or anyone else to make a move to keep our kids safe, both physically and mentally, and being attacked by bullies. So, I'm just trying to make sure that that's not an issue here.

Chronic absenteeism: Chronic absenteeism rate is not met, its at 21.7.

Identification of Students and Training Schedules: The current LPCs identify students whom they can train to help assist them in matters that are not confidential.

Staff Training: They provide yearly training to staff members to support staff wellness, behavioral and mental health as well.

Decrease Tardy: This is a highlight and something that we really want to emphasize to charter division when they come. Is that we started implementing tardy sweeps and it has really helped clear the hallways just like that. I mean, the students run to get into the

classroom. And so it has been really helpful and impactful and the idea that you can't just walk around and be late or hide in the restroom.

Maintain Clean, Safe Facilities: Maintaining clean, safe facilities that are in good repair. And that is continuous. I know sometimes we might hear otherwise, but that is continuous. And we do make every effort and our best efforts to make sure that bathrooms, classrooms and everything is safe and secure for students. And do know that if a bad restroom does happen to be shut down, it is really for the safety of students. We're protecting students when we shut them down. So it really is a safety measure and not us trying to stop or prohibit.

Mr. Wright: And also going back, I received an email and complaints from parents about not having facilities. Which now we've done that and I appreciate that. But no matter how many they tear down, we got to put them back up. And we don't need people telling us because of a Tik Tok thing. My point is, if they tear down the toilet, and we don't put them back up, it's a big OSHA violation to have our kids not be able to be sanitized.

Steven Kofahl: The chronic absenteeism rate in the last column says not met, it's at 21.7%. What do we want to get down to? And does the district have a number?

Dr. Clark: So, if you look at the baseline category, that kind of tells you where we started. So there was none when we started this because we were in the middle of COVID-19, the students were online. In our final one we're going to designate a number. But we'll have to come and talk about that to decide what we want that to be.

Mr. Hussey: Zero I would say is the goal, but I think as a group, we'll be realistic and work towards zero.

Goal 6 Financials

Arlene: So here's the cost of implementing Goal 6. So a lot of the costs associated like our PSW, that's the cost of the company **SAGE**. It provides those service workers and then the cost you see for like its expulsion and the attendance rate. That's the cost of people in the Dean's office and the attendance office. And then maintaining safe, some clean facilities. That's like our buildings ground team and some of the repairs that have been undertaken on campus.

Dr. Clark

Goal 7: To provide support and optimal equipment to meet the discipline and attendance of all students. This is just saying, do we have everything that we need on campus to ensure that kids are safe discipline wise and attendance wise, this includes things that we need for lockdowns and that kind of thing.

Develop Discipline Referral Process: So our discipline referral process was the first metric. Our baseline was that we were pretty much using our handwritten referrals. And then now the target was to create a dashboard and I know this is in progress. Fernando was doing this. So this is something that is being worked on currently where Dean's can go in and input information to track the rate of students who come in for infractions. That's basically what Fernando is building. And so that is something that we are excited about.

Develop Student Attendance Plan: And then to develop and implement a comprehensive student attendance plan, trying to combat that poor attendance and chronic absenteeism, something that is also in progress.

Relocate Deans Office: We relocated the Dean's office. That was a goal of ours a couple of years ago when we went back talked about how that was going to look and we were able to find something that was successful. So they are now in the old college office and it has really worked out. So we just switched. And so the college office is now the first office that parents and visitors see when they come in and it didn't cost a lot of money like were talking about last year.

Mr. Hussey: We still have to reinvest in those two offices.

Dr. Clark: And it's been good for school culture too. Because one of the biggest things we talked about is you don't want to come in and see a fight as the first thing or the police talking with students or doing whatever with a student.

Dean Counselors, Intervention Collaboration: We got the Dean collaboration between the Dean's counselors and intervention team to help behavior management. That is something that is ongoing in progress. And I'll be able to have an actual rate because in the target, our rate is to reduce referrals by 3%. So we'll know at the end of the year when I come back to report on the LCAP that you do have to vote on, I'll do that in probably May because we have to have one voted on before July 1st. So when I come back to the final, then we'll have that rate.

Track Student Attendance: Student attendance system to create early alerts, etc. And that is the attendance at school report that we have. That is like I said, really great for parents. Easy. Just go in and create relieve or absent report, it comes right to your phone. Parents don't even have to get out of their cars if they don't want to. So it's a real simple process and it has work really well.

Goal 7 Financials

Arlene: So these are the costs of implementing Goal 7. A lot of it are costs with us developing the actual systems that are being used to track attendance or track discipline. So a lot of it is like software related costs. And then the last action because it's part of the software, there is no cost associated.

So the last page, we have a budget overview for parents comparison. So during the time we adopted the LCAP back in June, you could see the revenue we were projecting along with the total LCFF of general fund expenditures and what's been budgeted in the LCAP, and then the column to the right shows the current projection that we have based on what we know as of like December, January ish and then the same with the expenditures.

Mr. Wright: I would like to say that you've been very thorough, and I appreciate this and the hard work you've done.

D. Discuss and Approve Request for Allowance of Attendance

An atmospheric winter storm caused school attendance on Monday, February 5th. The request for allowance of attendance requests ADA credit for the lack of attendance for the day mentioned.

Mr. Hussey

So what happened was the governor declared the county of Los Angeles as emergency. Also, the mayor got on, and declared a local emergency and urged everyone to stay home and stay off the road. We did keep El Camino open. But a lot of people I guess listened to the reports and thought it was going to be worse than it was and our attendance. For the day was 72% which is about 20% less than what a normal day would be. So we're filling out a request for allowance of attendance due to emergency conditions. And asking the state to supplement that 20% because a lot of people did stay home listening to the governor and the mayor. And in the packet you have the proclamation of state emergency from the governor's office. I also include emails from the mayor's office which talked about mudslides down trees and then some articles from local news agencies talking about the emergency. So we are requesting the board to approve and then sign off on this request. This will next go to LAUSD charter school division then to **LACOE** and then to the state of California.

Steven Kofahl made a motion to Approve Request for Allowance of Attendance.

Danielle Centman seconded the motion.

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

V. Reconvene to Open Session

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

Secretary: The board voted while in closed session with five votes by members who were present, two of them were not present.

The completed investigation report regarding financial concerns with friends of the ECR referred to the attorney general.

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:18 PM.

Respectfully Submitted,

Ryan Guinto

Steven Kofahl made a motion to Adjourn Meeting.

Danielle Centman seconded the motion.

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

Coversheet

February 2024 Investment Update

Section: III. Finance
Item: A. February 2024 Investment Update
Purpose: Discuss
Submitted by:
Related Material: III._A_Investment_Summary.pdf

**EL CAMINO REAL CHS
INVESTMENTS REVIEW
FISCAL YEAR 2023-2024**

		Year End										Contributions				
		Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24		Executive Summary-OPEB					
												\$ 25,338,317 Beginning Balance at 07/01/23				
												\$ (254,912) OPEB Payments				
												\$ 1,760,000 YTD Contributions				
OPEB Retiree Pmts.																
Contributions		\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	Month	\$ 2,246,542	Gains/Losses	8.9%	Invest. Change	
ECRA	OPEB Trust	\$ 25,338,317	\$ 26,140,771	\$ 25,898,513	\$ 25,152,135	\$ 24,774,752	\$ 26,689,583	\$ 28,134,451	\$ 28,328,506	\$ 29,089,947	2.6%	\$ 29,089,947	Current Ending	14.8%	Total Change	
Investment Managers:		3.2%										Month	YTD			
Polen Capital Mgt		\$ 1,228,208	\$ 1,282,809	\$ 1,268,478	\$ 1,186,134	\$ 1,176,727	\$ 697,699	\$ 720,647	\$ 749,990	\$ 782,958	4.2%	-4.4%	\$600k xfer to Beacon Pt. 11/3/23			
Fiduciary Mgt		\$ 2,111,760	\$ 2,210,139	\$ 2,158,270	\$ 2,061,303	\$ 2,005,500	\$ 2,187,516	\$ 2,324,288	\$ 2,307,789	\$ 2,397,531	3.7%	-5.3%				
Beacon Pointe		\$ 21,998,349	\$ 22,647,823	\$ 22,479,169	\$ 21,904,576	\$ 21,592,525	\$ 23,804,367	\$ 25,089,516	\$ 25,270,727	\$ 25,909,458	2.5%	-1.9%				
El Camino Real CHS	General											Month	YTD			
Investment Managers:												Month	YTD			
Polen Capital Mgt		\$ 153,339	\$ 160,075	\$ 158,299	\$ 148,043	\$ 146,806	\$ 164,062	\$ 169,481	\$ 178,433	\$ 184,203	3.1%	16.8%				
Fiduciary Mgt		\$ 381,173	\$ 398,829	\$ 389,413	\$ 371,924	\$ 361,793	\$ 394,606	\$ 419,220	\$ 416,546	\$ 432,395	3.7%	11.8%				
Beacon Pointe		\$ 5,709,255	\$ 5,763,124	\$ 5,718,002	\$ 5,587,397	\$ 5,505,642	\$ 5,767,959	\$ 5,992,174	\$ 5,998,483	\$ 5,999,009	0.0%	4.8%				
US Bank Holdings		\$ 6,243,767	\$ 6,322,028	\$ 6,265,714	\$ 6,107,364	\$ 6,014,242	\$ 6,326,628	\$ 6,580,874	\$ 6,587,394	\$ 6,598,102	0.2%	1.3%				
Annuity 3 Yr. (8/26)Fixed @ 4.80%	Midland	\$ 401,217	\$ 401,947	\$ 402,656	\$ 404,514	\$ 405,972	\$ 407,740	\$ 409,257	\$ 410,991	\$ 412,573	0.4%	1.6%				
3 Yr. (10/25)@ 4.89%	CNB /T-Bill	\$ 395,962	\$ 396,654	\$ 397,263	\$ 397,636	\$ 395,577	\$ 400,838	\$ 405,094	\$ 406,815	\$ 405,576	0.4%	1.2%				
	Combined	\$ 7,040,946	\$ 7,120,629	\$ 7,065,633	\$ 6,909,514	\$ 6,815,790	\$ 7,135,206	\$ 7,395,225	\$ 7,405,200	\$ 7,416,251	0.1%	1.3%				
Month End -Combined		\$ 32,379,263	\$ 33,261,400	\$ 32,964,146	\$ 32,061,649	\$ 31,590,543	\$ 33,824,788	\$ 35,529,676	\$ 35,733,706	\$ 36,506,198	2.1%					

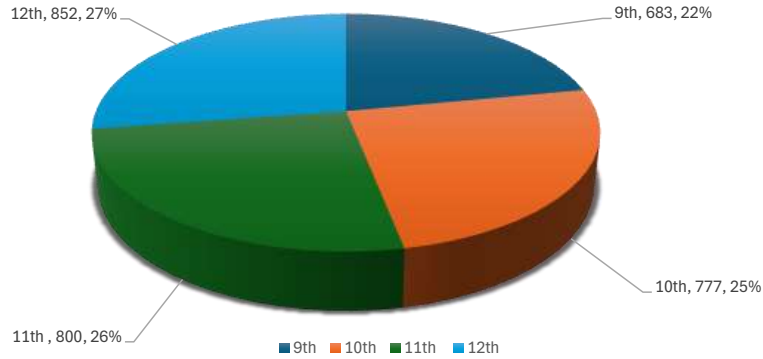
Coversheet

February 2024 Financial Update

Section: III. Finance
Item: B. February 2024 Financial Update
Purpose: Discuss
Submitted by:
Related Material: III.B - Attendance Updates Month 6 - Feb 24.pdf
III.B - Cafe Updates - Feb 2024.pdf

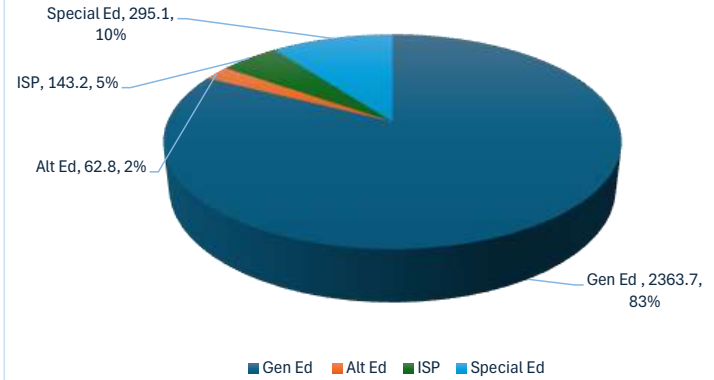
ECRCHS - Month 6 Attendance Comparison

ECRCHS - Feb 2024 Enrollment



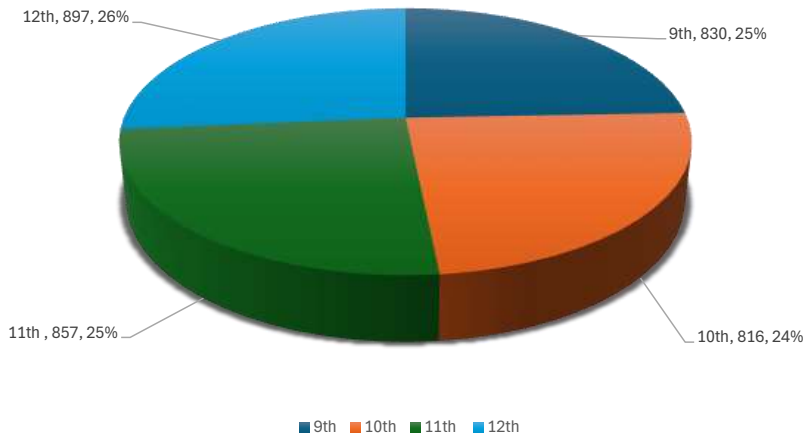
Grade	9th	10th	11th	12th	Total
February 2024 Enrollment	683	777	800	852	3112

ECRCHS - Feb 2024 ADA By Type



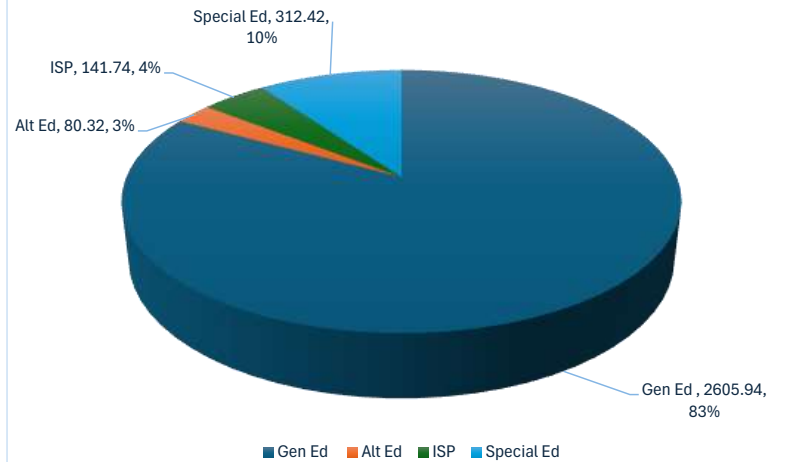
Grade	Gen Ed	Alt Ed	ISP	Special Ed	Total
Feb 2024 ADA	2363.7	62.8	143.2	295.1	2864.8

ECRCHS - Feb 2023 Enrollment



Grade	9th	10th	11th	12th	Total
February 2023 Enrollment	830	816	857	897	3400

ECRCHS - Feb 2023 ADA by Type



Type	Gen Ed	Alt Ed	ISP	Special Ed	Total
Feb 2023 ADA	2605.94	80.32	141.74	312.42	3140.42

