



El Camino Real Charter High School

Special Board Meeting

9-30-26 Special Board Meeting

Date and Time

Wednesday September 30, 2026 at 5:30 PM PDT

Location

El Camino Real Charter High School - Media Center

5440 Valley Circle Woodland Hills CA 91367

Meeting can also be seen and heard at:

North Campus - 7401 Shoup Ave. West Hills CA 91307

ANNUAL MEETING AND 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:

PUBLIC COMMENTS

1. Agendas are available to all audience members at the door to the meeting.

2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Public Comments." "Public Comments" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, Due to public meeting laws, the Board can only listen to your issue, not respond or take action during the Public Comments periods. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.

A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall be permitted twice the allotted time to speak. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.

3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify the item(s) on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes before the item is addressed, and total time allocated to agenda items will not exceed six (6) minutes for a Discussion item and nine (9) minutes per Vote item. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall be permitted twice the allotted time to speak, and the total allocated time shall be appropriately increased as well.

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

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

IMPORTANT NOTE REGARDING PUBLIC COMMENTS: Effective September 2022, public comments presentations at all ECRA Regular and Special Board Meetings and at Committee Meetings must be made in person. There is no obligation on the part of the school to have a school official read public comments during in person 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.

In compliance with the Americans with Disabilities Act (ADA) and upon request, El Camino Real Alliance may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Requests for disability related modifications or accommodations shall be made 24 hours prior to the meeting to Emilie Larew, in person, by email at comment@ecrchs.net, or by calling [\(818\) 595-7500](tel:8185957500).

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
Opening Items			
A. Call the Meeting to Order		Mariellen Webster	1 m
B. Record Attendance and Guests		Ryan Guinto	1 m
C. Pledge of Allegiance to the United States of America (USA)		Ryan Guinto	1 m
D. Public Comments		Public	24 m
NOTE: "Public Comments" is set aside for members of the audience to raise issues that are not specifically on the agenda.			
However, due to public meeting laws, the Board can only listen to your issue, not respond or take action.			
These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed twenty four (24) minutes. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall be permitted twice the allotted time to speak.			
The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item			
II. Governance			5:57 PM
A. Discuss and Vote to Elect the Board Secretary	Vote	Mariellen Webster	5 m
III. School Business			6:02 PM

	Purpose	Presenter	Time
A. Discuss and Vote Resolution Authorizing Submission of Charter	Vote	Emilie Larew	5 m
Prior to the vote, Interim Executive Director, Ms. Larew will discuss the Renewal Petition to LAUSD Board of Education.			
B. Discuss and Vote to Approve Agreement for Financial Services	Vote	Emilie Larew	5 m
Prior to the vote, Interim Executive Director, Ms. Larew will present the Agreement for Financial Services			
IV. Closed Session			6:12 PM
A. Conference with Legal Counsel - Anticipated Litigation	Discuss	Legal Counsel	30 m
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (2) Two Cases			
B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE	Discuss	Legal Counsel	30 m
V. Reconvene to Open Session			7:12 PM
A. Report on Actions Taken in Closed Session, If Any	Discuss	Mariellen Webster	1 m
VI. Closing Items			7:13 PM
A. Adjourn Meeting	Vote	Mariellen Webster	1 m

Coversheet

Discuss and Vote to Approve Agreement for Financial Services

Section:	III. School Business
Item:	B. Discuss and Vote to Approve Agreement for Financial Services
Purpose:	Vote
Submitted by:	
Related Material:	CSMC Proposal for El Camino Real Charter High School.pdf



October 2026 – December 2026

CSMC Proposal:

El Camino Real Charter High School

25+ YEARS OF EXPERIENCE. BUILT ON TRUST. FOCUSED ON THE FUTURE.

Created By:

CSMC
41689 Enterprise Circle N Ste 222
Temecula, CA 92590
888.994.CSMC

Prepared for:

Emilie Larew
Interim Executive Director



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Executive Summary**Strategic Transition. Strong Foundation**

25+ years of charter-school experience, built around the needs of school leaders.

CSMC is excited to be considered by El Camino Real Charter High School as a back-office service partner and provider. We are confident in our ability to provide the immediate strategic transitional support El Camino Real Charter High School is seeking for the 2026 - 2026 school year.

