



# Navigator Schools

## Finance Committee

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### Date and Time

Monday April 18, 2022 at 2:00 PM PDT

### Location

Zoom (see Google Calendar)

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This meeting will be held in compliance with modified Brown Act requirements as outlined in Executive Order [N-25-20](#). An archive of board meeting minutes is available for public view at the Navigator Schools, 650 San Benito Street, Suite 230, Hollister CA 95023.

Individuals in need of a disability-related accommodation, modification, or auxiliary aid/service, should direct requests [via e-mail](#) to Sean Martin, Executive Assistant to the CEO.

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### Agenda

#### I. Opening Items

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Approve Minutes from Previous Meeting

Approve minutes for Finance Committee on February 16, 2022

## **II. Business and Finance**

### **A. Financials**

A.Ortiz will present financials as of March 31, 2022.

### **B. Review Consolidated Application Federal Funding Request**

A. Ortiz will present the Consolidated Application Federal Funding Request for the 2022-23 fiscal year.

### **C. Review LCAP Summary**

A. Ortiz will share the Local Control and Accountability Plan (LCAP) summary with the committee for review.

### **D. 2022-23 Preliminary Budget Review**

A. Ortiz will will share a preliminary budget for 2022-23.

### **E. Watsonville Prep Second Interim Report**

A. Ortiz will share the Second Interim Report for Watsonville Prep School.

### **F. Facilities Update**

K. Sved will provide an update on school facilities.

## **III. Closing Items**

### **A. Adjourn Meeting**

Members will vote on the approval of meeting adjournment.

# Coversheet

## Approve Minutes from Previous Meeting

**Section:** I. Opening Items  
**Item:** C. Approve Minutes from Previous Meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Finance Committee on February 16, 2022

APPROVED



## Navigator Schools

# Minutes

## Finance Committee

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### Date and Time

Wednesday February 16, 2022 at 2:00 PM

### Location

Zoom (see Google Calendar)

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This meeting will be held in compliance with modified Brown Act requirements as outlined in Executive Order [N-25-20](#). An archive of board meeting minutes is available for public view at the Navigator Schools, 650 San Benito Street, Suite 230, Hollister CA 95023.

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### Committee Members Present

JP Anderson (remote), Victor Paredes-Colonia (remote)

### Committee Members Absent

None

### Guests Present

Ami Ortiz (remote), Kevin Sved (remote), Sean Martin (remote)

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## I. Opening Items

### A. Record Attendance and Guests

## B. Call the Meeting to Order

Victor Paredes-Colonia called a meeting of the Finance Committee of Navigator Schools to order on Wednesday Feb 16, 2022 at 2:01 PM.

## C. Approve Minutes from Previous Meeting

JP Anderson made a motion to approve the minutes from Finance Committee on 10-06-21.

Victor Paredes-Colonia seconded the motion.

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

### Roll Call

Victor Paredes-Colonia Aye

JP Anderson Aye

## II. Business and Finance

### A. Financials

A. Ortiz presented financials and elicited questions from committee members. Participants discussed preferences for contents of future reports and alignment of components to annual audits. The committee reviewed revenues, expenditures, cash balances, and average daily attendance numbers.

### B. 2020-21 Audit Report

The committee chair congratulated A. Ortiz on the success of the audit. Members reviewed the audit process, and the chair recommended the development of process documents to sustain organizational knowledge.

### C. 2022-23 Budget Projections

A. Ortiz presented preliminary budget projections and answered clarifying questions. The committee discussed fundraising and grants, as well as budgeting related to a potential merger with Hayward Collegiate Charter School. K. Sved reviewed options concerning the management and distribution of Special Education funding.

## III. Closing Items

### A. Adjourn Meeting

JP Anderson made a motion to adjourn.

Victor Paredes-Colonia seconded the motion.

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

### Roll Call

Victor Paredes-Colonia Aye

**Roll Call**

JP Anderson            Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:33 PM.

Respectfully Submitted,  
Sean Martin

# Coversheet

## Financials

**Section:** II. Business and Finance  
**Item:** A. Financials  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** March 31 2022 Financials.pdf



2021-22 Financial Narrative  
 March 31, 2022

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2021-22 Net Income (GAAP)

	BOD Approved Budget Net Income (GAAP)	Projected Net Income (GAAP)
Charter Management Organization (CMO)	156k	156k
Gilroy Prep School (GPS)	293k	293K
Hollister Prep School (HPS)	86k	86K
Watsonville Prep School (WPS)	165k	165k
<b>Total</b>	700k	700k

- Charter Management Organization (CMO)
  - Nothing to report
  
- Gilroy Prep School
  - \$100k favorable variance in Federal funding for child nutrition due to the reimbursements continuing to be higher due to the pandemic
  - \$100k unfavorable variance in Federal funding for child nutrition due to more families receiving school based meals
  
- Hollister Prep School
  - Nothing to report
  
- Watsonville Prep School
  - \$164k favorable variance in Federal funding for child nutrition due to the reimbursements continuing to be higher due to the pandemic
  - \$164k unfavorable variance in Federal funding for child nutrition due to more families receiving school based meals



## Navigator Schools Balance Sheet

As of Date:

03/31/2022

### NAVIGATOR

### 407 MAIN ST LLC

Year To Date

Year To Date

03/31/2022

03/31/2022

Current Year Balance

Current Year Balance

#### Assets

##### Current Assets

Cash and Cash Equivalents 4,842,123 311,240

Accounts Receivable, Net 251,711 -

Other Current Assets 186,893.36 -

**Total Current Assets 5,280,728 311,240**

##### Long-term Assets

Property & Equipment 962,011 7,019,757

Other Long-term Assets 4,763 -

**Total Long-term Assets 966,774 7,019,757**

**Total Assets 6,247,502 7,330,996**

#### Liabilities and Net Assets

##### Liabilities

##### Short-term Liabilities

Accounts Payable 306,948.66 75,512.15

Other Short-term Liabilities 539,534.22 225,343.19

**Total Short-term Liabilities 846,482.88 300,855.34**

##### Long Term Liabilities

Other Long-term Liabilities 421,004.52 7,992,567.06

**Total Long Term Liabilities 421,004.52 7,992,567.06**

**Total Liabilities 1,267,487.40 8,293,422.40**

Net Assets 4,980,014.37 -962,426.15

**Total Liabilities and Net Assets 6,247,501.77 7,330,996.25**

#### \*\*Loans Payable-Navigator Schools

Watsonville Prep School

\$190,2 California Department of Education

Watsonville Prep School

\$230,7 Pacific Charter School Development

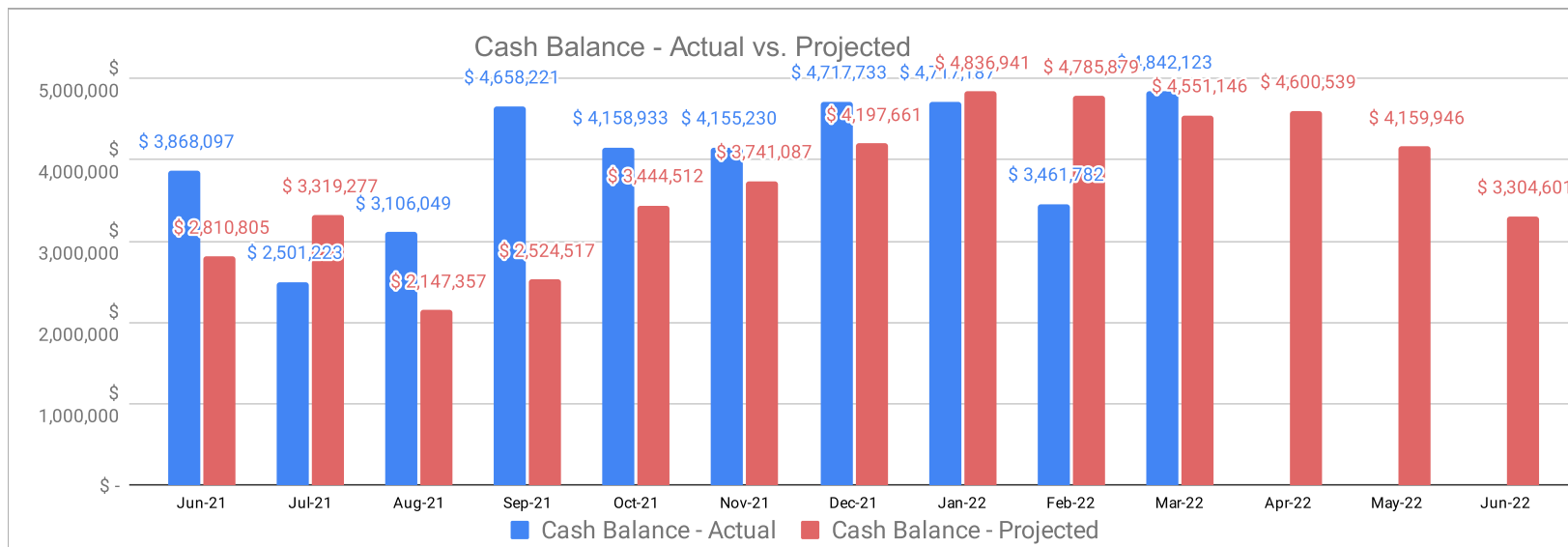
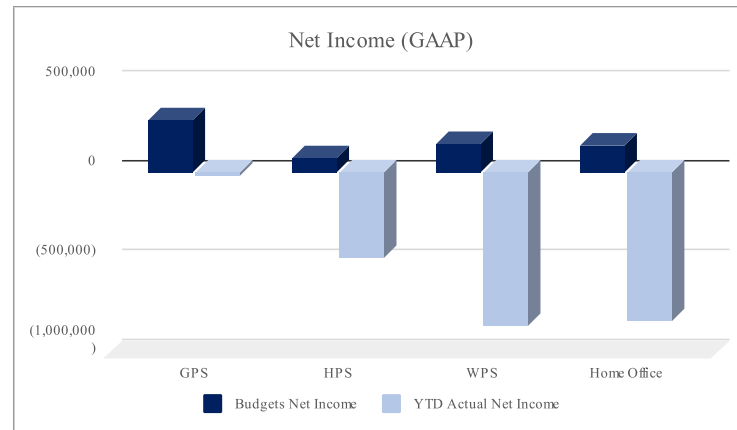
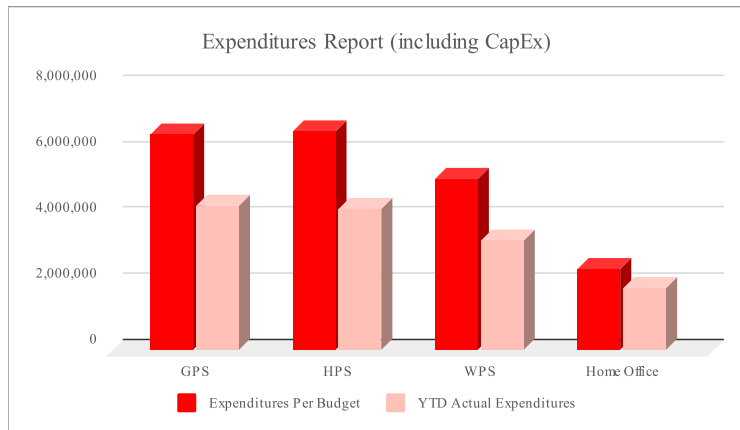
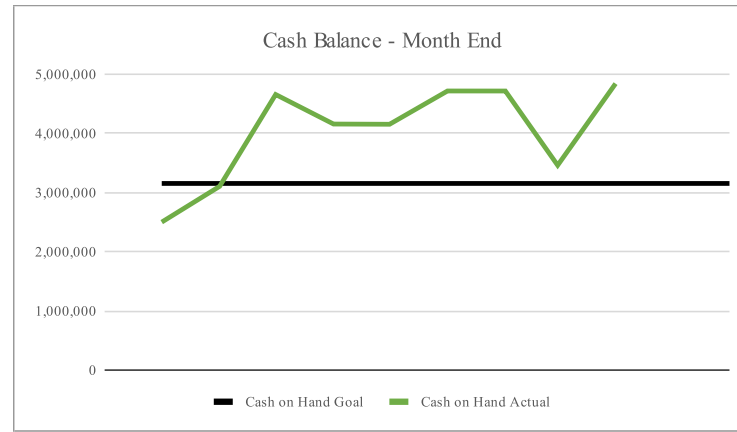
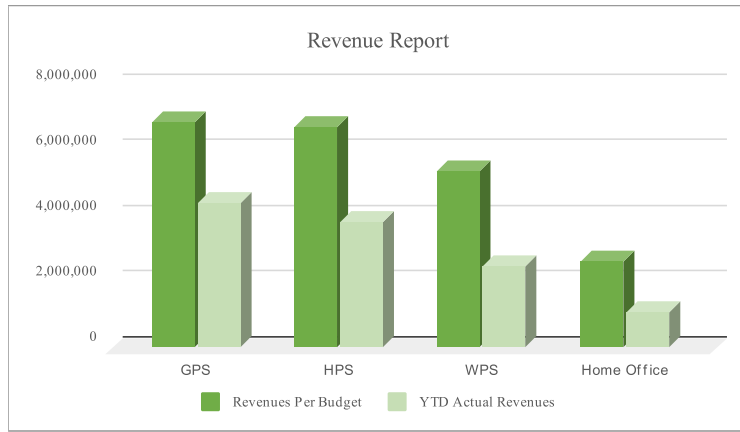
#### \*\* Loans Payable - 407 Main St

