

TEACH Public Schools

TEACH Public Schools Governing Board Meeting

Date and Time

Wednesday August 18, 2021 at 5:00 PM PDT

Location

Beth Bulgeron is inviting you to a scheduled Zoom meeting.

Topic: TEACH Public Schools Governing Board Meeting
Time: Aug 18, 2021 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
https://teachpublicschools-org.zoom.us/j/82063184648?pwd=dm4vQ2dvb1RON0RmRXdUQ1RhdUdTZz09

Meeting ID: 820 6318 4648
Passcode: 471137
One tap mobile
+16699006833,,82063184648#,,,,*471137# US (San Jose)
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- +1 669 900 6833 US (San Jose)
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Meeting ID: 820 6318 4648
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Find your local number: https://teachpublicschools-org.zoom.us/u/khD572y8B

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be change without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the American with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting TEACH Public Schools during normal business hours at as far in advance as possible, but no later than 24 hours before the meeting.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact TEACH Public Schools, 1846 W. Imperial Highway. Los Angeles, CA 90047; phone: 323-872-0808; fax 323-389-4898. www.teachpublicschools.org

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Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**5:00 PM**
	A. Call the Meeting to Order			
	B. Record Attendance		Beth Bulgeron	2 m
	C. Public Comment			5 m
II.	**Consent Items**			**5:07 PM**
	A. Consent Items: Approve the Current Agenda and Minutes From the Previous Meeting	Approve Minutes		3 m
	Consent Items- Items included as Consent Items will be voted on in one motion, unless a member of the Board requests than an item be removed and voted on separately, in which case the Board Chair will determine when it will be called and considered for action.			
III.	**Items Scheduled for Information and Potential Action**			**5:10 PM**

		Purpose	Presenter	Time
A.	TEACH Public Schools Fiscal Report	Discuss	Theresa Thompson	10 m
B.	Unaudited Actual Reports	Vote	Theresa Thompson	5 m

Annual unaudited financial statements for the preceding year are due by September 15th.

C.	Approve TEACH Academy of Technologies 2021-2022 Comprehensive School Safety Plan and 2021-2022 Student and Parent Handbook	Vote	Suzette Torres	5 m

Both the Comprehensive School Safety Plan and the Student and Parent Handbook have been updated to reflect changes for the 2021-2022 school year.

D.	Academic Performance Report for the 2020-2021 School Year	Discuss	Raul Carranza	10 m
E.	Principal's Report: TEACH Preparatory Elementary School	FYI	Sharon Rhee	5 m
F.	Principal's Report: TEACH Academy of Technologies	FYI	Suzette Torres	5 m
G.	Principal's Report: TEACH Tech Charter High School	FYI	Monique Woodley	5 m

IV. Closing Items — 5:55 PM

A.	Upcoming Meeting Date	FYI	

The next Regular Board Meeting is scheduled for September 15, 2021 at 5 pm.

B.	Public Comment		5 m
C.	Board Member Comments		5 m
D.	Adjourn Meeting	Vote	

Coversheet

Consent Items: Approve the Current Agenda and Minutes From the Previous Meeting

Section: II. Consent Items
Item: A. Consent Items: Approve the Current Agenda and Minutes From the Previous Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: 2021_08_06_board_meeting_minutes.pdf

DRAFT

TEACH Public Schools

Minutes

Special Board Meeting- TEACH Public Schools Governing Board

Date and Time
Friday August 6, 2021 at 3:00 PM

Location
Beth Bulgeron is inviting you to a scheduled Zoom meeting.

Topic: My Meeting
Time: Aug 6, 2021 03:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
https://teachpublicschools-org.zoom.us/j/85237177055?pwd=VG5vTU9oZzEvTFlJdDNzblAvbCt0dz09

Meeting ID: 852 3717 7055
Passcode: 232538
One tap mobile
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- +1 312 626 6799 US (Chicago)
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)

Meeting ID: 852 3717 7055
Passcode: 232538
Find your local number: https://teachpublicschools-org.zoom.us/u/kdY4Wwmtey

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www.teachpublicschools.org

Directors Present
A. Dragon (remote), J. Lewis (remote), J. Lobdell (remote), K. McGregor, K. Piazza (remote), S. Tucker (remote)

Directors Absent
S. Burrows

Guests Present
B. Bulgeron (remote), M. Brown (remote), R. Carranza (remote), S. Rhee (remote)

I. Opening Items

A. Call the Meeting to Order

S. Tucker called a meeting of the board of directors of TEACH Public Schools to order on Friday Aug 6, 2021 at 3:08 PM.

B. Record Attendance

C. Public Comment

No public comment

II. Consent Items

A. Consent Items: Approve the Current Agenda and Minutes From the Previous Meeting

J. Lewis made a motion to approve the consent items: approve current agenda, approve minutes from previous meeting, and approve the comp therapy service agreement.
K. McGregor seconded the motion.
Matt Brown made a presentation on the comp therapy services agreement. The board **VOTED** to approve the motion.

Roll Call

J. Lobdell	Aye
K. McGregor	Aye
S. Burrows	Absent
S. Tucker	Aye
J. Lewis	Aye

Roll Call

K. Piazza	Aye
A. Dragon	Aye

B. Comp Therapy Service Agreement - 2021-2022

see above

III. Items Scheduled for Information and Potential Action

A. TEACH Public Schools Policy for Independent Study

J. Lewis made a motion to Approve the Independent Study Policy.
S. Tucker seconded the motion.
Matt Brown made a presentation on the Independent Study Policy which was drafted to adhere to new legislation and guidance for the 21-22 school year. He described the policy and how it will be carried out at the schools. The board **VOTED** to approve the motion.

Roll Call

J. Lewis	Aye
J. Lobdell	Aye
A. Dragon	Aye
S. Burrows	Absent
S. Tucker	Aye
K. McGregor	Aye
K. Piazza	Aye

B. Approve TEACH Tech Charter High School 2021-2022 Comprehensive School Safety Plan and 2021-2022 Student and Parent Handbook

J. Lobdell made a motion to Approve the Teach Tech Charter HIgh School 21-22 Comprehensive School Safety Plan and he 2021-22 Student and Parent Handbook.
K. Piazza seconded the motion.
Beth Bulgeron described changes and updates that were made to the Safety Plan and the Handbook. The board **VOTED** to approve the motion.

Roll Call

K. Piazza	Aye
J. Lobdell	Aye
K. McGregor	Aye
A. Dragon	Aye
S. Tucker	Aye
J. Lewis	Aye
S. Burrows	Absent

C. Approve 2021-22 Comprehensive School Safety Plan and 2021-22 Student and Parent Handbook for TEACH Preparatory Elementary School

J. Lobdell made a motion to Approve the Comprehensive School Safety Plan and the 21-22 Student and Parent Handbook for TEACH Preparatory Elementary School.
K. Piazza seconded the motion.
Beth Bulgeron presented an overview of changes that were made to the safety plan and the handbook. Principal Sharon Rhee described some of the changes in more detail. The board **VOTED** to approve the motion.

Roll Call

K. Piazza	Aye
A. Dragon	Aye
S. Burrows	Absent

Roll Call

S. Tucker	Aye
J. Lobdell	Aye
K. McGregor	Aye
J. Lewis	Aye

IV. Closing Items

A. Upcoming Meeting Date

The next Regular Board Meeting will be held on August 18, 2021 at 5 pm.

B. Public Comment

No public comment

C. Board Member Comments

No board member comments

D. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:27 PM.

Respectfully Submitted,
J. Lobdell

Coversheet

TEACH Public Schools Fiscal Report

Section: III. Items Scheduled for Information and Potential Action
Item: A. TEACH Public Schools Fiscal Report
Purpose: Discuss
Submitted by:
Related Material: June 2021 Financial Presentation.pdf
July 2021 Monthly Financial Presentation.pdf
July 2021-TEACH Compliance Reminders Email.pdf

CHARTER IMPACT

TEACH Academy of Technologies, TEACH Tech Charter High School, TEACH Prep Elementary, TEACH Public Schools, Cunningham & Morris, LLC, Wooten Avila, LLC and TEACH Foundation, Inc.

Monthly Financial Presentation – July 2021

July Highlights

- Fiscal Year 20/21 Audit begins on August 23, 2021
- The Concentration Grant Component of the LCFF has been increased from 50% to 65%- the additional funds must be expended to increase the number of staff providing direct services which can include custodial staff. This increase is approximately **TAT** $159,395, **TTHS**-206,782 **TES**- $102, 331 with all variables consistent
- FY21/22 LCFF Funding Rates have been raised 5% compared to FY20/21. In FY20/21, there was not a Cost of Living (COLA) increase and thus rates were based on FY19/20.
- TEACH Academy , TEACH Tech, TEACH Prep & TPS closed with surplus, positive cash flow, and positive fund balances projected at year end.
- TEACH Academy , TEACH Tech, and TEACH Prep either met or exceeded Debt Service Reserve Requirements of 1.20 and 45-Day Cash on Hand Requirement

- Additional Funding on the horizon-
  - California Pre-Kindergarten Planning and Implementation Grant **TES**-$101,914
  - Expanded Learning Opportunities Program -(not to be confused with the ELO "GRANT") This is a three- year grant and the amount shows the 1st year of funding. If your Unduplicated Rate is above 80% you will receive at least 3 years of funding. **TAT**,$206,912- . **TES** -$201,836
  - A-G and College Readiness Grant Program- **TTHS** $396,081-Funds first must be used to allow students who receive a "D," "F," or "Fail" grade in an A-G course in the spring semester of 2020 or the 2020-21 school year to retake those courses. If funds are remaining, an LEA may use them to offer credit recovery opportunities to all students to ensure they are able to graduate high school on time.

July Highlights

- New Estimated Federal Funding Rescue Plan (Elementary and Secondary School Emergency Relief Fund- (ESSER III) TAT **$1,410,061** , TTHS $ **1,141,856**, TES- **$389,468**
- New Cares Act Funding (Coronavirus Response and Relief Supplemental Appropriations Act 2021)Elementary and Secondary School Relief (ESSER II Fund) preliminary eligibility amount for TAT- **$618,061-,** TTHS **$499,881,** TES- **$170,505**.
- Elementary and Secondary School Emergency Relief Fund (ESSER I)- funds awarded @ 80% of projected FY19 Title I allocation or Academy $**136603*** ** TECH **$110,960,-** Funding to be used so support coronavirus response activities as well as efforts to continue to provide education services and operations
- Expanded Learning Opportunity Grant TAT, **$322,458** **TTHS** **$358,017,** **TES** **$ 142,948-** See Eligible Use Slide

TEACH Academy of Technologies
Board Summary
FY21/22

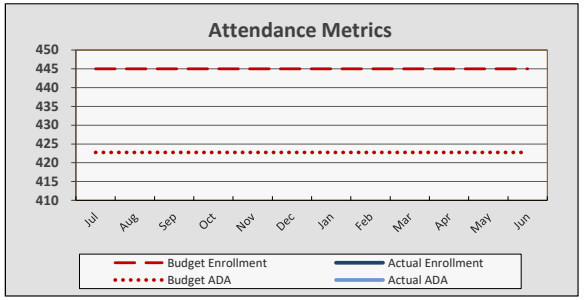
CHARTER IMPACT

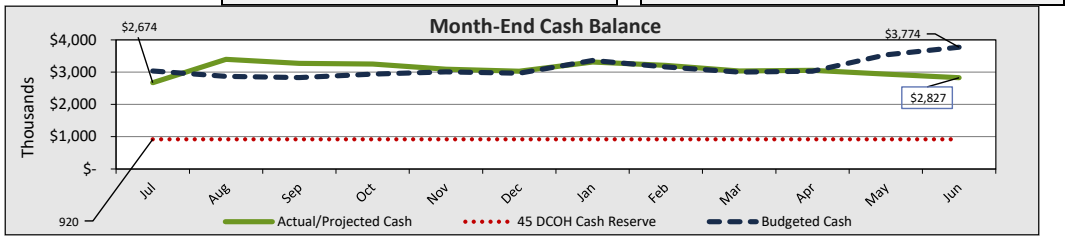
	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 76,462	$ -	$ 76,462	$ 4,925,093	$ 4,765,466	$ 159,627
Federal Revenue	6,968	-	6,968	1,751,199	1,751,199	-
Other State Revenue	17,959	322,458	(304,499)	1,357,609	1,318,564	39,045
Other Local Revenue	2,715	-	2,715	2,715	-	2,715
Total Revenue	**$ 104,104**	**$ 322,458**	**$ (218,354)**	**$ 8,036,616**	**$ 7,835,229**	**$ 201,387**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 57,875	$ 88,917	$ 31,042	$ 1,645,726	$ 1,668,437	$ 22,711
Classified Salaries	31,071	49,519	18,448	755,827	770,794	14,967
Benefits	28,429	49,403	20,974	782,055	777,501	(4,554)
Books and Supplies	10,616	9,512	(1,104)	777,834	776,730	(1,104)
Subagreement Services	1,625	17	(1,608)	977,380	975,772	(1,608)
Operations	10,666	14,625	3,959	177,841	178,500	659
Facilities	72,929	77,477	4,549	928,855	929,728	874
Professional Services	39,495	74,289	34,793	1,299,979	1,330,940	30,961
Depreciation	11,389	9,625	(1,764)	117,264	115,500	(1,764)
Interest	1,288	-	(1,288)	1,288	-	(1,288)
Total Expenses	**$ 265,383**	**$ 373,383**	**$ 108,000**	**$ 7,464,048**	**$ 7,523,902**	**$ 59,853**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (161,279)**	**$ (50,925)**	**$ (110,354)**	**$ 572,568**	**$ 311,327**	**$ 261,241**
Beginning Fund Balance	4,917,278	4,909,387		4,917,278	4,909,387	
Ending Fund Balance	**$ 4,755,999**	**$ 4,858,462**		**$ 5,489,846**	**$ 5,220,714**	
As a % of Annual Expenses	*63.7%*	*64.6%*		*73.6%*	*69.4%*	

Enrollment & Per Pupil Data			
	Actual	**Forecast**	**Budget**
Average Enrollment	*n/a*	*445*	*445*
ADA	*n/a*	*423*	*423*
Attendance Rate	*n/a*	*95.0%*	*95.0%*
Unduplicated %	*98.9%*	*98.9%*	*98.9%*
Revenue per ADA		*$19,010*	*$18,534*
Expenses per ADA		*$17,656*	*$17,798*





TEACH Tech Charter High

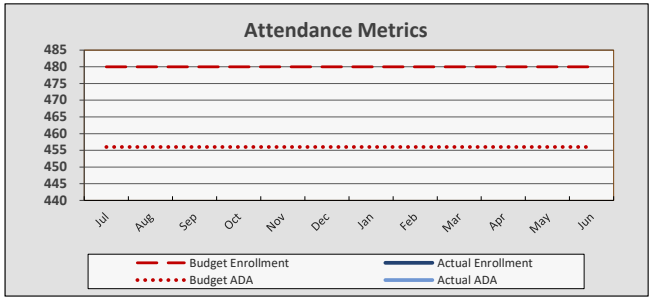
FY21/22 Budget Board Summary

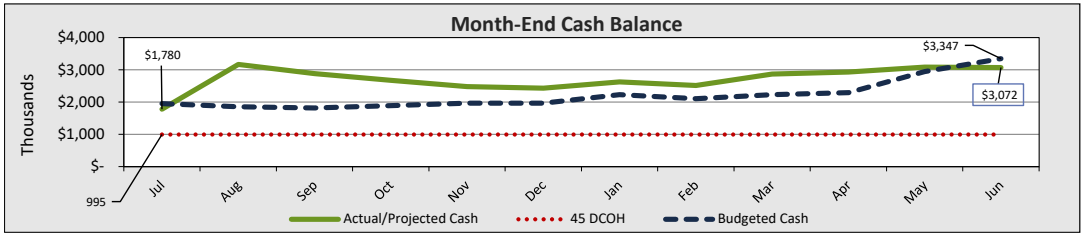
	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 69,637	$ -	$ 69,637	$ 6,360,450	$ 6,153,668	$ 206,782
Federal Revenue	6,346	-	6,346	1,522,276	1,522,276	-
Other State Revenue	16,356	358,017	(341,661)	1,329,909	1,287,555	42,354
Other Local Revenue	-	-	-	-	-	-
Total Revenue	**$ 92,339**	**$ 358,017**	**$ (265,678)**	**$ 9,212,635**	**$ 8,963,499**	**$ 249,136**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 73,888	$ 92,921	$ 19,032	$ 2,048,084	$ 2,057,481	$ 9,397
Classified Salaries	23,163	54,626	31,463	697,153	725,272	28,119
Benefits	34,341	43,727	9,386	745,081	729,834	(15,247)
Books and Supplies	18,925	43,240	24,315	1,251,485	1,260,800	9,315
Subagreement Services	1,397	-	(1,397)	579,914	578,517	(1,397)
Operations	12,164	22,933	10,770	266,630	277,400	10,770
Facilities	63,121	74,431	11,310	881,867	893,177	11,310
Professional Services	33,717	84,424	50,708	1,542,198	1,583,052	40,854
Depreciation	3,378	4,625	1,247	54,253	55,500	1,247
Interest	-	-	-	-	-	-
Total Expenses	**$ 264,094**	**$ 420,927**	**$ 156,833**	**$ 8,066,666**	**$ 8,161,034**	**$ 94,367**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (171,755)**	**$ (62,910)**	**$ (108,845)**	**$ 1,145,969**	**$ 802,465**	**$ 343,503**
Beginning Fund Balance	4,118,734	4,118,734		4,118,734	4,412,563	
Ending Fund Balance	**$ 3,946,979**	**$ 4,055,824**		**$ 5,264,703**	**$ 5,215,028**	
As a % of Annual Expenses	*48.9%*	*49.7%*		*65.3%*	*63.9%*	

Enrollment & Per Pupil Data			
	Actual	**Forecast**	**Budget**
Average Enrollment	*n/a*	*480*	*480*
ADA	*n/a*	*456*	*456*
Attendance Rate	*n/a*	*95.0%*	*95.0%*
Unduplicated %	*95.8%*	*95.8%*	*95.8%*
Revenue per ADA		*$20,203*	*$19,657*
Expenses per ADA		*$17,690*	*$17,897*





TEACH Prep

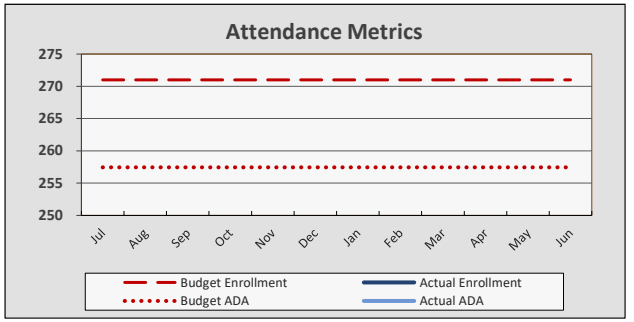
FY21/22 Board Summary

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	**Budget @ 07/31/2021**	**Fav/(Unfav)**	**Forecast @ 06/30/2022**	**Budget @ 06/30/2022**	**Fav/(Unfav)**
Revenue						
State Aid-Rev Limit	$ 31,431	$ -	$ 31,431	$ 3,154,391	$ 3,050,851	$ 103,540
Federal Revenue	2,864	-	2,864	685,618	685,618	-
Other State Revenue	7,382	142,948	(135,566)	684,277	660,527	23,750
Other Local Revenue	-	-	-	-	-	-
Total Revenue	**$ 41,677**	**$ 142,948**	**$ (101,271)**	**$ 4,524,286**	**$ 4,396,996**	**$ 127,290**

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	**Budget @ 07/31/2021**	**Fav/(Unfav)**	**Forecast @ 06/30/2022**	**Budget @ 06/30/2022**	**Fav/(Unfav)**
Expenses						
Certificated Salaries	$ 45,435	$ 37,272	$ (8,163)	$ 951,723	$ 938,252	$ (13,471)
Classified Salaries	15,283	31,132	15,848	399,663	415,511	15,848
Benefits	17,970	20,576	2,607	360,816	355,342	(5,475)
Books and Supplies	17,698	28,897	11,198	765,143	768,341	3,198
Subagreement Services	287	-	(287)	145,387	145,100	(287)
Operations	8,126	9,300	1,174	111,226	112,400	1,174
Facilities	47,891	51,073	3,181	609,691	612,872	3,181
Professional Services	15,609	41,697	26,087	801,344	821,200	19,856
Depreciation	2,801	3,192	391	37,909	38,300	391
Interest	-	-	-	-	-	-
Total Expenses	**$ 171,101**	**$ 223,138**	**$ 52,037**	**$ 4,182,902**	**$ 4,207,318**	**$ 24,416**

Enrollment & Per Pupil Data			
	Actual	***Forecast***	***Budget***
Average Enrollment	*n/a*	*271*	*271*
ADA	*n/a*	*257*	*257*
Attendance Rate	*n/a*	*95.0%*	*95.0%*
Unduplicated %	*97.3%*	*97.3%*	*97.3%*
Revenue per ADA		*$17,573*	*$17,079*
Expenses per ADA		*$16,247*	*$16,342*

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	**Budget @ 07/31/2021**	**Fav/(Unfav)**	**Forecast @ 06/30/2022**	**Budget @ 06/30/2022**	**Fav/(Unfav)**
Total Surplus(Deficit)	**$ (129,424)**	**$ (80,190)**	**$ (49,234)**	**$ 341,384**	**$ 189,678**	**$ 151,706**
Beginning Fund Balance	1,245,038	1,245,766		1,245,038	1,245,766	
Ending Fund Balance	**$ 1,115,614**	**$ 1,165,576**		**$ 1,586,422**	**$ 1,435,444**	
As a % of Annual Expenses	*26.7%*	*27.7%*		*37.9%*	*34.1%*	



TEACH Public Schools

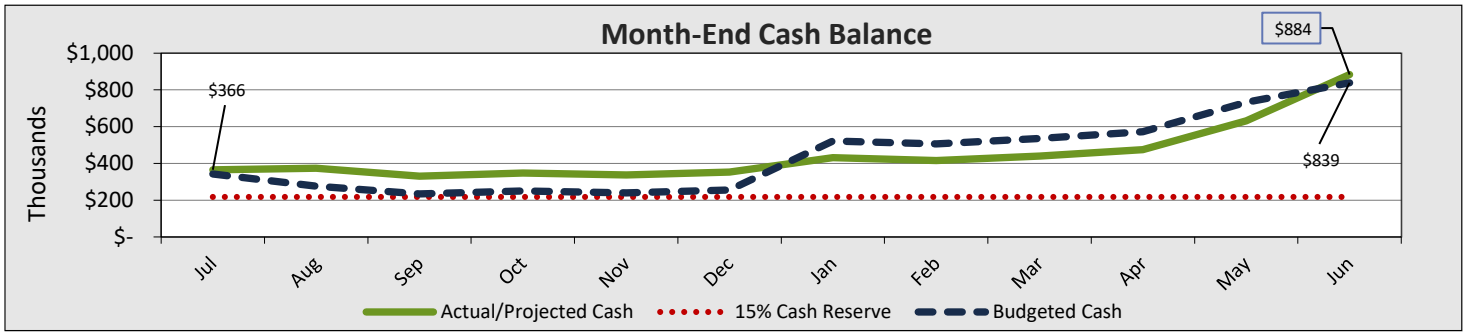
FY21-22 Board Summary

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
Federal Revenue	-	-	-	-	-	-
Other Local Revenue	22,363	78,225	(55,862)	2,205,471	2,150,837	54,634
Total Revenue	**$ 22,363**	**$ 78,225**	**$ (55,862)**	**$ 2,205,471**	**$ 2,150,837**	**$ 54,634**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 64,718	$ 81,001	$ 16,283	$ 651,972	$ 637,879	$ (14,093)
Classified Salaries	46,207	51,617	5,410	484,490	476,950	(7,540)
Benefits	24,127	32,484	8,357	295,310	298,922	3,612
Books and Supplies	4,615	5,083	468	80,532	81,000	468
Subagreement Services	-	-	-	4,100	4,100	-
Operations	2,643	4,250	1,607	64,726	65,000	274
Facilities	5,145	7,073	1,928	82,944	84,872	1,928
Professional Services	526	5,437	4,911	89,029	93,940	4,911
Depreciation	962	1,083	122	12,878	13,000	122
Interest	-	-	-	-	-	-
Total Expenses	**$ 148,943**	**$ 188,027**	**$ 39,084**	**$ 1,765,982**	**$ 1,755,663**	**$ (10,319)**

v

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (126,580)**	**$ (109,802)**	**$ (16,778)**	**$ 439,489**	**$ 395,174**	**$ 44,315**
Beginning Fund Balance	554,760	554,760		554,760	554,760	
Ending Fund Balance	**$ 428,180**	**$ 444,958**		**$ 994,249**	**$ 949,933**	
As a % of Annual Expenses	*24.2%*	*25.3%*		*56.3%*	*54.1%*	



TPS, Inc. – Financial Position

TEACH, Inc.

Statement of Financial Position

July 31, 2021

	Teach Academy of Technology	Teach Tech High School	Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School	Teach Public Schools	C & M LLC	Wooten Avila, LLC	TEACH Foundation, Inc	Eliminations	Combined
Assets									
Current Assets									
Cash & Cash Equivalents	$ 2,673,553	$ 1,780,001	$ 168,595	$ 365,586	$ 90,823	$ 259,613	$ -		$ 5,338,171
Accounts Receivable	425,877	208,037	105,071	-	-	-	2,337		741,322
Interest Receivable	-	-	-	-	1,691	1,411	-		3,103
Public Funding Receivables	1,080,479	1,821,365	932,318	-	-	-	-		3,834,162
Due To/From Related Parties	128,017	(40,956)	(236,376)	149,314	-	-	-		(0)
Prepaid Expenses	142,419	93,347	86,811	15,324	-	-	-		337,901
Total Current Assets	**4,450,346**	**3,861,795**	**1,056,419**	**530,224**	**92,515**	**261,024**	**2,337**		**10,254,659**
Long-Term Assets									
Property & Equipment, Net	1,214,661	148,915	161,701	54,281	9,729,112	20,044,704	-		31,353,373
Deposits	5,000	162,517	99,750	20,895	-	3,625	-	(141,967)	149,820
Deferred Lease Asset	-	-	-	-	213,860	(56,680)	-	(157,180)	-
Investments	-	-	-	-	563,609	1,927,784	-		2,491,393
Securities	-	-	-	-	583,654	874,222	-		1,457,876
Securities Premium	-	-	-	-	2,096	(2,547)	-		(452)
Total Long Term Assets	**1,219,661**	**311,432**	**261,451**	**75,176**	**11,092,331**	**22,791,107**	**-**	**(299,147)**	**35,452,011**
Total Assets	**$ 5,670,006**	**$ 4,173,226**	**$ 1,317,870**	**$ 605,400**	**$ 11,184,846**	**$ 23,052,132**	**$ 2,337**	**$ (299,147)**	**45,706,670**
Liabilities									

Note- Current Assets 6.08 times more than Current Liabilities – organization is does not have significant current debt and is able to meet financial obligations when due

TPS, Inc. – Financial Position

TEACH, Inc.

Statement of Financial Position

July 31, 2021

	Teach Academy of Technology	Teach Tech High School	Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School	Teach Public Schools	C & M LLC	Wooten Avila, LLC	TEACH Foundation, Inc	Eliminations	Combined
Liabilities									
Current Liabilities									
Accounts Payable	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -
Accrued Liabilities	165,430	143,761	81,551	177,220	-	-	-		567,961
Interest Payable	-	-	-	-	118,434	92,333	-		210,768
Deferred Revenue	401,944	229,955	114,041	-	-	108,416	-		854,356
Deferred Rent, Current Portio	10,823	-	(133)	-	-	-	-	(10,690)	-
Notes Payable, Current Portio	53,194	-	-	-	-	-	-		53,194
Total Current Liabilities	631,391	373,716	195,459	177,220	118,434	200,750	-	(10,690)	1,686,279
Long-Term Liabilities									
Deferred Rent, Net of Curren	203,037	(56,548)	-	-	-	-	-	(146,489)	-
Notes Payable, Net of Curren	164,015	-	40,002	-	-	-	-		204,017
Bonds Payable	-	-	-	-	12,220,000	22,185,000	-		34,405,000
Bond Issue Costs	-	-	-	-	(250,805)	(465,265)	-		(716,071)
Discount on Bonds	-	-	-	-	(202,382)	-	-		(202,382)
Premium on Bonds					-	1,855,769			1,855,769
Other Long-Term Liabilities	-	-	-	-	-	141,967	-	(141,967)	-
Total Long-Term Liabilities	367,053	(56,548)	40,002	-	11,766,813	23,717,471	-	(288,456)	35,546,334
Total Liabilities	$ 998,444	$ 317,168	$ 235,461	$ 177,220	$ 11,885,247	$ 23,918,220	$ -	$ (299,147)	$ 37,232,613
Total Net Assets	4,671,563	3,856,058	1,082,408	428,180	(700,401)	(866,088)	2,337	-	8,474,057
Total Liabilities and Net Assets	$ 5,670,006	$ 4,173,226	$ 1,317,870	$ 605,400	$ 11,184,846	$ 23,052,132	$ 2,337	$ (299,147)	$ 45,706,670

Note- Current Assets 6.08 times more than Current Liabilities – organization is does not have significant current debt and is able to meet financial obligations when due

Other Funds and Programs

- **ONE TIME FUNDS: *****

Educator Effectiveness Block Grant – This grant allocates $1.5 billion in one-time Prop. 98 funding to all LEAs based on an equal amount per full-time certificated and classified staff as reported in 2020-21 CALPADS and CBEDS. Funds are available from the 2021-22 fiscal year through 2025-26. Recipients are required to coordinate grant funds with Title II funds received. The grant is to be used to provide professional learning for teachers, administrators, paraprofessionals who work with pupils, and classified staff that interact with pupils. As a requirement of receiving funds, LEAs must develop and adopt an expenditure plan by December 30, 2021, which must be presented to the governing board at a public meeting and adopted at a subsequent meeting. LEAs must also report detailed expenditure information to CDE by September 30, 2026. Additionally, procedures to audit this program will be incorporated In the annual Audit Guide.

Educator Recruitment, Retention and Training
Certificated Employees – The state's Adopted Budget provides $350 million for the Teacher Residency Grant Program and $250 million for National Board Certification. These programs are intended to build capacity in teacher intern programs, recognition for National Board Certification, and flexibility in meeting the basic skills requirements for credentialing to build adequate substitute pools.
Classified Employees – The state's Adopted Budget allocates $60 million to continue to fund The Classified School Employee Summer Assistance Program and $125 million for the California Commission on Teacher Credentialing to support the Classified School Employee Teacher Credentialing Program.

****information obtained directly from CCSESA Business and Administration Steering Committee 45-Day Revision Report

Other Funds and Programs

- **ONE TIME FUNDS:*****

Classified Food Service Employee Training and Kitchen Infrastructure
This program allocates $150 million of one-time Prop. 98 funding for the 2021-22 fiscal year: $120 million for kitchen infrastructure upgrades and $30 million for training food service staff. For kitchen infrastructure, all LEAs will receive a base allocation of $25,000, and the remainder of funds will be distributed proportionately to LEAs with at least 50% of students eligible for free and reduced-price meals. Allowable uses of these funds include cooking equipment, service equipment, refrigeration and storage, and food service transportation vehicles and equipment. LEAs are required to report to CDE by June 30, 2022 on how the funding was used to improve the quality of school meals or increase participation in subsidized school meal programs.
LEAs will receive their share of $30 million for training based on their number of classified school employees in 2020-21. The minimum allocation will be $2,000 and is to be used for food service staff to receive training on promoting nutritious foods, which includes training on food preparation, healthy food marketing, and changing the school lunchroom environment.

- **Other PROGRAMS**

Universal School Meals will commence in 2022-23 and will be implemented of funds are appropriated for this purpose

Early Childhood Educations (ECE)- provision for free Universal Transitional Kindergarten (UTK) – four-year planning and implantation period
CCA Stata Preschool Program (CSPP)- funds will remain for the State Program with plans to include all eligible 3-year-old children

****Information obtained directly from CCSESA Business and Administration Steering Committee 45-Day Revision Report

Use of Elementary and Secondary School Emergency Relief Fund

Use of Funds - ESSERF
An LEA may use ESSER funds for any allowable expenditure incurred on or after March 13, 2020, the date the President declared the national emergency due to COVID-19. Federal cash management rules will apply to this funding.
LEAs can use ESSER funds for any activities authorized by the Elementary and Secondary Education Act of 1965 (ESEA) as amended by the Every Student Succeeds Act of 2000 (ESSA), Individuals with Disabilities Education Act (IDEA), the Adult Education and Family Literacy Act, the Perkins Career and Technical Education (CTE) Act, or the McKinney-Vento Homeless Assistance Act. Additional information about the allowable uses of funds can be found on the ESSER Fund Allowable Uses webpage.
In addition to these, LEAs can use funds for the following activities:
Coordination of preparedness and response efforts of LEAs with State, local, Tribal, and territorial public health departments, and other relevant agencies
Providing principals and others school leaders with the resources necessary to address the needs of their individual schools
Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population
Developing and implementing procedures and systems to improve the preparedness and response efforts of LEAs
Planning for and coordinating on long-term closures (including on meeting IDEA requirements, how to provide online learning, and how to provide meals to students)
Staff training and professional development on sanitation and minimizing the spread of infectious disease
Purchasing supplies to sanitize and clean the facilities of LEA, including buildings operated by the LEA
Purchasing educational technology (hardware, software, and connectivity) for students, that aids in the regular and substantive educational interaction between students and their classroom instructors, including low-income students and students with disabilities, which may include assistive or adaptive technology
Mental health services and supports
Summer learning and supplemental after-school programs, including providing classroom instruction or online learning during the summer months and addressing the needs of low-income students, students with disabilities, English learners, migrant students, students experiencing homelessness, and children in foster care
Discretionary funds for school principals to address the needs of their individual schools
Other activities that are necessary to maintain the operation and continuity of services in LEAs and to continuing the employment of their existing staff

FY21 Expanded Learning Grant

Funding	Source of Funding	State Funding Amount	Distribution	Allowable Uses	Timeline for Use	SACS[1] Code	Additional Considerations
Expanded Learning Opportunity Grant	State Proposition 98 funds	$4.6B	Proportion of 2020–21 LCFF entitlement plus $1,000 for each enrolled homeless student SSC allocation estimates	1. Extended instructional learning time 2. Learning recovery 3. Integrated student supports to address other barriers to learning 4. Learning hubs 5. Supports for credit-deficient students 6. Additional academic services 7. Professional development	Available for expenditure through August 31, 2022	TBD	By June 1, 2021, local board adoption of a plan for use of grant funds At least 85% of funds must be used for in-person services At least 10% of funds must be used to hire paraprofessionals (can be used to meet 85% requirement for in-person services) Report of final expenditure of funds due to the CDE by December 1, 2022

CHARTER IMPACT

TEACH Academy of Technologies

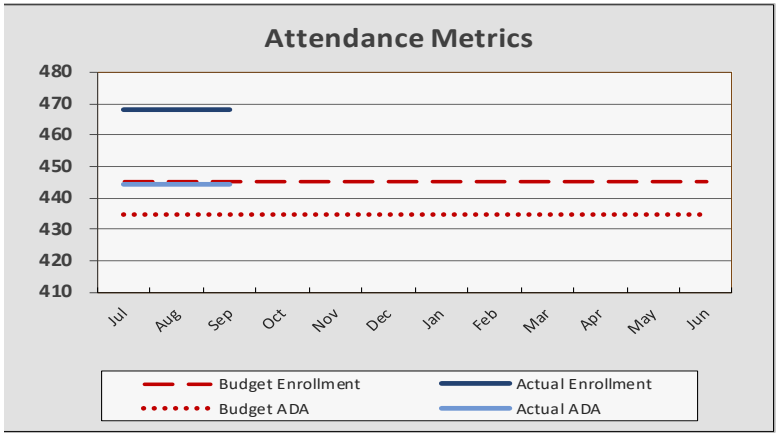
Monthly Financial Presentation – July 2021

TAT – Attendance Data and Metrics

Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	Actual	Forecast	Budget
Average Enrollment	n/a	445	445
ADA	n/a	423	423
Attendance Rate	n/a	95.0%	95.0%
Unduplicated %	98.9%	98.9%	98.9%
Revenue per ADA		$19,010	$18,534
Expenses per ADA		$17,656	$17,798

Attendance Metrics



Apportionments from July 2021-January 2022 will be funded based on Spring 2021 P2 amounts of 434.48. Apportionments from February- May 2022 will be funded based on Fall P1 ADA projected @ 423.

TAT - Revenue

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 76,462	$ -	$ 76,462	$ 4,925,093	$ 4,765,466	$ 159,627
Federal Revenue	6,968	-	6,968	1,751,199	1,751,199	-
Other State Revenue	17,959	322,458	(304,499)	1,357,609	1,318,564	39,045
Other Local Revenue	2,715	-	2,715	2,715	-	2,715
Total Revenue	**$ 104,104**	**$ 322,458**	**$ (218,354)**	**$ 8,036,616**	**$ 7,835,229**	**$ 201,387**

Note: Variance(s) explanation on next slide

TAT - Revenue

- **State Aid-Rev: Projected increase of $159.3K:** as Concentration Grant Component of the LCFF has been increased from 50% to 65%- the additional funds must be expended to increase the number of staff providing direct services which can include custodial staff
- **Other State Revenue projected to increase by $39K**-mainly due to projected increase in Special Education by $42.2K due to reimbursement rate raised from 625 to 725 per ADA. Revenue increase does not include fees charged

TAT – Expenses

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 57,875	$ 88,917	$ 31,042	$ 1,645,726	$ 1,668,437	$ 22,711
Classified Salaries	31,071	49,519	18,448	755,827	770,794	14,967
Benefits	28,429	49,403	20,974	782,055	777,501	(4,554)
Books and Supplies	10,616	9,512	(1,104)	777,834	776,730	(1,104)
Subagreement Services	1,625	17	(1,608)	977,380	975,772	(1,608)
Operations	10,666	14,625	3,959	177,841	178,500	659
Facilities	72,929	77,477	4,549	928,855	929,728	874
Professional Services	39,495	74,289	34,793	1,299,979	1,330,940	30,961
Depreciation	11,389	9,625	(1,764)	117,264	115,500	(1,764)
Interest	1,288	-	(1,288)	1,288	-	(1,288)
Total Expenses	**$ 265,383**	**$ 373,383**	**$ 108,000**	**$ 7,464,048**	**$ 7,523,902**	**$ 59,853**

No significant variances to note

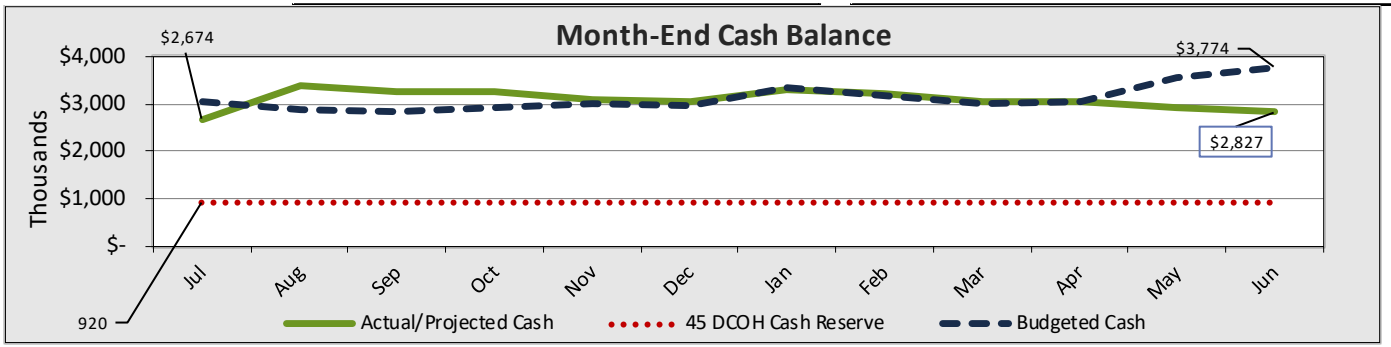
TAT – Fund Balance

- Net assets projected at year-end well over 3% reserve of $223.9K.
- Includes $128K of combined intercompany receivables/payables to be cleared by June 2022

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (161,279)**	**$ (50,925)**	**$ (110,354)**	**$ 572,568**	**$ 311,327**	**$ 261,241**
Beginning Fund Balance	4,917,278	4,909,387		4,917,278	4,909,387	
Ending Fund Balance	**$ 4,755,999**	**$ 4,858,462**		**$ 5,489,846**	**$ 5,220,714**	
As a % of Annual Expenses	*63.7%*	*64.6%*		*73.6%*	*69.4%*	

TAT – Cash Balance

- Positive Cash Balance projected at year-end at $2.82M/138 DCOH- which is above $920K or 45-DCOH bond requirement- Bond calculation allows for current unrestricted receivables at year-end of approx. $537K (ADCOH is 165)
- The debt service coverage ratio is currently forecasted at 2.3, bond requirement is 1.20- (surplus plus rent expense divided by rent payments)
- Includes $128K of intercompany receivables/payables to be transferred before year-end
- Includes $714K in State Deferral payments in August 2021



CHARTER IMPACT

TEACH Tech Charter High School

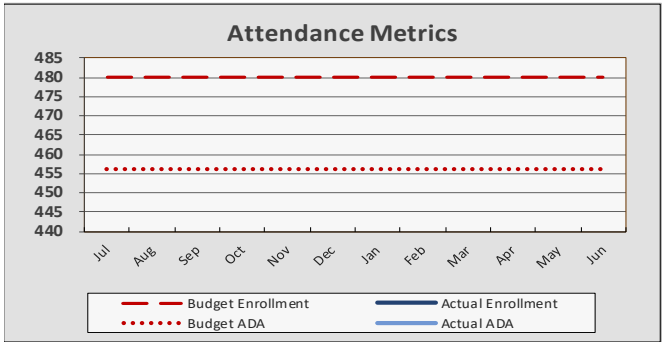
Monthly Financial Presentation – July 2021

TTHS – Attendance Data and Metrics

Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	Actual	**Forecast**	**Budget**
Average Enrollment	*n/a*	*480*	*480*
ADA	*n/a*	*456*	*456*
Attendance Rate	*n/a*	*95.0%*	*95.0%*
Unduplicated %	*95.8%*	*95.8%*	*95.8%*
Revenue per ADA		*$20,203*	*$19,657*
Expenses per ADA		*$17,690*	*$17,897*

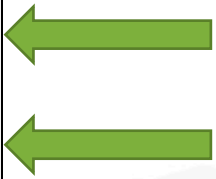
Attendance Metrics



Apportionments from July 2021-January 2022 will be funded based on Spring 2021 P2 amounts of 396. Apportionments from February- May 2022 will be funded based on Fall P1 ADA projected @ 456

TTHS - Revenue

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 69,637	$ -	$ 69,637	$ 6,360,450	$ 6,153,668	$ 206,782
Federal Revenue	6,346	-	6,346	1,522,276	1,522,276	-
Other State Revenue	16,356	358,017	(341,661)	1,329,909	1,287,555	42,354
Other Local Revenue	-	-	-	-	-	-
Total Revenue	**$ 92,339**	**$ 358,017**	**$ (265,678)**	**$ 9,212,635**	**$ 8,963,499**	**$ 249,136**



See next slide for variance explanation(s)

TTHS - Revenue

- **State- Aid Revenue projected to decrease by $206.7-** as Concentration Grant Component of the LCFF has been increased from 50% to 65%- the additional funds must be expended to increase the number of staff providing direct services which can include custodial staff

- **Other State Revenue projected to increase by $42K**-mainly due to projected increase in Special Education by $45.6K due to reimbursement rate raised from 625 to 725 per ADA. Revenue increase does not include fees charged.

TTHS - Expenses

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 73,888	$ 92,921	$ 19,032	$ 2,048,084	$ 2,057,481	$ 9,397
Classified Salaries	23,163	54,626	31,463	697,153	725,272	28,119
Benefits	34,341	43,727	9,386	745,081	729,834	(15,247)
Books and Supplies	18,925	43,240	24,315	1,251,485	1,260,800	9,315
Subagreement Services	1,397	-	(1,397)	579,914	578,517	(1,397)
Operations	12,164	22,933	10,770	266,630	277,400	10,770
Facilities	63,121	74,431	11,310	881,867	893,177	11,310
Professional Services	33,717	84,424	50,708	1,542,198	1,583,052	40,854
Depreciation	3,378	4,625	1,247	54,253	55,500	1,247
Interest	-	-	-	-	-	-
Total Expenses	**$ 264,094**	**$ 420,927**	**$ 156,833**	**$ 8,066,666**	**$ 8,161,034**	**$ 94,367**

No large variances to note

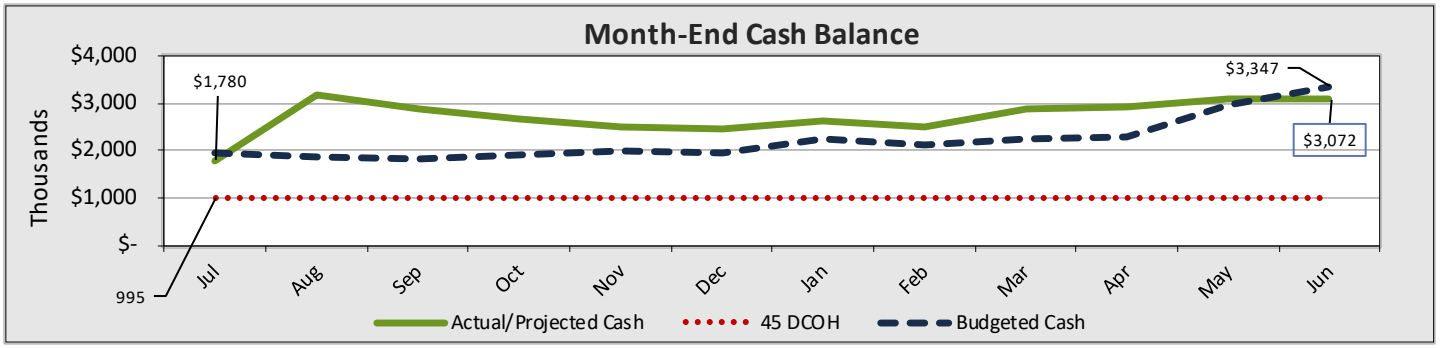
TTHS – Fund Balance

- Net asset projected to end positively above 3% reserve requirement of $241K
- Includes $40.9K of payables to be transferred before year-end

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (171,755)**	**$ (62,910)**	**$ (108,845)**	**$ 1,145,969**	**$ 802,465**	**$ 343,503**
Beginning Fund Balance	4,118,734	4,118,734		4,118,734	4,412,563	
Ending Fund Balance	**$ 3,946,979**	**$ 4,055,824**		**$ 5,264,703**	**$ 5,215,028**	
As a % of Annual Expenses	*48.9%*	*49.7%*		*65.3%*	*63.9%*	

TTHS – Cash Balance

- Positive Cash Balance projected at year-end at $3.07M/139 DCOH- Bond Requirement is 45-DCOH-Bond calculation allows for unrestricted receivables at year end of $629K (ADCOH is 167)
- The debt service coverage ratio is currently forecasted at 2.8 Bond requirement is 1.20- (surplus (less deferred adjustments) plus rent payments divided by rent payments)
- Includes $77K of intercompany payables to be transferred August 2021
- Includes $1.4M in State Deferrals to be paid in August 2021



CHARTER IMPACT

TEACH Prep Elementary School

Monthly Financial Presentation – July 2021

TES – Attendance Data and Metrics

Enrollment and Per Pupil Data

Attendance Metrics

Enrollment & Per Pupil Data			
	Actual	**Forecast**	**Budget**
Average Enrollment	*n/a*	*271*	*271*
ADA	*n/a*	*257*	*257*
Attendance Rate	*n/a*	*95.0%*	*95.0%*
Unduplicated %	*97.3%*	*97.3%*	*97.3%*
Revenue per ADA		*$17,573*	*$17,079*
Expenses per ADA		*$16,247*	*$16,342*

Apportionments from July 2021-January 2022 will be funded based on Spring 2021 P2 amounts of 179. Apportionments from February- May 2022 will be funded based on Fall P1 ADA projected @ 257

TES – Revenue

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 31,431	$ -	$ 31,431	$ 3,154,391	$ 3,050,851	$ 103,540
Federal Revenue	2,864	-	2,864	685,618	685,618	-
Other State Revenue	7,382	142,948	(135,566)	684,277	660,527	23,750
Other Local Revenue	-	-	-	-	-	-
Total Revenue	**$ 41,677**	**$ 142,948**	**$ (101,271)**	**$ 4,524,286**	**$ 4,396,996**	**$ 127,290**

- **State- Aid Revenue projected to decrease by $103.5-** as Concentration Grant Component of the LCFF has been increased from 50% to 65%- the additional funds must be expended to increase the number of staff providing direct services which can include custodial staff

- **Other State Revenue projected to increase by $23K-**mainly due to projected increase in Special Education by $45.6K due to reimbursement rate raised from 625 to 725 per ADA. Revenue increase does not include fees charged.