150+
SCHOOLS SERVED

90+
TEAM MEMBERS

25+
YEAR SUPPORTING
CHARTER SCHOOLS

WHY CALIFORNIA CHARTER SCHOOLS CHOOSE CSMC**01 California Expertise**

More than 25 years supporting California charter schools and navigating the state's financial, compliance, and reporting requirements.

02 Audit Ready

Organized financial records, proactive preparation, and responsive coordination throughout the audit process.

03 Strong Relationships

Extensive experience working with authorizers, auditors, legal partners, school boards, and other charter-school stakeholders.

04 Responsive Team

Accessible specialists who provide practical solutions, clear communication, and dependable follow-through.

CALIFORNIA EXPERTISE YOU CAN COUNT ON

CSMC understands California's financial reporting, audit, authorizer, and state and federal compliance requirements. Our team stays current as regulations and expectations evolve.

We work alongside school leadership to keep deadlines visible, clarify responsibilities, and provide the timely information leaders and governing boards need to make informed decisions.

CSMC brings charter-school experience, practical systems, and coordinated support to the work behind your mission.

CSMC History**Mid 1990s - Charter School Inspiration**

CSMC's story begins with founder Sandro Lanni, who became interested in the charter school movement while exploring educational opportunities for his own children.

1999 - Temecula Preparatory School

Sandro co-founded Temecula Preparatory School and served as its volunteer Board Treasurer, gaining firsthand experience with the financial and operational needs of charter schools.

2001 - CSMC Established

As other schools began seeking guidance and support, Sandro founded CSMC to help charter schools navigate financial management and operational challenges.

Supporting Schools Today

Over the past 25+ years, CSMC has grown into a dedicated team supporting charter schools with financial expertise and operational partnership.

We don't just understand your challenges. We have navigated them ourselves.

Our leadership includes former charter-school founders, administrators, and authorizers. We understand what it takes to lead a school, support a governing board, and met authorizers and auditor expectations.

Serving schools in CA, NV, and TN.

Provision of Core Services

CONSULTING SERVICES**SCOPE OF SERVICES TO INCLUDE:**

- Provide interim Chief Business Officer (CBO) support for an anticipated period of approximately 2-3 months, potentially through the end of the calendar year.
- Serve as a strategic financial leader, helping to bridge organizational needs while overseeing and supporting key financial operations and business functions.
- Deliver on-site support two days per week, supplemented by remote assistance for the remaining three days to ensure continuity of services and responsiveness to organizational needs.
- Maintain flexibility regarding on-site workdays and scheduling, with the exception of required attendance at the FCMAT meetings scheduled for October 26-27.
- Collaborate closely with leadership to assess operational priorities, provide financial guidance, and support ongoing business office functions during the transition period.

**ACCOUNTABILITY AND EDUCATION PROGRAM COMPLIANCE
AND GRANT WRITING SERVICES**

OPTIONAL SERVICES · AVAILABLE FOR AN ADDITIONAL FEE

PLAN	MEASURE	COMPLY	GOVERN
01 LCAP PLANNING Build a complete three-year accountability plan. Align goals, actions and required metrics to California's Eight State Priorities and prepare responses for the applicable state template.		02 INSTRUCTIONAL DATA ANALYSIS Turn state data into priorities for improvement. Use available CA Dashboard and CAASPP results to identify student-group needs and support improvement planning, including DA and ESSA accountability.	
03 CHARTER RENEWAL Prepare a renewal petition built for authorizer review. Support leadership through petition development, submission strategy and the political and operational considerations surrounding renewal.		04 EDUCATIONAL PARTNER ENGAGEMENT Create a consistent engagement and governance plan. Strengthen transparency and gather meaningful student, parent and community input for the LCAP and other local, state and federal plans.	



05 FEDERAL PROGRAMS & FPM

Strengthen Title program compliance.

Review the use of federal Title funds, specialized instructional programs and related requirements, including the one-time LCAP Federal Addendum.

06 BOARD TRAINING

Equip boards for effective oversight.

Training may cover governing best practices, Brown Act compliance, board roles and responsibilities, fiscal management and oversight.

ADDITIONAL WAYS WE CAN SUPPORT YOUR TEAM

LEARNING Complimentary Webinars • Intensive Workshops	LEADERSHIP Executive Coaching Instructional Leadership •	FUNDING Grant research • Writing • Support
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Support is scoped to school needs and may be offered at different service levels. Fees apply to requested services and intensive workshops.