**ECRCHS Cafeteria
Financial Summary
SY 2024**

Beginning Balance	\$ 198,728.80										
# of Serving Days	13	13	18	22	16	16	11	20	116		180
# of Instructional Days	13	13	18	22	16	16	11	20	179	Projected	BUDGET
Month	July-23	August-23	September-23	October-23	November-23	December-23	January-24	February-24	FY 2024	FY24	FY 2024
Students Approved for FRPM	211	989	947	986	564	564	557	553	989		
Breakfast Count	233	9,041	16,698	22,280	16,203	13,585	10,631	20,952	109,390	169,743	
Lunch Count	1,763	13,298	21,317	26,765	19,560	18,043	12,821	23,797	135,601	210,415	
Total Meals Served	1,996	22,339	38,015	49,045	35,763	31,628	23,452	44,749	244,991	380,158	-
Avg. Meals/Day 23-24	-	1,718	2,112	2,229	2,235	1,977	2,132	2,237	2,112	2,112	-
Avg Meals/Day 22-23	-	1,874	2,226	2,392	2,394	2,070	2,311	2,246	3,184		
									-33.68%		
REVENUE:											
Federal Reimbursement	\$ 3,525	\$ 27,412	\$ 47,129	\$ 41,392	\$ 34,818	\$ 31,493	\$ 23,196	\$ 43,978	\$ 252,944	\$ 392,499	\$ 797,854
State Reimbursement	\$ 6,573	\$ 72,419	\$ 120,066	\$ 172,392	\$ 121,460	\$ 108,242	\$ 79,273	\$ 150,177	\$ 830,602	\$ 1,288,866	\$ 1,338,854
Total CNIPS Claim	\$ 10,098	\$ 99,831	\$ 167,195	\$ 213,784	\$ 156,278	\$ 139,735	\$ 102,469	\$ 194,155	\$ 1,083,546	\$ 1,681,364	\$ 2,136,708
Snacks/Seconds	\$ 462	\$ 6,032	\$ 7,191	\$ 7,217	\$ 4,146	\$ 3,130	\$ 2,650	\$ 4,051	\$ 34,878	\$ 54,121	\$ 85,919
Adult Meals	\$ -	\$ 1,104	\$ 1,147	\$ 2,101	\$ 1,340	\$ 927	\$ 1,056	\$ 2,273	\$ 9,949	\$ 15,437	\$ 27,828
Total A La Carte	\$ 462	\$ 7,136	\$ 8,338	\$ 9,318	\$ 5,486	\$ 4,057	\$ 3,706	\$ 6,324	\$ 44,827	\$ 69,559	\$ 113,747
Total Revenue	\$ 10,560	\$ 106,967	\$ 175,534	\$ 223,102	\$ 161,763	\$ 143,792	\$ 106,175	\$ 200,479	\$ 1,128,373	\$ 1,750,923	\$ 2,250,455
EXPENSES:											
Chartwells - Food Cost (54%)	\$ 5,004.74	\$ 47,067	\$ 76,862	\$ 96,594	\$ 70,048	\$ 62,246	\$ 45,819	\$ 86,822	\$ 490,463	\$ 761,063	\$ 409,449
Chartwells - Labor Cost (46%)	\$ 4,263.29	\$ 40,094	\$ 65,475	\$ 82,284	\$ 59,670	\$ 53,025	\$ 39,031	\$ 73,960	\$ 417,801	\$ 648,313	\$ 506,544
Chartwells Invoice - Gross	\$ 9,268	\$ 87,160	\$ 142,337	\$ 178,878	\$ 129,718	\$ 115,271	\$ 84,850	\$ 160,782	\$ 908,264	\$ 1,409,375	\$ 915,993
Commodities Credit	\$ -	\$ (2,863)						\$ (9,023)	\$ (11,886)	\$ (18,444)	
Chartwells Invoice-NET	\$ 9,268	\$ 84,297	\$ 142,337	\$ 178,878	\$ 129,718	\$ 115,271	\$ 84,850	\$ 151,759	\$ 896,378	\$ 1,390,931	\$ 915,993
FDP/USDA - Food Shipping Invoice									\$ -	\$ -	
Salary Expense	\$ 1,780	\$ 1,780	\$ 1,780	\$ 1,780	\$ 1,780	\$ 1,780	\$ 1,780	\$ 1,780	\$ 14,240	\$ 19,583	\$ 19,583
Other Expense (repairs/operations)		\$ 4,121		\$ 106	\$ 11,319	\$ 4,263	\$ 2,436	\$ -	\$ 22,245	\$ 34,518	\$ 20,000
Total Expense (Before Investments)	\$ 11,048	\$ 90,199	\$ 144,117	\$ 180,763	\$ 142,818	\$ 121,314	\$ 89,066	\$ 153,539	\$ 932,863		
Net Gain/Loss - Before Investments	\$ (488)	\$ 16,769	\$ 31,417	\$ 3,988	\$ 18,946	\$ 22,478	\$ 17,110	\$ 46,940	\$ 195,509	\$ 213,664	\$ 1,314,879
Net Per Meal (before investments)	(0.24)	\$ 0.75	\$ 0.83	\$ 0.08	\$ 0.53	\$ 0.71	\$ 0.73	\$ 1.05			
Cafeteria Infrastructure Investments	\$ 21,085	\$ -	\$ -	\$ 38,350	\$ -	\$ -	\$ -	\$ -	\$ 59,435	\$ 92,227	\$ 200,000
Total Expense (w/investments)	\$ 32,133	\$ 90,199	\$ 144,117	\$ 219,113	\$ 142,818	\$ 121,314	\$ 89,066	\$ 153,539	\$ 992,298	\$ 1,537,259	\$ 935,576
Net Gain/Loss - After Investments	\$ (21,573)	\$ 16,769	\$ 31,417	\$ 3,988	\$ 18,946	\$ 22,478	\$ 17,110	\$ 46,940	\$ 136,074		
Net Per Meal (after investments)	(10.81)	0.75	0.83	0.08	0.53	0.71	0.73	1.05			

Coversheet

Discussion and Vote the 2023-2024 Second Interim Report

Section: III. Finance
Item: C. Discussion and Vote the 2023-2024 Second Interim Report
Purpose: Vote

Submitted by:

Related Material:

III.C - FY24 Second Interim _ Balance Sheet - El Camino Real Charter High School.pdf

III.C - FY24 Second Inteim _ FORM 62.pdf

III.C - FY24 Second Interim_ Special Education - El Camino Real Charter High School.pdf

III.C - Second Interim Workbook.pdf

III.C - Second Interim Presentation.pdf

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	41,913,341.00	39,019,065.00	23,065,764.00	38,917,229.00	(101,836.00)	-0.3%
2) Federal Revenue		8100-8299	4,105,132.00	4,435,497.00	1,290,472.31	4,003,010.00	(432,487.00)	-9.8%
3) Other State Revenue		8300-8599	3,326,474.00	4,111,996.00	2,868,631.87	4,429,709.00	317,713.00	7.7%
4) Other Local Revenue		8600-8799	5,291,901.00	5,712,335.00	5,655,161.20	8,050,473.00	2,338,138.00	40.9%
5) TOTAL, REVENUES			54,636,848.00	53,278,893.00	32,880,029.38	55,400,421.00		
B. EXPENSES								
1) Certificated Salaries		1000-1999	17,484,962.00	17,437,952.94	9,812,647.15	17,615,554.00	(177,601.06)	-1.0%
2) Classified Salaries		2000-2999	5,069,243.27	4,794,613.00	2,754,225.66	4,359,243.00	435,370.00	9.1%
3) Employee Benefits		3000-3999	14,918,452.68	14,000,608.01	8,004,124.44	14,029,589.91	(28,981.90)	-0.2%
4) Books and Supplies		4000-4999	4,062,043.94	3,904,922.00	1,523,491.00	3,326,059.09	578,862.91	14.8%
5) Services and Other Operating Expenses		5000-5999	10,548,500.40	10,633,918.00	5,493,184.62	10,199,485.93	434,432.07	4.1%
6) Depreciation and Amortization		6000-6999	516,648.00	516,648.00	199,207.33	566,648.00	(50,000.00)	-9.7%
7) Other Outgo (excluding Transfers of Indirect Costs)	7100-7299,7400-7499		0.00	390,191.00	227,245.00	389,172.00	1,019.00	0.3%
8) Other Outgo - Transfers of Indirect Costs	7300-7399		0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			52,599,850.29	51,678,852.95	28,014,125.20	50,485,751.93		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			2,036,997.71	1,600,040.05	4,865,904.18	4,914,669.07		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			2,036,997.71	1,600,040.05	4,865,904.18	4,914,669.07		
F. NET POSITION								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	40,137,530.94	40,137,530.94		40,137,530.94	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		(930,876.00)	(930,876.00)	New
c) As of July 1 - Audited (F1a + F1b)			40,137,530.94	40,137,530.94		39,206,654.94		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			40,137,530.94	40,137,530.94		39,206,654.94		
2) Ending Net Position, June 30 (E + F1e)			42,174,528.65	41,737,570.99		44,121,324.01		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	6,740,587.62	6,740,587.62		6,740,587.62		
b) Restricted Net Position		9797	5,774,694.90	5,944,908.87		5,749,541.87		
c) Unrestricted Net Position		9790	29,659,246.13	29,052,074.50		31,631,194.52		
LCFF SOURCES								
Principal Apportionment								

El Camino Real Charter High
Los Angeles Unified
Los Angeles County

2023-24 Second Interim
Charter Schools Enterprise Fund
Expenditures by Object

19647331932623
Form 621
E825DJCG3D(2023-24)

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
State Aid - Current Year		8011	19,437,747.00	17,755,297.00	10,573,482.00	17,710,777.00	(44,520.00)	-0.3%
Education Protection Account State Aid - Current Year		8012	11,911,772.00	10,895,214.00	5,937,668.00	10,865,959.00	(29,255.00)	-0.3%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	10,563,822.00	10,368,554.00	6,554,614.00	10,340,493.00	(28,061.00)	-0.3%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			41,913,341.00	39,019,065.00	23,065,764.00	38,917,229.00	(101,836.00)	-0.3%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	918,132.00	943,202.00	323,176.14	503,158.00	(440,044.00)	-46.7%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	779,024.00	719,165.00	454,630.00	717,263.00	(1,902.00)	-0.3%
Title I, Part A, Basic	3010	8290	385,058.00	351,680.00	82.00	361,207.00	9,527.00	2.7%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	76,141.00	67,136.00	0.00	67,068.00	(68.00)	-0.1%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	6,005.00	0.00	0.00	0.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3040, 3060, 3061, 3150, 3155, 3180, 3182, 4037, 4124, 4126, 4127, 4128, 5630	8290	29,545.00	29,665.00	0.00	29,665.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	56,173.00	56,173.00	4,500.00	56,173.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	1,855,054.00	2,268,476.00	508,084.17	2,268,476.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			4,105,132.00	4,435,497.00	1,290,472.31	4,003,010.00	(432,487.00)	-9.8%
OTHER STATE REVENUE								
Other State Apportionments								
Special Education Master Plan								
Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	1,338,854.00	1,334,945.00	769,353.54	1,269,353.00	(65,592.00)	-4.9%
Mandated Costs Reimbursements		8550	175,474.00	176,907.00	176,907.00	176,907.00	0.00	0.0%

El Camino Real Charter High
Los Angeles Unified
Los Angeles County

2023-24 Second Interim
Charter Schools Enterprise Fund
Expenditures by Object

19647331932623
Form 621
E825DJCG3D(2023-24)

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Lottery - Unrestricted and Instructional Materials		8560	753,802.00	736,044.00	346,631.59	734,097.00	(1,947.00)	-0.3%
After School Education and Safety (ASES)	6010	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6690, 6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	180,000.00	93,140.00	93,140.08	93,140.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	878,344.00	1,770,960.00	1,482,599.66	2,156,212.00	385,252.00	21.8%
TOTAL, OTHER STATE REVENUE			3,326,474.00	4,111,996.00	2,868,631.87	4,429,709.00	317,713.00	7.7%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	113,747.00	105,894.00	31,359.25	66,359.00	(39,535.00)	-37.3%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	65,000.00	65,000.00	28,098.65	56,197.00	(8,803.00)	-13.5%
Interest		8660	150,000.00	972,061.00	653,929.07	983,242.00	11,181.00	1.2%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	1,745,699.88	1,745,700.00	1,745,700.00	New
Fees and Contracts								
Child Development Parent Fees		8673	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	3,237,154.00	2,999,880.00	2,007,642.94	3,078,395.00	78,515.00	2.6%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	781,000.00	381,000.00	837,431.41	932,080.00	551,080.00	144.6%
Tuition		8710	945,000.00	1,188,500.00	351,000.00	1,188,500.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			5,291,901.00	5,712,335.00	5,655,161.20	8,050,473.00	2,338,138.00	40.9%
TOTAL, REVENUES			54,636,848.00	53,278,893.00	32,880,029.38	55,400,421.00		
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	14,600,666.00	14,958,855.90	7,943,942.64	15,116,031.00	(157,175.10)	-1.1%
Certificated Pupil Support Salaries		1200	1,648,143.00	1,426,579.04	1,250,706.65	1,439,951.00	(13,371.96)	-0.9%
Certificated Supervisors' and Administrators' Salaries		1300	1,236,153.00	1,052,518.00	617,997.86	1,059,572.00	(7,054.00)	-0.7%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			17,484,962.00	17,437,952.94	9,812,647.15	17,615,554.00	(177,601.06)	-1.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	1,122,975.24	1,027,618.00	579,226.12	762,419.00	265,199.00	25.8%
Classified Support Salaries		2200	1,763,279.85	1,708,479.00	1,092,738.77	1,654,392.00	54,087.00	3.2%
Classified Supervisors' and Administrators' Salaries		2300	833,008.28	661,384.00	436,943.57	586,386.00	74,998.00	11.3%
Clerical, Technical and Office Salaries		2400	1,083,147.44	1,117,313.00	570,549.60	1,100,941.00	16,372.00	1.5%
Other Classified Salaries		2900	266,832.46	279,819.00	74,767.60	255,105.00	24,714.00	8.8%
TOTAL, CLASSIFIED SALARIES			5,069,243.27	4,794,613.00	2,754,225.66	4,359,243.00	435,370.00	9.1%
EMPLOYEE BENEFITS								
STRS		3101-3102	3,456,782.12	3,424,356.19	1,868,319.82	3,444,542.00	(20,185.81)	-0.6%
PERS		3201-3202	1,407,779.46	1,091,458.93	616,286.00	1,087,098.98	4,359.95	0.4%
OASDI/Medicare/Alternative		3301-3302	641,329.00	629,237.33	333,396.18	601,430.93	27,806.40	4.4%
Health and Welfare Benefits		3401-3402	4,173,442.00	4,173,442.35	2,339,069.50	4,088,069.00	85,373.35	2.0%
Unemployment Insurance		3501-3502	11,277.10	11,116.00	5,428.13	10,988.00	128.00	1.2%
Workers' Compensation		3601-3602	208,307.00	210,807.00	158,438.00	210,807.00	0.00	0.0%
OPEB, Allocated		3701-3702	5,011,536.00	4,452,190.00	2,678,332.20	4,578,332.00	(126,142.00)	-2.8%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	8,000.00	8,000.21	4,854.61	8,322.00	(321.79)	-4.0%
TOTAL, EMPLOYEE BENEFITS			14,918,452.68	14,000,608.01	8,004,124.44	14,029,589.91	(28,981.90)	-0.2%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	732,369.77	582,370.00	278,338.35	483,338.00	99,032.00	17.0%
Books and Other Reference Materials		4200	21,621.22	14,499.00	12,612.66	17,613.00	(3,114.00)	-21.5%
Materials and Supplies		4300	1,516,087.87	1,516,088.00	686,132.30	1,328,615.09	187,472.91	12.4%
Noncapitalized Equipment		4400	1,064,391.20	1,064,391.00	248,919.37	768,919.00	295,472.00	27.8%
Food		4700	727,573.88	727,574.00	297,488.32	727,574.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			4,062,043.94	3,904,922.00	1,523,491.00	3,326,059.09	578,862.91	14.8%
SERVICES AND OTHER OPERATING EXPENSES								
Subagreements for Services		5100	0.00	0.00	2,041.00	3,061.00	(3,061.00)	New
Travel and Conferences		5200	115,141.00	115,841.00	30,923.00	82,037.00	33,804.00	29.2%
Dues and Memberships		5300	600,000.00	600,000.00	452,752.99	597,752.76	2,247.24	0.4%
Insurance		5400-5450	504,564.00	504,564.00	375,771.60	517,942.00	(13,378.00)	-2.7%
Operations and Housekeeping Services		5500	1,332,754.98	1,380,511.00	929,473.18	1,509,473.00	(128,962.00)	-9.3%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	1,267,767.74	1,434,102.00	278,499.00	1,428,724.00	5,378.00	0.4%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	6,593,330.43	6,503,598.00	3,365,316.19	5,964,588.17	539,009.83	8.3%
Communications		5900	134,942.25	95,302.00	58,407.66	95,908.00	(606.00)	-0.6%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			10,548,500.40	10,633,918.00	5,493,184.62	10,199,485.93	434,432.07	4.1%
DEPRECIATION AND AMORTIZATION								
Depreciation Expense		6900	516,648.00	516,648.00	199,207.33	566,648.00	(50,000.00)	-9.7%
Amortization Expense—Lease Assets		6910	0.00	0.00	0.00	0.00	0.00	0.0%