\$5,880, Civic Builders

\$414,6 LIIF

#### \*\*Other Long Term Liability-407 Main St

\$528,6 Deferred Rent 407



Navigator Schools - Finance Committee - Agenda - Monday April 18, 2022 at 2:00 PM

Navigator Schools - 2021-22 Budget vs. Projection

	March 31, 2022				GPS				HPS				WPS				CMO			
	Total	TOTAL	Total	Total	GPS	GPS	GPS	GPS	HPS	HPS	HPS	HPS	WPS	WPS	WPS	WPS	CMO	CMO	CMO	CMO
	2021-22	2021-22	2021-22	Projection	2021-22	2021-22	2021-22	Projection	2021-22	2021-22	2021-22	Projection	2021-22	2021-22	2021-22	Projection	2021-22	2021-22	2021-22	Projection
	BOD Approved				BOD Approved				BOD Approved				BOD Approved				BOD Approved			
	Budget	Actuals	Projection	<b>to Budget</b>	Budget	Actuals	Projection	<b>to Budget</b>	Budget	Actuals	Projection	<b>to Budget</b>	Budget	Actuals	Projection	<b>to Budget</b>	Budget	Actuals	Projection	<b>to Budget</b>
Enrollment	1405	1390	1400		540	540	540		540	540	540		325	310	320					
<b>REVENUE:</b>																				
LCFF Revenue	13,469,729	7,889,668	13,469,729	0	4,940,034	3,219,967	4,940,034	0	5,012,919	3,040,902	5,012,919	0	3,516,776	1,628,800	3,516,776	0	0	0	0	0
Federal Revenue	2,440,415	1,260,120	2,704,415	264,000	920,334	697,198	1,020,334	100,000	710,481	170,927	710,481	0	809,600	391,996	973,600	164,000	0	0	0	0
Other State Revenue	2,761,254	1,490,880	2,761,254	0	968,992	461,362	968,992	0	964,555	588,656	964,555	0	827,707	440,862	827,707	0	0	0	0	0
Donations & Grants	756,729	358,709	715,500	0	7,500	6,109	7,500	0	7,500	2,100	7,500	0	200,500	500	200,500	0	500,000	350,000	500,000	0
Other Revenue	110,929	26,438	110,929	0	48,729	17,704	48,729	0	20,000	1,025	20,000	0	15,200	845	15,200	0	27,000	6,864	27,000	0
CMO Management Fees	2,072,137	690,713	2,072,137	0													2,072,137	690,713	2,072,137	0
<b>REVENUE</b>	<b>21,569,964</b>	<b>11,716,528</b>	<b>21,833,964</b>	<b>264,000</b>	<b>6,885,589</b>	<b>4,402,339</b>	<b>6,985,589</b>	<b>100,000</b>	<b>6,715,455</b>	<b>3,803,609</b>	<b>6,715,455</b>	<b>0</b>	<b>5,369,783</b>	<b>2,463,003</b>	<b>5,533,783</b>	<b>164,000</b>	<b>2,599,137</b>	<b>1,047,576</b>	<b>2,599,137</b>	<b>0</b>
<b>EXPENDITURES:</b>																				
Salaries	11,353,655	7,711,595	11,353,655	0	3,605,210	2,431,220	3,605,210	0	3,668,875	2,434,186	3,668,875	0	2,562,689	1,696,356	2,562,689	0	1,516,881	1,149,832	1,516,881	0
Benefits & Taxes	2,905,672	2,127,295	2,905,672	0	886,550	710,681	886,550	0	874,290	692,179	874,290	0	684,740	398,195	684,740	0	460,092	326,240	460,092	0
Books & Supplies	1,358,654	1,369,779	1,623,650	264,996	549,104	552,292	650,000	100,896	370,250	249,824	370,250	0	360,900	512,296	525,000	164,100	78,400	55,368	78,400	0
Services & Other Operating Expense	3,112,200	1,937,514	3,112,200	0	744,212	429,853	744,212	0	915,919	627,508	915,919	0	1,064,652	529,445	1,064,652	0	387,417	350,707	387,417	0
CMO Management Fees	2,072,138	690,713	2,072,138	0	772,605	257,535	772,605	0	782,809	260,936	782,809	0	516,724	172,241	516,724	0				0
Capital Outlay	0	(4,580)	0	0	0	0	0	0	0	0	0	0	0	(4,580)	0	0	0	0	0	0
<b>EXPENDITURES</b>	<b>20,802,319</b>	<b>13,832,316</b>	<b>21,067,315</b>	<b>264,996</b>	<b>6,557,681</b>	<b>4,381,581</b>	<b>6,658,577</b>	<b>100,896</b>	<b>6,612,143</b>	<b>4,264,634</b>	<b>6,612,143</b>	<b>0</b>	<b>5,189,705</b>	<b>3,303,954</b>	<b>5,353,805</b>	<b>164,100</b>	<b>2,442,790</b>	<b>1,882,147</b>	<b>2,442,790</b>	<b>0</b>
<b>REVENUE LESS EXPENDITURES</b>	<b>767,645</b>	<b>(2,115,788)</b>	<b>766,649</b>	<b>(996)</b>	<b>327,908</b>	<b>20,758</b>	<b>327,012</b>	<b>(896)</b>	<b>103,312</b>	<b>(461,025)</b>	<b>103,312</b>	<b>0</b>	<b>180,078</b>	<b>(840,951)</b>	<b>179,978</b>	<b>(100)</b>	<b>156,347</b>	<b>(834,571)</b>	<b>156,347</b>	<b>0</b>
<b>GAAP Adjustments:</b>																				
Revenue Less Expenditures	767,645	(2,115,788)	766,649	(996)	327,908	20,758	327,012	(896)	103,312	(461,025)	103,312	0	180,078	(840,951)	179,978	(100)	156,347	(834,571)	156,347	0
Add back Capita Outlay to Net income	0	(4,580)	0	0	0	0	0	0	0	0	0	0	0	(4,580)	0	0	0	0	0	0
Subtract Depreciation Expense	(67,000)	(67,000)	(69,000)	0	(35,000)	(35,000)	(35,000)	0	(17,000)	(17,000)	(17,000)	0	(15,000)	(15,000)	(15,000.00)	0	0	0	0	0
<b>Net income - GAAP Basis 2021/22</b>	<b>700,645</b>	<b>(2,187,368)</b>	<b>699,649</b>	<b>(996)</b>	<b>292,908</b>	<b>(14,242)</b>	<b>292,012</b>	<b>(896)</b>	<b>86,312</b>	<b>(478,025)</b>	<b>86,312</b>	<b>0</b>	<b>165,078</b>	<b>(860,530)</b>	<b>164,978</b>	<b>(100)</b>	<b>156,347</b>	<b>(834,571)</b>	<b>156,347</b>	<b>0</b>
Beginning Net Assets @ 6/30/21	6,170,317	6,170,317	6,170,317		2,442,089	2,442,089	2,442,089		2,476,603	2,476,603	2,476,603		420,594	420,594	420,594		831,031	831,031	831,031	
Net Income - GAAP Basis 2021-22	700,645	(2,187,368)	699,649		292,908	(14,242)	292,012		86,312	(478,025)	86,312		165,078	(860,530)	164,978		156,347	(834,571)	156,347	
<b>Ending Net Assets @ 6/30/22</b>	<b>6,870,962</b>	<b>3,982,949</b>	<b>6,869,966</b>		<b>2,734,997</b>	<b>2,427,847</b>	<b>2,734,101</b>		<b>2,562,915</b>	<b>1,998,578</b>	<b>2,562,915</b>		<b>585,672</b>	<b>(439,936)</b>	<b>585,572</b>		<b>987,378</b>	<b>(3,540)</b>	<b>987,378</b>	

Navigator Schools - Financial Data

March 31, 2022

<u>Attendance and Enrollment Data</u>	<u>Total</u>	<u>GPS</u>	<u>HPS</u>	<u>WPS</u>
2021-22 ADA - Approved Budget	1342.3	518.4	518.4	305.5
2021-22 ADA	1320.1	507.6	510.6	301.87
2021-22 ADA %- Approved Budget	95.5%	96.0%	96.0%	94%
2021-22 ADA %	94.4%	94.70%	94.91%	93.17%
2021-22 Enrollment - Approved Budget	1405.0	540.0	540.0	325
2021-22 Enrollment	1398.0	536.0	538.0	324



	<u>Actual</u>
Cash balance as of 3/31/22	4,842,123
Projected Annual Expenditures (not including CMO Mgmt Fees)	18,995,177
Number of Months Cash on Hand	3.06

# Coversheet

## Review Consolidated Application Federal Funding Request

**Section:** II. Business and Finance  
**Item:** B. Review Consolidated Application Federal Funding Request  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** 2022-23 Consolidated Application for Funding Memo.pdf



Date: April 13, 2022

To: Board of Directors

From: Ami Ortiz, Director of Business & Finance

Re: 2022-23 Consolidated Application for Funding

It is recommended that the Board approve the 2022-23 Consolidated Application for Funding for Gilroy Prep, Hollister Prep and Watsonville Prep.

**Background**

Local Educational Agencies (LEA) use the Consolidated Application and Reporting System (CARS) to electronically apply for, manage, report and provide assurances that the LEA will comply with the legal requirements related to specific formulas driven by state and/or federal categorical programs. The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

With the Board's approval Gilroy Prep, Hollister Prep and Watsonville Prep will all be applying for Title I-Part A, Title II- Part A, Title III- Part A, and Title IV-Part A.

**Summary**

Staff recommends the Board to approve the 2022-23 Application for Funding for Gilroy Prep, Hollister Prep and Watsonville Prep.

### 2021-22 Consolidation of Administrative Funds

A request by the local educational agency (LEA) to consolidate administrative funds for specific programs.

**CDE Program Contact:**

Hilary Thomson, Fiscal Oversight and Support Office, [HThomson@cde.ca.gov](mailto:HThomson@cde.ca.gov), 916-323-0765

Title I, Part A Basic SACS Code 3010	Yes
Title I, Part C Migrant Education SACS Code 3060	Yes
Title I, Part D Delinquent SACS Code 3025	No
Title II, Part A Supporting Effective Instruction SACS Code 4035	Yes
Title III English Learner Students - 2% maximum SACS Code 4203	Yes
Title III Immigrant Students SACS Code 4201	No
Title IV, Part A Student Support - 2% maximum SACS Code 4127	Yes
Title IV, Part B 21st Century Community Learning Centers SACS Code 4124	Yes

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

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### 2021-22 Consolidation of Administrative Funds

A request by the local educational agency (LEA) to consolidate administrative funds for specific programs.