Qualifications and Experience of Key Personnel

Expertise That Strengthens Your School

Proven leadership. Practical insight. Reliable support.



ROLE

Executive Vice President of Operations

CREDENTIALS

Certified Public Accountant (CPA)

EXPERIENCE

Charter school consulting and financial leadership across California, Nevada, and Tennessee since 2019

Aaron Guibord

EXECUTIVE VICE PRESIDENT OF OPERATIONS

Aaron Guibord is a Certified Public Accountant (CPA) with extensive experience supporting charter schools across California, Nevada, and Tennessee. Since joining CSMC in 2019, he has provided financial and operational leadership across multiple service areas, helping schools navigate complex fiscal, compliance, governance, and organizational matters.



FINANCIAL STRATEGY

Provides guidance on budgeting, cash flow planning, financial reporting, and long-term fiscal sustainability.



BOARD SUPPORT

Supports board presentations, fiscal policy development, charter renewals, and discussions with school leadership and authorizers.



COMPLIANCE & ADVISORY

Advises schools on audits, regulatory requirements, financial policies, system improvements, and operational compliance.



TRUSTED PARTNER

Brings a broad operational perspective to help school leaders strengthen internal processes, governance, and financial stability.



ROLE

Vice President of School Business Management

CREDENTIALS

Bachelor of Science in Accounting

EXPERIENCE

More than 10 years of fiscal experience across charter schools, public education, auditing, and private-sector accounting

Josh Eng

VICE PRESIDENT OF SCHOOL BUSINESS MANAGEMENT

Josh Eng brings more than a decade of fiscal experience supporting charter schools and public education. His background spans auditing, school district accounting, private-sector accounting, and charter school fiscal leadership. At CSMC, he provides financial leadership and strategic guidance to help school partners strengthen fiscal practices, maintain compliance, and make informed operational decisions.



AUDIT & ACCOUNTING

Brings experience as an auditor and accountant, providing a strong foundation in financial reporting, internal controls, and sound fiscal practices.



BUDGETING & FISCAL MANAGEMENT

Supports budgeting, financial planning, fiscal oversight, and informed decision-making to promote long-term financial sustainability.



COMPLIANCE

Provides guidance on state and federal fiscal requirements, helping school partners maintain strong financial practices and regulatory compliance.



STRATEGIC FINANCIAL LEADERSHIP

Applies experience across auditing, school districts, private industry, and charter schools to provide practical solutions and well-rounded financial guidance.

Technology, Security, and Innovation

Technology and Client Resources

Secure tools. Smarter systems. Better support.

 Real-time accounting software and a secure financial portal with 24/7 access	 Through our partnership with Edstruments, accounts payable and procurement processes are automated and streamlined.	 Charter Vision's compliance calendar helps you stay ahead of important deadlines.
 A user-friendly platform for sharing essential information and files between your school and the CSMC team.	 We use Microsoft Teams for standing calls and ongoing collaboration with your team.	

DATA SECURITY & INFORMATION PROTECTION

Protecting your information is fundamental to how we serve our Charter Schools. We apply industry best practices to safeguard financial, employee, and student data.

Multi-Factor Authentication Required wherever supported.	Role-Based Access Access is granted based on job responsibilities and business need.	User Access Reviews User permissions are routinely reviewed and updated.
Internal Reviews & Audits Ongoing internal reviews of security and operational controls.	Employee Training Regular training on cybersecurity awareness and data protection.	Secure Technology Partners We use reputable cloud platforms and software providers with industry-standard security programs.

RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE

CSMC uses approved AI tools to support employee productivity, improve internal processes, and enhance the quality of our work. Our approach prioritizes data security, responsible use, and human oversight.

Security & Privacy First AI tools are evaluated for privacy, security, and appropriate business use before they are introduced into our operations.	Client Data Is Not Used for AI Training Client information is not used to train public or third-party AI models, and approved tools are configured to protect organizational data.	Information Is Never Publicly Shared Confidential information is kept within approved systems and used only for authorized business purposes.
Human-in-the-Loop AI may assist with writing, planning, research, and process improvement, but CSMC professionals remain responsible for reviewing and approving the work.	Responsible Adoption We continue to monitor changes in AI technology, security, and privacy so we can expand its use thoughtfully and responsibly.	