El Camino Real Charter High
Los Angeles Unified
Los Angeles County

2023-24 Second Interim
Charter Schools Enterprise Fund
Expenditures by Object

19647331932623
Form 621
E825DJCG3D(2023-24)

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
Amortization Expense—Subscription Assets		6920	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, DEPRECIATION AND AMORTIZATION			516,648.00	516,648.00	199,207.33	566,648.00	(50,000.00)	-9.7%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	390,191.00	227,245.00	389,172.00	1,019.00	0.3%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	390,191.00	227,245.00	389,172.00	1,019.00	0.3%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENSES			52,599,850.29	51,678,852.95	28,014,125.20	50,485,751.93		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%

El Camino Real Charter High
 Los Angeles Unified
 Los Angeles County

2023-24 Second Interim
 Charter Schools Enterprise Fund
 Expenditures by Object

19647331932623
 Form 621
 E825DJCG3D(2023-24)

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

El Camino Real Charter High
 Los Angeles Unified
 Los Angeles County

2023-24 Second Interim
 Charter Schools Enterprise Fund
 Restricted Detail

19647331932623
 Form 621
 E825DJCG3D(2023-24)

Resource	Description	2023-24 Projected Totals
5310	Child Nutrition: School Programs (e.g., School Lunch, School Breakfast, Milk, Pregnant & Lactating Students)	116,916.77
5330	Child Nutrition: Summer Food Service Program Operations	217,171.10
6318	Antibias Education Grant	78,000.00
6762	Arts, Music, and Instructional Materials Discretionary Block Grant	1,762,459.00
7028	Child Nutrition: Kitchen Infrastructure Upgrade Funds	25,000.00
7032	Child Nutrition: Kitchen Infrastructure and Training Funds - 2022 KIT Funds	192,116.00
7033	Child Nutrition: School Food Best Practices Apportionment	88,516.00
7412	A-G Access/Success Grant	345,050.00
7413	A-G Learning Loss Mitigation Grant	129,358.00
7435	Learning Recovery Emergency Block Grant	2,702,302.00
7810	Other Restricted State	92,653.00
Total, Restricted Net Position		5,749,541.87

**2023-2024 SECOND INTERIM REPORT
SPECIAL ED - COP OPTION 2 AND 3 SCHOOLS**

CHARTER NAME: El Camino Real Charter High School

9010
SPED-Federal IDEA (Must be spent or returned)

9010
SPED-State AB602 & Grants

A. REVENUES

1) Special Ed: IDEA Basic Local Assistance - Current/Prior Year	8100-8299	\$ 717,263	
2) Special Education AB602 - Current/Prior Year	8300-8599		\$ -
3) All Special Ed Apportionments-Current Year	8300-8599		
4) OTHER LOCAL REVENUE	8600-8699		\$ 3,078,395
TOTAL REVENUES		\$ 717,263	\$ 3,078,395

B. EXPENSES

1) Certificated Salaries	1000-1999	\$ -	\$ 2,282,437
2) Classified Salaries	2000-2999		\$ 1,004,459
3) Employee Benefits	3000-3999		\$ 2,213,345
4) Books & Supplies	4000-4999		\$ 18,307
5) Services and Other Operating Expenses	5000-5999	\$ 717,263	\$ 1,128,443
6) Depreciation	6000-6999		
7) Other Outgo (excluding Transfers of indirect Costs)	7100-7299, 7400-7499		
8) Other Outgo - Transfers of Indirect Costs	7300-7399		
TOTAL EXPENSES		\$ 717,263	\$ 6,646,991

C. EXCESS/(encroachment) OF REVENUES OVER EXPENSES 0 (3,568,596)

**NOTE: 1. Special Ed - IDEA should match the SACS Form 62 Object Code 8285 Interagency Contracts between LEAS
2. Special Ed - AB602 should match the SACS Form 62 Object Code 8677 Interagency Services**

Prepared by: Arleta Ilyas

ECRCHS - 23-24 Second Interim Report 1/31 Actuals to Date

		2022-2023 Unaudited Actuals	2023-2024 Adopted Budget (Approved, 6/23/23)	2023-2024 Projection Revisions, 9/15/23	2023-2024 First Interim Projections, 10/31/23	2023-2024	2023-2024 Second Interim Projections, 1/31/24			Comments
Enrollment							3,136			Projected 23/24 ADA 11/20/23
ADA							2,948			23/24 P-1 ADA (94% Attendance Yield)
Per Student funding										Rev. LCFE Rate from FCMAT- 11/20/23
	Obj Code	Total	Total	Total	Total	Actuals to Date 1/31/24	Unrestricted	Restricted	Total	
A. Revenues										
LCFF/Revenue Limit Sources										
State Aid	8011	23,844,037	19,437,747	17,754,870	17,755,297	10,573,482	17,710,777		17,710,777	02.22.24 - FCMAT Calc Projection
Education Protection Act	8012	3,139,278	11,911,772	10,895,446	10,895,214	5,937,668	10,865,959		10,865,959	02.22.24 - FCMAT Calc Projection
State Aid (Prior Years)	8019	1,858,473	-	-	-	-			-	
In Lieu of Propety Tax	8096	11,664,307	10,563,822	10,369,607	10,368,554	6,554,614	10,340,493		10,340,493	\$3507.63 per ADA
Total, LCFF/Revenue Limit Resources		40,506,095	41,913,341	39,019,923	39,019,065	23,065,764	38,917,229	-	38,917,229	-6.9%
Federal Revenues										
Special Education - IDEA	8181	842,178	779,024	724,087	719,165	454,630		717,263	717,263	\$243.29/ADA (as of JAN LAUSD RSA)
Child Nutrition - Federal	8220	770,071	797,854	797,854	797,854	208,966		391,810	391,810	Reduced for Lower meals served
Donated Food Commodities	8221	29,834	34,000	34,000	34,000	2,863			-	
Title I	8290	440,047	385,058	351,680	351,680	82		361,207	361,207	Per CDE 1/31/24
Title II	8290	76,984	76,141	67,136	67,136			67,068	67,068	Per CDE 1/31/24
Title III - English Learners	8290	8,382	6,005	-	-				-	Not Applying on CON APP, not enough Students
Title IV	8290	30,206	29,545	29,665	29,665	-		29,665	29,665	Per CDE 1/31/24
Perkins	8290	56,173	56,173	56,173	56,173	4,500		56,173	56,173	
ELC COVID Testing Award	8290	140,120	-	-	-				-	
ESSER II (COVID-19 Grant)	8290	1,155,828	-	-	-				-	
ESSER III (COVID-19 Grant) (3213)	8290	335,816	1,179,433	1,099,207	1,099,207	248,846		1,099,207	1,099,207	Must be spent by 9/30/24
ESSER III - 20% reserve for learning loss (3214)	8290				493,648	-		493,648	493,648	Must be spent by 9/30/24
GEER (3215)	8290	57,063	-	-	-	-			-	
ELO ESSER II State Reserve (3216)	8290	353,713	-	-	-	-			-	
ELO GEER II (3217)	8290	81,180	-	-	-	-			-	
ELO ESSER III State Reserve Emergency Needs (3218)	8290	-	170,580	170,580	170,580	117,645		170,580	170,580	Must be spent by 9/30/24
ELO ESSER III State Reserve Learning Loss (3219)	8290	29,162	368,318	368,318	368,318	84,086		368,318	368,318	Must be spent by 9/30/24
Child Nutrition - Supply Chain Assistance (5466)	8220	19,824	86,278	111,348	111,348	111,348		111,348	111,348	
American Rescue Plan - Homeless Children & Youth (5634)	8290	7,132	-	-	-	-			-	
LEA Medi-Cal Billing	8590	54,757	-	-	-	-			-	
NJROTC	8290	129,200	136,723	136,723	136,723	57,507		136,723	136,723	
Total, Federal Resources		4,617,669	4,105,132	3,946,770	4,435,497	1,290,472	-	4,003,010	4,003,010	
Other State Revenues										
Child Nutrition - State	8520	1,155,907	1,338,854	1,246,429	1,246,429	680,837		1,180,837	1,180,837	Reduced for lower meals served
Mandated Cost Reimbursement	8550	166,604	175,474	163,099	176,907	176,907	176,907		176,907	CDE Update 11.23

ECRCHS - 23-24 Second Interim Report 1/31 Actuals to Date

		2022-2023 Unaudited Actuals	2023-2024 Adopted Budget (Approved, 6/23/23)	2023-2024 Projection Revisions, 9/15/23	2023-2024 First Interim Projections, 10/31/23	2023-2024	2023-2024 Second Interim Projections, 1/31/24			Comments
Enrollment							3,136			Projected 23/24 ADA 11/20/23
ADA							2,948			23/24 P-1 ADA (94% Attendance Yield)
Per Student funding										Rev. LCFF Rate from FCMAT- 11/20/23
	Obj Code	Total	Total	Total	Total	Actuals to Date 1/31/24	Unrestricted	Restricted	Total	
State Lottery (Non Prop 20)	8560	816,059	540,702	502,571	523,212	303,704	521,828		521,828	\$177/ADA
State Lottery (Prop 20)	8560	461,869	213,100	198,072	212,832	42,927		212,269	212,269	\$72/ADA
Kitchen Infrastructure & Equipment	8590	-	-	-	-	-			-	
Kitchen Infrastructure & Training (7032)	8590	192,116		-	-	-			-	
A-G Completion Grant: A-G Access/Success Grants (7412)	8590	86,262	345,050	345,050	345,050	-		345,050	345,050	Beg Bal of A-G Grant: \$258,788
A-G Completion Grant: Learning Loss & Mitigation (7413)	8590	32,339	129,358	129,358	129,358	-		129,358	129,358	Beg Bal of A-G Grant: \$97,019
CTE	8590	101,793	180,000	-	178,414	178,414		178,414	178,414	\$98k Strong workforce program + CTE grant (\$180K over 2 years)
All Other State Revenue	8590	521,826	403,936	375,450	375,412	242,861	374,419		374,419	Supplemental Block Grant \$127/ADA
In-Person Instruction Grant	8590	46,210	-	-	-	-			-	
Ethnic Studies Grant	8590	92,653	-	-	-	-			-	Grant part of fund balance
Educator Effectiveness	8590	118,374	-	-	-	-			-	Grant part of fund balance
Antibias Education Grant	8590	98,000	-	-	-	-			-	Grant part of fund balance
Art/Music Block Grant	8590	1,088,379	-	1,011,080	1,011,080	1,011,080		1,011,080	1,011,080	per CDE schedule 9.15, 1 year plan of expenses = \$337K, reporting of revenue part of fund balance
Learning Recovery Emergency Block Grant	8590	2,702,302	-	-	(386,804)				-	reduction in grant from state, remainder of grant part of fund balance
Prop 28: arts & Music in Schools	8590				-				-	\$482K Prelim Entitlement - revenue recognition pending plan
School Foods Best Practices (7033)	8590			88,516	88,516	88,516		88,516	88,516	New for 23/24
State Mental Health Related Services (6546)	8590			13,035	211,590	143,385		211,031	211,031	New for 23/24 (\$71.58 per ADA - CDE)
Total, State Revenues		7,680,692	3,326,474	4,072,660	4,111,996	2,868,632	1,073,154	3,356,555	4,429,709	
Other Local Revenues										
Special Education - AB602	8311	3,271,577	3,087,154	2,869,444	2,849,880	1,801,588		2,842,340	2,842,340	\$964.10/ADA (As of JAN LAUSD RSA)
Food Service Sales	8634	99,222	113,747	105,894	105,894	31,359	-	66,359	66,359	Based on Cafeteria sales projections-lowered for ADA
Leases & Rentals	8650	59,797	65,000	65,000	65,000	28,099	56,197		56,197	
Other Local Revenue	8690	247,774	215,000	215,000	215,000	756,080	786,080		786,080	E-Rate \$429K
Interest	8660	635,623	150,000	572,061	572,061	270,687	600,000		600,000	Expected higher rate from LACOE
Dividends	8661	618,644	400,000	400,000	400,000	523,876	523,876		523,876	
Net Increase (Decrease) in the Fair Value of Investments	8662	2,656,728	-	-	-	1,745,700	1,745,700		1,745,700	
Gain (Loss) Sale on Investments	8664	(891,381)	-	-	-	(140,634)	(140,634)		(140,634)	
LAUSD SpEd Option 3 Grant	8679	188,617	150,000	150,000	150,000	206,055		236,055	236,055	2nd round expected
Fundraising	8699	5,874	6,000	6,000	6,000	3,170	6,000		6,000	
Tuition	8710	1,585,180	945,000	945,000	1,188,500	351,000	1,188,500		1,188,500	Projected total as of 11/20
ASB Revenues	8804	164,967	160,000	160,000	160,000	78,182	140,000		140,000	
General Fund Contribution	8980	-	-	-	-	-	-		-	
Total, Other Local Revenues		8,642,623	5,291,900	5,488,399	5,712,335	5,655,161	4,905,719	3,144,755	8,050,474	

ECRCHS - 23-24 Second Interim Report 1/31 Actuals to Date

		2022-2023 Unaudited Actuals	2023-2024 Adopted Budget (Approved, 6/23/23)	2023-2024 Projection Revisions, 9/15/23	2023-2024 First Interim Projections, 10/31/23	2023-2024	2023-2024 Second Interim Projections, 1/31/24			Comments
	Obj Code	Total	Total	Total	Total	Actuals to Date 1/31/24	Unrestricted	Restricted	Total	
Enrollment							3,136			Projected 23/24 ADA 11/20/23
ADA							2,948			23/24 P-1 ADA (94% Attendance Yield)
Per Student funding										Rev. LCFF Rate from FCMAT- 11/20/23
Total Revenues		61,447,080	54,636,847	52,527,752	53,278,893	32,880,030	44,896,102	10,504,319	55,400,421	
B. Expenditures										
Certificated Salaries										
Teachers' Salaries-Full-Time	1100	14,425,420	14,600,666	14,600,666	14,958,856	7,943,857	11,488,184	3,627,848	15,116,032	
Cert Pupil Supp Sal-Counselors	1200	2,077,424	1,648,143	1,648,143	1,426,579	1,250,707	1,149,259	290,692	1,439,951	
Cert Administrators	1300	1,225,805	1,236,153	1,176,153	1,052,518	618,084	900,020	159,552	1,059,572	
Total, Certificated Salaries		17,728,649	17,484,962	17,424,962	17,437,953	9,812,647	13,537,463	4,078,092	17,615,555	
Classified Salaries										
Non-certificated Instructional Aides' Salaries	2100	1,165,410	1,122,975	1,122,975	1,027,618	579,226	-	762,419	762,419	
Non-certificated Support Salaries	2200	1,934,076	1,763,280	1,763,280	1,708,479	1,092,739	1,538,584	115,807	1,654,392	
Non-certificated Supervisors' and Administrators' Sal.	2300	809,213	833,008	833,008	661,384	436,944	586,386		586,386	
Clerical and Office Salaries	2400	1,039,130	1,083,147	1,083,147	1,117,313	570,550	1,023,875	77,066	1,100,941	
Other Non-certificated Salaries	2900	80,721	266,832	266,832	279,819	74,768	255,105		255,105	
Total, Classified Salaries		5,028,550	5,069,243	5,069,243	4,794,613	2,754,226	3,403,951	955,292	4,359,243	
Employee Benefits										
State Teachers Retirement System (STRS) , Certificated Positions	3111	3,052,291	3,339,628	3,328,168	3,513,800	1,821,671	2,585,655	778,916	3,364,571	
State Teachers Retirement System (STRS), Classified Positions	3112	113,247	117,154	117,154	93,707	46,649	79,970		79,970	
Public Employees Retirement System (PERS), Certificated Positions	3211	54,590	55,305	55,305	55,305	35,163	60,279		60,279	
Public Employees Retirement System (PERS), Classified Positions	3212	941,620	1,352,474	1,095,504	1,036,154	581,123	771,948	254,872	1,026,820	81% employees eligible for PERS
OASDI, Certificated Positions	3311	14,612	-	-	9,600	8,767	12,524		12,524	
OASDI, Classified Positions	3312	248,747	314,293	314,293	297,266	142,410	211,045	59,228	270,273	
Medicare, Cert Positions	3331	257,065	253,532	252,662	266,754	142,283	196,293	59,132	255,426	
Medicare, Class Positions	3332	72,914	73,504	73,504	69,522	39,936	49,357	13,852	63,209	
Hlth & Wlfr Benefits, Cert	3411	2,742,089	2,895,577	2,895,577	2,895,577	1,598,568	2,453,940	334,628	2,788,568	7.2% increase in premium costs
Hlth & Wlfr Benefits, Class	3412	1,211,048	1,277,865	1,277,865	1,277,865	740,501	1,039,601	259,900	1,299,501	7.2% increase in premium costs
State Unemploy Insur, Cert Pos	3511	109,495	8,742	8,712	9,198	3,800	6,769	2,039	8,808	SUI Rate returns to 0.05% (23-24 rate @0.50%)
State Unemploy Insur, Clas Pos	3512	38,861	2,535	2,535	2,397	1,628	1,702	478	2,180	SUI Rate returns to 0.05% (23-24 rate @0.50%)
Worker Comp Insur, Cert Pos	3611	190,727	145,816	148,316	148,316	110,907	148,316		148,316	23/24 Proposal from CharterSAFE w/p/y adj
Worker Comp Insur, Class Pos	3612	48,237	62,491	62,491	62,491	47,531	62,491		62,491	23/24 Proposal from CharterSAFE
OPEB, Allocated, Certificated	3701	901,074	4,026,223	4,026,223	3,570,628	2,135,479	2,928,383	732,096	3,660,479	Increase for 11 new Retiree Payments @ 7.2%