TES – Expenses

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 45,435	$ 37,272	$ (8,163)	$ 951,723	$ 938,252	$ (13,471)
Classified Salaries	15,283	31,132	15,848	399,663	415,511	15,848
Benefits	17,970	20,576	2,607	360,816	355,342	(5,475)
Books and Supplies	17,698	28,897	11,198	765,143	768,341	3,198
Subagreement Services	287	-	(287)	145,387	145,100	(287)
Operations	8,126	9,300	1,174	111,226	112,400	1,174
Facilities	47,891	51,073	3,181	609,691	612,872	3,181
Professional Services	15,609	41,697	26,087	801,344	821,200	19,856
Depreciation	2,801	3,192	391	37,909	38,300	391
Interest	-	-	-	-	-	-
Total Expenses	**$ 171,101**	**$ 223,138**	**$ 52,037**	**$ 4,182,902**	**$ 4,207,318**	**$ 24,416**

No large variances to note for explanation

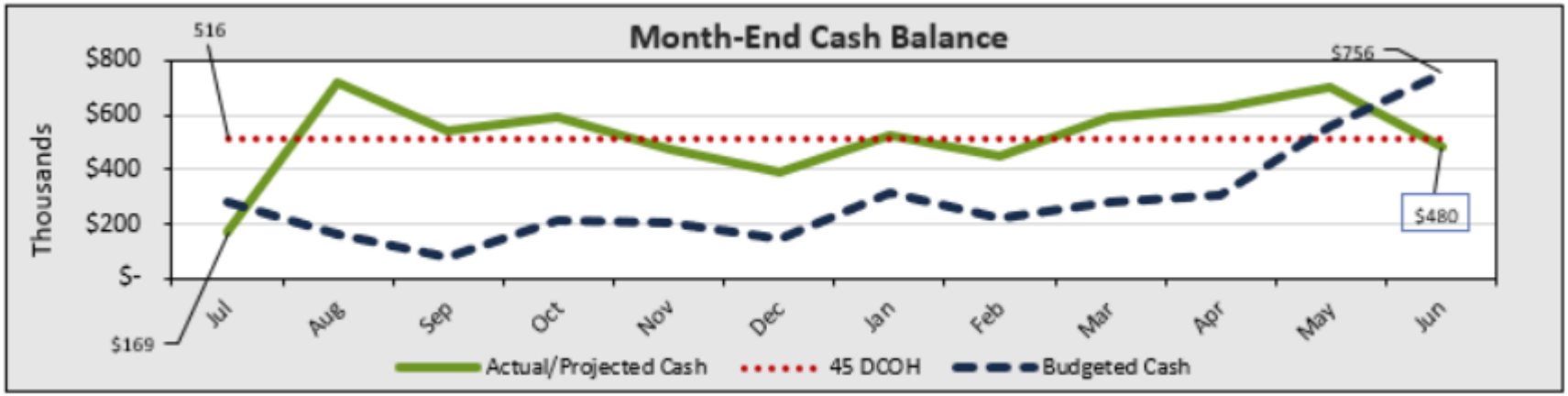
TES – Fund Balance

- Surplus $341K forecasted at year-end.
- Net asset projected to end positively above 5% reserve requirement of $209K

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (129,424)**	**$ (80,190)**	**$ (49,234)**	**$ 341,384**	**$ 189,678**	**$ 151,706**
Beginning Fund Balance	1,245,038	1,245,766		1,245,038	1,245,766	
Ending Fund Balance	**$ 1,115,614**	**$ 1,165,576**		**$ 1,586,422**	**$ 1,435,444**	
As a % of Annual Expenses	*26.7%*	*27.7%*		*37.9%*	*34.1%*	

TES – Cash Balance

- Positive Cash Balance projected at year-end at $479K/42 DCOH- Bond Requirement is $516K or 45-DCOH. Bond calculation allows for unrestricted receivables at year end of $336K (ADCOH is 71)
- The debt service coverage ratio is currently forecasted at 2.15 Bond requirement is 1.20- (surplus (less deferred adjustments) plus rent payments divided by rent payments)
- Includes $20K of repayments of Charter School Financing Loan funds
- Included $658K in Cash State Funding Deferrals to be paid in August 2021
- Includes $236K payable amounts to be transferred in August 2021



CHARTER IMPACT

TEACH Public Schools

Monthly Financial Presentation – July 2021

TPS – Revenue

- Revenue projected to increase by $54K

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
Federal Revenue	-	-	-	-	-	-
Other Local Revenue	22,363	78,225	(55,862)	2,205,471	2,150,837	54,634
Total Revenue	**$ 22,363**	**$ 78,225**	**$ (55,862)**	**$ 2,205,471**	**$ 2,150,837**	**$ 54,634**

Other Local Revenue projected to increase by $54.6K- due to increase in revenue for school locations

TPS – Expenses

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 64,718	$ 81,001	$ 16,283	$ 651,972	$ 637,879	$ (14,093)
Classified Salaries	46,207	51,617	5,410	484,490	476,950	(7,540)
Benefits	24,127	32,484	8,357	295,310	298,922	3,612
Books and Supplies	4,615	5,083	468	80,532	81,000	468
Subagreement Services	-	-	-	4,100	4,100	-
Operations	2,643	4,250	1,607	64,726	65,000	274
Facilities	5,145	7,073	1,928	82,944	84,872	1,928
Professional Services	526	5,437	4,911	89,029	93,940	4,911
Depreciation	962	1,083	122	12,878	13,000	122
Interest	-	-	-	-	-	-
Total Expenses	**$ 148,943**	**$ 188,027**	**$ 39,084**	**$ 1,765,982**	**$ 1,755,663**	**$ (10,319)**

- No large variances to note for explanations

TPS – Fund Balance

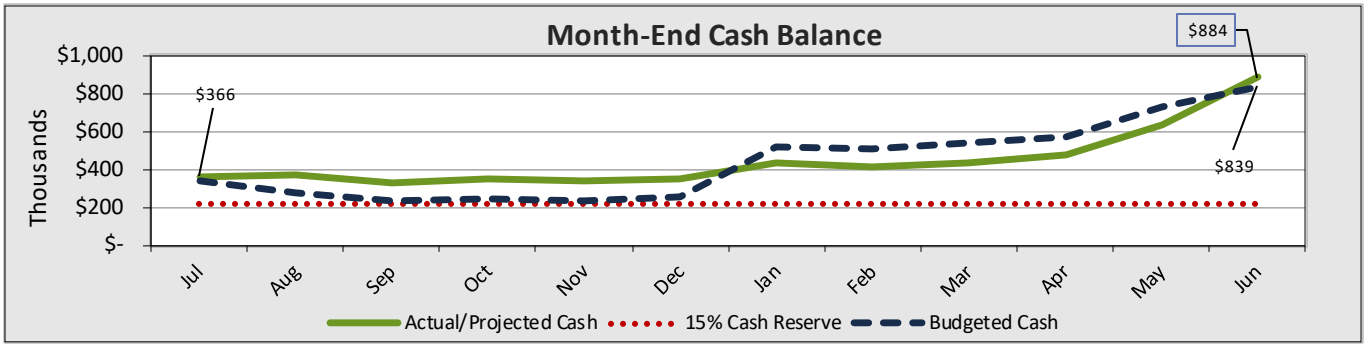
- Projected surplus at year-end $439K with ending positive fund balance of $994K

v

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (126,580)**	**$ (109,802)**	**$ (16,778)**	**$ 439,489**	**$ 395,174**	**$ 44,315**
Beginning Fund Balance	554,760	554,760		554,760	554,760	
Ending Fund Balance	**$ 428,180**	**$ 444,958**		**$ 994,249**	**$ 949,933**	
As a % of Annual Expenses	*24.2%*	*25.3%*		*56.3%*	*54.1%*	

TPS – Cash Balance

- Positive Cash Balance projected at year-end at $883.6K
- Includes $149K in net intercompany receivables to clear August 2021



Questions & Discussion

Appendix follows, including:

- Monthly Cash Flow / Forecast 21/22
- Budget vs. Actual
- Statement of Financial Position
- AP Aging
- Monthly Check Register
- 60-Day Compliance Calendar

TEACH Academy of Technologies

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/21

ADA = 422.75

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Revenues															ADA = 422.75	
State Aid - Revenue Limit																
8011 LCFF State Aid	-	148,086	148,086	266,554	266,554	266,554	266,554	266,554	250,562	250,562	250,562	250,562	250,794	**2,881,984**	2,722,357	159,627
8012 Education Protection Account	-	-	-	210,040	-	-	210,040	-	-	210,040	-	-	210,040	**840,161**	840,161	-
8096 In Lieu of Property Taxes	76,462	74,180	148,359	98,906	98,906	98,906	98,906	98,906	136,472	68,236	68,236	68,236	68,236	**1,202,948**	1,202,948	-
	76,462	222,265	296,445	575,500	365,460	365,460	575,500	365,460	387,034	528,839	318,798	318,798	529,070	**4,925,093**	**4,765,466**	**159,627**
Federal Revenue																
8181 Special Education - Entitlement	6,968	4,236	4,236	7,625	7,625	7,625	7,625	7,625	5,774	5,774	5,774	5,774	5,774	**82,436**	82,436	-
8220 Federal Child Nutrition	-	-	-	17,354	32,972	32,972	32,972	32,972	32,972	32,972	32,972	32,972	65,945	**347,078**	347,078	-
8290 Title I, Part A - Basic Low Income	-	-	49,701	-	-	149,102	-	-	-	-	-	-	-	**198,803**	198,803	-
8291 Title II, Part A - Teacher Quality	-	-	6,019	-	-	18,057	-	-	-	-	-	-	-	**24,076**	24,076	-
8296 Other Federal Revenue	-	-	-	-	-	-	-	-	-	-	629,122	469,683	-	**1,098,805**	1,098,805	-
	6,968	4,236	59,956	24,979	40,598	207,757	40,598	40,598	38,746	38,746	667,868	508,430	71,719	**1,751,199**	**1,751,199**	**-**
Other State Revenue																
8311 State Special Education	17,959	15,750	15,750	28,350	28,350	28,350	28,350	28,350	23,057	23,057	23,057	23,057	23,057	**306,494**	264,219	42,275
8520 Child Nutrition	-	-	-	1,643	3,121	3,121	3,121	3,121	3,121	3,121	3,121	3,121	6,242	**32,852**	32,852	-
8545 School Facilities (SB740)	-	-	-	-	-	-	230,378	-	-	-	115,189	-	115,189	**460,755**	460,755	-
8550 Mandated Cost	-	-	-	-	-	7,477	-	-	-	-	-	-	-	**7,477**	7,325	152
8560 State Lottery	-	-	-	-	-	-	21,615	-	-	21,615	-	-	40,896	**84,127**	87,509	(3,382)
8599 Other State Revenue	-	322,458	-	-	93,240	-	-	-	-	35,862	-	-	14,345	**465,904**	465,904	-
	17,959	338,208	15,750	29,992	124,711	38,948	283,464	31,471	26,178	83,655	141,367	26,178	199,729	**1,357,609**	**1,318,564**	**39,045**
Other Local Revenue																
8689 Other Fees and Contracts	2,715	-	-	-	-	-	-	-	-	-	-	-	-	**2,715**	-	2,715
	2,715	-	-	-	-	-	-	-	-	-	-	-	-	**2,715**	**-**	**2,715**
Total Revenue	**104,104**	**564,709**	**372,151**	**630,472**	**530,768**	**612,165**	**899,562**	**437,528**	**451,959**	**651,240**	**1,128,034**	**853,406**	**800,518**	**8,036,616**	**7,835,229**	**201,387**
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	37,210	105,516	105,516	105,516	105,516	105,516	105,516	105,516	105,516	105,516	105,516	105,516	-	**1,197,881**	1,211,511	13,630
1170 Teachers' Substitute Hours	-	9,088	9,088	9,088	9,088	9,088	9,088	9,088	9,088	9,088	9,088	9,088	-	**99,971**	99,971	-
1200 Pupil Support Salaries	9,417	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	-	**171,509**	176,828	5,319
1300 Administrators' Salaries	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	-	**112,000**	112,000	(0)
1900 Other Certificated Salaries	1,915	5,677	5,677	5,677	5,677	5,677	5,677	5,677	5,677	5,677	5,677	5,677	-	**64,365**	68,127	3,762
	57,875	144,350	144,350	144,350	144,350	144,350	144,350	144,350	144,350	144,350	144,350	144,350	-	**1,645,726**	**1,668,437**	**22,711**
Classified Salaries																
2100 Instructional Salaries	8,693	37,163	37,163	37,163	37,163	37,163	37,163	37,163	37,163	37,163	37,163	37,163	-	**417,489**	429,907	12,418
2200 Support Salaries	-	5,027	5,027	5,027	5,027	5,027	5,027	5,027	5,027	5,027	5,027	5,027	-	**55,293**	60,320	5,027
2300 Classified Administrators' Salaries	-	3,797	3,797	3,797	3,797	3,797	3,797	3,797	3,797	3,797	3,797	3,797	-	**41,767**	41,767	-
2400 Clerical and Office Staff Salaries	7,564	10,193	10,193	10,193	10,193	10,193	10,193	10,193	10,193	10,193	10,193	10,193	-	**119,691**	122,320	2,629
2900 Other Classified Salaries	14,813	9,707	9,707	9,707	9,707	9,707	9,707	9,707	9,707	9,707	9,707	9,707	-	**121,587**	116,480	(5,107)
	31,071	65,887	65,887	65,887	65,887	65,887	65,887	65,887	65,887	65,887	65,887	65,887	-	**755,827**	**770,794**	**14,967**
Benefits																
3101 STRS	9,793	24,761	24,761	24,761	24,761	24,761	24,761	24,761	24,761	24,761	24,761	24,761	-	**282,164**	267,284	(14,881)
3202 PERS	6,128	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	-	**175,457**	177,360	1,902
3301 OASDI	1,918	4,166	4,166	4,166	4,166	4,166	4,166	4,166	4,166	4,166	4,166	4,166	-	**47,742**	47,789	47
3311 Medicare	1,287	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	-	**35,346**	35,369	23
3401 Health and Welfare	7,562	14,625	14,625	14,625	14,625	14,625	14,625	14,625	14,625	14,625	14,625	14,625	-	**168,437**	175,500	7,063
3501 State Unemployment	181	1,103	1,103	1,103	1,103	1,103	5,513	4,410	2,205	1,103	1,103	1,103	-	**21,128**	22,050	922
3601 Workers' Compensation	1,175	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	-	**34,059**	34,149	90
3901 Other Benefits	387	1,576	1,576	1,576	1,576	1,576	1,576	1,576	1,576	1,576	1,576	1,576	-	**17,720**	18,000	280
	28,429	67,710	67,710	67,710	67,710	67,710	72,120	71,017	68,812	67,710	67,710	67,710	-	**782,055**	**777,501**	**(4,554)**

TEACH Academy of Technologies

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/21

ADA = 422.75

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Books and Supplies																
4100 Textbooks and Core Materials	-	17,350	17,350	17,350	17,350	-	-	-	-	-	-	-	-	**69,400**	69,400	-
4200 Books and Reference Materials	-	120	120	120	120	-	-	-	-	-	-	-	-	**480**	600	120
4302 School Supplies	-	1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633	-	**17,967**	19,600	1,633
4305 Software	9,711	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	-	**78,461**	75,000	(3,461)
4310 Office Expense	177	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	-	**16,677**	18,000	1,323
4311 Business Meals	-	8	8	8	8	8	8	8	8	8	8	8	-	**92**	100	8
4400 Noncapitalized Equipment	728	42,820	42,820	42,820	42,820	42,820	-	-	-	-	-	-	-	**214,828**	214,100	(728)
4700 Food Services	-	34,539	34,539	34,539	34,539	34,539	34,539	34,539	34,539	34,539	34,539	34,539	-	**379,930**	379,930	-
	10,616	104,221	104,221	104,221	104,221	86,751	43,931	43,931	43,931	43,931	43,931	43,931	-	**777,834**	**776,730**	**(1,104)**
Subagreement Services																
5101 Nursing	-	17	17	17	17	17	17	17	17	17	17	17	-	**183**	200	17
5102 Special Education	-	16,245	16,245	16,245	16,245	16,245	16,245	16,245	16,245	16,245	16,245	16,245	-	**178,700**	178,700	-
5103 Substitute Teacher	-	64	64	64	64	64	64	64	64	64	64	64	-	**700**	700	-
5105 Security	1,625	2,691	2,691	2,691	2,691	2,691	2,691	2,691	2,691	2,691	2,691	2,691	-	**31,225**	29,600	(1,625)
5106 Other Educational Consultants	-	-	76,657	76,657	76,657	76,657	76,657	76,657	76,657	76,657	76,657	76,657	-	**766,572**	766,572	-
	1,625	19,017	95,674	95,674	95,674	95,674	95,674	95,674	95,674	95,674	95,674	95,674	-	**977,380**	**975,772**	**(1,608)**
Operations and Housekeeping																
5300 Dues & Memberships	-	83	83	83	83	83	83	83	83	83	83	83	-	**917**	1,000	83
5400 Insurance	5,356	5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900	-	**70,256**	70,800	544
5501 Utilities	-	6,600	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	-	**39,600**	39,600	-
5502 Janitorial Services	1,469	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	-	**17,419**	17,400	(19)
5900 Communications	3,841	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	-	**46,649**	46,700	51
5901 Postage and Shipping	-	-	300	300	300	300	300	300	300	300	300	300	-	**3,000**	3,000	-
	10,666	17,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925	-	**177,841**	**178,500**	**659**
Facilities, Repairs and Other Leases																
5601 Rent	71,786	72,748	72,748	72,748	72,748	72,748	72,748	72,748	72,748	72,748	72,748	72,748	-	**872,010**	872,972	962
5602 Additional Rent	-	(962)	(962)	(962)	(962)	(962)	(962)	(962)	(962)	(962)	(962)	(962)	-	**(10,582)**	(11,544)	(962)
5603 Equipment Leases	-	7,350	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675	-	**44,100**	44,100	-
5604 Other Leases	-	25	25	25	25	25	25	25	25	25	25	25	-	**275**	300	25
5605 Real/Personal Property Taxes	-	75	75	75	75	75	75	75	75	75	75	75	-	**825**	900	75
5610 Repairs and Maintenance	1,143	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	-	**22,226**	23,000	774
	72,929	81,152	77,477	77,477	77,477	77,477	77,477	77,477	77,477	77,477	77,477	77,477	-	**928,855**	**929,728**	**874**
Professional/Consulting Services																
5801 IT	-	284	142	142	142	142	142	142	142	142	142	142	-	**1,700**	1,700	(0)
5802 Audit & Taxes	-	-	-	3,933	3,933	3,933	-	-	-	-	-	-	-	**11,800**	11,800	-
5803 Legal	-	866	433	433	433	433	433	433	433	433	433	433	-	**5,200**	5,200	0
5804 Professional Development	-	-	4,408	4,408	4,408	4,408	4,408	4,408	4,408	4,408	4,408	4,408	-	**44,076**	44,076	-
5805 General Consulting	-	-	630	630	630	630	630	630	630	630	630	630	-	**6,300**	6,300	-
5806 Special Activities/Field Trips	-	-	-	-	-	11,667	11,667	11,667	-	-	-	-	-	**35,000**	35,000	-
5807 Bank Charges	-	-	10	10	10	10	10	10	10	10	10	10	-	**100**	100	-
5808 Printing	3,546	-	460	460	460	460	460	460	460	460	460	460	-	**8,146**	4,600	(3,546)
5809 Other taxes and fees	-	-	500	500	500	500	500	500	500	500	500	500	-	**5,000**	5,000	-
5810 Payroll Service Fee	-	258	258	258	258	258	258	258	258	258	258	258	-	**2,842**	3,100	258
5811 Management Fee	16,842	75,343	75,343	75,343	75,343	75,343	75,343	75,343	75,343	75,343	75,343	75,343	-	**845,618**	881,463	35,845
5812 District Oversight Fee	2,793	2,223	2,964	5,755	3,655	3,655	5,755	3,655	3,870	5,288	3,188	3,188	3,262	**49,251**	47,655	(1,596)
5813 County Fees	-	-	-	1,950	-	-	1,950	-	-	1,950	-	-	1,950	**7,800**	7,800	-
5814 SPED Encroachment	16,314	13,422	13,422	24,160	24,160	24,160	24,160	11,578	25,729	25,729	25,729	25,729	14,151	**268,446**	268,446	-
5815 Public Relations/Recruitment	-	-	870	870	870	870	870	870	870	870	870	870	-	**8,700**	8,700	-
	39,495	92,397	99,441	118,853	114,802	126,469	126,586	109,954	112,654	116,022	111,972	111,972	19,363	**1,299,979**	**1,330,940**	**30,961**

TEACH Academy of Technologies

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/21

ADA = 422.75

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Depreciation																
6900 Depreciation Expense	11,389	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	-	**117,264**	115,500	(1,764)
	11,389	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	-	**117,264**	**115,500**	**(1,764)**
Interest																
7438 Interest Expense	1,288	-	-	-	-	-	-	-	-	-	-	-	-	**1,288**	-	(1,288)
	1,288	-	-	-	-	-	-	-	-	-	-	-	-	**1,288**	**-**	**(1,288)**
Total Expenses	**265,383**	**602,283**	**679,309**	**698,721**	**694,671**	**688,867**	**650,575**	**632,840**	**633,335**	**635,600**	**631,550**	**631,550**	**19,363**	**7,464,048**	**7,523,902**	**59,853**
Monthly Surplus (Deficit)	**(161,279)**	**(37,574)**	**(307,159)**	**(68,249)**	**(163,902)**	**(76,702)**	**248,987**	**(195,311)**	**(181,376)**	**15,639**	**496,484**	**221,856**	**781,154**	**572,568**	**311,327**	**261,241**
Cash Flow Adjustments															2.328	
Monthly Surplus (Deficit)	(161,279)	(37,574)	(307,159)	(68,249)	(163,902)	(76,702)	248,987	(195,311)	(181,376)	15,639	496,484	221,856	781,154	**572,568**	*Coverage 1.20*	
Cash flows from operating activities																
Depreciation/Amortization	11,389	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	-	**117,264**		
Public Funding Receivables	423,328	752,190	172,692	35,731	-		29,988	75,480	-	-	(629,122)	(469,683)	(800,518)	**(409,915)**		
Grants and Contributions Rec.	4,896	-	-	-	-	-	-	-	-	-	-	-	-	**4,896**		
Due To/From Related Parties	(164,019)	-	-	-	-	-	-	-	-	-	-	128,017	-	**(36,001)**		
Prepaid Expenses	(96,841)	-	-	-	-	-	-	-	-	-	-	-	-	**(96,841)**		
Accounts Payable	(65,587)	-	-	-	-	-	-	-	-	-	-	-	19,363	**(46,223)**		
Accrued Expenses	(17,701)	-	-	-	-	-	-	-	-	-	-	-	-	**(17,701)**		
Other Liabilities	(1,509)	-	-	-	-	-	-	-	-	-	-	-	-	**(1,509)**		
Cash flows from financing activities																
Proceeds(Payments) on Debt	(4,433)	-	-	-	-	-	-	-	-	-	-	-	-	**(4,433)**		
Total Change in Cash	(71,755)	724,241	(124,842)	(22,894)	(154,277)	(67,077)	288,600	(110,206)	(171,751)	25,264	(123,013)	(110,185)				
Cash, Beginning of Month	2,745,308	2,673,553	3,397,794	3,272,952	3,250,059	3,095,781	3,028,704	3,317,304	3,207,098	3,035,347	3,060,611	2,937,598				
													165	ADCOH		
Cash, End of Month	**2,673,553**	**3,397,794**	**3,272,952**	**3,250,059**	**3,095,781**	**3,028,704**	**3,317,304**	**3,207,098**	**3,035,347**	**3,060,611**	**2,937,598**	**2,827,413**	**138**	**DCOH**		

TEACH TECH Charter High School

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 456.00

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Revenues															ADA = 456.00	
State Aid - Revenue Limit																
8011 LCFF State Aid	-	219,016	219,016	394,229	394,229	394,229	394,229	394,229	512,503	512,503	512,503	512,503	512,503	**4,971,688**	4,764,906	206,782
8012 Education Protection Account	-	-	-	22,800	-	-	22,800	-	-	22,800	-	-	22,800	**91,200**	91,200	-
8019 State Aid - Prior Year	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**	-	-
8096 In Lieu of Property Taxes	69,637	68,593	137,186	91,458	91,458	91,458	91,458	91,458	188,286	94,143	94,143	94,143	94,143	**1,297,562**	1,297,562	-
	69,637	287,609	356,202	508,486	485,686	485,686	508,486	485,686	700,788	629,445	606,645	606,645	629,445	**6,360,450**	**6,153,668**	**206,782**
Federal Revenue																
8181 Special Education - Entitlement	6,346	3,917	3,917	7,051	7,051	7,051	7,051	7,051	7,897	7,897	7,897	7,897	7,897	**88,920**	88,920	-
8220 Federal Child Nutrition	-	-	-	18,130	34,447	34,447	34,447	34,447	34,447	34,447	34,447	34,447	68,894	**362,601**	362,601	-
8290 Title I, Part A - Basic Low Income	-	-	40,247	-	-	120,742	-	-	-	-	-	-	-	**160,989**	160,989	-
8291 Title II, Part A - Teacher Quality	-	-	4,991	-	-	14,972	-	-	-	-	-	-	-	**19,962**	19,962	-
8296 Other Federal Revenue	-	-	-	-	-	-	-	-	-	-	509,458	380,346	-	**889,804**	889,804	-
	6,346	3,917	49,155	25,181	41,498	177,211	41,498	41,498	42,344	42,344	551,802	422,690	76,791	**1,522,276**	**1,522,276**	**-**
Other State Revenue																
8311 State Special Education	16,356	14,564	14,564	26,215	26,215	26,215	26,215	26,215	30,808	30,808	30,808	30,808	30,808	**330,600**	285,000	45,600
8520 Child Nutrition	-	-	-	1,716	3,261	3,261	3,261	3,261	3,261	3,261	3,261	3,261	6,521	**34,321**	34,321	-
8545 School Facilities (SB740)	-	-	-	-	-	-	248,497	-	-	-	124,249	-	124,249	**496,994**	496,994	-
8550 Mandated Cost	-	-	-	-	-	19,232	-	-	-	-	-	-	-	**19,232**	18,830	402
8560 State Lottery	-	-	-	-	-	-	19,988	-	-	19,988	-	-	50,769	**90,744**	94,392	(3,648)
8599 Other State Revenue	-	358,017	-	-	-	-	-	-	-	-	-	-	-	**358,017**	358,017	-
	16,356	372,581	14,564	27,931	29,475	48,708	297,960	29,475	34,069	54,057	158,318	34,069	212,347	**1,329,909**	**1,287,555**	**42,354**
Total Revenue	**92,339**	**664,107**	**419,921**	**561,598**	**556,660**	**711,605**	**847,944**	**556,660**	**777,201**	**725,846**	**1,316,765**	**1,063,405**	**918,584**	**9,212,635**	**8,963,499**	**249,136**
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	33,704	116,296	116,296	116,296	116,296	116,296	116,296	116,296	116,296	116,296	116,296	116,296	-	**1,312,957**	1,309,873	(3,084)
1170 Teachers' Substitute Hours	-	10,511	10,511	10,511	10,511	10,511	10,511	10,511	10,511	10,511	10,511	10,511	-	**115,621**	115,621	-
1175 Teachers' Extra Duty/Stipends	1,500	-	-	-	-	-	-	-	-	-	-	-	-	**1,500**	-	(1,500)
1200 Pupil Support Salaries	14,997	9,111	9,111	9,111	9,111	9,111	9,111	9,111	9,111	9,111	9,111	9,111	-	**115,219**	109,334	(5,886)
1300 Administrators' Salaries	15,500	26,740	26,740	26,740	26,740	26,740	26,740	26,740	26,740	26,740	26,740	26,740	-	**309,642**	320,882	11,240
1900 Other Certificated Salaries	8,187	16,814	16,814	16,814	16,814	16,814	16,814	16,814	16,814	16,814	16,814	16,814	-	**193,145**	201,772	8,627
	73,888	179,472	179,472	179,472	179,472	179,472	179,472	179,472	179,472	179,472	179,472	179,472	-	**2,048,084**	**2,057,481**	**9,397**
Classified Salaries																
2100 Instructional Salaries	4,842	28,675	28,675	28,675	28,675	28,675	28,675	28,675	28,675	28,675	28,675	28,675	-	**320,270**	341,714	21,444
2200 Support Salaries	-	3,623	7,970	7,970	7,970	7,970	7,970	7,970	7,970	7,970	7,970	7,970	-	**83,321**	86,944	3,623
2300 Classified Administrators' Salaries	-	3,648	3,648	3,648	3,648	3,648	3,648	3,648	3,648	3,648	3,648	3,648	-	**40,129**	40,129	-
2400 Clerical and Office Staff Salaries	7,094	14,310	14,310	14,310	14,310	14,310	14,310	14,310	14,310	14,310	14,310	14,310	-	**164,499**	171,714	7,216
2900 Other Classified Salaries	11,227	7,064	7,064	7,064	7,064	7,064	7,064	7,064	7,064	7,064	7,064	7,064	-	**88,934**	84,770	(4,163)
	23,163	57,320	61,667	61,667	61,667	61,667	61,667	61,667	61,667	61,667	61,667	61,667	-	**697,153**	**725,272**	**28,119**
Benefits																
3101 STRS	12,248	30,506	30,506	30,506	30,506	30,506	30,506	30,506	30,506	30,506	30,506	30,506	-	**347,815**	329,609	(18,206)
3301 OASDI	1,516	3,697	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	-	**44,989**	44,967	(22)
3311 Medicare	1,394	3,480	3,544	3,544	3,544	3,544	3,544	3,544	3,544	3,544	3,544	3,544	-	**40,317**	40,350	33
3401 Health and Welfare	15,731	18,417	18,417	18,417	18,417	18,417	18,417	18,417	18,417	18,417	18,417	18,417	-	**218,315**	221,000	2,685
3501 State Unemployment	488	1,348	1,348	1,348	1,348	1,348	6,738	5,390	2,695	1,348	1,348	1,348	-	**26,090**	26,950	860
3601 Workers' Compensation	1,340	3,360	3,422	3,422	3,422	3,422	3,422	3,422	3,422	3,422	3,422	3,422	-	**38,921**	38,959	37
3901 Other Benefits	1,624	2,415	2,459	2,459	2,459	2,459	2,459	2,459	2,459	2,459	2,459	2,459	-	**28,634**	28,000	(634)
	34,341	63,223	63,674	63,674	63,674	63,674	69,064	67,716	65,021	63,674	63,674	63,674	-	**745,081**	**729,834**	**(15,247)**

TEACH TECH Charter High School

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 456.00

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Books and Supplies																
4100 Textbooks and Core Materials	1,815	37,500	37,500	37,500	37,500	-	-	-	-	-	-	-	-	**151,815**	150,000	(1,815)
4200 Books and Reference Materials	-	15,000	15,000	15,000	15,000	15,000	-	-	-	-	-	-	-	**75,000**	75,000	-
4302 School Supplies	332	7,823	7,823	7,823	7,823	7,823	7,823	7,823	7,823	7,823	7,823	7,823	-	**86,387**	93,878	7,491
4305 Software	9,468	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	-	**192,801**	200,000	7,199
4310 Office Expense	2,400	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	-	**43,650**	45,000	1,350
4400 Noncapitalized Equipment	4,910	60,000	60,000	60,000	60,000	60,000	-	-	-	-	-	-	-	**304,910**	300,000	(4,910)
4700 Food Services	-	36,084	36,084	36,084	36,084	36,084	36,084	36,084	36,084	36,084	36,084	36,084	-	**396,922**	396,922	-
	18,925	176,824	176,824	176,824	176,824	139,324	64,324	64,324	64,324	64,324	64,324	64,324	-	**1,251,485**	**1,260,800**	**9,315**
Subagreement Services																
5102 Special Education	-	22,727	22,727	22,727	22,727	22,727	22,727	22,727	22,727	22,727	22,727	22,727	-	**250,000**	250,000	-
5103 Substitute Teacher	-	673	673	673	673	673	673	673	673	673	673	673	-	**7,400**	7,400	-
5104 Transportation	360	9	9	9	9	9	9	9	9	9	9	9	-	**460**	100	(360)
5105 Security	1,037	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	-	**19,037**	18,000	(1,037)
5106 Other Educational Consultants	-	-	30,302	30,302	30,302	30,302	30,302	30,302	30,302	30,302	30,302	30,302	-	**303,017**	303,017	-
	1,397	25,045	55,347	55,347	55,347	55,347	55,347	55,347	55,347	55,347	55,347	55,347	-	**579,914**	**578,517**	**(1,397)**
Operations and Housekeeping																
5201 Auto and Travel	-	64	64	64	64	64	64	64	64	64	64	64	-	**700**	700	-
5300 Dues & Memberships	-	92	92	92	92	92	92	92	92	92	92	92	-	**1,008**	1,100	92
5400 Insurance	5,777	6,025	6,025	6,025	6,025	6,025	6,025	6,025	6,025	6,025	6,025	6,025	-	**72,052**	72,300	248
5501 Utilities	421	6,192	6,192	6,192	6,192	6,192	6,192	6,192	6,192	6,192	6,192	6,192	-	**68,529**	74,300	5,771
5502 Janitorial Services	2,125	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	-	**27,334**	27,500	166
5900 Communications	3,841	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	-	**95,507**	100,000	4,493
5901 Postage and Shipping	-	-	150	150	150	150	150	150	150	150	150	150	-	**1,500**	1,500	-
	12,164	22,997	23,147	23,147	23,147	23,147	23,147	23,147	23,147	23,147	23,147	23,147	-	**266,630**	**277,400**	**10,770**
Facilities, Repairs and Other Leases																
5601 Rent	61,756	61,769	61,769	61,769	61,769	61,769	61,769	61,769	61,769	61,769	61,769	61,769	-	**741,215**	741,228	13
5602 Additional Rent	-	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)	-	**(138)**	(151)	(13)
5603 Equipment Leases	-	50	50	50	50	50	50	50	50	50	50	50	-	**550**	600	50
5605 Real/Personal Property Taxes	-	125	125	125	125	125	125	125	125	125	125	125	-	**1,375**	1,500	125
5610 Repairs and Maintenance	1,365	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	-	**138,865**	150,000	11,135
	63,121	74,431	74,431	74,431	74,431	74,431	74,431	74,431	74,431	74,431	74,431	74,431	-	**881,867**	**893,177**	**11,310**
Professional/Consulting Services																
5801 IT	-	75	75	75	75	75	75	75	75	75	75	75	-	**825**	900	75
5802 Audit & Taxes	-	-	-	3,900	3,900	3,900	-	-	-	-	-	-	-	**11,700**	11,700	-
5803 Legal	-	17	17	17	17	17	17	17	17	17	17	17	-	**183**	200	17
5804 Professional Development	-	-	6,496	6,496	6,496	6,496	6,496	6,496	6,496	6,496	6,496	6,496	-	**64,962**	64,962	-
5805 General Consulting	-	-	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	-	**25,000**	25,000	-
5806 Special Activities/Field Trips	-	-	-	-	-	25,000	25,000	25,000	-	-	-	-	-	**75,000**	75,000	-
5808 Printing	-	-	2,540	2,540	2,540	2,540	2,540	2,540	2,540	2,540	2,540	2,540	-	**25,400**	25,400	-
5809 Other taxes and fees	-	-	310	310	310	310	310	310	310	310	310	310	-	**3,100**	3,100	-
5810 Payroll Service Fee	-	300	300	300	300	300	300	300	300	300	300	300	-	**3,300**	3,600	300
5811 Management Fee	15,811	86,368	86,368	86,368	86,368	86,368	86,368	86,368	86,368	86,368	86,368	86,368	-	**965,864**	1,008,394	42,530
5812 District Oversight Fee	3,048	2,876	3,562	5,085	4,857	4,857	5,085	4,857	7,008	6,294	6,066	6,066	3,943	**63,604**	61,537	(2,068)
5813 County Fees	-	-	-	1,800	-	-	1,800	-	-	1,800	-	-	1,800	**7,200**	7,200	-
5814 SPED Encroachment	14,858	14,478	14,478	26,060	26,060	26,060	26,060	12,735	28,301	28,301	28,301	28,301	15,565	**289,560**	289,560	-
5815 Public Relations/Recruitment	-	-	650	650	650	650	650	650	650	650	650	650	-	**6,500**	6,500	-
	33,717	104,114	117,296	136,102	134,074	159,074	157,202	141,849	134,565	135,652	133,624	133,624	21,308	**1,542,198**	**1,583,052**	**40,854**
Depreciation																
6900 Depreciation Expense	3,378	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	-	**54,253**	55,500	1,247
	3,378	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	-	**54,253**	**55,500**	**1,247**
Total Expenses	**264,094**	**708,052**	**756,484**	**775,289**	**773,261**	**760,761**	**689,279**	**672,578**	**662,600**	**662,339**	**660,311**	**660,311**	**21,308**	**8,066,666**	**8,161,034**	**94,367**
Monthly Surplus (Deficit)	**(171,755)**	**(43,945)**	**(336,562)**	**(213,691)**	**(216,601)**	**(49,156)**	**158,666**	**(115,919)**	**114,602**	**63,507**	**656,454**	**403,094**	**897,275**	**1,145,969**	**802,465**	**343,503**

TEACH TECH Charter High School

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 456.00

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Cash Flow Adjustments															2.824	
Monthly Surplus (Deficit)	(171,755)	(43,945)	(336,562)	(213,691)	(216,601)	(49,156)	158,666	(115,919)	114,602	63,507	656,454	403,094	897,275	**1,145,969**	*Coverage 1.20*	
Cash flows from operating activities																
Depreciation/Amortization	3,378	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	-	**54,253**		
Public Funding Receivables	65,204	1,427,088	49,522		15,218		27,913	-	231,924	-	(509,458)	(380,346)	(918,584)	**8,481**		
Due To/From Related Parties	(36,907)	-	-	-	-	-	-	-	-	-	-	(40,956)	-	**(77,863)**		
Prepaid Expenses	(50,577)	-	-	-	-	-	-	-	-	-	-	-	-	**(50,577)**		
Accounts Payable	(29,743)	-	-	-	-	-	-	-	-	-	-	-	21,308	**(8,434)**		
Accrued Expenses	31,009	-	-	-	-	-	-	-	-	-	-	-	-	**31,009**		
Other Liabilities	(41)	-	-	-	-	-	-	-	-	-	-	-	-	**(41)**		
Total Change in Cash	(189,432)	1,387,768	(282,415)	(209,066)	(196,758)	(44,531)	191,204	(111,294)	351,151	68,132	151,621	(13,583)				
Cash, Beginning of Month	1,969,433	1,780,001	3,167,769	2,885,353	2,676,288	2,479,529	2,434,999	2,626,202	2,514,909	2,866,059	2,934,192	3,085,813				
													167	ADCOH		
Cash, End of Month	**1,780,001**	**3,167,769**	**2,885,353**	**2,676,288**	**2,479,529**	**2,434,999**	**2,626,202**	**2,514,909**	**2,866,059**	**2,934,192**	**3,085,813**	**3,072,229**	**139**	**DCOH**		

TEACH Prep

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 257.45

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Revenues															ADA =	257.45
State Aid - Revenue Limit																
8011 LCFF State Aid	-	84,842	84,842	301,582	152,715	152,715	225,137	152,715	243,155	243,155	243,155	243,155	243,155	**2,370,319**	2,266,779	103,540
8012 Education Protection Account	-	-	-	12,873	-	-	12,873	-	-	12,873	-	-	12,873	**51,490**	51,490	-
8096 In Lieu of Property Taxes	31,431	31,466	62,932	74,285	51,902	51,902	51,902	51,902	108,286	54,143	54,143	54,143	54,143	**732,582**	732,582	-
	31,431	116,308	147,773	388,739	204,618	204,618	289,912	204,618	351,440	310,170	297,297	297,297	310,170	**3,154,391**	**3,050,851**	**103,540**
Federal Revenue																
8181 Special Education - Entitlement	2,864	1,797	1,797	3,234	3,234	3,234	3,234	3,234	5,515	5,515	5,515	5,515	5,515	**50,203**	50,203	-
8182 Special Education - Discretionary	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**	-	-
8220 Federal Child Nutrition	-	-	-	10,395	19,751	19,751	19,751	19,751	19,751	19,751	19,751	19,751	39,502	**207,904**	207,904	-
8290 Title I, Part A - Basic Low Income	-	-	13,100	-	-	39,300	-	-	-	-	-	-	-	**52,400**	52,400	-
8291 Title II, Part A - Teacher Quality	-	-	1,687	-	-	5,062	-	-	-	-	-	-	-	**6,749**	6,749	-
8296 Other Federal Revenue	-	-	-	-	-	-	-	-	-	-	173,768	194,595	-	**368,363**	368,363	-
	2,864	1,797	16,584	13,630	22,985	67,347	22,985	22,985	25,265	25,265	199,033	219,860	45,016	**685,618**	**685,618**	**-**
Other State Revenue																
8311 State Special Education	7,382	6,681	6,681	12,026	12,026	12,026	12,026	12,026	21,156	21,156	21,156	21,156	21,156	**186,651**	160,906	25,745
8520 Child Nutrition	-	-	-	984	1,869	1,869	1,869	1,869	1,869	1,869	1,869	1,869	3,739	**19,679**	19,679	-
8545 School Facilities (SB740)	-	-	-	-	-	-	140,297	-	-	-	70,149	-	70,149	**280,595**	280,595	-
8550 Mandated Cost	-	-	-	-	-	3,172	-	-	-	-	-	-	-	**3,172**	3,107	65
8560 State Lottery	-	-	-	-	-	-	9,169	-	-	9,169	-	-	32,895	**51,233**	53,292	(2,060)
8599 Other State Revenue	-	142,948	-	-	-	-	-	-	-	-	-	-	-	**142,948**	142,948	-
	7,382	149,629	6,681	13,010	13,895	17,067	163,361	13,895	23,025	32,194	93,174	23,025	127,938	**684,277**	**660,527**	**23,750**
Total Revenue	**41,677**	**267,733**	**171,038**	**415,379**	**241,498**	**289,031**	**476,258**	**241,498**	**399,731**	**367,630**	**589,505**	**540,183**	**483,124**	**4,524,286**	**4,396,996**	**127,290**
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	34,687	60,465	60,465	60,465	60,465	60,465	60,465	60,465	60,465	60,465	60,465	60,465	-	**699,807**	680,951	(18,857)
1170 Teachers' Substitute Hours	-	4,427	4,427	4,427	4,427	4,427	4,427	4,427	4,427	4,427	4,427	4,427	-	**48,695**	48,695	-
1175 Teachers' Extra Duty/Stipends	-	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	-	**15,000**	15,000	-
1200 Pupil Support Salaries	-	2,361	2,361	2,361	2,361	2,361	2,361	2,361	2,361	2,361	2,361	2,361	-	**25,972**	28,333	2,361
1300 Administrators' Salaries	8,833	8,773	8,773	8,773	8,773	8,773	8,773	8,773	8,773	8,773	8,773	8,773	-	**105,333**	105,272	(61)
1900 Other Certificated Salaries	1,915	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	**56,915**	60,000	3,085
	45,435	82,390	82,390	82,390	82,390	82,390	82,390	82,390	82,390	82,390	82,390	82,390	-	**951,723**	**938,252**	**(13,471)**
Classified Salaries																
2100 Instructional Salaries	8,760	18,078	18,078	18,078	18,078	18,078	18,078	18,078	18,078	18,078	18,078	18,078	-	**207,620**	215,431	7,812
2200 Support Salaries	-	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	-	**53,387**	58,240	4,853
2300 Classified Administrators' Salaries	-	2,305	2,305	2,305	2,305	2,305	2,305	2,305	2,305	2,305	2,305	2,305	-	**25,360**	25,360	-
2400 Clerical and Office Staff Salaries	3,940	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	-	**57,327**	58,240	913
2900 Other Classified Salaries	2,583	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	-	**55,970**	58,240	2,270
	15,283	34,944	34,944	34,944	34,944	34,944	34,944	34,944	34,944	34,944	34,944	34,944	-	**399,663**	**415,511**	**15,848**
Benefits																
3101 STRS	7,688	13,743	13,743	13,743	13,743	13,743	13,743	13,743	13,743	13,743	13,743	13,743	-	**158,861**	150,308	(8,553)
3301 OASDI	940	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	-	**25,716**	25,762	46
3311 Medicare	867	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	-	**19,615**	19,630	15
3401 Health and Welfare	6,694	9,208	9,208	9,208	9,208	9,208	9,208	9,208	9,208	9,208	9,208	9,208	-	**107,985**	110,500	2,515
3501 State Unemployment	-	760	760	760	760	760	3,798	3,038	1,519	760	760	760	-	**14,431**	15,190	760
3601 Workers' Compensation	652	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	-	**18,753**	18,953	200
3901 Other Benefits	1,130	1,302	1,302	1,302	1,302	1,302	1,302	1,302	1,302	1,302	1,302	1,302	-	**15,456**	15,000	(456)
	17,970	30,616	30,616	30,616	30,616	30,616	33,654	32,894	31,375	30,616	30,616	30,616	-	**360,816**	**355,342**	**(5,475)**

TEACH Prep

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 257.45

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Books and Supplies																
4100 Textbooks and Core Materials	-	25,000	25,000	25,000	25,000	-	-	-	-	-	-	-	-	**100,000**	100,000	-
4200 Books and Reference Materials	-	8,000	8,000	8,000	8,000	8,000	-	-	-	-	-	-	-	**40,000**	40,000	-
4302 School Supplies	6,033	7,138	7,138	7,138	7,138	7,138	7,138	7,138	7,138	7,138	7,138	7,138	-	**84,553**	85,658	1,105
4305 Software	11,055	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	-	**125,638**	125,000	(638)
4310 Office Expense	-	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	-	**36,667**	40,000	3,333
4311 Business Meals	-	8	8	8	8	8	8	8	8	8	8	8	-	**92**	100	8
4400 Noncapitalized Equipment	611	30,000	30,000	30,000	30,000	30,000	-	-	-	-	-	-	-	**150,611**	150,000	(611)
4700 Food Services	-	20,689	20,689	20,689	20,689	20,689	20,689	20,689	20,689	20,689	20,689	20,689	-	**227,582**	227,582	-
	17,698	104,586	104,586	104,586	104,586	79,586	41,586	41,586	41,586	41,586	41,586	41,586	-	**765,143**	**768,341**	**3,198**
Subagreement Services																
5101 Nursing	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**	-	-
5102 Special Education	-	11,364	11,364	11,364	11,364	11,364	11,364	11,364	11,364	11,364	11,364	11,364	-	**125,000**	125,000	-
5103 Substitute Teacher	-	209	209	209	209	209	209	209	209	209	209	209	-	**2,300**	2,300	-
5105 Security	287	1,127	1,127	1,127	1,127	1,127	1,127	1,127	1,127	1,127	1,127	1,127	-	**12,687**	12,400	(287)
5106 Other Educational Consultants	-	-	540	540	540	540	540	540	540	540	540	540	-	**5,400**	5,400	-
	287	12,700	13,240	13,240	13,240	13,240	13,240	13,240	13,240	13,240	13,240	13,240	-	**145,387**	**145,100**	**(287)**
Operations and Housekeeping																
5201 Auto and Travel	-	36	36	36	36	36	36	36	36	36	36	36	-	**400**	400	-
5300 Dues & Memberships	-	125	125	125	125	125	125	125	125	125	125	125	-	**1,375**	1,500	125
5400 Insurance	3,262	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	-	**32,595**	32,000	(595)
5501 Utilities	-	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	-	**13,750**	15,000	1,250
5502 Janitorial Services	880	1,092	1,092	1,092	1,092	1,092	1,092	1,092	1,092	1,092	1,092	1,092	-	**12,889**	13,100	211
5900 Communications	3,984	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	-	**49,817**	50,000	183
5901 Postage and Shipping	-	-	40	40	40	40	40	40	40	40	40	40	-	**400**	400	-
	8,126	9,336	9,376	9,376	9,376	9,376	9,376	9,376	9,376	9,376	9,376	9,376	-	**111,226**	**112,400**	**1,174**
Facilities, Repairs and Other Leases																
5601 Rent	46,486	46,598	46,598	46,598	46,598	46,598	46,598	46,598	46,598	46,598	46,598	46,598	-	**559,061**	559,172	111
5603 Equipment Leases	-	492	492	492	492	492	492	492	492	492	492	492	-	**5,408**	5,900	492
5605 Real/Personal Property Taxes	-	67	67	67	67	67	67	67	67	67	67	67	-	**733**	800	67
5610 Repairs and Maintenance	1,405	3,917	3,917	3,917	3,917	3,917	3,917	3,917	3,917	3,917	3,917	3,917	-	**44,488**	47,000	2,512
	47,891	51,073	51,073	51,073	51,073	51,073	51,073	51,073	51,073	51,073	51,073	51,073	-	**609,691**	**612,872**	**3,181**
Professional/Consulting Services																
5801 IT	-	92	92	92	92	92	92	92	92	92	92	92	-	**1,008**	1,100	92
5802 Audit & Taxes	-	-	-	6,000	6,000	6,000	-	-	-	-	-	-	-	**18,000**	18,000	-
5803 Legal	-	8	8	8	8	8	8	8	8	8	8	8	-	**92**	100	8
5804 Professional Development	-	-	5,175	5,175	5,175	5,175	5,175	5,175	5,175	5,175	5,175	5,175	-	**51,749**	51,749	-
5805 General Consulting	876	-	1,180	1,180	1,180	1,180	1,180	1,180	1,180	1,180	1,180	1,180	-	**12,676**	11,800	(876)
5808 Printing	-	-	2,890	2,890	2,890	2,890	2,890	2,890	2,890	2,890	2,890	2,890	-	**28,900**	28,900	-
5809 Other taxes and fees	-	-	10	10	10	10	10	10	10	10	10	10	-	**100**	100	-
5810 Payroll Service Fee	-	375	375	375	375	375	375	375	375	375	375	375	-	**4,125**	4,500	375
5811 Management Fee	6,803	42,415	42,415	42,415	42,415	42,415	42,415	42,415	42,415	42,415	42,415	42,415	-	**473,370**	494,662	21,292
5812 District Oversight Fee	1,225	1,163	1,478	3,887	2,046	2,046	2,899	2,046	3,514	3,102	2,973	2,973	2,191	**31,544**	30,509	(1,035)
5813 County Fees	-	-	-	2,025	-	-	2,025	-	-	2,025	-	-	2,025	**8,100**	8,100	-
5814 SPED Encroachment	6,706	8,174	8,174	14,713	14,713	14,713	14,713	7,342	16,315	16,315	16,315	16,315	8,973	**163,481**	163,481	-
5815 Public Relations/Recruitment	-	-	820	820	820	820	820	820	820	820	820	820	-	**8,200**	8,200	-
	15,609	52,227	62,617	79,591	75,725	75,725	72,602	62,353	72,794	74,407	72,253	72,253	13,189	**801,344**	**821,200**	**19,856**
Depreciation																
6900 Depreciation Expense	2,801	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	-	**37,909**	38,300	391
	2,801	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	-	**37,909**	**38,300**	**391**
Total Expenses	**171,101**	**381,063**	**392,032**	**409,006**	**405,140**	**380,140**	**342,056**	**331,047**	**339,969**	**340,822**	**338,668**	**338,668**	**13,189**	**4,182,902**	**4,207,318**	**24,416**
Monthly Surplus (Deficit)	**(129,424)**	**(113,329)**	**(220,994)**	**6,372**	**(163,642)**	**(91,109)**	**134,202**	**(89,549)**	**59,762**	**26,808**	**250,837**	**201,515**	**469,935**	**341,384**	**189,678**	**151,706**

TEACH Prep

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 257.45

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Cash Flow Adjustments															2.155	
Monthly Surplus (Deficit)	(129,424)	(113,329)	(220,994)	6,372	(163,642)	(91,109)	134,202	(89,549)	59,762	26,808	250,837	201,515	469,935	**341,384**	*Coverage 1.20*	
Cash flows from operating activities																
Depreciation/Amortization	2,801	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	-	**37,909**		
Public Funding Receivables	37,413	659,701	45,570	35,586	48,015	-	-	11,211	79,840	-	(173,768)	(194,595)	(483,124)	**65,849**		
Due To/From Related Parties	100,596	-	-	-	-	-	-	-	-	-	-	(236,376)	-	**(135,780)**		
Prepaid Expenses	(39,748)	-	-	-	-	-	-	-	-	-	-	-	-	**(39,748)**		
Accounts Payable	(12,533)	-	-	-	-	-	-	-	-	-	-	-	13,189	**657**		
Accrued Expenses	34,591	-	-	-	-	-	-	-	-	-	-	-	-	**34,591**		
Other Liabilities	(133)	-	-	-	-	-	-	-	-	-	-	-	-	**(133)**		
Total Change in Cash	(6,437)	549,563	(172,232)	45,150	(112,435)	(87,917)	137,394	(75,146)	142,794	29,999	80,260	(226,264)				
Cash, Beginning of Month	175,032	168,595	718,158	545,926	591,076	478,641	390,724	528,118	452,972	595,765	625,765	706,025				
													71	**ADCOH**		
Cash, End of Month	**168,595**	**718,158**	**545,926**	**591,076**	**478,641**	**390,724**	**528,118**	**452,972**	**595,765**	**625,765**	**706,025**	**479,761**	**42**	**DCOH**		

TEACH Public Schools

Monthly Cash Flow/Budget FY21-22

Revised 8/11/2021

ADA = 0.00

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Revenues															ADA = 0.00	
Other Local Revenue																
8689 Other Fees and Contracts	22,363	154,649	103,972	165,184	138,725	165,693	223,734	129,867	167,221	178,225	300,735	245,891	209,211	**2,205,471**	2,150,837	54,634
	22,363	154,649	103,972	165,184	138,725	165,693	223,734	129,867	167,221	178,225	300,735	245,891	209,211	**2,205,471**	**2,150,837**	**54,634**
Total Revenue	**22,363**	**154,649**	**103,972**	**165,184**	**138,725**	**165,693**	**223,734**	**129,867**	**167,221**	**178,225**	**300,735**	**245,891**	**209,211**	**2,205,471**	**2,150,837**	**54,634**
Expenses																
Certificated Salaries																
1170 Teachers' Substitute Hours	-	2,761	2,761	2,761	2,761	2,761	2,761	2,761	2,761	2,761	2,761	2,761	-	**30,375**	30,375	-
1300 Administrators' Salaries	64,718	50,625	50,625	50,625	50,625	50,625	50,625	50,625	50,625	50,625	50,625	50,625	-	**621,597**	607,504	(14,093)
	64,718	53,387	53,387	53,387	53,387	53,387	53,387	53,387	53,387	53,387	53,387	53,387	-	**651,972**	**637,879**	**(14,093)**
Classified Salaries																
2200 Support Salaries	3,240	1,177	1,177	1,177	1,177	1,177	1,177	1,177	1,177	1,177	1,177	1,177	-	**16,190**	12,950	(3,240)
2300 Classified Administrators' Salaries	26,392	25,833	25,833	25,833	25,833	25,833	25,833	25,833	25,833	25,833	25,833	25,833	-	**310,558**	310,000	(558)
2400 Clerical and Office Staff Salaries	7,583	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	-	**71,750**	70,000	(1,750)
2900 Other Classified Salaries	8,992	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	-	**85,992**	84,000	(1,992)
	46,207	39,844	39,844	39,844	39,844	39,844	39,844	39,844	39,844	39,844	39,844	39,844	-	**484,490**	**476,950**	**(7,540)**
Benefits																
3101 STRS	9,111	8,368	8,368	8,368	8,368	8,368	8,368	8,368	8,368	8,368	8,368	8,368	-	**101,156**	102,188	1,032
3301 OASDI	2,804	2,432	2,432	2,432	2,432	2,432	2,432	2,432	2,432	2,432	2,432	2,432	-	**29,555**	29,571	16
3311 Medicare	1,570	1,326	1,326	1,326	1,326	1,326	1,326	1,326	1,326	1,326	1,326	1,326	-	**16,157**	16,165	8
3401 Health and Welfare	6,715	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	-	**89,215**	90,000	785
3501 State Unemployment	348	270	270	270	270	270	1,348	1,078	539	270	270	270	-	**5,469**	5,390	(79)
3601 Workers' Compensation	537	1,280	1,280	1,280	1,280	1,280	1,280	1,280	1,280	1,280	1,280	1,280	-	**14,621**	15,608	986
3901 Other Benefits	3,041	3,281	3,281	3,281	3,281	3,281	3,281	3,281	3,281	3,281	3,281	3,281	-	**39,137**	40,000	863
	24,127	24,457	24,457	24,457	24,457	24,457	25,535	25,265	24,726	24,457	24,457	24,457	-	**295,310**	**298,922**	**3,612**
Books and Supplies																
4302 School Supplies	-	583	583	583	583	583	583	583	583	583	583	583	-	**6,417**	7,000	583
4305 Software	108	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	**11,108**	12,000	892
4310 Office Expense	4,295	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	-	**40,961**	40,000	(961)
4311 Business Meals	-	167	167	167	167	167	167	167	167	167	167	167	-	**1,833**	2,000	167
4400 Noncapitalized Equipment	212	4,000	4,000	4,000	4,000	4,000	-	-	-	-	-	-	-	**20,212**	20,000	(212)
	4,615	9,083	9,083	9,083	9,083	9,083	5,083	5,083	5,083	5,083	5,083	5,083	-	**80,532**	**81,000**	**468**
Subagreement Services																
5104 Transportation	-	9	9	9	9	9	9	9	9	9	9	9	-	**100**	100	-
5105 Security	-	364	364	364	364	364	364	364	364	364	364	364	-	**4,000**	4,000	-
	-	373	373	373	373	373	373	373	373	373	373	373	-	**4,100**	**4,100**	-
Operations and Housekeeping																
5201 Auto and Travel	-	818	818	818	818	818	818	818	818	818	818	818	-	**9,000**	9,000	-
5300 Dues & Memberships	-	250	250	250	250	250	250	250	250	250	250	250	-	**2,750**	3,000	250
5400 Insurance	-	500	500	500	500	500	500	500	500	500	500	500	-	**5,500**	6,000	500
5501 Utilities	-	2,666	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	-	**16,000**	16,000	0
5502 Janitorial Services	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	**11,000**	12,000	1,000
5900 Communications	2,025	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	-	**14,859**	14,000	(859)
5901 Postage and Shipping	618	-	500	500	500	500	500	500	500	500	500	500	-	**5,618**	5,000	(618)
	2,643	6,401	5,568	5,568	5,568	5,568	5,568	5,568	5,568	5,568	5,568	5,568	-	**64,726**	**65,000**	**274**

TEACH Public Schools

Monthly Cash Flow/Budget FY21-22

Revised 8/11/2021

ADA = 0.00

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Facilities, Repairs and Other Leases																
5601 Rent	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	**60,000**	60,000	-
5602 Additional Rent	-	100	100	100	100	100	100	100	100	100	100	100	-	**1,105**	1,205	100
5603 Equipment Leases	-	292	292	292	292	292	292	292	292	292	292	292	-	**3,208**	3,500	292
5604 Other Leases	-	83	83	83	83	83	83	83	83	83	83	83	-	**917**	1,000	83
5605 Real/Personal Property Taxes	-	347	347	347	347	347	347	347	347	347	347	347	-	**3,820**	4,167	347
5610 Repairs and Maintenance	145	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	-	**13,895**	15,000	1,105
	5,145	7,073	7,073	7,073	7,073	7,073	7,073	7,073	7,073	7,073	7,073	7,073	-	**82,944**	**84,872**	**1,928**
Professional/Consulting Services																
5801 IT	-	583	583	583	583	583	583	583	583	583	583	583	-	**6,417**	7,000	583
5802 Audit & Taxes	-	-	-	1,533	1,533	1,533	-	-	-	-	-	-	-	**4,600**	4,600	-
5803 Legal	-	167	167	167	167	167	167	167	167	167	167	167	-	**1,833**	2,000	167
5804 Professional Development	-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	**10,000**	10,000	-
5805 General Consulting	-	-	700	700	700	700	700	700	700	700	700	700	-	**7,000**	7,000	-
5806 Special Activities/Field Trips	-	-	-	-	-	733	733	733	-	-	-	-	-	**2,200**	2,200	-
5807 Bank Charges	115	-	150	150	150	150	150	150	150	150	150	150	-	**1,615**	1,500	(115)
5808 Printing	132	-	20	20	20	20	20	20	20	20	20	20	-	**332**	200	(132)
5809 Other taxes and fees	154	-	320	320	320	320	320	320	320	320	320	320	-	**3,354**	3,200	(154)
5810 Payroll Service Fee	-	687	687	687	687	687	687	687	687	687	687	687	-	**7,553**	8,240	687
5811 Management Fee	-	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	-	**44,000**	48,000	4,000
5815 Public Relations/Recruitment	125	-	-	-	-	-	-	-	-	-	-	-	-	**125**	-	(125)
	526	5,437	7,627	9,160	9,160	9,893	8,360	8,360	7,627	7,627	7,627	7,627	-	**89,029**	**93,940**	**4,911**
Depreciation																
6900 Depreciation Expense	962	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	-	**12,878**	13,000	122
	962	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	-	**12,878**	**13,000**	**122**
Interest																
7438 Interest Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	**148,943**	**147,138**	**148,495**	**150,028**	**150,028**	**150,761**	**146,306**	**146,036**	**144,764**	**144,495**	**144,495**	**144,495**	-	**1,765,982**	**1,755,663**	**(10,319)**
Monthly Surplus (Deficit)	**(126,580)**	**7,511**	**(44,522)**	**15,156**	**(11,303)**	**14,932**	**77,428**	**(16,170)**	**22,457**	**33,730**	**156,241**	**101,396**	**209,211**	**439,489**	**395,174**	**44,315**
Cash Flow Adjustments															7.823	
Monthly Surplus (Deficit)	(126,580)	7,511	(44,522)	15,156	(11,303)	14,932	77,428	(16,170)	22,457	33,730	156,241	101,396	209,211	**439,489**	*Coverage 1.20*	
Cash flows from operating activities																
Depreciation/Amortization	962	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	-	**12,878**		
Public Funding Receivables	-	-	-	-	-	-	-	-	-	-	-	-	(209,211)	**(209,211)**		
Due To/From Related Parties	100,330	-	-	-	-	-	-	-	-	-	-	149,314	-	**249,644**		
Prepaid Expenses	(8,262)	-	-	-	-	-	-	-	-	-	-	-	-	**(8,262)**		
Accounts Payable	(1,151)	-	-	-	-	-	-	-	-	-	-	-	-	**(1,151)**		
Accrued Expenses	13,566	-	-	-	-	-	-	-	-	-	-	-	-	**13,566**		
Total Change in Cash	(21,135)	8,595	(43,439)	16,240	(10,220)	16,015	78,512	(15,086)	23,541	34,813	157,324	251,794				
Cash, Beginning of Month	386,721	365,586	374,181	330,742	346,981	336,761	352,776	431,288	416,202	439,742	474,556	631,880				
Cash, End of Month	**365,586**	**374,181**	**330,742**	**346,981**	**336,761**	**352,776**	**431,288**	**416,202**	**439,742**	**474,556**	**631,880**	**883,674**	**183**	**DCOH**		