**CDE Program Contact:**

Hilary Thomson, Fiscal Oversight and Support Office, [HThomson@cde.ca.gov](mailto:HThomson@cde.ca.gov), 916-323-0765

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# Coversheet

## Review LCAP Summary

<b>Section:</b>	II. Business and Finance
<b>Item:</b>	C. Review LCAP Summary
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	2022-23 LCAP Update.pdf



Date: April 14, 2022

To: Board of Directors

From: Ami Ortiz, Director of Business & Finance

Re: 2022-23 LCAP Goals, Actions, and Metrics

### **Background**

The Local Control and Accountability Plan (LCAP) documents and communicates local educational agencies' (LEAs) actions and expenditures to support student outcomes and overall performance. The LCAP is a three-year plan which is reviewed and updated annually as required by the California Department of Education. Charter schools complete the LCAP to align with the term of the charter school's budget, typically one year, which is submitted to the school's authorizer. The LCAP and Annual Update Template must be completed by all LEAs each year.

A requirement in developing the 2022-23 Local Control Accountability Plan (LCAP) is to address school results as captured in the new California School Dashboard. (<https://www.caschooldashboard.org/>) The site features reports on multiple measures of school success, including test scores, English learner progress, and suspension rates. Using a color-coded system, the Dashboard makes it easier to see areas of strength (blue or green), areas of challenge (red or orange), and areas in between (yellow).

### **Summary**

I began the LCAP process in February 2022 and is still in process. Stakeholder input is a requirement of the LCAP. We have been collecting stakeholder input through parent coffees, staff surveys, student surveys, School Site Council and the Leadership Team. It is important that we also get input from the Board of Directors. Attached you will find a summary of our Goals and Actions for the 2022-23 LCAP. The LCAP goals are below and align to Navigator's five compass points:

1. Create a culture of excellence within the school community to foster a positive school climate, promote a sense of belonging and nurture social, emotional, & academic growth.
2. All students will receive data-driven instruction in Common Core State Standards (CCSS), Next Generation Science Standards (NGSS) and other CA State Standards.
3. Provide weekly coaching and feedback to all staff to support continuous improvement for teaching and student learning.
4. Ensure equitable access to curriculum, programs, and pathways for student success.
5. Use cutting edge instructional technology to encourage student engagement, increase staff effectiveness to improve student learning, and prepare students for the future.

Please review the summary document and feel free to send me any input or questions you may have.

**	A budgeted expenditure is contributing if the action provides proportional increase or improvement in services for unduplicated pupils relative to services provided to all pupils.								
GPS	CONTRIBUTING Y/N	1000 Certificated Salaries	2000 Classified Salaries	3000 Employee Benefits	4000 Supplies & Materials	5000 Services & Other Operating	Total		
<b>Goal 1</b>	<b>Create a Culture of Excellence within the school community (students, staff, and parents) to foster a positive school climate, promote a sense of belonging and nurture social, emotional, and academic growth.</b>								
Action 1	Staff Gilroy Prep School with servant leadership team to lead development and maintenance of positive school culture and operate a school office with bilingual staff who provide a welcoming environment and support positive and proactive communication with the school community with communications in both English and Spanish. <i>(Principal, VP Ops, VP Culture, SOM, Office Staff, SIC, office supplies, 5% copy lease)</i>	Y	303,556	215,636	160,154	15,000	1,286	695,631	
Action 2	Purchase curriculum, provide professional development and implement restorative justice practices throughout the school. We will also purchase Panorama, a student climate survey tool, to track the effectiveness of the implementation of restorative justice.	Y				3,400		3,400	
Action 3	Provide a clean and safe environment, with facilities maintained and in good repair. Maintain a safe climate for students on our school grounds and in our parking lot by providing adequate yard duty staff to supervise students before and after school, and during recess and lunch. <i>(Operations- Supplies, Ops-Services R&amp;M; Security; Dist Facility Fees; Utilities, yard duty staff, ground main staff and custodians)</i>			206,581	41,316	23,850	218,152	489,899	
Action 4	Utilize the services of the Navigator Schools Support Office to provide charter management and support in governance, strategy, facilities, human resources, technology, finance, communications, academics, reporting, and operations, and parent engagement enabling site leadership to focus on instruction and culture.	Y					744,996	744,996	
<b>Goal 2</b>	<b>All students will receive Data-Driven Instruction in Common Core State Standards (CCSS), Next Generation Science Standards (NGSS) and other California State Standards (ELD, Social Studies) from highly appropriately credentialed teachers and staff.</b>								
Action 1	Appropriately assigned, trained, and credentialed Teachers will provide high quality instruction to all students using data driven strategies.		1,212,875		424,506			1,637,381	
Action 2	Teachers in Training will support teacher release time for coaching and professional development and serve as substitute teachers to maintain instructional continuity and help prevent lost learning time.	Y	257,388		90,086			347,474	
Action 3	Small Group Instructors (SGIs) will lead small group instruction to target academic skill development at appropriate instructional level based on data.	Y		305,644	76,411			382,055	
Action 4	Enhance and modify curriculum and instruction to ensure English Learners have access to CCSS and ELD Standards. This enhancement will be improved professional development and support for instructional staff, and increased planning time to incorporate ELD standards into integrated instructional time.	Y							GOAL 1, ACTION 5
Action 5	Purchase nonfiction and fiction books to create classroom libraries in middle school classrooms and provide students with independent reading materials.					20,000		20,000	
Action 6	Purchase and utilize standards aligned instructional materials so that all students have access to appropriate curriculum in English Language Arts, Mathematics, Social Science, and Science. <i>(Books; Classroom Supp; Teacher/Paras Supp; Instructional Supp; Science Supp; Curr Software)</i>					61,286	41,892	103,178	
Action 7	Continue to implement standards based physical education and instruction in grades K-8.		62,448		21,857	500		84,805	
Action 8	Maintain the additional SGI for first, second and third grades to provide increased individual student and small group support to mitigate learning loss from the pandemic.			92,400	23,100			115,500	
<b>Goal 3</b>	<b>Provide weekly coaching and feedback to all staff to support continuous improvement for teaching and student learning.</b>								
Action 1	Site leadership will provide weekly coaching to all teachers, teachers in training and small group instructors, and principal will provide weekly coaching to site leadership.								GOAL 1, ACTION 1
Action 2	Support Office personnel will provide weekly coaching to site staff: CAO will coach Principal, Director of IT and Operations will coach Site Technology Assistant, Director of Student Services will coach Resource Teacher.								GOAL 1, ACTION 5
<b>Goal 4</b>	<b>Ensure equitable access to curriculum, programs, and pathways for student success through a multi-tiered system of supports.</b>								

Action 1	Provide an inclusive instructional setting for all students with appropriate "push-in" support, including students in need of tier two interventions, provided by paraprofessionals with supervision and support from the resource teacher and Director of Student Services.	Y	136,644	387,525	144,707			<b>668,876</b>
Action 2	Maintain a school site Psychologist at .33 FTE to provide regular intervention support for students who are not achieving at grade level and/or demonstrates needs in behavior or social skills. They will also provide intervention for tier 2 and tier 3 students and serve in the role MTSS Coordinator.	.Y	45,763		16,017			<b>61,780</b>
Action 3	Provide summer school for students who are not achieving at grade level.		30,000	15,000	14,250			<b>59,250</b>
Action 4	Provide food service program that serves free and reduced-price breakfast and lunch for eligible students so that all students have equitable opportunity to be well-nourished during school.	Y		34,090	8,523	183,600		<b>226,213</b>
Action 5	Provide necessary specialist support for all identified needs, including speech and language, occupational therapy, counseling, chronic absenteeism, and assessment.	Y	148,174		51,861		57,120	<b>257,155</b>
<b>Goal 5</b>	<b>Use cutting edge instructional technology to encourage student engagement, increase staff effectiveness to improve student learning, and prepare students for the future.</b>							
Action 1	Provide high quality tech support to the school site by having well-trained and supported full-time technical support personnel.			63,000	15,750			<b>78,750</b>
Action 2	Effectively utilize Illuminate for student assessment and reporting. Utilize Tableau software to enhance data reports.	Y					10,044	<b>10,044</b>
Action 3	Maintain a 1:1 iPad ratio for all students.					27,000		<b>27,000</b>
Action 4	To support staff effectiveness and efficiency, provide staff with up to date technology, including replacing outdated technology.					29,200		<b>29,200</b>
Action 5	Maintain high speed internet wireless network with sufficient bandwidth.						26,000	<b>26,000</b>
	<b>TOTAL</b>			4,941,535				
	<b>ITEMS NOT INCLUDED IN LCAP</b>							
	Charter Oversight Fee of 1% of LCFF to Sponsoring District			53,214				
	Other operating expenses, including consulting fees, legal fees, audit, field trips, communications, prof dev, liability insurance, and payroll expenses			114,132				
	General Fund Expenditures (LCAP + Items not included)			5,108,881				
	<b>Total LCFF Revenues</b>							

	HPS	1000 Certificated Salaries	2000 Classified Salaries	3000 Employee Benefits	4000 Supplies & Materials	5000 Services & Other Operating	Total
<b>Goal 1</b>	<b>Create a Culture of Excellence within the school community (students, staff, and parents) to foster a positive school climate, promote a sense of belonging and nurture social, emotional, and academic growth.</b>						
Action 1	Staff Hollister Prep School with servant leadership team to lead development and maintenance of positive school culture and operate a school office with bilingual staff who provide a welcoming environment and support positive and proactive communication with the school community with communications in both English and Spanish. <i>(Principal, VP Ops, VP Culture, Office Staff, SIC, office supplies, 5% copy lease)</i>	303,827	230,819	164,044	15,300	1,326	<b>715,316</b>
Action 2	Purchase curriculum, provide professional development and implement restorative justice practices throughout the school. We will also purchase Panorama, a student climate survey tool, to track the effectiveness of the implementation of restorative justice.				3,400		<b>3,400</b>
Action 3	Provide a clean and safe environment, with facilities maintained and in good repair. Maintain a safe climate for students on our school grounds and in our parking lot by providing adequate yard duty staff to supervise students before and after school, and during recess and lunch. <i>(Operations- Supplies, Ops-Services R&amp;M; Security; Dist Facility Fees; Utilities, yard duty staff, ground main staff)</i>		192,413	38,483	21,000	268,675	<b>520,571</b>
Action 4	Utilize the services of the Navigator Schools Support Office to provide charter management and support in governance, strategy, facilities, human resources, technology, finance, communications, academics, reporting, and operations, and parent engagement enabling site leadership to focus on instruction and culture.					729,714	<b>729,714</b>
<b>Goal 2</b>	<b>All students will receive Data-Driven Instruction in Common Core State Standards (CCSS), Next Generation Science Standards (NGSS) and other California State Standards (ELD, Social Studies) from highly appropriately credentialed teachers and staff.</b>						
Action 1	Appropriately assigned, trained, and credentialed Teachers will provide high quality instruction to all students using data driven strategies.	1,165,607		407,962			<b>1,573,569</b>
Action 2	Teachers in Training will support teacher release time for coaching and professional development and serve as substitute teachers to maintain instructional continuity and help prevent lost learning time.	184,109		64,438			<b>248,547</b>
Action 3	Small Group Instructors (SGIs) will lead small group instruction to target academic skill development at appropriate instructional level based on data.		363,352	90,838			<b>454,190</b>
Action 4	Enhance and modify curriculum and instruction to ensure English Learners have access to CCSS and ELD Standards. This enhancement will be improved professional development and support for instructional staff, and increased planning time to incorporate ELD standards into integrated instructional time.						GOAL 1, ACTION 5
Action 5	Purchase nonfiction and fiction books to create classroom libraries in middle school classrooms and provide students with independent reading materials.				20,000		<b>20,000</b>
Action 6	Purchase and utilize standards aligned instructional materials so that all students have access to appropriate curriculum in English Language Arts, Mathematics, Social Science, and Science. <i>(Books; Classroom Supp; Teacher/Paras Supp; Instructional Supp; Science Supp; Curr Software)</i>				58,395	41,892	<b>100,287</b>
Action 7	Continue to implement standards based physical education and instruction in grades K-8.		71,327	17,832			<b>89,159</b>
Action 8	Maintain an additional SGI for first, second and third grades to provide increased individual student and small group support to mitigate learning loss from the pandemic.		103,500	25,875			<b>129,375</b>
<b>Goal 3</b>	<b>Provide weekly coaching and feedback to all staff to support continuous improvement for teaching and student learning.</b>						
Action 1	Site leadership will provide weekly coaching to all teachers, teachers in training and small group instructors, and principal will provide weekly coaching to site leadership.						GOAL 1, ACTION 1
Action 2	Support Office personnel will provide weekly coaching to site staff: CAO will coach Principal, Director of IT and Operations will coach Site Technology Assistant, Director of Student Services will coach Resource Teacher.						GOAL 1, ACTION 5