ECRCHS - 23-24 Second Interim Report 1/31 Actuals to Date

		2022-2023 Unaudited Actuals	2023-2024 Adopted Budget (Approved, 6/23/23)	2023-2024 Projection Revisions, 9/15/23	2023-2024 First Interim Projections, 10/31/23	2023-2024	2023-2024 Second Interim Projections, 1/31/24			Comments
	Obj Code	Total	Total	Total	Total	Actuals to Date 1/31/24	Unrestricted	Restricted	Total	
Enrollment									3,136	Projected 23/24 ADA 11/20/23
ADA									2,948	23/24 P-1 ADA (94% Attendance Yield)
Per Student funding										Rev. LCFF Rate from FCMAT- 11/20/23
Business Services	5812	32,000	42,000	42,000	42,000	-			-	
Consultants - Instructional	5815	1,782,953	1,651,075	1,651,075	1,651,075	904,754	204,754	1,400,000	1,604,754	
Consultants - Non Instructional	5820	1,282,109	1,423,475	1,424,160	1,424,160	544,790	89,581	1,000,000	1,089,581	
ASB Consultants	5825	5,745	-	-	-	-			-	
Field Trips Expenses	5830	490,729	250,000	250,000	250,000	164,851	89,851	150,000	239,851	reclass from field trip expenses (5830 to 5811)
Fines and Penalties	5833	279	300	300	300	-			-	
ASB Events or Field Trip	5835	700	10,000	10,000	10,000	-	10,000		10,000	
Onboarding Fees	5840	3,089	3,000	3,000	3,000	787	2,500		2,500	
Professional Development	5841	1,139	-	-	-	196	-		-	re-class
Legal Fees	5845	302,945	319,000	425,592	425,592	229,063	294,063	100,000	394,063	Pending Settlements-New
Licenses and Other Fees	5848	4,018	5,000	5,000	5,000	28,876	57,751		57,751	Property Tax payments
Marketing and Student Recruiting	5851	2,978	214,500	214,500	214,500	50,342	87,842		87,842	
Payroll Fees	5857	124,390	117,671	130,610	130,610	57,082	128,433		128,433	
LAUSD Special Education Fee	5872	778,006	773,236	718,706	713,809	451,242		711,921	711,921	20% of sped revenue
Substitutes	5884	1,002,629	813,318	952,629	952,629	574,144	899,144	50,000	949,144	Increased sub needs based on absences and teachers being on leave (1/2 time illness)
Other Expenses	5899	29,597	30,000	30,000	30,000	3,007	5,007		5,007	
Communications	5900	117,681	134,942	95,302	95,302	58,408	84,908	11,000	95,908	Lower for Connectivity offsets
Total, Services		9,941,965	10,129,367	10,618,814	10,633,918	5,493,185	6,149,693	4,049,725	10,199,486	
Capitla Outlay										
Sites & Improvement	6100		-							
Buildings & Improvement	6200		1,741,851	1,741,851	1,741,851	1,302,480	-	1,379,930	1,379,930	Priority 1 Capital Improvements
Equipment & Technology	6400		150,113	150,113	150,113	-		-	-	Priority 1 Tech Improvements
Equipment/Furniture Replacement	6500		-	-	-				-	
Total, Capitla Outlay			1,891,964	1,891,964	1,891,964	1,302,480	-	1,379,930	1,379,930	
Depreciation Expense (Financial Reporting Basis)	6900	277,827	516,648	516,648	516,648	199,207	566,648		566,648	based on increase in capital projects
Other Outgo										
Indirect Cost (LAUSD)	7299	391,803	419,133	390,199	390,191	227,245	389,172		389,172	
Interest	7438	-	-	-	-				-	
Total, Other Outgo		391,803	419,133	390,199	390,191	227,245	389,172	-	389,172	
Total Expenditures (Financial Reporting Basis)		47,734,864	52,599,851	52,733,532	51,876,389	28,014,126	36,540,188	13,945,498	50,485,753	
Total Expenditures (Cash Reporting Basis)		47,457,037	53,975,167	54,108,848	53,251,705	29,117,398	35,973,540	15,325,428	51,299,035	

ECRCHS - 23-24 Second Interim Report 1/31 Actuals to Date

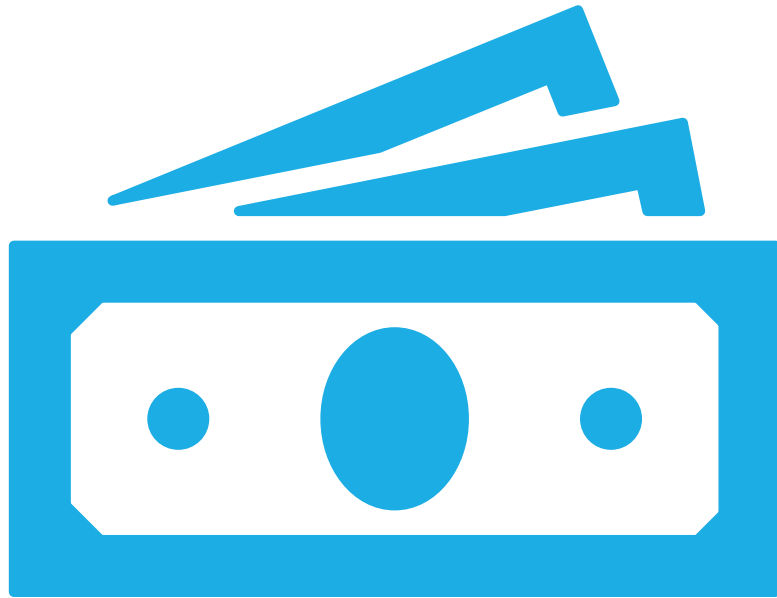
	Obj Code	2022-2023 Unaudited Actuals	2023-2024 Adopted Budget (Approved, 6/23/23)	2023-2024 Projection Revisions, 9/15/23	2023-2024 First Interim Projections, 10/31/23	2023-2024 Actuals to Date 1/31/24	2023-2024 Second Interim Projections, 1/31/24			Comments
		Total	Total	Total	Total	Unrestricted	Restricted	Total		
Enrollment								3,136		Projected 23/24 ADA 11/20/23
ADA								2,948		23/24 P-1 ADA (94% Attendance Yield)
Per Student funding										Rev. LCFF Rate from FCMAT- 11/20/23
C. Ending Balance: Excess (Deficiency) - Financial Reporting Basis		13,712,217	2,036,997	(205,780)	1,402,505	4,865,904	8,355,914	(3,441,179)	4,914,668	green cell = no expenses against revenue, component of fund balance (currently \$1.4M)
C. Ending Balance: Excess (Deficiency) - Cash Reporting		13,990,044	661,681	(1,581,096)	27,189	3,762,631	8,922,562	(4,821,109)	4,101,386	
D. Net Increase (Decrease)		13,712,217	2,036,997	(205,780)	1,402,505	4,865,904	8,355,914	(3,441,179)	4,914,668	
E. Fund Balance										
Components of Fund Balance										
5310 -Cafeteria		\$ 116,916.77								
5330 -Summer School Cafeteria		\$ 217,171.10								
5446 - Supply Chain Assistance		\$ 86,278.27								
6266 - Educator Effectivness		\$ 259,311.78								
6318 - Anti-Bias Education		\$ 96,020.00								
6762 - Art/Music Block Grant		\$ 1,762,459.00								
7028 - Kitchen Infrastructure & Equipment		\$ 25,000.00								
7032 - Kitchen Infrastructure & Training		\$ 192,116.00								
7033 - Best Foods Practices		\$ 88,516.00								
7412- A-G Completion Grant: A-G Access/Success Grants		\$ 345,050.00								
7413 - A-G Completion Grant: Learning Loss & Mitigation		\$ 129,358.00								
7435 -Learning Recovery Emergency Block Grant		\$ 2,702,302.00								
7810 - Ethnic Studies Block Grant		\$ 92,653.00								
OPEB Contributions		\$ 3,275,373.00								
Interest from OPEB		\$ 246,898.99								
Total Restricted Fund Balance		\$ 9,635,423.91								
Total Unassigned/Unappropriated		4,076,792.63								



2023-2024 Second Interim Projections

BY: GREG WOOD, CBO & ARLETA ILYAS,
DIRECTOR OF FINANCE

FEBRUARY 2024



Presentation

- First Interim vs. Second Interim
 - Purpose & Assumptions
 - Revenue & Expenditure Summary
 - Revenue & Expenditure Variances Explained
 - Components of Ending Fund Balance

Second Interim Purpose & Assumptions

- The purpose of the second interim report is to provide all stakeholders, along with the State of CA with a snapshot of ECRCHS' financial condition at a point in time, which in this case is our 2nd quarter report.
- Projections are made based on state funding, which is dependent on the current health of the state economy.
- Governor's budget and department of finance provided some baseline assumptions for projections.
- ECRCHS is assuming enrollment of 3,145 and 2,956 ADA as of P1

Governor’s Budget Assumptions

**2023-24 SECOND INTERIM ASSUMPTION GUIDELINES
(ENACTED BUDGET AS OF JANUARY 2024)
PROJECTIONS FOR
FISCAL YEARS 2023-24 THROUGH 2026-27**

The guidelines below are provided to assist you with projections for Fiscal Years 2023-24, 2024-25, 2025-26 AND 2026-27

LCFF REVENUE		2023-24	2024-25	2025-26	2026-27
Statutory COLA (Based on DOF Estimates)		8.22%	0.76%	2.73%	3.11%
COLA Augmentation/Equity Multiplier		-0-	-0-	-0-	-0-
Recommended Funded COLA Including Augmentation		8.22%	0.76%	2.73%	3.11%
School Services (SSC) Recommended COLA		8.22%	0.76%	2.73%	3.11%
LOTTERY REVENUE		2023-24	2024-25	2025-26	2026-27
Unrestricted per ADA		\$177	\$177	\$177	\$177
Restricted for Instructional Materials per ADA		\$72	\$72	\$72	\$72
Total Lottery Revenue per ADA		\$249	\$249	\$249	\$249
MANDATED BLOCK GRANT		2023-24	2024-25	2025-26	2026-27
Districts per ADA	Grades K-8	\$37.81	\$38.10	\$39.14	\$40.36
	Grades 9-12	\$72.84	\$73.39	\$75.39	\$77.73
Charters per ADA	Grades K-8	\$19.85	\$73.39	\$20.55	\$21.19
	Grades 9-12	\$55.17	\$55.59	\$57.11	\$58.89
OTHER FACTORS		2023-24	2024-25	2025-26	2026-27
Unemployment Insurance (UI)		0.05%	0.05%	0.05%	0.05%
CalSTRS Employer Rates		19.10%	19.10%	19.10%	19.10%
CalPERS Employer Rates		26.68%	27.80%	28.50%	28.90%
Interest Rate for 10-year Treasuries		4.16%	3.68%	3.50%	3.60%
CA Consumer Price Index (CPI)		3.36%	2.83%	2.70%	2.72%
Minimum Wage		\$16.00	\$16.50	\$16.90	\$17.30

Attachment No. 2 to:
Information Bulletin No. 6807

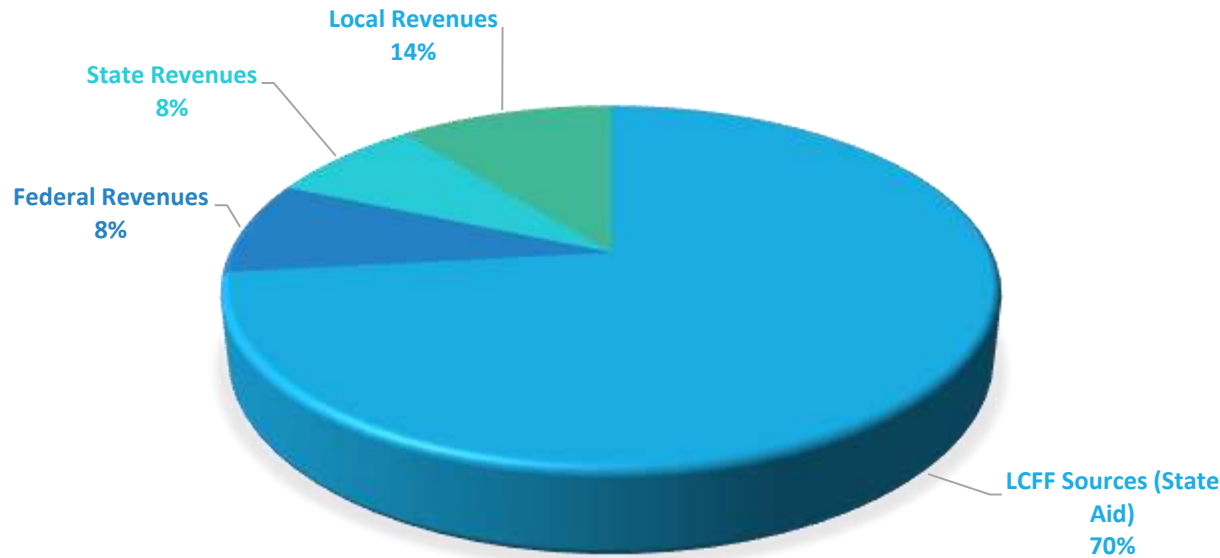
Second Interim – Revenue/Expenditure Summary

	Adopted Budget (6/23/23)	First Interim Projections	Actuals to Date (1/31/24)	Second Interim Projections
LCFF Sources	\$41,913,341	\$39,019,065	\$23,065,764	\$38,917,229
Federal Revenues	\$4,105,132	\$4,435,497	\$1,290,472	\$4,003,010
Other State Revenues	\$3,326,474	\$4,111,996	\$2,868,632	\$4,429,709
Other Local Revenues	\$5,291,900	\$5,712,335	\$5,655,161	\$8,050,474
Total	\$54,636,847	\$53,278,893	\$32,880,030	\$55,400,421