Appendix

Supporting Information & Reference Materials

The following pages provide supplemental details, documentation, and reference materials that support the services, responsibilities, and implementation approach outlined in this proposal.

APPENDIX A: PRICING SHEET

Services and Pricing

Clear pricing. Comprehensive support. No surprises.

El Camino Real Charter High School

5440 Valley Circle Blvd. Woodland Hills, CA 91367

SERVICES INCLUDED

Consulting Scope of service:

Scope of Services to Include:

- Provide interim Chief Business Officer (CBO) support for an anticipated period of approximately 2-3 months, potentially through the end of the calendar year.
- Serve as a strategic financial leader, helping to bridge organizational needs while overseeing and supporting key financial operations and business functions.
- Deliver on-site support two days per week, supplemented by remote assistance for the remaining three days to ensure continuity of services and responsiveness to organizational needs.
- Maintain flexibility regarding on-site workdays and scheduling, with the exception of required attendance at the FCMAT meetings scheduled for October 26-27.
- Collaborate closely with leadership to assess operational priorities, provide financial guidance, and support ongoing business office functions during the transition period.

Note: A \$5,000 credit will be applied to consulting fees upon execution of a full back-office services agreement with CSMC at the conclusion of the engagement.

TERM	START DATE	END DATE	TOTAL
Term 1	October 1, 2026	December 31, 2026	Hourly support: \$300/hour/person for onsite support*, \$150/hour/person for remote support *On-site rate is for hours actually onsite (travel time, mileage reimbursement cost, and lodging, if applicable, will be absorbed by CSMC)

APPENDIX B: SCOPE OF SERVICES

EXECUTIVE SUMMARY

CSMC is excited to be considered by El Camino Real Charter High School as a back-office services partner and provider, and we are confident in our ability to provide the immediate strategic transitional support that El Camino Real Charter High School is seeking for the 2026 - 2026 school year.

CSMC was founded over twenty-five years ago and has been successfully supporting charter schools providing high-quality comprehensive financial back-office and compliance support services at affordable prices ever since. We currently serve over 150+ charter schools in California, Nevada, and Tennessee.

Our founder and current President, Sandro Lanni, started our business as a parent volunteer of children attending a public charter school. He recognized that the burden of managing all the business operations and financial compliance requirements diminished the school leader's ability to focus solely on the educational mission of the school and the needs of the community. Initially volunteering to help with accounting and compliance, he established Charter School Management Company (CSMC) to enable charter leaders to focus on what was most important and to trust CSMC's experience and expertise to handle finance, compliance and business operations and much more.

CSMC is well versed in California state and federal compliance, auditing and reporting requirements and we continue to stay abreast of the ever-changing regulations. We have developed synergy with multiple audit firms and law firms and CSMC is recognized in California as a highly reliable and responsive partner who provides high quality and consistent services.

Our sole focus is supporting charter schools. Like other back-office firms, we are CPAs, MBAs, accountants, and former auditors; however, with CSMC, you get much more. We're former charter school founders, administrators, and authorizers. That experience can never be replicated, only earned. Our leadership team has sat in your chair and worn your shoes. We understand the importance of meeting and exceeding authorizer and auditor requirements and expectations. At CSMC we don't just say "we understand your challenges." We've navigated your challenges ourselves.

PROVISIONS OF CORE SERVICES

CSMC's core services include comprehensive financial back-office support including accounting, budgeting, and compliance reporting along with payroll and retirement reporting services and student data services including SIS, attendance, and state reporting support. We have 25+ years of experience providing high-quality services in California.

One of CSMC's core values is to improve the Charter School experience. One way we commit to doing this is by being responsive and accessible. We can be nimble on how you prefer we communicate with you and your team.

We are accessible via email, Teams, phone, and text. With advance planning we can be available on weekends. We want our communication protocols to be tailored to your needs and preferences. We will accommodate your Board meeting schedule.

CSMC goes above and beyond our core services with our expertise in Accountability and Education Program Compliance and Grant Writing Services (outlined below.) We include your free access to regularly scheduled webinars facilitated by our experts.