Teach Academy of Technology

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	$ -	$ -	$ -	$ -	-	$ -	$ 2,722,357
Education Protection Account	-	-	-	-	-	-	840,161
In Lieu of Property Taxes	76,462	-	76,462	76,462	-	76,462	1,202,948
Total State Aid - Revenue Limit	76,462	-	76,462	76,462	-	76,462	4,765,466
Federal Revenue							
Special Education - Entitlement	6,968	-	6,968	6,968	-	6,968	82,436
Federal Child Nutrition	-	-	-	-	-	-	347,078
Title I, Part A - Basic Low Income	-	-	-	-	-	-	198,803
Title II, Part A - Teacher Quality	-	-	-	-	-	-	24,076
Other Federal Revenue	-	-	-	-	-	-	1,098,805
Total Federal Revenue	6,968	-	6,968	6,968	-	6,968	1,751,199
Other State Revenue							
State Special Education	17,959	-	17,959	17,959	-	17,959	264,219
State Child Nutrition	-	-	-	-	-	-	32,852
School Facilities (SB740)	-	-	-	-	-	-	460,755
Mandated Cost	-	-	-	-	-	-	7,325
State Lottery	-	-	-	-	-	-	87,509
Other State Revenue	-	322,458	(322,458)	-	322,458	(322,458)	465,904
Total Other State Revenue	17,959	322,458	(304,499)	17,959	322,458	(304,499)	1,318,564
Other Local Revenue							
Other Fees and Contracts	2,715	-	2,715	2,715	-	2,715	-
Total Other Local Revenue	2,715	-	2,715	2,715	-	2,715	-
Total Revenues	**$ 104,104**	**$ 322,458**	**$ (218,354)**	**$ 104,104**	**$ 322,458**	**$ (218,354)**	**$ 7,835,229**
Expenses							
Certificated Salaries							
Teachers' Salaries	$ 37,210	$ 50,840	$ 13,630	$ 37,210	$ 50,840	$ 13,630	$ 1,211,511
Teachers' Substitute Hours	-	8,331	8,331	-	8,331	8,331	99,971
Pupil Support Salaries	9,417	14,736	5,319	9,417	14,736	5,319	176,828
Administrators' Salaries	9,333	9,333	(0)	9,333	9,333	(0)	112,000
Other Certificated Salaries	1,915	5,677	3,762	1,915	5,677	3,762	68,127
Total Certificated Salaries	57,875	88,917	31,042	57,875	88,917	31,042	1,668,437
Classified Salaries							
Instructional Salaries	8,693	21,111	12,418	8,693	21,111	12,418	429,907
Support Salaries	-	5,027	5,027	-	5,027	5,027	60,320
Supervisors' and Administrators' Salaries	-	3,481	3,481	-	3,481	3,481	41,767
Clerical and Office Staff Salaries	7,564	10,193	2,629	7,564	10,193	2,629	122,320
Other Classified Salaries	14,813	9,707	(5,107)	14,813	9,707	(5,107)	116,480
Total Classified Salaries	31,071	49,519	18,448	31,071	49,519	18,448	770,794
Benefits							
State Teachers' Retirement System, certificated posi	9,793	14,245	4,452	9,793	14,245	4,452	267,284
Public Employees' Retirement System, classified posi	6,128	11,394	5,266	6,128	11,394	5,266	177,360
OASDI/Medicare/Alternative, certificated positions	1,918	3,070	1,152	1,918	3,070	1,152	47,789
Medicare/Alternative, certificated positions	1,287	2,007	720	1,287	2,007	720	35,369
Health and Welfare Benefits, certificated positions	7,562	14,625	7,063	7,562	14,625	7,063	175,500
State Unemployment Insurance, certificated positior	181	1,103	922	181	1,103	922	22,050
Workers' Compensation Insurance, certificated posit	1,175	1,938	763	1,175	1,938	763	34,149
Other Benefits, certificated positions	387	1,022	635	387	1,022	635	18,000
Total Benefits	28,429	49,403	20,974	28,429	49,403	20,974	777,501

Teach Academy of Technology

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Materials	-	-	-	-	-	-	69,400
Books and Reference Materials	-	120	120	-	120	120	600
School Supplies	-	1,633	1,633	-	1,633	1,633	19,600
Software	9,711	6,250	(3,461)	9,711	6,250	(3,461)	75,000
Office Expense	177	1,500	1,323	177	1,500	1,323	18,000
Business Meals	-	8	8	-	8	8	100
Noncapitalized Equipment	728	-	(728)	728	-	(728)	214,100
Food Services	-	-	-	-	-	-	379,930
Total Books & Supplies	10,616	9,512	(1,104)	10,616	9,512	(1,104)	776,730
Subagreement Services							
Nursing	-	17	17	-	17	17	200
Special Education	-	-	-	-	-	-	178,700
Substitute Teacher	-	-	-	-	-	-	700
Security	1,625	-	(1,625)	1,625	-	(1,625)	29,600
Other Educational Consultants	-	-	-	-	-	-	766,572
Total Subagreement Services	1,625	17	(1,608)	1,625	17	(1,608)	975,772
Operations & Housekeeping							
Dues & Memberships	-	83	83	-	83	83	1,000
Insurance	5,356	5,900	544	5,356	5,900	544	70,800
Utilities	-	3,300	3,300	-	3,300	3,300	39,600
Janitorial Services	1,469	1,450	(19)	1,469	1,450	(19)	17,400
Communications	3,841	3,892	51	3,841	3,892	51	46,700
Postage and Shipping	-	-	-	-	-	-	3,000
Total Operations & Housekeeping	10,666	14,625	3,959	10,666	14,625	3,959	178,500
Facilities, Repairs & Other Leases							
Rent	71,786	72,748	962	71,786	72,748	962	872,972
Additional Rent	-	(962)	(962)	-	(962)	(962)	(11,544)
Equipment Leases	-	3,675	3,675	-	3,675	3,675	44,100
Other Leases	-	25	25	-	25	25	300
Real/Personal Property Taxes	-	75	75	-	75	75	900
Repairs and Maintenance	1,143	1,917	774	1,143	1,917	774	23,000
Total Facilities, Repairs & Other Leases	72,929	77,477	4,549	72,929	77,477	4,549	929,729
Professional/Consulting Services							
IT	-	142	142	-	142	142	1,700
Audit & Taxes	-	-	-	-	-	-	11,800
Legal	-	433	433	-	433	433	5,200
Professional Development	-	-	-	-	-	-	44,076
General Consulting	-	-	-	-	-	-	6,300
Special Activities/Field Trips	-	-	-	-	-	-	35,000
Bank Charges	-	-	-	-	-	-	100
Printing	3,546	-	(3,546)	3,546	-	(3,546)	4,600
Other Taxes and Fees	-	-	-	-	-	-	5,000
Payroll Service Fee	-	258	258	-	258	258	3,100
Management Fee	16,842	73,455	56,613	16,842	73,455	56,613	881,463
District Oversight Fee	2,793	-	(2,793)	2,793	-	(2,793)	47,655
County Fees	-	-	-	-	-	-	7,800
SPED Encroachment	16,314	-	(16,314)	16,314	-	(16,314)	268,446
Public Relations/Recruitment	-	-	-	-	-	-	8,700
Total Professional/Consulting Services	39,495	74,289	34,793	39,495	74,289	34,793	1,330,940

Teach Academy of Technology

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Depreciation							
Depreciation Expense	11,389	9,625	(1,764)	11,389	9,625	(1,764)	115,500
Total Depreciation	11,389	9,625	(1,764)	11,389	9,625	(1,764)	115,500
Interest							
Interest Expense	1,288	-	(1,288)	1,288	-	(1,288)	-
Total Interest	1,288	-	(1,288)	1,288	-	(1,288)	-
Total Expenses	**$ 265,383**	**$ 373,383**	**$ 108,000**	**$ 265,383**	**$ 373,383**	**$ 108,000**	**$ 7,523,902**
Change in Net Assets	**(161,279)**	**(50,925)**	**(110,354)**	**(161,279)**	**(50,925)**	**(110,354)**	**311,327**
Net Assets, Beginning of Period	4,832,841			4,832,841			
Net Assets, End of Period	**4,671,563**			**4,671,563**			

Teach Tech High School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,764,906
Education Protection Account	-	-	-	-	-	-	91,200
In Lieu of Property Taxes	69,637	-	69,637	69,637	-	69,637	1,297,562
Total State Aid - Revenue Limit	69,637	-	69,637	69,637	-	69,637	6,153,668
Federal Revenue							
Special Education - Entitlement	6,346	-	6,346	6,346	-	6,346	88,920
Federal Child Nutrition	-	-	-	-	-	-	362,601
Title I, Part A - Basic Low Income	-	-	-	-	-	-	160,989
Title II, Part A - Teacher Quality	-	-	-	-	-	-	19,962
Other Federal Revenue	-	-	-	-	-	-	889,804
Total Federal Revenue	6,346	-	6,346	6,346	-	6,346	1,522,276
Other State Revenue							
State Special Education	16,356	-	16,356	16,356	-	16,356	285,000
State Child Nutrition	-	-	-	-	-	-	34,321
School Facilities (SB740)	-	-	-	-	-	-	496,994
Mandated Cost	-	-	-	-	-	-	18,830
State Lottery	-	-	-	-	-	-	94,392
Other State Revenue	-	358,017	(358,017)	-	358,017	(358,017)	358,017
Total Other State Revenue	16,356	358,017	(341,661)	16,356	358,017	(341,661)	1,287,555
Total Revenues	**$ 92,339**	**$ 358,017**	**$ (265,678)**	**$ 92,339**	**$ 358,017**	**$ (265,678)**	**$ 8,963,499**
Expenses							
Certificated Salaries							
Teachers' Salaries	$ 33,704	$ 30,620	$ (3,084)	$ 33,704	$ 30,620	$ (3,084)	$ 1,309,873
Teachers' Substitute Hours	-	9,635	9,635	-	9,635	9,635	115,621
Teachers' Extra Duty/Stipends	1,500	-	(1,500)	1,500	-	(1,500)	-
Pupil Support Salaries	14,997	9,111	(5,886)	14,997	9,111	(5,886)	109,334
Administrators' Salaries	15,500	26,740	11,240	15,500	26,740	11,240	320,882
Other Certificated Salaries	8,187	16,814	8,627	8,187	16,814	8,627	201,772
Total Certificated Salaries	73,888	92,921	19,032	73,888	92,921	19,032	2,057,481
Classified Salaries							
Instructional Salaries	4,842	26,286	21,444	4,842	26,286	21,444	341,714
Support Salaries	-	3,623	3,623	-	3,623	3,623	86,944
Supervisors' and Administrators' Salaries	-	3,344	3,344	-	3,344	3,344	40,129
Clerical and Office Staff Salaries	7,094	14,310	7,216	7,094	14,310	7,216	171,714
Other Classified Salaries	11,227	7,064	(4,163)	11,227	7,064	(4,163)	84,770
Total Classified Salaries	23,163	54,626	31,463	23,163	54,626	31,463	725,272
Benefits							
State Teachers' Retirement System, certificat	12,248	14,886	2,638	12,248	14,886	2,638	329,609
OASDI/Medicare/Alternative, certificated pos	1,516	3,387	1,871	1,516	3,387	1,871	44,967
Medicare/Alternative, certificated positions	1,394	2,139	746	1,394	2,139	746	40,350
Health and Welfare Benefits, certificated pos	15,731	18,417	2,685	15,731	18,417	2,685	221,000
State Unemployment Insurance, certificated	488	1,348	860	488	1,348	860	26,950
Workers' Compensation Insurance, certificate	1,340	2,066	725	1,340	2,066	725	38,959
Other Benefits, certificated positions	1,624	1,485	(139)	1,624	1,485	(139)	28,000
Total Benefits	34,341	43,727	9,386	34,341	43,727	9,386	729,834

Teach Tech High School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Materials	1,815	-	(1,815)	1,815	-	(1,815)	150,000
Books and Reference Materials	-	15,000	15,000	-	15,000	15,000	75,000
School Supplies	332	7,823	7,491	332	7,823	7,491	93,878
Software	9,468	16,667	7,199	9,468	16,667	7,199	200,000
Office Expense	2,400	3,750	1,350	2,400	3,750	1,350	45,000
Noncapitalized Equipment	4,910	-	(4,910)	4,910	-	(4,910)	300,000
Food Services	-	-	-	-	-	-	396,922
Total Books & Supplies	18,925	43,240	24,315	18,925	43,240	24,315	1,260,801
Subagreement Services							
Special Education	-	-	-	-	-	-	250,000
Substitute Teacher	-	-	-	-	-	-	7,400
Transportation	360	-	(360)	360	-	(360)	100
Security	1,037	-	(1,037)	1,037	-	(1,037)	18,000
Other Educational Consultants	-	-	-	-	-	-	303,017
Total Subagreement Services	1,397	-	(1,397)	1,397	-	(1,397)	578,517
Operations & Housekeeping							
Auto and Travel	-	-	-	-	-	-	700
Dues & Memberships	-	92	92	-	92	92	1,100
Insurance	5,777	6,025	248	5,777	6,025	248	72,300
Utilities	421	6,192	5,771	421	6,192	5,771	74,300
Janitorial Services	2,125	2,292	166	2,125	2,292	166	27,500
Communications	3,841	8,333	4,493	3,841	8,333	4,493	100,000
Postage and Shipping	-	-	-	-	-	-	1,500
Total Operations & Housekeeping	12,164	22,933	10,770	12,164	22,933	10,770	277,400
Facilities, Repairs & Other Leases							
Rent	61,756	61,769	13	61,756	61,769	13	741,228
Additional Rent	-	(13)	(13)	-	(13)	(13)	(151)
Equipment Leases	-	50	50	-	50	50	600
Real/Personal Property Taxes	-	125	125	-	125	125	1,500
Repairs and Maintenance	1,365	12,500	11,135	1,365	12,500	11,135	150,000
Total Facilities, Repairs & Other Leases	63,121	74,431	11,310	63,121	74,431	11,310	893,177
Professional/Consulting Services							
IT	-	75	75	-	75	75	900
Audit & Taxes	-	-	-	-	-	-	11,700
Legal	-	17	17	-	17	17	200
Professional Development	-	-	-	-	-	-	64,962
General Consulting	-	-	-	-	-	-	25,000
Special Activities/Field Trips	-	-	-	-	-	-	75,000
Printing	-	-	-	-	-	-	25,400
Other Taxes and Fees	-	-	-	-	-	-	3,100
Payroll Service Fee	-	300	300	-	300	300	3,600
Management Fee	15,811	84,033	68,222	15,811	84,033	68,222	1,008,394
District Oversight Fee	3,048	-	(3,048)	3,048	-	(3,048)	61,537
County Fees	-	-	-	-	-	-	7,200
SPED Encroachment	14,858	-	(14,858)	14,858	-	(14,858)	289,560
Public Relations/Recruitment	-	-	-	-	-	-	6,500
Total Professional/Consulting Services	33,717	84,424	50,708	33,717	84,424	50,708	1,583,052

Teach Tech High School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Depreciation							
Depreciation Expense	3,378	4,625	1,247	3,378	4,625	1,247	55,500
Total Depreciation	3,378	4,625	1,247	3,378	4,625	1,247	55,500
Total Expenses	**$ 264,094**	**$ 420,927**	**$ 156,833**	**$ 264,094**	**$ 420,927**	**$ 156,833**	**$ 8,161,034**
Change in Net Assets	**(171,755)**	**(62,910)**	**(108,845)**	**(171,755)**	**(62,910)**	**(108,845)**	**802,465**
Net Assets, Beginning of Period	4,027,814			4,027,814			
Net Assets, End of Period	**$ 3,856,058**			**$ 3,856,058**			

Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,266,779
Education Protection Account	-	-	-	-	-	-	51,490
In Lieu of Property Taxes	31,431	-	31,431	31,431	-	31,431	732,582
Total State Aid - Revenue Limit	31,431	-	31,431	31,431	-	31,431	3,050,851
Federal Revenue							
Special Education - Entitlement	2,864	-	2,864	2,864	-	2,864	50,203
Federal Child Nutrition	-	-	-	-	-	-	207,904
Title I, Part A - Basic Low Income	-	-	-	-	-	-	52,400
Title II, Part A - Teacher Quality	-	-	-	-	-	-	6,749
Other Federal Revenue	-	-	-	-	-	-	368,363
Total Federal Revenue	2,864	-	2,864	2,864	-	2,864	685,618
Other State Revenue							
State Special Education	7,382	-	7,382	7,382	-	7,382	160,906
State Child Nutrition	-	-	-	-	-	-	19,679
School Facilities (SB740)	-	-	-	-	-	-	280,595
Mandated Cost	-	-	-	-	-	-	3,107
State Lottery	-	-	-	-	-	-	53,292
Other State Revenue	-	142,948	(142,948)	-	142,948	(142,948)	142,948
Total Other State Revenue	7,382	142,948	(135,566)	7,382	142,948	(135,566)	660,527
Total Revenues	**$ 41,677**	**$ 142,948**	**$ (101,271)**	**$ 41,677**	**$ 142,948**	**$ (101,271)**	**$ 4,396,996**
Expenses							
Certificated Salaries							
Teachers' Salaries	$ 34,687	$ 15,831	$ (18,857)	$ 34,687	$ 15,831	$ (18,857)	$ 680,951
Teachers' Substitute Hours	-	4,058	4,058	-	4,058	4,058	48,695
Teachers' Extra Duty/Stipends	-	1,250	1,250	-	1,250	1,250	15,000
Pupil Support Salaries	-	2,361	2,361	-	2,361	2,361	28,333
Administrators' Salaries	8,833	8,773	(61)	8,833	8,773	(61)	105,272
Other Certificated Salaries	1,915	5,000	3,085	1,915	5,000	3,085	60,000
Total Certificated Salaries	45,435	37,272	(8,163)	45,435	37,272	(8,163)	938,252
Classified Salaries							
Instructional Salaries	8,760	16,572	7,812	8,760	16,572	7,812	215,432
Support Salaries	-	4,853	4,853	-	4,853	4,853	58,240
Supervisors' and Administrators' Salaries	-	-	-	-	-	-	25,360
Clerical and Office Staff Salaries	3,940	4,853	913	3,940	4,853	913	58,240
Other Classified Salaries	2,583	4,853	2,270	2,583	4,853	2,270	58,240
Total Classified Salaries	15,283	31,132	15,848	15,283	31,132	15,848	415,511
Benefits							
State Teachers' Retirement System, certificated pos	7,688	5,971	(1,717)	7,688	5,971	(1,717)	150,308
OASDI/Medicare/Alternative, certificated positions	940	1,930	991	940	1,930	991	25,762
Medicare/Alternative, certificated positions	867	992	125	867	992	125	19,630
Health and Welfare Benefits, certificated positions	6,694	9,208	2,515	6,694	9,208	2,515	110,500
State Unemployment Insurance, certificated positic	-	760	760	-	760	760	15,190
Workers' Compensation Insurance, certificated posi	652	958	306	652	958	306	18,953
Other Benefits, certificated positions	1,130	758	(372)	1,130	758	(372)	15,000
Total Benefits	17,970	20,576	2,607	17,970	20,576	2,607	355,342

Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Materials	-	-	-	-	-	-	100,000
Books and Reference Materials	-	8,000	8,000	-	8,000	8,000	40,000
School Supplies	6,033	7,138	1,105	6,033	7,138	1,105	85,658
Software	11,055	10,417	(638)	11,055	10,417	(638)	125,000
Office Expense	-	3,333	3,333	-	3,333	3,333	40,000
Business Meals	-	8	8	-	8	8	100
Noncapitalized Equipment	611	-	(611)	611	-	(611)	150,000
Food Services	-	-	-	-	-	-	227,582
Total Books & Supplies	17,698	28,897	11,198	17,698	28,897	11,198	768,341
Subagreement Services							
Special Education	-	-	-	-	-	-	125,000
Substitute Teacher	-	-	-	-	-	-	2,300
Security	287	-	(287)	287	-	(287)	12,400
Other Educational Consultants	-	-	-	-	-	-	5,400
Total Subagreement Services	287	-	(287)	287	-	(287)	145,100
Operations & Housekeeping							
Auto and Travel	-	-	-	-	-	-	400
Dues & Memberships	-	125	125	-	125	125	1,500
Insurance	3,262	2,667	(595)	3,262	2,667	(595)	32,000
Utilities	-	1,250	1,250	-	1,250	1,250	15,000
Janitorial Services	880	1,092	211	880	1,092	211	13,100
Communications	3,984	4,167	183	3,984	4,167	183	50,000
Postage and Shipping	-	-	-	-	-	-	400
Total Operations & Housekeeping	8,126	9,300	1,174	8,126	9,300	1,174	112,400
Facilities, Repairs & Other Leases							
Rent	46,486	46,598	111	46,486	46,598	111	559,172
Equipment Leases	-	492	492	-	492	492	5,900
Real/Personal Property Taxes	-	67	67	-	67	67	800
Repairs and Maintenance	1,405	3,917	2,512	1,405	3,917	2,512	47,000
Total Facilities, Repairs & Other Leases	47,891	51,073	3,181	47,891	51,073	3,181	612,872
Professional/Consulting Services							
IT	-	92	92	-	92	92	1,100
Audit & Taxes	-	-	-	-	-	-	18,000
Legal	-	8	8	-	8	8	100
Professional Development	-	-	-	-	-	-	51,749
General Consulting	876	-	(876)	876	-	(876)	11,800
Printing	-	-	-	-	-	-	28,900
Other Taxes and Fees	-	-	-	-	-	-	100
Payroll Service Fee	-	375	375	-	375	375	4,500
Management Fee	6,803	41,222	34,419	6,803	41,222	34,419	494,662
District Oversight Fee	1,225	-	(1,225)	1,225	-	(1,225)	30,509
County Fees	-	-	-	-	-	-	8,100
SPED Encroachment	6,706	-	(6,706)	6,706	-	(6,706)	163,481
Public Relations/Recruitment	-	-	-	-	-	-	8,200
Total Professional/Consulting Services	15,609	41,697	26,087	15,609	41,697	26,087	821,200

Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Depreciation							
Depreciation Expense	2,801	3,192	391	2,801	3,192	391	38,300
Total Depreciation	2,801	3,192	391	2,801	3,192	391	38,300
Total Expenses	**$ 171,101**	**$ 223,138**	**$ 52,037**	**$ 171,100**	**$ 223,138**	**$ 52,037**	**$ 4,207,318**
Change in Net Assets	**(129,424)**	**(80,190)**	**(49,234)**	**(129,423)**	**(80,190)**	**(49,234)**	**189,678**
Net Assets, Beginning of Period	1,211,833			1,211,833			
Net Assets, End of Period	**$ 1,082,408**			**$ 1,082,408**			

Teach Public Schools

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
Other Local Revenue							
Other Fees and Contracts	22,363	78,225	(55,862)	22,363	78,225	(55,862)	2,150,837
Total Other Local Revenue	22,363	78,225	(55,862)	22,363	78,225	(55,862)	2,150,837
Total Revenues	**$ 22,363**	**$ 78,225**	**$ (55,862)**	**$ 22,363**	**$ 78,225**	**$ (55,862)**	**$ 2,150,837**
Expenses							
Certificated Salaries							
Teachers' Substitute Hours	-	30,375	30,375	-	30,375	30,375	30,375
Administrators' Salaries	64,718	50,625	(14,093)	64,718	50,625	(14,093)	607,504
Total Certificated Salaries	64,718	81,001	16,283	64,718	81,001	16,283	637,879
Classified Salaries							
Support Salaries	3,240	12,950	9,710	3,240	12,950	9,710	12,950
Supervisors' and Administrators' Salaries	26,392	25,833	(558)	26,392	25,833	(558)	310,000
Clerical and Office Staff Salaries	7,583	5,833	(1,750)	7,583	5,833	(1,750)	70,000
Other Classified Salaries	8,992	7,000	(1,992)	8,992	7,000	(1,992)	84,000
Total Classified Salaries	46,207	51,617	5,410	46,207	51,617	5,410	476,950
Benefits							
State Teachers' Retirement System, certificated positions	9,111	12,976	3,865	9,111	12,976	3,865	102,188
OASDI/Medicare/Alternative, certificated positions	2,804	3,200	396	2,804	3,200	396	29,571
Medicare/Alternative, certificated positions	1,570	1,923	353	1,570	1,923	353	16,165
Health and Welfare Benefits, certificated positions	6,715	7,500	785	6,715	7,500	785	90,000
State Unemployment Insurance, certificated positions	348	270	(79)	348	270	(79)	5,390
Workers' Compensation Insurance, certificated positions	537	1,857	1,320	537	1,857	1,320	15,608
Other Benefits, certificated positions	3,041	4,758	1,717	3,041	4,758	1,717	40,000
Total Benefits	24,127	32,484	8,357	24,127	32,484	8,357	298,922
Books & Supplies							
School Supplies	-	583	583	-	583	583	7,000
Software	108	1,000	892	108	1,000	892	12,000
Office Expense	4,295	3,333	(961)	4,295	3,333	(961)	40,000
Business Meals	-	167	167	-	167	167	2,000
Noncapitalized Equipment	212	-	(212)	212	-	(212)	20,000
Total Books & Supplies	4,615	5,083	468	4,615	5,083	468	81,000
Subagreement Services							
Transportation	-	-	-	-	-	-	100
Security	-	-	-	-	-	-	4,000
Total Subagreement Services	-	-	-	-	-	-	4,100
Operations & Housekeeping							
Auto and Travel	-	-	-	-	-	-	9,000
Dues & Memberships	-	250	250	-	250	250	3,000
Insurance	-	500	500	-	500	500	6,000
Utilities	-	1,333	1,333	-	1,333	1,333	16,000
Janitorial Services	-	1,000	1,000	-	1,000	1,000	12,000
Communications	2,025	1,167	(859)	2,025	1,167	(859)	14,000
Postage and Shipping	618	-	(618)	618	-	(618)	5,000
Total Operations & Housekeeping	2,643	4,250	1,607	2,643	4,250	1,607	65,000
Facilities, Repairs & Other Leases							
Rent	5,000	5,000	-	5,000	5,000	-	60,000
Additional Rent	-	100	100	-	100	100	1,205
Equipment Leases	-	292	292	-	292	292	3,500
Other Leases	-	83	83	-	83	83	1,000
Real/Personal Property Taxes	-	347	347	-	347	347	4,167
Repairs and Maintenance	145	1,250	1,105	145	1,250	1,105	15,000
Total Facilities, Repairs & Other Leases	5,145	7,073	1,928	5,145	7,073	1,928	84,872

Teach Public Schools

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Professional/Consulting Services							
IT	-	583	583	-	583	583	7,000
Audit & Taxes	-	-	-	-	-	-	4,600
Legal	-	167	167	-	167	167	2,000
Professional Development	-	-	-	-	-	-	10,000
General Consulting	-	-	-	-	-	-	7,000
Special Activities/Field Trips	-	-	-	-	-	-	2,200
Bank Charges	115	-	(115)	115	-	(115)	1,500
Printing	132	-	(132)	132	-	(132)	200
Other Taxes and Fees	154	-	(154)	154	-	(154)	3,200
Payroll Service Fee	-	687	687	-	687	687	8,240
Management Fee	-	4,000	4,000	-	4,000	4,000	48,000
Public Relations/Recruitment	125	-	(125)	125	-	(125)	-
Total Professional/Consulting Services	526	5,437	4,911	526	5,437	4,911	93,940
Depreciation							
Depreciation Expense	962	1,083	122	962	1,083	122	13,000
Total Depreciation	962	1,083	122	962	1,083	122	13,000
Total Expenses	**$ 148,943**	**$ 188,027**	**$ 39,084**	**$ 148,943**	**$ 188,027**	**$ 39,084**	**$ 1,755,663**
Change in Net Assets	**(126,580)**	**(109,802)**	**(16,778)**	**(126,580)**	**(109,802)**	**(16,778)**	**395,174**
Net Assets, Beginning of Period	554,760			554,760			
Net Assets, End of Period	**$ 428,180**			**$ 428,180**			

C & M LLC

Statement of Activities

For the period ended July 31, 2021

	Current Period Actual	Current Year Actual
Revenues		
Other Local Revenue		
Lease and Rental Income	$ 71,786	$ 71,786
Interest Revenue	375	375
Unrealized Gain/Loss on FMV of Investments	6,612	6,612
Total Other Local Revenue	78,772	78,772
Total Revenues	**$ 78,772**	**$ 78,772**
Expenses		
Operations & Housekeeping		
Bond Amortization Expense	$ 712	$ 712
Total Operations & Housekeeping	712	712
Depreciation		
Depreciation Expense	24,561	24,561
Total Depreciation	24,561	24,561
Interest		
Interest Expense	59,803	59,803
Total Interest	59,803	59,803
Total Expenses	**$ 85,076**	**$ 85,076**
Change in Net Assets	**(6,303)**	**(6,303)**
Net Assets, Beginning of Period	(694,098)	(694,098)
Net Assets, End of Period	**$ (700,401)**	**$ (700,401)**

Wooten Avila

Statement of Activities

For the period ended July 31, 2021

	Current Period Actual	Current Year Actual
Revenues		
Other Local Revenue		
Lease and Rental Income	$ 108,243	$ 108,243
Interest Revenue	546	546
Unrealized Gain/Loss on FMV of Investments	8,310	8,310
Total Other Local Revenue	117,099	117,099
Total Revenues	**$ 117,099**	**$ 117,099**
Expenses		
Operations & Housekeeping		
Bond Amortization Expense	$ 1,050	$ 1,050
Total Operations & Housekeeping	1,050	1,050
Depreciation		
Depreciation Expense	59,291	59,291
Total Depreciation	59,291	59,291
Interest		
Interest Expense	88,129	88,129
Total Interest	88,129	88,129
Total Expenses	**$ 148,471**	**$ 148,471**
Change in Net Assets	**(31,372)**	**(31,372)**
Net Assets, Beginning of Period	(834,717)	(834,717)
Net Assets, End of Period	**$ (866,088)**	**$ (866,088)**

TEACH Foundation, Inc

Statement of Activities

For the period ended July 31, 2021

	Current Period Actual	Current Year Actual
Revenues		
Total Revenues	**$ -**	**$ -**
Expenses		
Total Expenses	**$ -**	**$ -**
Net Assets, Beginning of Period	2,337	2,337
Net Assets, End of Period	**$ 2,337**	**$ 2,337**

TEACH, Inc.

Statement of Financial Position

July 31, 2021

	Teach Academy of Technology	Teach Tech High School	Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School	Teach Public Schools	C & M LLC	Wooten Avila, LLC	TEACH Foundation, Inc	Eliminations	Combined
Assets									
Current Assets									
Cash & Cash Equivalents	$ 2,673,553	$ 1,780,001	$ 168,595	$ 365,586	$ 90,823	$ 259,613	$ -		$ 5,338,171
Accounts Receivable	425,877	208,037	105,071	-	-	-	2,337		741,322
Interest Receivable	-	-	-	-	1,691	1,411	-		3,103
Public Funding Receivables	1,080,479	1,821,365	932,318	-	-	-	-		3,834,162
Due To/From Related Parties	128,017	(40,956)	(236,376)	149,314	-	-	-		(0)
Prepaid Expenses	142,419	93,347	86,811	15,324	-	-	-		337,901
Total Current Assets	**4,450,346**	**3,861,795**	**1,056,419**	**530,224**	**92,515**	**261,024**	**2,337**		**10,254,659**
Long-Term Assets									
Property & Equipment, Net	1,214,661	148,915	161,701	54,281	9,729,112	20,044,704	-		31,353,373
Deposits	5,000	162,517	99,750	20,895	-	3,625	-	(141,967)	149,820
Deferred Lease Asset	-	-	-	-	213,860	(56,680)	-	(157,180)	-
Investments	-	-	-	-	563,609	1,927,784	-		2,491,393
Securities	-	-	-	-	583,654	874,222	-		1,457,876
Securities Premium	-	-	-	-	2,096	(2,547)	-		(452)
Total Long Term Assets	**1,219,661**	**311,432**	**261,451**	**75,176**	**11,092,331**	**22,791,107**	**-**	**(299,147)**	**35,452,011**
Total Assets	**$ 5,670,006**	**$ 4,173,226**	**$ 1,317,870**	**$ 605,400**	**$ 11,184,846**	**$ 23,052,132**	**$ 2,337**	**$ (299,147)**	45,706,670
Liabilities									
Current Liabilities									
Accounts Payable	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -
Accrued Liabilities	165,430	143,761	81,551	177,220	-	-	-		567,961
Interest Payable	-	-	-	-	118,434	92,333	-		210,768
Deferred Revenue	401,944	229,955	114,041	-	-	108,416	-		854,356
Deferred Rent, Current Portio	10,823	-	(133)	-	-	-	-	(10,690)	-
Notes Payable, Current Portio	53,194	-	-	-	-	-	-		53,194
Total Current Liabilities	**631,391**	**373,716**	**195,459**	**177,220**	**118,434**	**200,750**	**-**	**(10,690)**	**1,686,279**
Long-Term Liabilities									
Deferred Rent, Net of Curren	203,037	(56,548)	-	-	-	-	-	(146,489)	-
Notes Payable, Net of Currer	164,015	-	40,002	-	-	-	-		204,017
Bonds Payable	-	-	-	-	12,220,000	22,185,000	-		34,405,000
Bond Issue Costs	-	-	-	-	(250,805)	(465,265)	-		(716,071)
Discount on Bonds	-	-	-	-	(202,382)	-	-		(202,382)
Premium on Bonds					-	1,855,769			1,855,769
Other Long-Term Liabilities	-	-	-	-	-	141,967	-	(141,967)	-
Total Long-Term Liabilities	**367,053**	**(56,548)**	**40,002**	**-**	**11,766,813**	**23,717,471**	**-**	**(288,456)**	**35,546,334**
Total Liabilities	**$ 998,444**	**$ 317,168**	**$ 235,461**	**$ 177,220**	**$ 11,885,247**	**$ 23,918,220**	**$ -**	**$ (299,147)**	**$ 37,232,613**
Total Net Assets	4,671,563	3,856,058	1,082,408	428,180	(700,401)	(866,088)	2,337	-	8,474,057
Total Liabilities and Net Assets	**$ 5,670,006**	**$ 4,173,226**	**$ 1,317,870**	**$ 605,400**	**$ 11,184,846**	**$ 23,052,132**	**$ 2,337**	**$ (299,147)**	**$ 45,706,670**

Teach Academy of Technology

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
62734	Aflac	Supplemental Ins - 06/21	7/1/2021	$ 1,665.04
62735	California Dental Network, Inc.	Dental Ins - 07/21	7/1/2021	514.53
62736	Kaiser Foundation Health Plan	Health Ins - 07/21	7/1/2021	40,109.22
62737	Mutual of Omaha	Life and AD&D Ins - 07/21	7/1/2021	2,354.16
62738	TASC	Participant Fee - 08/01/21 - 10/31/21	7/1/2021	225.00
62739	Asset Panda, LLC	Panda Subscription - 06/10/21 - 06/10/22	7/2/2021	5,065.70
62740	Charter Impact, Inc.	FedEx Reimb & Rush Processing Fee - 05/21	7/2/2021	819.52
62741	Coast Chem Exterminating	Extermination Svcs	7/2/2021	5,450.00
62742	Comprehensive Therapy Associates Inc	SpEd Svcs - 05/21	7/2/2021	10,202.50
62743	iKreate Design & Print LLC	Printing Svcs	7/2/2021	657.00
62744	Ontario Refrigeration	Maintenance Svcs	7/2/2021	1,245.00
62745	Staples	HD Monitor - (20)& Office Supplies - Credit & Utility Sink - (2)	7/2/2021	4,261.45
62746	T-Mobile	Communication Svcs - 12 Months & 6 Months	7/2/2021	99,000.00
62747	TELESPEX	Telecom Hosting Svcs - 07/20/21 - 08/19/21	7/2/2021	1,135.17
62748	The School Planner Company	Student Planner (500)	7/2/2021	3,694.25
62749	Zoom Video Communications, Inc.	Cloud Recording - 05/18/21 - 07/17/21	7/2/2021	536.92
62750	Blue Shield of California	Health Ins - 07/21	7/6/2021	2,427.00
62751	Amazon Capital Services	Office Supplies	7/8/2021	1,801.15
62752	Amtech Elevator Services	Elevator Svcs - 07/01/21 - 09/30/21	7/8/2021	723.03
62753	Charter Impact, Inc.	Business Mgmt Svcs - 07/21	7/8/2021	17,167.00
62754	Chartersafe	25% Deposit - Package Premium & Workers Comp FY 21-22 & WC Liability Ins-08/21	7/8/2021	69,678.00
62755	Ontario Refrigeration	Maintenance Svcs	7/8/2021	4,482.00
62756	Orkin	Pest Control Svcs	7/8/2021	165.00
62757	ParentSquare, Inc.	ParentSquare Annual Subscription - 02/01/21 - 01/31/22	7/8/2021	4,915.00
62758	ReadyRefresh	Office Supplies	7/8/2021	68.89
62759	Reliable Building Maintenance LLC	Janitorial Supplies & Utility Cart - (2)	7/8/2021	886.91
62760	Verizon Wireless	Communication Svcs - 05/22/21 - 06/21/21	7/8/2021	503.47
62761	A B Print	Printing Svcs	7/14/2021	944.84
62762	A-Tech Systems	Fire Alarm Svcs - 06/21 - 08/21	7/14/2021	150.00
62763	AT&T	Communication Svcs - 05/28/21 - 06/27/21	7/14/2021	43.98
62764	Better 4 You Meals, Inc.	Meals - 06/21	7/14/2021	23,028.55
62765	Charter Impact, Inc.	FedEx Reimb & Rush Processing Fee - 06/21 & Payroll Processing Fee - 06/21	7/14/2021	1,477.64
62766	Google Voice Inc.	Google Telecom Subscription - 06/21	7/14/2021	1,755.40
62767	Michael's Uniforms	Apparel	7/14/2021	2,675.52
62768	Mike Green Fire Protection	Fire Sprinkler Repair Svcs	7/14/2021	495.00
62769	NWEA	MAP Growth Software	7/14/2021	10,232.00
62770	Western Avenue Community Action	Security Svcs - 06/13/21 - 07/15/21	7/16/2021	1,475.00
62771	iKreate Design & Print LLC	Printing Svcs	7/23/2021	3,460.20
62772	Staples Technology Solutions	Safespace Temperature Scanner & Scan Spaceware - (2)	7/23/2021	4,271.51
62773	Outfront Media LLC	Settlement - 08/21	7/27/2021	2,778.00
62774	A B Print	Printing Svcs	7/29/2021	730.99
62775	Aflac	Supplemental Ins - 07/21	7/29/2021	1,732.64
62776	Amazon Capital Services	Office Supplies & Graco Cart Paint Sprayer - (1)	7/29/2021	889.99
62777	Blue Shield of California	Health Ins - 08/21	7/29/2021	2,714.49
62778	California Dental Network, Inc.	Dental Ins - 08/21	7/29/2021	375.21
62779	Kaiser Foundation Health Plan	Health Ins - 08/21	7/29/2021	28,894.41
62780	KS Statebank	Rent - 08/21	7/29/2021	5,721.22
62781	Matthew Brown	Reimb - 07/20/21	7/29/2021	15.00

Teach Academy of Technology

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
62782	Mutual of Omaha	Life and AD&D Ins - 08/21	7/29/2021	2,346.66
62783	Next Gen Math LLC	Next Gen Math Subscription FY-21/22	7/29/2021	8,140.00
62784	Ontario Refrigeration	Maintenance Svcs	7/29/2021	420.00
62785	Zoom Video Communications, Inc.	Cloud Recording - 07/18/21 - 08/17/21	7/29/2021	522.50
ACH	LADWP - 4653	Utility Svcs - 4/28/21 - 5/27/21	7/1/2021	1,512.99
ACH	CALPERS	TAT PERS 06/21	7/1/2021	8,275.13
ACH	CALSTRS	TAT STRS 06/21	7/1/2021	43,975.79
ACH	Cell Business Equipment	Copier Lease 06/01/21-06/30/21	7/2/2021	3,745.41
ACH	LADWP - 0000	Utility Svcs - 05/28/21- 06/29/21	7/15/2021	143.28
ACH	LADWP - 7788	Utility Svcs - 05/28/21 - 06/29/21	7/15/2021	295.99
ACH	LADWP - 4569	Utility Svcs - 05/28/21-06/28/21	7/15/2021	1,555.06
ACH	LADWP - 7514	Utility Svcs - 06/01/21 - 06/29/21	7/16/2021	59.60
ACH	LADWP - 1536	Utility Svcs - 06/01/21 - 06/29/21	7/20/2021	955.65
ACH	Republic Services #902	Janitorial Svcs - 07/21	7/22/2021	594.31
ACH	Republic Services #902	Janitorial Svcs - 07/21	7/22/2021	875.18
ACH	Republic Services #902	Janitorial Svcs - 07/21	7/22/2021	880.46
ACH	LADWP - 4653	Utility Svcs - 05/27/21 - 06/28/21	7/27/2021	2,146.32
			Total Payments Issued in July	**$ 450,058.83**
Imprest Account				
ACH	SoCalGas	Utility Svcs - 04/12/21 - 05/11/21	6/2/2021	$ 15.58
			Total Payments Issued in July	**$ 15.58**

Teach Tech High School

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
71821	Maintex, Inc.	Janitorial Supplies	7/2/2021	$ 15.09
71822	Ontario Refrigeration	Maintenance Svcs	7/2/2021	1,078.00
71823	The Education Team	Sub Svcs - 06/08/21 - 06/10/21	7/2/2021	593.19
71824	Amazon Capital Services	School Supplies	7/8/2021	472.44
71825	Comprehensive Therapy Associates Inc	SpEd Svcs - 05/21	7/8/2021	15,375.70
71826	Jostens	Graduation Supplies	7/8/2021	769.16
71827	ReadyRefresh	Office Supplies	7/8/2021	40.97
71828	WM Corporate Services, Inc.	Janitorial Svcs - 07/21	7/8/2021	2,125.21
71829	Better 4 You Meals, Inc.	Meals - 06/21	7/14/2021	4,969.30
71830	Empirical Resolution Inc	School Quill Premium - 1Yr	7/14/2021	900.00
71831	Maintex, Inc.	Janitorial Supplies	7/14/2021	40.44
71832	Michael's Uniforms	Apparel	7/14/2021	2,418.50
71833	Staples	Office Supplies & HP Printer - (1)	7/14/2021	829.84
71834	Western Avenue Community Action	Security Svcs, Cleaning Svcs & Student Transportation	7/16/2021	2,762.00
71835	APF fbo Edlogical Group Corp.	SpEd Svcs - 06/21	7/23/2021	575.00
71836	Los Angeles County Office of Education	Consulting Svcs - 03/21 - 06/21	7/23/2021	3,395.00
71837	Nearpod, Inc.	Nearpod License - 08/10/21 - 08/09/22	7/23/2021	8,957.55
71838	Perfection Learning Corp.	Textbooks	7/23/2021	741.65
71839	Amazon Capital Services	Office Supplies, School Supplies & Phone Storage Cabinet	7/29/2021	5,094.57
71840	Staples	Office Supplies	7/29/2021	1,717.86
ACH	CALSTRS	TTHS STRS 06/21	7/1/2021	40,629.86
ACH	Golden State Water Company	Utility Svcs - 05/14/21 - 06/09/21	7/8/2021	20.79
ACH	Golden State Water Company	Utility Svcs - 05/13/21 - 06/12/21	7/8/2021	25.74
ACH	Golden State Water Company	Utility Svcs - 05/14/21 - 06/09/21	7/8/2021	374.14
ACH	Southern California Edison	Utility Svcs - 06/09/21 - 07/08/21	7/26/2021	7,786.75
			Total Payments Issued in July	**$ 101,708.75**

Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
10504	Bay Alarm Company	Alarm Svcs - 07/01/21 - 07/31/21	7/2/2021	$ 84.00
10505	Comprehensive Therapy Associates Inc	SpEd Svcs - 05/21	7/2/2021	3,390.00
10506	De Lage Landen Financial Services, Inc.	Copier Lease - 06/21	7/2/2021	335.93
10507	Document Systems	Copier Lease - 06/13/21 - 07/12/21	7/2/2021	260.06
10508	Gillian Childs	Reimb - 06/05/21	7/2/2021	109.94
10509	The Education Team	Sub Svcs - 06/02/21 - 06/03/21	7/2/2021	451.40
10510	Orkin	Pest Control Svcs	7/8/2021	95.20
10511	ReadyRefresh	Office Supplies	7/8/2021	68.89
10512	Apple Inc.	IPad Magic Keyboard - (2)	7/14/2021	611.01
10513	Better 4 You Meals, Inc.	Meals - 06/21	7/14/2021	7,737.18
10514	Time Warner Cable	Communication Svcs - 06/25/21 - 07/24/21	7/14/2021	142.98
10515	Western Avenue Community Action	Gardening Svcs, Power Wash, Cleaning Svcs & Security Svcs	7/16/2021	1,617.00
10516	TCI	School Supplies	7/27/2021	5,988.35
10517	AA Commercial Moving	Moving Svcs	7/29/2021	875.70
10518	DreamBox Learning Inc	DreamBox Licenses - 07/18/21 - 07/17/22	7/29/2021	7,950.00
ACH	CALSTRS	TES STRS 06/21	7/1/2021	13,022.62
			Total Payments Issued in July	**$ 42,740.26**
Imprest Account				
1509	Cindy Puentes	Culmination Balloons	6/11/2021	$ 273.00
			Total Payments Issued in July	**$ 273.00**

Teach Public Schools

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
81391	Department of Justice	Fingerprint Apps - 05/21	7/2/2021	$ 160.00
81392	CBE	Copier Lease - 05/05/21 - 06/04/21	7/8/2021	414.24
81393	Golden State Water Company	Utility Svcs - 04/28/21 - 06/18/21	7/8/2021	74.89
81394	A B Print	Printing Svcs	7/14/2021	132.07
81395	Michael's Uniforms	Apparel	7/14/2021	324.50
81396	All Bright Window & Floor Coverings	Vertical Blind - (1)	7/23/2021	357.14
81397	Department of Justice	Fingerprint Apps - 06/21	7/23/2021	177.00
81398	Staples	Office Supplies	7/23/2021	41.58
81399	Time Warner Cable	Communication Svcs - 07/21	7/23/2021	269.98
81400	Graziadio Family Development	Rent - 08/21	7/27/2021	5,000.00
ACH	Home Depot	Hardware Supplies	7/1/2021	51.62
ACH	Home Depot	Hardware Supplies	7/1/2021	218.90
ACH	Home Depot	Hardware Supplies	7/1/2021	218.90
ACH	TASC	FSA Payment - 07/21	7/2/2021	354.16
ACH	Stamps.com	Stamps.com	7/6/2021	17.99
ACH	Google	Google Voice	7/6/2021	1,755.40
ACH	Southern California Edison	Utiltiy Svcs 05/19/21-06/17/21	7/6/2021	783.84
ACH	U.S. Postal Service	Postage/ Shipping	7/9/2021	200.00
ACH	Facebook.com	Facebook	7/14/2021	125.00
ACH	U.S. Postal Service	USPS Stamps	7/14/2021	400.00
ACH	Pacific Western Bank	Bank Fee	7/15/2021	115.00
ACH	TASC	FSA Payment - 07/21	7/16/2021	354.16
ACH	Employment Development Department	State Tax Pmt UI Pay Date: 07/15/21	7/16/2021	471.84
ACH	Employment Development Department	State Tax Pmt CA PIT & SDI Pay Date: 07/15/21	7/16/2021	8,015.39
ACH	Internal Revenue Service	Fed Tax Pmt Pay Date: 071521	7/16/2021	27,194.32
ACH	Amazon	Amazon.com	7/19/2021	212.27
ACH	Employment Development Department	State Tax Pmt CA PIT & SDI Pay Date: 07/16/21S	7/19/2021	1,155.36
ACH	Internal Revenue Service	Fed Tax Pmt Pay Date: 07/16/21S	7/27/2021	3,501.52
ACH	Apple Online Store	iCloud 200GB Storage Plan	7/20/2021	2.99
ACH	Employment Development Department	ETT Q2 2021	7/20/2021	63.09
ACH	Costco Wholesale	Folgers, White Vinegar and Wipes	7/21/2021	887.86
ACH	Extra Storage Space	Extra Space Storage Fees - 07/21	7/21/2021	90.98
ACH	Home Depot	Home Depot	7/21/2021	1,135.08
ACH	Home Depot	Home Depot	7/21/2021	1,425.33
ACH	Employment Development Department	State Tax Pmt UI Pay Date: 07/20/21S	7/21/2021	25.38
ACH	Employment Development Department	State Tax Pmt CA PIT & SDI Pay Date: 07/20/21S	7/21/2021	166.37
ACH	Internal Revenue Service	Fed Tax Pmt Pay Date: 07/20/21S	7/21/2021	630.12
ACH	Home Depot	Home Depot	7/22/2021	80.44
ACH	Home Depot	Home Depot	7/22/2021	183.58
ACH	Ralphs	Plates, Cups and Drinks	7/23/2021	116.26
ACH	Sam's Club	Food & Cups	7/23/2021	328.95
ACH	Amazon	Amazon	7/23/2021	14.22
ACH	Home Depot	Home Depot	7/28/2021	25.15
ACH	State Disbursement Unit	Wage Garnishment Pay Date: 07/15/21	7/29/2021	233.00
ACH	Officebooks.com	Officebooks.com	7/30/2021	9.00
			Total Payments Issued in July	**$ 57,514.87**

TEACH Inc.,
60-Day Compliance Calendar
July 31, 2021

Area	Due Date	Description	Completed By	Board Must Approve	TEACH Signature Needed?	Links and Additional Info
FINANCE	Aug-13	FEC Emergency Connectivity Fund - For E-Rate eligible schools the ECF Program will cover reasonable costs of laptop and tablet computers; Wi-Fi hotspots; modems; routers; and broadband connectivity purchases for off-campus use by students, school staff, and library patrons. The initial ECF Program application filing window will open on June 29 and close on August 13. During the application filing window, eligible schools, libraries, and consortia of eligible schools and libraries, can submit requests for funding to purchase eligible equipment and services between July 1, 2021 and June 30, 2022.	TEACH with Charter Impact support	No	No	https://www.fcc.gov/emergency-connectivity-fund
FINANCE	Aug-16	Unaudited Actual Reports - Annual unaudited financial statements for the preceding year are due by date set by the charter authorizer (no later than September 15th).	Charter Impact	Yes	Yes	https://www.cde.ca.gov/fg/sf/fr/csalternative.asp
FINANCE	Aug-27	Mandate Block Grant Application - Mandate Block Grant funding is available to fund the costs of mandated programs and activities. The Mandate Block Grant application is the only option for charter schools to receive this funding. (2020/21 funding per PY ADA K-8 $16.86, 9-12 $46.87).	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/ca/mandatebg.asp
DATA TEAM	Aug-27	4-year Adjusted Cohort Graduation Rate (ACGR) - High School graduation data is extracted from CALPADS on 8/27/2021 to calculate an ACGR value. Graduation data must be submitted into CALPADS before this deadline to ensure data is available to the state for accurate calculations.	TEACH	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
DATA TEAM	Aug-27	CALPADS EOY 1, 2, 3 and 4 Amendment Window Deadline - Course completion data for grades 7-12, CTE participants, concentrators, completers, program eligibility/participation, homeless student counts, student discipline, cumulative enrollment and student absence data must be submitted to CDE by 8/27/2021.	TEACH	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp

TEACH Inc.,
60-Day Compliance Calendar
July 31, 2021

Area	Due Date	Description	Completed By	Board Must Approve	TEACH Signature Needed?	Links and Additional Info
DATA TEAM	Aug-31	Administer English Language Proficiency Assessment for California (ELPAC) Initial Assessment- Based on the results of the home language survey, every pupil in California whose native language is not English is required to be tested within 30 days of the start of school. Be sure to note your school's 30th day of instruction and test all ELPAC students before that date. This reporting is used for students' academic performance and state and federal accountability reporting requirements.	TEACH	No	No	https://www.cde.ca.gov/ta/tg/ep/
FINANCE	Sep-03	Year-End Maintenance of Effort (Special Education) - Report due to Charter school's SELPA. Maintenance of Effort (MOE) is a requirement that you spend each year at least what you spent last year in the area of special education (with some exceptions). If you reduce your special education budget (or expenditures) in a given year, you need to be careful to ensure that you have met the MOE requirement. This does not mean you can't reduce costs, but you must do so within the guidelines of federal MOE.	Charter Impact	No	No	
FINANCE	Aug-16	Unaudited Actual Reports - Annual unaudited financial statements for the preceding year are due by date set by the charter authorizer (no later than September 15th).	Charter Impact	Yes	Yes	https://www.cde.ca.gov/fg/sf/fr/csalternative.asp

CHARTER IMPACT

TEACH Academy of Technologies, TEACH Tech Charter High School, TEACH Prep Elementary, TEACH Public Schools, Cunningham & Morris, LLC, Wooten Avila, LLC and TEACH Foundation, Inc.

Monthly Financial Presentation – July 2021

July Highlights

- Fiscal Year 20/21 Audit begins on August 23, 2021
- The Concentration Grant Component of the LCFF has been increased from 50% to 65%- the additional funds must be expended to increase the number of staff providing direct services which can include custodial staff. This increase is approximately **TAT** $159,395, **TTHS**-206,782 **TES**- $102, 331 with all variables consistent
- FY21/22 LCFF Funding Rates have been raised 5% compared to FY20/21. In FY20/21, there was not a Cost of Living (COLA) increase and thus rates were based on FY19/20.
- TEACH Academy , TEACH Tech, TEACH Prep & TPS closed with surplus, positive cash flow, and positive fund balances projected at year end.
- TEACH Academy , TEACH Tech, and TEACH Prep either met or exceeded Debt Service Reserve Requirements of 1.20 and 45-Day Cash on Hand Requirement

- Additional Funding on the horizon-
  - California Pre-Kindergarten Planning and Implementation Grant **TES**-$101,914
  - Expanded Learning Opportunities Program -(not to be confused with the ELO "GRANT") This is a three- year grant and the amount shows the 1st year of funding. If your Unduplicated Rate is above 80% you will receive at least 3 years of funding. **TAT**,$206,912- . **TES** -$201,836
  - A-G and College Readiness Grant Program- **TTHS** $396,081-Funds first must be used to allow students who receive a "D," "F," or "Fail" grade in an A-G course in the spring semester of 2020 or the 2020-21 school year to retake those courses. If funds are remaining, an LEA may use them to offer credit recovery opportunities to all students to ensure they are able to graduate high school on time.