	Adopted Budget (6/23/23)	First Interim Projections	Actuals to Date (1/31/24)	Second Interim Projections
Certificated Salaries	\$17,484,962	\$17,437,953	\$9,812,647	\$17,615,555
Classified Salaries	\$5,069,243	\$4,794,613	\$2,754,226	\$4,359,243
Benefits	\$14,918,453	\$14,000,609	\$8,004,125	\$14,029,589
Supplies	\$4,062,044	\$3,904,922	\$1,523,491	\$3,326,060
Services	\$10,129,367	\$10,633,918	\$5,493,185	\$10,199,486
Depreciation	\$516,648	\$516,648	\$199,207	\$566,648
Other Outgo	\$419,133	\$390,191	\$277,245	\$389,172
Total Expenditures	\$52,599,851	\$51,678,854	\$28,014,126	\$50,485,753
Net Balance (financial statement)	\$2,036,997	\$1,600,040	\$4,865,904	\$4,914,668
Net Balance (Cash Statement)	\$661,681	\$224,724	\$3,762,631	\$4,101,386

2023-2024 Second Interim Revenue Summary

2023-24 REVENUE



■ LCFF Sources (State Aid) ■ Federal Revenues ■ State Revenues ■ Local Revenues

Revenue Type	Amount
LCFF Sources (State Aid)	\$38,917,229
Federal Revenues	\$4,003,010
State Revenues	\$4,429,709
Local Revenues	\$8,050,474
Total Revenues	\$55,400,421

Revenue

	Adopted Budget (6/23/23)	First Interim Projections	Actuals to Date (1/31/24)	Second Interim Projections	First Interim vs. Second Interim
LCFF Sources	\$41,913,341	\$39,019,065	\$23,065,764	\$38,917,229	(-\$898,164)
Federal Revenues	\$4,105,132	\$4,435,497	\$1,290,472	\$4,003,010	(-\$432,487)
Other State Revenues	\$3,326,474	\$4,111,996	\$2,868,632	\$4,429,709	\$317,713
Other Local Revenues	\$5,291,900	\$5,712,335	\$5,655,161	\$8,050,474	\$2,338,139
Total	\$54,636,847	\$53,278,893	\$32,880,030	\$55,400,421	\$2,121,528

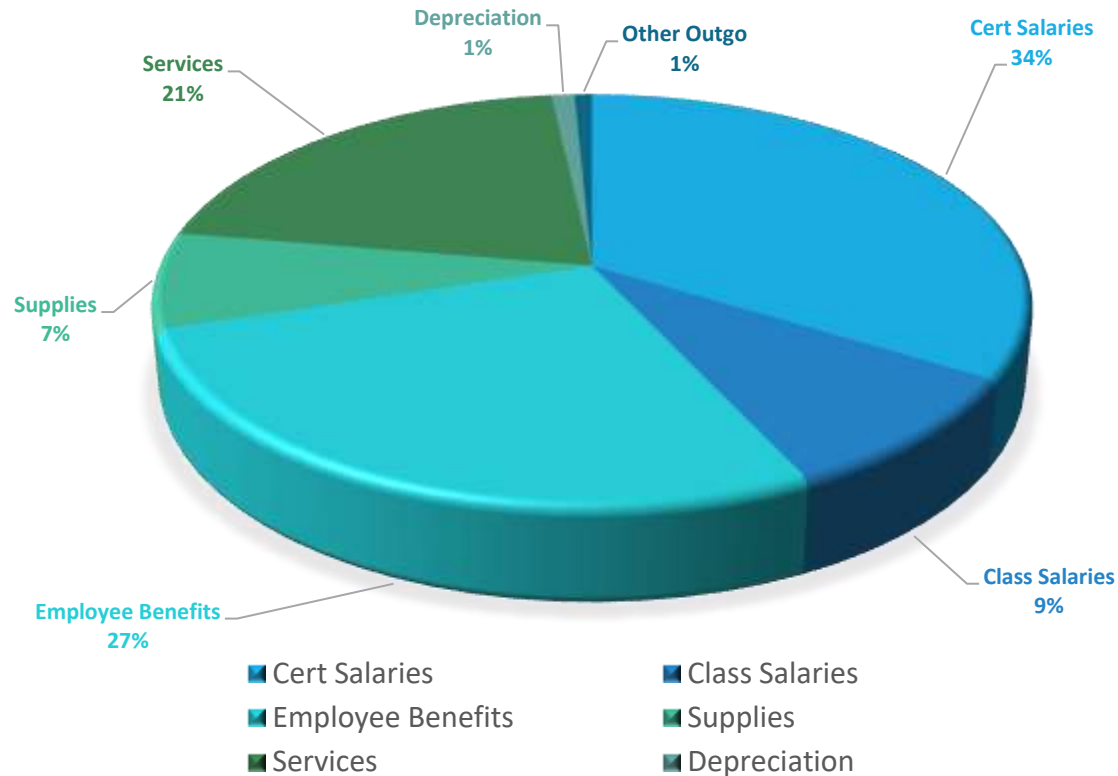


Revenue: First Interim vs. Second Interim

- Federal:
 - Decreased IDEA funding: **(\$1,902)**
 - Decreased Federal Cafeteria Revenue **(\$406,044)**
 - Increased Title I Revenue \$9,527
- State:
 - Decreased State Cafeteria Revenue **(\$65,592)**
 - Decreased State Lottery: **(\$1,384)**
- Other Local:
 - Increase in COP Grant Revenue: \$86,055
 - Received E-Rate Rebate: \$571,080
 - Net Investments - \$1.745M

2023-2024 Second Interim Expenditure Summary

23-24 EXPENDITURES



Expenditures	Amount
Certificated Salaries	\$17,615,555
Classified Salaries	\$4,359,243
Employee Benefits	\$14,029,589
Supplies	\$3,326,060
Services	\$10,199,486
Depreciation	\$566,648
Other Outgo	\$389,172
Total Expenditures	\$50,485,753

Expenditures

	Adopted Budget (6/23/23)	First Interim	Actuals to Date (1/31/24)	Second Interim Projections	First vs. Second Interim
Certificated Salaries	\$17,484,962	\$17,437,953	\$9,812,647	\$17,615,555	\$177,602
Classified Salaries	\$5,069,243	\$4,794,613	\$2,754,226	\$4,359,243	(\$435,370)
Benefits	\$14,918,453	\$14,000,609	\$8,004,125	\$14,029,589	\$28,980
Supplies	\$4,062,044	\$3,904,922	\$1,523,491	\$3,326,060	(\$578,862)
Services	\$10,129,367	\$10,633,918	\$5,493,185	\$10,199,486	(\$434,432)
Depreciation	\$516,648	\$516,648	\$199,207	\$566,648	\$60,000
Other Outgo	\$419,133	\$390,191	\$277,245	\$389,172	(\$1,019)
Total Expenditures	\$52,599,851	\$51,678,854	\$28,014,126	\$50,485,753	(\$1,193,101)



Expenditures: First vs. Second Interim

Certificated Salaries:

- Increased to cover extra time: \$157,176

Classified Salaries:

- Lowered instructional aides salaries: (\$265,199)

Employee Benefits:

- Lowered health premium: (\$85,372)

Supplies:

- Reduced textbooks for YTD actuals/estimates: (\$578,862)

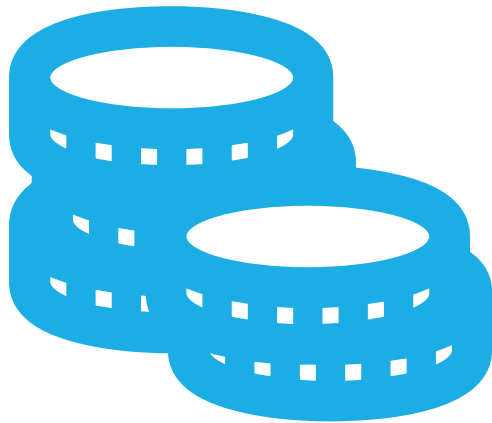
Services:

- Lowered by consultants, legal, and repair by a total of (\$434,432)

Components of Ending Fund Balance

Projected Ending Net Position - \$44,121,324

- Less, net investment in capital assets - \$6,740,588



Components of Fund Balance		
	5310 -Cafeteria	\$ 116,916.77
	5330 -Summer School Cafeteria	\$ 217,171.10
	5446 - Supply Chain Assistance	\$ 86,278.27
	6266 - Educator Effectivness	\$ 259,311.78
	6318 - Anti-Bias Education	\$ 96,020.00
	6762 - Art/Music Block Grant	\$ 1,762,459.00
	7028 - Kitchen Infrastructure & Equipment	\$ 25,000.00
	7032 - Kitchen Infrastucture & Training	\$ 192,116.00
	7033 - Best Foods Practices	\$ 88,516.00
	7412- A-G Completion Grant: A-G Access/Success Grants	\$ 345,050.00
	7413 - A-G Completion Grant: Learning Loss & Mitigation	\$ 129,358.00
	7435 -Learning Recovery Emergency Block Grant	\$ 2,702,302.00
	7810 - Ethnic Studies Block Grant	\$ 92,653.00
	OPEB Contributions	\$ 3,275,373.00
	Interest from OPEB	\$ 246,898.99
	Total Restricted Fund Balance	\$ 9,635,423.91

- Total Net Unrestricted: \$27,745,312**

Questions?

Coversheet

Discussion and Vote to Recommend 2024-2025 Budget Planning Process and Calendar

Section: III. Finance
Item: D. Discussion and Vote to Recommend 2024-2025 Budget Planning
Process and Calendar
Purpose: Vote
Submitted by:
Related Material: 24-25 Budget Calendar - DRAFT.pdf



EL CAMINO REAL CHARTER HIGH SCHOOL FY 24/25 PROPOSED BUDGET CALENDAR - ****DRAFT****

DATE	TASK
02/15/24	FINANCE COMMITTEE MEETS TO RECOMMEND BUDGET CALENDAR FOR FY24/25
02/22/24	BOARD MEETING - FINANCE 24/25 BUDGET CALENDAR APPROVAL
02/22/24	DISCUSS OVERVIEW/DESIGN OF FY24/25 BUDGET AT INSTRUCTIONAL LEADERSHIP TEAM (ILT) MEETING INCLUDING USE OF LOCAL CONTROL ACCOUNTABILITY (LCAP) WITH DEPARTMENTS & PROGRAM PRIORITIES.
02/29/24	RELEASE FY24/25 BUDGET PACKETS
3/01/24 -3/18/24	FINANCIAL STAFF AVAILABLE TO HAVE PERIOD BY PERIOD MEETINGS TO ASSIST IN DEVELOPING BUDGET WORKSHEETS. (mandatory meeting w/department chairs)
3/1/24 - 03/18/24	TEACHERS/STAFF MEET WITH DEPT/PROGRAM HEADS TO BUILD BUDGET REQUESTS. **PLEASE BRING YOUR PRELIMINARY BUDGET TO THE MARCH ILT MEETING (3/21/24)**
03/07/23	PAC/RISE/PADRES LATINO LCAP/Budget Meeting Overview
3/19/24-3/22/2024	ILT'S MEET WITH ADMINISTRATORS TO PRIORITIZE BUDGET AND COMPLETE FOR SUBMISSION TO BUSINESS OFFICE. REVIEW GOALS & PREPARE A RECOMMENDED PRIORITY LIST RANKING. **ADMIN RECOMMENDS MEETING WITH YOUR DEPT CHAIR TO FINALIZE ANY CHANGES. **ALL CHANGES END BY 3/22.**
04/01/24	Budget due to business office
04/05/24	ADMIN TEAM TO REVIEW BUDGET SUBMISSIONS
04/18/24	FINANCE COMMITTEE RECOMMENDS TEXTBOOK BUDGET FOR BOARD APPROVAL
04/22/24	BUSINESS OFFICE COMPILES BUDGET REQUESTS/RECOMMENDATIONS & ORGANIZES FOR STAKEHOLDER INPUT, INCLUDING LCAP
04/25/24	ADMINISTRATORS AT DEPT CHAIR MEETING TO DISCUSS PRELIMINARY OVERALL FY24/25 BUDGETS.
04/26/24	LCAP TEAM RECEIVES FY24/25 BUDGETS FOR VETTING AGAINST LCAP PRIORITY NEEDS IDENTIFIED BY STAKEHOLDERS.
04/26/24	FINANCE COMMITTEE UPDATES TO ADMIN TEAM
05/06/24	BUSINESS OFFICE COMPILES STAKEHOLDER GROUP'S PRELIMINARY RECOMMENDATIONS & CREATES FILES FOR REGULAR MAY BUDGET & FINANCE MEETING. REPORTS BACK TO DEPARTMENT/PROGRAM CHAIRS AS TO STAKEHOLDER GROUPS RECOMMENDATIONS.
May TBD	BUSINESS OFFICE COMPILES ADDITIONAL FINANCE COMMITTEE/ADMIN FEEDBACK FOR FY24/25 BUDGET; RECEIVE AND UTILIZE INFORMATION TO INCLUDE IN BUDGET FROM FY24/25 INFORMATION CONTAINED IN STATE'S MAY REVISE.
05/16/24	FINANCE COMMITTEE APPROVES RECOMMENDS IMA BUDGET FOR BOARD APPROVAL
05/23/24	BOARD APPROVAL OF TEXTBOOK/IMA BUDGET RECOMMENDED BY FINANCE COMMITTEE
06/27/24	FY24/25 BUDGET SUBMITTED TO BOARD OF TRUSTEES FOR REVIEW & APPROVAL
07/01/24-07/05/24	APPROVED BUDGET DETAILS SENT TO DEPT/PROGRAM HEADS FOR REVIEW/DISCUSSION WITH DESIGNATED ADMINISTRATORS.

Coversheet

Discuss and Vote on Board Resolution to Opt Out of Insurance Policy with CharterSAFE

Section: IV. School Business
Item: A. Discuss and Vote on Board Resolution to Opt Out of Insurance Policy with CharterSAFE
Purpose: Vote
Submitted by:
Related Material: ECRCHS Resolution for Potential Opt Out 03.2024_1.pdf



EL CAMINO REAL CHARTER HIGH SCHOOL

A California Distinguished School

5440 Valley Circle Boulevard
Woodland Hills, California 91367
818.595.7500 TEL; 818.595.7501 FAX

www.ecrchs.net

BRAD WRIGHT
Board Chair

DAVID HUSSEY
Executive Director

Opt Out Notice Regarding CharterSafe Insurance

WHEREAS, the Governing Board may approve the following NOW, THEREFORE, BE IT
RESOLVED that approval is given in accordance with the CharterSafe agreement we are
notifying CharterSafe that El Camino Real Charter High School **may** withdraw from the JPA
effective July 1, 2024 I hereby certify that the foregoing is a full, true, and correct copy of a
Resolution passed at a regular meeting of the Governing Board of El Camino Real Charter High
on this 21st day of March, 2024

Ms. Danielle Centman
El Camino Real Charter High School

The mission of ECRCHS is to prepare our diverse student body for the next phase of their educational, professional, and personal journey through a rigorous, customized academic program that inspires the development of students' unique talents and skills, builds character, and provides opportunities for civic engagement and real-world experiences.

Coversheet

Discuss and Vote to approve LAUSD Police Services to provide One (1) School Police Officer for Fiscal Year 2024-2025

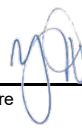
Section: IV. School Business
Item: B. Discuss and Vote to approve LAUSD Police Services to provide One (1) School Police Officer for Fiscal Year 2024-2025
Purpose: Vote
Submitted by:
Related Material: '24-'25 El Camino Real Community Charter HS.pdf

**Los Angeles Unified School District
Charter Schools Division
FEE FOR SERVICE REQUEST**

Charter School: El Camino Real Charter High School Date: 03/14/24

Telephone: (818) 595-7500 Fax: (818) 710-9023

Address: 5440 Valley Circle Blvd., Woodland Hills, CA 91367 Local District: 1

Request Completed by: Yolanda Hargress, Administrative Assistant 
 Print name and title Signature

yolanda.hargress@lausd.net
 E-mail address

1. Describe Services, Materials, Low Incidence Equipment, and/or Project Requested: **Provide the student's name and student ID # for each request. (For Special Education requests only)** (Complete one form for each request. Use additional pages if necessary.)