As former charter school founders, administrators, and authorizers, we bring a unique and valued perspective that our Charter Schools recognize by helping convey financial compliance and authorizer expectations in a way that best supports the dynamic leadership and Board at each of our Charter Schools.

APPENDIX C: SAMPLE BOARD REPORT



Financials through Dec 31, 2024

Monthly Financial Board Report

Prepared for: SAMPLE Charter Academy

Prepared by School's CSMC SBM - Aaron Guibord



Financial Summary

Actual to Budget:

This report is as of Dec 31, 2024, compared against our board-approved budget from September 2024, based on 850 students enrolled and 803.30 ADA.

YTD Revenues through Dec 31, 2024, are **\$7,417,857** or **0.7% (\$49,968.55) under** our current budget.

- LCFF revenues** are under budget by \$88k due to a timing variance in receiving December funds. I expect this variance to be trued up by the end of the year.
- Federal revenues** are trending under budget by about \$77k due to being two months behind in receiving **nutrition reimbursement** funds. Through the close of December, only funds through October have been received.
- State revenues** are trending higher due to recognizing more ELOP funds at present than our budget model accounts for. I expect for the variance to shrink by the end of the year and for actuals to be more in-line with budget.

YTD Expenses through Dec 31, 2024, are **\$9,682,558** or **9.6% (\$850,983.70) over** our current budget.

- Payroll related expenses** are ahead of spending pace through December. The biggest variance comes from overspend in classified salaries being \$138k ahead of budgeted spending pace, as well as substitute expense being \$136k ahead of budgeted spending pace. We will be amending the budgeted figures at the upcoming 2nd interim revisions.
- 4000s level expenses (materials & supplies)** are overspent by \$89k due to the school purchasing curriculum & materials heavily at the beginning of the year. However, when compared to previous years, spending pace is trending higher, and some categories have already eclipsed their total annual budget. We will amend these figures at 2nd interim.
- 5000s level expenses (other services)** are currently trending ahead of budget by \$374k or 28.0%. The biggest drivers are overspending in Educational consultants (\$229k over budgeted pace) and Professional/Consulting Services (\$65k ahead of budgeted pace). There are other categories that have already eclipsed their annual budgeted amounts such as Advertising & Fundraising Expense - which we will amend at the upcoming 2nd interim revision.

Therefore, net deficit is **(\$2,861,705)**.

Balance Sheet:

As of Dec 31, 2024, we had total cash of \$5,573,617, short-term liabilities of \$4,540,429, and long-term liabilities of \$2,238,278. The ending fund balance is \$4,185,094.

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Understanding the Financial Health of the Organization

The chart below explains some of the parameters that the school's leadership can evaluate to understand their financial health, and potential areas of weakness.

Cash Ratio

Ability to meet short-term obligations with cash



Current: 122.8 %

Target: > 60.0 %

Formula:
(Cash) / (Current Liabilities)

Defensive Interval

Months of continued operation without incoming funds



Current: 4.6

Target: > 3 months

Formula:
(Cash + Securities + AR) / (Average Expenses for Past 12 Months)

Current Ratio (Liquidity)

Ability to pay short-term obligations



Current: 1.3

Target: > 1.0

Formula:
(Current Assets) / (Current Liabilities)