<b>Goal 4</b>	<b>Ensure equitable access to curriculum, programs, and pathways for student success through a multi-tiered system of supports.</b>						
Action 1	Provide an inclusive instructional setting for all students with appropriate "push-in" support provided by paraprofessionals with supervision and support from the resource teacher and Director of Student Services.	136,464	379,747	142,699			<b>658,910</b>
Action 2	Maintain a school site Psychologist at .33 FTE to provide regular intervention support for students who are not achieving at grade level and/or demonstrates needs in behavior or social skills. They will also provide intervention for tier 2 and tier 3 students and serve in the role of MTSS Coordinator.	45,763		16,017			<b>61,780</b>
Action 3	Provide summer school for students who are not achieving at grade level.	30,000	15,000	14,250			<b>59,250</b>
Action 4	Provide food service program that serves free and reduced-price breakfast and lunch for eligible students so that all students have equitable opportunity to be well-nourished during school.				85,000		<b>85,000</b>
Action 5	Provide necessary specialist support for all identified needs, including speech and language, occupational therapy, counseling, chronic absenteeism, and assessment.	131,929		46,175		235,000	<b>413,104</b>
<b>Goal 5</b>	<b>Use cutting edge instructional technology to encourage student engagement, increase staff effectiveness to improve student learning, and prepare students for the future.</b>						
Action 1	Provide high quality tech support to the school site by having well-trained and supported full-time technical support personnel.		63,000	15,750			<b>78,750</b>
Action 2	Effectively utilize Illuminate for student assessment and reporting. Utilize Tableau software to enhance data reports.					10,044	<b>10,044</b>
Action 3	Maintain a 1:1 iPad ratio for all students.				28,600		<b>28,600</b>
Action 4	To support staff effectiveness and efficiency, provide staff with up to date technology, including replacing outdated technology.				18,700		<b>18,700</b>
Action 5	Maintain high speed internet wireless network with sufficient bandwidth.					26,000	<b>26,000</b>
	<b>TOTAL</b>	6,024,266					
	<b>ITEMS NOT INCLUDED IN LCAP</b>						
	Charter Oversight Fee of 1% of LCFF to Sponsoring District	52,122					
	Other operating expenses, including consulting fees, legal fees, audit, field trips, communications, prof dev, liability insurance, and payroll expenses	117,083					
	General Fund Expenditures (LCAP + Items not included)	6,193,471					
	<b>Total LCFF Revenues</b>						

	WPS	1000 Certificated Salaries	2000 Classified Salaries	3000 Employee Benefits	4000 Supplies & Materials	5000 Services & Other Operating	Total
<b>Goal 1</b>	<b>Create a Culture of Excellence within the school community (students, staff, and parents) to foster a positive school climate, promote a sense of belonging and nurture social, emotional, and academic growth.</b>						
Action 1	Staff Watsonville Prep School with servant leadership team to lead development and maintenance of positive school culture and operate a school office with bilingual staff who provide a welcoming environment and support positive and proactive communication with the school community with communications in both English and Spanish. <i>(Principal, VP Ops, VP Culture, Office Staff, office supplies, 5% copy lease)</i>	262,500	180,615	137,029	11,500	699	<b>592,343</b>
Action 2	Maintain a 1 FTE counselor to provide counseling and wellness support for students, staff, and WPS families.	59,115		20,690			<b>79,805</b>
Action 3	Purchase curriculum, provide professional development and implement restorative justice practices throughout the school. We will also purchase Panorama, a student climate survey tool, to track the effectiveness of the implementation of restorative justice.				3,400		<b>3,400</b>
Action 4	Provide a clean and safe environment, with facilities maintained and in good repair. Maintain a safe climate for students on our school grounds and in our parking lot by providing adequate yard duty staff to supervise students before and after school, and during recess and lunch. <i>(Operations- Supplies, Ops-Services R&amp;M; Security; Dist Facility Fees; Utilities, yard duty staff, ground main staff)</i>		203,885	40,777	20,000	62,604	<b>327,266</b>
Action 5	Utilize the services of the Navigator Schools Support Office to provide charter management and support in governance, strategy, facilities, human resources, technology, finance, communications, academics, reporting, and operations, and parent engagement enabling site leadership to focus on instruction and culture.					618,520	<b>618,520</b>
<b>Goal 2</b>	<b>All students will receive Data-Driven Instruction in Common Core State Standards (CCSS), Next Generation Science Standards (NGSS) and other California State Standards (ELD, Social Studies) from highly appropriately credentialed teachers and staff.</b>						
Action 1	Appropriately assigned, trained, and credentialed Teachers will provide high quality instruction to all students using data driven strategies.	797,037		278,963			<b>1,076,000</b>
Action 2	Teachers in Training will support teacher release time for coaching and professional development and serve as substitute teachers to maintain instructional continuity and help prevent lost learning time.	192,038		67,213			<b>259,251</b>
Action 3	Small Group Instructors (SGIs) will lead small group instruction to target academic skill development at appropriate instructional level based on data.		251,415	62,854			<b>314,269</b>
Action 4	Enhance and modify curriculum and instruction to ensure English Learners have access to CCSS and ELD Standards. This enhancement will be improved professional development and support for instructional staff, and increased planning time to incorporate ELD standards into integrated instructional time.						GOAL 1, ACTION 5
Action 5	Purchase and utilize standards aligned instructional materials so that all students have access to appropriate curriculum in English Language Arts, Mathematics, Social Science, and Science. <i>(Books; Classroom Supp; Teacher/Paras Supp; Instructional Supp; Science Supp; Curr Software)</i>				49,200	31,377	<b>80,577</b>
Action 7	Maintain additional SGI for first, second and third grades to provide increased individual student and small group support to mitigate learning loss from the pandemic.		92,400	23,100			<b>115,500</b>
<b>Goal 3</b>	<b>Provide weekly coaching and feedback to all staff to support continuous improvement for teaching and student learning.</b>						
Action 1	Site leadership will provide weekly coaching to all teachers, teachers in training and small group instructors, and principal will provide weekly coaching to site leadership.						GOAL 1, ACTION 1
Action 2	Support Office personnel will provide weekly coaching to site staff: CAO will coach Principal, Director of IT and Operations will coach Site Technology Assistant, Director of Student Services will coach Resource Teacher.						GOAL 1, ACTION 5
<b>Goal 4</b>	<b>Ensure equitable access to curriculum, programs, and pathways for student success through a multi-tiered system of supports.</b>						



Action 1	Provide an inclusive instructional setting for all students with appropriate "push-in" support provided by paraprofessionals with supervision and support from the resource teacher and Director of Student Services.	110,815	222,839	94,495			<b>428,149</b>
Action 2	Maintain a school site Psychologist at .33 FTE to provide regular intervention support for students who are not achieving at grade level and/or demonstrates needs in behavior or social skills. They will also provide intervention for tier 2 and tier 3 students and serve in the roll of MTSS Coordinator.	21,642		7,575			<b>29,217</b>
Action 3	Provide summer school for students who are not achieving at grade level.	25,000	10,000	11,250			<b>46,250</b>
Action 4	Provide food service program that serves free and reduced-price breakfast and lunch for eligible students so that all students have equitable opportunity to be well-nourished during school.		30,652	7,663	150,000		<b>188,315</b>
Action 5	Provide necessary specialist support for all identified needs, including speech and language, occupational therapy, counseling, chronic absenteeism, and assessment.	64,667		22,633		61,200	<b>148,500</b>
<b>Goal 5</b>	<b>Use cutting edge instructional technology to encourage student engagement, increase staff effectiveness to improve student learning, and prepare students for the future.</b>						
Action 1	Provide high quality tech support to the school site by having well-trained and supported full-time technical support personnel.		48,300	12,075			<b>60,375</b>
Action 2	Effectively utilize Illuminate for student assessment and reporting. Utilize Tableau software to enhance data reports.					10,044	<b>10,044</b>
Action 3	Maintain a 1:1 iPad ratio for all students.				26,200		<b>26,200</b>
Action 4	To support staff effectiveness and efficiency, provide staff with up to date technology, including replacing outdated technology.				12,200		<b>12,200</b>
Action 5	Maintain high speed internet wireless network with sufficient bandwidth.					10,914	<b>10,914</b>
	<b>TOTAL</b>	4,427,095					
	<b>ITEMS NOT INCLUDED IN LCAP</b>						
	Charter Oversight Fee of 1% of LCFF to Sponsoring District	44,180					
	Other operating expenses, including consulting fees, legal fees, audit, field trips, communications, prof dev, liability insurance, and payroll expenses	81,133					
	General Fund Expenditures (LCAP + Items not included)	4,552,408					
	<b>Total LCFF Revenues</b>						

<b>Goal 1</b>			
Staff Surveys	70% feel proud	70% would recommend working here	
parent Surveys	70% feel student is safe	70% satisfied with academic results	
Student surveys	70% feel proud	70% feel adults care about them	
Suspension Rates	less than 2%		
Student attendance as a measure of student engagement	average of 96%	WPS 94%	
Chronic Absenteeism	Less than 10%	WPS less than 17%	
<b>Goal 2</b>			
SBAC scores	Math +3 from DFS prior year		
	ELA +3 from DFS prior year		
	Science +3 DFS from prior year		
EL progress	New baseline set with actuals from 20-21 dashboard		
WPS			
NWEA Assessment	Fall Assessment data		
Navigator will use NWEA MAP to assess students in ELA and Math	Students will take this assessment 3 times a year - fall, winter and spring		
<b>Goal 3</b>			
Coaching Log/Meeting Records	Weekly coaching for teachers an average of 20 times a school year		
	Weekly coaching for SGIs an average of 20 times a school year		
	Weekly coaching for admins an average of 20 times a school year		
<b>Goal 4</b>			
% of all students placed in inclusive environment		99%	
% of students not meeting standards on SBAC who receive intervention support		99%	
<b>Goal 5</b>			
% of students with a 1:1 lpad ratio		100%	
% of students with access to adaptive applications to support personalized learning		100%	
% customer satisfaction: IT job tickets resolved satisfactorily		93%	

# Coversheet

## 2022-23 Preliminary Budget Review

**Section:** II. Business and Finance  
**Item:** D. 2022-23 Preliminary Budget Review  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** 2022-23 Proposed Budget.pdf



2022-23 Proposed Budget Narrative

Board of Directors Meeting

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2022-23 Proposed Budget Narrative

	Net Income (GAAP)	Projected Beginning Fund Balance	Projected Ending Fund Balance
Gilroy Prep School (GPS)	361K	2.1M	2.4M
Hollister Prep School (HPS)	129K	2.0M	2.1M
Watsonville Prep School (WPS)	81K	700K	800K
Charter Management Organization (CMO)	-281K	2.8M	2.5M
<b>Total</b>	290K	7.6M	7.9M

- GPS Proposed Budget
  - Using the latest Fiscal Crisis & Management Assistance Team (FCMAT) calculator for Local Control Funding Formula (LCFF) revenue for 540 students, which includes a COLA increase of 5.33%
  - ESSER II & III funding in the amount of \$500,000 has been added into the revenue
  - Includes 5% COLA increase for salaries
  - CalSTRS rate increase to 18.2% from 16.92%
  - Support Office management fee of 14% of LCFF
  
- HPS Proposed Budget
  - Using the latest Fiscal Crisis & Management Assistance Team (FCMAT) calculator for Local Control Funding Formula (LCFF) revenue or 540 students, which includes a COLA increase of 5.33%
  - ESSER II & III funding in the amount of \$630,000 has been added into the revenue
  - Includes 5% COLA increase for salaries
  - CalSTRS rate increase to 18.2% from 16.92%
  - Support Office management fee of 14% of LCFF



- WPS Proposed Budget
  - Using the latest Fiscal Crisis & Management Assistance Team (FCMAT) calculator for Local Control Funding Formula (LCFF) revenue for 385 students, which includes a COLA increase of 5.33%
  - ESSER II & III funding in the amount of \$200,000 has been added into the revenue
  - Donations & Grants total of \$100,000 compared to \$200,500 from 2021-22
  - Includes 5% COLA increase for salaries
  - CalSTRS rate increase to 18.2% from 16.92%
  - Support Office management fee of 14% of LCFF
  - Annual increase in rent per long-term lease, partially offset by increase in SB 740 rent reimbursement revenue resulting from increased enrollment
  