July Highlights

- New Estimated Federal Funding Rescue Plan (Elementary and Secondary School Emergency Relief Fund- (ESSER III) TAT **$1,410,061** , TTHS $ **1,141,856**, TES- **$389,468**
- New Cares Act Funding (Coronavirus Response and Relief Supplemental Appropriations Act 2021)Elementary and Secondary School Relief (ESSER II Fund) preliminary eligibility amount for TAT- **$618,061-,** TTHS **$499,881,** TES- **$170,505**.
- Elementary and Secondary School Emergency Relief Fund (ESSER I)- funds awarded @ 80% of projected FY19 Title I allocation or Academy $**136603*** ** TECH **$110,960,-** Funding to be used so support coronavirus response activities as well as efforts to continue to provide education services and operations
- Expanded Learning Opportunity Grant TAT, **$322,458** **TTHS** **$358,017,** **TES** **$ 142,948-** See Eligible Use Slide

TEACH Academy of Technologies
Board Summary
FY21/22

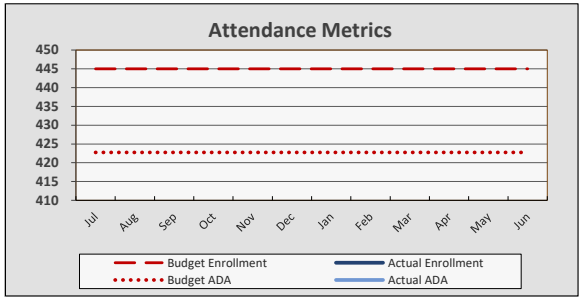
CHARTER IMPACT

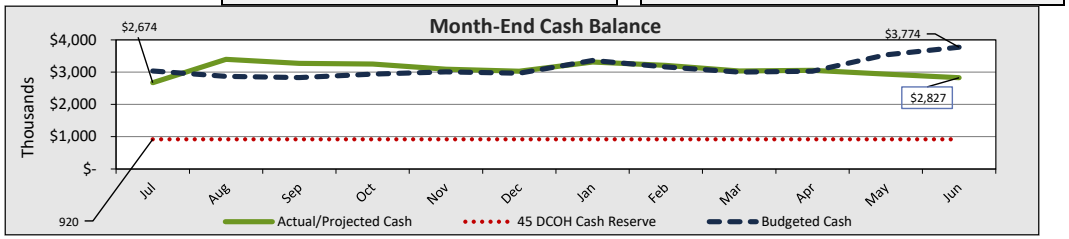
	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 76,462	$ -	$ 76,462	$ 4,925,093	$ 4,765,466	$ 159,627
Federal Revenue	6,968	-	6,968	1,751,199	1,751,199	-
Other State Revenue	17,959	322,458	(304,499)	1,357,609	1,318,564	39,045
Other Local Revenue	2,715	-	2,715	2,715	-	2,715
Total Revenue	**$ 104,104**	**$ 322,458**	**$ (218,354)**	**$ 8,036,616**	**$ 7,835,229**	**$ 201,387**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 57,875	$ 88,917	$ 31,042	$ 1,645,726	$ 1,668,437	$ 22,711
Classified Salaries	31,071	49,519	18,448	755,827	770,794	14,967
Benefits	28,429	49,403	20,974	782,055	777,501	(4,554)
Books and Supplies	10,616	9,512	(1,104)	777,834	776,730	(1,104)
Subagreement Services	1,625	17	(1,608)	977,380	975,772	(1,608)
Operations	10,666	14,625	3,959	177,841	178,500	659
Facilities	72,929	77,477	4,549	928,855	929,728	874
Professional Services	39,495	74,289	34,793	1,299,979	1,330,940	30,961
Depreciation	11,389	9,625	(1,764)	117,264	115,500	(1,764)
Interest	1,288	-	(1,288)	1,288	-	(1,288)
Total Expenses	**$ 265,383**	**$ 373,383**	**$ 108,000**	**$ 7,464,048**	**$ 7,523,902**	**$ 59,853**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (161,279)**	**$ (50,925)**	**$ (110,354)**	**$ 572,568**	**$ 311,327**	**$ 261,241**
Beginning Fund Balance	4,917,278	4,909,387		4,917,278	4,909,387	
Ending Fund Balance	**$ 4,755,999**	**$ 4,858,462**		**$ 5,489,846**	**$ 5,220,714**	
As a % of Annual Expenses	*63.7%*	*64.6%*		*73.6%*	*69.4%*	

Enrollment & Per Pupil Data			
	Actual	**Forecast**	**Budget**
Average Enrollment	*n/a*	*445*	*445*
ADA	*n/a*	*423*	*423*
Attendance Rate	*n/a*	*95.0%*	*95.0%*
Unduplicated %	*98.9%*	*98.9%*	*98.9%*
Revenue per ADA		*$19,010*	*$18,534*
Expenses per ADA		*$17,656*	*$17,798*





TEACH Tech Charter High

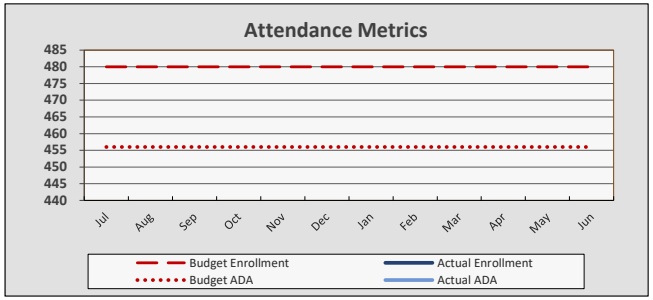
FY21/22 Budget Board Summary

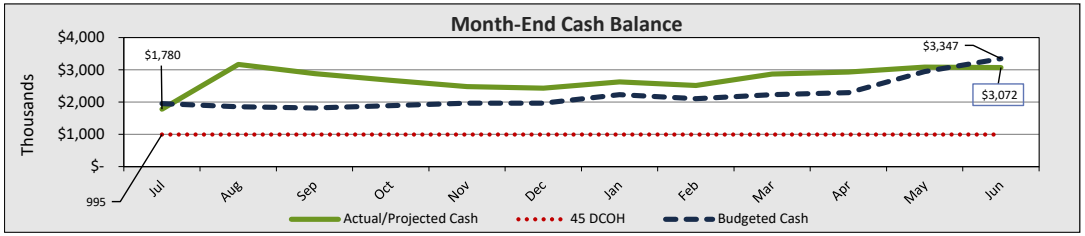
	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 69,637	$ -	$ 69,637	$ 6,360,450	$ 6,153,668	$ 206,782
Federal Revenue	6,346	-	6,346	1,522,276	1,522,276	-
Other State Revenue	16,356	358,017	(341,661)	1,329,909	1,287,555	42,354
Other Local Revenue	-	-	-	-	-	-
Total Revenue	**$ 92,339**	**$ 358,017**	**$ (265,678)**	**$ 9,212,635**	**$ 8,963,499**	**$ 249,136**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 73,888	$ 92,921	$ 19,032	$ 2,048,084	$ 2,057,481	$ 9,397
Classified Salaries	23,163	54,626	31,463	697,153	725,272	28,119
Benefits	34,341	43,727	9,386	745,081	729,834	(15,247)
Books and Supplies	18,925	43,240	24,315	1,251,485	1,260,800	9,315
Subagreement Services	1,397	-	(1,397)	579,914	578,517	(1,397)
Operations	12,164	22,933	10,770	266,630	277,400	10,770
Facilities	63,121	74,431	11,310	881,867	893,177	11,310
Professional Services	33,717	84,424	50,708	1,542,198	1,583,052	40,854
Depreciation	3,378	4,625	1,247	54,253	55,500	1,247
Interest	-	-	-	-	-	-
Total Expenses	**$ 264,094**	**$ 420,927**	**$ 156,833**	**$ 8,066,666**	**$ 8,161,034**	**$ 94,367**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (171,755)**	**$ (62,910)**	**$ (108,845)**	**$ 1,145,969**	**$ 802,465**	**$ 343,503**
Beginning Fund Balance	4,118,734	4,118,734		4,118,734	4,412,563	
Ending Fund Balance	**$ 3,946,979**	**$ 4,055,824**		**$ 5,264,703**	**$ 5,215,028**	
As a % of Annual Expenses	*48.9%*	*49.7%*		*65.3%*	*63.9%*	

Enrollment & Per Pupil Data			
	Actual	**Forecast**	**Budget**
Average Enrollment	*n/a*	*480*	*480*
ADA	*n/a*	*456*	*456*
Attendance Rate	*n/a*	*95.0%*	*95.0%*
Unduplicated %	*95.8%*	*95.8%*	*95.8%*
Revenue per ADA		*$20,203*	*$19,657*
Expenses per ADA		*$17,690*	*$17,897*





TEACH Prep

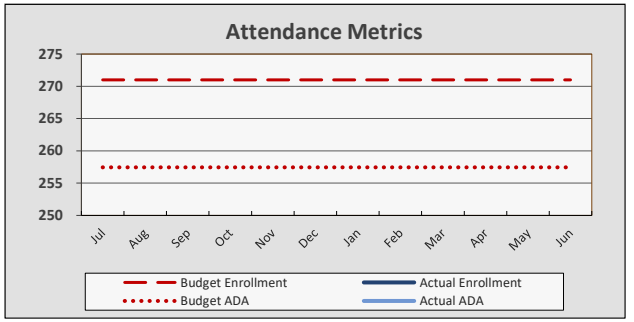
FY21/22 Board Summary

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 31,431	$ -	$ 31,431	$ 3,154,391	$ 3,050,851	$ 103,540
Federal Revenue	2,864	-	2,864	685,618	685,618	-
Other State Revenue	7,382	142,948	(135,566)	684,277	660,527	23,750
Other Local Revenue	-	-	-	-	-	-
Total Revenue	**$ 41,677**	**$ 142,948**	**$ (101,271)**	**$ 4,524,286**	**$ 4,396,996**	**$ 127,290**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 45,435	$ 37,272	$ (8,163)	$ 951,723	$ 938,252	$ (13,471)
Classified Salaries	15,283	31,132	15,848	399,663	415,511	15,848
Benefits	17,970	20,576	2,607	360,816	355,342	(5,475)
Books and Supplies	17,698	28,897	11,198	765,143	768,341	3,198
Subagreement Services	287	-	(287)	145,387	145,100	(287)
Operations	8,126	9,300	1,174	111,226	112,400	1,174
Facilities	47,891	51,073	3,181	609,691	612,872	3,181
Professional Services	15,609	41,697	26,087	801,344	821,200	19,856
Depreciation	2,801	3,192	391	37,909	38,300	391
Interest	-	-	-	-	-	-
Total Expenses	**$ 171,101**	**$ 223,138**	**$ 52,037**	**$ 4,182,902**	**$ 4,207,318**	**$ 24,416**

Enrollment & Per Pupil Data			
	Actual	***Forecast***	***Budget***
Average Enrollment	*n/a*	*271*	*271*
ADA	*n/a*	*257*	*257*
Attendance Rate	*n/a*	*95.0%*	*95.0%*
Unduplicated %	*97.3%*	*97.3%*	*97.3%*
Revenue per ADA		*$17,573*	*$17,079*
Expenses per ADA		*$16,247*	*$16,342*

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (129,424)**	**$ (80,190)**	**$ (49,234)**	**$ 341,384**	**$ 189,678**	**$ 151,706**
Beginning Fund Balance	1,245,038	1,245,766		1,245,038	1,245,766	
Ending Fund Balance	**$ 1,115,614**	**$ 1,165,576**		**$ 1,586,422**	**$ 1,435,444**	
As a % of Annual Expenses	*26.7%*	*27.7%*		*37.9%*	*34.1%*	



TEACH Public Schools

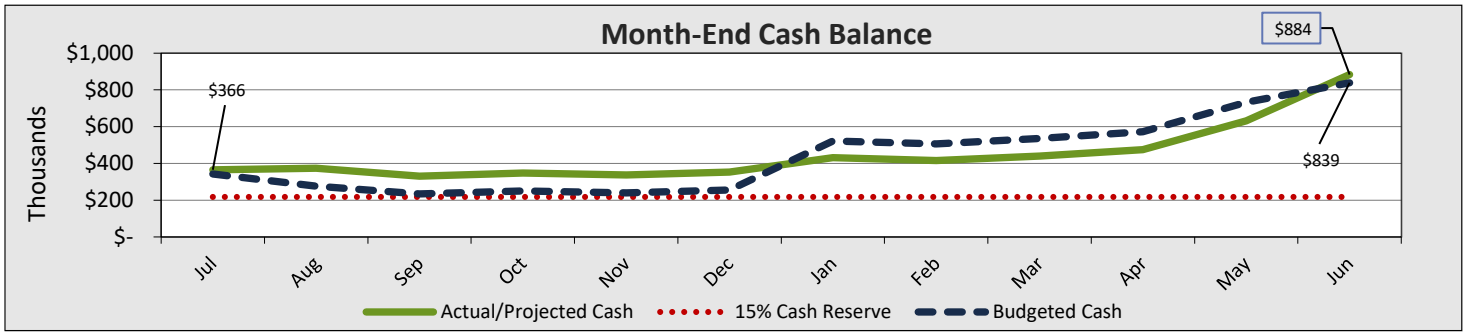
FY21-22 Board Summary

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
Federal Revenue	-	-	-	-	-	-
Other Local Revenue	22,363	78,225	(55,862)	2,205,471	2,150,837	54,634
Total Revenue	**$ 22,363**	**$ 78,225**	**$ (55,862)**	**$ 2,205,471**	**$ 2,150,837**	**$ 54,634**

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 64,718	$ 81,001	$ 16,283	$ 651,972	$ 637,879	$ (14,093)
Classified Salaries	46,207	51,617	5,410	484,490	476,950	(7,540)
Benefits	24,127	32,484	8,357	295,310	298,922	3,612
Books and Supplies	4,615	5,083	468	80,532	81,000	468
Subagreement Services	-	-	-	4,100	4,100	-
Operations	2,643	4,250	1,607	64,726	65,000	274
Facilities	5,145	7,073	1,928	82,944	84,872	1,928
Professional Services	526	5,437	4,911	89,029	93,940	4,911
Depreciation	962	1,083	122	12,878	13,000	122
Interest	-	-	-	-	-	-
Total Expenses	**$ 148,943**	**$ 188,027**	**$ 39,084**	**$ 1,765,982**	**$ 1,755,663**	**$ (10,319)**

v

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (126,580)**	**$ (109,802)**	**$ (16,778)**	**$ 439,489**	**$ 395,174**	**$ 44,315**
Beginning Fund Balance	554,760	554,760		554,760	554,760	
Ending Fund Balance	**$ 428,180**	**$ 444,958**		**$ 994,249**	**$ 949,933**	
As a % of Annual Expenses	*24.2%*	*25.3%*		*56.3%*	*54.1%*	



TPS, Inc. – Financial Position

TEACH, Inc.

Statement of Financial Position

July 31, 2021

	Teach Academy of Technology	Teach Tech High School	Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School	Teach Public Schools	C & M LLC	Wooten Avila, LLC	TEACH Foundation, Inc	Eliminations	Combined
Assets									
Current Assets									
Cash & Cash Equivalents	$ 2,673,553	$ 1,780,001	$ 168,595	$ 365,586	$ 90,823	$ 259,613	$ -		$ 5,338,171
Accounts Receivable	425,877	208,037	105,071	-	-	-	2,337		741,322
Interest Receivable	-	-	-	-	1,691	1,411	-		3,103
Public Funding Receivables	1,080,479	1,821,365	932,318	-	-	-	-		3,834,162
Due To/From Related Parties	128,017	(40,956)	(236,376)	149,314	-	-	-		(0)
Prepaid Expenses	142,419	93,347	86,811	15,324	-	-	-		337,901
Total Current Assets	**4,450,346**	**3,861,795**	**1,056,419**	**530,224**	**92,515**	**261,024**	**2,337**		**10,254,659**
Long-Term Assets									
Property & Equipment, Net	1,214,661	148,915	161,701	54,281	9,729,112	20,044,704	-		31,353,373
Deposits	5,000	162,517	99,750	20,895	-	3,625	-	(141,967)	149,820
Deferred Lease Asset	-	-	-	-	213,860	(56,680)	-	(157,180)	-
Investments	-	-	-	-	563,609	1,927,784	-		2,491,393
Securities	-	-	-	-	583,654	874,222	-		1,457,876
Securities Premium	-	-	-	-	2,096	(2,547)	-		(452)
Total Long Term Assets	**1,219,661**	**311,432**	**261,451**	**75,176**	**11,092,331**	**22,791,107**	**-**	**(299,147)**	**35,452,011**
Total Assets	**$ 5,670,006**	**$ 4,173,226**	**$ 1,317,870**	**$ 605,400**	**$ 11,184,846**	**$ 23,052,132**	**$ 2,337**	**$ (299,147)**	**45,706,670**
Liabilities									

Note- Current Assets 6.08 times more than Current Liabilities – organization is does not have significant current debt and is able to meet financial obligations when due

TPS, Inc. – Financial Position

TEACH, Inc.

Statement of Financial Position

July 31, 2021

	Teach Academy of Technology	Teach Tech High School	Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School	Teach Public Schools	C & M LLC	Wooten Avila, LLC	TEACH Foundation, Inc	Eliminations	Combined
Liabilities									
Current Liabilities									
Accounts Payable	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -
Accrued Liabilities	165,430	143,761	81,551	177,220	-	-	-		567,961
Interest Payable	-	-	-	-	118,434	92,333	-		210,768
Deferred Revenue	401,944	229,955	114,041	-	-	108,416	-		854,356
Deferred Rent, Current Portio	10,823	-	(133)	-	-	-	-	(10,690)	-
Notes Payable, Current Portio	53,194	-	-	-	-	-	-		53,194
Total Current Liabilities	631,391	373,716	195,459	177,220	118,434	200,750	-	(10,690)	1,686,279
Long-Term Liabilities									
Deferred Rent, Net of Curren	203,037	(56,548)	-	-	-	-	-	(146,489)	-
Notes Payable, Net of Curren	164,015	-	40,002	-	-	-	-		204,017
Bonds Payable	-	-	-	-	12,220,000	22,185,000	-		34,405,000
Bond Issue Costs	-	-	-	-	(250,805)	(465,265)	-		(716,071)
Discount on Bonds	-	-	-	-	(202,382)	-	-		(202,382)
Premium on Bonds					-	1,855,769			1,855,769
Other Long-Term Liabilities	-	-	-	-	-	141,967	-	(141,967)	-
Total Long-Term Liabilities	367,053	(56,548)	40,002	-	11,766,813	23,717,471	-	(288,456)	35,546,334
Total Liabilities	$ 998,444	$ 317,168	$ 235,461	$ 177,220	$ 11,885,247	$ 23,918,220	$ -	$ (299,147)	$ 37,232,613
Total Net Assets	4,671,563	3,856,058	1,082,408	428,180	(700,401)	(866,088)	2,337	-	8,474,057
Total Liabilities and Net Assets	$ 5,670,006	$ 4,173,226	$ 1,317,870	$ 605,400	$ 11,184,846	$ 23,052,132	$ 2,337	$ (299,147)	$ 45,706,670

Note- Current Assets 6.08 times more than Current Liabilities – organization is does not have significant current debt and is able to meet financial obligations when due

Other Funds and Programs

- **ONE TIME FUNDS: *****

Educator Effectiveness Block Grant – This grant allocates $1.5 billion in one-time Prop. 98 funding to all LEAs based on an equal amount per full-time certificated and classified staff as reported in 2020-21 CALPADS and CBEDS. Funds are available from the 2021-22 fiscal year through 2025-26. Recipients are required to coordinate grant funds with Title II funds received. The grant is to be used to provide professional learning for teachers, administrators, paraprofessionals who work with pupils, and classified staff that interact with pupils. As a requirement of receiving funds, LEAs must develop and adopt an expenditure plan by December 30, 2021, which must be presented to the governing board at a public meeting and adopted at a subsequent meeting. LEAs must also report detailed expenditure information to CDE by September 30, 2026. Additionally, procedures to audit this program will be incorporated In the annual Audit Guide.

Educator Recruitment, Retention and Training
Certificated Employees – The state's Adopted Budget provides $350 million for the Teacher Residency Grant Program and $250 million for National Board Certification. These programs are intended to build capacity in teacher intern programs, recognition for National Board Certification, and flexibility in meeting the basic skills requirements for credentialing to build adequate substitute pools.
Classified Employees – The state's Adopted Budget allocates $60 million to continue to fund The Classified School Employee Summer Assistance Program and $125 million for the California Commission on Teacher Credentialing to support the Classified School Employee Teacher Credentialing Program.

****information obtained directly from CCSESA Business and Administration Steering Committee 45-Day Revision Report

Other Funds and Programs

- **ONE TIME FUNDS:*****

Classified Food Service Employee Training and Kitchen Infrastructure
This program allocates $150 million of one-time Prop. 98 funding for the 2021-22 fiscal year: $120 million for kitchen infrastructure upgrades and $30 million for training food service staff. For kitchen infrastructure, all LEAs will receive a base allocation of $25,000, and the remainder of funds will be distributed proportionately to LEAs with at least 50% of students eligible for free and reduced-price meals. Allowable uses of these funds include cooking equipment, service equipment, refrigeration and storage, and food service transportation vehicles and equipment. LEAs are required to report to CDE by June 30, 2022 on how the funding was used to improve the quality of school meals or increase participation in subsidized school meal programs.
LEAs will receive their share of $30 million for training based on their number of classified school employees in 2020-21. The minimum allocation will be $2,000 and is to be used for food service staff to receive training on promoting nutritious foods, which includes training on food preparation, healthy food marketing, and changing the school lunchroom environment.

- **Other PROGRAMS**

Universal School Meals will commence in 2022-23 and will be implemented of funds are appropriated for this purpose

Early Childhood Educations (ECE)- provision for free Universal Transitional Kindergarten (UTK) – four-year planning and implantation period
CCA Stata Preschool Program (CSPP)- funds will remain for the State Program with plans to include all eligible 3-year-old children

****Information obtained directly from CCSESA Business and Administration Steering Committee 45-Day Revision Report

Use of Elementary and Secondary School Emergency Relief Fund

Use of Funds - ESSERF
An LEA may use ESSER funds for any allowable expenditure incurred on or after March 13, 2020, the date the President declared the national emergency due to COVID-19. Federal cash management rules will apply to this funding.
LEAs can use ESSER funds for any activities authorized by the Elementary and Secondary Education Act of 1965 (ESEA) as amended by the Every Student Succeeds Act of 2000 (ESSA), Individuals with Disabilities Education Act (IDEA), the Adult Education and Family Literacy Act, the Perkins Career and Technical Education (CTE) Act, or the McKinney-Vento Homeless Assistance Act. Additional information about the allowable uses of funds can be found on the ESSER Fund Allowable Uses webpage.
In addition to these, LEAs can use funds for the following activities:
Coordination of preparedness and response efforts of LEAs with State, local, Tribal, and territorial public health departments, and other relevant agencies
Providing principals and others school leaders with the resources necessary to address the needs of their individual schools
Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population
Developing and implementing procedures and systems to improve the preparedness and response efforts of LEAs
Planning for and coordinating on long-term closures (including on meeting IDEA requirements, how to provide online learning, and how to provide meals to students)
Staff training and professional development on sanitation and minimizing the spread of infectious disease
Purchasing supplies to sanitize and clean the facilities of LEA, including buildings operated by the LEA
Purchasing educational technology (hardware, software, and connectivity) for students, that aids in the regular and substantive educational interaction between students and their classroom instructors, including low-income students and students with disabilities, which may include assistive or adaptive technology
Mental health services and supports
Summer learning and supplemental after-school programs, including providing classroom instruction or online learning during the summer months and addressing the needs of low-income students, students with disabilities, English learners, migrant students, students experiencing homelessness, and children in foster care
Discretionary funds for school principals to address the needs of their individual schools
Other activities that are necessary to maintain the operation and continuity of services in LEAs and to continuing the employment of their existing staff

FY21 Expanded Learning Grant

Funding	Source of Funding	State Funding Amount	Distribution	Allowable Uses	Timeline for Use	SACS[1] Code	Additional Considerations
Expanded Learning Opportunity Grant	State Proposition 98 funds	$4.6B	Proportion of 2020–21 LCFF entitlement plus $1,000 for each enrolled homeless student SSC allocation estimates	1. Extended instructional learning time 2. Learning recovery 3. Integrated student supports to address other barriers to learning 4. Learning hubs 5. Supports for credit-deficient students 6. Additional academic services 7. Professional development	Available for expenditure through August 31, 2022	TBD	By June 1, 2021, local board adoption of a plan for use of grant funds At least 85% of funds must be used for in-person services At least 10% of funds must be used to hire paraprofessionals (can be used to meet 85% requirement for in-person services) Report of final expenditure of funds due to the CDE by December 1, 2022

CHARTER IMPACT

TEACH Academy of Technologies

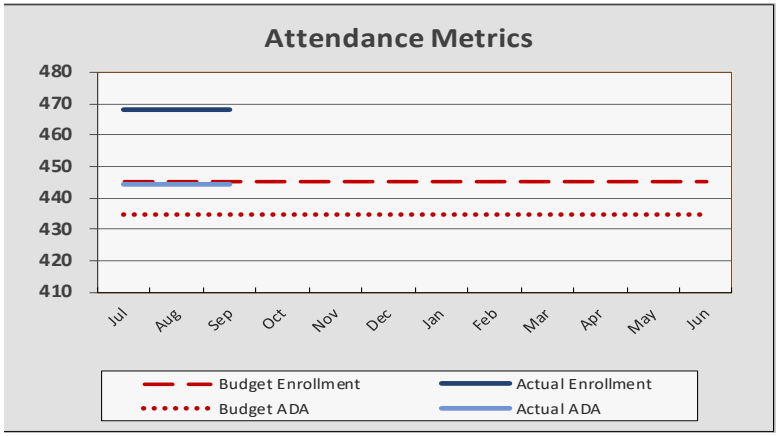
Monthly Financial Presentation – July 2021

TAT – Attendance Data and Metrics

Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	Actual	Forecast	Budget
Average Enrollment	n/a	445	445
ADA	n/a	423	423
Attendance Rate	n/a	95.0%	95.0%
Unduplicated %	98.9%	98.9%	98.9%
Revenue per ADA		$19,010	$18,534
Expenses per ADA		$17,656	$17,798

Attendance Metrics



Apportionments from July 2021-January 2022 will be funded based on Spring 2021 P2 amounts of 434.48. Apportionments from February- May 2022 will be funded based on Fall P1 ADA projected @ 423.

TAT - Revenue

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 76,462	$ -	$ 76,462	$ 4,925,093	$ 4,765,466	$ 159,627
Federal Revenue	6,968	-	6,968	1,751,199	1,751,199	-
Other State Revenue	17,959	322,458	(304,499)	1,357,609	1,318,564	39,045
Other Local Revenue	2,715	-	2,715	2,715	-	2,715
Total Revenue	**$ 104,104**	**$ 322,458**	**$ (218,354)**	**$ 8,036,616**	**$ 7,835,229**	**$ 201,387**

Note: Variance(s) explanation on next slide

TAT - Revenue

- **State Aid-Rev: Projected increase of $159.3K:** as Concentration Grant Component of the LCFF has been increased from 50% to 65%- the additional funds must be expended to increase the number of staff providing direct services which can include custodial staff
- **Other State Revenue projected to increase by $39K**-mainly due to projected increase in Special Education by $42.2K due to reimbursement rate raised from 625 to 725 per ADA. Revenue increase does not include fees charged

TAT – Expenses

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 57,875	$ 88,917	$ 31,042	$ 1,645,726	$ 1,668,437	$ 22,711
Classified Salaries	31,071	49,519	18,448	755,827	770,794	14,967
Benefits	28,429	49,403	20,974	782,055	777,501	(4,554)
Books and Supplies	10,616	9,512	(1,104)	777,834	776,730	(1,104)
Subagreement Services	1,625	17	(1,608)	977,380	975,772	(1,608)
Operations	10,666	14,625	3,959	177,841	178,500	659
Facilities	72,929	77,477	4,549	928,855	929,728	874
Professional Services	39,495	74,289	34,793	1,299,979	1,330,940	30,961
Depreciation	11,389	9,625	(1,764)	117,264	115,500	(1,764)
Interest	1,288	-	(1,288)	1,288	-	(1,288)
Total Expenses	**$ 265,383**	**$ 373,383**	**$ 108,000**	**$ 7,464,048**	**$ 7,523,902**	**$ 59,853**

No significant variances to note

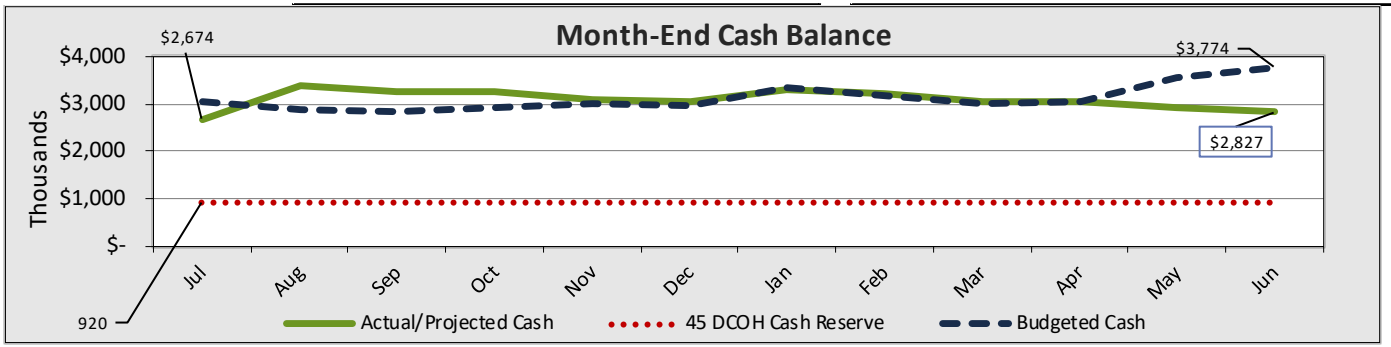
TAT – Fund Balance

- Net assets projected at year-end well over 3% reserve of $223.9K.
- Includes $128K of combined intercompany receivables/payables to be cleared by June 2022

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (161,279)**	**$ (50,925)**	**$ (110,354)**	**$ 572,568**	**$ 311,327**	**$ 261,241**
Beginning Fund Balance	4,917,278	4,909,387		4,917,278	4,909,387	
Ending Fund Balance	**$ 4,755,999**	**$ 4,858,462**		**$ 5,489,846**	**$ 5,220,714**	
As a % of Annual Expenses	*63.7%*	*64.6%*		*73.6%*	*69.4%*	

TAT – Cash Balance

- Positive Cash Balance projected at year-end at $2.82M/138 DCOH- which is above $920K or 45-DCOH bond requirement- Bond calculation allows for current unrestricted receivables at year-end of approx. $537K (ADCOH is 165)
- The debt service coverage ratio is currently forecasted at 2.3, bond requirement is 1.20- (surplus plus rent expense divided by rent payments)
- Includes $128K of intercompany receivables/payables to be transferred before year-end
- Includes $714K in State Deferral payments in August 2021



CHARTER IMPACT

TEACH Tech Charter High School

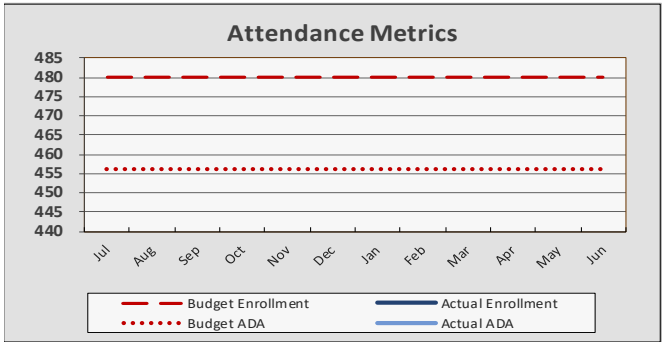
Monthly Financial Presentation – July 2021

TTHS – Attendance Data and Metrics

Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	Actual	**Forecast**	**Budget**
Average Enrollment	*n/a*	*480*	*480*
ADA	*n/a*	*456*	*456*
Attendance Rate	*n/a*	*95.0%*	*95.0%*
Unduplicated %	*95.8%*	*95.8%*	*95.8%*
Revenue per ADA		*$20,203*	*$19,657*
Expenses per ADA		*$17,690*	*$17,897*

Attendance Metrics



Apportionments from July 2021-January 2022 will be funded based on Spring 2021 P2 amounts of 396. Apportionments from February- May 2022 will be funded based on Fall P1 ADA projected @ 456

TTHS - Revenue

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 69,637	$ -	$ 69,637	$ 6,360,450	$ 6,153,668	$ 206,782
Federal Revenue	6,346	-	6,346	1,522,276	1,522,276	-
Other State Revenue	16,356	358,017	(341,661)	1,329,909	1,287,555	42,354
Other Local Revenue	-	-	-	-	-	-
Total Revenue	**$ 92,339**	**$ 358,017**	**$ (265,678)**	**$ 9,212,635**	**$ 8,963,499**	**$ 249,136**

See next slide for variance explanation(s)

TTHS - Revenue

- **State- Aid Revenue projected to decrease by $206.7-** as Concentration Grant Component of the LCFF has been increased from 50% to 65%- the additional funds must be expended to increase the number of staff providing direct services which can include custodial staff

- **Other State Revenue projected to increase by $42K**-mainly due to projected increase in Special Education by $45.6K due to reimbursement rate raised from 625 to 725 per ADA. Revenue increase does not include fees charged.

TTHS - Expenses

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 73,888	$ 92,921	$ 19,032	$ 2,048,084	$ 2,057,481	$ 9,397
Classified Salaries	23,163	54,626	31,463	697,153	725,272	28,119
Benefits	34,341	43,727	9,386	745,081	729,834	(15,247)
Books and Supplies	18,925	43,240	24,315	1,251,485	1,260,800	9,315
Subagreement Services	1,397	-	(1,397)	579,914	578,517	(1,397)
Operations	12,164	22,933	10,770	266,630	277,400	10,770
Facilities	63,121	74,431	11,310	881,867	893,177	11,310
Professional Services	33,717	84,424	50,708	1,542,198	1,583,052	40,854
Depreciation	3,378	4,625	1,247	54,253	55,500	1,247
Interest	-	-	-	-	-	-
Total Expenses	**$ 264,094**	**$ 420,927**	**$ 156,833**	**$ 8,066,666**	**$ 8,161,034**	**$ 94,367**

No large variances to note

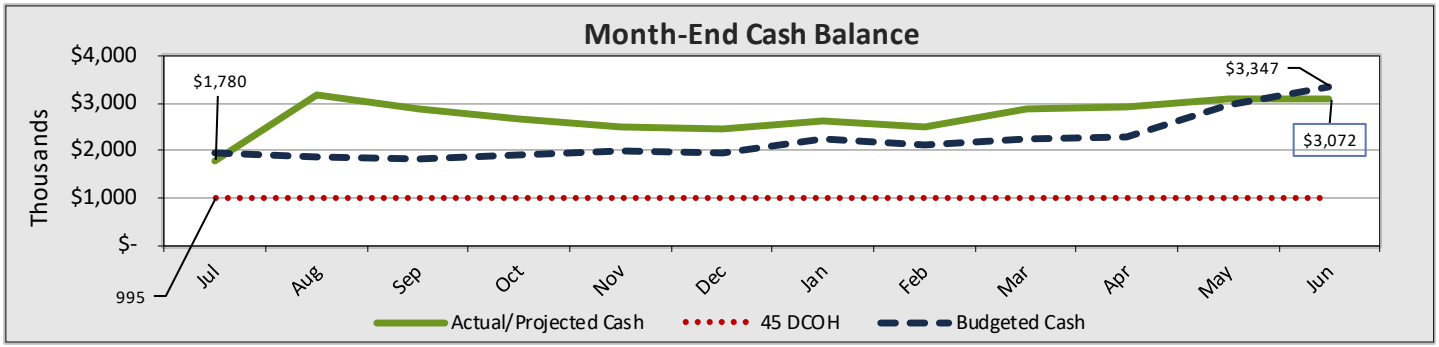
TTHS – Fund Balance

- Net asset projected to end positively above 3% reserve requirement of $241K
- Includes $40.9K of payables to be transferred before year-end

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (171,755)**	**$ (62,910)**	**$ (108,845)**	**$ 1,145,969**	**$ 802,465**	**$ 343,503**
Beginning Fund Balance	4,118,734	4,118,734		4,118,734	4,412,563	
Ending Fund Balance	**$ 3,946,979**	**$ 4,055,824**		**$ 5,264,703**	**$ 5,215,028**	
As a % of Annual Expenses	*48.9%*	*49.7%*		*65.3%*	*63.9%*	

TTHS – Cash Balance

- Positive Cash Balance projected at year-end at $3.07M/139 DCOH- Bond Requirement is 45-DCOH-Bond calculation allows for unrestricted receivables at year end of $629K (ADCOH is 167)
- The debt service coverage ratio is currently forecasted at 2.8 Bond requirement is 1.20- (surplus (less deferred adjustments) plus rent payments divided by rent payments)
- Includes $77K of intercompany payables to be transferred August 2021
- Includes $1.4M in State Deferrals to be paid in August 2021



CHARTER IMPACT

TEACH Prep Elementary School

Monthly Financial Presentation – July 2021

TES – Attendance Data and Metrics

Enrollment and Per Pupil Data

Attendance Metrics

Enrollment & Per Pupil Data			
	Actual	**Forecast**	**Budget**
Average Enrollment	*n/a*	*271*	*271*
ADA	*n/a*	*257*	*257*
Attendance Rate	*n/a*	*95.0%*	*95.0%*
Unduplicated %	*97.3%*	*97.3%*	*97.3%*
Revenue per ADA		*$17,573*	*$17,079*
Expenses per ADA		*$16,247*	*$16,342*

Apportionments from July 2021-January 2022 will be funded based on Spring 2021 P2 amounts of 179. Apportionments from February- May 2022 will be funded based on Fall P1 ADA projected @ 257

TES – Revenue

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
State Aid-Rev Limit	$ 31,431	$ -	$ 31,431	$ 3,154,391	$ 3,050,851	$ 103,540
Federal Revenue	2,864	-	2,864	685,618	685,618	-
Other State Revenue	7,382	142,948	(135,566)	684,277	660,527	23,750
Other Local Revenue	-	-	-	-	-	-
Total Revenue	**$ 41,677**	**$ 142,948**	**$ (101,271)**	**$ 4,524,286**	**$ 4,396,996**	**$ 127,290**

- **State- Aid Revenue projected to decrease by $103.5-** as Concentration Grant Component of the LCFF has been increased from 50% to 65%- the additional funds must be expended to increase the number of staff providing direct services which can include custodial staff

- **Other State Revenue projected to increase by $23K-**mainly due to projected increase in Special Education by $45.6K due to reimbursement rate raised from 625 to 725 per ADA. Revenue increase does not include fees charged.

TES – Expenses

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 45,435	$ 37,272	$ (8,163)	$ 951,723	$ 938,252	$ (13,471)
Classified Salaries	15,283	31,132	15,848	399,663	415,511	15,848
Benefits	17,970	20,576	2,607	360,816	355,342	(5,475)
Books and Supplies	17,698	28,897	11,198	765,143	768,341	3,198
Subagreement Services	287	-	(287)	145,387	145,100	(287)
Operations	8,126	9,300	1,174	111,226	112,400	1,174
Facilities	47,891	51,073	3,181	609,691	612,872	3,181
Professional Services	15,609	41,697	26,087	801,344	821,200	19,856
Depreciation	2,801	3,192	391	37,909	38,300	391
Interest	-	-	-	-	-	-
Total Expenses	**$ 171,101**	**$ 223,138**	**$ 52,037**	**$ 4,182,902**	**$ 4,207,318**	**$ 24,416**

No large variances to note for explanation

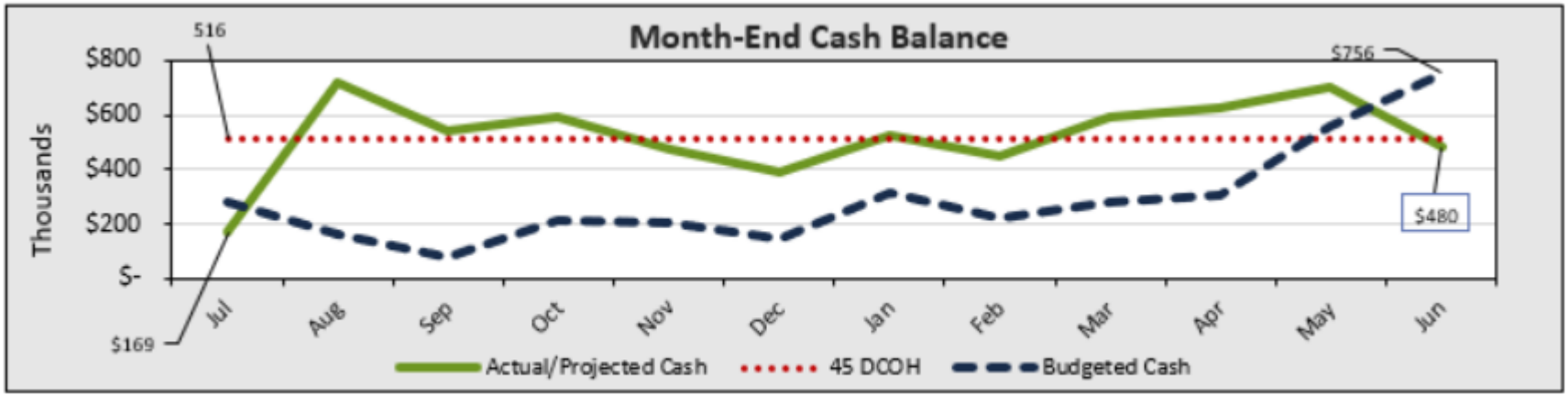
TES – Fund Balance

- Surplus $341K forecasted at year-end.
- Net asset projected to end positively above 5% reserve requirement of $209K

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unfav)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (129,424)**	**$ (80,190)**	**$ (49,234)**	**$ 341,384**	**$ 189,678**	**$ 151,706**
Beginning Fund Balance	1,245,038	1,245,766		1,245,038	1,245,766	
Ending Fund Balance	**$ 1,115,614**	**$ 1,165,576**		**$ 1,586,422**	**$ 1,435,444**	
As a % of Annual Expenses	*26.7%*	*27.7%*		*37.9%*	*34.1%*	

TES – Cash Balance

- Positive Cash Balance projected at year-end at $479K/42 DCOH- Bond Requirement is $516K or 45-DCOH. Bond calculation allows for unrestricted receivables at year end of $336K (ADCOH is 71)
- The debt service coverage ratio is currently forecasted at 2.15 Bond requirement is 1.20- (surplus (less deferred adjustments) plus rent payments divided by rent payments)
- Includes $20K of repayments of Charter School Financing Loan funds
- Included $658K in Cash State Funding Deferrals to be paid in August 2021
- Includes $236K payable amounts to be transferred in August 2021



CHARTER IMPACT

TEACH Public Schools

Monthly Financial Presentation – July 2021

TPS – Revenue

- Revenue projected to increase by $54K

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Revenue						
Federal Revenue	-	-	-	-	-	-
Other Local Revenue	22,363	78,225	(55,862)	2,205,471	2,150,837	54,634
Total Revenue	**$ 22,363**	**$ 78,225**	**$ (55,862)**	**$ 2,205,471**	**$ 2,150,837**	**$ 54,634**

Other Local Revenue projected to increase by $54.6K- due to increase in revenue for school locations

TPS – Expenses

	Year-to-Date			Annual/Full Year		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Expenses						
Certificated Salaries	$ 64,718	$ 81,001	$ 16,283	$ 651,972	$ 637,879	$ (14,093)
Classified Salaries	46,207	51,617	5,410	484,490	476,950	(7,540)
Benefits	24,127	32,484	8,357	295,310	298,922	3,612
Books and Supplies	4,615	5,083	468	80,532	81,000	468
Subagreement Services	-	-	-	4,100	4,100	-
Operations	2,643	4,250	1,607	64,726	65,000	274
Facilities	5,145	7,073	1,928	82,944	84,872	1,928
Professional Services	526	5,437	4,911	89,029	93,940	4,911
Depreciation	962	1,083	122	12,878	13,000	122
Interest	-	-	-	-	-	-
Total Expenses	**$ 148,943**	**$ 188,027**	**$ 39,084**	**$ 1,765,982**	**$ 1,755,663**	**$ (10,319)**

- No large variances to note for explanations

TPS – Fund Balance

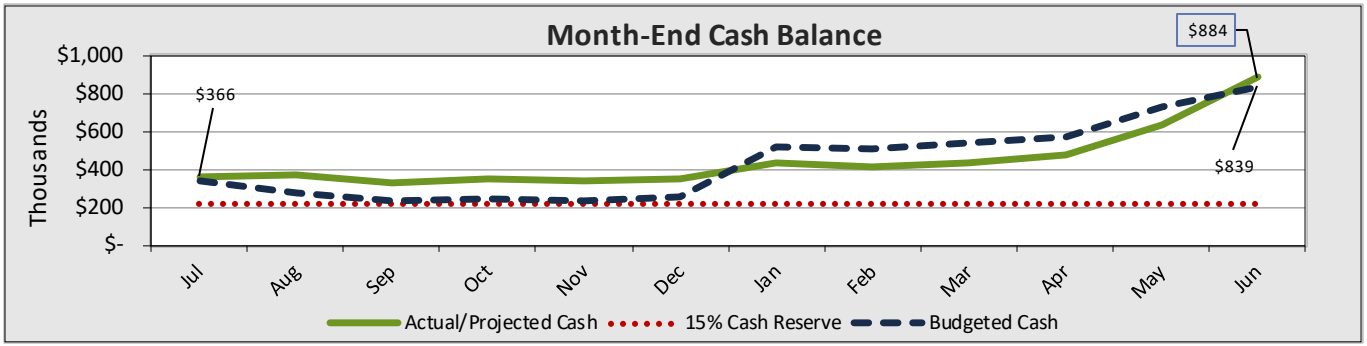
- Projected surplus at year-end $439K with ending positive fund balance of $994K

v

	Year-to-Date			*Annual/Full Year*		
	Actual @ 07/31/2021	Budget @ 07/31/2021	Fav/(Unf)	Forecast @ 06/30/2022	Budget @ 06/30/2022	Fav/(Unfav)
Total Surplus(Deficit)	**$ (126,580)**	**$ (109,802)**	**$ (16,778)**	**$ 439,489**	**$ 395,174**	**$ 44,315**
Beginning Fund Balance	554,760	554,760		554,760	554,760	
Ending Fund Balance	**$ 428,180**	**$ 444,958**		**$ 994,249**	**$ 949,933**	
As a % of Annual Expenses	*24.2%*	*25.3%*		*56.3%*	*54.1%*	

TPS – Cash Balance

- Positive Cash Balance projected at year-end at $883.6K
- Includes $149K in net intercompany receivables to clear August 2021



Questions & Discussion

Appendix follows, including:

- Monthly Cash Flow / Forecast 21/22
- Budget vs. Actual
- Statement of Financial Position
- AP Aging
- Monthly Check Register
- 60-Day Compliance Calendar

TEACH Academy of Technologies

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/21

ADA = 422.75

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Revenues															ADA = 422.75	
State Aid - Revenue Limit																
8011 LCFF State Aid	-	148,086	148,086	266,554	266,554	266,554	266,554	266,554	250,562	250,562	250,562	250,562	250,794	**2,881,984**	2,722,357	159,627
8012 Education Protection Account	-	-	-	210,040	-	-	210,040	-	-	210,040	-	-	210,040	**840,161**	840,161	-
8096 In Lieu of Property Taxes	76,462	74,180	148,359	98,906	98,906	98,906	98,906	98,906	136,472	68,236	68,236	68,236	68,236	**1,202,948**	1,202,948	-
	76,462	222,265	296,445	575,500	365,460	365,460	575,500	365,460	387,034	528,839	318,798	318,798	529,070	**4,925,093**	**4,765,466**	**159,627**
Federal Revenue																
8181 Special Education - Entitlement	6,968	4,236	4,236	7,625	7,625	7,625	7,625	7,625	5,774	5,774	5,774	5,774	5,774	**82,436**	82,436	-
8220 Federal Child Nutrition	-	-	-	17,354	32,972	32,972	32,972	32,972	32,972	32,972	32,972	32,972	65,945	**347,078**	347,078	-
8290 Title I, Part A - Basic Low Income	-	-	49,701	-	-	149,102	-	-	-	-	-	-	-	**198,803**	198,803	-
8291 Title II, Part A - Teacher Quality	-	-	6,019	-	-	18,057	-	-	-	-	-	-	-	**24,076**	24,076	-
8296 Other Federal Revenue	-	-	-	-	-	-	-	-	-	-	629,122	469,683	-	**1,098,805**	1,098,805	-
	6,968	4,236	59,956	24,979	40,598	207,757	40,598	40,598	38,746	38,746	667,868	508,430	71,719	**1,751,199**	**1,751,199**	**-**
Other State Revenue																
8311 State Special Education	17,959	15,750	15,750	28,350	28,350	28,350	28,350	28,350	23,057	23,057	23,057	23,057	23,057	**306,494**	264,219	42,275
8520 Child Nutrition	-	-	-	1,643	3,121	3,121	3,121	3,121	3,121	3,121	3,121	3,121	6,242	**32,852**	32,852	-
8545 School Facilities (SB740)	-	-	-	-	-	-	230,378	-	-	-	115,189	-	115,189	**460,755**	460,755	-
8550 Mandated Cost	-	-	-	-	-	7,477	-	-	-	-	-	-	-	**7,477**	7,325	152
8560 State Lottery	-	-	-	-	-	-	21,615	-	-	21,615	-	-	40,896	**84,127**	87,509	(3,382)
8599 Other State Revenue	-	322,458	-	-	93,240	-	-	-	-	35,862	-	-	14,345	**465,904**	465,904	-
	17,959	338,208	15,750	29,992	124,711	38,948	283,464	31,471	26,178	83,655	141,367	26,178	199,729	**1,357,609**	**1,318,564**	**39,045**
Other Local Revenue																
8689 Other Fees and Contracts	2,715	-	-	-	-	-	-	-	-	-	-	-	-	**2,715**	-	2,715
	2,715	-	-	-	-	-	-	-	-	-	-	-	-	**2,715**	**-**	**2,715**
Total Revenue	**104,104**	**564,709**	**372,151**	**630,472**	**530,768**	**612,165**	**899,562**	**437,528**	**451,959**	**651,240**	**1,128,034**	**853,406**	**800,518**	**8,036,616**	**7,835,229**	**201,387**
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	37,210	105,516	105,516	105,516	105,516	105,516	105,516	105,516	105,516	105,516	105,516	105,516	-	**1,197,881**	1,211,511	13,630
1170 Teachers' Substitute Hours	-	9,088	9,088	9,088	9,088	9,088	9,088	9,088	9,088	9,088	9,088	9,088	-	**99,971**	99,971	-
1200 Pupil Support Salaries	9,417	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	14,736	-	**171,509**	176,828	5,319
1300 Administrators' Salaries	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	9,333	-	**112,000**	112,000	(0)
1900 Other Certificated Salaries	1,915	5,677	5,677	5,677	5,677	5,677	5,677	5,677	5,677	5,677	5,677	5,677	-	**64,365**	68,127	3,762
	57,875	144,350	144,350	144,350	144,350	144,350	144,350	144,350	144,350	144,350	144,350	144,350	-	**1,645,726**	**1,668,437**	**22,711**
Classified Salaries																
2100 Instructional Salaries	8,693	37,163	37,163	37,163	37,163	37,163	37,163	37,163	37,163	37,163	37,163	37,163	-	**417,489**	429,907	12,418
2200 Support Salaries	-	5,027	5,027	5,027	5,027	5,027	5,027	5,027	5,027	5,027	5,027	5,027	-	**55,293**	60,320	5,027
2300 Classified Administrators' Salaries	-	3,797	3,797	3,797	3,797	3,797	3,797	3,797	3,797	3,797	3,797	3,797	-	**41,767**	41,767	-
2400 Clerical and Office Staff Salaries	7,564	10,193	10,193	10,193	10,193	10,193	10,193	10,193	10,193	10,193	10,193	10,193	-	**119,691**	122,320	2,629
2900 Other Classified Salaries	14,813	9,707	9,707	9,707	9,707	9,707	9,707	9,707	9,707	9,707	9,707	9,707	-	**121,587**	116,480	(5,107)
	31,071	65,887	65,887	65,887	65,887	65,887	65,887	65,887	65,887	65,887	65,887	65,887	-	**755,827**	**770,794**	**14,967**
Benefits																
3101 STRS	9,793	24,761	24,761	24,761	24,761	24,761	24,761	24,761	24,761	24,761	24,761	24,761	-	**282,164**	267,284	(14,881)
3202 PERS	6,128	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	15,394	-	**175,457**	177,360	1,902
3301 OASDI	1,918	4,166	4,166	4,166	4,166	4,166	4,166	4,166	4,166	4,166	4,166	4,166	-	**47,742**	47,789	47
3311 Medicare	1,287	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	3,096	-	**35,346**	35,369	23
3401 Health and Welfare	7,562	14,625	14,625	14,625	14,625	14,625	14,625	14,625	14,625	14,625	14,625	14,625	-	**168,437**	175,500	7,063
3501 State Unemployment	181	1,103	1,103	1,103	1,103	1,103	5,513	4,410	2,205	1,103	1,103	1,103	-	**21,128**	22,050	922
3601 Workers' Compensation	1,175	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	2,989	-	**34,059**	34,149	90
3901 Other Benefits	387	1,576	1,576	1,576	1,576	1,576	1,576	1,576	1,576	1,576	1,576	1,576	-	**17,720**	18,000	280
	28,429	67,710	67,710	67,710	67,710	67,710	72,120	71,017	68,812	67,710	67,710	67,710	-	**782,055**	**777,501**	**(4,554)**

TEACH Academy of Technologies

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/21

ADA = 422.75

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Books and Supplies																
4100 Textbooks and Core Materials	-	17,350	17,350	17,350	17,350	-	-	-	-	-	-	-	-	**69,400**	69,400	-
4200 Books and Reference Materials	-	120	120	120	120	-	-	-	-	-	-	-	-	**480**	600	120
4302 School Supplies	-	1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633	1,633	-	**17,967**	19,600	1,633
4305 Software	9,711	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	-	**78,461**	75,000	(3,461)
4310 Office Expense	177	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	-	**16,677**	18,000	1,323
4311 Business Meals	-	8	8	8	8	8	8	8	8	8	8	8	-	**92**	100	8
4400 Noncapitalized Equipment	728	42,820	42,820	42,820	42,820	42,820	-	-	-	-	-	-	-	**214,828**	214,100	(728)
4700 Food Services	-	34,539	34,539	34,539	34,539	34,539	34,539	34,539	34,539	34,539	34,539	34,539	-	**379,930**	379,930	-
	10,616	104,221	104,221	104,221	104,221	86,751	43,931	43,931	43,931	43,931	43,931	43,931	-	**777,834**	**776,730**	**(1,104)**
Subagreement Services																
5101 Nursing	-	17	17	17	17	17	17	17	17	17	17	17	-	**183**	200	17
5102 Special Education	-	16,245	16,245	16,245	16,245	16,245	16,245	16,245	16,245	16,245	16,245	16,245	-	**178,700**	178,700	-
5103 Substitute Teacher	-	64	64	64	64	64	64	64	64	64	64	64	-	**700**	700	-
5105 Security	1,625	2,691	2,691	2,691	2,691	2,691	2,691	2,691	2,691	2,691	2,691	2,691	-	**31,225**	29,600	(1,625)
5106 Other Educational Consultants	-	-	76,657	76,657	76,657	76,657	76,657	76,657	76,657	76,657	76,657	76,657	-	**766,572**	766,572	-
	1,625	19,017	95,674	95,674	95,674	95,674	95,674	95,674	95,674	95,674	95,674	95,674	-	**977,380**	**975,772**	**(1,608)**
Operations and Housekeeping																
5300 Dues & Memberships	-	83	83	83	83	83	83	83	83	83	83	83	-	**917**	1,000	83
5400 Insurance	5,356	5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900	5,900	-	**70,256**	70,800	544
5501 Utilities	-	6,600	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	3,300	-	**39,600**	39,600	-
5502 Janitorial Services	1,469	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	-	**17,419**	17,400	(19)
5900 Communications	3,841	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	-	**46,649**	46,700	51
5901 Postage and Shipping	-	-	300	300	300	300	300	300	300	300	300	300	-	**3,000**	3,000	-
	10,666	17,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925	14,925	-	**177,841**	**178,500**	**659**
Facilities, Repairs and Other Leases																
5601 Rent	71,786	72,748	72,748	72,748	72,748	72,748	72,748	72,748	72,748	72,748	72,748	72,748	-	**872,010**	872,972	962
5602 Additional Rent	-	(962)	(962)	(962)	(962)	(962)	(962)	(962)	(962)	(962)	(962)	(962)	-	**(10,582)**	(11,544)	(962)
5603 Equipment Leases	-	7,350	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675	3,675	-	**44,100**	44,100	-
5604 Other Leases	-	25	25	25	25	25	25	25	25	25	25	25	-	**275**	300	25
5605 Real/Personal Property Taxes	-	75	75	75	75	75	75	75	75	75	75	75	-	**825**	900	75
5610 Repairs and Maintenance	1,143	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	1,917	-	**22,226**	23,000	774
	72,929	81,152	77,477	77,477	77,477	77,477	77,477	77,477	77,477	77,477	77,477	77,477	-	**928,855**	**929,728**	**874**
Professional/Consulting Services																
5801 IT	-	284	142	142	142	142	142	142	142	142	142	142	-	**1,700**	1,700	(0)
5802 Audit & Taxes	-	-	-	3,933	3,933	3,933	-	-	-	-	-	-	-	**11,800**	11,800	-
5803 Legal	-	866	433	433	433	433	433	433	433	433	433	433	-	**5,200**	5,200	0
5804 Professional Development	-	-	4,408	4,408	4,408	4,408	4,408	4,408	4,408	4,408	4,408	4,408	-	**44,076**	44,076	-
5805 General Consulting	-	-	630	630	630	630	630	630	630	630	630	630	-	**6,300**	6,300	-
5806 Special Activities/Field Trips	-	-	-	-	-	11,667	11,667	11,667	-	-	-	-	-	**35,000**	35,000	-
5807 Bank Charges	-	-	10	10	10	10	10	10	10	10	10	10	-	**100**	100	-
5808 Printing	3,546	-	460	460	460	460	460	460	460	460	460	460	-	**8,146**	4,600	(3,546)
5809 Other taxes and fees	-	-	500	500	500	500	500	500	500	500	500	500	-	**5,000**	5,000	-
5810 Payroll Service Fee	-	258	258	258	258	258	258	258	258	258	258	258	-	**2,842**	3,100	258
5811 Management Fee	16,842	75,343	75,343	75,343	75,343	75,343	75,343	75,343	75,343	75,343	75,343	75,343	-	**845,618**	881,463	35,845
5812 District Oversight Fee	2,793	2,223	2,964	5,755	3,655	3,655	5,755	3,655	3,870	5,288	3,188	3,188	3,262	**49,251**	47,655	(1,596)
5813 County Fees	-	-	-	1,950	-	-	1,950	-	-	1,950	-	-	1,950	**7,800**	7,800	-
5814 SPED Encroachment	16,314	13,422	13,422	24,160	24,160	24,160	24,160	11,578	25,729	25,729	25,729	25,729	14,151	**268,446**	268,446	-
5815 Public Relations/Recruitment	-	-	870	870	870	870	870	870	870	870	870	870	-	**8,700**	8,700	-
	39,495	92,397	99,441	118,853	114,802	126,469	126,586	109,954	112,654	116,022	111,972	111,972	19,363	**1,299,979**	**1,330,940**	**30,961**