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Actual to Budget Summary

FY 2024-2025, July - December

Account Description	July - Last Closed			2024-2025		
	Actual	Budget	Variance \$	Total Budget	Actual to Total Budget %	Remaining Budget
LCFF Revenue	\$4,577,538	\$5,466,035	(\$888,497)	\$12,106,139	37.8 %	\$7,528,601
Federal Revenue	\$477,645	\$554,805	(\$77,160)	\$1,477,658	32.3 %	\$1,000,013
State Revenue	\$1,724,695	\$1,303,918	\$420,776	\$3,831,125	45.0 %	\$2,106,449
Local Revenue	\$637,981	\$142,797	\$495,183	\$350,725	181.9 %	(\$287,255)
Total Revenue	\$7,417,857	\$7,467,555	(\$49,699)	\$17,765,647	41.8 %	\$10,547,790
Benefits	\$2,124,820	\$1,975,538	(\$149,282)	\$4,932,247	54.0 %	\$1,807,427
Classified Salaries	\$1,777,408	\$1,579,269	(\$198,140)	\$3,246,796	52.9 %	\$1,529,388
Certificated Salaries	\$3,336,516	\$3,724,976	(\$388,460)	\$6,140,987	54.3 %	\$2,804,471
Total Personnel Expenses	\$7,178,744	\$6,779,783	(\$398,962)	\$13,320,030	53.9 %	\$6,141,286
Other Outgo	\$90,600	\$95,639	\$5,039	\$190,233	47.6 %	\$99,622
Capital Outlay	-	\$6,000	\$6,000	\$15,000	0.0 %	\$15,000
Services	\$1,713,037	\$1,338,674	(\$374,362)	\$2,665,164	64.3 %	\$952,127
Books and Supplies	\$700,177	\$611,458	(\$88,718)	\$1,109,898	63.1 %	\$409,721
Total Operational Expenses	\$2,503,814	\$2,051,791	(\$452,022)	\$3,980,284	62.9 %	\$1,476,471
Total Expenses	\$9,682,558	\$8,831,574	(\$850,984)	\$17,300,314	56.0 %	\$7,617,756
Net Income	(\$2,264,701)	(\$1,364,019)	(\$900,682)	\$465,333	-487.0 %	\$2,730,034

Revenue
\$7,417,857Expenses
\$9,682,558Surplus / (Deficit)
(\$2,264,701)

This report displays all actual and budgeted revenue and expenditures by object code series and by month. This report can be useful in revenue in a timely manner and that you stay within board approved expenditure levels.

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Monthly Cash Balance Over Time

Current fiscal year and prior year



	Cash Amount	Actual or Projected		Cash Amount	Actual or Projected
July 2023	\$7,989,074.41	Actual	July 2024	\$7,730,208.47	Actual
August 2023	\$8,240,643.03	Actual	August 2024	\$7,198,027.35	Actual
September 2023	\$7,385,101.58	Actual	September 2024	\$6,448,189.32	Actual
October 2023	\$7,380,946.37	Actual	October 2024	\$5,806,245.44	Actual
November 2023	\$7,491,568.41	Actual	November 2024	\$5,794,171.05	Actual
December 2023	\$6,963,680.78	Actual	December 2024	\$5,573,636.98	Actual
January 2024	\$7,577,355.29	Actual	January 2025	\$6,569,541.86	Projected
February 2024	\$7,812,907.66	Actual	February 2025	\$6,695,993.73	Projected
March 2024	\$7,666,070.48	Actual	March 2025	\$6,944,177.08	Projected
April 2024	\$8,076,562.83	Actual	April 2025	\$7,653,905.47	Projected
May 2024	\$7,856,526.35	Actual	May 2025	\$7,756,156.05	Projected
June 2024	\$7,468,456.74	Actual	June 2025	\$9,035,799.63	Projected

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Balance Sheet Summary FY 2024-2025 - December

Assets		Liabilities and Net Assets	
Current Assets		Short-term Liabilities	
Accounts Receivable	\$151,922	Accounts Payable	\$202,974
Cash and Cash Equivalents	\$5,573,617	Accrued Liabilities	\$795,424
Prepaid Expenses	\$111,543	Other Short-Term Liability	\$4,042,030
Total Current Assets	\$5,837,081	Total Short-term Liabilities	\$4,540,429
Fixed Assets		Long-term Liabilities	
Accumulated Depreciation	(\$320,674)	Other Liabilities	\$2,238,278
Fixed Assets	\$1,677,065	Total Long-term Liabilities	\$2,238,278
Long-Term Investment	\$2,298,653	Total Liabilities	\$6,778,707
Total Fixed Assets	\$3,655,064	Total Unrestricted Net Assets	
Other Assets			
Other Assets	\$1,471,655	Total Restricted Net Assets	\$1,422,718
Total Other Assets	\$1,471,655	Total Net Increase/(Decrease) in Net Assets	(\$2,861,705)
Total Assets	\$10,963,801	Total Net Assets	\$4,185,094
		Total Liabilities and Net Assets	\$10,963,801

Liquidity Ratio
1.3

The balance sheet displays all of the school's assets and the school's obligations (liabilities) at a particular point in time. It is a useful way to ensure the school has enough money to pay off its debts.