- CMO Proposed Budget
  - Donations & Grants total is \$750,000 compared to \$500,000 from 2021-22 which includes \$200,000 in new funding for Model Providing
  - 2021-22. Management fees are as follows:
    - HPS - 14%
    - GPS - 14%
    - WPS - 14%
  - Includes 5% COLA increase for salaries
  - CalSTRS rate increase to 18.2% from 16.92%
  - The negative net income is based on the following:
    - Utilizing \$160,000 fund balance reserves from grants received in 2021-22 and prior years for Model Providing to address priorities in this program, including professional development and marketing
    - Allocating \$163,000 from the healthy CMO fund balance reserves to add an administrator-on-special assignment to support leadership transitions, SEL program implementation, and curriculum development support

Navigator Schools - 2022-23 Preliminary Budget															
				GPS			HPS			WPS			CMO		
	Total 2022-23	Board Approved	\$ Change	Prelim Budget	Board Approved	\$ Change	Prelim Budget	Board Approved	% Change	Prelim Budget	Board Approved	% Change	Prelim Budget	Board Approved	\$ Change
	Prelim Budget	Budget		Prelim Budget	Budget		Prelim Budget	Budget		Prelim Budget	Budget		Prelim Budget	Budget	
	2022-23	2021-22		2022-23	2021-22		2022-23	2021-22		2022-23	2021-22		2022-23	2021-22	
<i>Enrollment Projection</i>	1465	1395		540	540	0.00%	540	540	0	385	315				
<b>REVENUE:</b>															
LCFF Revenue	15,352,796	13,469,729	\$1,883,067	5,431,034	4,940,034	\$491,000	5,439,539	5,012,919	\$426,620	4,482,223	3,516,776	\$965,447.00	0	0	
Federal Revenue	2,416,123	1,960,415	\$455,708	928,541	670,334	\$258,207	926,091	680,481	\$245,610	561,492	609,600	-\$48,108.00	0	0	
Other State Revenue	1,701,623	2,761,254	-\$1,059,631	488,215	968,992	-\$480,777	471,780	964,555	-\$492,775	741,627	827,707	-\$86,079.84	0	0	
Donations & Grants	865,000	715,500	\$149,500	7,500	7,500	\$0	7,500	7,500	\$0	100,000	200,500	-\$100,500.00	750,000	500,000	\$250,000
Other Revenue	78,178	110,929	-\$32,751	23,878	48,729	-\$24,851	20,000	20,000	\$0	7,300	15,200	-\$7,900.00	27,000	27,000	\$0
CMO Management Fees	2,149,391	2,072,137	\$77,254						\$0				2,149,391	2,072,137	\$77,254
<b>REVENUE</b>	<b>22,563,112</b>	<b>21,089,964</b>	<b>\$1,473,148</b>	<b>6,879,168</b>	<b>6,635,589</b>	<b>\$0</b>	<b>6,864,910</b>	<b>6,685,455</b>	<b>\$179,455</b>	<b>5,892,642</b>	<b>5,169,783</b>	<b>\$722,859.16</b>	<b>2,926,391</b>	<b>2,599,137</b>	<b>\$327,254</b>
<b>EXPENDITURES:</b>															
Salaries	12,525,732	10,932,834	\$1,592,898	3,650,002	3,500,463	\$149,539	3,822,726	3,532,404	\$290,322	2,939,358	2,390,528	\$548,830.00	2,113,646	1,509,439	\$604,207
Benefits & Taxes	3,327,664	2,809,085	\$518,579	986,480	854,713	\$131,767	965,974	844,437	\$121,537	800,669	651,695	\$148,974.00	574,540	458,240	\$116,300
Books & Supplies	1,042,611	1,243,740	-\$201,129	400,846	554,750	-\$153,904	269,115	382,850	-\$113,735	340,750	227,740	\$113,010.00	31,900	31,900	\$0
Services & Other Operating Expenses	3,228,378	3,245,328	-\$16,950	720,012	780,212	-\$60,200	916,566	939,918	-\$23,352	1,103,535	1,144,152	-\$40,617.43	488,265	381,046	\$107,219
CMO Management Fees	2,149,391	2,072,138	\$77,253	760,345	772,605	-\$12,260	761,535	782,809	-\$21,273	627,511	516,724	\$110,787.22	0	0	\$0
Capital Outlay	0	0	\$0	0	0	\$0	0	0	\$0	0	0	\$0.00	0	0	\$0
<b>EXPENDITURES</b>	<b>22,273,776</b>	<b>20,303,125</b>	<b>\$1,970,651</b>	<b>6,517,685</b>	<b>6,462,743</b>	<b>\$54,942</b>	<b>6,735,917</b>	<b>6,482,418</b>	<b>\$253,500</b>	<b>5,811,823</b>	<b>4,930,839</b>	<b>\$880,983.79</b>	<b>3,208,351</b>	<b>2,380,625</b>	<b>\$827,726</b>
<b>REVENUE LESS EXPENDITURES</b>	<b>289,336</b>	<b>786,839</b>		<b>361,483</b>	<b>172,846</b>		<b>128,993</b>	<b>203,037</b>		<b>80,819</b>	<b>238,944</b>		<b>-281,960</b>	<b>218,512</b>	
Beginning Fund Balance	7,567,989			2,056,307			2,012,549			698,417			2,800,716		
Ending Fund Balance	7,857,325			2,417,790			2,141,542			779,236			2,518,756		

# Coversheet

## Watsonville Prep Second Interim Report

**Section:** II. Business and Finance  
**Item:** E. Watsonville Prep Second Interim Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** WPS 2021-22 2nd Interim Report.pdf



Date: April 13, 2022

To: Board of Directors

From: Ami Ortiz, Director of Business & Finance

Re: Approval of WPS's Second Interim Report for 2021-22

**Recommendation**

It is recommended the Board approve, as part of the consent agenda, Watsonville Prep School's Second Interim Report, as required by the California Department of Education (CDE).

**Background**

Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report is due December 15 for the period ending October 31. The second interim report is due March 17 for the period ending January 31.

While WPS's charter does not require us to have Board's approval of the interim reports, our authorizer has requested that we do obtain our Board's approval.

**Summary**

It is recommended the Board approve Watsonville Prep School's Second Interim Report for 2021-22, as required by the California Department of Education (CDE).



**CHARTER SCHOOL  
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM  
Second Interim Report Certification**

Charter School Name: Watsonville Prep School  
(continued) \_\_\_\_\_  
CDS #: 44 77248 0138909  
Charter Approving Entity: SBE  
County: Santa Cruz  
Charter #: 2032  
Fiscal Year: 2021/22

To the entity that approved the charter school:

( x ) 2021/22 CHARTER SCHOOL SECOND INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to *Education Code* Section 47604.33.

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
Charter School Official  
(Original signature required)

Print Name: Kevin Sved Title CEO

To the County Superintendent of Schools:

( x ) 2021/22 CHARTER SCHOOL SECOND INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to *Education Code* Section 47604.33.

Signed: \_\_\_\_\_ Date \_\_\_\_\_  
Authorized Representative of  
Charter Approving Entity  
(Original signature required)

Print Name: \_\_\_\_\_ Title \_\_\_\_\_

For additional information on the Second Interim Report, please contact:

For Approving Entity:

For Charter School:

\_\_\_\_\_  
Name  
\_\_\_\_\_  
Title  
\_\_\_\_\_  
Phone  
\_\_\_\_\_  
E-mail

Kevin Sved  
Name  
CEO  
Title  
650-490-6040  
Phone  
kevin.sved@navigatorschools.org  
E-mail

This report has been verified for mathematical accuracy by the County Superintendent of Schools, pursuant to *Education Code* Section 47604.33.

\_\_\_\_\_  
District Advisor Date

CHARTER SCHOOL  
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM  
Second Interim Report - Detail

Charter School Name: Watsonville Prep School  
(continued)  
CDS #: 44 77248 0138909  
Charter Approving Entity: SBE  
County: Santa Cruz  
Charter #: 2032  
Fiscal Year: 2021/22

This charter school uses the following basis of accounting:

- Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)  
 **Modified Accrual Basis** (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	1st Interim Budget			Actuals thru 01/31			2nd Interim Budget		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>A. REVENUES</b>										
<b>1. Revenue Limit Sources</b>										
State Aid - Current Year	8011	3,496,735.00	-	3,496,735.00	1,290,353.00	-	1,290,353.00	3,455,767.00	-	3,455,767.00
Education Protection Account State Aid - Current Year	8012	61,100.00	-	61,100.00	21,020.00	-	21,020.00	61,100.00	-	61,100.00
Charter Schools Gen. Purpose Entitlement - State Aid	8015	-	-	-	-	-	-	-	-	-
State Aid - Prior Years	8019	-	-	-	-	-	-	-	-	-
Tax Relief Subventions	8020-8039	-	-	-	-	-	-	-	-	-
County and District Taxes	8040-8079	-	-	-	-	-	-	-	-	-
Miscellaneous Funds	8080-8089	-	-	-	-	-	-	-	-	-
LCFF/Revenue Limit Transfers:										
PERS Reduction Transfer	8092	-	-	-	-	-	-	-	-	-
Charter Schools Funding in Lieu of Property Taxes	8096	-	-	-	-	-	-	-	-	-
Other LCFF/Revenue Limit Transfers	8091, 8097	-	-	-	-	-	-	-	-	-
Total, LCFF/Revenue Limit Sources		3,557,835.00	-	3,557,835.00	1,311,373.00	-	1,311,373.00	3,516,867.00	-	3,516,867.00
<b>2. Federal Revenues</b>										
No Child Left Behind	8290	-	189,950.00	189,950.00	-	3,816.00	3,816.00	-	189,950.00	189,950.00
Special Education - Federal	8161, 8162	-	39,650.00	39,650.00	-	-	-	-	39,650.00	39,650.00
Child Nutrition - Federal	8220	-	160,000.00	160,000.00	-	124,938.00	124,938.00	-	160,000.00	160,000.00
Other Federal Revenues	110, 8260-8269	-	520,000.00	520,000.00	-	238,480.00	238,480.00	-	520,000.00	520,000.00
Total, Federal Revenues		-	909,600.00	909,600.00	-	367,234.00	367,234.00	-	909,600.00	909,600.00
<b>3. Other State Revenues</b>										
Charter Schools Categorical Block Grant (8480 N/A thru 14/15)	N/A thru 14/15	-	-	-	-	-	-	-	-	-
Special Education - State	StateRevSE	-	204,969.00	204,969.00	-	66,680.00	66,680.00	-	204,969.00	204,969.00
All Other State Revenues	StateRevAO	361,029.00	261,709.00	622,738.00	34,270.00	180,896.00	215,166.00	66,053.00	556,685.00	622,738.00
Total, Other State Revenues		361,029.00	466,678.00	827,707.00	34,270.00	247,576.00	281,846.00	66,053.00	761,654.00	827,707.00
<b>4. Other Local Revenues</b>										
All Other Local Revenues	LocalRevAO	215,700.00	-	215,700.00	730.00	-	730.00	215,200.00	-	215,200.00
Total, Local Revenues		215,700.00	-	215,700.00	730.00	-	730.00	215,200.00	-	215,200.00
<b>5. TOTAL REVENUES</b>		<b>4,134,564.00</b>	<b>1,376,278.00</b>	<b>5,510,842.00</b>	<b>1,346,373.00</b>	<b>614,810.00</b>	<b>1,961,183.00</b>	<b>3,798,120.00</b>	<b>1,671,254.00</b>	<b>5,469,374.00</b>
<b>B. EXPENDITURES</b>										
<b>1. Certificated Salaries</b>										
Certificated Teachers' Salaries	1100	267,646.00	642,790.00	910,436.00	96,408.00	347,000.00	443,408.00	267,646.00	610,300.00	877,946.00
Certificated Pupil Support Salaries	1200	202,942.00	-	202,942.00	111,199.00	-	111,199.00	202,942.00	-	202,942.00
Certificated Supervisors' and Administrators' Salaries	1300	238,594.00	-	238,594.00	139,180.00	-	139,180.00	238,594.00	-	238,594.00
Other Certificated Salaries	1900	-	-	-	-	-	-	-	-	-
Total, Certificated Salaries		709,182.00	642,790.00	1,351,972.00	346,787.00	347,000.00	693,787.00	709,182.00	610,300.00	1,319,482.00
<b>2. Non-certificated Salaries</b>										
Non-certificated Instructional Aides' Salaries	2100	738,315.13	16,626.87	754,942.00	319,546.00	8,300.00	327,846.00	721,688.00	76,627.00	798,315.00
Non-certificated Support Salaries	2200	-	-	-	-	-	-	-	-	-
Clerical and Office Salaries	2300	-	-	-	-	-	-	-	-	-
Other Non-certificated Salaries	2400, 2900	172,579.00	233,195.00	405,774.00	109,998.00	160,070.00	270,068.00	172,579.00	233,195.00	405,774.00
Total, Non-certificated Salaries		1,144,089.13	16,626.87	1,160,716.00	589,614.00	8,300.00	597,914.00	1,127,462.00	76,627.00	1,204,089.00
<b>3. Employee Benefits</b>										
STRS	3101-3102	117,032.93	108,760.07	225,793.00	71,130.60	58,712.40	129,843.00	117,033.00	103,263.00	220,296.00
PERS	3201-3202	-	-	-	-	-	-	-	-	-
OASDI / Medicare / Alternative	3301-3302	82,333.30	19,283.70	101,617.00	42,444.00	10,410.00	52,854.00	83,308.00	18,309.00	101,617.00
Health and Welfare Benefits	3401-3402	216,886.23	105,783.77	312,670.00	84,281.00	27,780.00	112,061.00	269,002.00	48,848.00	317,850.00
Unemployment Insurance	3501-3502	3,532.10	6,427.90	9,960.00	4,832.00	3,470.00	8,302.00	3,857.00	6,103.00	9,960.00
Workers' Compensation Insurance	3601-3602	22,449.31	7,070.69	29,520.00	2,863.00	3,817.00	6,680.00	22,807.00	6,713.00	29,520.00
OPEB, Allocated	3701-3702	-	-	-	-	-	-	-	-	-
OPEB, Active Employees	3751-3752	-	-	-	-	-	-	-	-	-
PERS Reduction (for revenue limit funded schools)	3801-3802	-	-	-	-	-	-	-	-	-
Other Employee Benefits	3901-3902	-	-	-	-	-	-	-	-	-
Total, Employee Benefits		437,433.87	247,306.13	684,740.00	205,549.60	104,169.40	309,719.00	496,007.00	183,236.00	679,243.00
<b>4. Books and Supplies</b>										
Approved Textbooks and Core Curricula Materials	4100	2,890.00	510.00	3,400.00	2,456.50	433.50	2,890.00	2,890.00	510.00	3,400.00
Books and Other Reference Materials	4200	8,500.00	1,500.00	10,000.00	8,072.45	1,424.55	9,497.00	11,050.00	1,950.00	13,000.00
Materials and Supplies	4300	34,810.00	6,190.00	41,000.00	36,641.25	6,837.75	43,479.00	40,860.00	7,140.00	48,000.00
Noncapitalized Equipment	4400	104,600.00	153,200.00	257,800.00	283,598.00	-	283,598.00	140,644.00	144,356.00	285,000.00
Food	4700	3,500.00	160,000.00	163,500.00	455.00	130,153.00	130,608.00	5,000.00	245,000.00	250,000.00
Total, Books and Supplies		154,300.00	321,400.00	475,700.00	331,223.20	138,848.80	470,072.00	200,444.00	398,956.00	599,400.00
<b>5. Services and Other Operating Expenditures</b>										
Subagreements for Services	5100	-	-	-	-	-	-	-	-	-
Travel and Conferences	5200	11,000.00	-	11,000.00	2,327.00	-	2,327.00	11,000.00	-	11,000.00
Dues and Memberships	5300	5,406.00	-	5,406.00	5,035.00	-	5,035.00	5,406.00	-	5,406.00
Insurance	5400	12,873.00	-	12,873.00	8,195.00	-	8,195.00	12,873.00	-	12,873.00
Operations and Housekeeping Services	5500	42,112.00	-	42,112.00	13,483.00	-	13,483.00	42,112.00	-	42,112.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	701,326.00	113,288.00	814,614.00	167,678.00	-	167,678.00	326,865.00	307,135.00	634,000.00
Professional/Consulting Services and Operating Expend.	5800	639,303.00	7,887.00	647,190.00	381,037.00	23,530.00	404,567.00	668,790.00	60,000.00	728,790.00
Communications	5900	20,000.00	27,000.00	47,000.00	42,911.00	-	42,911.00	13,000.00	35,000.00	48,000.00
Total, Services and Other Operating Expenditures		1,433,220.00	148,155.00	1,581,375.00	620,666.00	23,530.00	644,196.00	1,080,046.00	402,135.00	1,482,181.00

CHARTER SCHOOL  
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM  
Second Interim Report - Detail

Charter School Name: Watsonville Prep School  
(continued)  
CDS #: 44 77248 0138909  
Charter Approving Entity: SBE  
County: Santa Cruz  
Charter #: 2032  
Fiscal Year: 2021/22

This charter school uses the following basis of accounting:

- Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)  
 **Modified Accrual Basis** (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	1st Interim Budget			Actuals thru 01/31			2nd Interim Budget		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>6. Capital Outlay</b> (Objects 6100-6170, 6200-6500 for modified accrual basis)										
Land and Land Improvements	6100-6170	-	-	-	-	-	-	-	-	-
Buildings and Improvements of Buildings	6200	-	-	-	-	-	-	-	-	-
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	-	-	-	-	-	-	-	-	-
Equipment	6400	-	-	-	-	-	-	-	-	-
Equipment Replacement	6500	-	-	-	-	-	-	-	-	-
Depreciation Expense (for accrual basis only)	6900	-	-	-	-	-	-	-	-	-
Total, Capital Outlay		-	-	-	-	-	-	-	-	-
<b>7. Other Outgo</b>										
Tuition to Other Schools	7110-7143	-	-	-	-	-	-	-	-	-
Transfers of Pass-through Revenues to Other LEAs	7211-7213	-	-	-	-	-	-	-	-	-
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	-	-	-	-	-	-	-	-	-
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	-	-	-	-	-	-	-	-	-
All Other Transfers	7281-7299	-	-	-	-	-	-	-	-	-
Debt Service:										
Interest	7438	-	-	-	-	-	-	-	-	-
Principal (for modified accrual basis only)	7439	-	-	-	-	-	-	-	-	-
Total, Other Outgo		-	-	-	-	-	-	-	-	-
<b>8. TOTAL EXPENDITURES</b>		3,878,225.00	1,376,278.00	5,254,503.00	2,093,839.80	621,848.20	2,715,688.00	3,613,141.00	1,671,254.00	5,284,395.00
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>		256,339.00	-	256,339.00	(747,466.80)	(7,038.20)	(754,505.00)	184,979.00	-	184,979.00
<b>D. OTHER FINANCING SOURCES / USES</b>										
1. Other Sources	8990-8979	-	-	-	-	-	-	-	-	-
2. Less: Other Uses	7630-7699	-	-	-	-	-	-	-	-	-
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8990-8999	-	-	-	-	-	-	-	-	-
4. TOTAL OTHER FINANCING SOURCES / USES		-	-	-	-	-	-	-	-	-
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>		256,339.00	-	256,339.00	(747,466.80)	(7,038.20)	(754,505.00)	184,979.00	-	184,979.00
<b>F. FUND BALANCE, RESERVES</b>										
1. Beginning Fund Balance										
a. As of July 1	9791	151,128.00	-	151,128.00	151,128.00	-	151,128.00	151,128.00	-	151,128.00
b. Adjustments to Beginning Balance	9793, 9795	-	-	-	61,668.00	-	61,668.00	61,668.00	-	61,668.00
c. Adjusted Beginning Balance		151,128.00	-	151,128.00	212,796.00	-	212,796.00	212,796.00	-	212,796.00
2. Ending Fund Balance, June 30 (E + F.1.c.)		407,467.00	-	407,467.00	(534,670.80)	(7,038.20)	(541,709.00)	397,775.00	-	397,775.00
Components of Ending Fund Balance:										
a. Nonspendable										
Revolving Cash (equals object 9130)	9711	-	-	-	-	-	-	-	-	-
Stores (equals object 9320)	9712	-	-	-	-	-	-	-	-	-
Prepaid Expenditures (equals object 9330)	9713	-	-	-	-	-	-	-	-	-
All Others	9719	-	-	-	-	-	-	-	-	-
b. Restricted	9740	-	-	-	-	(100,000.00)	(100,000.00)	-	-	-
c. Committed										
Stabilization Arrangements	9750	-	-	-	-	-	-	-	-	-
Other Commitments	9760	-	-	-	-	-	-	-	-	-
d. Assigned										
Other Assignments	9780	-	-	-	-	-	-	-	-	-
e. Unassigned/Unappropriated										
Reserve for Economic Uncertainties	9789	-	-	-	135,784.40	-	135,784.40	180,657.05	-	180,657.05
Unassigned/Unappropriated Amount	9790	407,467.00	-	407,467.00	(670,455.20)	(100,000.00)	(770,455.20)	217,117.95	-	217,117.95

**CHARTER SCHOOL  
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM  
Second Interim Report - Summary**

Charter School Name: Watsonville Prep School  
 (continued)  
 CDS #: 44 77248 0138909  
 Charter Approving Entity: SBE  
 County: Santa Cruz  
 Charter #: 2032  
 Fiscal Year: 2018/19

Description	Object Code	1st Interim Budget (X)	Actuals thru 01/31 (Y)	2nd Interim Budget (Z)	2nd Interim vs. 1st Interim Increase, (Decrease)	
					\$ Difference (Z) vs. (X)	% Change (Z) vs. (X)
<b>A REVENUES</b>						
<b>1. Revenue Limit Sources</b>						
State Aid - Current Year	8011	3,496,735.00	1,290,353.00	3,455,767.00	(40,968.00)	-1.17%
Education Protection Account State Aid - Current Year	8012	61,100.00	21,020.00	61,100.00	-	0.00%
Charter Schools Gen. Purpose Entitlement - State Aid	8015	-	-	-	-	-
State Aid - Prior Years	8019	-	-	-	-	-
Tax Relief Subventions (for rev. limit funded schools)	8020-8039	-	-	-	-	-
County and District Taxes (for rev. limit funded schools)	8040-8079	-	-	-	-	-
Miscellaneous Funds (for rev. limit funded schools)	8080-8089	-	-	-	-	-
LCFF/Revenue Limit Transfers:						
PERS Reduction Transfer	8092	-	-	-	-	-
Charter Schools Funding in Lieu of Property Taxes	8096	-	-	-	-	-
Other LCFF/Revenue Limit Transfers	8091, 8097	-	-	-	-	-
Total, LCFF/Revenue Limit Sources		3,557,835.00	1,311,373.00	3,516,867.00	(40,968.00)	-1.15%
<b>2. Federal Revenues</b>						
No Child Left Behind (Include ARRA)	8290	189,950.00	3,816.00	189,950.00	-	0.00%
Special Education - Federal	8181, 8182	39,650.00	-	39,650.00	-	0.00%
Child Nutrition - Federal	8220	160,000.00	124,938.00	160,000.00	-	0.00%
Other Federal Revenues (Include ARRA)	110, 8260-829	520,000.00	238,480.00	520,000.00	-	0.00%
Total, Federal Revenues		909,600.00	367,234.00	909,600.00	-	0.00%
<b>3. Other State Revenues</b>						
Charter Schools Categorical Block Grant	N/A thru 14/15	-	-	-	-	-
Special Education - State	StateRevSE	204,969.00	66,680.00	204,969.00	-	0.00%
All Other State Revenues	StateRevAO	622,738.00	215,166.00	622,738.00	-	0.00%
Total, Other State Revenues		827,707.00	281,846.00	827,707.00	-	0.00%
<b>4. Other Local Revenues</b>						
All Other Local Revenues	LocalRevAO	215,700.00	730.00	215,200.00	(500.00)	-0.23%
Total, Local Revenues		215,700.00	730.00	215,200.00	(500.00)	-0.23%
<b>5. TOTAL REVENUES</b>						
		5,510,842.00	1,961,183.00	5,469,374.00	(41,468.00)	-0.75%
<b>B EXPENDITURES</b>						
<b>1. Certificated Salaries</b>						
Certificated Teachers' Salaries	1100	910,436.00	443,408.00	877,946.00	(32,490.00)	-3.57%
Certificated Pupil Support Salaries	1200	202,942.00	111,199.00	202,942.00	-	0.00%
Certificated Supervisors' and Administrators' Salaries	1300	238,594.00	139,180.00	238,594.00	-	0.00%
Other Certificated Salaries	1900	-	-	-	-	-
Total, Certificated Salaries		1,351,972.00	693,787.00	1,319,482.00	(32,490.00)	-2.40%
<b>2. Non-certificated Salaries</b>						
Non-certificated Instructional Aides' Salaries	2100	754,942.00	327,846.00	798,315.00	43,373.00	5.75%
Non-certificated Support Salaries	2200	-	-	-	-	-
Non-certificated Supervisors' and Administrators' Sal.	2300	-	-	-	-	-
Clerical and Office Salaries	2400	172,579.00	109,998.00	172,579.00	-	0.00%
Other Non-certificated Salaries	2900	233,195.00	160,070.00	233,195.00	-	0.00%
Total, Non-certificated Salaries		1,160,716.00	597,914.00	1,204,089.00	43,373.00	3.74%
<b>3. Employee Benefits</b>						
STRS	3101-3102	225,793.00	129,843.00	220,296.00	(5,497.00)	-2.43%
PERS	3201-3202	-	-	-	-	-
OASDI / Medicare / Alternative	3301-3302	101,617.00	52,854.00	101,617.00	-	0.00%
Health and Welfare Benefits	3401-3402	317,850.00	112,040.00	317,850.00	-	0.00%
Unemployment Insurance	3501-3502	9,960.00	8,302.00	9,960.00	-	0.00%
Workers' Compensation Insurance	3601-3602	29,520.00	6,680.00	29,520.00	-	0.00%
OPEB, Allocated	3701-3702	-	-	-	-	-
OPEB, Active Employees	3751-3752	-	-	-	-	-
PERS Reduction (for revenue limit funded schools)	3801-3802	-	-	-	-	-
Other Employee Benefits	3901-3902	-	-	-	-	-
Total, Employee Benefits		684,740.00	309,719.00	679,243.00	(5,497.00)	-0.80%