TEACH Academy of Technologies

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/21

ADA = 422.75

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Depreciation																
6900 Depreciation Expense	11,389	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	-	**117,264**	115,500	(1,764)
	11,389	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	-	**117,264**	**115,500**	**(1,764)**
Interest																
7438 Interest Expense	1,288	-	-	-	-	-	-	-	-	-	-	-	-	**1,288**	-	(1,288)
	1,288	-	-	-	-	-	-	-	-	-	-	-	-	**1,288**	**-**	**(1,288)**
Total Expenses	**265,383**	**602,283**	**679,309**	**698,721**	**694,671**	**688,867**	**650,575**	**632,840**	**633,335**	**635,600**	**631,550**	**631,550**	**19,363**	**7,464,048**	**7,523,902**	**59,853**
Monthly Surplus (Deficit)	**(161,279)**	**(37,574)**	**(307,159)**	**(68,249)**	**(163,902)**	**(76,702)**	**248,987**	**(195,311)**	**(181,376)**	**15,639**	**496,484**	**221,856**	**781,154**	**572,568**	**311,327**	**261,241**
Cash Flow Adjustments															2.328	
Monthly Surplus (Deficit)	(161,279)	(37,574)	(307,159)	(68,249)	(163,902)	(76,702)	248,987	(195,311)	(181,376)	15,639	496,484	221,856	781,154	**572,568**	*Coverage 1.20*	
Cash flows from operating activities																
Depreciation/Amortization	11,389	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	9,625	-	**117,264**		
Public Funding Receivables	423,328	752,190	172,692	35,731	-		29,988	75,480	-	-	(629,122)	(469,683)	(800,518)	**(409,915)**		
Grants and Contributions Rec.	4,896	-	-	-	-	-	-	-	-	-	-	-	-	**4,896**		
Due To/From Related Parties	(164,019)	-	-	-	-	-	-	-	-	-	-	128,017	-	**(36,001)**		
Prepaid Expenses	(96,841)	-	-	-	-	-	-	-	-	-	-	-	-	**(96,841)**		
Accounts Payable	(65,587)	-	-	-	-	-	-	-	-	-	-	-	19,363	**(46,223)**		
Accrued Expenses	(17,701)	-	-	-	-	-	-	-	-	-	-	-	-	**(17,701)**		
Other Liabilities	(1,509)	-	-	-	-	-	-	-	-	-	-	-	-	**(1,509)**		
Cash flows from financing activities																
Proceeds(Payments) on Debt	(4,433)	-	-	-	-	-	-	-	-	-	-	-	-	**(4,433)**		
Total Change in Cash	(71,755)	724,241	(124,842)	(22,894)	(154,277)	(67,077)	288,600	(110,206)	(171,751)	25,264	(123,013)	(110,185)				
Cash, Beginning of Month	2,745,308	2,673,553	3,397,794	3,272,952	3,250,059	3,095,781	3,028,704	3,317,304	3,207,098	3,035,347	3,060,611	2,937,598				
													165	ADCOH		
Cash, End of Month	**2,673,553**	**3,397,794**	**3,272,952**	**3,250,059**	**3,095,781**	**3,028,704**	**3,317,304**	**3,207,098**	**3,035,347**	**3,060,611**	**2,937,598**	**2,827,413**	**138**	**DCOH**		

TEACH TECH Charter High School

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 456.00

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Revenues															ADA = 456.00	
State Aid - Revenue Limit																
8011 LCFF State Aid	-	219,016	219,016	394,229	394,229	394,229	394,229	394,229	512,503	512,503	512,503	512,503	512,503	**4,971,688**	4,764,906	206,782
8012 Education Protection Account	-	-	-	22,800	-	-	22,800	-	-	22,800	-	-	22,800	**91,200**	91,200	-
8019 State Aid - Prior Year	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**	-	-
8096 In Lieu of Property Taxes	69,637	68,593	137,186	91,458	91,458	91,458	91,458	91,458	188,286	94,143	94,143	94,143	94,143	**1,297,562**	1,297,562	-
	69,637	287,609	356,202	508,486	485,686	485,686	508,486	485,686	700,788	629,445	606,645	606,645	629,445	**6,360,450**	**6,153,668**	**206,782**
Federal Revenue																
8181 Special Education - Entitlement	6,346	3,917	3,917	7,051	7,051	7,051	7,051	7,051	7,897	7,897	7,897	7,897	7,897	**88,920**	88,920	-
8220 Federal Child Nutrition	-	-	-	18,130	34,447	34,447	34,447	34,447	34,447	34,447	34,447	34,447	68,894	**362,601**	362,601	-
8290 Title I, Part A - Basic Low Income	-	-	40,247	-	-	120,742	-	-	-	-	-	-	-	**160,989**	160,989	-
8291 Title II, Part A - Teacher Quality	-	-	4,991	-	-	14,972	-	-	-	-	-	-	-	**19,962**	19,962	-
8296 Other Federal Revenue	-	-	-	-	-	-	-	-	-	-	509,458	380,346	-	**889,804**	889,804	-
	6,346	3,917	49,155	25,181	41,498	177,211	41,498	41,498	42,344	42,344	551,802	422,690	76,791	**1,522,276**	**1,522,276**	**-**
Other State Revenue																
8311 State Special Education	16,356	14,564	14,564	26,215	26,215	26,215	26,215	26,215	30,808	30,808	30,808	30,808	30,808	**330,600**	285,000	45,600
8520 Child Nutrition	-	-	-	1,716	3,261	3,261	3,261	3,261	3,261	3,261	3,261	3,261	6,521	**34,321**	34,321	-
8545 School Facilities (SB740)	-	-	-	-	-	-	248,497	-	-	-	124,249	-	124,249	**496,994**	496,994	-
8550 Mandated Cost	-	-	-	-	-	19,232	-	-	-	-	-	-	-	**19,232**	18,830	402
8560 State Lottery	-	-	-	-	-	-	19,988	-	-	19,988	-	-	50,769	**90,744**	94,392	(3,648)
8599 Other State Revenue	-	358,017	-	-	-	-	-	-	-	-	-	-	-	**358,017**	358,017	-
	16,356	372,581	14,564	27,931	29,475	48,708	297,960	29,475	34,069	54,057	158,318	34,069	212,347	**1,329,909**	**1,287,555**	**42,354**
Total Revenue	**92,339**	**664,107**	**419,921**	**561,598**	**556,660**	**711,605**	**847,944**	**556,660**	**777,201**	**725,846**	**1,316,765**	**1,063,405**	**918,584**	**9,212,635**	**8,963,499**	**249,136**
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	33,704	116,296	116,296	116,296	116,296	116,296	116,296	116,296	116,296	116,296	116,296	116,296	-	**1,312,957**	1,309,873	(3,084)
1170 Teachers' Substitute Hours	-	10,511	10,511	10,511	10,511	10,511	10,511	10,511	10,511	10,511	10,511	10,511	-	**115,621**	115,621	-
1175 Teachers' Extra Duty/Stipends	1,500	-	-	-	-	-	-	-	-	-	-	-	-	**1,500**	-	(1,500)
1200 Pupil Support Salaries	14,997	9,111	9,111	9,111	9,111	9,111	9,111	9,111	9,111	9,111	9,111	9,111	-	**115,219**	109,334	(5,886)
1300 Administrators' Salaries	15,500	26,740	26,740	26,740	26,740	26,740	26,740	26,740	26,740	26,740	26,740	26,740	-	**309,642**	320,882	11,240
1900 Other Certificated Salaries	8,187	16,814	16,814	16,814	16,814	16,814	16,814	16,814	16,814	16,814	16,814	16,814	-	**193,145**	201,772	8,627
	73,888	179,472	179,472	179,472	179,472	179,472	179,472	179,472	179,472	179,472	179,472	179,472	-	**2,048,084**	**2,057,481**	**9,397**
Classified Salaries																
2100 Instructional Salaries	4,842	28,675	28,675	28,675	28,675	28,675	28,675	28,675	28,675	28,675	28,675	28,675	-	**320,270**	341,714	21,444
2200 Support Salaries	-	3,623	7,970	7,970	7,970	7,970	7,970	7,970	7,970	7,970	7,970	7,970	-	**83,321**	86,944	3,623
2300 Classified Administrators' Salaries	-	3,648	3,648	3,648	3,648	3,648	3,648	3,648	3,648	3,648	3,648	3,648	-	**40,129**	40,129	-
2400 Clerical and Office Staff Salaries	7,094	14,310	14,310	14,310	14,310	14,310	14,310	14,310	14,310	14,310	14,310	14,310	-	**164,499**	171,714	7,216
2900 Other Classified Salaries	11,227	7,064	7,064	7,064	7,064	7,064	7,064	7,064	7,064	7,064	7,064	7,064	-	**88,934**	84,770	(4,163)
	23,163	57,320	61,667	61,667	61,667	61,667	61,667	61,667	61,667	61,667	61,667	61,667	-	**697,153**	**725,272**	**28,119**
Benefits																
3101 STRS	12,248	30,506	30,506	30,506	30,506	30,506	30,506	30,506	30,506	30,506	30,506	30,506	-	**347,815**	329,609	(18,206)
3301 OASDI	1,516	3,697	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	-	**44,989**	44,967	(22)
3311 Medicare	1,394	3,480	3,544	3,544	3,544	3,544	3,544	3,544	3,544	3,544	3,544	3,544	-	**40,317**	40,350	33
3401 Health and Welfare	15,731	18,417	18,417	18,417	18,417	18,417	18,417	18,417	18,417	18,417	18,417	18,417	-	**218,315**	221,000	2,685
3501 State Unemployment	488	1,348	1,348	1,348	1,348	1,348	6,738	5,390	2,695	1,348	1,348	1,348	-	**26,090**	26,950	860
3601 Workers' Compensation	1,340	3,360	3,422	3,422	3,422	3,422	3,422	3,422	3,422	3,422	3,422	3,422	-	**38,921**	38,959	37
3901 Other Benefits	1,624	2,415	2,459	2,459	2,459	2,459	2,459	2,459	2,459	2,459	2,459	2,459	-	**28,634**	28,000	(634)
	34,341	63,223	63,674	63,674	63,674	63,674	69,064	67,716	65,021	63,674	63,674	63,674	-	**745,081**	**729,834**	**(15,247)**

TEACH TECH Charter High School

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 456.00

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Books and Supplies																
4100 Textbooks and Core Materials	1,815	37,500	37,500	37,500	37,500	-	-	-	-	-	-	-	-	**151,815**	150,000	(1,815)
4200 Books and Reference Materials	-	15,000	15,000	15,000	15,000	15,000	-	-	-	-	-	-	-	**75,000**	75,000	-
4302 School Supplies	332	7,823	7,823	7,823	7,823	7,823	7,823	7,823	7,823	7,823	7,823	7,823	-	**86,387**	93,878	7,491
4305 Software	9,468	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	-	**192,801**	200,000	7,199
4310 Office Expense	2,400	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	-	**43,650**	45,000	1,350
4400 Noncapitalized Equipment	4,910	60,000	60,000	60,000	60,000	60,000	-	-	-	-	-	-	-	**304,910**	300,000	(4,910)
4700 Food Services	-	36,084	36,084	36,084	36,084	36,084	36,084	36,084	36,084	36,084	36,084	36,084	-	**396,922**	396,922	-
	18,925	176,824	176,824	176,824	176,824	139,324	64,324	64,324	64,324	64,324	64,324	64,324	-	**1,251,485**	**1,260,800**	**9,315**
Subagreement Services																
5102 Special Education	-	22,727	22,727	22,727	22,727	22,727	22,727	22,727	22,727	22,727	22,727	22,727	-	**250,000**	250,000	-
5103 Substitute Teacher	-	673	673	673	673	673	673	673	673	673	673	673	-	**7,400**	7,400	-
5104 Transportation	360	9	9	9	9	9	9	9	9	9	9	9	-	**460**	100	(360)
5105 Security	1,037	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	-	**19,037**	18,000	(1,037)
5106 Other Educational Consultants	-	-	30,302	30,302	30,302	30,302	30,302	30,302	30,302	30,302	30,302	30,302	-	**303,017**	303,017	-
	1,397	25,045	55,347	55,347	55,347	55,347	55,347	55,347	55,347	55,347	55,347	55,347	-	**579,914**	**578,517**	**(1,397)**
Operations and Housekeeping																
5201 Auto and Travel	-	64	64	64	64	64	64	64	64	64	64	64	-	**700**	700	-
5300 Dues & Memberships	-	92	92	92	92	92	92	92	92	92	92	92	-	**1,008**	1,100	92
5400 Insurance	5,777	6,025	6,025	6,025	6,025	6,025	6,025	6,025	6,025	6,025	6,025	6,025	-	**72,052**	72,300	248
5501 Utilities	421	6,192	6,192	6,192	6,192	6,192	6,192	6,192	6,192	6,192	6,192	6,192	-	**68,529**	74,300	5,771
5502 Janitorial Services	2,125	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	2,292	-	**27,334**	27,500	166
5900 Communications	3,841	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	-	**95,507**	100,000	4,493
5901 Postage and Shipping	-	-	150	150	150	150	150	150	150	150	150	150	-	**1,500**	1,500	-
	12,164	22,997	23,147	23,147	23,147	23,147	23,147	23,147	23,147	23,147	23,147	23,147	-	**266,630**	**277,400**	**10,770**
Facilities, Repairs and Other Leases																
5601 Rent	61,756	61,769	61,769	61,769	61,769	61,769	61,769	61,769	61,769	61,769	61,769	61,769	-	**741,215**	741,228	13
5602 Additional Rent	-	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)	(13)	-	**(138)**	(151)	(13)
5603 Equipment Leases	-	50	50	50	50	50	50	50	50	50	50	50	-	**550**	600	50
5605 Real/Personal Property Taxes	-	125	125	125	125	125	125	125	125	125	125	125	-	**1,375**	1,500	125
5610 Repairs and Maintenance	1,365	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	-	**138,865**	150,000	11,135
	63,121	74,431	74,431	74,431	74,431	74,431	74,431	74,431	74,431	74,431	74,431	74,431	-	**881,867**	**893,177**	**11,310**
Professional/Consulting Services																
5801 IT	-	75	75	75	75	75	75	75	75	75	75	75	-	**825**	900	75
5802 Audit & Taxes	-	-	-	3,900	3,900	3,900	-	-	-	-	-	-	-	**11,700**	11,700	-
5803 Legal	-	17	17	17	17	17	17	17	17	17	17	17	-	**183**	200	17
5804 Professional Development	-	-	6,496	6,496	6,496	6,496	6,496	6,496	6,496	6,496	6,496	6,496	-	**64,962**	64,962	-
5805 General Consulting	-	-	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	-	**25,000**	25,000	-
5806 Special Activities/Field Trips	-	-	-	-	-	25,000	25,000	25,000	-	-	-	-	-	**75,000**	75,000	-
5808 Printing	-	-	2,540	2,540	2,540	2,540	2,540	2,540	2,540	2,540	2,540	2,540	-	**25,400**	25,400	-
5809 Other taxes and fees	-	-	310	310	310	310	310	310	310	310	310	310	-	**3,100**	3,100	-
5810 Payroll Service Fee	-	300	300	300	300	300	300	300	300	300	300	300	-	**3,300**	3,600	300
5811 Management Fee	15,811	86,368	86,368	86,368	86,368	86,368	86,368	86,368	86,368	86,368	86,368	86,368	-	**965,864**	1,008,394	42,530
5812 District Oversight Fee	3,048	2,876	3,562	5,085	4,857	4,857	5,085	4,857	7,008	6,294	6,066	6,066	3,943	**63,604**	61,537	(2,068)
5813 County Fees	-	-	-	1,800	-	-	1,800	-	-	1,800	-	-	1,800	**7,200**	7,200	-
5814 SPED Encroachment	14,858	14,478	14,478	26,060	26,060	26,060	26,060	12,735	28,301	28,301	28,301	28,301	15,565	**289,560**	289,560	-
5815 Public Relations/Recruitment	-	-	650	650	650	650	650	650	650	650	650	650	-	**6,500**	6,500	-
	33,717	104,114	117,296	136,102	134,074	159,074	157,202	141,849	134,565	135,652	133,624	133,624	21,308	**1,542,198**	**1,583,052**	**40,854**
Depreciation																
6900 Depreciation Expense	3,378	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	-	**54,253**	55,500	1,247
	3,378	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	-	**54,253**	**55,500**	**1,247**
Total Expenses	**264,094**	**708,052**	**756,484**	**775,289**	**773,261**	**760,761**	**689,279**	**672,578**	**662,600**	**662,339**	**660,311**	**660,311**	**21,308**	**8,066,666**	**8,161,034**	**94,367**
Monthly Surplus (Deficit)	**(171,755)**	**(43,945)**	**(336,562)**	**(213,691)**	**(216,601)**	**(49,156)**	**158,666**	**(115,919)**	**114,602**	**63,507**	**656,454**	**403,094**	**897,275**	**1,145,969**	**802,465**	**343,503**

TEACH TECH Charter High School

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 456.00

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Cash Flow Adjustments															2.824	
Monthly Surplus (Deficit)	(171,755)	(43,945)	(336,562)	(213,691)	(216,601)	(49,156)	158,666	(115,919)	114,602	63,507	656,454	403,094	897,275	**1,145,969**	*Coverage 1.20*	
Cash flows from operating activities																
Depreciation/Amortization	3,378	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	4,625	-	**54,253**		
Public Funding Receivables	65,204	1,427,088	49,522		15,218		27,913	-	231,924	-	(509,458)	(380,346)	(918,584)	**8,481**		
Due To/From Related Parties	(36,907)	-	-	-	-	-	-	-	-	-	-	(40,956)	-	**(77,863)**		
Prepaid Expenses	(50,577)	-	-	-	-	-	-	-	-	-	-	-	-	**(50,577)**		
Accounts Payable	(29,743)	-	-	-	-	-	-	-	-	-	-	-	21,308	**(8,434)**		
Accrued Expenses	31,009	-	-	-	-	-	-	-	-	-	-	-	-	**31,009**		
Other Liabilities	(41)	-	-	-	-	-	-	-	-	-	-	-	-	**(41)**		
Total Change in Cash	(189,432)	1,387,768	(282,415)	(209,066)	(196,758)	(44,531)	191,204	(111,294)	351,151	68,132	151,621	(13,583)				
Cash, Beginning of Month	1,969,433	1,780,001	3,167,769	2,885,353	2,676,288	2,479,529	2,434,999	2,626,202	2,514,909	2,866,059	2,934,192	3,085,813				
													167	ADCOH		
Cash, End of Month	**1,780,001**	**3,167,769**	**2,885,353**	**2,676,288**	**2,479,529**	**2,434,999**	**2,626,202**	**2,514,909**	**2,866,059**	**2,934,192**	**3,085,813**	**3,072,229**	**139**	**DCOH**		

TEACH Prep

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 257.45

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Revenues															ADA =	257.45
State Aid - Revenue Limit																
8011 LCFF State Aid	-	84,842	84,842	301,582	152,715	152,715	225,137	152,715	243,155	243,155	243,155	243,155	243,155	**2,370,319**	2,266,779	103,540
8012 Education Protection Account	-	-	-	12,873	-	-	12,873	-	-	12,873	-	-	12,873	**51,490**	51,490	-
8096 In Lieu of Property Taxes	31,431	31,466	62,932	74,285	51,902	51,902	51,902	51,902	108,286	54,143	54,143	54,143	54,143	**732,582**	732,582	-
	31,431	116,308	147,773	388,739	204,618	204,618	289,912	204,618	351,440	310,170	297,297	297,297	310,170	**3,154,391**	**3,050,851**	**103,540**
Federal Revenue																
8181 Special Education - Entitlement	2,864	1,797	1,797	3,234	3,234	3,234	3,234	3,234	5,515	5,515	5,515	5,515	5,515	**50,203**	50,203	-
8182 Special Education - Discretionary	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**	-	-
8220 Federal Child Nutrition	-	-	-	10,395	19,751	19,751	19,751	19,751	19,751	19,751	19,751	19,751	39,502	**207,904**	207,904	-
8290 Title I, Part A - Basic Low Income	-	-	13,100	-	-	39,300	-	-	-	-	-	-	-	**52,400**	52,400	-
8291 Title II, Part A - Teacher Quality	-	-	1,687	-	-	5,062	-	-	-	-	-	-	-	**6,749**	6,749	-
8296 Other Federal Revenue	-	-	-	-	-	-	-	-	-	-	173,768	194,595	-	**368,363**	368,363	-
	2,864	1,797	16,584	13,630	22,985	67,347	22,985	22,985	25,265	25,265	199,033	219,860	45,016	**685,618**	**685,618**	**-**
Other State Revenue																
8311 State Special Education	7,382	6,681	6,681	12,026	12,026	12,026	12,026	12,026	21,156	21,156	21,156	21,156	21,156	**186,651**	160,906	25,745
8520 Child Nutrition	-	-	-	984	1,869	1,869	1,869	1,869	1,869	1,869	1,869	1,869	3,739	**19,679**	19,679	-
8545 School Facilities (SB740)	-	-	-	-	-	-	140,297	-	-	-	70,149	-	70,149	**280,595**	280,595	-
8550 Mandated Cost	-	-	-	-	-	3,172	-	-	-	-	-	-	-	**3,172**	3,107	65
8560 State Lottery	-	-	-	-	-	-	9,169	-	-	9,169	-	-	32,895	**51,233**	53,292	(2,060)
8599 Other State Revenue	-	142,948	-	-	-	-	-	-	-	-	-	-	-	**142,948**	142,948	-
	7,382	149,629	6,681	13,010	13,895	17,067	163,361	13,895	23,025	32,194	93,174	23,025	127,938	**684,277**	**660,527**	**23,750**
Total Revenue	**41,677**	**267,733**	**171,038**	**415,379**	**241,498**	**289,031**	**476,258**	**241,498**	**399,731**	**367,630**	**589,505**	**540,183**	**483,124**	**4,524,286**	**4,396,996**	**127,290**
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	34,687	60,465	60,465	60,465	60,465	60,465	60,465	60,465	60,465	60,465	60,465	60,465	-	**699,807**	680,951	(18,857)
1170 Teachers' Substitute Hours	-	4,427	4,427	4,427	4,427	4,427	4,427	4,427	4,427	4,427	4,427	4,427	-	**48,695**	48,695	-
1175 Teachers' Extra Duty/Stipends	-	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	-	**15,000**	15,000	-
1200 Pupil Support Salaries	-	2,361	2,361	2,361	2,361	2,361	2,361	2,361	2,361	2,361	2,361	2,361	-	**25,972**	28,333	2,361
1300 Administrators' Salaries	8,833	8,773	8,773	8,773	8,773	8,773	8,773	8,773	8,773	8,773	8,773	8,773	-	**105,333**	105,272	(61)
1900 Other Certificated Salaries	1,915	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	**56,915**	60,000	3,085
	45,435	82,390	82,390	82,390	82,390	82,390	82,390	82,390	82,390	82,390	82,390	82,390	-	**951,723**	**938,252**	**(13,471)**
Classified Salaries																
2100 Instructional Salaries	8,760	18,078	18,078	18,078	18,078	18,078	18,078	18,078	18,078	18,078	18,078	18,078	-	**207,620**	215,431	7,812
2200 Support Salaries	-	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	-	**53,387**	58,240	4,853
2300 Classified Administrators' Salaries	-	2,305	2,305	2,305	2,305	2,305	2,305	2,305	2,305	2,305	2,305	2,305	-	**25,360**	25,360	-
2400 Clerical and Office Staff Salaries	3,940	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	-	**57,327**	58,240	913
2900 Other Classified Salaries	2,583	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	4,853	-	**55,970**	58,240	2,270
	15,283	34,944	34,944	34,944	34,944	34,944	34,944	34,944	34,944	34,944	34,944	34,944	-	**399,663**	**415,511**	**15,848**
Benefits																
3101 STRS	7,688	13,743	13,743	13,743	13,743	13,743	13,743	13,743	13,743	13,743	13,743	13,743	-	**158,861**	150,308	(8,553)
3301 OASDI	940	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	2,252	-	**25,716**	25,762	46
3311 Medicare	867	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	1,704	-	**19,615**	19,630	15
3401 Health and Welfare	6,694	9,208	9,208	9,208	9,208	9,208	9,208	9,208	9,208	9,208	9,208	9,208	-	**107,985**	110,500	2,515
3501 State Unemployment	-	760	760	760	760	760	3,798	3,038	1,519	760	760	760	-	**14,431**	15,190	760
3601 Workers' Compensation	652	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	1,646	-	**18,753**	18,953	200
3901 Other Benefits	1,130	1,302	1,302	1,302	1,302	1,302	1,302	1,302	1,302	1,302	1,302	1,302	-	**15,456**	15,000	(456)
	17,970	30,616	30,616	30,616	30,616	30,616	33,654	32,894	31,375	30,616	30,616	30,616	-	**360,816**	**355,342**	**(5,475)**

TEACH Prep

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 257.45

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Books and Supplies																
4100 Textbooks and Core Materials	-	25,000	25,000	25,000	25,000	-	-	-	-	-	-	-	-	**100,000**	100,000	-
4200 Books and Reference Materials	-	8,000	8,000	8,000	8,000	8,000	-	-	-	-	-	-	-	**40,000**	40,000	-
4302 School Supplies	6,033	7,138	7,138	7,138	7,138	7,138	7,138	7,138	7,138	7,138	7,138	7,138	-	**84,553**	85,658	1,105
4305 Software	11,055	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	-	**125,638**	125,000	(638)
4310 Office Expense	-	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	-	**36,667**	40,000	3,333
4311 Business Meals	-	8	8	8	8	8	8	8	8	8	8	8	-	**92**	100	8
4400 Noncapitalized Equipment	611	30,000	30,000	30,000	30,000	30,000	-	-	-	-	-	-	-	**150,611**	150,000	(611)
4700 Food Services	-	20,689	20,689	20,689	20,689	20,689	20,689	20,689	20,689	20,689	20,689	20,689	-	**227,582**	227,582	-
	17,698	104,586	104,586	104,586	104,586	79,586	41,586	41,586	41,586	41,586	41,586	41,586	-	**765,143**	**768,341**	**3,198**
Subagreement Services																
5101 Nursing	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**	-	-
5102 Special Education	-	11,364	11,364	11,364	11,364	11,364	11,364	11,364	11,364	11,364	11,364	11,364	-	**125,000**	125,000	-
5103 Substitute Teacher	-	209	209	209	209	209	209	209	209	209	209	209	-	**2,300**	2,300	-
5105 Security	287	1,127	1,127	1,127	1,127	1,127	1,127	1,127	1,127	1,127	1,127	1,127	-	**12,687**	12,400	(287)
5106 Other Educational Consultants	-	-	540	540	540	540	540	540	540	540	540	540	-	**5,400**	5,400	-
	287	12,700	13,240	13,240	13,240	13,240	13,240	13,240	13,240	13,240	13,240	13,240	-	**145,387**	**145,100**	**(287)**
Operations and Housekeeping																
5201 Auto and Travel	-	36	36	36	36	36	36	36	36	36	36	36	-	**400**	400	-
5300 Dues & Memberships	-	125	125	125	125	125	125	125	125	125	125	125	-	**1,375**	1,500	125
5400 Insurance	3,262	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	-	**32,595**	32,000	(595)
5501 Utilities	-	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	-	**13,750**	15,000	1,250
5502 Janitorial Services	880	1,092	1,092	1,092	1,092	1,092	1,092	1,092	1,092	1,092	1,092	1,092	-	**12,889**	13,100	211
5900 Communications	3,984	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	4,167	-	**49,817**	50,000	183
5901 Postage and Shipping	-	-	40	40	40	40	40	40	40	40	40	40	-	**400**	400	-
	8,126	9,336	9,376	9,376	9,376	9,376	9,376	9,376	9,376	9,376	9,376	9,376	-	**111,226**	**112,400**	**1,174**
Facilities, Repairs and Other Leases																
5601 Rent	46,486	46,598	46,598	46,598	46,598	46,598	46,598	46,598	46,598	46,598	46,598	46,598	-	**559,061**	559,172	111
5603 Equipment Leases	-	492	492	492	492	492	492	492	492	492	492	492	-	**5,408**	5,900	492
5605 Real/Personal Property Taxes	-	67	67	67	67	67	67	67	67	67	67	67	-	**733**	800	67
5610 Repairs and Maintenance	1,405	3,917	3,917	3,917	3,917	3,917	3,917	3,917	3,917	3,917	3,917	3,917	-	**44,488**	47,000	2,512
	47,891	51,073	51,073	51,073	51,073	51,073	51,073	51,073	51,073	51,073	51,073	51,073	-	**609,691**	**612,872**	**3,181**
Professional/Consulting Services																
5801 IT	-	92	92	92	92	92	92	92	92	92	92	92	-	**1,008**	1,100	92
5802 Audit & Taxes	-	-	-	6,000	6,000	6,000	-	-	-	-	-	-	-	**18,000**	18,000	-
5803 Legal	-	8	8	8	8	8	8	8	8	8	8	8	-	**92**	100	8
5804 Professional Development	-	-	5,175	5,175	5,175	5,175	5,175	5,175	5,175	5,175	5,175	5,175	-	**51,749**	51,749	-
5805 General Consulting	876	-	1,180	1,180	1,180	1,180	1,180	1,180	1,180	1,180	1,180	1,180	-	**12,676**	11,800	(876)
5808 Printing	-	-	2,890	2,890	2,890	2,890	2,890	2,890	2,890	2,890	2,890	2,890	-	**28,900**	28,900	-
5809 Other taxes and fees	-	-	10	10	10	10	10	10	10	10	10	10	-	**100**	100	-
5810 Payroll Service Fee	-	375	375	375	375	375	375	375	375	375	375	375	-	**4,125**	4,500	375
5811 Management Fee	6,803	42,415	42,415	42,415	42,415	42,415	42,415	42,415	42,415	42,415	42,415	42,415	-	**473,370**	494,662	21,292
5812 District Oversight Fee	1,225	1,163	1,478	3,887	2,046	2,046	2,899	2,046	3,514	3,102	2,973	2,973	2,191	**31,544**	30,509	(1,035)
5813 County Fees	-	-	-	2,025	-	-	2,025	-	-	2,025	-	-	2,025	**8,100**	8,100	-
5814 SPED Encroachment	6,706	8,174	8,174	14,713	14,713	14,713	14,713	7,342	16,315	16,315	16,315	16,315	8,973	**163,481**	163,481	-
5815 Public Relations/Recruitment	-	-	820	820	820	820	820	820	820	820	820	820	-	**8,200**	8,200	-
	15,609	52,227	62,617	79,591	75,725	75,725	72,602	62,353	72,794	74,407	72,253	72,253	13,189	**801,344**	**821,200**	**19,856**
Depreciation																
6900 Depreciation Expense	2,801	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	-	**37,909**	38,300	391
	2,801	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	-	**37,909**	**38,300**	**391**
Total Expenses	**171,101**	**381,063**	**392,032**	**409,006**	**405,140**	**380,140**	**342,056**	**331,047**	**339,969**	**340,822**	**338,668**	**338,668**	**13,189**	**4,182,902**	**4,207,318**	**24,416**
Monthly Surplus (Deficit)	**(129,424)**	**(113,329)**	**(220,994)**	**6,372**	**(163,642)**	**(91,109)**	**134,202**	**(89,549)**	**59,762**	**26,808**	**250,837**	**201,515**	**469,935**	**341,384**	**189,678**	**151,706**

TEACH Prep

Monthly Cash Flow/Forecast FY21-22

Revised 08/11/2021

ADA = 257.45

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Cash Flow Adjustments															2.155	
Monthly Surplus (Deficit)	(129,424)	(113,329)	(220,994)	6,372	(163,642)	(91,109)	134,202	(89,549)	59,762	26,808	250,837	201,515	469,935	**341,384**	*Coverage 1.20*	
Cash flows from operating activities																
Depreciation/Amortization	2,801	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	3,192	-	**37,909**		
Public Funding Receivables	37,413	659,701	45,570	35,586	48,015	-	-	11,211	79,840	-	(173,768)	(194,595)	(483,124)	**65,849**		
Due To/From Related Parties	100,596	-	-	-	-	-	-	-	-	-	-	(236,376)	-	**(135,780)**		
Prepaid Expenses	(39,748)	-	-	-	-	-	-	-	-	-	-	-	-	**(39,748)**		
Accounts Payable	(12,533)	-	-	-	-	-	-	-	-	-	-	-	13,189	**657**		
Accrued Expenses	34,591	-	-	-	-	-	-	-	-	-	-	-	-	**34,591**		
Other Liabilities	(133)	-	-	-	-	-	-	-	-	-	-	-	-	**(133)**		
Total Change in Cash	(6,437)	549,563	(172,232)	45,150	(112,435)	(87,917)	137,394	(75,146)	142,794	29,999	80,260	(226,264)				
Cash, Beginning of Month	175,032	168,595	718,158	545,926	591,076	478,641	390,724	528,118	452,972	595,765	625,765	706,025				
													71	**ADCOH**		
Cash, End of Month	**168,595**	**718,158**	**545,926**	**591,076**	**478,641**	**390,724**	**528,118**	**452,972**	**595,765**	**625,765**	**706,025**	**479,761**	**42**	**DCOH**		

TEACH Public Schools

Monthly Cash Flow/Budget FY21-22

Revised 8/11/2021

ADA = 0.00

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Revenues															ADA = 0.00	
Other Local Revenue																
8689 Other Fees and Contracts	22,363	154,649	103,972	165,184	138,725	165,693	223,734	129,867	167,221	178,225	300,735	245,891	209,211	**2,205,471**	2,150,837	54,634
	22,363	154,649	103,972	165,184	138,725	165,693	223,734	129,867	167,221	178,225	300,735	245,891	209,211	**2,205,471**	**2,150,837**	**54,634**
Total Revenue	**22,363**	**154,649**	**103,972**	**165,184**	**138,725**	**165,693**	**223,734**	**129,867**	**167,221**	**178,225**	**300,735**	**245,891**	**209,211**	**2,205,471**	**2,150,837**	**54,634**
Expenses																
Certificated Salaries																
1170 Teachers' Substitute Hours	-	2,761	2,761	2,761	2,761	2,761	2,761	2,761	2,761	2,761	2,761	2,761	-	**30,375**	30,375	-
1300 Administrators' Salaries	64,718	50,625	50,625	50,625	50,625	50,625	50,625	50,625	50,625	50,625	50,625	50,625	-	**621,597**	607,504	(14,093)
	64,718	53,387	53,387	53,387	53,387	53,387	53,387	53,387	53,387	53,387	53,387	53,387	-	**651,972**	**637,879**	**(14,093)**
Classified Salaries																
2200 Support Salaries	3,240	1,177	1,177	1,177	1,177	1,177	1,177	1,177	1,177	1,177	1,177	1,177	-	**16,190**	12,950	(3,240)
2300 Classified Administrators' Salaries	26,392	25,833	25,833	25,833	25,833	25,833	25,833	25,833	25,833	25,833	25,833	25,833	-	**310,558**	310,000	(558)
2400 Clerical and Office Staff Salaries	7,583	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	-	**71,750**	70,000	(1,750)
2900 Other Classified Salaries	8,992	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	-	**85,992**	84,000	(1,992)
	46,207	39,844	39,844	39,844	39,844	39,844	39,844	39,844	39,844	39,844	39,844	39,844	-	**484,490**	**476,950**	**(7,540)**
Benefits																
3101 STRS	9,111	8,368	8,368	8,368	8,368	8,368	8,368	8,368	8,368	8,368	8,368	8,368	-	**101,156**	102,188	1,032
3301 OASDI	2,804	2,432	2,432	2,432	2,432	2,432	2,432	2,432	2,432	2,432	2,432	2,432	-	**29,555**	29,571	16
3311 Medicare	1,570	1,326	1,326	1,326	1,326	1,326	1,326	1,326	1,326	1,326	1,326	1,326	-	**16,157**	16,165	8
3401 Health and Welfare	6,715	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	-	**89,215**	90,000	785
3501 State Unemployment	348	270	270	270	270	270	1,348	1,078	539	270	270	270	-	**5,469**	5,390	(79)
3601 Workers' Compensation	537	1,280	1,280	1,280	1,280	1,280	1,280	1,280	1,280	1,280	1,280	1,280	-	**14,621**	15,608	986
3901 Other Benefits	3,041	3,281	3,281	3,281	3,281	3,281	3,281	3,281	3,281	3,281	3,281	3,281	-	**39,137**	40,000	863
	24,127	24,457	24,457	24,457	24,457	24,457	25,535	25,265	24,726	24,457	24,457	24,457	-	**295,310**	**298,922**	**3,612**
Books and Supplies																
4302 School Supplies	-	583	583	583	583	583	583	583	583	583	583	583	-	**6,417**	7,000	583
4305 Software	108	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	**11,108**	12,000	892
4310 Office Expense	4,295	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	-	**40,961**	40,000	(961)
4311 Business Meals	-	167	167	167	167	167	167	167	167	167	167	167	-	**1,833**	2,000	167
4400 Noncapitalized Equipment	212	4,000	4,000	4,000	4,000	4,000	-	-	-	-	-	-	-	**20,212**	20,000	(212)
	4,615	9,083	9,083	9,083	9,083	9,083	5,083	5,083	5,083	5,083	5,083	5,083	-	**80,532**	**81,000**	**468**
Subagreement Services																
5104 Transportation	-	9	9	9	9	9	9	9	9	9	9	9	-	**100**	100	-
5105 Security	-	364	364	364	364	364	364	364	364	364	364	364	-	**4,000**	4,000	-
	-	373	373	373	373	373	373	373	373	373	373	373	-	**4,100**	**4,100**	-
Operations and Housekeeping																
5201 Auto and Travel	-	818	818	818	818	818	818	818	818	818	818	818	-	**9,000**	9,000	-
5300 Dues & Memberships	-	250	250	250	250	250	250	250	250	250	250	250	-	**2,750**	3,000	250
5400 Insurance	-	500	500	500	500	500	500	500	500	500	500	500	-	**5,500**	6,000	500
5501 Utilities	-	2,666	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	-	**16,000**	16,000	0
5502 Janitorial Services	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	**11,000**	12,000	1,000
5900 Communications	2,025	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	1,167	-	**14,859**	14,000	(859)
5901 Postage and Shipping	618	-	500	500	500	500	500	500	500	500	500	500	-	**5,618**	5,000	(618)
	2,643	6,401	5,568	5,568	5,568	5,568	5,568	5,568	5,568	5,568	5,568	5,568	-	**64,726**	**65,000**	**274**

TEACH Public Schools

Monthly Cash Flow/Budget FY21-22

Revised 8/11/2021

ADA = 0.00

CHARTER IMPACT

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Facilities, Repairs and Other Leases																
5601 Rent	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	**60,000**	60,000	-
5602 Additional Rent	-	100	100	100	100	100	100	100	100	100	100	100	-	**1,105**	1,205	100
5603 Equipment Leases	-	292	292	292	292	292	292	292	292	292	292	292	-	**3,208**	3,500	292
5604 Other Leases	-	83	83	83	83	83	83	83	83	83	83	83	-	**917**	1,000	83
5605 Real/Personal Property Taxes	-	347	347	347	347	347	347	347	347	347	347	347	-	**3,820**	4,167	347
5610 Repairs and Maintenance	145	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	-	**13,895**	15,000	1,105
	5,145	7,073	7,073	7,073	7,073	7,073	7,073	7,073	7,073	7,073	7,073	7,073	-	**82,944**	**84,872**	**1,928**
Professional/Consulting Services																
5801 IT	-	583	583	583	583	583	583	583	583	583	583	583	-	**6,417**	7,000	583
5802 Audit & Taxes	-	-	-	1,533	1,533	1,533	-	-	-	-	-	-	-	**4,600**	4,600	-
5803 Legal	-	167	167	167	167	167	167	167	167	167	167	167	-	**1,833**	2,000	167
5804 Professional Development	-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	**10,000**	10,000	-
5805 General Consulting	-	-	700	700	700	700	700	700	700	700	700	700	-	**7,000**	7,000	-
5806 Special Activities/Field Trips	-	-	-	-	-	733	733	733	-	-	-	-	-	**2,200**	2,200	-
5807 Bank Charges	115	-	150	150	150	150	150	150	150	150	150	150	-	**1,615**	1,500	(115)
5808 Printing	132	-	20	20	20	20	20	20	20	20	20	20	-	**332**	200	(132)
5809 Other taxes and fees	154	-	320	320	320	320	320	320	320	320	320	320	-	**3,354**	3,200	(154)
5810 Payroll Service Fee	-	687	687	687	687	687	687	687	687	687	687	687	-	**7,553**	8,240	687
5811 Management Fee	-	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	-	**44,000**	48,000	4,000
5815 Public Relations/Recruitment	125	-	-	-	-	-	-	-	-	-	-	-	-	**125**	-	(125)
	526	5,437	7,627	9,160	9,160	9,893	8,360	8,360	7,627	7,627	7,627	7,627	-	**89,029**	**93,940**	**4,911**
Depreciation																
6900 Depreciation Expense	962	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	-	**12,878**	13,000	122
	962	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	-	**12,878**	**13,000**	**122**
Interest																
7438 Interest Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	**148,943**	**147,138**	**148,495**	**150,028**	**150,028**	**150,761**	**146,306**	**146,036**	**144,764**	**144,495**	**144,495**	**144,495**	-	**1,765,982**	**1,755,663**	**(10,319)**
Monthly Surplus (Deficit)	**(126,580)**	**7,511**	**(44,522)**	**15,156**	**(11,303)**	**14,932**	**77,428**	**(16,170)**	**22,457**	**33,730**	**156,241**	**101,396**	**209,211**	**439,489**	**395,174**	**44,315**
Cash Flow Adjustments															7.823	
Monthly Surplus (Deficit)	(126,580)	7,511	(44,522)	15,156	(11,303)	14,932	77,428	(16,170)	22,457	33,730	156,241	101,396	209,211	**439,489**	*Coverage 1.20*	
Cash flows from operating activities																
Depreciation/Amortization	962	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	1,083	-	**12,878**		
Public Funding Receivables	-	-	-	-	-	-	-	-	-	-	-	-	(209,211)	**(209,211)**		
Due To/From Related Parties	100,330	-	-	-	-	-	-	-	-	-	-	149,314	-	**249,644**		
Prepaid Expenses	(8,262)	-	-	-	-	-	-	-	-	-	-	-	-	**(8,262)**		
Accounts Payable	(1,151)	-	-	-	-	-	-	-	-	-	-	-	-	**(1,151)**		
Accrued Expenses	13,566	-	-	-	-	-	-	-	-	-	-	-	-	**13,566**		
Total Change in Cash	(21,135)	8,595	(43,439)	16,240	(10,220)	16,015	78,512	(15,086)	23,541	34,813	157,324	251,794				
Cash, Beginning of Month	386,721	365,586	374,181	330,742	346,981	336,761	352,776	431,288	416,202	439,742	474,556	631,880				
Cash, End of Month	**365,586**	**374,181**	**330,742**	**346,981**	**336,761**	**352,776**	**431,288**	**416,202**	**439,742**	**474,556**	**631,880**	**883,674**	**183**	**DCOH**		

Teach Academy of Technology

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	$ -	$ -	$ -	$ -	-	$ -	$ 2,722,357
Education Protection Account	-	-	-	-	-	-	840,161
In Lieu of Property Taxes	76,462	-	76,462	76,462	-	76,462	1,202,948
Total State Aid - Revenue Limit	76,462	-	76,462	76,462	-	76,462	4,765,466
Federal Revenue							
Special Education - Entitlement	6,968	-	6,968	6,968	-	6,968	82,436
Federal Child Nutrition	-	-	-	-	-	-	347,078
Title I, Part A - Basic Low Income	-	-	-	-	-	-	198,803
Title II, Part A - Teacher Quality	-	-	-	-	-	-	24,076
Other Federal Revenue	-	-	-	-	-	-	1,098,805
Total Federal Revenue	6,968	-	6,968	6,968	-	6,968	1,751,199
Other State Revenue							
State Special Education	17,959	-	17,959	17,959	-	17,959	264,219
State Child Nutrition	-	-	-	-	-	-	32,852
School Facilities (SB740)	-	-	-	-	-	-	460,755
Mandated Cost	-	-	-	-	-	-	7,325
State Lottery	-	-	-	-	-	-	87,509
Other State Revenue	-	322,458	(322,458)	-	322,458	(322,458)	465,904
Total Other State Revenue	17,959	322,458	(304,499)	17,959	322,458	(304,499)	1,318,564
Other Local Revenue							
Other Fees and Contracts	2,715	-	2,715	2,715	-	2,715	-
Total Other Local Revenue	2,715	-	2,715	2,715	-	2,715	-
Total Revenues	**$ 104,104**	**$ 322,458**	**$ (218,354)**	**$ 104,104**	**$ 322,458**	**$ (218,354)**	**$ 7,835,229**
Expenses							
Certificated Salaries							
Teachers' Salaries	$ 37,210	$ 50,840	$ 13,630	$ 37,210	$ 50,840	$ 13,630	$ 1,211,511
Teachers' Substitute Hours	-	8,331	8,331	-	8,331	8,331	99,971
Pupil Support Salaries	9,417	14,736	5,319	9,417	14,736	5,319	176,828
Administrators' Salaries	9,333	9,333	(0)	9,333	9,333	(0)	112,000
Other Certificated Salaries	1,915	5,677	3,762	1,915	5,677	3,762	68,127
Total Certificated Salaries	57,875	88,917	31,042	57,875	88,917	31,042	1,668,437
Classified Salaries							
Instructional Salaries	8,693	21,111	12,418	8,693	21,111	12,418	429,907
Support Salaries	-	5,027	5,027	-	5,027	5,027	60,320
Supervisors' and Administrators' Salaries	-	3,481	3,481	-	3,481	3,481	41,767
Clerical and Office Staff Salaries	7,564	10,193	2,629	7,564	10,193	2,629	122,320
Other Classified Salaries	14,813	9,707	(5,107)	14,813	9,707	(5,107)	116,480
Total Classified Salaries	31,071	49,519	18,448	31,071	49,519	18,448	770,794
Benefits							
State Teachers' Retirement System, certificated posi	9,793	14,245	4,452	9,793	14,245	4,452	267,284
Public Employees' Retirement System, classified posi	6,128	11,394	5,266	6,128	11,394	5,266	177,360
OASDI/Medicare/Alternative, certificated positions	1,918	3,070	1,152	1,918	3,070	1,152	47,789
Medicare/Alternative, certificated positions	1,287	2,007	720	1,287	2,007	720	35,369
Health and Welfare Benefits, certificated positions	7,562	14,625	7,063	7,562	14,625	7,063	175,500
State Unemployment Insurance, certificated positior	181	1,103	922	181	1,103	922	22,050
Workers' Compensation Insurance, certificated posit	1,175	1,938	763	1,175	1,938	763	34,149
Other Benefits, certificated positions	387	1,022	635	387	1,022	635	18,000
Total Benefits	28,429	49,403	20,974	28,429	49,403	20,974	777,501

Teach Academy of Technology

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Materials	-	-	-	-	-	-	69,400
Books and Reference Materials	-	120	120	-	120	120	600
School Supplies	-	1,633	1,633	-	1,633	1,633	19,600
Software	9,711	6,250	(3,461)	9,711	6,250	(3,461)	75,000
Office Expense	177	1,500	1,323	177	1,500	1,323	18,000
Business Meals	-	8	8	-	8	8	100
Noncapitalized Equipment	728	-	(728)	728	-	(728)	214,100
Food Services	-	-	-	-	-	-	379,930
Total Books & Supplies	10,616	9,512	(1,104)	10,616	9,512	(1,104)	776,730
Subagreement Services							
Nursing	-	17	17	-	17	17	200
Special Education	-	-	-	-	-	-	178,700
Substitute Teacher	-	-	-	-	-	-	700
Security	1,625	-	(1,625)	1,625	-	(1,625)	29,600
Other Educational Consultants	-	-	-	-	-	-	766,572
Total Subagreement Services	1,625	17	(1,608)	1,625	17	(1,608)	975,772
Operations & Housekeeping							
Dues & Memberships	-	83	83	-	83	83	1,000
Insurance	5,356	5,900	544	5,356	5,900	544	70,800
Utilities	-	3,300	3,300	-	3,300	3,300	39,600
Janitorial Services	1,469	1,450	(19)	1,469	1,450	(19)	17,400
Communications	3,841	3,892	51	3,841	3,892	51	46,700
Postage and Shipping	-	-	-	-	-	-	3,000
Total Operations & Housekeeping	10,666	14,625	3,959	10,666	14,625	3,959	178,500
Facilities, Repairs & Other Leases							
Rent	71,786	72,748	962	71,786	72,748	962	872,972
Additional Rent	-	(962)	(962)	-	(962)	(962)	(11,544)
Equipment Leases	-	3,675	3,675	-	3,675	3,675	44,100
Other Leases	-	25	25	-	25	25	300
Real/Personal Property Taxes	-	75	75	-	75	75	900
Repairs and Maintenance	1,143	1,917	774	1,143	1,917	774	23,000
Total Facilities, Repairs & Other Leases	72,929	77,477	4,549	72,929	77,477	4,549	929,729
Professional/Consulting Services							
IT	-	142	142	-	142	142	1,700
Audit & Taxes	-	-	-	-	-	-	11,800
Legal	-	433	433	-	433	433	5,200
Professional Development	-	-	-	-	-	-	44,076
General Consulting	-	-	-	-	-	-	6,300
Special Activities/Field Trips	-	-	-	-	-	-	35,000
Bank Charges	-	-	-	-	-	-	100
Printing	3,546	-	(3,546)	3,546	-	(3,546)	4,600
Other Taxes and Fees	-	-	-	-	-	-	5,000
Payroll Service Fee	-	258	258	-	258	258	3,100
Management Fee	16,842	73,455	56,613	16,842	73,455	56,613	881,463
District Oversight Fee	2,793	-	(2,793)	2,793	-	(2,793)	47,655
County Fees	-	-	-	-	-	-	7,800
SPED Encroachment	16,314	-	(16,314)	16,314	-	(16,314)	268,446
Public Relations/Recruitment	-	-	-	-	-	-	8,700
Total Professional/Consulting Services	39,495	74,289	34,793	39,495	74,289	34,793	1,330,940

Teach Academy of Technology

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Depreciation							
Depreciation Expense	11,389	9,625	(1,764)	11,389	9,625	(1,764)	115,500
Total Depreciation	11,389	9,625	(1,764)	11,389	9,625	(1,764)	115,500
Interest							
Interest Expense	1,288	-	(1,288)	1,288	-	(1,288)	-
Total Interest	1,288	-	(1,288)	1,288	-	(1,288)	-
Total Expenses	**$ 265,383**	**$ 373,383**	**$ 108,000**	**$ 265,383**	**$ 373,383**	**$ 108,000**	**$ 7,523,902**
Change in Net Assets	**(161,279)**	**(50,925)**	**(110,354)**	**(161,279)**	**(50,925)**	**(110,354)**	**311,327**
Net Assets, Beginning of Period	4,832,841			4,832,841			
Net Assets, End of Period	**4,671,563**			**4,671,563**			

Teach Tech High School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,764,906
Education Protection Account	-	-	-	-	-	-	91,200
In Lieu of Property Taxes	69,637	-	69,637	69,637	-	69,637	1,297,562
Total State Aid - Revenue Limit	69,637	-	69,637	69,637	-	69,637	6,153,668
Federal Revenue							
Special Education - Entitlement	6,346	-	6,346	6,346	-	6,346	88,920
Federal Child Nutrition	-	-	-	-	-	-	362,601
Title I, Part A - Basic Low Income	-	-	-	-	-	-	160,989
Title II, Part A - Teacher Quality	-	-	-	-	-	-	19,962
Other Federal Revenue	-	-	-	-	-	-	889,804
Total Federal Revenue	6,346	-	6,346	6,346	-	6,346	1,522,276
Other State Revenue							
State Special Education	16,356	-	16,356	16,356	-	16,356	285,000
State Child Nutrition	-	-	-	-	-	-	34,321
School Facilities (SB740)	-	-	-	-	-	-	496,994
Mandated Cost	-	-	-	-	-	-	18,830
State Lottery	-	-	-	-	-	-	94,392
Other State Revenue	-	358,017	(358,017)	-	358,017	(358,017)	358,017
Total Other State Revenue	16,356	358,017	(341,661)	16,356	358,017	(341,661)	1,287,555
Total Revenues	**$ 92,339**	**$ 358,017**	**$ (265,678)**	**$ 92,339**	**$ 358,017**	**$ (265,678)**	**$ 8,963,499**
Expenses							
Certificated Salaries							
Teachers' Salaries	$ 33,704	$ 30,620	$ (3,084)	$ 33,704	$ 30,620	$ (3,084)	$ 1,309,873
Teachers' Substitute Hours	-	9,635	9,635	-	9,635	9,635	115,621
Teachers' Extra Duty/Stipends	1,500	-	(1,500)	1,500	-	(1,500)	-
Pupil Support Salaries	14,997	9,111	(5,886)	14,997	9,111	(5,886)	109,334
Administrators' Salaries	15,500	26,740	11,240	15,500	26,740	11,240	320,882
Other Certificated Salaries	8,187	16,814	8,627	8,187	16,814	8,627	201,772
Total Certificated Salaries	73,888	92,921	19,032	73,888	92,921	19,032	2,057,481
Classified Salaries							
Instructional Salaries	4,842	26,286	21,444	4,842	26,286	21,444	341,714
Support Salaries	-	3,623	3,623	-	3,623	3,623	86,944
Supervisors' and Administrators' Salaries	-	3,344	3,344	-	3,344	3,344	40,129
Clerical and Office Staff Salaries	7,094	14,310	7,216	7,094	14,310	7,216	171,714
Other Classified Salaries	11,227	7,064	(4,163)	11,227	7,064	(4,163)	84,770
Total Classified Salaries	23,163	54,626	31,463	23,163	54,626	31,463	725,272
Benefits							
State Teachers' Retirement System, certificat	12,248	14,886	2,638	12,248	14,886	2,638	329,609
OASDI/Medicare/Alternative, certificated pos	1,516	3,387	1,871	1,516	3,387	1,871	44,967
Medicare/Alternative, certificated positions	1,394	2,139	746	1,394	2,139	746	40,350
Health and Welfare Benefits, certificated pos	15,731	18,417	2,685	15,731	18,417	2,685	221,000
State Unemployment Insurance, certificated	488	1,348	860	488	1,348	860	26,950
Workers' Compensation Insurance, certificate	1,340	2,066	725	1,340	2,066	725	38,959
Other Benefits, certificated positions	1,624	1,485	(139)	1,624	1,485	(139)	28,000
Total Benefits	34,341	43,727	9,386	34,341	43,727	9,386	729,834