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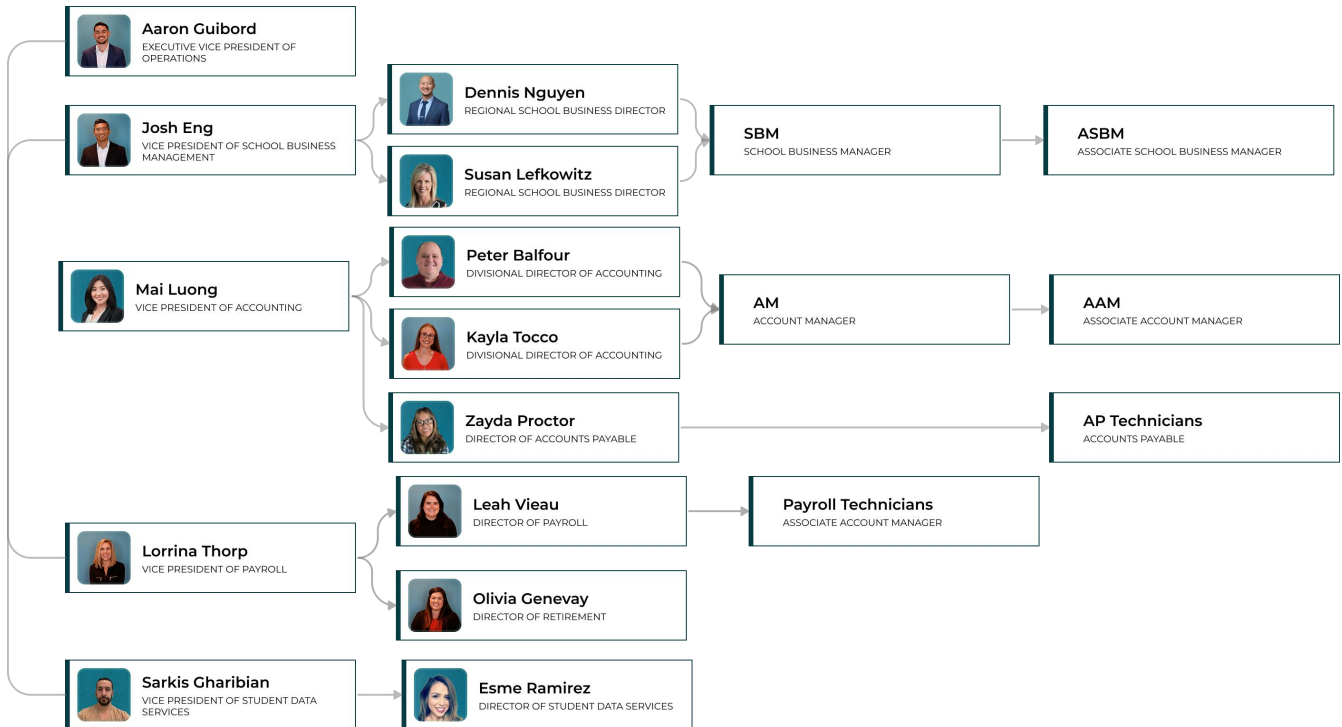
Looking Ahead

AREA	DUE DATE	COMPLIANCE ITEM	COMPLETED BY	BOARD MUST APPROVED	ADDITIONAL INFORMATION
Webinars	4/30/2025	CSMC Webinar -	School	No	https://us06web.zoom.us/join/register?u=33101X7x277ad9d0f9q
Finance	4/30/2025	ASES attendance and expenditure reports - Reporting due dates for After School Education and Safety (ASES) Programs. The due date may vary depending upon an LEA's District/County	CSMC with School Support	No	https://www.cde.ca.gov/ev/asesduesdates.asp
Finance	4/30/2025	Federal Cash Management Data Collection (CMDQ) - A web-based data collection application for LEAs to report federal cash management data for federal programs under the Every Student Succeeds Act (ESSA)	CSMC	No	https://www.cde.ca.gov/fg/ba/cmf/
Payroll	4/30/2025	1st Quarter Payroll Tax filing due -	Payroll Vendor	No	
Finance	4/30/2025	El Dorado special education ADA report -	CSMC	No	https://www.cde.ca.gov/sp/se/as/5/23-24esprptinst.asp
Student Data	5/1/2025	2024-25 P-2 Attendance Data - P-2 Submission Under Principal Apportionment. The P-2 (Second Principal Apportionment) submission is a key reporting period for Local Educational Agencies (LEAs) to update Average Daily Attendance (ADA) and other funding-related data. It includes attendance from the first day of school through the final reporting month that ends on or before April 15. The due date for P-2 varies for each LEA, as it must be submitted between the end of March and the beginning of May, depending on district, county, or State Board of Education (SBE) deadlines. P-2 serves as the final major attendance report before the Annual Apportionment and determines state funding allocations under the Local Control Funding Formula (LCFF) and other categorical programs. Accurate and timely reporting ensures LEAs receive appropriate funding based on student attendance and enrollment data.	CSMC with School Support	No	
Finance	5/1/2025	Special education low incidence reimbursement timing and steps vary by SELPA - Due date may vary depending on an LEA's SELPA. Low Incidence (LI) disabilities are defined in California Education Code as a severe condition with an expected incidence rate of less than one percent of the total statewide enrollment. LEAs with LI students may apply for reimbursement for some related materials, equipment, and services.	CSMC	No	https://www.cde.ca.gov/fg/fo/profile.asp?id=2299