Police services provided by **one** School Police Officer for fiscal year 2024/25.
 Officers assigned to Charter High Schools for FY '24-'25 will work a 4/10 schedule. If a school wants an Officer on the 5th day, it will be the school's responsibility to cover the funding at the overtime rate for a 10-hour day. It will also be the responsibility of the school to cover any other overtime costs deriving from additional coverage needed.
 (Overtime rate based on highest hourly rate w/fringe benefits.
 Estimated cost includes salary increases through January 1, 2025)

If Services are requested complete below: (ex: nursing, testing, psychological, etc.)
 Proposed Dates of Services:

Start Date: 7/1/2024 End Date: 6/30/2025

Number of Students: _____ Frequency: _____

Number of Days Per Week: 4 Total Number of Days: 4 Number of Hours Per Day: 10


2. Fee for Service Analysis: (To be completed by the appropriate District or Local District Office.)

Office or Division: School Police Date: 3/14/2024

Is the service/material/project available on a fee for service basis? (Yes or No) Yes

The estimated cost of the service/materials/project is: \$183,936.00 Hourly rate: _____
 Please attach documentation for cost estimate.

Estimate completed by: Yolanda Hargress / Administrative Assistant Date: 03/14/24
 Print Name/Title

 Signature Telephone Number: 213-202-4569

3. Proceed with the above project/services at the estimated cost.

 Charter School Administrator Signature and Title

4. Upon completion of service and/or delivery of materials, the appropriate District Office will send the completed "Confirmation of Services Provided to Charter School (CSPCS)" form to the Charter Schools Division. The charter school will approve the services on the CSPCS form which also authorizes the District to deduct any amount owed from their monthly revenue source allocation, including, but not limited to, the in-lieu property tax revenues it otherwise would be entitled to receive under section 47635 of the Education Code.

Please forward the FEE FOR SERVICE REQUEST to: LAUSD Charter Schools Division
 333 South Beaudry Ave. 20th Floor
 Los Angeles, CA 90017
 FAX (2 1 3) 2 4 1 - 2054

If you have any questions please call: (213) 241-0399

Coversheet

Discuss and Approve VAPA Positions Salary Table and VAPA Program

Section: IV. School Business
Item: C. Discuss and Approve VAPA Positions Salary Table and VAPA Program
Purpose: Vote
Submitted by:
Related Material: VAPA Salary Table.pdf
Assistant Music Director Rv.pdf
Technical Director Rv.pdf

VAPA PROPOSED SALARY TABLE

El Camino Real Charter High School - (approximately 5%)

Job Title	1	2	3	4	5
Technical Director (234)	\$30.95	\$32.50	\$34.12	\$35.83	\$37.62
Assistant Music Director (204)	\$27.84	\$29.23	\$30.69	\$32.23	\$33.84

Technical Director (234 days) 1872
 Assistant Music Director (204 days) 1632



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BRAD WRIGHT
Board Chair

DAVID HUSSEY
Executive Director

JOB DESCRIPTION

Job Title:	Assistant Music Director
Department:	Visual Arts Performance Arts
Reports To:	Performing Arts Department Chair
Salary Scale:	Classified Salary Table
Work Calendar:	204 Days
Location:	El Camino Real Charter High School
FLSA Status:	Non-Exempt

Job Duties, Responsibilities, Qualifications, and Requirements	
Job Summary	Under the direction of the appointed performing arts faculty member, the Assistant Music Director will also be responsible for planning, organizing, and implementing the school's music program. This position also serves as accompanist for choir rehearsals, performances, and special events.
Essential Duties and Responsibilities	<ul style="list-style-type: none"> • Act as music director for musicals, and hire pit • Responsible for orchestrating the musicians in the pit • Responsible for organizing and running rehearsals. • Assist in the selection of musicians for performances and production • Responsible for overseeing the music aspect of the musical productions • Accompany rehearsals and performance for musical in the springtime. • Provide piano accompaniment for rehearsals, performances, and auditions for choral ensembles, soloists, and other music groups as needed. • Collaborate with the performing arts faculty to prepare and rehearse musical selections for school concerts, recitals, and other performances. • Accompany students during music lessons and assessments, offering support and guidance to help develop their musical skills. • Assist in selecting and arranging musical pieces suitable for performances and auditions in coordination with the music faculty. • Ensure the availability and proper maintenance of the piano and related equipment in rehearsal and performance spaces. • Responsible for attending staff meetings, production meetings, and other relevant gatherings to contribute ideas and provide input as needed. • Other duties as assigned

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	<p>Qualifications Knowledge of:</p> <ul style="list-style-type: none"> • Knowledge of musical theatre productions • Have a thorough understanding of rehearsal procedures • Proficiency in playing the piano with a strong understanding of music theory and sight-reading ability. • Knowledge of piano instrument and functions, musical styles and periods, vocal warm-up exercises, choral and piano balance. <p>Ability to:</p> <ul style="list-style-type: none"> • Motivate and inspire students to achieve their musical potential • Maintain a professional and positive demeanor while working with students, faculty, and staff, fostering a supportive and inclusive musical environment. • Create a positive and inclusive environment that reflects the values and mission of the school. • Flexibility and adaptability in accommodating the diverse musical needs of our school's music program.
<p>Education and/or Experience</p>	<ul style="list-style-type: none"> • High School diploma or equivalent • Prior music direction for musical theater production required • Prior experience with at least 2 musical theater productions is required • Minimum 3 years’ experience in playing piano and/or keyboard accompaniment, including experience in reading music is required • College-level training in piano and music theory preferred • Must pass background check and obtain a TB clearance prior to starting.
<p>Work Environment</p>	<p>The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <ul style="list-style-type: none"> • Work is performed primarily indoors and occasionally outside in seasonal climate and weather conditions. • Must be available to attend meetings, program events and activities at various locations. • Will be required to work a varied schedule including days, evenings, weekends, and holidays. • Moderate to loud noise levels • Regular contact with teachers, parents, students, staff, and community members
<p>Physical Demands</p>	<p>The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <ul style="list-style-type: none"> • Must have hand and finger dexterity to operate various equipment. • Must have Visual and auditory acuity to maintain safety standards. • Must be able to sit and stand for sustained periods of time

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Right to Revise	<p>This job description is not meant to be all-inclusive, and additional duties and responsibilities may be assigned without prior written notice. The school reserves the right to revise this job description as necessary, without advance notice.</p> <p>The statements made herein are intended to describe the general nature and level of work being performed by employees and are not to be construed as an exhaustive list of responsibilities, duties and skills required of personnel so classified. Furthermore, nothing herein shall be construed as a contract for employment.</p>
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BRAD WRIGHT
Board Chair

DAVID HUSSEY
Executive Director

JOB DESCRIPTION

Job Title:	Technical Director
Department:	Visual Arts Performing Arts
Reports To:	Theater Director
Salary Scale:	Classified Salary Table
Work Calendar:	234 Days
Location:	El Camino Real Charter High School
FLSA Status:	Non-Exempt

Job Duties, Responsibilities, Qualifications, and Requirements	
Job Summary	Under the direction of the Theater Director, this position will oversee the technical aspects of the performing arts programs.
Essential Duties and Responsibilities	<ul style="list-style-type: none"> • Coordinate and oversee the technical aspects of theatrical productions, including set design, construction, lighting, sound, and special effects. • Collaborate with the Theater Director, production team, and students to develop and execute technical plans that align with artistic vision. • Provide guidance, training and support to student technicians and crew members throughout the production process ensuring that all safety protocols are followed. • Recommends, implements, and administers methods and procedures to enhance operations. • Develop and maintain a comprehensive plan for the construction, installation, as well as the operation of sound and lighting equipment for all productions. • Coordinate and manage rental events, including performances, conferences, and other activities taking place in the theater. • Serve as a primary point of contact for external organizations, ensuring smooth communication, scheduling, and technical requirements. • Collaborate with the theater and music faculty to procure, create, and maintain production materials, equipment, and supplies for performance spaces. • Ensure compliance with safety standards and regulations for all technical aspects of production, including the proper use and maintenance of equipment and the supervision of safe working conditions for the technical crew. • Assist the Theater Director in developing and delivering a comprehensive technical theater curriculum for high school students. • Provide training and instruction in various technical areas, including lighting, sound, prop making, theater safety, and stage management. • Assist the Theater Director with budget preparation, and grant writing to support the program’s growth and development.

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	<ul style="list-style-type: none"> • Will attend in staff meetings, production meetings and other relevant gatherings to contribute ideas and provide input as needed. • Will require evening or weekend availability for scheduled performances and technical rehearsals. • Perform other duties as assigned
<p>Qualifications and Abilities</p>	<p>Qualifications and Knowledge of:</p> <ul style="list-style-type: none"> • Previous experience in technical theater production, including set design, construction, and technical direction, preferably in an educational or theatrical setting. • Proficiency in technical design software, as well as experience with sound and lighting equipment operation and maintenance. • Strong organizational and project management skills, with the ability to prioritize and manage multiple productions and technical aspects simultaneously. <p>Ability to:</p> <ul style="list-style-type: none"> • Ability to mentor and guide students in technical theater skills and safety procedures. • Foster creativity, collaboration, and professionalism among students while promoting a safe and inclusive learning environment. • Foster a supportive and inclusive atmosphere that encourages student participation and creativity. • Adapt in accommodating the diverse technical needs of various theatrical productions. • An understanding and appreciation of the educational mission and values of our charter school.
<p>Education and/or Experience</p>	<ul style="list-style-type: none"> • High School diploma or equivalent • Minimum 2 years’ experience in technical theater production, including set design, construction, and technical direction, preferably in an educational or theatrical setting. • OSHA certification preferred, but not required. • Proficiency in technical design software, as well as experience with sound and lighting equipment operation and maintenance. • Must pass background check and obtain a TB clearance prior to starting.
<p>Work Environment</p>	<p>The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <ul style="list-style-type: none"> • Work is performed primarily indoors and occasionally outside in seasonal climate and weather conditions. • Must be available to attend meetings, program events and activities at various locations. • Will be required to work a varied schedule including days, evenings, weekends, and holidays. • Moderate to loud noise levels • Regular contact with teachers, parents, students, staff, and community members

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<p>Physical Demands</p>	<p>The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <ul style="list-style-type: none"> • Must have hand and finger dexterity to operate equipment. • Able to work at considerable heights using ladders and lifts. • Must have visual and auditory acuity to maintain safety standards. • Able to sit, stand, stoop, kneel, bend, walk, and crawl • Able to climb, stairs, and ladders • Able to sit and stand for sustained periods of time • Able to kneel or squat for extended periods of time • Able to lift/carry up to 50 pounds. • Able to push and pull objects weighing up to 50 pounds.
<p>Right to Revise</p>	<p>This job description is not meant to be all-inclusive, and additional duties and responsibilities may be assigned without prior written notice. The school reserves the right to revise this job description as necessary, without advance notice.</p> <p>The statements made herein are intended to describe the general nature and level of work being performed by employees and are not to be construed as an exhaustive list of responsibilities, duties and skills required of personnel so classified. Furthermore, nothing herein shall be construed as a contract for employment.</p>

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Coversheet

Discuss and Vote to approve 2024-2025 Yearbook Contract

Section: IV. School Business
Item: D. Discuss and Vote to approve 2024-2025 Yearbook Contract
Purpose: Vote
Submitted by:
Related Material: Yearbook Quote.pdf
Agreement 3-18.pdf

2025 Preliminary Budget for El Camino Real High - David Hussey / Kaitlyn Conte

Horizon

Money In			
Book Sales (950 copies / 360 pages)	Amount	Estimate Quantity	Total
Offer 1 (limited time offer - 2 weeks ONLY)	\$100.00	190	\$19,000
Offer 2	\$110.00	250	\$27,500
Offer 3	\$115.00	250	\$28,750
Offer 4 / Final	\$120.00	260	\$31,200
			\$106,450
Parent Dedications/ Ads:			
Full Page AD	\$260.00	15	\$3,900
Half Page AD	\$125.00	10	\$1,250
1/4 Page AD	\$65.00	8	\$520
1/8 Page AD	\$35.00	8	\$280
			\$5,950
Personalization (optional):	this is the profit based on sell price		
custom name on front cover: \$10 sell price	\$3.50	50	\$175
Icon symbol w/ name- \$6.00 sell price each	\$2.75	30	\$83
			\$258
Total income from Yearbook Program			\$112,657.50

Money Out	
Base Book (950 copies / 360 pages)	
Book cost (size 9 hardcover)	\$85,000
Estimate 10 overruns (can be credited back if unsold)	\$895
Process color litho cover	INCLUDED
150 pt binders board	INCLUDED
100# paper stock upgrade	INCLUDED
Lamination of your choice	INCLUDED
Cover Upgrade of your choice	INCLUDED
1 Sig of UV shine for senior portraits	INCLUDED
Option to use Jostens artist for cover design (if desired)	INCLUDED
3 Sponsorships to Jostens workshop in San Diego this July	INCLUDED
Extended Edition - 8 pages - tip in	INCLUDED
Personlaization	\$422.00
Icons	\$97.50
Tax and Shipping	
Est. Sales Tax	\$6,900
Est. Shipping	\$1,800
Total expenses for yearbook	\$95,114

Profit \$17,543

Jostens® Yearbook Agreement

Jostens, Inc. | 7760 France Avenue South, Suite 400 | Minneapolis, MN 55435 | 952-830-3300

Job # _____ (Use Physical 911 Address/No P.O. Boxes)
 Customer Name: El Camino Real Charter High
 Street Address: 5440 valley Circle Blvd
 City: Woodland Hills
 State: CA Zip/Postal: 91367
 Customer Phone: 818-595-7500
 Contact Name: Kaitlyn Conte
 Contact Role: Yearbook Adviser
 Contact Email: K.Conte@ecrchs.net
 Contact Phone: 818-595-7500

The Customer has selected Jostens, Inc. to be their exclusive yearbook provider for the years identified (the "Term"). The parties agree as follows:

- ① Jostens and the Customer will work together to establish all yearbook specifications, completion deadlines, price, and delivery schedules for each year during the Term and subject to the terms and conditions. Changes to the specifications may result in additional charges on the final invoice.
- ② After this Agreement is signed, as the Customer's exclusive yearbook provider Jostens will invest in and allocate resources to provide training and assistance to the Customer to help with the creation, production and marketing of the Customer's yearbook, including without limitation the planning, content, theme, layout, and merchandising.

This agreement is subject to acceptance by Jostens and to Jostens' standard printing terms and conditions found at:

<https://jostens.secure.force.com/terms?lid=YBKUS>

The Term of this Agreement is for the following years:
(Specifications subject to annual review)

Program: Horizon

Creation Method: YTO

Ship Date: TBD May Trim Size: size 9

Copies: 950 Pages: 360

Cover: Custom Litho

Paper Stock: 100# Gloss

Ship kit by: (Sept is default)
(Allow 2 weeks for processing)

Proposed Budget: \$ approx \$94,500 (includes shipping and tax)
(Dollars only, not per book amount)

X _____
SIGNATURE OF CUSTOMER AUTHORIZED REPRESENTATIVE

PRINTED NAME _____ DATE _____

X _____
SIGNATURE OF 2ND CUSTOMER AUTHORIZED REPRESENTATIVE
(IF REQUIRED)

PRINTED NAME _____ DATE _____

X Stacy Jones
SIGNATURE OF JOSTENS AUTHORIZED REPRESENTATIVE

Stacy Jones 3/18/24
PRINTED NAME DATE

Job Status: _____ Rep # 6662

*Rep: If new, previous publisher:

Type Order: High School

School Type: Public

Yearbook included in Tuition:

Additional Notes/Specifications (include Shipping Address if different than above address):

Coversheet

Discuss and Vote to Approve GetMoreMath Annual License Subscription

Section:	IV. School Business
Item:	E. Discuss and Vote to Approve GetMoreMath Annual License Subscription
Purpose:	Vote
Submitted by:	
Related Material:	Get More Math .pdf



Get More Math Annual License Subscription

Get More Math provides cumulative spiral review sessions that are uniquely tailored to meet each student's individual needs. Get More Math's practice sessions support long-term retention of previously learned concepts while students achieve mastery of new skills.