Teach Tech High School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Materials	1,815	-	(1,815)	1,815	-	(1,815)	150,000
Books and Reference Materials	-	15,000	15,000	-	15,000	15,000	75,000
School Supplies	332	7,823	7,491	332	7,823	7,491	93,878
Software	9,468	16,667	7,199	9,468	16,667	7,199	200,000
Office Expense	2,400	3,750	1,350	2,400	3,750	1,350	45,000
Noncapitalized Equipment	4,910	-	(4,910)	4,910	-	(4,910)	300,000
Food Services	-	-	-	-	-	-	396,922
Total Books & Supplies	18,925	43,240	24,315	18,925	43,240	24,315	1,260,801
Subagreement Services							
Special Education	-	-	-	-	-	-	250,000
Substitute Teacher	-	-	-	-	-	-	7,400
Transportation	360	-	(360)	360	-	(360)	100
Security	1,037	-	(1,037)	1,037	-	(1,037)	18,000
Other Educational Consultants	-	-	-	-	-	-	303,017
Total Subagreement Services	1,397	-	(1,397)	1,397	-	(1,397)	578,517
Operations & Housekeeping							
Auto and Travel	-	-	-	-	-	-	700
Dues & Memberships	-	92	92	-	92	92	1,100
Insurance	5,777	6,025	248	5,777	6,025	248	72,300
Utilities	421	6,192	5,771	421	6,192	5,771	74,300
Janitorial Services	2,125	2,292	166	2,125	2,292	166	27,500
Communications	3,841	8,333	4,493	3,841	8,333	4,493	100,000
Postage and Shipping	-	-	-	-	-	-	1,500
Total Operations & Housekeeping	12,164	22,933	10,770	12,164	22,933	10,770	277,400
Facilities, Repairs & Other Leases							
Rent	61,756	61,769	13	61,756	61,769	13	741,228
Additional Rent	-	(13)	(13)	-	(13)	(13)	(151)
Equipment Leases	-	50	50	-	50	50	600
Real/Personal Property Taxes	-	125	125	-	125	125	1,500
Repairs and Maintenance	1,365	12,500	11,135	1,365	12,500	11,135	150,000
Total Facilities, Repairs & Other Leases	63,121	74,431	11,310	63,121	74,431	11,310	893,177
Professional/Consulting Services							
IT	-	75	75	-	75	75	900
Audit & Taxes	-	-	-	-	-	-	11,700
Legal	-	17	17	-	17	17	200
Professional Development	-	-	-	-	-	-	64,962
General Consulting	-	-	-	-	-	-	25,000
Special Activities/Field Trips	-	-	-	-	-	-	75,000
Printing	-	-	-	-	-	-	25,400
Other Taxes and Fees	-	-	-	-	-	-	3,100
Payroll Service Fee	-	300	300	-	300	300	3,600
Management Fee	15,811	84,033	68,222	15,811	84,033	68,222	1,008,394
District Oversight Fee	3,048	-	(3,048)	3,048	-	(3,048)	61,537
County Fees	-	-	-	-	-	-	7,200
SPED Encroachment	14,858	-	(14,858)	14,858	-	(14,858)	289,560
Public Relations/Recruitment	-	-	-	-	-	-	6,500
Total Professional/Consulting Services	33,717	84,424	50,708	33,717	84,424	50,708	1,583,052

Teach Tech High School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Depreciation							
Depreciation Expense	3,378	4,625	1,247	3,378	4,625	1,247	55,500
Total Depreciation	3,378	4,625	1,247	3,378	4,625	1,247	55,500
Total Expenses	**$ 264,094**	**$ 420,927**	**$ 156,833**	**$ 264,094**	**$ 420,927**	**$ 156,833**	**$ 8,161,034**
Change in Net Assets	**(171,755)**	**(62,910)**	**(108,845)**	**(171,755)**	**(62,910)**	**(108,845)**	**802,465**
Net Assets, Beginning of Period	4,027,814			4,027,814			
Net Assets, End of Period	**$ 3,856,058**			**$ 3,856,058**			

Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,266,779
Education Protection Account	-	-	-	-	-	-	51,490
In Lieu of Property Taxes	31,431	-	31,431	31,431	-	31,431	732,582
Total State Aid - Revenue Limit	31,431	-	31,431	31,431	-	31,431	3,050,851
Federal Revenue							
Special Education - Entitlement	2,864	-	2,864	2,864	-	2,864	50,203
Federal Child Nutrition	-	-	-	-	-	-	207,904
Title I, Part A - Basic Low Income	-	-	-	-	-	-	52,400
Title II, Part A - Teacher Quality	-	-	-	-	-	-	6,749
Other Federal Revenue	-	-	-	-	-	-	368,363
Total Federal Revenue	2,864	-	2,864	2,864	-	2,864	685,618
Other State Revenue							
State Special Education	7,382	-	7,382	7,382	-	7,382	160,906
State Child Nutrition	-	-	-	-	-	-	19,679
School Facilities (SB740)	-	-	-	-	-	-	280,595
Mandated Cost	-	-	-	-	-	-	3,107
State Lottery	-	-	-	-	-	-	53,292
Other State Revenue	-	142,948	(142,948)	-	142,948	(142,948)	142,948
Total Other State Revenue	7,382	142,948	(135,566)	7,382	142,948	(135,566)	660,527
Total Revenues	**$ 41,677**	**$ 142,948**	**$ (101,271)**	**$ 41,677**	**$ 142,948**	**$ (101,271)**	**$ 4,396,996**
Expenses							
Certificated Salaries							
Teachers' Salaries	$ 34,687	$ 15,831	$ (18,857)	$ 34,687	$ 15,831	$ (18,857)	$ 680,951
Teachers' Substitute Hours	-	4,058	4,058	-	4,058	4,058	48,695
Teachers' Extra Duty/Stipends	-	1,250	1,250	-	1,250	1,250	15,000
Pupil Support Salaries	-	2,361	2,361	-	2,361	2,361	28,333
Administrators' Salaries	8,833	8,773	(61)	8,833	8,773	(61)	105,272
Other Certificated Salaries	1,915	5,000	3,085	1,915	5,000	3,085	60,000
Total Certificated Salaries	45,435	37,272	(8,163)	45,435	37,272	(8,163)	938,252
Classified Salaries							
Instructional Salaries	8,760	16,572	7,812	8,760	16,572	7,812	215,432
Support Salaries	-	4,853	4,853	-	4,853	4,853	58,240
Supervisors' and Administrators' Salaries	-	-	-	-	-	-	25,360
Clerical and Office Staff Salaries	3,940	4,853	913	3,940	4,853	913	58,240
Other Classified Salaries	2,583	4,853	2,270	2,583	4,853	2,270	58,240
Total Classified Salaries	15,283	31,132	15,848	15,283	31,132	15,848	415,511
Benefits							
State Teachers' Retirement System, certificated pos	7,688	5,971	(1,717)	7,688	5,971	(1,717)	150,308
OASDI/Medicare/Alternative, certificated positions	940	1,930	991	940	1,930	991	25,762
Medicare/Alternative, certificated positions	867	992	125	867	992	125	19,630
Health and Welfare Benefits, certificated positions	6,694	9,208	2,515	6,694	9,208	2,515	110,500
State Unemployment Insurance, certificated positic	-	760	760	-	760	760	15,190
Workers' Compensation Insurance, certificated posi	652	958	306	652	958	306	18,953
Other Benefits, certificated positions	1,130	758	(372)	1,130	758	(372)	15,000
Total Benefits	17,970	20,576	2,607	17,970	20,576	2,607	355,342

Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Materials	-	-	-	-	-	-	100,000
Books and Reference Materials	-	8,000	8,000	-	8,000	8,000	40,000
School Supplies	6,033	7,138	1,105	6,033	7,138	1,105	85,658
Software	11,055	10,417	(638)	11,055	10,417	(638)	125,000
Office Expense	-	3,333	3,333	-	3,333	3,333	40,000
Business Meals	-	8	8	-	8	8	100
Noncapitalized Equipment	611	-	(611)	611	-	(611)	150,000
Food Services	-	-	-	-	-	-	227,582
Total Books & Supplies	17,698	28,897	11,198	17,698	28,897	11,198	768,341
Subagreement Services							
Special Education	-	-	-	-	-	-	125,000
Substitute Teacher	-	-	-	-	-	-	2,300
Security	287	-	(287)	287	-	(287)	12,400
Other Educational Consultants	-	-	-	-	-	-	5,400
Total Subagreement Services	287	-	(287)	287	-	(287)	145,100
Operations & Housekeeping							
Auto and Travel	-	-	-	-	-	-	400
Dues & Memberships	-	125	125	-	125	125	1,500
Insurance	3,262	2,667	(595)	3,262	2,667	(595)	32,000
Utilities	-	1,250	1,250	-	1,250	1,250	15,000
Janitorial Services	880	1,092	211	880	1,092	211	13,100
Communications	3,984	4,167	183	3,984	4,167	183	50,000
Postage and Shipping	-	-	-	-	-	-	400
Total Operations & Housekeeping	8,126	9,300	1,174	8,126	9,300	1,174	112,400
Facilities, Repairs & Other Leases							
Rent	46,486	46,598	111	46,486	46,598	111	559,172
Equipment Leases	-	492	492	-	492	492	5,900
Real/Personal Property Taxes	-	67	67	-	67	67	800
Repairs and Maintenance	1,405	3,917	2,512	1,405	3,917	2,512	47,000
Total Facilities, Repairs & Other Leases	47,891	51,073	3,181	47,891	51,073	3,181	612,872
Professional/Consulting Services							
IT	-	92	92	-	92	92	1,100
Audit & Taxes	-	-	-	-	-	-	18,000
Legal	-	8	8	-	8	8	100
Professional Development	-	-	-	-	-	-	51,749
General Consulting	876	-	(876)	876	-	(876)	11,800
Printing	-	-	-	-	-	-	28,900
Other Taxes and Fees	-	-	-	-	-	-	100
Payroll Service Fee	-	375	375	-	375	375	4,500
Management Fee	6,803	41,222	34,419	6,803	41,222	34,419	494,662
District Oversight Fee	1,225	-	(1,225)	1,225	-	(1,225)	30,509
County Fees	-	-	-	-	-	-	8,100
SPED Encroachment	6,706	-	(6,706)	6,706	-	(6,706)	163,481
Public Relations/Recruitment	-	-	-	-	-	-	8,200
Total Professional/Consulting Services	15,609	41,697	26,087	15,609	41,697	26,087	821,200

Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Depreciation							
Depreciation Expense	2,801	3,192	391	2,801	3,192	391	38,300
Total Depreciation	2,801	3,192	391	2,801	3,192	391	38,300
Total Expenses	**$ 171,101**	**$ 223,138**	**$ 52,037**	**$ 171,100**	**$ 223,138**	**$ 52,037**	**$ 4,207,318**
Change in Net Assets	**(129,424)**	**(80,190)**	**(49,234)**	**(129,423)**	**(80,190)**	**(49,234)**	**189,678**
Net Assets, Beginning of Period	1,211,833			1,211,833			
Net Assets, End of Period	**$ 1,082,408**			**$ 1,082,408**			

Teach Public Schools

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
Other Local Revenue							
Other Fees and Contracts	22,363	78,225	(55,862)	22,363	78,225	(55,862)	2,150,837
Total Other Local Revenue	22,363	78,225	(55,862)	22,363	78,225	(55,862)	2,150,837
Total Revenues	**$ 22,363**	**$ 78,225**	**$ (55,862)**	**$ 22,363**	**$ 78,225**	**$ (55,862)**	**$ 2,150,837**
Expenses							
Certificated Salaries							
Teachers' Substitute Hours	-	30,375	30,375	-	30,375	30,375	30,375
Administrators' Salaries	64,718	50,625	(14,093)	64,718	50,625	(14,093)	607,504
Total Certificated Salaries	64,718	81,001	16,283	64,718	81,001	16,283	637,879
Classified Salaries							
Support Salaries	3,240	12,950	9,710	3,240	12,950	9,710	12,950
Supervisors' and Administrators' Salaries	26,392	25,833	(558)	26,392	25,833	(558)	310,000
Clerical and Office Staff Salaries	7,583	5,833	(1,750)	7,583	5,833	(1,750)	70,000
Other Classified Salaries	8,992	7,000	(1,992)	8,992	7,000	(1,992)	84,000
Total Classified Salaries	46,207	51,617	5,410	46,207	51,617	5,410	476,950
Benefits							
State Teachers' Retirement System, certificated positions	9,111	12,976	3,865	9,111	12,976	3,865	102,188
OASDI/Medicare/Alternative, certificated positions	2,804	3,200	396	2,804	3,200	396	29,571
Medicare/Alternative, certificated positions	1,570	1,923	353	1,570	1,923	353	16,165
Health and Welfare Benefits, certificated positions	6,715	7,500	785	6,715	7,500	785	90,000
State Unemployment Insurance, certificated positions	348	270	(79)	348	270	(79)	5,390
Workers' Compensation Insurance, certificated positions	537	1,857	1,320	537	1,857	1,320	15,608
Other Benefits, certificated positions	3,041	4,758	1,717	3,041	4,758	1,717	40,000
Total Benefits	24,127	32,484	8,357	24,127	32,484	8,357	298,922
Books & Supplies							
School Supplies	-	583	583	-	583	583	7,000
Software	108	1,000	892	108	1,000	892	12,000
Office Expense	4,295	3,333	(961)	4,295	3,333	(961)	40,000
Business Meals	-	167	167	-	167	167	2,000
Noncapitalized Equipment	212	-	(212)	212	-	(212)	20,000
Total Books & Supplies	4,615	5,083	468	4,615	5,083	468	81,000
Subagreement Services							
Transportation	-	-	-	-	-	-	100
Security	-	-	-	-	-	-	4,000
Total Subagreement Services	-	-	-	-	-	-	4,100
Operations & Housekeeping							
Auto and Travel	-	-	-	-	-	-	9,000
Dues & Memberships	-	250	250	-	250	250	3,000
Insurance	-	500	500	-	500	500	6,000
Utilities	-	1,333	1,333	-	1,333	1,333	16,000
Janitorial Services	-	1,000	1,000	-	1,000	1,000	12,000
Communications	2,025	1,167	(859)	2,025	1,167	(859)	14,000
Postage and Shipping	618	-	(618)	618	-	(618)	5,000
Total Operations & Housekeeping	2,643	4,250	1,607	2,643	4,250	1,607	65,000
Facilities, Repairs & Other Leases							
Rent	5,000	5,000	-	5,000	5,000	-	60,000
Additional Rent	-	100	100	-	100	100	1,205
Equipment Leases	-	292	292	-	292	292	3,500
Other Leases	-	83	83	-	83	83	1,000
Real/Personal Property Taxes	-	347	347	-	347	347	4,167
Repairs and Maintenance	145	1,250	1,105	145	1,250	1,105	15,000
Total Facilities, Repairs & Other Leases	5,145	7,073	1,928	5,145	7,073	1,928	84,872

Teach Public Schools

Budget vs Actual

For the period ended July 31, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Professional/Consulting Services							
IT	-	583	583	-	583	583	7,000
Audit & Taxes	-	-	-	-	-	-	4,600
Legal	-	167	167	-	167	167	2,000
Professional Development	-	-	-	-	-	-	10,000
General Consulting	-	-	-	-	-	-	7,000
Special Activities/Field Trips	-	-	-	-	-	-	2,200
Bank Charges	115	-	(115)	115	-	(115)	1,500
Printing	132	-	(132)	132	-	(132)	200
Other Taxes and Fees	154	-	(154)	154	-	(154)	3,200
Payroll Service Fee	-	687	687	-	687	687	8,240
Management Fee	-	4,000	4,000	-	4,000	4,000	48,000
Public Relations/Recruitment	125	-	(125)	125	-	(125)	-
Total Professional/Consulting Services	526	5,437	4,911	526	5,437	4,911	93,940
Depreciation							
Depreciation Expense	962	1,083	122	962	1,083	122	13,000
Total Depreciation	962	1,083	122	962	1,083	122	13,000
Total Expenses	**$ 148,943**	**$ 188,027**	**$ 39,084**	**$ 148,943**	**$ 188,027**	**$ 39,084**	**$ 1,755,663**
Change in Net Assets	**(126,580)**	**(109,802)**	**(16,778)**	**(126,580)**	**(109,802)**	**(16,778)**	**395,174**
Net Assets, Beginning of Period	554,760			554,760			
Net Assets, End of Period	**$ 428,180**			**$ 428,180**			

C & M LLC

Statement of Activities

For the period ended July 31, 2021

	Current Period Actual	Current Year Actual
Revenues		
Other Local Revenue		
Lease and Rental Income	$ 71,786	$ 71,786
Interest Revenue	375	375
Unrealized Gain/Loss on FMV of Investments	6,612	6,612
Total Other Local Revenue	78,772	78,772
Total Revenues	**$ 78,772**	**$ 78,772**
Expenses		
Operations & Housekeeping		
Bond Amortization Expense	$ 712	$ 712
Total Operations & Housekeeping	712	712
Depreciation		
Depreciation Expense	24,561	24,561
Total Depreciation	24,561	24,561
Interest		
Interest Expense	59,803	59,803
Total Interest	59,803	59,803
Total Expenses	**$ 85,076**	**$ 85,076**
Change in Net Assets	**(6,303)**	**(6,303)**
Net Assets, Beginning of Period	(694,098)	(694,098)
Net Assets, End of Period	**$ (700,401)**	**$ (700,401)**

Wooten Avila

Statement of Activities

For the period ended July 31, 2021

	Current Period Actual	Current Year Actual
Revenues		
Other Local Revenue		
Lease and Rental Income	$ 108,243	$ 108,243
Interest Revenue	546	546
Unrealized Gain/Loss on FMV of Investments	8,310	8,310
Total Other Local Revenue	117,099	117,099
Total Revenues	**$ 117,099**	**$ 117,099**
Expenses		
Operations & Housekeeping		
Bond Amortization Expense	$ 1,050	$ 1,050
Total Operations & Housekeeping	1,050	1,050
Depreciation		
Depreciation Expense	59,291	59,291
Total Depreciation	59,291	59,291
Interest		
Interest Expense	88,129	88,129
Total Interest	88,129	88,129
Total Expenses	**$ 148,471**	**$ 148,471**
Change in Net Assets	**(31,372)**	**(31,372)**
Net Assets, Beginning of Period	(834,717)	(834,717)
Net Assets, End of Period	**$ (866,088)**	**$ (866,088)**

TEACH Foundation, Inc

Statement of Activities

For the period ended July 31, 2021

	Current Period Actual	Current Year Actual
Revenues		
Total Revenues	**$ -**	**$ -**
Expenses		
Total Expenses	**$ -**	**$ -**
Net Assets, Beginning of Period	2,337	2,337
Net Assets, End of Period	**$ 2,337**	**$ 2,337**

TEACH, Inc.

Statement of Financial Position

July 31, 2021

	Teach Academy of Technology	Teach Tech High School	Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School	Teach Public Schools	C & M LLC	Wooten Avila, LLC	TEACH Foundation, Inc	Eliminations	Combined
Assets									
Current Assets									
Cash & Cash Equivalents	$ 2,673,553	$ 1,780,001	$ 168,595	$ 365,586	$ 90,823	$ 259,613	$ -		$ 5,338,171
Accounts Receivable	425,877	208,037	105,071	-	-	-	2,337		741,322
Interest Receivable	-	-	-	-	1,691	1,411	-		3,103
Public Funding Receivables	1,080,479	1,821,365	932,318	-	-	-	-		3,834,162
Due To/From Related Parties	128,017	(40,956)	(236,376)	149,314	-	-	-		(0)
Prepaid Expenses	142,419	93,347	86,811	15,324	-	-	-		337,901
Total Current Assets	**4,450,346**	**3,861,795**	**1,056,419**	**530,224**	**92,515**	**261,024**	**2,337**		**10,254,659**
Long-Term Assets									
Property & Equipment, Net	1,214,661	148,915	161,701	54,281	9,729,112	20,044,704	-		31,353,373
Deposits	5,000	162,517	99,750	20,895	-	3,625	-	(141,967)	149,820
Deferred Lease Asset	-	-	-	-	213,860	(56,680)	-	(157,180)	-
Investments	-	-	-	-	563,609	1,927,784	-		2,491,393
Securities	-	-	-	-	583,654	874,222	-		1,457,876
Securities Premium	-	-	-	-	2,096	(2,547)	-		(452)
Total Long Term Assets	**1,219,661**	**311,432**	**261,451**	**75,176**	**11,092,331**	**22,791,107**	**-**	**(299,147)**	**35,452,011**
Total Assets	**$ 5,670,006**	**$ 4,173,226**	**$ 1,317,870**	**$ 605,400**	**$ 11,184,846**	**$ 23,052,132**	**$ 2,337**	**$ (299,147)**	45,706,670
Liabilities									
Current Liabilities									
Accounts Payable	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -
Accrued Liabilities	165,430	143,761	81,551	177,220	-	-	-		567,961
Interest Payable	-	-	-	-	118,434	92,333	-		210,768
Deferred Revenue	401,944	229,955	114,041	-	-	108,416	-		854,356
Deferred Rent, Current Portio	10,823	-	(133)	-	-	-	-	(10,690)	-
Notes Payable, Current Portio	53,194	-	-	-	-	-	-		53,194
Total Current Liabilities	**631,391**	**373,716**	**195,459**	**177,220**	**118,434**	**200,750**	**-**	**(10,690)**	**1,686,279**
Long-Term Liabilities									
Deferred Rent, Net of Curren	203,037	(56,548)	-	-	-	-	-	(146,489)	-
Notes Payable, Net of Currer	164,015	-	40,002	-	-	-	-		204,017
Bonds Payable	-	-	-	-	12,220,000	22,185,000	-		34,405,000
Bond Issue Costs	-	-	-	-	(250,805)	(465,265)	-		(716,071)
Discount on Bonds	-	-	-	-	(202,382)	-	-		(202,382)
Premium on Bonds					-	1,855,769			1,855,769
Other Long-Term Liabilities	-	-	-	-	-	141,967	-	(141,967)	-
Total Long-Term Liabilities	**367,053**	**(56,548)**	**40,002**	**-**	**11,766,813**	**23,717,471**	**-**	**(288,456)**	**35,546,334**
Total Liabilities	**$ 998,444**	**$ 317,168**	**$ 235,461**	**$ 177,220**	**$ 11,885,247**	**$ 23,918,220**	**$ -**	**$ (299,147)**	**$ 37,232,613**
Total Net Assets	4,671,563	3,856,058	1,082,408	428,180	(700,401)	(866,088)	2,337	-	8,474,057
Total Liabilities and Net Assets	**$ 5,670,006**	**$ 4,173,226**	**$ 1,317,870**	**$ 605,400**	**$ 11,184,846**	**$ 23,052,132**	**$ 2,337**	**$ (299,147)**	**$ 45,706,670**

Teach Academy of Technology

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
62734	Aflac	Supplemental Ins - 06/21	7/1/2021	$ 1,665.04
62735	California Dental Network, Inc.	Dental Ins - 07/21	7/1/2021	514.53
62736	Kaiser Foundation Health Plan	Health Ins - 07/21	7/1/2021	40,109.22
62737	Mutual of Omaha	Life and AD&D Ins - 07/21	7/1/2021	2,354.16
62738	TASC	Participant Fee - 08/01/21 - 10/31/21	7/1/2021	225.00
62739	Asset Panda, LLC	Panda Subscription - 06/10/21 - 06/10/22	7/2/2021	5,065.70
62740	Charter Impact, Inc.	FedEx Reimb & Rush Processing Fee - 05/21	7/2/2021	819.52
62741	Coast Chem Exterminating	Extermination Svcs	7/2/2021	5,450.00
62742	Comprehensive Therapy Associates Inc	SpEd Svcs - 05/21	7/2/2021	10,202.50
62743	iKreate Design & Print LLC	Printing Svcs	7/2/2021	657.00
62744	Ontario Refrigeration	Maintenance Svcs	7/2/2021	1,245.00
62745	Staples	HD Monitor - (20)& Office Supplies - Credit & Utility Sink - (2)	7/2/2021	4,261.45
62746	T-Mobile	Communication Svcs - 12 Months & 6 Months	7/2/2021	99,000.00
62747	TELESPEX	Telecom Hosting Svcs - 07/20/21 - 08/19/21	7/2/2021	1,135.17
62748	The School Planner Company	Student Planner (500)	7/2/2021	3,694.25
62749	Zoom Video Communications, Inc.	Cloud Recording - 05/18/21 - 07/17/21	7/2/2021	536.92
62750	Blue Shield of California	Health Ins - 07/21	7/6/2021	2,427.00
62751	Amazon Capital Services	Office Supplies	7/8/2021	1,801.15
62752	Amtech Elevator Services	Elevator Svcs - 07/01/21 - 09/30/21	7/8/2021	723.03
62753	Charter Impact, Inc.	Business Mgmt Svcs - 07/21	7/8/2021	17,167.00
62754	Chartersafe	25% Deposit - Package Premium & Workers Comp FY 21-22 & WC Liability Ins-08/21	7/8/2021	69,678.00
62755	Ontario Refrigeration	Maintenance Svcs	7/8/2021	4,482.00
62756	Orkin	Pest Control Svcs	7/8/2021	165.00
62757	ParentSquare, Inc.	ParentSquare Annual Subscription - 02/01/21 - 01/31/22	7/8/2021	4,915.00
62758	ReadyRefresh	Office Supplies	7/8/2021	68.89
62759	Reliable Building Maintenance LLC	Janitorial Supplies & Utility Cart - (2)	7/8/2021	886.91
62760	Verizon Wireless	Communication Svcs - 05/22/21 - 06/21/21	7/8/2021	503.47
62761	A B Print	Printing Svcs	7/14/2021	944.84
62762	A-Tech Systems	Fire Alarm Svcs - 06/21 - 08/21	7/14/2021	150.00
62763	AT&T	Communication Svcs - 05/28/21 - 06/27/21	7/14/2021	43.98
62764	Better 4 You Meals, Inc.	Meals - 06/21	7/14/2021	23,028.55
62765	Charter Impact, Inc.	FedEx Reimb & Rush Processing Fee - 06/21 & Payroll Processing Fee - 06/21	7/14/2021	1,477.64
62766	Google Voice Inc.	Google Telecom Subscription - 06/21	7/14/2021	1,755.40
62767	Michael's Uniforms	Apparel	7/14/2021	2,675.52
62768	Mike Green Fire Protection	Fire Sprinkler Repair Svcs	7/14/2021	495.00
62769	NWEA	MAP Growth Software	7/14/2021	10,232.00
62770	Western Avenue Community Action	Security Svcs - 06/13/21 - 07/15/21	7/16/2021	1,475.00
62771	iKreate Design & Print LLC	Printing Svcs	7/23/2021	3,460.20
62772	Staples Technology Solutions	Safespace Temperature Scanner & Scan Spaceware - (2)	7/23/2021	4,271.51
62773	Outfront Media LLC	Settlement - 08/21	7/27/2021	2,778.00
62774	A B Print	Printing Svcs	7/29/2021	730.99
62775	Aflac	Supplemental Ins - 07/21	7/29/2021	1,732.64
62776	Amazon Capital Services	Office Supplies & Graco Cart Paint Sprayer - (1)	7/29/2021	889.99
62777	Blue Shield of California	Health Ins - 08/21	7/29/2021	2,714.49
62778	California Dental Network, Inc.	Dental Ins - 08/21	7/29/2021	375.21
62779	Kaiser Foundation Health Plan	Health Ins - 08/21	7/29/2021	28,894.41
62780	KS Statebank	Rent - 08/21	7/29/2021	5,721.22
62781	Matthew Brown	Reimb - 07/20/21	7/29/2021	15.00

Teach Academy of Technology

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
62782	Mutual of Omaha	Life and AD&D Ins - 08/21	7/29/2021	2,346.66
62783	Next Gen Math LLC	Next Gen Math Subscription FY-21/22	7/29/2021	8,140.00
62784	Ontario Refrigeration	Maintenance Svcs	7/29/2021	420.00
62785	Zoom Video Communications, Inc.	Cloud Recording - 07/18/21 - 08/17/21	7/29/2021	522.50
ACH	LADWP - 4653	Utility Svcs - 4/28/21 - 5/27/21	7/1/2021	1,512.99
ACH	CALPERS	TAT PERS 06/21	7/1/2021	8,275.13
ACH	CALSTRS	TAT STRS 06/21	7/1/2021	43,975.79
ACH	Cell Business Equipment	Copier Lease 06/01/21-06/30/21	7/2/2021	3,745.41
ACH	LADWP - 0000	Utility Svcs - 05/28/21- 06/29/21	7/15/2021	143.28
ACH	LADWP - 7788	Utility Svcs - 05/28/21 - 06/29/21	7/15/2021	295.99
ACH	LADWP - 4569	Utility Svcs - 05/28/21-06/28/21	7/15/2021	1,555.06
ACH	LADWP - 7514	Utility Svcs - 06/01/21 - 06/29/21	7/16/2021	59.60
ACH	LADWP - 1536	Utility Svcs - 06/01/21 - 06/29/21	7/20/2021	955.65
ACH	Republic Services #902	Janitorial Svcs - 07/21	7/22/2021	594.31
ACH	Republic Services #902	Janitorial Svcs - 07/21	7/22/2021	875.18
ACH	Republic Services #902	Janitorial Svcs - 07/21	7/22/2021	880.46
ACH	LADWP - 4653	Utility Svcs - 05/27/21 - 06/28/21	7/27/2021	2,146.32
			Total Payments Issued in July	**$ 450,058.83**
Imprest Account				
ACH	SoCalGas	Utility Svcs - 04/12/21 - 05/11/21	6/2/2021	$ 15.58
			Total Payments Issued in July	**$ 15.58**

Teach Tech High School

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
71821	Maintex, Inc.	Janitorial Supplies	7/2/2021	$ 15.09
71822	Ontario Refrigeration	Maintenance Svcs	7/2/2021	1,078.00
71823	The Education Team	Sub Svcs - 06/08/21 - 06/10/21	7/2/2021	593.19
71824	Amazon Capital Services	School Supplies	7/8/2021	472.44
71825	Comprehensive Therapy Associates Inc	SpEd Svcs - 05/21	7/8/2021	15,375.70
71826	Jostens	Graduation Supplies	7/8/2021	769.16
71827	ReadyRefresh	Office Supplies	7/8/2021	40.97
71828	WM Corporate Services, Inc.	Janitorial Svcs - 07/21	7/8/2021	2,125.21
71829	Better 4 You Meals, Inc.	Meals - 06/21	7/14/2021	4,969.30
71830	Empirical Resolution Inc	School Quill Premium - 1Yr	7/14/2021	900.00
71831	Maintex, Inc.	Janitorial Supplies	7/14/2021	40.44
71832	Michael's Uniforms	Apparel	7/14/2021	2,418.50
71833	Staples	Office Supplies & HP Printer - (1)	7/14/2021	829.84
71834	Western Avenue Community Action	Security Svcs, Cleaning Svcs & Student Transportation	7/16/2021	2,762.00
71835	APF fbo Edlogical Group Corp.	SpEd Svcs - 06/21	7/23/2021	575.00
71836	Los Angeles County Office of Education	Consulting Svcs - 03/21 - 06/21	7/23/2021	3,395.00
71837	Nearpod, Inc.	Nearpod License - 08/10/21 - 08/09/22	7/23/2021	8,957.55
71838	Perfection Learning Corp.	Textbooks	7/23/2021	741.65
71839	Amazon Capital Services	Office Supplies, School Supplies & Phone Storage Cabinet	7/29/2021	5,094.57
71840	Staples	Office Supplies	7/29/2021	1,717.86
ACH	CALSTRS	TTHS STRS 06/21	7/1/2021	40,629.86
ACH	Golden State Water Company	Utility Svcs - 05/14/21 - 06/09/21	7/8/2021	20.79
ACH	Golden State Water Company	Utility Svcs - 05/13/21 - 06/12/21	7/8/2021	25.74
ACH	Golden State Water Company	Utility Svcs - 05/14/21 - 06/09/21	7/8/2021	374.14
ACH	Southern California Edison	Utility Svcs - 06/09/21 - 07/08/21	7/26/2021	7,786.75
			Total Payments Issued in July	**$ 101,708.75**

Teach Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
10504	Bay Alarm Company	Alarm Svcs - 07/01/21 - 07/31/21	7/2/2021	$ 84.00
10505	Comprehensive Therapy Associates Inc	SpEd Svcs - 05/21	7/2/2021	3,390.00
10506	De Lage Landen Financial Services, Inc.	Copier Lease - 06/21	7/2/2021	335.93
10507	Document Systems	Copier Lease - 06/13/21 - 07/12/21	7/2/2021	260.06
10508	Gillian Childs	Reimb - 06/05/21	7/2/2021	109.94
10509	The Education Team	Sub Svcs - 06/02/21 - 06/03/21	7/2/2021	451.40
10510	Orkin	Pest Control Svcs	7/8/2021	95.20
10511	ReadyRefresh	Office Supplies	7/8/2021	68.89
10512	Apple Inc.	IPad Magic Keyboard - (2)	7/14/2021	611.01
10513	Better 4 You Meals, Inc.	Meals - 06/21	7/14/2021	7,737.18
10514	Time Warner Cable	Communication Svcs - 06/25/21 - 07/24/21	7/14/2021	142.98
10515	Western Avenue Community Action	Gardening Svcs, Power Wash, Cleaning Svcs & Security Svcs	7/16/2021	1,617.00
10516	TCI	School Supplies	7/27/2021	5,988.35
10517	AA Commercial Moving	Moving Svcs	7/29/2021	875.70
10518	DreamBox Learning Inc	DreamBox Licenses - 07/18/21 - 07/17/22	7/29/2021	7,950.00
ACH	CALSTRS	TES STRS 06/21	7/1/2021	13,022.62
			Total Payments Issued in July	**$ 42,740.26**
Imprest Account				
1509	Cindy Puentes	Culmination Balloons	6/11/2021	$ 273.00
			Total Payments Issued in July	**$ 273.00**

Teach Public Schools

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
81391	Department of Justice	Fingerprint Apps - 05/21	7/2/2021	$ 160.00
81392	CBE	Copier Lease - 05/05/21 - 06/04/21	7/8/2021	414.24
81393	Golden State Water Company	Utility Svcs - 04/28/21 - 06/18/21	7/8/2021	74.89
81394	A B Print	Printing Svcs	7/14/2021	132.07
81395	Michael's Uniforms	Apparel	7/14/2021	324.50
81396	All Bright Window & Floor Coverings	Vertical Blind - (1)	7/23/2021	357.14
81397	Department of Justice	Fingerprint Apps - 06/21	7/23/2021	177.00
81398	Staples	Office Supplies	7/23/2021	41.58
81399	Time Warner Cable	Communication Svcs - 07/21	7/23/2021	269.98
81400	Graziadio Family Development	Rent - 08/21	7/27/2021	5,000.00
ACH	Home Depot	Hardware Supplies	7/1/2021	51.62
ACH	Home Depot	Hardware Supplies	7/1/2021	218.90
ACH	Home Depot	Hardware Supplies	7/1/2021	218.90
ACH	TASC	FSA Payment - 07/21	7/2/2021	354.16
ACH	Stamps.com	Stamps.com	7/6/2021	17.99
ACH	Google	Google Voice	7/6/2021	1,755.40
ACH	Southern California Edison	Utiltiy Svcs 05/19/21-06/17/21	7/6/2021	783.84
ACH	U.S. Postal Service	Postage/ Shipping	7/9/2021	200.00
ACH	Facebook.com	Facebook	7/14/2021	125.00
ACH	U.S. Postal Service	USPS Stamps	7/14/2021	400.00
ACH	Pacific Western Bank	Bank Fee	7/15/2021	115.00
ACH	TASC	FSA Payment - 07/21	7/16/2021	354.16
ACH	Employment Development Department	State Tax Pmt UI Pay Date: 07/15/21	7/16/2021	471.84
ACH	Employment Development Department	State Tax Pmt CA PIT & SDI Pay Date: 07/15/21	7/16/2021	8,015.39
ACH	Internal Revenue Service	Fed Tax Pmt Pay Date: 071521	7/16/2021	27,194.32
ACH	Amazon	Amazon.com	7/19/2021	212.27
ACH	Employment Development Department	State Tax Pmt CA PIT & SDI Pay Date: 07/16/21S	7/19/2021	1,155.36
ACH	Internal Revenue Service	Fed Tax Pmt Pay Date: 07/16/21S	7/27/2021	3,501.52
ACH	Apple Online Store	iCloud 200GB Storage Plan	7/20/2021	2.99
ACH	Employment Development Department	ETT Q2 2021	7/20/2021	63.09
ACH	Costco Wholesale	Folgers, White Vinegar and Wipes	7/21/2021	887.86
ACH	Extra Storage Space	Extra Space Storage Fees - 07/21	7/21/2021	90.98
ACH	Home Depot	Home Depot	7/21/2021	1,135.08
ACH	Home Depot	Home Depot	7/21/2021	1,425.33
ACH	Employment Development Department	State Tax Pmt UI Pay Date: 07/20/21S	7/21/2021	25.38
ACH	Employment Development Department	State Tax Pmt CA PIT & SDI Pay Date: 07/20/21S	7/21/2021	166.37
ACH	Internal Revenue Service	Fed Tax Pmt Pay Date: 07/20/21S	7/21/2021	630.12
ACH	Home Depot	Home Depot	7/22/2021	80.44
ACH	Home Depot	Home Depot	7/22/2021	183.58
ACH	Ralphs	Plates, Cups and Drinks	7/23/2021	116.26
ACH	Sam's Club	Food & Cups	7/23/2021	328.95
ACH	Amazon	Amazon	7/23/2021	14.22
ACH	Home Depot	Home Depot	7/28/2021	25.15
ACH	State Disbursement Unit	Wage Garnishment Pay Date: 07/15/21	7/29/2021	233.00
ACH	Officebooks.com	Officebooks.com	7/30/2021	9.00
			Total Payments Issued in July	**$ 57,514.87**

TEACH Inc.,
60-Day Compliance Calendar
July 31, 2021

Area	Due Date	Description	Completed By	Board Must Approve	TEACH Signature Needed?	Links and Additional Info
FINANCE	Aug-13	FEC Emergency Connectivity Fund - For E-Rate eligible schools the ECF Program will cover reasonable costs of laptop and tablet computers; Wi-Fi hotspots; modems; routers; and broadband connectivity purchases for off-campus use by students, school staff, and library patrons. The initial ECF Program application filing window will open on June 29 and close on August 13. During the application filing window, eligible schools, libraries, and consortia of eligible schools and libraries, can submit requests for funding to purchase eligible equipment and services between July 1, 2021 and June 30, 2022.	TEACH with Charter Impact support	No	No	https://www.fcc.gov/emergency-connectivity-fund
FINANCE	Aug-16	Unaudited Actual Reports - Annual unaudited financial statements for the preceding year are due by date set by the charter authorizer (no later than September 15th).	Charter Impact	Yes	Yes	https://www.cde.ca.gov/fg/sf/fr/csalternative.asp
FINANCE	Aug-27	Mandate Block Grant Application - Mandate Block Grant funding is available to fund the costs of mandated programs and activities. The Mandate Block Grant application is the only option for charter schools to receive this funding. (2020/21 funding per PY ADA K-8 $16.86, 9-12 $46.87).	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/ca/mandatebg.asp
DATA TEAM	Aug-27	4-year Adjusted Cohort Graduation Rate (ACGR) - High School graduation data is extracted from CALPADS on 8/27/2021 to calculate an ACGR value. Graduation data must be submitted into CALPADS before this deadline to ensure data is available to the state for accurate calculations.	TEACH	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
DATA TEAM	Aug-27	CALPADS EOY 1, 2, 3 and 4 Amendment Window Deadline - Course completion data for grades 7-12, CTE participants, concentrators, completers, program eligibility/participation, homeless student counts, student discipline, cumulative enrollment and student absence data must be submitted to CDE by 8/27/2021.	TEACH	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp

TEACH Inc.,
60-Day Compliance Calendar
July 31, 2021

Area	Due Date	Description	Completed By	Board Must Approve	TEACH Signature Needed?	Links and Additional Info
DATA TEAM	Aug-31	Administer English Language Proficiency Assessment for California (ELPAC) Initial Assessment- Based on the results of the home language survey, every pupil in California whose native language is not English is required to be tested within 30 days of the start of school. Be sure to note your school's 30th day of instruction and test all ELPAC students before that date. This reporting is used for students' academic performance and state and federal accountability reporting requirements.	TEACH	No	No	https://www.cde.ca.gov/ta/tg/ep/
FINANCE	Sep-03	Year-End Maintenance of Effort (Special Education) - Report due to Charter school's SELPA. Maintenance of Effort (MOE) is a requirement that you spend each year at least what you spent last year in the area of special education (with some exceptions). If you reduce your special education budget (or expenditures) in a given year, you need to be careful to ensure that you have met the MOE requirement. This does not mean you can't reduce costs, but you must do so within the guidelines of federal MOE.	Charter Impact	No	No	
FINANCE	Aug-16	Unaudited Actual Reports - Annual unaudited financial statements for the preceding year are due by date set by the charter authorizer (no later than September 15th).	Charter Impact	Yes	Yes	https://www.cde.ca.gov/fg/sf/fr/csalternative.asp

TEACH Inc.,
60-Day Compliance Calendar
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DATA TEAM	Aug-27	4-year Adjusted Cohort Graduation Rate (ACGR) - High School graduation data is extracted from CALPADS on 8/27/2021 to calculate an ACGR value. Graduation data must be submitted into CALPADS before this deadline to ensure data is available to the state for accurate calculations.	TEACH	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
DATA TEAM	Aug-27	CALPADS EOY 1, 2, 3 and 4 Amendment Window Deadline - Course completion data for grades 7-12, CTE participants, concentrators, completers, program eligibility/participation, homeless student counts, student discipline, cumulative enrollment and student absence data must be submitted to CDE by 8/27/2021.	TEACH	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp

TEACH Inc.,
60-Day Compliance Calendar
July 31, 2021

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FINANCE	Sep-03	Year-End Maintenance of Effort (Special Education) - Report due to Charter school's SELPA. Maintenance of Effort (MOE) is a requirement that you spend each year at least what you spent last year in the area of special education (with some exceptions). If you reduce your special education budget (or expenditures) in a given year, you need to be careful to ensure that you have met the MOE requirement. This does not mean you can't reduce costs, but you must do so within the guidelines of federal MOE.	Charter Impact	No	No	
FINANCE	Aug-16	Unaudited Actual Reports - Annual unaudited financial statements for the preceding year are due by date set by the charter authorizer (no later than September 15th).	Charter Impact	Yes	Yes	https://www.cde.ca.gov/fg/sf/fr/csalternative.asp

Coversheet

Approve TEACH Academy of Technologies 2021-2022 Comprehensive School Safety Plan and 2021-2022 Student and Parent Handbook

Section: III. Items Scheduled for Information and Potential Action
Item: C. Approve TEACH Academy of Technologies 2021-2022 Comprehensive School Safety Plan and 2021-2022 Student and Parent Handbook
Purpose: Vote
Submitted by:
Related Material:
2021_Student_and_Parent_Handbook_TEACH_Academy_of_Technologies_20210812.pdf
2021_Comprehensive_School_Safety_Plan_TEACH_Academy_of_Technologies_20210812.pdf

TEACH Academy of Technologies

Student and Parent Handbook
2021-2022

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Board of Directors

The Board of Directors of TEACH Public Schools is a policy-making board which oversees the fundamental aspects of the School. The Board, when fully constituted shall be composed of at least five (5) and no more than nine (9) directors, including parents and community members. Board members shall have expertise in finance, law, non-profit governance, fundraising, school leadership, and academic program development. It shall consist of at least three members with career public school teaching experience, one member with legal background, one member representing the business community, one member representing parents, and one member with governmental experience. The members will have a two-year term. The TEACH Public Schools Principal and the Executive Directors shall be ex officio members of the Board. In accordance with Education Code Section 47604(b), the authority that grants the charter to a charter school to be operated by a nonprofit public benefit corporation shall be entitled to a single representative on the Board of Directors of the School. There shall be a non-voting member of LAUSD on the Board of Directors, as appointed by the District.

ANNUAL NOTIFICATION AND GUIDELINES

This Student Family Handbook enumerates sections of the Education Code that require annual parent guardian notification. (Education Code 48980[a])

California state law governs the basic operation of public schools, and the legislature regularly passes new laws affecting the quality and availability of education, as well as laws mandating that local school districts undertake new responsibilities.

These laws often require that TEACH adequately inform parents of the opportunities and protection to which they are entitled. TEACH complies with this by providing families with this Annual Notification in the Student Family Handbook at the beginning of each school year and by issuing the same publication to new families as they enter TEACH schools during the year.

The following contains a summary of state law provisions with which all parents and guardians should be familiar. In some cases, the laws have been summarized, and the precise code number has been provided should parents require more detailed information. “Education Code” is the area of state law that affects education most directly.

The Student Family Handbook will be published annually. All registered families of TEACH Public Schools will indicate their willingness to be governed by the Student Family Handbook by signing annually a written statement to that effect. The Administration reserves the right to amend the Handbook at any time for just cause. Parents of TEACH Public Schools students will be notified of the changes, in writing, in a timely manner.

From the Principal

Dear TEACH Academy of Technologies Families,

First of all, WELCOME! to TEACH Academy of Technologies and thank you for entrusting your child and his/her education to us.

Secondly, Wow! What an interesting, challenging, and unexpected year! The current state of affairs brought on by COVID-19 has certainly put to test our spirit and our talent to bend and sway.

Finally, during times such as these, it is critical that we work as a team, as a family. We must work together. The health, safety, welfare and future of our community lies in the hands of the actions WE take EACH and EVERY day. What does that mean? It means that we have the power to direct and lead what the lives of our families and our children will look 100 years from now. Yes. We do. How? Where? By working together, you will see the power you and your child(ren) have in effecting wordly change.

How do we work together?

Be a part of the teaching and learning community:
Download ParentSquare and read or listen to my Posts. They are intended to keep you informed not to bombard or bother you.
Check your child's grades every day (or at least early in the week). You don't have to do much. Have your child open their own PowerSchool or Schoology account and have it ready for you. They don't "remember the password" or they "lost the letter"? Text me. I'll get you another copy.
Join me for Coffee with Ms. Torres. Let's chat about what matters to you, specifically.
Be a part of ELAC and/or the School Site Council. Let's make joint decisions about our students, your child(ren).
Confer with the teachers. We worked diligently to find and hire the best folks out there. But, we don't know it all. With your help, we can grow to be the best place for you and your child(ren).
Stay connected. Our contact information is published on our webpage, located in PowerSchool, ParentSquare and any email that you receive from any one of us. It's not a secret and we are front and center of the work we do.

Please know, that we stand with you. We only ask that you stand with us.

We are strong. We are TEACH strong. Break we will not!

Sincerely,

Ms. Torres, MA. Ed.
Principal
323-376-6098
storres@teachps.org

TEACH Academy of Technologies is

- *An innovative, dynamic, creative, educationally enriching institute of positive-driven learning.*

TEACH Academy of Technologies is

- *A reflection of what is possible in urban schools*

Our Vision

TEACH Academy seeks to establish a state-of-the art community school in South Los Angeles that will equip students with skills and habits of mind needed to compete in the 21st century. TEACH Academy will reach students of all backgrounds by teaching the entire child which includes the social, physical, emotional, and intellectual needs of the student. Upon graduation, the knowledge and the experiences acquired at this school will be effectively applied to their daily life.

Our Mission

The mission of TEACH Academy of Technologies is to create a high quality, innovative teaching and learning environment that focuses on literacy; integrating state-of-the-art technologies across the core curriculum to achieve academic proficiency for all students.

Our Goals

- Challenging students by moving away from traditional teaching applications in order to attain academic proficiency at grade level and above.
- Allowing each student, the freedom to learn by exploring cutting edge technologies and concepts
- Enabling students to become creative, self-motivated, competent college bound students, and lifelong learners that live responsibly as informed, and productive members of a complex social, economic, and global society

Anti-Discrimination Statement

TEACH Academy of Technologies will have a zero-tolerance policy against discrimination on the basis of ethnicity, national origin, gender, sex, religion, race or disability. This applies to students, employees, and prospective employees.

Equal Educational Opportunities- Gender Equity

No student shall, on the basis of his or her identified gender, be denied equal access to programs, activities, services or benefits, or be limited in the exercise of any right, privilege, advantage or opportunity. The Executive Director shall appoint a uniform complaint coordinator for nondiscrimination for the school. Students and parents shall be notified annually of their right to initiate a grievance or complaint of illegal discrimination and of the coordinator to whom such complaints shall be directed.

Within seven (7) calendar days of receiving a grievance or complaint of illegal discrimination, the coordinator shall send a copy of the school's written grievance procedure to the complainant. The coordinator shall investigate the nature and validity of the grievance with those responsible for the program or activity cited by the complainant. The coordinator may seek advice from related state agencies or legal counsel. Within sixty (60) days of receiving the grievance, the coordinator shall render a written decision, including the steps to be taken for further appeal of that decision.

Student Bullying, Harassment, or Intimidation
A person is bullied when he/she is exposed to intentional negative actions on the part of one or more students, and whose ability to participate in or benefit from the school's educational programs or activities is adversely affected. Bullying often occurs repeatedly and over time.

A person is harassed when he/she perceives or actually experiences discomfort with identity issues in regard to race, color, national origin, gender, disability, sexual orientation, religion, or other identifying characteristics, and whose ability to participate in or benefit from the school's educational programs or activities is adversely affected.

A person is intimidated when he/she is subjected to intentional action that seriously threatens and induces a sense of fear and/or inferiority, and whose ability to participate in or benefit from the school's educational programs or activities is adversely affected. Bullying, harassment, or intimidation is strictly prohibited by federal law and will not be tolerated in TEACH Public Schools.

Students who engage in behaviors that constitute bullying, harassment, or intimidation will be disciplined according to the procedures set by California Ed Code.

Students who believe that they are victims of harassment should report any such incidences promptly and may employ the Title IX grievance procedure. Students may report bullying, harassment, or intimidation without fear of harmful consequences. Students, parents/guardians, close adult relatives, and/or teachers may complete a form.

Bullying, Harassment, or Intimidation Reporting Form
This form may be obtained from the uniform complaint coordinator.

Parking
Please note the parking signs. Double parking is illegal, unsafe and prohibited. The parking lot across the street is for teachers and staff, please refrain from parking in the lot.

Library/Textbooks
TEACH Academy of Technologies focuses on literacy. Excellent reading materials will be provided for students at school. Continuous efforts will be made to teach and model proper use and care of all school books, materials, equipment, and supplies. Students and parents will be held financially responsible for any willful or unnecessary damage to or loss of books, materials, equipment, and supplies belonging to TEACH Academy of Technologies.

If a student should damage or lose a textbook, digital equipment, or classroom supplies, he/she will need to pay the cost of the repairs or replacement. Parent and student will meet with the Principal to go over the damage/lose as well as the repayment or replacement of the materials.

Parents are encouraged to take their children to the public library at least twice a month.

Counseling Program
The social and emotional health of our children is primary. All of our students are valued and their health is key to their academic success, both current and future. TEACH Academy of Technologies has two in-house counselors, one for 5th and 6th grade and one for 7th and 8th grade. Group and individual counseling is available for students at the school. Students may be referred by any faculty or staff member, by parents or requested by a student themselves. A referral for counseling does not mean that the student will receive counseling. Depending on the referral and the circumstance for

the referral, an initial meeting is held with either the student or the parent or both, to assess the need for formal counseling. Written parental consent must be given in order for students to participate in any Counseling Program.

Visitor Identification

Visitors are always welcome at the TEACH Academy of Technologies, especially parents of our students. To help ensure a safe and secure learning environment for all students, all visitors to TEACH Academy of Technologies are required to sign-in at the main office and to wear a visitor's pass. Faculty and staff are instructed to escort anyone not having a pass to the office immediately for identification.

Conditions for Classroom and School Visitation and Removal Policy

While TEACH Academy of Technologies encourages parents/guardians and interested members of the community to visit TEACH Academy of Technologies and view the educational program, TEACH Academy of Technologies also endeavors to create a safe environment for students and staff.

To ensure the safety of students and staff as well as to minimize interruption of the instructional program, the school has established the following procedures, pursuant to California Penal Code Sections 627, ET. seq., to facilitate visits during regular school days:

1. Visits during school hours should first be arranged with the teacher, Principal, or designee, at least three days in advance. If a conference is desired, an appointment should be set with the teacher during non- instructional time, at least three days in advance. Parents seeking to visit a classroom during school hours must first obtain the written approval of the classroom teacher, Principal, or designee.

2. All visitors shall register with the front office immediately upon entering any school building or grounds during regular school hours. When registering, the visitor is required to provide his/her name, his/her purpose for entering school grounds, and proof of identity. For purposes of school safety and security, the office will provide a visitor with a Visitor's pass to wear as they are being accompanied through the school and any classrooms.

3. The Principal, or designee, may refuse to register an outsider if he or she has a reasonable basis for concluding that the visitor's presence or actions would disrupt the school, its students, its teachers, or its other employees; and/or would result in damage to property; would result in the distribution or use of unlawful or controlled substances.

4. The Principal or designee may withdraw consent to be on campus even if the visitor has a right to be on campus whenever there is reasonable basis for concluding that the visitor presence on school grounds would interfere or is interfering with the peaceful conduct of the activities of the school, or would disrupt or is disrupting the school, its students, its teachers, or its other employees.

5. The Principal or designee may request that a visitor who has failed to register, or whose registration privileges have been denied or revoked, promptly leave school grounds. When a visitor is directed to leave, the Principal or designee shall inform the visitor that if he/she reenters the school without following the posted requirements he/she will be guilty of a misdemeanor.

6. Any visitor that is denied registration or has his/her registration revoked may request a hearing before the Executive Director or the Board on the propriety of the denial or revocation. The request shall be in writing, shall state why the denial or revocation was improper, shall give the address to which notice of hearing is to be sent, and shall be delivered to either the Executive Director or the Board President within five days after the denial or revocation. The Executive Director or Board President shall promptly mail a written notice of the date, time, and place of the hearing to the person who requested the hearing. A hearing before the Executive Director shall be held within seven days after the Executive Director receives the request. A hearing before the Board shall be held at the next regularly scheduled Board meeting after the President receives the request.

7. The Principal or designee shall seek the assistance of the police in dealing with or reporting any visitor in violation of this policy.

8. No electronic listening or recording device may be used by students or visitors in a classroom without the teacher's and Principal's permission.

Conditions for Classroom and School Visitation and Removal Policy Penalties

1. Pursuant to the California Penal Code, if a visitor does not leave after being asked or if the visitor returns without following the posted requirements after being directed to leave, he/she will be guilty of a crime as specified which is punishable by a fine of up to $500.00 or imprisonment in the County jail for a period of up to six (6) months or both.

2. Further conduct of this nature by the visitor may lead to the school's pursuit of a restraining order against such visitor, which would prohibit him/her from coming onto school grounds or attending school activities for any purpose for a period of three (3) years.

Volunteers

Volunteers must come to the office and sign in and sign out when volunteering. A volunteer badge must be worn while on campus. Additionally, all volunteers are strongly required to take a TB test and have the results on file with the Office.

Telephone and Cell Phones

The telephone is to be used for business only. If a student needs to place a call, he/she may do so with the permission of an adult in the office. If it is necessary for a parent/guardian to call, the message will be relayed to the student as soon as possible. No student will be called out of class to talk on the phone, except in cases of a life or death emergency. All students carrying cellular phones to school will be responsible for turning off their cell phone before the start of the school day. Please be aware that students will not be excused for any tardiness due to this policy. Phones can then be turned back on at the conclusion of the school day. The use of cellular phones is not permitted on campus during the school day. Any student using a cellular phone during the school day, without permission from school personnel, will have the phone confiscated. The telephone will be released upon review of cell phone use policy with parent or guardian.

Physical Education

Students are required to participate in daily physical education activities. A varied program provides for participation geared toward individual growth and development. If a student is recovering from a minor illness, he/she may be excused from physical education for one to three days in a semester at the parent's request. If a student needs to be excused from physical education for longer than three days in congruence in a semester, a doctor's note is required. For student safety, tennis shoes are required for physical education class.

Students excused from physical education, due to medical reasons, will be required to complete and to submit written work assigned by the physical education instructor.

Students excused from physical education, due to medical reasons, may not participate in an athletic event that day.

Student Code of Internet Conduct

The Internet is an exciting and powerful tool for students to research for both academic assignments as well as their own personal interests. As part of our curriculum, pupils have controlled access to the Internet and learn how to use libraries, databases and informational sources on a wide variety of topics. We recognize that some inappropriate material on the Internet may be accessed intentionally or by accident. To guard against this we will use a filtered service from a reliable

software provider which regularly monitors web sites.

We will teach students the importance of responsible use of the web and e-mail as well as providing basic rules to maintain the privacy of students. At all times, pupils must agree to follow the Student Code of Internet Conduct summarized below.
1. Access to the Internet at TEACH is for educational purposes.
2. Students will not use the internet system here at TEACH to access material in violation of the following standards:

- Prohibited Material: any material that appeals to a prurient interest and material that promotes or advocates illegal activities.
- Restricted Material: sites that contain personal advertisements or facilitate making online connections with other people are restricted unless the school has approved such sites.
- Limited Access Material: material that is generally considered to be non-educational or entertainment.

3. Students will not disclose your full name or any other personal contact information for any purpose.
4. Students will not disclose names, personal contact information, or any other private or personal information about other students under any circumstances.
5. Students will promptly disclose to their teachers or other school staff any message they receive that is inappropriate or makes them feel uncomfortable. Students should not delete such messages until instructed to do so by a staff member.