APPENDIX D: SAMPLE MONTHLY FINANCIALS

Charter School Statement of Activities - Actual vs Budget		CSMC				
Reporting Book:	ACCRUAL					
As of Date:	03/31/2024					
Location:	Charter School					
	07/01/2023 Through 03/31/2024 Actual	07/01/2023 Through 03/31/2024 1st Interim Budget	Period Ending 03/31/2024 Actual minus budget % Variance		Year Ending 06/30/2024 1st Interim Budget	Remaining Budget Summary
Net Increase/(Decrease) in Net Assets						
Total Revenue						
LCFF Revenue	3,962,109.00	3,942,871.25	19237.75	0.5 %	5,673,480.38	1,711,371.38
Federal Revenue	188,661.30	464,992.75	(276331.45)	(59.4) %	1,692,916.00	1,504,254.70
State Revenue	984,123.35	773,275.85	210847.50	27.3 %	1,542,505.30	558,381.95
Local Revenue	45,870.92	7,788.13	38082.79	489.0 %	7,787.98	(38,082.94)
Total Revenue	5,180,764.57	5,188,927.98	(8163.41)	(0.2) %	8,916,689.66	3,735,925.09
Total Expenses						
Salaries and Benefits						
Certificated Salaries	2,550,480.12	2,503,436.09	(47044.03)	(1.9) %	3,388,864.99	838,384.87
Classified Salaries	1,301,324.73	1,310,529.79	9205.06	0.7 %	1,746,748.70	445,423.97
Benefits	995,817.02	968,369.81	(27447.21)	(2.8) %	1,280,831.39	285,014.37
Total Salaries and Benefits	4,847,621.87	4,782,335.69	(65286.18)	(1.4) %	6,416,445.08	1,568,823.21
Operational Expenses						
Books and Supplies	488,201.39	487,160.59	(1040.80)	(0.2) %	608,195.35	119,993.96
Services	1,566,527.46	1,395,871.23	(170656.23)	(12.2) %	1,846,599.76	280,072.30
Capital Outlay	59,550.03	61,007.78	1457.75	2.4 %	82,500.02	22,949.99
Total Operational Expenses	2,114,278.88	1,944,039.60	(170239.28)	(8.8) %	2,537,295.13	423,016.25
Total Expenses	6,961,900.75	6,726,375.29	(235525.46)	(3.5) %	8,953,740.21	1,991,839.46
Total Net Increase/(Decrease) in Net Assets	(1,781,136.18)	(1,537,447.31)	(243688.87)	15.9 %	(37,050.55)	1,744,085.63
Created on : 01/24/2025 5:19 PM PST						

APPENDIX E: CSMC SUPPORT TEAM EXAMPLE



APPENDIX F: PROPOSER REFERENCES

Trusted by Charter School Leaders.

Connect with experienced California charter-school leaders who know CSMC's partnership firsthand.



SPRINGS CHARTER SCHOOLS

Tanya Rogers

Assistant Superintendent

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OLIVE GROVE CHARTER SCHOOL

Meg Rydman

Superintendent

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(805)260-9148

Partnership is best understood through the people who experience it.