Quote Number	00007219	Account Name	Los Angeles Unified School District
Quote Expiration Date	9/30/2024	Contact Name	Hector Lopez
Prepared By	Erica Martin	Billing Address	333 S. Beaudry Ave. Los Angeles, California 90017 United States
Email	emartin@getmoremath.com		

School	Product	Line Item Note	Quantity	Sale Price	Subtotal	Discount (Percentage)	Total Savings	Total price
El Camino Real Charter High School	2024/25 Student Licenses	9th & 10th grade	1,250	\$18.00	\$22,500.00	20.00%	\$4,500.00	\$18,000.00
El Camino Real Charter High School	2024/25 Student Licenses	11th grade *50% off*	480	\$18.00	\$8,640.00	50.00%	\$4,320.00	\$4,320.00
El Camino Real Charter High School	2025/26 Student Licenses	9th & 10th grade	1,250	\$18.00	\$22,500.00	20.00%	\$4,500.00	\$18,000.00
El Camino Real Charter High School	2025/26 Student Licenses	11th Grade *50% off*	480	\$18.00	\$8,640.00	50.00%	\$4,320.00	\$4,320.00
El Camino Real Charter High School	2026/27 Student Licenses	9th & 10th Grade	1,250	\$18.00	\$22,500.00	20.00%	\$4,500.00	\$18,000.00
El Camino Real Charter High School	2026/27 Student Licenses	11th Grade *50% off*	480	\$18.00	\$8,640.00	50.00%	\$4,320.00	\$4,320.00

Total License Count 5,190 Total Price \$66,960.00

Additional Notes

Additional Discounts Available:
5% Certified Campus Discount

Please email emartin@getmoremath.com if you'd like to alter this quote or include any additional discounts.

Annual Student License Subscription Summary

PURCHASE INSTRUCTIONS: Send your order to orders@getmoremath.com. An invoice will be sent upon receipt. Orders may also be faxed to (209) 379-6901. Payment or Purchase Order is due prior to start of service.

PLEASE INCLUDE THE NAME AND EMAIL OF YOUR ACCOUNTS PAYABLE REPRESENTATIVE ON YOUR PURCHASE ORDER

TRAINING: Custom Training Sessions are available. Please contact your Account Representative to schedule your team's Onsite 3-hour Half-Day Training (\$1500), Onsite 6-hour Full-Day Training (\$2500), or Remote Online 2-hour Training (\$500).

ANNUAL PRICING AND DISCOUNTS: Any quotes provided for annual pricing are only valid for the cited year. Organizations should expect pricing and product offerings and features will change each year. Non-utilization of Licenses shall not result in a refund or discount. Currently, the GMM standard list price is \$18.00 per student. The following **volume discounts** can be applied to the per student per year price: 500 - 999 = 5% Discount, 1,000 - 1499 = 10%, 1,500 - 1999 = 15%, 2,000 - 2999 = 20%, 3,000 - 4999 = 22%, 5,000 - 6999 = 24%, 7,000 - 9999 = 26%, 10,000 - 29,999 = 28%, 30,000 and more = 30%. The discount applies to all licenses. GMM has the right to audit usage at any time. Licenses are subject to review when significant enrollment changes occur or district merging occurs. A pre-paid **multiyear discount of 5%** is available when prepaying for 2 or more years. Licenses may not be transferred to another school organization. All schools purchasing a site license of any size will receive a **5% site license discount**. GMM offers an additional **5% certification discount** to all campuses with an up-to-date certification status at the time of ordering.

Coversheet

Discuss and Vote Anderson Hall, Cafeteria, Walkway extension, and Student Store Roofing Project Bid Award

Section: IV. School Business
Item: F. Discuss and Vote Anderson Hall, Cafeteria, Walkway extension, and Student Store Roofing Project Bid Award
Purpose: Vote
Submitted by:
Related Material: IMG_9151.JPG
Anderson Hall Roof.pdf
Walkway Roof.pdf
Cafeteria Roof.pdf
Student Store Roof.pdf

Circle Boulevard, Los Angeles, California, United S



Sharp Remodeling Inc (DR. ROOF)



Estimate

Estimate No: 4578
Date: 01/31/2024

23801 Calabasas Rd.
Suite #1027
Calabasas, CA 91302
info@sharpremodelingco.com
mydrroof.com
818-914-4279
License # 1014058
B (General) , C -39 (Roofing)

For: Ryan Guinto - El Camino High School
R.guinto@ecrchs.net
5440 Valley Circle Blvd
Woodland Hills, CA, 91367-5949
(310) 270-7290

Description	Quantity	Rate	Amount
Flat roof for anderson hall (Blue)	1	\$66,820.00	\$66,820.00
<p>New cool roof meets title 24 requirements - FLAT ROOF Building Approx. 9,000 sq. ft. The job will be done with 2 city inspections (1st sheeting, 2nd final inspection).</p> <ul style="list-style-type: none"> - Tear off & demo the existing roof and haul away debris. - Inspect & replace up to 10% of damaged/rotted wood on roof deck only. - Install new underlayment POLYGLASS ELASTOFLEX SA-V BASE PEAL& STICK SBS (elastomeric) roof membranes - To provide separation between the structure & the new roof. - Install new flashings on top of the Polyglass Elastoflex so the flashings get "sandwiched" between the layers & create the best seal possible. - All flashings are primed with an asphalt primer to ensure proper adhesion with the new torch down. - Install the cap sheet of Polyfresko Cool roof torch down. <p>The seams are pressed to ensure a proper seal.</p> <ul style="list-style-type: none"> - Apply 509 modified mastic all around vents, pipes & anywhere else that might be needed. - Paint all pipes & vents flashing to match the color of the roof as much as possible. - Clean up & haul away debris. <p>*Price includes removing and installing back the existing metal capping * Price includes all materials, labor. * Permit fees HVAC, platform, ducting, conduits, wires and attic cleaning are excluded. * 20 Years material warranty provided by manufacture Polyglass * 5 Years labor warranty provided by Dr. Roofs/Sharp Remodeling.</p>			

Subtotal	\$66,820.00
Shipping	\$0.00
Total	\$66,820.00

Total	\$66,820.00
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Notes

Silicon Coating ; \$7,500 for leaks repair up to 1,500 sq.ft areas

Sharp Remodeling Inc (DR. ROOF)



Estimate

Estimate No: 4580
Date: 01/31/2024

23801 Calabasas Rd.
Suite #1027
Calabasas, CA 91302
info@sharpremodelingco.com
mydrroof.com
818-914-4279
License # 1014058
B (General) , C -39 (Roofing)

For: Ryan Guinto - El Camino High School
R.guinto@ecrchs.net
5440 Valley Circle Blvd
Woodland Hills, CA, 91367-5949
(310) 270-7290

Description	Quantity	Rate	Amount
Flat roof for ; walkway extension. (Green) New cool roof meets title 24 requirements - FLAT ROOF Building Approx. 2,100 sq. ft. The job will be done with 2 city inspections (1st sheeting, 2nd final inspection). - Tear off & demo the existing roof and haul away debris. - Inspect & replace up to 10% of damaged/rotted wood on roof deck only. - Install new underlayment POLYGLASS ELASTOFLEX SA-V BASE PEAL& STICK SBS (elastomeric) roof membranes - To provide separation between the structure & the new roof. - Install new flashings on top of the Polyglass Elastoflex so the flashings get "sandwiched" between the layers & create the best seal possible. - All flashings are primed with an asphalt primer to ensure proper adhesion with the new torch down. - Install the cap sheet of Polyfresko Cool roof torch down. The seams are pressed to ensure a proper seal. - Apply 509 modified mastic all around vents, pipes & anywhere else that might be needed. - Paint all pipes & vents flashing to match the color of the roof as much as possible. - Clean up & haul away debris. *Price includes removing and installing back the existing metal capping * Price includes all materials, labor. * Permit fees HVAC, platform, ducting, conduits, wires and attic cleaning are excluded. * 20 Years material warranty provided by manufacture Polyglass * 5 Years labor warranty provided by Dr. Roofs/Sharp Remodeling.	1	\$15,880.00	\$15,880.00

Subtotal	\$15,880.00
Shipping	\$0.00
Total	\$15,880.00

Total	\$15,880.00
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Sharp Remodeling Inc (DR. ROOF)



Estimate

Estimate No: 4537
Date: 01/11/2024

23801 Calabasas Rd.
Suite #1027
Calabasas, CA 91302
info@sharpremodelingco.com
mydrroof.com
818-914-4279
License # 1014058
B (General) , C -39 (Roofing)

For: Ryan Guinto /El Camino High School
r.guinto@ecrchs.net
5440 Valley Circle Blvd
Woodland Hills, CA, 91367-5949
(310) 270-7290

5440 Valley Circle Blvd
Woodland Hills, CA, 91367-5949

Description	Quantity	Rate	Amount
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Cafeteria Flat roof (Red)	1	\$159,860.00	\$159,860.00
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New cool roof meets title 24 requirements - FLAT ROOF Building Approx. 22,500 sq. ft.

The job will be done with 2 city inspections (1st sheeting, 2nd final inspection).

- Tear off & demo the existing roof and haul away debris.
 - Inspect & replace up to 10% of damaged/rotted wood on roof deck only.
 - Install new underlayment POLYGLASS ELASTOFLEX SA-V BASE PEAL& STICK SBS (elastomeric) roof membranes - To provide separation between the structure & the new roof.
 - Install new flashings on top of the Polyglass Elastoflex so the flashings get "sandwiched" between the layers & create the best seal possible.
 - All flashings are primed with an asphalt primer to ensure proper adhesion with the new torch down.
 - Install the cap sheet of Polyfresko® Cool roof torch down.
- The seams are pressed to ensure a proper seal.
- Apply 509 modified mastic all around vents, pipes & anywhere else that might be needed.
 - Paint all pipes & vents flashing to match the color of the roof as much as possible.
 - Clean up & haul away debris.

*Price includes removing and installing back the existing metal capping

* Price includes all materials, labor.

* Permit fees HVAC, platform, ducting, conduits, wires and attic cleaning are excluded.

* 20 Years material warranty provided by manufacture Polyglass

* 5 Years labor warranty provided by Dr. Roofs/Sharp Remodeling.

we will give 200 linear feet free gutters.

Description	Quantity	Rate	Amount
Please be aware that the repairs option will not apply for warranty's Only the entire (full) section.	1	\$0.00	\$0.00
Subtotal			\$159,860.00
Shipping			\$0.00
Total			\$159,860.00
Total			\$159,860.00

Sharp Remodeling Inc (DR. ROOF)



Estimate

Estimate No: 4581
Date: 01/31/2024

23801 Calabasas Rd.
Suite #1027
Calabasas, CA 91302
info@sharpremodelingco.com
mydrroof.com
818-914-4279
License # 1014058
B (General) , C -39 (Roofing)

For: Ryan Guinto - El Camino High School
R.guinto@ecrchs.net
5440 Valley Circle Blvd
Woodland Hills, CA, 91367-5949
(310) 270-7290

Description	Quantity	Rate	Amount
Student store, (Yellow)	1	\$5,260.00	\$5,260.00
<p>New cool roof meets title 24 requirements - FLAT ROOF Building Approx. 700 sq. ft. The job will be done with 2 city inspections (1st sheeting, 2nd final inspection).</p> <ul style="list-style-type: none"> - Tear off & demo the existing roof and haul away debris. - Inspect & replace up to 10% of damaged/rotted wood on roof deck only. - Install new underlayment POLYGLASS ELASTOFLEX SA-V BASE PEAL& STICK SBS (elastomeric) roof membranes - To provide separation between the structure & the new roof. - Install new flashings on top of the Polyglass Elastoflex so the flashings get "sandwiched" between the layers & create the best seal possible. - All flashings are primed with an asphalt primer to ensure proper adhesion with the new torch down. - Install the cap sheet of Polyfresko Cool roof torch down. <p>The seams are pressed to ensure a proper seal.</p> <ul style="list-style-type: none"> - Apply 509 modified mastic all around vents, pipes & anywhere else that might be needed. - Paint all pipes & vents flashing to match the color of the roof as much as possible. - Clean up & haul away debris. <p>*Price includes removing and installing back the existing metal capping * Price includes all materials, labor. * Permit fees HVAC, platform, ducting, conduits, wires and attic cleaning are excluded. * 20 Years material warranty provided by manufacture Polyglass * 5 Years labor warranty provided by Dr. Roofs/Sharp Remodeling.</p>			

Subtotal	\$5,260.00
Shipping	\$0.00
Total	\$5,260.00

Total	\$5,260.00
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Coversheet

Possible Board Approval Vote on Employment Agreement for Administrative Director

Section: VI. Reconvene to Open Session
Item: B. Possible Board Approval Vote on Employment Agreement for
Administrative Director
Purpose: Vote
Submitted by:
Related Material:
Updated Fixed Term Administrator Employment Agreement (Minita Clark) 2024-2026, revised (488
5-3220-5974.v4).pdf

FIXED TERM EMPLOYMENT AGREEMENT
Between
EL CAMINO REAL ALLIANCE & MINITA CLARK

This Employment Agreement (“Agreement”) is entered into by and between the above-named employee (“Employee”) and the Governing Board (“Board”) of El Camino Real Alliance (“ECRA”), a California public charter school approved by the Los Angeles Unified School District (“District”). The Board desires to hire employees who will assist the Board in achieving the goals and meeting the requirements of ECRA’s charter, and in implementing ECRA’s policies and procedures. The parties recognized that the provisions of the California Education Code do not govern ECRA, except as expressly set forth in the Charter Schools Act of 1992 and its successors.

RECITALS

WHEREAS, ECRA operates a charter school, organized and operating pursuant to the provisions of the Charter document (“Charter”) and applicable law; and

WHEREAS, ECRA is authorized pursuant to the terms of the charter to appoint and hire the Employee to assist the Board and to carry out the duties and functions as outlined in the job description attached and incorporated to this Agreement as **Attachment A**; and

WHEREAS, ECRA desires to retain the services of the Employee of ECRA by way of this Agreement and the Employee is qualified to perform such duties; and

WHEREAS, the Employee and ECRA desire to formalize the employment relationship by way of this Agreement;

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual terms and conditions contained herein, the parties hereto do agree as follows:

AGREEMENT

1. **TERM AND WORK SCHEDULE.** Subject to Section 12, “Termination of Contract” herein, ECRA hereby employs the Employee to serve as an Administrative Director for a term of two (2) years commencing on July 1, 2024 and ending June 30, 2026.

The Administrative Director position is a full-time position exempt from overtime law. As a minimum performance requirement, the work schedule for the Employee shall be Monday through Friday, with daily work hours at the School of 8:00 a.m. to 4:30 p.m. As this position is exempt from overtime, additional duties of the Employee may need to be performed outside of the work schedule on weekends, as well as before and after the regular work year or hours of the work day.

The Employee will not render services in person or by electronic means, paid or otherwise, for any other person or entity during contracted work hours with ECRA without approval from the Board in writing.

2. **COMPENSATION.** In accordance with the applicable salary schedule which is attached hereto as **Attachment B**, the Administrative Director’s gross base salary will be \$163,953, subject to all regular withholdings, which includes the following stipends; Doctorate Degree.

Following each school year under this Agreement, the Administrative Director may receive the following incentive compensation to be paid no later than July 31:

- **Board Award.** In its sole discretion, the Board may provide a one-time taxable payment of up to \$5,000 in any given year for any major accomplishment that benefits ECRA.
- **Schoolwide Bonus.** The Administrative Director is eligible to receive a portion of the annual school-wide bonus if such bonus is authorized by Board.

The Administrative Director's compensation may be prorated depending on whether they remain employed, or in active work status, for all scheduled work days of the position.

