

Three Rivers Charter School

Financial Report

January 16, 2018

*Current Book Balance:

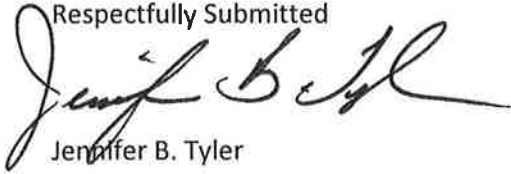
Charter Vision reports the current book balance at *\$914,959 with open payables of \$0.00. This figure also includes Parent Network Funds of approximately \$28,192. Net operating funds are estimated at \$886,767.

Typical monthly operating expenses average approximately \$85,000.00. The current book balance affords (approximately) a 10 month cushion for operating expenses, net of Parent Network Funds.

*Source – CharterVision – I have not personally inspected bank statements to confirm this balance.

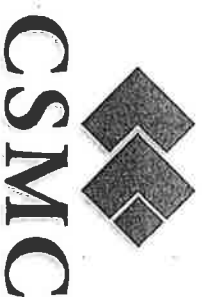
Review attached CSMC financial reporting list for January with Director Coy to confirm compliance.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Jennifer B. Tyler". The signature is fluid and cursive, with the first name being the most prominent.

Jennifer B. Tyler

JANUARY 2018



1/1 - 1/31 - FINANCE

SUBMIT REPORT FOR FEDERAL CASH MANAGEMENT DATA COLLECTION – QUARTER 2

Direct funded charter schools receiving allocations under the Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III LEP; and Title III Immigrant programs under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the No Child Left Behind Act of 2001 (NCLB), must report the cash balance for each of these programs on a quarterly basis to the California Department of Education (CDE) in order to receive their apportionments for those programs. The apportionment released will be equal to 25 percent of the LEA's annual program entitlement, minus the cash balance it reported for that period.

1/15 - FINANCE

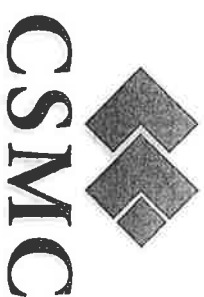
SUBMIT REPORT FOR PUBLIC CHARTER SCHOOL GRANT PROGRAM AND DISSEMINATION GRANT PROGRAM - QTR 2

The California Public Charter Schools Grant Program (PCSGP) Quarterly Expenditure Report (QER) is due to the California Department of Education's Charter Schools Division within 30 days of each respective quarter. Each Public Charter School Grant Program grantee is required to submit the Quarterly Expenditure Report (QER). The grantee is responsible for ensuring the report's completion, accuracy and timely submittal. The latest release of the QER can be found at <http://www.cde.ca.gov/sp/cs/re/pcsgp.asp>. On this form, there are three tabs. Instructions, Quarterly Expenditure and Fiscal Year Reports. The school information is input to the QER tab, while actual expenditures are input to the Fiscal Year Report by Quarter tab. Please contact CSMC for assistance in filling out the form. The QER's are due the last day of the month following the close of the fiscal quarter. The charter school must submit a QER every quarter it spends PCSGP Grant funds.

Additionally, each grantee is required to submit an Annual Progress Report (APR), which includes the Annual Progress Report Questionnaire and the Work Plan Status report. The APR should include a narrative section identifying percent complete of each of the Work Plan Objectives and any changes that may have occurred to the program plan.

Please review specific deadlines with school program managers, and to avoid requesting to get one month before each deadline. Due dates can be changed by authorities without notice.

JANUARY 2018



1/31 - FINANCE AFTER SCHOOL EDUCATION AND SAFETY (ASES) GRANT REPORT - QTR 2 - ASSIST REPORTING

ASES awardees need to submit quarterly expenditure reports through CDE's ASSIST online report and may revise the submitted grant budget as necessary.

1/31 - FINANCE SUBMIT 4TH QUARTER 941, DE9 & DE9c REPORT FILING DISTRIBUTION

CSMC will oversee the payroll service provider to file quarterly reports to the appropriate government agencies.

1/31 - FINANCE REPORT W-2s - W-2 REPORT FILING DISTRIBUTION

CSMC will oversee the payroll service provider to file the employees and government agencies W-2 year end reports.

TBA* - COMPLIANCE COMPLETE CONSOLIDATED APPLICATION REPORTING - WINTER

The Con App reporting process helps monitor participation in federal programs by reporting funding expenditures and to ensure compliance with program requirements. CSMC School Business Manager prepares the report and may require input from the charter school's financial staff. Certain elements of the reporting process may require the school's financial staff and governing board awareness and approval. Best practices include ensuring charter school leadership and governing boards review both fiscal and programmatic compliance requirements.

1/31 - FINANCE REPORT 1099 AND 1096

Form 1099 must be given to every independent contractor that provided services and was paid at least \$600 in the calendar year. All Forms 1096 and 1099 must also be filed with the IRS. The due date for Forms 1099 and 1096 is January 31. Best practice is that the school obtain a W-9 for each vendor who is providing services for the school at the time they are hired. The reporting period is January 1-December 31. Corporate contractors are generally exempt from 1099 requirements, except for legal corporations. Certain types of rent must also be reported on Form 1099.

* Please review specific due dates with school business managers and account managers at least one month before each deadline. Due dates can be changed by authorities without notice.