Student Recruitment

Students are considered for admission without regard to ethnicity, national origin, gender, disability or sexual orientation. With the exception of proof of immunizations (or acceptable legal alternative), an enrollment application, and birth certificate, no requirements for admission exist. There will be no test or interview as a condition to enrollment in TEACH Academy of Technologies Charter School. No Tuition will be charged. TEACH Academy of Technologies is nonsectarian.

Application Process

The application process is as follows:

1. Parent attendance at a school orientation meeting

2. Completion of the student enrollment forms

3. Parent signature of School Contract

4. Proof of Immunizations

5. Home Language Survey

6. Completion of Emergency Medical Information Form

7. Completion of Meal Application

Applications of Admission

Applications will be accepted during a publicly advertised open enrollment period each spring for the following school year. Following the open enrollment period each year, applications shall be counted to determine whether any grade level has received more applications than availability. In the event that this happens, TEACH Academy of Technologies will hold a public random drawing to determine enrollment for the impacted grade level, with the exception of existing students (2nd year forward) who are guaranteed enrollment in the following school year. All individuals who have contacted TEACH Academy of Technologies regarding enrollment will be notified of the time and place of the lottery and will be encouraged to attend. All prospective students who have completed the enrollment process will have their names entered into the lottery. Names will be drawn at random until the grade level is filled. Once a grade level is drawn to capacity, applications will continue to be drawn for position on a wait list. This wait list will allow students the option of enrollment in the case of an opening during the school year. In no circumstance will a wait list carry over to the following school year. In all situations, siblings will have first consideration.

Academic Program

Our academic program offers a fully inclusive curriculum that puts all students on track for academic proficiency and eventual college success. The school's curriculum framework is developed for {rCA_TPS-SPH_GrSpan} grades with the explicit purpose of helping all students reach grade-level proficiency and beyond by the end of {rCA_TPS-SPH_GrEnd} grade. The school model pulls together curricular and instructional practices proven most effective with a strong emphasis on low achieving students who are struggling academically in the traditional school setting. All teaching and learning is directed toward student mastery of the California State Standards as well as key college-prep skills, learning strategies, and work habits crucial for long-term academic success.

Our students will move through an age-appropriate curriculum for English-Language Arts, Mathematics, History- Social Studies, Science, and Visual/Performing Arts at each grade level. Spanish, French, and Visual Arts will be among electives available to students who have gone through the remediation courses and subsequently need significantly less time for literacy and numeracy remediation.

Our Extended Day- Extended Year

Our extended daily schedule offers additional academic programming and culture-building, character-building, personalized support systems, and activities to help students develop the personal skills and resilience they need for college and life success.

- Tutoring - After –school classes where students receive individual guided practice and homework assistance from teachers and tutors. The Tutoring period is explicitly designed to respond to student achievement data and target student areas of difficulty. Students will also be coached and given the opportunity to practice the learning strategies and work habits that they encounter in their regular course work. For those students needing further intervention, one-on-one tutoring and supplementary remedial instruction may be provided.

- Summer Session _ Summer programs will provide critical support for struggling students as well as acceleration and enrichment opportunities for students who have reached grade-level proficiency.

Report Cards & Progress Reports

All grades can be accessed through our online grading system, and parents can contact teachers to request any one-on-one meeting to discuss the student's grades and assignments. Parents and students can access their grades via the parent/student portal at any time. A Final Semester Report cards will be printed twice a school year.

Grading System

The grading scale is based on the degree to which students demonstrate proficiency on content area standards. The academic grade scale is composed of 4, 3, 2 or 1.

- Evidence of student learning can be captured using classroom work (formative) and benchmark tests (summative).
- Students are graded on mastery of the required California Standards. The comprehensive report cards at the end of each academic semester is information to parents about the student's performance in the core curriculum subjects and related elective courses.
- These reports should be examined by the parent/guardian. Non-custodial parents may request a copy of student reports by contacting the office in writing.

Grading Levels

- Advanced Mastery: Outstanding level of performance (4) - Indicates that the pupil has done excellent work and has mastered the course objectives, consistently does excellent work with skill and thoroughness; and consistently has applied knowledge gained to new situations.
- Proficient Mastery: High level of performance (3) - Indicates that the pupil has done above average work, mastered all of the course objectives; and has applied knowledge gained to new situations.
- Approaching Proficient Mastery: Satisfactory level performance (2) - Indicates that the pupil has done average work and has mastered many of the objectives of the course.
- At Risk: Needs improvement in performance (1) - Indicates that the pupil has done below average work and has mastered few of the objectives of the course OR the pupil's work fell below a level of acceptance for the course and was unsatisfactory.
- The final student grade is based on summative assessments (i.e. unit exams, standards-based projects, midterm exams, final exams, presentations, etc.).

All students are allowed to redo any non-passing standards/assessments. At TEACH we strive to make sure that all of our

students are successful.

Make Up Work

Parents may and are encouraged to get make-up work for a child who is absent due to illness or injury. Parents are asked to call the school before 10:00 a.m. on the day the make-up work is to be picked up.

Student Records

The type of information contained in a student's permanent record will be basically identifying information including:

1. Student and parent names and addresses.
2. Date of birth, place, and gender.
3. Academic record.
4. Attendance record.
5. Health record.
6. Record of release of record information.
7. Emergency card information such as emergency address, telephone number, and doctor.
8. The types of information contained in a student's temporary record will include:
9. Family background information.
10. Intelligence test scores, both group and individual.
11. Aptitude test scores.
12. Achievement test results.
13. Teacher anecdotal records.
14. Disciplinary information.

The contents of the school's student record may be challenged by filling out the proper form. This will explain what is being challenged, and why and what is required to remediate the situation. The request is to be brought to the attention of the office manager or principal. Other school personnel, who are involved with the student and need the information, have access to the records without parental consent. The contents of the school student record will be held on file until the date that the student would have graduated. The record will then be destroyed, except for the student's name, address, grades, dates of attendance, and completion of 12th grade.

A listing of directory information, such as name of student, parent/guardian name, address, and telephone number will be made available to authorized school organizations only as needed. If the parent/guardian does not wish to have his or her name listed, he or she must indicate this in writing to the principal prior to the start of school. Student records are subject to the guidelines and regulations set forth in the Federal Family Educational Rights and Privacy Act of 1974 and the California School Student Records Act (Chapter 122, Article 50, California Revised Statutes 1975).

All parents, guardians, or an individual acting as a parent of a student in the absence of a parent, have the right to inspect and review educational records maintained by the school within seven days after the request has been made. Student records are kept in the school that the pupil attends. The right to inspect and review includes the right to a response from the school to reasonable requests for explanations and interpretations of the records, and the right to obtain copies of the records at a reasonable charge. We will make every effort to comply with parental requests as quickly as possible.

No person may condition the granting or withholding of any right, privilege, or benefit, or make as a condition of employment, credit, or insurance, the securing by any individual of any information from a student's temporary record which such individual may obtain by the exercise of any right secured by California law. Individuals have the right to contact the U.S. Department of Education to report alleged failures by any school to comply with student records laws.

Free and/or Reduced Breakfast or Lunch

ALL students will receive a form to apply for free and/or reduced lunch and breakfast. If the family is entitled to this benefit, the information requested must be filled out and the form returned to school with the child. The forms will be sent to the school staff person in charge of this program.

TEACH Wellness Plan

Due to children's need to access healthy foods and opportunities to be physically active in order to grow learn, and thrive; TEACH Schools is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. You can find the TEACH Wellness Plan attached.

Meals

Breakfast and lunch are served to all students participating in the Free/Reduced Lunch program. Breakfast and lunch are designed to provide proper nutritional value.

Snacks

Students may bring nutritious snacks (fresh fruit, granola bars, cheese, peanut butter and crackers) for break time only.

Student Conduct:

Attendance

Students are expected to maintain perfect attendance. Only excused absences are acceptable.

The following reasons are sufficient cause for an excused absence:

- Illness
- Death in the Family
- Emergency Conditions

California law states that every student shall attend school punctually and regularly and conform to the regulations of the school. It is our policy that students attend class regularly; that work missed because of school related activities or illness must be promptly made-up; that truancy is unacceptable; and that other absences approved by the parent be minimized or avoided whenever possible.

TEACH Tech strives to achieve our goal of at least a 98% attendance rate each month and for the entire school year.

UNEXCUSED ABSENCE CONSEQUENCE CHART

Number of Unexcused Absences	Consequences
1-2	● Call from school and request for written valid excuse
3	● 1st Truancy notice sent home ● Call from school
6	● 2nd Truancy notice sent home ● Meeting held and contract established
9 or Broken Contract	● 3rd Truancy notice sent home ● Student classified as a Habitual Truant, referral to appropriate authorities

TARDY POLICY & CONSEQUENCE CHART

School begins promptly at 8:00am and all students are expected to arrive to school on time. Whenever a child enters a classroom late, it disrupts the entire class. Please make every effort to assure that your child arrives at school on-time.

Number of Tardies (Less than 30 mins)	***Consequences***
1-2	● ***Call from school and request for written valid excuse.***
3	● 1st Official Notice sent home. ● Call from school.
6	● 2nd Official Notice sent home. ● Attendance Supervisor notified.
9	● 3rd Official Notice sent home. ● Referral to School Attendance Team ● meeting held and agreement established.

Absences
Parents must contact the school office by phone or via electronic resources (ParentSquare or email) whenever a child is going to be absent. A written excuse must accompany the child upon the return to school. If student is absent three or more days consecutively, a doctor's note is required.

Tardiness
Instruction begins promptly at 8:00 a.m. It is critical that all students be present and prepared to begin instruction on time. A student who is late misses valuable instructional time. Therefore, students must arrive at school by 7:50 a.m. If a student is tardy four times in a marking period, the problem will be regarded as chronic, and a parent conference will be requested to discuss correcting the problem.

Dress Code
It is the goal of TEACH Academy of Technologies to prepare our students in all aspects of readiness to navigate and function successfully in the academic and the professional world. TEACH Academy of Technologies adheres to a strict student dress code. Students at TEACH Academy of Technologies are required to wear a school uniforms. This policy also supports the student's ability to focus their attention away from fashion and style, and on to academics and those aspects of their personalities that are truly important.

Additionally, Title 5 Regulation states that "A pupil who goes to school without proper attention having been given to personal cleanliness or neatness of dress, may be sent home to be properly prepared for school, or shall be required to prepare himself for the schoolroom before entering." Cleanliness and good grooming are encouraged at all times.

Core Truths:

- Wearing the School Uniform is less expensive than wearing regular school clothing
- Wearing the School Uniform eliminates label competition
- Wearing the School Uniform helps to create an environment conducive to learning
- Wearing the School Uniform enhances student achievement
- Wearing the School Uniform encourages positive behavior
- Wearing the School Uniform promotes a sense of school and community pride
- Wearing the School Uniform increases campus safety and security

Our Dress Policy

The school uniform shirt may be picked up, with the school voucher, free of charge. Additional uniform shirts may be purchased as well.

- Every student is required to wear the School Uniform everyday
- All school related club, ASB, athletics, gear that is worn during the school year must be from the school year. No gear from last year.
- Hoods on sweatshirts may not be worn on campus.

Bottoms

- Boys and Girls grades 5-8 black uniform pants
- Absolutely no "sagging". Every student will wear their pants in a business casual manner. The definition of sagging is not determined by the student. The definition of sagging is determined by the administration. All students will wear their pants in the manner described by TEACH administration.
- Uniform pants for all grade levels and all genders must be LOOSE FITTING. Yoga pants or any other type of form fitting pants are never to be worn.
- Belts must be worn at all times by all students. The belt must be "Business Casual". No Bling!

Tops

- Girls and Boys grades 5-8 must appropriate grade level polo shirt with the school logo.
- All clothing must be clean and all uniform shirts will be tucked in for the entire instructional day.

Shoes

- ALL GRADE LEVELS must wear CLOSED-TOE, RUBBER-SOLED, SOLID COLORED SNEAKERS that are white, brown, black or gray. Absolutely no other colors are allowed. Any accent colors on the shoes must also be white, black, brown or gray. No other accent colors are allowed on shoes worn to TEACH Academy of Technologies

Hair

- Students must keep their hair neat, clean and well groomed.
- Hair nets, wraps, scarves, do-rags, bonnets, and/or other head coverings are not allowed as they do not fall under the expectation that the hair is neat, clean and well-groomed.

Accessories

- Any attire that may be a distraction will be confiscated. Distracting attire includes but is not limited to accessories such as extra clothing pieces, and excessive and/or large pieces of jewelry. Female students may only wear a pair of earrings no larger than a quarter. Boys are not allowed to wear earrings.
- All neckwear / jewelry must be tucked into the student's uniform shirt. However, we urge parents to consider keeping all jewelry at home for student safety.
- All head coverings are unacceptable at TEACH, including head/hair accessories, hats, bandanas, and beanies, etc.

Personal Belongings

The school is not responsible for items that are lost or stolen. Items having a value for one individual usually have an appeal for others. Therefore, all items of value must be kept at home.

Vandalism, Theft, and Graffiti

The school considers vandalism a very serious matter. Vandalism includes the negligent, willful, or unlawful damaging and/or theft of any charter school/district-owned real or personal property, including the writing of graffiti.

Any student who commits an act of vandalism shall be subject to disciplinary action by the Charter School and also may be prosecuted through other legal means. If reparation of damages is not made, the school also may withhold the student's grades, diploma and/or transcripts in accordance with law.

Weapons and Dangerous Instruments

In order to maintain order and discipline in TEACH Academy of Technologies and to protect the safety of students, staff and the public, any school employee is authorized to confiscate a weapon, dangerous instrument or imitation firearm from any person on school grounds.

Students possessing or threatening others with a weapon, dangerous instrument or imitation firearm are subject to suspension and/or expulsion in accordance with charter school policy and the law, Board policy and administrative regulations. The principal or designee shall notify law enforcement authorities when any student possesses a weapon or commits any act of assault with a firearm or other weapon.

Reporting of Injurious Objects

TEACH Academy of Technologies encourages students to promptly report the presence of weapons, injurious objects or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law.

The Principal or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student's anonymity. Incident reports and records shall not identify the student who reported the possession. The strategy shall also include means of informing staff, students and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded.

Discipline

TEACH Academy of Technologies believes that learning best occurs in an environment that consistently incorporates Character Education, and Discipline into a sound academic program. We believe that discipline and learning are directly related. Given the proper environment, we believe that children exhibit their best learning in appropriate ways. In a joint effort of parents and school, students of TEACH Academy of Technologies are taught and expected to follow the discipline guides as set forth by the School 's Board of Directors:

Responsibility

- Do what you are supposed to do; when you are supposed to do it
- Persevere: keep on trying!
- Be on task
- Always do your best
- Think before you act-consider the consequences
- Be accountable for your choices
- Follow directions
- Respect the rights and belongings of others

Appropriateness

- Good decision-making
- Positive Communication Skills
- Self-esteem
- Courtesy
- Self Control

Individual Effort

- Hard Work
- Cooperation
- Collaboration
- Kindness
- Fairness
- Aspiration
- Integrity
- Dignity
- Positive Response to Community

Personal Attributes

- Appearance
- Punctuality
- Cordiality
- Responsiveness

TEACH Academy of Technologies believes that all children can learn when taught well. We recognize that the ultimate objective of education is to enable students to become successful, self-directed learners. This goal is best achieved in a culture of acceptance, high expectation, encouragement, support, and positive motivation. Teachers have a responsibility to maintain a positive learning environment. Discipline is a process by which students are helped to develop an understanding of, and an appreciation for appropriate behavior toward a sound learning experience. The process includes positive behavioral interventions. Any student who interferes with their right or the right of others to learn is engaging in inappropriate behavior. Inappropriate behavior is subject to disciplinary consequences. Students engaging in inappropriate behavior, or students who have conflict with another, is subject to disciplinary consequences. Our students are taught and encouraged to manage and resolve conflict on their own through positive communication skills. If after doing so, students feel that the problem is not resolved, the conflict should be reported to the teacher.

General disciplinary problems may result in disciplinary action by teachers and/or by the Principal. The Principal has primary responsibility for defining the school's culture to ensure that student discipline is implemented in a fair, effective manner. Teachers handle discipline. Instructional aides and staff may assist with discipline. Instructional aides and school staff members will make every effort, individually, collectively, and cooperatively to help each student gain acceptable self-discipline standards. Students with repeated behavior problems are referred to the Student Success Team. This team includes the student, parent, teacher, principal and counselor. An action plan is developed to help the student develop constructive behavior patterns.

Restorative Justice

At TEACH, we believe in working with students in order for them to repair any harm that they may have caused to others through words or actions. Restorative Justice is a process for all stakeholders. It requires that those impacted by the student's behaviours are part of the process that identifies the behaviour, addresses the behaviour and informs the steps necessary to repair the harm done by the behaviour. All stakeholders accomplish this through a cooperative process, which can lead to a transformation of people, relationships, and communities.

Restorative Discipline is developed to accomplish the following:

- Identify the behaviour.
- Help a student recognize how his/her behaviour effects self and others
- Provides student with guidance that he/she can do things differently.
- Help a student understand what is beyond his or her control.
- Help a student learn to deal with things he/she cannot change in a more productive manner.
- Help the student participate in an action plan to address his/her behaviour

The following outlines progressive steps for non-functional behavior:

1. Conversation with student
2. Parent/Guardian Contact
3. Involvement of grade level counselor
4. Placement on a Behaviour Monitoring Contract
5. Referral for an SST
6. Possible assessment for supportive services as identified through evidence, parent/student/teacher input (IEP, outside counseling services)
7. Independent Study
8. Alternative Education
9. Expulsion

Health and Safety

Emergency Numbers

For the safety of every child, it is very important that parents complete the Emergency Card providing the school with an emergency telephone number so that someone may be notified in case of an emergency. This card should be signed and dated. The card will be maintained on file to use in the event of an emergency.

If no telephone is in the home, a telephone number of a relative or family friend must be provided. Any change in address, telephone number, parent's work, physician, or name of the person or persons authorized to pick the child up if the parent is ill or injured should be reported to the office immediately.

Accidents

Although TEACH Academy of Technologies makes every reasonable effort to prevent student accidents and injuries, accidents occur. The Principal or designee shall develop procedures to ensure that first aid and/or medical attention is provided as quickly as possible and that parents/guardians are notified of accidents. Universal precautions shall be observed whenever it is possible that students, employees or others may have contact with blood or body fluids as a result of the accident. TEACH Academy of Technologies staff shall appropriately report and document student accidents.

Health Services

TEACH Academy of Technologies is regulated by the State Department of Health Services. All facility inspection reports are available upon request. The health and safety of each student is the foremost responsibility of the school. Health services will be made available to any student needing it. If a student becomes ill at school, and needs assistance, he/she should inform the teacher to receive a referral to go to the office. All injuries must be reported to the teacher. If injuries occur after school they must be reported to the After School Director, after school aide or to the Principal.

It is necessary for current emergency information be on file at all times. Parents must up-date emergency information on a regular basis.

Immunizations / Physical Exams Applicability

This policy applies to all applicants to TEACH Academy of Technologies and the administration of the school in charge of admissions.

Immunizations

TEACH Academy of Technologies will adhere to all law related to legally required immunizations for entering students pursuant to Health and Safety Code Section 120325-120375, and Title 17, California Code of Regulations Section 6000-6075.

California law requires that an immunization record be presented to the school staff before a child can be enrolled in school. TEACH Academy of Technologies requires written verification from a doctor or immunization clinic of the following immunizations:

- Diphtheria.
- Measles.
- Mumps, except for children who have reached the age of seven years.
- Pertussis (whooping cough), except for children who have reached the age of seven years.
- Poliomyelitis.
- Rubella.
- Tetanus.
- Hepatitis B.
- Varicella (chickenpox), (persons already admitted into California public or private schools at the Kindergarten level or above before July 1, 2001, shall be exempt from the Varicella immunization requirement for school entry).

School verification of immunizations is to be by written medical records from your doctor or immunization clinic.
Exceptions are allowed under the following conditions:

The parent provides a signed doctor's statement verifying that the child is to be exempted from immunizations for medical reasons. This statement must contain a statement identifying the specific nature and probable duration of the medical condition.

- A parent may request exemption of their child from immunization for personal beliefs.

- Pupils who fail to complete the series of required immunizations within the specified time allowed under the law will be denied enrollment until the series has been completed.

Any child leaving the United States for a short vacation to any country considered by the Center of Disease Control and Prevention (CDC) to have increased risk of TB exposure (such as Mexico, the Philippines, India or Southeast Asia) MUST call the County Tuberculosis Clinic, for a TB Screening upon return.

Physical Examinations

All pupils are to have completed a health screening examination on or before the day after the pupil's entrance into first grade or such pupils must have obtained a waiver pursuant to Health and Safety Cod e Section 124085. This examination can be obtained from your family physician or possibly through the services provided by your County Health Department. Information and forms are distributed to pupils enrolled in kindergarten.

Failure to obtain an examination for your child or a waiver will result in your child being denied enrollment.

If your child's medical status changes, please provide the office with a physician's written verification of the medical issue, especially if it impacts in any way your child's ability to perform schoolwork.

Communicable, Contagious, or Infectious Disease Prevention Policy

TEACH Academy of Technologies recognizes its shared responsibility with the home and the community to promote appropriate disease prevention procedures in the handling and the cleaning up of blood and body fluids.

The Board desires to protect the entire school community without segregation, discrimination or stigma. Accordingly, infectious disease prevention shall be taught regardless of whether a student or adult is known to have an identified infectious disease. All students and employees shall be provided appropriate periodic instruction in basic procedures recommended by the State Department of Education and other public health agencies and associations.

Incidence and transmission of communicable diseases will be further limited through a rigorous program of immunization and health screening required of all students, faculty, and staff. (See "Immunizations I Physical Exams" Policy) Students found to have communicable diseases will be included in all activities deemed by a physician to present no hazard of infection to other students.

Science Laboratory Instruction

Students involved in science laboratory experiences shall be protected from contamination from body fluids of other persons and from contaminated instruments. Whenever possible, laboratory experiences involving body fluids will be conducted by way of teacher demonstration rather than by student participation.

Injuries and Accidents

Whenever exposed to blood or other body fluids through injury or accident, students and staff should follow the latest medical protocol for disinfecting procedures. (See “Blood borne Pathogen Exposure Control Program" Policy)

Illness

If a child is ill he or she MUST NOT BE SENT TO SCHOOL. Students who contract a contagious disease such as pink eye, chicken pox, ringworm, impetigo, head lice or other such conditions SHALL NOT ATTEND SCHOOL. The child must remain at home until he or she is no longer contagious and declared healthy by a health professional. A doctor’s note is required for the student to return to school.

Medication at School

Students are not permitted to carry medication (including inhalers for asthma). If a doctor’s note is on file, the Office Manager will be permitted to dispense the medication to the student.

The Office Manager and the student's teacher must be informed of any prescription medication that a student is required to take at school. To dispense prescription medication to students, the school must receive a written order from the student’s doctor and a permission slip from the student’s parent. These notifications must remain on file at the school for duration of time that the student is required to take the medication. All medication should be brought to the office manager by the parent/guardian in its original prescription container, labeled with the student's name, the name of the medication, the date of expiration, and the proper dosage. If medication needs to be administered to the child when the Office manager is not present, a trained staff member will administer the medication.

Administration of Medications

TEACH Academy of Technologies staff is responsible for the administration of medication to students attending school during regular school hours. It is imperative that practices followed in the administration of medication be carefully delineated to ensure the safety of our students and the legal protection of our employees. Any pupil who is required to take, during the regular school day, medication prescribed for him or her by a physician or surgeon, may be assisted by designated school personnel or may carry and self-administer prescription auto-injectable epinephrine if the TEACH Academy of Technologies receives the appropriate written statements

In order for a pupil to carry and self-administer prescription auto-injectable epinephrine, TEACH Academy of Technologies shall obtain both a written statement from the physician or surgeon detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken, and confirming that the pupil is able to self-administer auto-injectable epinephrine, along with a written statement from the parent, foster parent, or guardian of the pupil consenting to the self-administration, providing a release for the designated school personnel to consult with the health care provider of the pupil regarding any questions that may arise with regard to the medication, and releasing TEACH Academy of Technologies and school personnel from civil liability if the self- administering pupil suffers an adverse reaction as a result of self-administering medication.

In order for a pupil to be assisted by designated school personnel, TEACH Academy of Technologies shall obtain both a written statement from the physician detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken and a written statement from the parent, foster parent, or guardian of the pupil indicating the desire that TEACH Academy of Technologies assist the pupil in the matters set forth in the statement of the physician.

Guidelines:

- The primary responsibility for the administration of medication rests with the parent/guardian, student and medical professional.
- Medication shall be administered only during school hours if determined by a physician to be necessary.
- Designated staff shall keep records of medication administered at the school.
- All medication will be kept in a secure and appropriate storage location and administered per physician's instructions by appropriately designated staff.
- Designated staff shall return all surplus medication to the parent/guardian upon completion of the
- regimen or prior to summer holidays.
- Designated staff shall establish emergency procedures for specific medical conditions that require an immediate response (i.e. allergies, asthma, diabetes).
- The written statements specified in this policy shall be provided at least annually and more frequently if the medication, dosage, frequency of administration, or reason for administration changes.
- A pupil may be subject to disciplinary action if that pupil uses auto-injectable epinephrine in a manner other than as prescribed.

Medication Policy

The following procedures will be in effect for the monitoring and use of medication at school:

- Medication will only be allowed at school when failure to take medication could jeopardize the health and/or educational abilities of the student.
- Medication is restricted to students with long-term chronic illnesses or disabilities including, but not limited to, diabetes, attention disorders, asthma, seizure activity, epilepsy, cystic fibrosis, cardiac, neurological, and endocrine disorders. Any other medications should be given by parents/guardians before and/or after school hours.

- No medicines may be administered at school unless directed by a doctor.
- The student must have a medical form completed by the attending physician and his/her parents or guardian on file with the school office.
- All medicine must be in a labeled prescription container and must be kept in the designated place in each building. All asthma inhalers should be kept in the office (labeled) unless a note from a doctor states the inhaler should be kept on the person
- Instructions for dispensing, as well as a date, must be on the container
- Students are expected to take their medication during passing times or lunch times.
- Students are to remember the conditions under which they are to request their medicine.
- Teachers or other personnel are not required to administer the medicine. They may, however, supervise the student taking the medicine.

Guidelines to Help Promote a Healthy Environment

Children are most vulnerable to contracting diseases while in school because of the close contact they maintain. While we cannot prevent this from occurring, with your help we can implement some simple guidelines to help promote a healthy environment.

1. Teach your child the importance of correct hand washing as a means of preventing the spread of germs.
2. Proper disposal of tissues and covering one's mouth when coughing also prevents germs from circulating.
3. If your child is coughing excessively, keep him or her home to prevent exposure to other children.
4. A child should be fever free for 24 hours before returning to school. Temperature may indicate the onset of an illness.
5. A child should remain home if he or she has vomited or experienced diarrhea within a 24-hour period.
6. Communication is essential to maintaining a healthy environment. Please report any contagious diseases your child has been diagnosed to have (e.g., strep throat, chicken pox, pink eye, etc.). The more we know, the better prepared we are to keep your child on the road to good health. When necessary, notices containing information regarding health matters will be sent home

First Aid, CPR, and Health Screening

TEACH Academy of Technologies recognizes the importance of taking appropriate preventive or remedial measures to minimize accidents or illness at school or during school-sponsored activities. To this end, TEACH Academy of Technologies expects parents/guardians to provide emergency information and keep such information current in order to facilitate immediate contact with parents/guardians if an accident or illness occurs.

Within the TEACH Academy of Technologies facilities, a First Aid Kit containing appropriate supplies will be present. First aid will be administered whenever necessary by trained staff members. When necessary, the appropriate emergency personnel will be called to assist.

All teachers are to be certified in adult and pediatric CPR and First Aid and be re-certified prior to expiration of certificates. Opportunities for adult and pediatric CPR and First Aid training will be offered to all support staff and volunteers.

Resuscitation Orders

School employees are trained and expected to respond to emergency situations without discrimination. If any student needs resuscitation, staff shall make every effort to resuscitate him/her. Staff members are prohibited from accepting or following any parental or medical "do not resuscitate" orders. School staff should not be placed in the position of determining whether such orders should be followed, and such Advance Directives shall not be communicated to staff. The Principal, or designee, shall ensure that all parents/guardians are informed of this policy.

Head Lice

To prevent the spread of head lice infestations, TEACH Academy of Technologies employees shall report all suspected cases of head lice to the school nurse or designee as soon as possible. The nurse, or designee, shall examine the student and any siblings of affected students or members of the same household. If nits or lice are found, the student shall be excluded from attendance and parents/guardians informed about recommended treatment procedures and sources of further information.

The Principal, or designee, shall send home the notification required by law for excluded students. If there are two or more students affected in any learning center, an exposure notice with information about head lice shall be sent home to all parents/guardians of those students.

Staff shall maintain the privacy of students identified as having head lice and excluded from attendance. Excluded students may return to school when reexamined by the nurse, or designee, shows that all nits and lice have been removed.

Releasing Students

If a student becomes too ill to remain in school, a staff member will contact the parents by telephone. The parent is required to pick the child up or arrange for the child to be picked up by an authorized person. Parents must have the name and contact telephone number of an authorized person on the emergency card.

TEACHERS ARE NOT PERMITTED TO RELEASE CHILDREN WITHOUT OFFICE APPROVAL.

Parents or guardians who wish to take students home before regular dismissal time must come to the school's office for an official release from class. If a student has a specific medical condition, health problem or security need, this information must be reported in writing at the time of enrollment or as soon as it is known, so that appropriate accommodations can be made for the student.

Fire and Earthquake Drills

Fire and earthquake drills will be conducted throughout the year. Students are expected to follow teacher instructions.

Student Supports and Protections

Section 504 Plan

Section 504 of the Rehabilitation Act of 1973, states that no otherwise qualified handicapped individual in the United States...shall, solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. (29 USC 794)

- Compliance monitored by the Office of Civil Rights.
- Applies to all institutions receiving federal financial assistance, such as public schools.
- Schools are obligated to provide a "free appropriate public education" (FAPE) to children with a disability.

Section 504 prohibits discrimination while assuring that disabled students have educational opportunities and benefits equal to those provided to non-disabled students. If you would like to know more about 504 Plans or other types of assistance available to your student, please contact your Principal.

Special Education Determination for eligibility for special education and services may come from teachers, parents, agencies, appropriate professional persons, and from other members of the public. Special Education referrals will be coordinated with school site procedures for referral of students with needs that cannot be met with modifications of the regular instructional program, including referrals from student intervention teams, such as the Student Study Team (SST). A student shall be referred for special education and services after the resources of the regular education program have been considered and, where appropriate, utilized.

Student Study Team (SST)

The Student Study Team is an efficient and effective way to bring together all resources, human and programmatic, to support students having difficulties in regular classes. This is a concentrated solution-seeking meeting where all the needed persons, including the student and parent, are present at the same time. The SST is an expression of the school's concern for students and provides a supportive atmosphere for students to become actively involved in determining their own needs and in implementing strategies designed to help them. The SST meets to determine what assistance is needed for students who have learning difficulties or who have repeated behavior problems. The team consists of the principal, teacher, parent and others associated with the student's area of need.

Parents

Parent Involvement

A key piece of the school culture to support achievement for all students is a process of continuous communication and collaboration with families. As the student moves through the school year, his/her progress toward individual goals is carefully tracked and shared monthly with families through the means of a Personalized Learning Plan.

Therefore, parental Involvement at TEACH Academy of Technologies is required. Our Parents are encouraged to participate individually and as a group for the benefit of the school.

Parent Participation

- Enhances the quality of education children receive
- Provides for greater integration of the educational program
- Promotes better understanding between parent and teacher, between parent and child; between home and school; and between school and the community.
- Parental involvement plays an important role in the life of the school and in the resolution of classroom behavior issues.

Required Parental Attendance

The Board of Directors of TEACH Academy of Technologies believes that parental involvement plays an important role in the life of the school and in the resolution of classroom behavior problems. The Board expects that teachers will communicate with parents/guardians when behavior problems arise.

Whenever a student is removed from a class because he/she committed an obscene act, engaged in habitual profanity or vulgarity, disrupted school activities or otherwise willfully defied valid school authority, the teacher of the class from which the student was removed may provide that the student's parent/guardian attend a portion of a school day in that class. After completing the classroom visit and before leaving school premises, the parent/guardian shall also meet with the school Principal or designee.

The Board of Directors encourages teachers, before requiring parental attendance, to make reasonable efforts to have the parent/guardian visit the class voluntarily. The teacher may also inform the parent/guardian about available resources and parent education opportunities. Teachers should reserve the option of required parental attendance for cases in which they have determined that it is the best strategy to promote positive interaction between the student and the parent/guardian and to improve classroom behavior.

The teacher shall apply this policy uniformly to all students within the classroom. This policy shall apply only to a parent/guardian who lives with the student.

Parental attendance may be requested on the day the student returns to class or within one week thereafter. The Principal

or designee shall contact any parents/guardians who do not respond to the request to attend school. The Board recognizes that parental compliance with this policy may be delayed, modified or prevented for reasons such as serious illness/injury/disability, absence from town, or inability to get release time from work.

Parent's Right to Know

Right to know about your child's teacher and Paraprofessional

As a parent you have the right to know the qualifications of your child's teacher and/or paraprofessional. You may obtain information from California Department of Education by computer at www.cde.gov. You may also send an information request to the, Freedom of Information Act Office at the SED or the District can provide you with information regarding:

- Whether the teacher is certified in the area in which they are teaching,
- Whether the teacher is teaching under emergency or other provisional status
- Whether the State Qualification or certification requirements have been waived, the bachelor degree and major of the teacher, graduate certification of the teacher, the field of discipline of the certification or degree
- And whether the child is provided services of a paraprofessional and if so their qualifications

Pupil Rights Act (20 U.S.C. 123H)

Parents have the right to inspect all instructional materials, including teachers' instructional manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation of their child. Parents have:

1. The right to inspect a survey created by a third party before it is administered and distributed to their student;
2. The right to contact the principal and request the viewing of that survey;
3. The right to know the Argenta-Oreana CUSD #1 will make arrangements to protect the privacy of their student with regard to surveys that request personal information;
4. The right to inspect any instructional material used as part of their child's educational curriculum;
5. The right to be informed of any physical examinations or screenings that the district may administer to their student (screenings for head lice will occur periodically-as needed);
6. The right to contact the Principal to have their student opt-out of the survey.

Parent/Teacher Conference

Parents may be required to accompany their child through a school day to monitor and observe his or her behavior. Parents may be required to confer with school staff to concentrate efforts to assist a chronically misbehaving student.

Picking Up Students from School

If you will be picking your student up before the end of the school day, please send a note to the office, as well as the classroom teachers. If someone other than a parent or guardian is to pick up your child, a signed note is REQUIRED and the adult MUST be named in the Emergency Card.

After-School Pick-Up of Students

Please note the parking signs. Double parking is illegal, unsafe and prohibited. The parking lot across the street is for teachers and staff, please refrain from parking in the lot. Students will be dismissed from the front entrance of the school, you may find a parking spot and collect your child.

Money and Other Valuable Property
Students are encouraged to leave all money and other valuable property at home. The School assumes no responsibility for the loss or theft of such articles.

Candy & Toys
Students may not bring candy, toys, or other non-school related items to school unless approved by the teacher. The student assumes responsibility for any items brought from home. Toy weapons are strictly prohibited, and no headphones, radios, games, virtual pets, Game Boys, etc., are allowed and will be confiscated and only returned to a parent.

Lost & Found
Students may lose items of clothing from time to time. Every article that could possibly be lost should be plainly marked with the child's name on it. It is important every student makes an effort to keep or recover all of his/her belongings. Articles lost and not claimed are given to a charitable organization at the end of each semester.

Pets & Toys
Pets may not be brought to school unless a teacher has made a special request. Toys, trading cards, etc. are not to be brought to school. They get lost or taken and become a distracting to learning. All toys, including toy guns, squirt guns, toy knives and toy cell phones are prohibited.

Student Records
Parents have:

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal a written request that identifies the record(s) they wish to inspect. The School principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education record that the parent or eligible student believes is inaccurate. Parents or eligible students may ask the School to amend a record that they believe is inaccurate. They should write the School principal to clearly identify the part of the record they want changed, and specify why it is inaccurate. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing with the TEACH Director of Student Services regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the TEACH Board of Directors; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. Student records shall be released to another school district where the student has enrolled or intends to enroll, upon official request from that district. At the time of transfer of records, the parent,

guardian, custodian or adult-age student may receive a copy of the records at his her expense ($0.25 per page), if requested, and shall have an opportunity to challenge the contents of the records.

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

Uniform Complaint Policy and Procedures

Scope

The policy of the Board of Directors of TEACH Public Schools ("TEACH") is to comply with applicable federal and state laws and regulations. TEACH is the local agency primarily responsible for compliance with federal and state laws and regulations governing educational programs. Pursuant to this policy, persons responsible for conducting investigations shall be knowledgeable about the laws and programs which they are assigned to investigate. This complaint procedure is adopted to provide a uniform system of complaint processing for the following types of complaints:
(1) Complaints of unlawful discrimination, harassment, intimidation or bullying against any protected group, including actual or perceived discrimination, on the basis of the actual or perceived characteristics of age, ancestry, color, mental disability, physical disability, ethnic group identification, gender expression, gender identity, gender, genetic information, nationality, national origin, race or ethnicity, religion, medical condition, marital status, sex, or sexual orientation, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any TEACH program or activity; and
(2) Complaints of violations of state or federal law and regulations governing the following programs including but not limited to: After School Education and Safety Programs, Consolidated Categorical Aid Programs, Child Nutrition Programs, Foster and Homeless Youth Services, Every Student Succeeds Act, Programs (Titles I-VII), including improving academic achievement, compensatory education, limited English proficiency, and migrant education, Special Education Programs, Bilingual Education, Economic Impact Aid, and Tobacco-Use Prevention Education.
(3) A complaint may also be filed alleging that a pupil enrolled in a public school was required to pay a pupil fee for participation in an educational activity as those terms are defined below.
a. "Educational activity" means an activity offered by a school, school district, charter school or county office of education that constitutes an integral fundamental part of elementary and secondary education, including, but not limited to, curricular and extracurricular activities.

b. "Pupil fee" means a fee, deposit or other charge imposed on pupils, or a pupil's parents or guardians, in violation of Section 49011 of the Education Code and Section 5 of Article IX of the California Constitution, which require educational activities to be provided free of charge to all pupils without regard to their families' ability or willingness to pay fees or request special waivers, as provided for in Hartzell v. Connell (1984) 35 Cal.3d 899. A pupil fee includes, but is not limited to, all of the following:

i. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit.

ii. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, uniform or other materials or equipment.

iii. A purchase that a pupil is required to make to obtain materials, supplies, equipment or uniforms associated with an educational activity.

c. A pupil fees complaint may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance with laws relating to pupil fees. A complaint of noncompliance with laws relating to pupil fees may be filed with the Principal or the Compliance Officer.

d. If the TEACH finds merit in a pupil fees complaint TEACH shall provide a remedy to all affected pupils, parents, and guardians that, where applicable, includes reasonable efforts by TEACH to ensure full reimbursement to all affected pupils, parents, and guardians, subject to procedures established through regulations adopted by the state board.

e. Nothing in this section shall be interpreted to prohibit solicitation of voluntary donations of funds or property, voluntary participation in fundraising activities, or school districts, school, and other entities from providing pupils prizes or other recognition for voluntarily participating in fundraising activities.

(4) Complaints of noncompliance with the requirements governing the Local Control Funding Formula or Sections 47606.5 and 47607.3 of the Education Code, as applicable.
(5) Complaints of noncompliance with the requirements of Education Code Section 222 regarding the rights of lactating pupils on a school campus. If TEACH finds merit in a complaint, or if the Superintendent finds merit in an appeal, TEACH shall provide a remedy to the affected pupil.
TEACH acknowledges and respects every individual's rights to privacy. Unlawful discrimination, harassment, intimidation or bullying complaints shall be investigated in a manner that protects (to the greatest extent reasonably possible) the confidentiality of the parties and the integrity of the process. TEACH cannot guarantee anonymity of the complainant. This includes keeping the identity of the complainant confidential. However, TEACH will attempt to do so as appropriate. TEACH may find it necessary to disclose information regarding the complaint/complainant to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee on a case-by-case basis.

TEACH prohibits any form of retaliation against any complainant in the complaint process, including but not limited to a complainant's filing of a complaint or the reporting of instances of unlawful discrimination, harassment, intimidation or bullying. Such participation shall not in any way affect the status, grades or work assignments of the complainant.

Compliance Officers

The Board of Directors designates the following compliance officer(s) to receive and investigate complaints and to ensure TEACH's compliance with law:

Superintendent
TEACH Public Schools
10600 S. Western Avenue
Los Angeles, CA 90047

The Superintendent or designee shall ensure that employees designated to investigate complaints are knowledgeable about the laws and programs for which they are responsible. Designated employees may have access to legal counsel as determined by the Superintendent or designee.

Should a complaint be filed against the Superintendent, the compliance officer for that case shall be the President of TEACH Board of Directors.

Notifications

The Superintendent or designee shall annually provide written notification of TEACH's uniform complaint procedures to employees, students, parents and/or guardians, advisory committees, private school officials and other interested parties (e.g., Adult Education).

The annual notice shall be in English, and when necessary, in the primary language, pursuant to section 48985 of the Education Code if fifteen (15) percent or more of the pupils enrolled in TEACH speak a single primary language other than English.

The Superintendent or designee shall make available copies of TEACH's uniform complaint procedures free of charge.

The annual notice shall include the following:
(a) A statement that TEACH is primarily responsible for compliance with federal and state laws and regulations.

(b) A statement that a pupil enrolled in a public school shall not be required to pay a pupil fee for participation in an educational activity.

(c) A statement identifying the responsible staff member, position, or unit designated to receive complaints.

(d) A statement that the complainant has a right to appeal TEACH 's decision to the CDE by filing a written appeal within 15 days of receiving TEACH decision.

(e) A statement advising the complainant of any civil law remedies that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable, and of the appeal pursuant to Education Code § 262.3.

(f) A statement that copies of the local educational agency complaint procedures shall be available free of charge.

Procedures

The following procedures shall be used to address all complaints which allege that TEACH has violated federal or state laws or regulations governing educational programs. Compliance officers shall maintain a record of each complaint and subsequent related actions.

All parties involved in allegations shall be notified when a complaint is filed, when a complaint meeting or hearing is scheduled, and when a decision or ruling is made.

- **Step 1: Filing of Complaint**

Any individual, public agency, or organization may file a written complaint of alleged noncompliance by TEACH.

A complaint alleging unlawful discrimination, harassment, intimidation or bullying shall be initiated no later than six (6) months from the date when the alleged unlawful discrimination, harassment, intimidation or bullying occurred, or six (6) months from the date when the complainant first obtained knowledge of the facts of the alleged unlawful discrimination, harassment, intimidation or bullying. A complaint may be filed by a person who alleges that he/she personally suffered unlawful discrimination, harassment, intimidation or bullying or by a person who believes that an individual or any specific class of individuals has been subjected to unlawful discrimination, harassment, intimidation or bullying.

Pupil fee complaints shall be filed not later than one (1) year from the date the alleged violation occurred.

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and date stamp.

If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, TEACH staff shall assist him/her in the filing of the complaint.

- **Step 2: Mediation**

Within three (3) days of receiving the complaint, the compliance officer may informally discuss with the complainant the possibility of using mediation. If the complainant agrees to mediation, the compliance officer shall make arrangements for this process.

Before initiating the mediation of an unlawful discrimination, harassment, intimidation or bullying complaint, the compliance officer shall ensure that all parties agree to make the mediator a party to related confidential information.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with his/her investigation of the complaint.

The use of mediation shall not extend TEACH's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time.

- **Step 3: Investigation of Complaint**

The compliance officer is encouraged to hold an investigative meeting within five (5) days of receiving the complaint or an unsuccessful attempt to mediate the complaint. This meeting shall provide an opportunity for the complainant and/or his/her representative to repeat the complaint orally.

The complainant and/or his/her representative shall have an opportunity to present the complaint and evidence or information leading to evidence to support the allegations in the complaint.

A complainant's refusal to provide TEACH's investigator with documents or other evidence related to the allegations in the complaint, or his/her failure or refusal to cooperate in the investigation or his/her engagement in any other obstruction of the investigation, may result in the dismissal of the complaint because of a lack of evidence to support the allegation.

TEACH's refusal to provide the investigator with access to records and/or other information related to the allegation in the complaint, or its failure or refusal to cooperate in the investigation or its engagement in any other obstruction of the investigation, may result in a finding, based on evidence collected, that a violation has occurred and may result in the imposition of a remedy in favor of the complainant.

- **Step 4: Response**

Unless extended by written agreement with the complainant, the compliance officer shall prepare and send to the complainant a written report of TEACH's investigation and decision, as described in Step #5 below, within sixty (60) days of TEACH's receipt of the complaint.

- **Step 5: Final Written Decision**

TEACH's decision shall be in writing and sent to the complainant. TEACH's decision shall be written in English and in the language of the complainant whenever feasible or as required by law.

The decision shall include:

1. The findings of fact based on evidence gathered.
2. The conclusion(s) of law.
3. Disposition of the complaint.
4. Rationale for such disposition.
5. Corrective actions, if any are warranted.
6. Notice of the complainant's right to appeal TEACH's decision within fifteen (15) days to the CDE and procedures to be followed for initiating such an appeal.
7. For unlawful discrimination, harassment, intimidation or bullying complaints arising under state law, notice that the complainant must wait until sixty (60) days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies.
8. For unlawful discrimination, harassment, intimidation or bullying complaints arising under federal law such complaint may be made at any time to the U.S. Department of Education, Office for Civil Rights.

If an employee is disciplined as a result of the complaint, the decision shall simply state that effective action was taken and that the employee was informed of TEACH's expectations. The report shall not give any further information as to the nature of the disciplinary action.

Appeals to the California Department of Education

If dissatisfied with TEACH's decision, the complainant may appeal in writing to the CDE within fifteen (15) days of receiving TEACH's decision. The appeal should be sent to:

California Department of Education
1430 N Street
Sacramento, CA 95814
Telephone: (916) 319-0800

When appealing to the CDE, the complainant must specify the basis for the appeal of the decision and whether the facts are incorrect and/or the law has been misapplied. The appeal shall be accompanied by a copy of the locally filed complaint and a copy of TEACH's decision.

Upon notification by the CDE that the complainant has appealed TEACH's decision, the Superintendent or designee shall forward the following documents to the CDE:

1. A copy of the original complaint.
2. A copy of the decision.
3. A summary of the nature and extent of the investigation conducted by TEACH, if not covered by the decision.
4. A copy of the investigation file, including but not limited to all notes, interviews, and documents submitted by all parties and gathered by the investigator.
5. A report of any action taken to resolve the complaint.
6. A copy of TEACH's complaint procedures.
7. Other relevant information requested by the CDE.

The CDE may directly intervene in the complaint without waiting for action by TEACH when one of the conditions listed in Title 5, California Code of Regulations, Section 4650 exists, including cases in which TEACH has not taken action within sixty (60) days of the date the complaint was filed with TEACH.

Civil Law Remedies

A complainant may pursue available civil law remedies outside of TEACH's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders. For unlawful discrimination, harassment, intimidation or bullying complaints arising under state law, however, a complainant must wait until sixty (60) days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies. The moratorium does not apply to injunctive relief and is applicable only if TEACH has appropriately, and in a timely manner, apprised the complainant of his/her right to file a complaint in accordance with 5 CCR § 4622.

Uniform Complaint Procedure Form

Last Name: _____ First Name/MI: _____
Student Name (if applicable): _____ Grade: _____ Date of Birth: _____
Street Address/Apt.#:
_____
City: _____ State: _____ Zip Code: _____
Home Phone: _____ Cell Phone: _____ Work Phone: _____
School/Office of Alleged Violation: _____

For allegation(s) of noncompliance, please check the program or activity referred to in your complaint, if applicable:

[ ] Special Education
[ ] Pupil Fees
[ ] Bilingual Education
[ ] After School Education and Safety
[ ] Consolidated Categorical Aid
[ ] Child Nutrition
[ ] No Child Left Behind Programs
[ ] Every Student Succeeds Act Prog.
[ ] Local Control Funding Formula
[ ] Foster/Homeless Youth
[ ] Tobacco-Use Prevention Education
[ ] Lactating Pupils
[ ] Economic Impact Aid

For allegation(s) of unlawful discrimination, harassment, intimidation or bullying, please check the basis of the unlawful discrimination, harassment, intimidation or bullying described in your complaint, if applicable:

[ ] Age
[ ] Ancestry
[ ] Color
[ ] Disability (Mental or Physical)
[ ] Ethnic Group Identification
[ ] Medical Condition
[ ] Gender / Gender Expression / Gender Identity
[ ] Genetic Information
[ ] National Origin
[ ] Race or Ethnicity
[ ] Religion
[ ] Sex (Actual or Perceived)
[ ] Sexual Orientation (Actual or Perceived)
[ ] Based on association with a person or group with one or more of these actual or perceived characteristics
[ ] Marital Status

1. Please give facts about the complaint. Provide details such as the names of those involved, dates, whether witnesses were present, etc., that may be helpful to the complaint investigator.

_____
_____
_____
_____
_____
_____
_____
_____

2. Have you discussed your complaint or brought your complaint to any TEACH personnel? If you have, to whom did you take the complaint, and what was the result?

_____
_____
_____
_____
_____
_____

3. Please provide copies of any written documents that may be relevant or supportive of your complaint.
   I have attached supporting documents. [ ] Yes [ ] No

Signature: _____ Date: _____

Mail complaint and any relevant documents to:
Superintendent
TEACH Public Schools
10600 S. Western Avenue
Los Angeles, CA 90047

General Complaints

The Board of Directors of TEACH Public Schools ("TEACH") has adopted this General Complaint Policy to address concerns about TEACH generally or regarding specific employees. For complaints regarding harassment or perceived violations of state or federal laws, please refer to the TEACH Anti-Discrimination, Sexual Harassment, Harassment, and Bullying Policy and/or TEACH Uniform Complaint Procedures. For all other complaints, the General Complaint form and accompanying procedures will be appropriate.

Internal Complaints
(Complaints by Employees against Employees)

This section of the policy is for use when an TEACH employee raises a complaint or concern about a co-worker.

If reasonably possible, internal complaints should be resolved at the lowest possible level, including attempts to discuss/resolve concerns with the immediate supervisor. However, in the event an informal resolution may not be achieved or is not appropriate, the following steps will be followed by the Superintendent or designee:

1. The complainant will bring the matter to the attention of the Superintendent as soon as possible after attempts to resolve the complaint with the immediate supervisor have failed or if not appropriate; and

2. The complainant will reduce his or her complaint to writing, indicating all known and relevant facts. The Superintendent or designee will then investigate the facts and provide a solution or explanation;

3. If the complaint is about the Superintendent, the complainant may file his or her complaint in a signed writing to the Chair of the TEACH Board of Directors, who will then confer with the Board of Directors and may conduct a fact-finding or authorize a third-party investigator on behalf of the Board of Directors. The Chair or investigator will report his or her findings to the Board of Directors for review and action, if necessary.

This policy cannot guarantee that every problem will be resolved to the employee's satisfaction. However, TEACH values each employee's ability to express concerns and the need for resolution without fear of adverse consequence to employment.

Policy for Complaints Generally
(General Complaints and Complaints by Third Parties against Employees)

This section of the policy is for use when either a complaint does not fall under other complaint procedures or a third party (non-employee) raises a complaint or concern about TEACH generally, or an TEACH employee.

If complaints cannot be resolved informally, complainants may file a written complaint with the office of the Superintendent or Chair of the TEACH Board of Directors (only if the complaint concerns the Superintendent) as soon as possible after the events that give rise to the complainant's concerns. The written complaint should set forth in detail the factual basis for the complaint.

In processing the complaint, the Superintendent (or designee) shall abide by the following process:

1. The Superintendent or designee shall use his or her best efforts to ascertain the facts relating to the complaint. Where applicable, the Superintendent or designee shall talk with the parties identified in the complaint or persons with knowledge of the particulars of the complaint to ascertain said facts.

2. In the event that the Superintendent (or designee) finds that a complaint is valid, the Superintendent (or designee) may take appropriate action to resolve the problem. Where the complaint is against an employee of TEACH, the Superintendent may take disciplinary action against the employee. As appropriate, the Superintendent (or designee) may also simply counsel/reprimand employees as to their conduct without initiating formal disciplinary measures.

3. The Superintendent's (or designee's) decision relating to the complaint shall be final unless it is appealed to the TEACH Board of Directors. The decision of the Board of Directors shall be final.

General Requirements

1. Confidentiality: All complainants will be notified that information obtained from the complainants and thereafter gathered will be maintained in a manner as confidential as possible, but in some circumstances absolute confidentiality cannot be assured.

2. Non-Retaliation: All complainants will be advised that they will be protected against retaliation as a result of the filing of any complaints or participation in any complaint process.

3. Resolution: The TEACH Board of Directors (if a complaint is about the Superintendent) or the Superintendent or designee will investigate complaints appropriately under the circumstances and pursuant to the applicable procedures, and if necessary, take appropriate remedial measures to ensure effective resolution of any complaint.

General Complaint Form

Your Name: _____ Date:_____
Date of Alleged Incident(s): _____
Name of Person(s) you have a complaint against: _____
_____
List any witnesses that were present: _____
_____
Where did the incident(s) occur? _____
_____

Please describe the circumstances, events, or conduct that are the basis of your complaint by providing as much factual detail as possible (i.e. specific statements; what, if any, physical contact was involved; any verbal statements; what did you do to avoid the situation, etc.) (Attach additional pages, if needed):
_____
_____
_____
_____
_____

I hereby authorize TEACH to disclose the information I have provided as it finds necessary in pursuing its investigation. I hereby certify that the information I have provided in this complaint is true and correct and complete to the best of my knowledge and belief. I further understand providing false information in this regard could result in disciplinary action up to and including termination.

_____ Date: _____
Signature of Complainant

_____
Print Name

To be completed by TEACH:

Received by: _____ Date: _____

Parent/Student Signature Page

Our signatures below indicate that we have received, read for understanding, and agree to follow the policies and guidelines found in the Student/Parent Handbook 2017-2018.

_____	_____	_____
Student Name (please print)	Grade Level	Date

_____	_____
Parent/Guardian Signature	Date

SFA Wellness Policy

Due to children's need to access healthy foods and opportunities to be physically active in order to grow, learn, and thrive; TEACH Schools is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of TEACH SFA that:

- The schools will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing TEACH SFA school-wide nutrition and physical activity policies.

- All students in grades 9-12 will have opportunities, support, and encouragement to be physically active on a regular basis.

- Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; will accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.

- Schools will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs, and with related community services.

TO ACHIEVE THESE POLICY GOALS:

Creation of Wellness Committee
TEACH SFA has created, strengthened, or worked within existing school advisory councils developing, implementing, monitoring, reviewing, and, as necessary, revising school nutrition and physical activity policies. The councils serve as resources to school sites for implementing those policies. (A school health council consists of a group of individuals representing the school and community, and should include parents, students, and representatives of the school food authority, members of the school board, school administrators, teachers, health professionals, and members of the public.)

Nutrition and Physical Activity Promotion and Food Marketing
Meals served through the National School Lunch and Breakfast Programs will:

- be appealing and attractive to children;
- be served in clean and pleasant settings;
- meet, at a minimum, nutrition requirements established by local, state, and federal statutes and regulations;
- offer a variety of fruits and vegetables;[2]
- calories and sodium will be specific for grade levels
- no more the 10% of total calories from saturated fat, averaged over a week;
- serve only low-fat (1%) and fat-free milk[3] and nutritionally-equivalent non-dairy alternatives (to be defined by USDA); and
- ensure that grains are whole grain.[3, 4]

Schools should engage students and parents, through taste-tests of new entrees and surveys, in selecting foods sold through the school meal programs in order to identify new, healthful, and appealing food choices. In addition, schools should share information about the nutritional content of meals with parents and students. Such information can be made available on menus, a website, on cafeteria menu boards, placards, or other point-of-purchase materials.

Breakfast

To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn:

- Schools will, to the extent possible, operate the School Breakfast Program.
- Schools will, to the extent possible, arrange bus schedules and utilize methods to serve school breakfasts that encourage participation, including serving breakfast in the classroom, "grab-and-go" breakfast, or breakfast during morning break or recess.
- Schools that serve breakfast to students will notify parents and students of the availability of the School Breakfast Program.
- Schools will encourage parents to provide a healthy breakfast for their children.