3. **BENEFITS.**

- a. **Health/Retirement Benefits.** At ECRA's expense, the Employee shall be afforded such health and other benefits of employment as shall be granted to ECRA's employees, including entitlement to participation in PERS or STRS as applicable, subject to program and eligibility requirements.
 - b. **Vacation Leave.** See **Attachment C.**
 - c. **Sick Leave.** See **Attachment C.**
 - d. **Holidays.** See **Attachment C.**
 - e. **Technology.** The Employee shall be entitled to a technology stipend (including reimbursement for his/her personal cell phone) in the amount of \$50.00 per month.
4. **DUTIES.** The Employee shall perform the duties as outlined herein, directed by the Executive Director, Board Policy or procedures, prescribed by the charters, and specified in the attached job description which is incorporated by reference as **Attachment A** to this Agreement. This description and the job duties for the Employee may be altered from time to time by ECRA.
 5. **WORK YEAR.** In accordance with the term of this Agreement, the Employee shall be required to work a minimum of 235 days, which may include workdays taken as vacation days throughout each year but does not include fourteen (14) holidays.
 6. **EVALUATION.** The Executive Director shall evaluate the performance of the Employee at least once annually. This evaluation shall be based on the job description and performance objectives as defined in this agreement. If applicable, the evaluation shall include recommendations as to areas of improvement in all instances where the Executive Director deems such to be necessary or appropriate. A copy of the written evaluation shall be delivered to the Employee and he/she shall have the right to make an oral or written response to the evaluation. Within thirty (30) days of the delivery of the written evaluation to the Employee, the Executive Director shall meet with the Employee to discuss the evaluation. Failure to evaluate the Employee shall not impair ECRA's right to terminate this Agreement pursuant to Section 12.
 7. **EXPENSE REIMBURSEMENT.** ECRA shall reimburse the Employee for all documented actual and necessary expenses personally incurred within the scope of employment in accordance

with applicable ECRA policy and authorization.

8. **FINGERPRINTING/TB CLEARANCE.** Fingerprint clearance for the Employee will be acquired through submitting the Employee’s fingerprints to the California Department of Justice. The Employee will be required to assume the cost of all fees related to the fingerprinting process and will be required to submit evidence from a health care provider that the Employee was found to be free from tuberculosis risk factors, or active tuberculosis if risk factors were identified. Both clearances must be in place prior to the first day of service.
9. **CHILD ABUSE AND NEGLECT REPORTING.** California Penal Code section 11166 requires any child care custodian who has knowledge of, or observes, a child in his or her professional capacity or within the scope of his or her employment whom he or she knows or reasonably suspects has been the victim of child abuse to report the known or suspected instance of child abuse to a child protective agency immediately, or as soon as practically possible, by telephone and to prepare and send a written report thereof within thirty-six (36) hours of receiving the information concerning the incident. By executing this Agreement, the Employee acknowledges he or she is a child care custodian and is certifying that he or she has knowledge of California Penal Code section 11166 and will comply with its provisions.
10. **CONFLICTS OF INTEREST.** The Employee understands that, while employed at the School, he or she will have access to confidential and proprietary information. The Employee therefore shall not maintain employment or contracts for employment, or engage in any consultant or independent contractor relationship, with any other agency or school that will in any way conflict with the Employee’s employment with ECRA.
11. **OUTSIDE PROFESSIONAL ACTIVITIES**

Upon obtaining prior written approval of the Board, the Employee may undertake for consideration outside professional activities, including consulting, speaking, and writing. The outside activities shall not occur during regular work hours. ECRA shall in no way be responsible for any expenses attendant to the performance of such outside activities.

12. **TERMINATION OF CONTRACT**

This Agreement may be terminated by any of the following:

- a. **Termination For Cause:** The Employee may be terminated by the Board upon the recommendation of the Executive Director at any time for cause. In addition, the Employee may be disciplined (e.g. reprimand, suspension without pay) for cause during the term of this Agreement. “Cause” shall include, but is not limited to, breach of this Agreement; misconduct or dishonest behavior; conviction of a crime involving dishonesty, breach of trust, or physical or emotional harm to any person; any ground enumerated in the Employee Handbook; or the Employee’s failure to satisfactorily perform his/her duties as set forth in this Agreement, as defined by law, or as specified in the above-mentioned and incorporated by reference job description.

ECRA shall not terminate this Agreement pursuant to this paragraph until a written statement of the grounds of termination has first been served upon the Employee. The Employee shall have the right to a representative of his/her choice at a conference with the Board. The conference with the Board shall be the Employee’s exclusive right to any hearing otherwise required by law.

- b. **Early Termination Without Cause:** The Board, upon the recommendation of the Executive Director, may unilaterally and without cause or advance notice terminate this Agreement. In consideration of ECRA's right to terminate this Agreement without cause, ECRA shall pay to the Employee the remainder of his/her salary (based upon any remaining calendared work days) for the term of this Agreement or for a period of three (3) months following the effective date of termination, whichever is less.
 - c. **Death or Incapacitation of the Employee:** The death of the Employee shall terminate this Agreement and all rights entitled under this Agreement. In the event that the Employee becomes incapacitated to the extent that, in the judgment of the Executive Director, the Employee may no longer perform the essential functions of his/her job with or without reasonable accommodation, as set forth in job specifications, the Board upon the recommendation of the Executive Director may terminate this Agreement.
 - d. **Revocation/Nonrenewal:** In the event that the ECRA charter is either revoked or nonrenewed, this Agreement shall terminate immediately upon the effective date of the revocation/nonrenewal of the charter, and without the need for the process outlined in Sections a or b above.
13. **NON-RENEWAL/EXPIRATION OF TERM.** The Board upon the recommendation of the Executive Director may elect not to offer future employment agreements to the Employee at its sole discretion, without cause, and this Agreement will lapse by its own terms.
14. **REQUIRED CONTRACT PROVISIONS.** The following provisions are required to be included in this Agreement by the California Government Code:
- a. **Limitations on Cash Settlement.** In no case upon termination of this Agreement shall the maximum cash settlement exceed an amount equal to the monthly salary of the Employee multiplied by twelve (12).
 - b. **Required Reimbursements.** The Employee shall be required to reimburse ECRA for any salary or fees received from ECRA in relation to the Employee's placement on paid administrative leave pending criminal charges if the Employee is convicted of a crime involving the abuse of office/position. Regardless of the term of this Agreement, if the Agreement is terminated, the Employee must reimburse ECRA for any cash settlement received in relation to the Employee's termination if the Employee is convicted of a crime involving the abuse of office/position.
15. **ENTIRE AGREEMENT.** This Agreement supersedes any and all other Agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other Agreement, statement or promise related to the subject matter of this Agreement which is not contained in this Agreement shall be valid or binding.
16. **WAIVER.** Either party to this Agreement may specifically and expressly waive, in writing, compliance by the other party thereto with any term, condition or requirements set forth in this Agreement. Either party to this Agreement may specifically and expressly waive, in writing, any breach of any term, condition or requirement of this Agreement by the other party hereto. However, in the event that either party makes or gives such a waiver, such

action shall not constitute a further or continuing waiver of any preceding or succeeding breach, or requirement of compliance with, the same or any other provision or contractual requirement, unless a specific statement to the contrary is contained with such waiver. No waiver or consent shall be implied from the silence or from the failure of any party to act, except as otherwise specified in this Agreement.

- 17. **JURISDICTION.** The parties hereby understand and agree that this Agreement, and the attachments hereto, have been negotiated and executed in the State of California and shall be governed by, and construed under, the laws of the State of California.
- 18. **AMENDMENTS.** No addition to, or modification of, any provision contained in this Agreement shall be effective unless fully set forth in writing *and* signed by the authorized representative of both of the parties hereto.
- 19. **INTERPRETATION AND OPPORTUNITY TO COUNSEL.** The parties hereto acknowledge and agree that each has been given an opportunity to independently review this Agreement with legal counsel. In the event of a controversy or dispute between the parties concerning the provisions herein, this document shall be interpreted according to the provisions herein and no presumption shall arise concerning the draftsman of such provision.
- 20. **SEVERABILITY.** If any term, provision, condition or covenant of the Agreement shall, to any extent, be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent provided by law.
- 21. **EXECUTION OF COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which shall be deemed a duplicate original when all counterparts are executed, but all of which constitute a single instrument.
- 22. **SIGNATURES.** In witness therein, we affix our signatures to this Agreement with the full and complete understanding of the relationship between the parties hereto.

The Governing Board of and on Behalf of ECRA

DATED: _____

By: _____
David Hussey, Executive Director

DATED: _____

By: _____
Minita Clark, Administrative Director

This Employment Agreement is subject to ratification and approval by the Governing Board of ECRA.

RATIFIED: _____

By: _____
Signature of Board Chair or Secretary

ATTACHMENT A

EL CAMINO REAL CHARTER HIGH SCHOOL

ADMINISTRATIVE DIRECTOR JOB DESCRIPTION

The ECRCHS team of Administrative Directors supports the Executive Director in various functions. The Administrative Directors carry out the Charter School's educational vision and provide support and resources for teachers and students. At ECRCHS, The Administrative Directors oversee any of the following specific areas: Curriculum & Instruction, Counseling, Athletics & Facilities, Special Education, and Student Discipline/Alternative Education/Independent Study.

Responsible to

Executive Director

Subordinates

Certificated and Classified personnel as assigned.

Responsibilities of the Administrative Director

1. Implement, supervise, and monitor core and supplemental instructional programs leading to continuous student learning improvement and student mastery of CCSS and other state content standards.
2. Support school leadership teams in developing long and short-range plans for academic achievement.
3. Develop, support, guide, and evaluate teachers, counselors, and other personnel to ensure the academic achievement of all student subgroups and targeted student populations.
4. Provide instructional support by building the capacity of teachers in implementing effective strategies to teach all students subgroups and targeted populations, including English Learner, foster youth, homeless youth, socioeconomically disadvantaged students, standard English learners, gifted and talented students, students achieving elbow grade level, and students with disabilities.
5. Provide leadership and collaboration between and among all departments to ensure resources and support are prioritized to meet individual school needs.
6. Serve as an instructional team resource to teachers, parents, and students.
7. Carefully monitor school performance via frequent classroom observations and in-depth data analysis in order to identify areas of strength as well as opportunities for improvement.
8. Oversee professional development and ensure that the professional development plans prepare teachers to master CCSS and other state content standards and is aligned with the Single Plan for Students Achievement and the District's Master Plan for English Learners and Standard English Learners.
9. Ensure that educators have efficient access to high quality student achievement data and meaningfully use this data to improve instruction.
10. Foster a work environment that is student-centered, results-oriented, and focused on instructional improvements and increased student achievement for every child.
11. Assist in the preparation of the annual LCAP
12. Collaborate and possibly oversee the implementation of school wide testing.
13. Prepare the Charter School's master schedule and summer school schedule.

14. Recommend and implement student intervention or disciplinary actions in accordance with the Education Code, and the Charter School's student responsibility code.
15. Assist with Western Association of School and Colleges (WASC) accreditation process.
16. Assist the Executive Director in meeting state and federal mandates and to ensure instructional monitoring and compliance needs.
17. Oversee student services, extracurricular activities, and all school athletics.
18. Assist in formulating, interpreting, and implementing the Charter School's administrative policies.
19. Organize, support, and oversee systems to maintain high quality remote learning in the event that a public health crisis or disaster event precludes or limits the feasibility of classroom-based instruction.

Duties of the Administrative Director **Curriculum, Secondary School**

Job Purpose

Assists the Executive Director in maintaining a comprehensive, instructionally effective and compliant program that accelerates the academic achievement for all student subgroups and targeted populations, including English Language Learners, low-income students, foster youth, standard English learners, gifted and talented, and students with disabilities. Major responsibilities are school wide curriculum and supervision of extracurricular activities.

Other Responsibilities

Essential Functions

1. Assists in the implementation of and supervises and monitors core and supplemental instructional programs leading continuous student learning improvement.
2. Supports school leadership teams in developing long and short-range plans for academic achievement.
3. Develops, supports, guides, and evaluates teachers and other personnel to ensure the academic achievement of all student subgroups and targeted student populations.
4. Provides instructional support by building the capacity of teacher in implementing effective strategies to teach all student subgroups and targeted populations, including English Language Learners, low-income students, foster youth, standard English learners, gifted and talented, and students with disabilities.
5. Leads teachers and assists the Executive Director to ensure that the professional development plan and intervention services are aligned with the Single Plan for Student Achievement and the school's Master Plan for English Language Learners.
6. Serves as an instructional team resource to schools, parents, and students.
7. Assists in formulating, interpreting, and implementing the school's administrative policies.
8. Collaboratively implements a plan for School-wide Positive Behavior Support that encourages students to set goals and monitor their own behavior.
9. Counsels students and recommends and implements student intervention or disciplinary actions in accordance with the Education Code, District policy and procedures, and the school's student responsibility code.
10. Assists the school Executive Director to meet state and federal mandates and to ensure instructional monitoring and compliance needs.

11. Organize, collaborate and assist with school extracurricular activities and community affairs.

Other Functions

1. During periods of critical personnel shortage or other emergency situation, shall temporarily perform any duties, as directed, within the authorization of any credentials held by the incumbent which are registered with the Office of the Los Angeles County Superintendent of Schools and that are part of the class description requirements in effect at the time such duties are performed.
2. Performs other duties as assigned.

Knowledge, Skills, Abilities, and Personal Characteristics:

1. Knowledge of the fundamental principles and accepted practices, current trends, literature, and research in the field of secondary education.
2. Knowledge of effective administrative and managerial practices and ability to implement them.
3. Knowledge of ECRCHS and District policies and procedures, goals and objectives, organizational structure and functions, the California Education Code, Board of Education rules and resolutions, collective bargaining agreements, negotiated contracts, and consent decrees, highly desirable.
4. Knowledge of the California education Code regarding MTSS. Knowledge of LAUSD requirements for the same preferred.
5. Knowledge of and experience in overseeing certificated staff, including conducting conferences and disciplinary procedures as required, as well as conducting evaluation and assessments.
6. Knowledge of Restorative Justice and various intervention strategies.
7. Knowledge of a Learning Management System.
8. Leadership skills in facilitating group processes, including consensus building and resolution of conflict.
9. Ability to plan, organize, prioritize, and manage time for self and others.
10. Ability to work effectively with all racial, ethnic, linguistic, disability, and socioeconomic groups.
11. Ability to communicate effectively with students, supervisors, co-workers, parents, community representatives, and other ECRCHS and District personnel, both individually and as a group.
12. Ability to make formal, public presentations.
13. Ability to compose and comprehend written communication.
14. Ability to observe students' and subordinates' activities.
15. Ability to cope with crisis situations.
16. Ability to cope with multiple tasks.
17. Ability to travel to other sites/locations.
18. Appropriate interpersonal style and methods to guide individuals and groups towards task accomplishments.

Administrative Director Requirements:

1. A master's degree or advanced degree of at least equivalent standard from an accredited

college or university.

2. At least four semester units in multicultural education or equivalent study
3. At least five years of successful full-time public-school program teaching
4. A valid California K-12 Teaching Credential requiring a bachelor's degree and a program of professional preparation, including student teaching.
5. A valid Administrative Services Credential authorizing k-12 service.

NOTE: This job description is not a complete statement of essential functions and responsibilities. The school retains the discretion to add or change typical duties of position at any time.

Attachment B – ECRA Administrative Directors Salary Table

Steps

	1	2	3	4	5
234-days basis	115,984	122,513	129,419	136,706	144,679
249-days basis	123,419	130,366	137,716	146,469	153,953

Differentials

- Bilingual \$3,000
- Master’s \$5,000
- MBA \$8,000
- Doctorate \$10,000

Attachment C – Vacation, Holidays and Sick Days

Classified & Admin Vacation Days

Full-time employees, working 12 months per year, have the following vacation days:

- Years 0 to 4 10 days or 0.038462/hour worked
- Years 5 15 days or 0.057692/hour worked
- Year 6 16 days or 0.061539/hour worked
- Year 7 17 days or 0.065385/hour worked
- Year 8 18 days or 0.069231/hour worked
- Year 9 19 days or 0.073008/hour worked
- Year 10 and beyond 20 days or 0.076923/hour worked

Years are based on time with conversion; however, if they were part of the conversion staff, then it is years with LAUSD and years with conversion.

Vacation days may be carried over up to one-and-a-half times the annual rate; when the maximum is reached, vacation days will no longer accrue until vacation time is used.

Sick Days

Full-time employees, working 12 months per year, receive 13 illness days each year. Employees who work less than 12 months will receive one (1) sick day for each month of paid service.

School Holidays

Full-time employees working 12 months per year enjoy 14 paid holidays within the year; other employees enjoy based on their working calendar.

- New Year's Day
- Martin Luther King Jr. Day
- President's Day
- Cesar Chavez Day
- Memorial Day
- Juneteenth
- Independence Day
- Admissions Day
- Labor Day
- Veterans Day
- Thanksgiving Day and the day after
- Christmas Day
- New Year's Eve

●

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