**CHARTER SCHOOL  
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM  
Second Interim Report - Summary**

Charter School Name: Watsonville Prep School  
 (continued)  
 CDS #: 44 77248 0138909  
 Charter Approving Entity: SBE  
 County: Santa Cruz  
 Charter #: 2032  
 Fiscal Year: 2018/19

Description	Object Code	1st Interim Budget (X)	Actuals thru 01/31 (Y)	2nd Interim Budget (Z)	2nd Interim vs. 1st Interim Increase, (Decrease)	
					\$ Difference (Z) vs. (X)	% Change (Z) vs. (X)
<b>4. Books and Supplies</b>						
Approved Textbooks and Core Curricula Materials	4100	3,400.00	2,890.00	3,400.00	-	0.00%
Books and Other Reference Materials	4200	10,000.00	9,497.00	13,000.00	3,000.00	30.00%
Materials and Supplies	4300	41,000.00	43,479.00	48,000.00	7,000.00	17.07%
Noncapitalized Equipment	4400	257,800.00	283,598.00	285,000.00	27,200.00	10.55%
Food	4700	163,500.00	130,608.00	250,000.00	86,500.00	52.91%
<b>Total, Books and Supplies</b>		<b>475,700.00</b>	<b>470,072.00</b>	<b>599,400.00</b>	<b>123,700.00</b>	<b>26.00%</b>
<b>5. Services and Other Operating Expenditures</b>						
Subagreements for Services	5100	-	-	-	-	-
Travel and Conferences	5200	11,000.00	2,327.00	11,000.00	-	0.00%
Dues and Memberships	5300	5,406.00	5,035.00	5,406.00	-	0.00%
Insurance	5400	12,873.00	8,195.00	12,873.00	-	0.00%
Operations and Housekeeping Services	5500	42,112.00	13,483.00	42,112.00	-	0.00%
Rentals, Leases, Repairs, and Noncap. Improvements	5600	815,194.00	167,678.00	634,000.00	(181,194.00)	-22.23%
Professional/Consulting Services and Operating Expenses	5800	647,790.00	404,567.00	728,790.00	81,000.00	12.50%
Communications	5900	47,000.00	42,911.00	48,000.00	1,000.00	2.13%
<b>Total, Services and Other Operating Expenditures</b>		<b>1,581,375.00</b>	<b>644,196.00</b>	<b>1,482,181.00</b>	<b>(99,194.00)</b>	<b>-6.27%</b>
<b>6. Capital Outlay (Objects 6100-6170, 6200-6500 modified accrual basis)</b>						
Land and Land Improvements	6100-6170	-	-	-	-	-
Buildings and Improvements of Buildings	6200	-	-	-	-	-
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	-	-	-	-	-
Equipment	6400	-	-	-	-	-
Equipment Replacement	6500	-	-	-	-	-
Depreciation Expense (for accrual basis only)	6900	-	-	-	-	-
<b>Total, Capital Outlay</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>7. Other Outgo</b>						
Tuition to Other Schools	7110-7143	-	-	-	-	-
Transfers of Pass-through Revenues to Other LEAs	7211-7213	-	-	-	-	-
Transfers of Apportionments to Other LEAs - Spec. Ed	7221-7223SE	-	-	-	-	-
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	-	-	-	-	-
All Other Transfers	7281-7299	-	-	-	-	-
Debt Service:						
Interest	7438	-	-	-	-	-
Principal (for modified accrual basis only)	7439	-	-	-	-	-
<b>Total, Other Outgo</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>8. TOTAL EXPENDITURES</b>		<b>5,254,503.00</b>	<b>2,715,688.00</b>	<b>5,284,395.00</b>	<b>29,892.00</b>	<b>0.57%</b>
<b>C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (AS APPLICABLE)</b>		<b>256,339.00</b>	<b>(754,505.00)</b>	<b>184,979.00</b>	<b>(71,360.00)</b>	<b>-27.84%</b>

**CHARTER SCHOOL  
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM  
Second Interim Report - Summary**

Charter School Name: Watsonville Prep School  
 (continued)  
 CDS #: 44 77248 0138909  
 Charter Approving Entity: SBE  
 County: Santa Cruz  
 Charter #: 2032  
 Fiscal Year: 2018/19

Description	Object Code	1st Interim Budget (X)	Actuals thru 01/31 (Y)	2nd Interim Budget (Z)	2nd Interim vs. 1st Interim Increase, (Decrease)	
					\$ Difference (Z) vs. (X)	% Change (Z) vs. (X)
<b>D. OTHER FINANCING SOURCES / USES</b>						
1. Other Sources	8930-8979	-	-	-	-	
2. Less: Other Uses	7630-7699	-	-	-	-	
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	-	-	-	-	
4. TOTAL OTHER FINANCING SOURCES / USES		-	-	-	-	
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D)</b>		256,339.00	(754,505.00)	184,979.00	(71,360.00)	-27.84%
<b>F. FUND BALANCE, RESERVES</b>						
1. Beginning Fund Balance						
a. As of July 1	9791	151,128.00	151,128.00	151,128.00	-	0.00%
b. Adjustments to Beginning Balance	9793, 9795	-	61,668.00	61,668.00	61,668.00	New
c. Adjusted Beginning Balance		151,128.00	212,796.00	212,796.00		
2. Ending Fund Balance, June 30 (E + F.1.c.)		407,467.00	(541,709.00)	397,775.00		
Components of Ending Fund Balance :						
a. Nonspendable						
Revolving Cash (equals object 9130)	9711	-	-	-	-	
Stores (equals object 9320)	9712	-	-	-	-	
Prepaid Expenditures (equals object 9330)	9713	-	-	-	-	
All Others	9719	-	-	-	-	
b. Restricted	9740	-	(100,000.00)	-	-	
c. Committed						
Stabilization Arrangements	9750	-	-	-	-	
Other Commitments	9760	-	-	-	-	
d. Assigned						
Other Assignments	9780	-	-	-	-	
e. Unassigned/Unappropriated						
Reserve for Economic Uncertainties	9789	-	135,784.40	180,657.05	180,657.05	New
Unassigned/Unappropriated Amount	9790	407,467.00	(770,455.20)	217,117.95	(190,349.05)	-46.72%

**CHARTER SCHOOL  
MULTI-YEAR PROJECTION - ALTERNATIVE FORM  
Second Interim Report - MYP**

Charter School Name: Watsonville Prep School  
 (continued) \_\_\_\_\_  
 CDS #: 44 77248 0138909  
 Charter Approving Entity: SBE  
 County: Santa Cruz  
 Charter #: 2032  
 Fiscal Year: 2021/22

This charter school uses the following basis of accounting:

- Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)
- Modified Accrual Basis** (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	FY 2021/22			Totals for 2022/23	Totals for 2023/24
		Unrestricted	Restricted	Total		
<b>A. REVENUES</b>						
<b>1. Revenue Limit Sources</b>						
State Aid - Current Year	8011	3,455,767.00	0.00	3,455,767.00	4,150,506.00	4,915,822.00
Education Protection Account State Aid - Current Year	8012	61,100.00	0.00	61,100.00	72,380.00	83,660.00
Charter Schools Gen. Purpose Entitlement - State Aid	8015	0.00	0.00	0.00	0.00	0.00
State Aid - Prior Years	8019	0.00	0.00	0.00	0.00	0.00
Tax Relief Subventions (for rev. limit funded schools)	8020-8039	0.00	0.00	0.00	0.00	0.00
County and District Taxes (for rev. limit funded schools)	8040-8079	0.00	0.00	0.00	0.00	0.00
Miscellaneous Funds (for rev. limit funded schools)	8080-8089	0.00	0.00	0.00	0.00	0.00
LCFF/Revenue Limit Transfers:						
PERS Reduction Transfer	8092	0.00	0.00	0.00	0.00	0.00
Charter Schools Funding in lieu of Property Taxes	8096	0.00	0.00	0.00	0.00	0.00
Other LCFF/Revenue Limit Transfers	8091, 8097	0.00	0.00	0.00	0.00	0.00
Total, LCFF/Revenue Limit Sources		3,516,867.00	0.00	3,516,867.00	4,222,886.00	4,999,482.00
<b>2. Federal Revenues</b>						
No Child Left Behind	8290	0.00	189,950.00	189,950.00	223,866.00	262,139.00
Special Education - Federal	8181, 8182	0.00	39,650.00	39,650.00	47,130.00	55,564.00
Child Nutrition - Federal	8220	0.00	160,000.00	160,000.00	230,076.00	271,250.00
Other Federal Revenues	8110, 8260-829	0.00	520,000.00	520,000.00	200,000.00	
Total, Federal Revenues		0.00	909,600.00	909,600.00	701,072.00	588,953.00
<b>3. Other State Revenues</b>						
Charter Schools Categorical Block Grant	N/A thru 14/15					
Special Education - State	StateRevSE	0.00	204,969.00	204,969.00	218,408.00	257,495.00
All Other State Revenues	StateRevAO	66,053.00	556,685.00	622,738.00	464,028.00	538,271.00
Total, Other State Revenues		66,053.00	761,654.00	827,707.00	682,436.00	795,766.00
<b>4. Other Local Revenues</b>						
All Other Local Revenues	LocalRevAO	215,200.00	0.00	215,200.00	375,385.00	186,353.00
Total, Local Revenues		215,200.00	0.00	215,200.00	375,385.00	186,353.00
<b>5. TOTAL REVENUES</b>						
		3,798,120.00	1,671,254.00	5,469,374.00	5,981,779.00	6,570,554.00
<b>B. EXPENDITURES</b>						
<b>1. Certificated Salaries</b>						
Certificated Teachers' Salaries	1100	267,646.00	610,300.00	877,946.00	1,007,583.00	1,159,832.00
Certificated Pupil Support Salaries	1200	202,942.00	0.00	202,942.00	213,089.00	219,482.00
Certificated Supervisors' and Administrators' Salaries	1300	238,594.00	0.00	238,594.00	266,121.00	313,785.00
Other Certificated Salaries	1900	0.00	0.00	0.00	-	-
Total, Certificated Salaries		709,182.00	610,300.00	1,319,482.00	1,486,793.00	1,693,099.00
<b>2. Non-certificated Salaries</b>						
Non-certificated Instructional Aides' Salaries	2100	721,688.00	76,627.00	798,315.00	746,000.00	768,380.00
Non-certificated Support Salaries	2200	0.00	0.00	0.00	0.00	0.00
Non-certificated Supervisors' and Administrators' Sal.	2300	0.00	0.00	0.00	22,816.00	23,272.00
Clerical and Office Salaries	2400	172,579.00	0.00	172,579.00	181,208.00	186,636.00
Other Non-certificated Salaries	2900	233,195.00	0.00	233,195.00	237,272.00	244,390.00
Total, Non-certificated Salaries		1,127,462.00	76,627.00	1,204,089.00	1,187,296.00	1,222,678.00

**CHARTER SCHOOL  
MULTI-YEAR PROJECTION - ALTERNATIVE FORM  
Second Interim Report - MYP**

Charter School Name: Watsonville Prep School  
 (continued) \_\_\_\_\_  
 CDS #: 44 77248 0138909  
 Charter Approving Entity: SBE  
 County: Santa Cruz  
 Charter #: 2032  
 Fiscal Year: 2021/22

Description	Object Code	FY 2021/22			Totals for 2019/20	Totals for 2020/21
		Unrestricted	Restricted	Total		
<b>3. Employee Benefits</b>						
STRS	3101-3102	117,033.00	103,263.00	220,296.00	277,704.00	316,655.00
PERS	3201-3202	0.00	0.00	0.00	0.00	0.00
OASDI / Medicare / Alternative Health and Welfare Benefits	3301-3302	83,308.00	18,309.00	101,617.00	106,041.00	120,651.00
Unemployment Insurance	3401-3402	269,002.00	48,848.00	317,850.00	337,248.00	394,594.00
Workers' Compensation Insurance	3501-3502	3,857.00	6,103.00	9,960.00	11,184.00	12,376.00
OPEB, Allocated	3601-3602	22,807.00	6,713.00	29,520.00	30,395.00	34,609.00
OPEB, Active Employees	3701-3702	0.00	0.00	0.00	0.00	0.00
PERS Reduction (for revenue limit funded schools)	3751-3752	0.00	0.00	0.00	0.00	0.00
Other Employee Benefits	3801-3802	0.00	0.00	0.00	0.00	0.00
Other Employee Benefits	3901-3902	0.00	0.00	0.00	0.00	0.00
Total, Employee Benefits		496,007.00	183,236.00	679,243.00	762,572.00	878,885.00
<b>4. Books and Supplies</b>						
Approved Textbooks and Core Curricula Materials	4100	2,890.00	510.00	3,400.00	9,445.00	10,933.00
Books and Other Reference Materials	4200	11,050.00	1,950.00	13,000.00	17,473.00	20,225.00
Materials and Supplies	4300	40,860.00	7,140.00	48,000.00	57,660.00	62,955.00
Noncapitalized Equipment	4400	140,644.00	144,356.00	285,000.00	90,695.00	98,671.00
Food	4700	5,000.00	245,000.00	250,000.00	343,313.00	399,471.00
Total, Books and Supplies		200,444.00	398,956.00	599,400.00	518,586.00	592,255.00
<b>5. Services and Other Operating Expenditures</b>						
Subagreements for Services	5100	0.00	0.00	0.00	0.00	0.00
Travel and Conferences	5200	11,000.00	0.00	11,000.00	19,652.00	21,648.00
Dues and Memberships	5300	5,406.00	0.00	5,406.00	7,700.00	7,895.00
Insurance	5400	12,873.00	0.00	12,873.00	13,131.00	13,394.00
Operations and Housekeeping Services	5500	42,112.00	0.00	42,112.00	91,080.00	98,896.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	326,865.00	307,135.00	634,000.00	721,091.00	846,176.00
Professional/Consulting Services and Operating Expenditures	5800	668,790.00	60,000.00	728,790.00	929,083.00	1,050,325.00
Communications	5900	13,000.00	35,000.00	48,000.00	21,549.00	21,879.00
Total, Services and Other Operating Expenditures		1,080,046.00	402,135.00	1,482,181.00	1,803,286.00	2,060,213.00
<b>6. Capital Outlay (Obj. 6100-6170, 6200-6500 for mod. accr. b.)</b>						
Land and Land Improvements	6100-6170	0.00	0.00	0.00	0.00	0.00
Buildings and Improvements of Buildings	6200	0.00	0.00	0.00	0.00	0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	0.00	0.00	0.00	0.00	0.00
Equipment	6400	0.00	0.00	0.00	0.00	0.00
Equipment Replacement	6500	0.00	0.00	0.00	0.00	0.00
Depreciation Expense (for accrual basis only)	6900	0.00	0.00	0.00	0.00	0.00
Total, Capital Outlay		0.00	0.00	0.00	0.00	0.00
<b>7. Other Outgo</b>						
Tuition to Other Schools	7110-7143	0.00	0.00	0.00	0.00	0.00
Transfers of Pass-through Revenues to Other LEAs	7211-7213	0.00	0.00	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE	0.00	0.00	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	0.00	0.00	0.00	0.00	0.00
All Other Transfers	7280-7299	0.00	0.00	0.00	0.00	0.00
Debt Service:						
Interest	7438	0.00	0.00	0.00	0.00	0.00
Principal (for modified accrual basis only)	7439	0.00	0.00	0.00	0.00	0.00
Total, Other Outgo		0.00	0.00	0.00	0.00	0.00
<b>8. TOTAL EXPENDITURES</b>		3,613,141.00	1,671,254.00	5,284,395.00	5,758,533.00	6,447,130.00
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-)</b>		184,979.00	0.00	184,979.00	223,246.00	123,424.00



**CHARTER SCHOOL  
MULTI-YEAR PROJECTION - ALTERNATIVE FORM  
Second Interim Report - MYP**

Charter School Name: Watsonville Prep School  
 (continued) \_\_\_\_\_  
 CDS #: 44 77248 0138909  
 Charter Approving Entity: SBE  
 County: Santa Cruz  
 Charter #: 2032  
 Fiscal Year: 2021/22

Description	Object Code	FY 2021/22			Totals for 2019/20	Totals for 2020/21
		Unrestricted	Restricted	Total		
<b>D. OTHER FINANCING SOURCES / USES</b>						
1. Other Sources	8930-8979	0.00	0.00	0.00	0.00	0.00
2. Less: Other Uses	7630-7699	0.00	0.00	0.00	0.00	0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	0.00	0.00	0.00	0.00	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		0.00	0.00	0.00	0.00	0.00
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D)</b>		184,979.00	0.00	184,979.00	223,246.00	123,424.00
<b>F. FUND BALANCE, RESERVES</b>						
1. Beginning Fund Balance						
a. As of July 1	9791	151,128.00	0.00	151,128.00	397,775.00	621,021.00
b. Adjustments to Beginning Balance	9793, 9795	61,668.00	0.00	61,668.00		
c. Adjusted Beginning Balance		212,796.00	0.00	212,796.00	397,775.00	621,021.00
2. Ending Fund Balance, June 30 (E + F.1.c.)		397,775.00	0.00	397,775.00	621,021.00	744,445.00
Components of Ending Fund Balance:						
a. Nonspendable						
Revolving Cash (equals object 9130)	9711	0.00	0.00	0.00	0.00	0.00
Stores (equals object 9320)	9712	0.00	0.00	0.00	0.00	0.00
Prepaid Expenditures (equals object 9330)	9713	0.00	0.00	0.00	0.00	0.00
All Others	9719	0.00	0.00	0.00	0.00	0.00
b. Restricted	9740	0.00	0.00	0.00	0.00	0.00
c. Committed						
Stabilization Arrangements	9750	0.00	0.00	0.00	0.00	0.00
Other Commitments	9760	0.00	0.00	0.00	0.00	0.00
d. Assigned						
Other Assignments	9780	0.00	0.00	0.00	0.00	0.00
e. Unassigned/Unappropriated						
Reserve for Economic Uncertainties	9789	180,657.05	0.00	180,657.05	287,926.65	322,356.50
Unassigned/Unappropriated Amount	9790	217,117.95	0.00	217,117.95	333,094.35	422,088.50

# Coversheet

## Facilities Update

**Section:** II. Business and Finance  
**Item:** F. Facilities Update  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Facilities Update Memo.pdf



Date: April 14, 2022  
 To: Board of Directors of Navigator Schools  
 From: Kevin Sved, CEO  
 Subject: Gilroy Prep and Hollister Prep Facilities

Gilroy Prep School (GPS) and Hollister Prep School (HPS) have facilities challenges that need to be addressed. This memo discusses these needs and explains how a current process to apply for funding through California’s Charter School Facilities Program can help meet these needs.

**GPS Facilities Needs**

GPS has the following facilities needs:

1. Replace parking that will be lost as a result of the renovation of the co-located South Valley Middle School site
2. Improve traffic flow during drop-off and pick-up
3. Determine a plan for long-range use of the current South Valley field that is shared with Gilroy Prep School and which South Valley will no longer utilize after the South Valley renovation is completed (estimated October 2023)
4. Replace failed asphalt on the GPS playground
5. Replace the playground climbing structure
6. Add two classrooms for Transitional Kindergarten (TK) due to the impending expansion of universal TK
7. Add one classroom to support intervention and one classroom to serve as an additional library
8. Add one or two additional adult bathrooms

**HPS Facilities Needs**

Currently HPS utilizes portable classrooms on both the north and south sides of R.O. Hardin Elementary. This puts a strain on R.O. Hardin, and the situation is becoming an issue of increasing concern for the Hollister School District. Over time, R.O. Hardin will need the 7 portables that HPS uses on the south side of the campus. Furthermore, over the next 10 years, the portables on the north side of the campus that HPS utilizes will likely require renovation or replacement due to the age of the buildings. Because of the limited space on the north side of the campus where HPS is currently located, addressing these needs will likely require removing and replacing the existing classrooms with a more efficient facility footprint.

In addition, HPS has the following facilities needs:

1. Improve traffic flow, especially at drop-off and pick-up time
2. Add one additional student restroom unit
3. Add two classrooms for Transitional Kindergarten (TK)
4. Add one classroom to support intervention and one classroom to serve as an additional library
5. Accommodate additional Special Education space
6. Add a staff lounge / workroom
7. Add two or three additional adult bathrooms

**California's Charter School Facilities Program and Proposition 51**

California operates the Charter School Facilities Program (CSFP) to administer public funds allocated to support charter schools in meeting facilities needs. Unfortunately, funding is typically not available unless so authorized by voters through state bonds. Proposition 51 was approved on November 8, 2016 by statewide ballot, authorizing \$9 billion in general obligation bonds for K-12 school and community college facilities, with \$500m set aside for charter schools. The Office of Public School Construction (OPSC) allocated the \$500m to charter schools through a competitive process in 2017. Navigator applied for both Gilroy Prep and Hollister Prep and was not awarded funds during that round. In February 2022, the OPSC released application guidelines for \$96m of the original \$500m that was not utilized by the awardees of the grants. Navigator intends to apply for these funds to support projects to meet the facilities needs described above. If funded, the grants will cover fifty-percent of eligible expenses. For the remaining fifty-percent of eligible expenses, the CSFP provides long-term, low-interest loans to support the project.

**Next Steps**

The CSFP applications are due by June 3, 2022 and will require approval by the Navigator Schools Board of Directors to authorize the CEO to submit the applications. In addition, an eligibility requirement is an approved agreement with the school district to ensure the school will have access to the district-owned property as long as the charter school is operational. Therefore, Navigator staff has initiated a series of meetings with the facilities staff and the superintendents of both Gilroy Unified School District and Hollister School District to discuss the needs and opportunities. With their support, Navigator staff will be presenting to the school boards of both districts in April with the goal of receiving board approval during their May 2022 meetings in advance of the June 3 deadline. Staff are working with a consultant and Pacific Charter School Development to prepare the applications. Additionally, Marty Hochroth from Artik Architecture who worked on Watsonville Prep School, is working with Navigator to prepare preliminary site plans that are required for the application. In the event that the applications are not funded, we anticipate seeking alternative financing strategies to meet these facilities needs.