Free and Reduced-priced Meals

Schools will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals[5].

Meal Times and Scheduling

Schools:

- will provide students with enough time to consume their meal after it has been served.
- should schedule meal periods at appropriate times, *e.g.*, lunch should be scheduled between 11 a.m. and 1 p.m.;
- should not schedule tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities;
- will encourage students to wash or hand sanitize hands before they eat meals or snacks; and
- should take reasonable steps to encourage the tooth-brushing regimens of students with special oral health needs (*e.g.*, orthodontia or high tooth decay risk).

Qualifications of School Food Service Staff

Qualified nutrition professionals will administer the school meal programs. As part of TEACH SFA it is our responsibility to operate a food service program, we will provide continuing professional development for all nutrition professionals in schools. Staff development programs should include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility.[6]

Sharing of Foods and Beverages

Schools should monitor students sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.

Middle/Junior High and High Schools

In middle/junior high and high schools, all foods and beverages sold individually outside the reimbursable school meal programs (including those sold through a la carte [snack] lines, vending machines, student stores, or fundraising activities) during the school day, or through programs for students after the school day, will meet the following nutrition and portion size standards:

- **Beverages**

Allowed:

- Fruit or Vegetable juice:
  - 100% juice (can be diluted with water, no dilution limit)
  - No added sweeteners
  - 12 fl. oz. serving size or less
- Milk:
  - 1 % (unflavored), nonfat (flavored, unflavored),

- 12 fl oz. serving size or lass

- Water:
  - No added sweeteners, flavors etc.
  - No serving size
- Other flavored beverages (”no calorie”) (**Not Allowed in Middle School)**
  - 5 calories/8 fl. oz. or less
  - 20 fl. oz. serving size
- Other flavored beverages (“low calorie”) (**Not Allowed in Middle School)**
  - 40 calories/8 fl. oz. or less
  - 12 fl. oz serving size

Not allowed: Caffeinated beverages are not allowed in middle school.

Foods

- A food item sold individually:
- will have no more than 35% of its calories from fat (excluding nuts, seeds, peanut butter, and other nut butters) and 10% of its calories from saturated and trans fat combined;
- will have no more than 35% of its *weight* from added sugars;[8]
- will contain no more than 230 mg of sodium per serving for chips, cereals, crackers, French fries, baked goods, and other snack items; will contain no more than 480 mg of sodium per serving for pastas, meats, and soups; and will contain no more than 600 mg of sodium for pizza, sandwiches, and main dishes.
- It is encouraged to offer a choice of two fruits and/or non-fried vegetables for sale at any location on the school site where foods are sold. Such items could include, but are not limited to, fresh fruits and vegetables; cooked, dried, or canned fruits (canned in fruit juice or light syrup), juice; and cooked, dried, or canned vegetables (that meet the above fat and sodium guidelines).[9]

Snacks

Snacks served during the school day or in after-school care or enrichment programs will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and water as the primary beverage. Schools will assess if and when to offer snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations. The TEACH SFA will disseminate the guidelines for compliant snacks.

- If eligible, schools that provide snacks through after-school programs will pursue receiving reimbursements through the National School Lunch Program.

Rewards

Schools are encouraged not to use foods or beverages, especially those that do not meet the nutrition standards for foods and beverages sold individually (above), as rewards for academic performance or good behavior,[10] and will not withhold food or beverages (including food served through school meals) as a punishment.

Celebrations

Schools should limit celebrations that involve food during the school day to no more than one party per class per month. It is encouraged that each party include no more than one food or beverage that does not meet nutrition standards for foods and beverages sold individually (above).

School-Sponsored Events

(such as, but not limited to, athletic events, dances, or performances)

It is encouraged that foods and beverages offered or sold at school-sponsored events outside the school day meet the nutrition standards for meals or for foods and beverages sold individually (above).

Nutrition and Physical Activity Promotion and Food Marketing

Nutrition Education and Promotion

TEACH SFA aims to teach, encourage, and support healthy eating by students. It's encouraged that schools provide nutrition education and engage in nutrition promotion that:

- is offered at each grade level as part of a sequential, comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health;
- is part of not only health education classes, but also classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects;
- includes enjoyable, developmentally-appropriate, culturally-relevant, participatory activities, such as contests, promotions, taste testing, farm visits, and school gardens;
- promotes fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices;
- emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise);
- links with school meal programs, other school foods, and nutrition-related community services;
- teaches media literacy with an emphasis on food marketing; and
- includes training for teachers and other staff.

Integrating Physical Activity into the Classroom Setting

For students to receive the nationally-recommended amount of daily physical activity (*i.e.*, at least 60 minutes per day) and for students to fully embrace regular physical activity as a personal behavior, students need opportunities for physical activity beyond physical education class. Toward that end:

- classroom health education will complement physical education by reinforcing the knowledge and self-management skills needed to maintain a physically-active lifestyle and to reduce time spent on sedentary activities, such as watching television;
- opportunities for physical activity will be incorporated into other subject lessons; and
- classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.

Communications with Parents

The TEACH SFA/school will support parents' efforts to provide a healthy diet and daily physical activity for their children. The TEACH SFA will, send home nutrition information, post nutrition tips on school websites, and provide nutrient analyses of school menus when available. Schools should encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet the above nutrition standards for individual foods and beverages.

The TEACH SFA/school will provide information about physical education and other school-based physical activity opportunities before, during, and after the school day; and support parents' efforts to provide their children with opportunities to be physically active outside of school.

Food Marketing in Schools

School-based marketing will be consistent with nutrition education and health promotion. As such, schools will limit food and beverage marketing to the promotion of foods and beverages that meet the nutrition standards for meals or for foods and beverages sold individually (above).[11] School-based marketing of brands promoting predominantly low-nutrition foods and beverages[12] is prohibited. The promotion of healthy foods, including fruits, vegetables, whole grains, and low-fat dairy products is encouraged.

Examples of marketing techniques include the following: logos and brand names on/in vending machines, books or curricula, textbook covers, school supplies, scoreboards, school structures, and sports equipment; educational incentive programs that provide food as a reward; programs that provide schools with supplies when families buy low-nutrition food products; free samples or coupons; and food sales through fundraising activities. Marketing activities that promote healthful behaviors (and are therefore allowable) include: sales of healthy food for fundraisers.

Staff Wellness

TEACH SFA highly values the health and well-being of every staff member and will encourage that support personal efforts by staff to maintain a healthy lifestyle.

Physical Education and Physical Activity Opportunities

Daily Physical Education (P.E.) 5-10

All students in grades 9-10, including students with disabilities, special health-care needs, and in alternative educational settings, will receive weekly physical education for the entire school year. All physical education will be taught by a certified physical education teacher. Student involvement in other activities involving physical activity (*e.g.*, interscholastic or intramural sports) will not be substituted for meeting the physical education requirement. Students will spend at least 50 percent of physical education class time participating in moderate to vigorous physical activity.

- A minimum of 400 minutes for every 10 school days for students in grades 9-12
- Schools shall be encouraged to annually administer the physical fitness test designated by the State Board of Education to students in grades 5, 7, and 9.

Physical Activity Opportunities Before and After School

All middle and high schools will offer when appropriate extracurricular physical activity programs, such as physical activity clubs or intramural programs. All high schools, and middle schools, when appropriate, will offer, interscholastic sports programs. Schools will offer, when feasible, a range of activities that meet the needs, interests, and abilities of all students, including boys, girls, students with disabilities, and students with special health-care needs.

After-school child care and enrichment programs when appropriate will provide and encourage – verbally and through the provision of space, equipment, and activities – daily periods of moderate to vigorous physical activity for all participants.

Physical Activity and Punishment

Teachers and other school and community personnel will not use physical activity (*e.g.*, running laps, pushups) or withhold opportunities for physical activity (*e.g.*, recess, physical education) as punishment.

Safe Routes to School

TEACH SFA will assess and, if necessary and to the extent possible, make needed improvements to make it safer and easier for students to walk, skate and bike to school. When appropriate, TEACH SFA will work together with local public works, public safety, and/or police departments in those efforts. TEACH FSA will explore the availability of federal "safe routes to school" funds, administered by the state department of transportation, to finance such improvements. TEACH SFA will encourage students to use public transportation when available and appropriate for travel to school, and will work with the local transit agency to provide transit passes for students.

Use of School Facilities Outside of School Hours

School spaces and facilities should be available to students, staff, and community members before, during, and after the school day, on weekends, and during school vacations. These spaces and facilities also should be available to community agencies and organizations offering physical activity and nutrition programs. School policies concerning safety will apply at all times.

Monitoring

The Wellness Committee will ensure compliance with established TEACH SFA school-wide nutrition and physical activity wellness policies. In each school, the principal or designee will ensure compliance with those policies in his/her school and will report on the school's compliance to the TEACH SFA Wellness Committee.

School food service staff, at the school level, will ensure compliance with nutrition policies within school food service areas and will report on this matter to the Wellness Committee (or if done at the school level, to the school principal). In addition, TEACH SFA will report on the most recent USDA Administrative Review findings and any resulting changes.
The Wellness Committee will develop a summary report periodically on TEACH SFA school-wide compliance with TEACH Schools established nutrition and physical activity wellness policies, based on input from schools within TEACH SFA. That report will be provided to the school board and also distributed to all school health councils, parent/teacher organizations, school principals, and school health services personnel in TEACH SFA schools.

Monitor and Policy Review

Policy Review

To help with the initial development of the TEACH SFA wellness policies, each school in the TEACH SFA will conduct a baseline assessment of the school's existing nutrition and physical activity environments and policies.[13] The results of those school-by-school assessments will be compiled by the Wellness Committee level to identify and prioritize needs.
Assessments will be repeated periodically to help review policy compliance, assess progress, and determine areas in need of improvement. As part of that review, TEACH SFA will review our nutrition and physical activity policies; provision of an environment that supports healthy eating and physical activity; and nutrition and physical education policies and program elements. TEACH SFA, and individual schools within TEACH SFA, will, as necessary, suggest revisions to the wellness policies and develop work plans to facilitate their implementation.

Footnotes

[2] To the extent possible, schools will offer at least two non-fried vegetable and two fruit options each day and will offer five different fruits and five different vegetables over the course of a week. Schools are encouraged to source fresh fruits and vegetables from local farmers when practicable.

[3] As recommended by the *Dietary Guidelines for Americans 2010*

[4] A whole grain is one labeled as a "whole" grain product or with a whole grain listed as the primary grain ingredient in the ingredient statement. Examples include "whole" wheat flour, cracked wheat, brown rice, and oatmeal.

[5] It is against the law to make others in the cafeteria aware of the eligibility status of children for free, reduced-price, or "paid" meals.

[6] School nutrition staff development programs are available through the USDA, School Nutrition Association, and National Food Service Management Institute.

[7] Surprisingly, seltzer water may not be sold during meal times in areas of the school where food is sold or eaten because it is considered a "Food of Minimal Nutritional Value" (Appendix B of 7 CFR Part 210).

[8] If a food manufacturer fails to provide the *added* sugars content of a food item, use the percentage of weight from total sugars (in place of the percentage of weight from *added* sugars), and exempt fruits, vegetables, and dairy foods from this total sugars limit.

[9] Schools that have vending machines are encouraged to include refrigerated snack vending machines, which can accommodate

[10] Unless this practice is allowed by a student's individual education plan (IEP).

[11] Advertising of low-nutrition foods and beverages is permitted in supplementary classroom and library materials, such as newspapers, magazines, the Internet, and similar media, when such materials are used in a class lesson or activity, or as a research tool.

[12] Schools should not permit general brand marketing for food brands under which more than half of the foods or beverages do not meet the nutrition standards for foods sold individually or the meals are not consistent with school meal nutrition standards.

[13] Useful self-assessment and planning tools include the *School Health Index* from the Centers for Disease Control and Prevention (CDC), *Changing the Scene* from the Team Nutrition Program of the U.S. Department of Agriculture (USDA), and *Opportunity to Learn Standards for Elementary, Middle, and High School Physical Education* from the National Association for Sport and Physical Education.

(**cf. 3550 - Food Service/Child Nutrition Program)**
(cf. 3553 - Free and Reduced Price Meals)
(cf. 3554 - Other Food Sales)
(cf. 6142.7 - Physical Education)

Legal Reference:

EDUCATION CODE

49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001
49500-49505 School meals
49510-49520 Nutrition
49530-49536 Child Nutrition Act
49540-49546 Child care food program
49547-49548.3 Comprehensive nutrition services
49550-49560 Meals for needy students
49565-49565.8 California Fresh Start pilot program
49570 National School Lunch Act
51222 Physical education
51223 Physical education, elementary schools

CODE OF REGULATIONS, TITLE 5
10060- Criteria for Physical Education Program
15500-15501 Food sales by student organizations
15510 Mandatory meals for needy students
15530-15535 Nutrition education
15550-15565 School lunch and breakfast programs
UNITED STATES CODE, TITLE 42
1751-1769 National School Lunch Program, especially:
1751 Note Local wellness policy
1771-1791 Child Nutrition Act, including:
1773 School Breakfast Program

APPENDIX A

HARASSMENT COMPLAINT FORM

It is the policy of the School that all of its employees be free from harassment. This form is provided for you to report what you believe to be harassment, so that the School may investigate and take appropriate disciplinary or other action when the facts show that there has been harassment.

If you are an employee of the School, you may file this form with the Principal or Board President.

Please review the School's policies concerning harassment for a definition of harassment and a description of the types of conduct that are considered to be harassment.

The School will undertake every effort to handle the investigation of your complaint in a confidential manner. In that regard, the School will disclose the contents of your complaint only to those persons having a need to know. For example, to conduct its investigation, the School will need to disclose portions of your factual allegations to potential witnesses, including anyone you have identified as having knowledge of the facts on which you are basking your complaint, as well as the alleged harasser.

In signing this form below, you authorize the School to disclose to others the information you have provided herein, and information you may provide, the more likely it is that the School will be able to address your complain to your satisfaction.

Charges of harassment are taken very seriously by the School both because of the harm caused to the person harassed, and because of the potential sanctions that may be taken against the harasser. It is therefore very important that you report the facts as accurately and completely as possible and that you cooperate fully with the person or persons designated to investigate your complaint.

Your Name: _____ Date: _____

Date of Alleged Incident(s):

_____

Name of Person(s) you believe sexually harassed you or someone else:

_____

List any witnesses that were present:

_____

Where did the incident(s) occur?

_____

Please describe the events or conduct that are the basis of your complaint by providing as much factual detail as possible (i.e. specific statements; what if any, physical contact was involved; any verbal statements; what did you do to avoid the situation, etc.) (Attach additional Pages if needed):

_____

_____

_____

_____

_____
_____

I acknowledge that I have read and that I understand the above statements. I hereby authorize the School to disclose the information I have provided as it finds necessary in pursuing its investigation.

I hereby certify that the information I have provided in this complaint is true and correct and complete to the best of my knowledge and belief.

Signature of Complainant: _____

Print Name: _____

To be completed by School:
Received by Name: _____
Date: _____

Comprehensive School Safety Plan
SB 187 Compliance Document

2021-22
School Year

School: TEACH Academy of Technologies

CDS Code: 19647330122242

District: TEACH Academy of Technologies

Address: 10000 S. Western Avenue
Los Angeles, CA 90047

Date of Adoption: July 2020

Approved by:

Name	Title	Signature	Date
Raul Carranza	Superintendent		

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Senate Bill 187: Comprehensive School Safety Plan Purpose

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent ofthe Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January I, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

Assessment of school crime committed on school campuses and at school-related functions

- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In July of every year, the school will report on the status of its school safety plan including a description of its key elements in the annual school accountability report card.

A copy of the Comprehensive School Safety Plan is available for review at 10000 S. Western Avenue, Los Angeles, CA 90047.

Safety Plan Vision
TEACH Public Schools is committed to maintaining safe and secure campuses for all of its pupils and staff. To that end, this Comprehensive School Safety Plan covers TEACH's policies and expectations regarding the practices of each school in maintaining the security of the physical campus, responding appropriately to emergencies, increasing the safety and protection of students and staff, and creating a safe and orderly environment that is conducive to learning.

All school employees should receive training in the Comprehensive School Safety Plan upon joining the school, and should review any changes to the Plan annually.

CAMPUS SAFETY AND SECURITY
Each school and its staff members will maintain policies, practices and procedures so that the campus is physically secure and safe.

School seeks to create a challenging learning environment that encourages high expectations for success through development-appropriate instruction that allows for individual differences and learning styles. Our school promotes a safe, orderly, caring, and supportive environment. Each student's self-esteem is fostered by positive relationships with students and staff. We strive to have our parents, teachers, and community members actively involved on our students' learning

Self-Monitoring Tool
California Department of Education – July 2020
Comprehensive School Safety Plan
California *Education Code* Sections 32280–32289

Requirements for a Comprehensive School Safety Plan	Requirement Met	Comments
1. Plan is written and developed by a school site council (SSC) or a safety planning committee. The School Safety Planning Committee is comprised of: principal/designee, teacher, parent of child who attends the school, classified employee, and others. The SSC may delegate this responsibility to a school safety planning committee.	X	
2. SSC/Planning Committee consulted with a representative from a law enforcement agency in the writing and development of the Comprehensive School Safety Plan.	X	
3. The Comprehensive School Safety Plan includes, but is not limited to: **a. An assessment of the current status of school crime committed on the school campus and at school-related functions. You may accomplish this by reviewing the following types of information:** • Local law enforcement crime data • Suspension/Expulsion data found in the California Longitudinal Pupil Achievement Data System • Behavior Referrals • Attendance rates/School Attendance Review Board data • California Healthy Kids Survey data • School Improvement Plan • Property Damage data **b. An identification of appropriate strategies and programs that provide/maintain a high level of school safety.**	X	
4. The SSC/Planning Committee reviewed and addressed, as needed, the school's procedures for complying with existing laws related to school safety.	X	
5. The Comprehensive School Safety Plan must include all of the following:		
• Child Abuse Reporting procedures	X	
• Disaster procedures, routine and emergency, including adaptations for pupils with disabilities.	X	
• Earthquake emergency procedures that include: 1. A school building disaster plan 2. A drop procedure 3. Dates/times of drop procedure drills held once each quarter in elementary; once each semester in secondary schools 4. Protective measures to be taken before, during, and after an earthquake 5. A program to ensure that pupils and both certificated and classified staff are aware of and are trained in the earthquake emergency procedure system	X	
• Procedures to allow a public agency to use school buildings, grounds, and equipment for mass care and welfare shelters during an emergency which affects public health or welfare.	X	
• Policies and procedures which lead to suspension and/or expulsion.	X	
• Procedures to notify teachers of dangerous pupils.	X	
• Policy prohibiting discrimination, harassment, intimidation, and	X	

bullying.		
• Provisions of any school site dress code, including prohibition of "gang-related" apparel.	X	
• Procedures for safe ingress and egress of pupils, parents, and employees from school site; including access to the school campus.	X	
• Procedures that create a safe and orderly environment conducive to learning at the school.	X	
• Access to the school campus (visitors).	X	
• The rules and procedures on school discipline.	X	
• Crisis Response Plan.	X	
• Hate crime reporting procedures and policies.	X	
6. The plan may include clear guidelines for the roles and responsibilities of mental health professionals, community intervention professionals, school counselors, school resource officers, and police officers on campus.	X	
7. The plan may include procedures for responding to the release of a pesticide or other toxic substance from properties located within one-quarter mile of a school.	X	
8. The plan should include verification that the school safety plan was evaluated at least once a year, and revised by March 1 every year.	X	
9. The plan should include documentation that school safety plan was submitted for approval to either the district office or county office of education. Evidence of approval at the district or county level should be included.	X	
10. The plan should include verification that the SSC/Planning Committee communicated the school safety plan to the public at a public meeting at the school site.	X	

Components of the Comprehensive School Safety Plan (EC 32281)

TEACH Academy of Technologies Safety Committee
Leadership Team and Teacher

Assessment of School Safety
Self Monitoring Tool and Leadership Meeting

Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)
Safe School Planning Education Codes
200. It is the policy of the State of California to afford all persons in public schools, regardless of their disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code, equal rights and opportunities in the educational institutions of the state. The purpose of this chapter is to prohibit acts that are contrary to that policy and to provide remedies therefor.

201. (a) All pupils have the right to participate fully in the educational process, free from discrimination and harassment.
(b) California's public schools have an affirmative obligation to combat racism, sexism, and other forms of bias, and a responsibility to provide equal educational opportunity.
(c) Harassment on school grounds directed at an individual on the basis of personal characteristics or status creates a hostile environment and jeopardizes equal educational opportunity as guaranteed by the California Constitution and the United States Constitution.
(d) There is an urgent need to prevent and respond to acts of hate violence and bias-related incidents that are occurring at an increasing rate in California's public schools.
(e) There is an urgent need to teach and inform pupils in the public schools about their rights, as guaranteed by the federal and state constitutions, in order to increase pupils' awareness and understanding of their rights and the rights of others, with the intention of promoting tolerance and sensitivity in public schools and in society as a means of responding to potential harassment and hate violence.
(f) It is the intent of the Legislature that each public school undertake educational activities to counter discriminatory incidents on school grounds and, within constitutional bounds, to minimize and eliminate a hostile environment on school grounds that impairs the access of pupils to equal educational opportunity.

234. (a) This article shall be known, and may be cited, as the Safe Place to Learn Act.
(b) It is the policy of the State of California to ensure that all local educational agencies continue to work to reduce discrimination, harassment, violence, intimidation, and bullying. It is further the policy of the state to improve pupil safety at schools and the connections between pupils and supportive adults, schools, and communities.

234.1. The department, pursuant to subdivision (b) of Section 64001, shall monitor adherence to the requirements of Chapter 5.3 (commencing with Section 4900) of Division 1 of Title 5 of the California Code of Regulations and this chapter as part of its regular monitoring and review of local educational agencies, commonly known as the Categorical Program Monitoring process. The department shall assess whether local educational agencies have done all of the following:
(a) Adopted a policy that prohibits discrimination, harassment, intimidation, and bullying based on the actual or perceived characteristics set forth in Section 422.55 of the Penal Code and Section 220 of this code, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. The policy shall include a statement that the policy applies to all acts related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district.
(b) Adopted a process for receiving and investigating complaints of discrimination, harassment, intimidation, and bullying based on any of the actual or perceived characteristics set forth in Section 422.55 of the Penal Code and Section 220 of this code, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. The complaint process shall include, but not be limited to, all of the following:
(1) A requirement that, if school personnel witness an act of discrimination, harassment, intimidation, or bullying, they shall take immediate steps to intervene when safe to do so.
(2) A timeline to investigate and resolve complaints of discrimination, harassment, intimidation, or bullying that shall be followed by all schools under the jurisdiction of the school district.

(3) An appeal process afforded to the complainant should he or she disagree with the resolution of a complaint filed pursuant to this section.
(4) All forms developed pursuant to this process shall be translated pursuant to Section 48985.
(c) Publicized antidiscrimination, antiharassment, anti-intimidation, and antibullying policies adopted pursuant to subdivision (a), including information about the manner in which to file a complaint, to pupils, parents, employees, agents of the governing board, and the general public. The information shall be translated pursuant to Section 48985.
(d) Provided, incident to the publicizing described in subdivision (c), to certificated schoolsite employees who serve pupils in any of grades 7 to 12, inclusive, who are employed by the local educational agency, information on existing schoolsite and community resources related to the support of lesbian, gay, bisexual, transgender, and questioning (LGBTQ) pupils. Schoolsite resources may include, but are not limited to, peer support or affinity clubs and organizations, safe spaces for LGBTQ pupils, counseling services, staff who have received antibias or other training aimed at supporting these pupils or who serve as designated support to these pupils, health and other curriculum materials that are inclusive of, and relevant to, these pupils, online training developed pursuant to Section 32283.5, and other policies adopted pursuant to this article, including related complaint procedures. Community resources may include, but are not limited to, community-based organizations that provide support to LGBTQ pupils and their families, and physical and mental health providers with experience or training in treating or supporting these pupils.
(e) Posted the policy established pursuant to subdivision (a) in all schools and offices, including staff lounges and pupil government meeting rooms.
(f) Maintained documentation of complaints and their resolution for a minimum of one review cycle.
(g) Ensured that complainants are protected from retaliation and that the identity of a complainant alleging discrimination, harassment, intimidation, or bullying remains confidential, as appropriate.
(h) Identified a responsible local educational agency officer for ensuring school district or county office of education compliance with the requirements of Chapter 5.3 (commencing with Section 4900) of Division 1 of Title 5 of the California Code of Regulations and this chapter.

234.2. The department shall display current information, and periodically update information, on curricula and other resources that specifically address bias-related discrimination, harassment, intimidation, and bullying based on any of the actual or perceived characteristics set forth in Section 422.55 of the Penal Code and Section 220 on the California Healthy Kids Resource Center Internet Web site and other appropriate department Internet Web sites where information about discrimination, harassment, intimidation, and bullying is posted.

234.3. The department shall develop a model handout describing the rights and obligations set forth in Sections 200, 201, and 220 and the policies addressing bias-related discrimination, harassment, intimidation, and bullying in schools. This model handout shall be posted on appropriate department Internet Web sites.

234.5. The Superintendent shall post, and annually update, on the department's Internet Web site and provide to each school district a list of statewide resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying, and their families. The department's Internet Web site shall also include a list of statewide resources for youth who have been affected by gangs, gun violence, and psychological trauma caused by violence at home, at school, and in the community.

32280. It is the intent of the Legislature that all California public schools, in kindergarten, and grades 1 to 12, inclusive, operated by school districts, in cooperation with local law enforcement agencies, community leaders, parents, pupils, teachers, administrators, and other persons who may be interested in the prevention of campus crime and violence, develop a comprehensive school safety plan that addresses the safety concerns identified through a systematic planning process. For the purposes of this section, law enforcement agencies include local police departments, county sheriffs' offices, school district police or security departments, probation departments, and district attorneys' offices. For purposes of this section, a "safety plan" means a plan to develop strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on the school campus.

32281. (a) Each school district and county office of education is responsible for the overall development of all comprehensive school safety plans for its schools operating kindergarten or any of grades 1 to 12, inclusive.
(b) (1) Except as provided in subdivision (d) with regard to a small school district, the schoolsite council established pursuant to former Section 52012, as it existed before July 1, 2005, or Section 52852 shall write and develop a comprehensive school safety plan relevant to the needs and resources of that particular school.
(2) The schoolsite council may delegate this responsibility to a school safety planning committee made up of the following members:
(A) The principal or the principal's designee.
(B) One teacher who is a representative of the recognized certificated employee organization.

(C) One parent whose child attends the school.
(D) One classified employee who is a representative of the recognized classified employee organization.
(E) Other members, if desired.
(3) The schoolsite council shall consult with a representative from a law enforcement agency in the writing and development of the comprehensive school safety plan.
(4) In the absence of a schoolsite council, the members specified in paragraph (2) shall serve as the school safety planning committee.
(c) Nothing in this article shall limit or take away the authority of school boards as guaranteed under this code.
(d) (1) Subdivision (b) shall not apply to a small school district, as defined in paragraph (2), if the small school district develops a districtwide comprehensive school safety plan that is applicable to each schoolsite.
(2) As used in this article, "small school district" means a school district that has fewer than 2,501 units of average daily attendance at the beginning of each fiscal year.
(e) (1) When a principal or his or her designee verifies through local law enforcement officials that a report has been filed of the occurrence of a violent crime on the schoolsite of an elementary or secondary school at which he or she is the principal, the principal or the principal's designee may send to each pupil's parent or legal guardian and each school employee a written notice of the occurrence and general nature of the crime. If the principal or his or her designee chooses to send the written notice, the Legislature encourages the notice be sent no later than the end of business on the second regular work day after the verification. If, at the time of verification, local law enforcement officials determine that notification of the violent crime would hinder an ongoing investigation, the notification authorized by this subdivision shall be made within a reasonable period of time, to be determined by the local law enforcement agency and the school district. For purposes of this section, an act that is considered a "violent crime" shall meet the definition of Section 67381 and be an act for which a pupil could or would be expelled pursuant to Section 48915.
(2) Nothing in this subdivision shall create any liability in a school district or its employees for complying with paragraph (1).
(f) (1) Notwithstanding subdivision (b), a school district or county office of education may, in consultation with law enforcement officials, elect to not have its schoolsite council develop and write those portions of its comprehensive school safety plan that include tactical responses to criminal incidents that may result in death or serious bodily injury at the schoolsite. The portions of a school safety plan that include tactical responses to criminal incidents may be developed by administrators of the school district or county office of education in consultation with law enforcement officials and with a representative of an exclusive bargaining unit of employees of that school district or county office of education, if he or she chooses to participate. The school district or county office of education may elect not to disclose those portions of the comprehensive school safety plan that include tactical responses to criminal incidents.
(2) As used in this article, "tactical responses to criminal incidents" means steps taken to safeguard pupils and staff, to secure the affected school premises, and to apprehend the criminal perpetrator or perpetrators.
(3) Nothing in this subdivision precludes the governing board of a school district or county office of education from conferring in a closed session with law enforcement officials pursuant to Section 54957 of the Government Code to approve a tactical response plan developed in consultation with those officials pursuant to this subdivision. Any vote to approve the tactical response plan shall be announced in open session following the closed session.
(4) Nothing in this subdivision shall be construed to reduce or eliminate the requirements of Section 32282.

32282. (a) The comprehensive school safety plan shall include, but not be limited to, both of the following:
(1) Assessing the current status of school crime committed on school campuses and at school-related functions.
(2) Identifying appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, which shall include the development of all of the following:
(A) Child abuse reporting procedures consistent with Article 2.5 (commencing with Section 11164) of Chapter 2 of Title 1 of Part 4 of the Penal Code.
(B) Disaster procedures, routine and emergency, including adaptations for pupils with disabilities in accordance with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.). The disaster procedures shall also include, but not be limited to, both of the following:
(i) Establishing an earthquake emergency procedure system in every public school building having an occupant capacity of 50 or more pupils or more than one classroom. A school district or county office of education may work with the Office of Emergency Services and the Alfred E. Alquist Seismic Safety Commission to develop and establish the earthquake emergency procedure system. The system shall include, but not be limited to, all of the following:
(I) A school building disaster plan, ready for implementation at any time, for maintaining the safety and care of pupils and staff.
(II) A drop procedure whereby each pupil and staff member takes cover under a table or desk, dropping to his or her knees, with the head protected by the arms, and the back to the windows. A drop procedure practice shall be held at least once each school quarter in elementary schools and at least once a semester in secondary schools.

(III) Protective measures to be taken before, during, and following an earthquake.
(IV) A program to ensure that pupils and both the certificated and classified staff are aware of, and properly trained in, the earthquake emergency procedure system.
(ii) Establishing a procedure to allow a public agency, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The school district or county office of education shall cooperate with the public agency in furnishing and maintaining the services as the school district or county office of education may deem necessary to meet the needs of the community.
(C) Policies pursuant to subdivision (d) of Section 48915 for pupils who committed an act listed in subdivision (c) of Section 48915 and other school-designated serious acts which would lead to suspension, expulsion, or mandatory expulsion recommendations pursuant to Article 1 (commencing with Section 48900) of Chapter 6 of Part 27 of Division 4 of Title 2.
(D) Procedures to notify teachers of dangerous pupils pursuant to Section 49079.
(E) A discrimination and harassment policy consistent with the prohibition against discrimination contained in Chapter 2 (commencing with Section 200) of Part 1.
(F) The provisions of any schoolwide dress code, pursuant to Section 35183, that prohibits pupils from wearing "gang-related apparel," if the school has adopted that type of a dress code. For those purposes, the comprehensive school safety plan shall define "gang-related apparel." The definition shall be limited to apparel that, if worn or displayed on a school campus, reasonably could be determined to threaten the health and safety of the school environment. A schoolwide dress code established pursuant to this section and Section 35183 shall be enforced on the school campus and at any school-sponsored activity by the principal of the school or the person designated by the principal. For purposes of this paragraph, "gang-related apparel" shall not be considered a protected form of speech pursuant to Section 48950.
(G) Procedures for safe ingress and egress of pupils, parents, and school employees to and from school.
(H) A safe and orderly environment conducive to learning at the school.
(I) The rules and procedures on school discipline adopted pursuant
to Sections 35291 and 35291.5.
(b) It is the intent of the Legislature that schools develop comprehensive school safety plans using existing resources, including the materials and services of the partnership, pursuant to this chapter. It is also the intent of the Legislature that schools use the handbook developed and distributed by the School/Law Enforcement Partnership Program entitled "Safe Schools: A Planning Guide for Action" in conjunction with developing their plan for school safety.
(c) Each schoolsite council or school safety planning committee, in developing and updating a comprehensive school safety plan, shall, where practical, consult, cooperate, and coordinate with other schoolsite councils or school safety planning committees.
(d) The comprehensive school safety plan may be evaluated and amended, as needed, by the school safety planning committee, but shall be evaluated at least once a year, to ensure that the comprehensive school safety plan is properly implemented. An updated file of all safety-related plans and materials shall be readily available for inspection by the public.
(e) As comprehensive school safety plans are reviewed and updated, the Legislature encourages all plans, to the extent that resources are available, to include policies and procedures aimed at the prevention of bullying.
(f) The comprehensive school safety plan, as written and updated by the schoolsite council or school safety planning committee, shall be submitted for approval pursuant to subdivision (a) of Section 32288.

32282.1. (a) As comprehensive school safety plans are reviewed and updated, the Legislature encourages all plans, to the extent that resources are available, to include clear guidelines for the roles and responsibilities of mental health professionals, community intervention professionals, school counselors, school resource officers, and police officers on school campus, if the school district uses these people.
(b) The guidelines developed pursuant to subdivision (a) are encouraged to include both of the following:
(1) Primary strategies to create and maintain a positive school climate, promote school safety, and increase pupil achievement, and prioritize mental health and intervention services, restorative and transformative justice programs, and positive behavior interventions and support.
(2) Consistent with paragraph (2) of subdivision (a) of Section 32282, protocols to address the mental health care of pupils who have witnessed a violent act at any time, including, but not limited to, any of the following:
(A) While on school grounds.
(B) While going to or coming from school.
(C) During a lunch period whether on or off campus.
(D) During, or while going to or coming from, a school-sponsored activity.

32282.5. (a) The department shall electronically distribute disaster preparedness educational materials and lesson plans that are currently available to school districts and county offices of education.

(b) The department shall ensure that the disaster preparedness materials are available in at least the three most dominant primary languages spoken by English learners in California, according to the language census.
(c) The department shall coordinate with the California Emergency Management Agency to make sure that all materials are reviewed and updated annually.

32283. The Department of Justice and the State Department of Education, in accordance with Section 32262, shall contract with one or more professional trainers to coordinate statewide workshops for school districts, county offices of education, and schoolsite personnel, and in particular school principals, to assist them in the development of their respective school safety and crisis response plans, and provide training in the prevention of bullying as defined in subdivision (r) of Section 48900. The Department of Justice and the State Department of Education shall work in cooperation with regard to the workshops coordinated and presented pursuant to the contracts. Implementation of this section shall be contingent upon the availability of funds in the annual Budget Act.

32284. The comprehensive school safety plan may also include, at local discretion of the governing board of the school district and using local funds, procedures for responding to the release of a pesticide or other toxic substance from properties located within one-quarter mile of a school. No funds received from the state may be used for this purpose.

32286. (a) Each school shall adopt its comprehensive school safety plan by March 1, 2000, and shall review and update its plan by March 1, every year thereafter. A new school campus that begins offering classes to pupils after March 1, 2001, shall adopt a comprehensive school safety plan within one year of initiating operation, and shall review and update its plan by March 1, every year thereafter.
(b) Commencing in July 2000, and every July thereafter, each school shall report on the status of its school safety plan, including a description of its key elements in the annual school accountability report card prepared pursuant to Sections 33126 and 35256.

32287. If the Superintendent of Public Instruction determines that there has been a willful failure to make any report required by this article, the superintendent shall do both of the following:
(a) Notify the school district or the county office of education in which the willful failure has occurred.
(b) Make an assessment of not more than two thousand dollars ($2,000) against that school district or county office of education. This may be accomplished by deducting an amount equal to the amount of the assessment from the school district's or county office of education's future apportionment.

32288. (a) In order to ensure compliance with this article, each school shall forward its comprehensive school safety plan to the school district or county office of education for approval.
(b) (1) Before adopting its comprehensive school safety plan, the schoolsite council or school safety planning committee shall hold a public meeting at the schoolsite in order to allow members of the public the opportunity to express an opinion about the school safety plan.
(2) The schoolsite council or school safety planning committee shall notify, in writing, the following persons and entities, if available, of the public meeting:
(A) The local mayor.
(B) A representative of the local school employee organization.
(C) A representative of each parent organization at the schoolsite, including the parent teacher association and parent teacher clubs.
(D) A representative of each teacher organization at the schoolsite.
(E) A representative of the student body government.
(F) All persons who have indicated they want to be notified.
(3) The schoolsite council or school safety planning committee is encouraged to notify, in writing, the following persons and entities, if available, of the public meeting:
(A) A representative of the local churches.
(B) Local civic leaders.
(C) Local business organizations.
(c) In order to ensure compliance with this article, each school district or county office of education shall annually notify the State Department of Education by October 15 of any schools that have not complied with Section 32281.

32289. A complaint of noncompliance with the school safety planning requirements of Title IV of the federal No Child Left Behind Act of 2001, 20 U.S.C. Sec. 7114(d)(7), may be filed with the department under the Uniform Complaint Procedures as set forth in Chapter 5.1 (commencing with Section 4600) of Title 5 of the California Code of Regulations.

49380. (a) A school district is encouraged to collaborate with outside consultants, including law enforcement, with expertise in sexual abuse and sex trafficking prevention education in order to create a school safety plan to address the threat of sexual abuse and sex trafficking.
(b) A school district is encouraged to collaborate with law enforcement on a referral protocol for high-risk pupils and minors.
(c) In-service training may be conducted periodically to enable school district personnel to learn about new developments in the understanding of sexual abuse and sex trafficking, and to receive instruction on current prevention efforts and methods. A school district is encouraged to include training on early identification of sexual abuse and sex trafficking of pupils and minors.

(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)
Mandated reporters

Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; administrators and employees of a licensed day care facility; Head Start teachers; district police or security officers; licensed nurses or health care providers; and administrators, presenters, and counselors of a child abuse prevention program. (Penal Code 11165.7) Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse or neglect. However, reasonable suspicion does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect. (Penal Code 11166)

Reportable Offenses
A mandated reporter shall make a report using the procedures provided below whenever, in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. (Penal Code 11166)
Responsibility for Reporting
The reporting duties of mandated reporters are individual and cannot be delegated to another person. (Penal Code 11166)
No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166)

Reporting Procedures

1. Initial Telephone Report
Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to any police department (excluding a school district police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or county welfare department. (Penal Code 11165.9, 11166)
Department of Children and Family Services
425 Shatto Place, Los Angeles, CA 90020
Headquarters' Receptionist: (213) 351-5572.

Written Report

Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall then prepare and either send, fax, or electronically submit to the appropriate agency a written follow-up report, which includes a completed Department of Justice form (SS 8572). (Penal Code 11166, 11168)
Victim Interviews by Social Services/Law Enforcement
Whenever a representative from the Department of Social Services or another government agency investigating suspected child abuse or neglect deems it necessary, a suspected victim may be interviewed during school hours, on school premises, concerning a report of suspected child abuse or neglect that occurred within the child's home or out-of-home care facility. The child shall be given the
?choice of being interviewed in private or in the presence of any adult school employee or volunteer aide selected by the child. (Penal Code 11174.3)
A staff member or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform him/her of the following requirements: (Penal Code 11174.3)

1. The purpose of the selected person's presence at the interview is to lend support to the child and enable him/her to be as comfortable as possible.
2. The selected person shall not participate in the interview.
3. The selected person shall not discuss the facts or circumstances of the case with the child.
4. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.
If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

Release of Child to Peace Officer
When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the Superintendent or designee and/or principal shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. It is the responsibility of the peace officer or agent to notify the parent/guardian of the situation. (Education Code 48906)

(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100)

Disaster Plan (See Appendix C-F)

Disaster Response Procedures Fire Drill Procedure

Signal: Fire Bell Rung in a Continuous Cycle

Procedure During Class Time:
1. Students exit classrooms and WALK in orderly lines.
2. Students evacuate the building by designated routs to the assembly area (see evacuation map)
3. NO TALKING IS PERMITTED
4. Teachers:
a. Take your EMERGENCY FOLDER and attendance.
b. Check that all students are out the classroom.
c. Check that all exits are clear.
d. Close the classroom door. DO NOT LOCK (Later entry may be required)
5. In assembly area, teacher takes roll and accounts for each child.
6. Students in classroom other than their own are to remain with that class until given permission to rejoin their class by both teachers.
7. Students remain in orderly and silent lines until all clear signal is given.

Procedure Used Before School During Lunch and Nutrition
1. Students WALK to the assigned place on the yard where they meet their ADVISOR.
2. Students wait in orderly and silent lines for their teacher, or other supervising adult, to conduct them to their proper assembly area.

Procedure During P.E.
1. Teacher, or supervising adult, stops play, organizes class (es) into silent and orderly lines and conducts class (es) to assembly area.

Procedure When Not in Your Own Classroom
1. Teachers should be familiar with assembly area and evacuation route designated for that classroom or area.
2. The EMERGENCY FOLDER should accompany the class and be used by the teacher, or supervising adult, to account for all students.

Earthquake Procedures

Actual Earthquake

Tremors and shaking of the earth are the signals of an earthquake. The initial shock is likely to be not more than ninety seconds duration. Emergency action to be taken when children are inside the building is:

When inside a building, stay inside: Do not run outside because you may be hit by falling debris. Drop to the floor on your knees and make the body as small as possible. Cover yourself under a desk, table or bench, in a hall, or stand against an inside wall. You should be facing away from: windows; door; glass; skylights; brick or rock faced walls; large moveable objects, such as bookcases; or outside doors and walls. With one arm, hold on to a desk leg so that it will protect your head and neck and so that it will not move away from covering you. Rest your head on one arm and place your other arm over the base of the head and neck. When it is safe, proceed to the assembly areas in the same manner as for Evacuation Procedures.

When outdoors, stay outside: Do not run inside because you may be hit by falling debris. Move away from buildings and overhead structures. Drop to the ground on your knees and make the body as small as possible. Face position away from: buildings, power poles and lines, trees or other overhead hazards, roads and streets, as cars may go out of control. Cover as much skin surface as possible, close your eyes, and cover your ears. If you have a book or other similar object, place it over the base of your head and neck to protect you from flying debris. When it is safe, proceed to the assembly areas in the same manner as for Evacuation Procedures.

Walking to or from school facilities: If students are walking to or from school when an earthquake occurs, they should stay away from all buildings, trees, exposed wires, or other hazards that may fall. The safest place is in the open. Students should assume “drop, cover, and hold” position until the quake is over. After the earthquake, if on the way to school facilities, continue to school. If on the way home, continue home or return to school.

Environmental Hazards

Biochemical or Chemical Release

A biological or chemical release is an incident involving the discharge of a biological or chemical substance in a solid, liquid or gaseous state. Such incidents may also include the release of radioactive materials. Common chemical threats within or adjacent to schools include the discharge of acid in a school laboratory, and overturned truck of hazardous materials in proximity of the school, or an explosion at a nearby oil refinery or another chemical plant.

The following indicators may suggest the release of a biological or chemical substance: Multiple victims suffering from:
- Watery eyes
- Twitching
- Chocking or loss of coordination
- Trouble breathing

Other indicators may include the presence of distressed animals or dead birds.

This procedure deals with three possible scenarios involving the release of biochemical substances:

Scenario 1: Substance released inside a room or a building
Scenario 2: Substance released outdoors and localized
Scenario 3: Substance released in the surrounding community

It is necessary to first determine which scenario applies and then implement the appropriate response procedures listed below:

Scenario 1: Substance Released Inside a Room or Building
General Procedures:
1. Evacuate the building
2. Notify Main Office/Administration
3. Turn off all fans in the area of he release; close the windows and doors, shut down the building's air handling system

IC Responsibilities
1. Signal for the building to be evacuated
2. Call 911
3. Contact the Charter Board
4. Direct School emergency Response Team members (search and rescue team) to isolate and restrict access to potentially contaminated areas
5. Direct school Emergency Response Team members (search and rescue team) to turn off local fans in the area of the release, close the windows and doors and shut down the building's air handling system
6. Ensure person's who have come in direct contact with the hazardous substances are washed\and cleaned. See First Aid Team responsibilities
7. The School, or affected areas, will not reopen until the County HazMat or appropriate agency provides clearance to do so

Teacher/Staff Responsibilities
1. Evacuate classroom in a calm and orderly fashion. Follow general evacuation procedures
2. At the evacuation site, prepare a list of all individuals in the affected room or contaminated area; specify those who may have had actual contract with the substance. Provide this information to the IC

First Aid Team
1. Direct or assist individuals who have come into direct contact with hazardous substances, to wash with soap and water. Do not use bleach or other disinfectants on potentially exposed skin
2. Remove and contain all contaminated clothes
3. Segregate individuals that have been contaminated "topically" by a liquid from unaffected individuals (isolation does not apply to widespread airborne releases)
4. Provide additional medical attention as needed

Threats or Disturbances

Animal disturbance
This procedure should be implemented when the presence of a dog, coyote, mountain lion or any other wild animal threatens the safety of students and staff:

General Procedures
1. Notify office and administration
2. Keep students away from the animal (return to classroom, secure all entrances to classroom, etc.)

IC Responsibilities
1. Call 911 and/or Animal Control
2. Attempt to isolate the animal from students, if it is safe to do so. If the animal is outside, students will be kept inside. If the animal is inside, students will remain outside in an area away from the animal

Disruptive Student

General Procedures
1. At the beginning of each school year, every teacher is to develop a “Clear the Room” procedure. This procedure includes step-by-step instructions of what to do should a student begin to throw things or attach other students or staff.
2. “Clear the Room” procedures should state to which teacher the students should report.
3. The receiving teacher will notify the office immediately.
4. The teacher must stay with the disruptive student until assistance arrives.
5. Students will not return to their classroom until notified by sending teacher.

IC Responsibilities
1. Respond to the classroom as soon as possible.
2. Assist the teacher with the student.
3. Involve other staff as necessary.
4. Call 911 if situation does not abate.
5. Notify the School Counselor/Psychologist or outside agency.
6. Review each plan and require that the plan be practice so that students will know what to do

Teacher/Staff Responsibilities
1. In concert receiving teachers, develop the “Clear the Room” plan.
2. Develop and alternate plan for when receiving teacher is not in the room.
3. Instruct students as to their roles if plan is implemented.
4. Stay with the out-of-control student.

Suicide or Suicide Threat or Attempt

General Procedures
1. Always assume the victim is alive!
2. Administer emergency first aid
3. Notify the IC
4. Stay with the victim until help arrives
5. Limit access to the immediate area until police arrive (treat as a crime scene)
6. Prepare an informational flyer for parents of the students in the victim’s class
7. Notify the Carter Board
8. Notify the Crisis Response Team and/or mental health service provider (Los Angeles County Department of Mental Health or contracted service provider).

IC Responsibilities Actual
1. Assess the situation
2. Direct that 911 be called
3. Declare a Lock Down-Response

4. Direct that appropriate notifications are made
5. Isolate all witnesses; if they are students, notify their parents
6. Direct that personal property of the victim is secured. This includes items in the classroom and in locker
7. If victim has siblings in your school, bring them to a secure area until their parents arrive at the school
8. If victim has siblings in other area schools, notify their administrators
9. Be Prepared to deal with the media
10. Arrange for counselors for s students and staff
11. Make contact with parents of deceased student

Attempted
1. Assess the situation
2. Direct that appropriate notifications be made
3. If required, call 911
4. Deal with siblings set forth above
5. If Lock-Down was not called, hold an emergency staff meeting at close of school to brief staff
6. Arrange for additional counselors if needed

Teacher/Staff Responsibilities Actual/Attempted
1. Immediately notify the IC.
2. Administer first aid/CPR (if knowledgeable)
3. Secure the area until an administrator arrives on the scene
4. Once Relieved, teacher responds to his or her classroom and maintains order

Rumors
1. Treat all verbal and written threats as a serious matter
2. Immediately notify the IC about the information
3. Assist in the evaluation of the threat with other staff

Trespasser in building General Procedures
1. If the unauthorized visitor remains on the school property, notify the police, or IC of the situation, and implement Lock-Down procedures
2. If the trespasser refuses to register in the office and flees the scene obtain an accurate description and inform the office
3. Should a staff member observe a trespasser on school property; treat them as if they are simply a visitor who has failed to register in the office and kindly invite them to do so. NOTE: If a staff member is uncomfortable approaching trespasser, notify the office immediately of their presence
4. Teachers should recall students in hall, lock doors, and remain with their classes at all times
5. When the trespasser has registered in the office, has fled or been escorted from the scene, make a P.A. announcement that the Lock-Down situation has ended, by announcing an “all clear”
6. Notify the Charter Board
7. Prepare for possible media coverage
8. Consider formulating an informational flyer for parents

Bomb Threats General Procedures
1. Evacuation route should be posted in every classroom
2. Use Bomb Threat Checklist to record information about telephone bomb threats. Listen to the message without interrupting the caller. Write down the message, noting time of call, unusual background noises, and estimated age of caller, and try to keep the caller talking. Attempt to ascertain from the caller the type of bomb, where placed, time of detonation, and reason school has been targeted
3. After caller has concluded his or her threat, hang up and immediately lift the receiver and press *69 (call trace)
4. If school has caller ID, note the number from which call was made
5. Notify Main Office/Building Administration
6. If threat is written, place it in an envelope or plastic bag
7. Prepare media statement flyer to inform parents

IC Responsibilities
1. Evaluate the bomb threat and determine if building evacuation is necessary

2. If threat is deemed valid:
• Call 911 – advise building is being evacuated because of a bomb threat
• Activate SERT
• Turn off school bell system
• Don't use PA system
• Turn off all two-way radios
NOTE: Do not utilize the fire alarm system to evacuate the building
3. Dispatch SERT to notify each classroom of the need to evacuate the school. While completing this task, conduct a limited search of common areas of the school
4. In consultation with police/fire officials, determine when it is safe to reenter the school

Teacher/Staff Responsibilities
1. Upon receipt of notification to evacuate the school, conduct a limited research of classrooms to determine if any strange or unknown objects are in the room
2. Proceed to pre-designated evacuation point with class roll book
3. Maintain control of students and advise SERT of any missing children
4. Do not reenter the building until directed to do so by a SERT member or someone in authority

Device Found
Upon discovery of a suspicious device, immediately send word to the IC. If the device is found in a classroom with students, immediately, but in an orderly manner, evacuate the classroom. UNDER NO CONDITION ATTEMPT TO TOUCH OR MOVE THE

DEVICE

IC Responsibilities
1. Upon notification of a device found:
• Call 911 – advise building is being evacuated because of suspected bomb has been discovered if possible, give a description of the device
• Activate the SERT
• Turn off the school bell system
• Turn off all two-way radios
• Do not use the fire alarm system to evacuate the building

Dispatch SERT to begin the evacuation process. The order of evacuation should be:
• Classroom in which the device is located
• Classroom on either side of, across the hall from, that backs up to, or is directly above or below the classroom containing the device. Continue increasing the size of the evacuation until all students and staff are at a safe distance
2. The evacuation must be conducted in an orderly and controlled manner so as not to create an unstable environment which may exacerbate the situation
3. In consultation with police/fire/bomb disposal officials, determine when t is safe to reenter the building

Teacher/Staff Responsibilities
1. Upon receipt of notification to evacuate the classroom, proceed to pre-designated evacuation location with class roll book
2. Maintain control of students and advise SERT of any missing or unaccounted for studentshttps://secure.doc-tracking.com/v2/Home/DocumentSectionEditRteTest.aspx?DefId=47064&SectionId=858553
3. Do not enter the school until directed to do so by an SERT or police/fire authority

Public Agency Use ofSchool Buildings for Emergency Shelters

(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines

"The procedures by which pupils can be suspended or expelled." (Ed. Code § 47605(b)(5)(J).) GENERAL PROVISIONS

Charter School shall provide due process for all students, including adequate and timely notice to parents/guardians and students of the grounds for all suspension and expulsion recommendations and decisions and their due process rights regarding suspension and expulsion, including rights of appeal.

Charter School shall ensure that its policies and procedures regarding suspension and expulsion will be periodically reviewed, and modified as necessary, in order to conform to changes in state law.

Charter School shall ensure that its staff is knowledgeable about and complies with the District's Discipline Foundation Policy and/or current equivalent policy, as required by the Modified Consent Decree. Charter School shall comply with the terms of the School Discipline Policy and School Climate Bill of Rights resolution adopted by the LAUSD Board of Education on May 6, 2013.

Charter School shall be responsible for the appropriate interim placement of students during and pending the completion of Charter School's student expulsion process and shall facilitate the post- expulsion placement of expelled students.

Charter School shall document and implement the alternatives to suspension and expulsion that Charter School utilizes in response to attendance-related concerns, e.g. truancy or excessive tardiness.

STUDENTS WITH DISABILITIES

Charter School shall establish and implement policies and procedures to ensure full compliance with federal and state laws and regulations regarding the discipline of students with disabilities. If a student is recommended for expulsion and the student receives or is eligible for special education, Charter School shall identify and provide special education programs and services at an appropriate interim educational placement, pending the completion of the expulsion process, to be coordinated with the LAUSD Special Education Service Center.

In the case of a student who has an Individualized Education Program ("IEP"), or a student who has a 504 Plan, Charter School shall ensure that it follows correct disciplinary procedures to comply with the mandates of state and federal laws, including IDEA and Section 504 of the Rehabilitation Plan of 1973. As set forth in the MOU regarding special education between the District and Charter School, an IEP team will meet to conduct a manifestation determination and to discuss alternative placement utilizing the District's Special Education Policies and Procedures Manual. Prior to recommending expulsion for a student with a 504 Plan, Charter School's administrator will convene a Link Determination meeting to ask the following two questions:

A. Was the misconduct caused by, or directly and substantially related to the student's disability? B. Was the misconduct a direct result of the Charter School's failure to implement 504?

NOTIFICATION OF THE DISTRICT

Upon expelling any student, Charter School shall notify the Charter Schools Division by submitting an expulsion packet to the CSD immediately or as soon as practicable, which shall contain:

- Completed "Notification of Charter School Expulsion" [form available from the CSD website or office], including attachments as required on the form
- Documentation of the expulsion proceeding, including statement of specific facts supporting the expulsion and documentation that Charter School's policies and procedures were followed
- Copy of parental notice of expulsion hearing
- Copy of expulsion notice provided to parent stating reason for expulsion, term of expulsion, rehabilitation plan, reinstatement notice with eligibility date and instructions for providing proof of student's compliance for reinstatement, appeal process, and options for enrollment
- If the student is eligible for Special Education, documentation related to expulsion in compliance with IDEA and the MCD, including the Expulsion Analysis page of the pre-expulsion IEP
- If the student is eligible for Section 504 accommodations, documentation that Charter School

conducted a Link Determination meeting to address two questions:
A. Was the misconduct caused by, or directly and substantially related to the student's disability?
B. Was the misconduct a direct result of Charter School's failure to implement 504 Plan?
Notwithstanding the documentation sent to the Charter Schools Division as indicated above, if the student is a resident of a school district other than LAUSD, Charter School must notify the superintendent of the student's district of residence within 30 days of the expulsion. Additionally, upon request of the receiving school district, Charter School shall forward student records no later than 10 school days from the date of the request as stated in Education Code section 49068 (a) and (b).

OUTCOME DATA

Charter School shall gather and maintain all data related to placement, tracking, and monitoring of student suspensions, expulsions, and reinstatements, and make such outcome data readily available to the District upon request.

REHABILITATION PLANS

Pupils who are expelled from Charter School shall be given a rehabilitation plan upon expulsion as developed by Charter School's governing board at the time of the expulsion order, which may include, but is not limited to, periodic review as well as assessment at the time of review for readmission. Terms of expulsion should be reasonable and fair with the weight of the expelling offense taken into consideration when determining the length of expulsion. Therefore, the rehabilitation plan should include a date not later than one (1) year from the date of expulsion when the pupil may apply to Charter School for readmission. Charter School shall inform parents in writing of its processes for reinstatement and applying for expungement of the expulsion record.

READMISSION

Charter School's governing board shall adopt rules establishing a procedure for the filing and processing of requests for readmission and the process for the required review of all expelled pupils for readmission. Upon completion of the readmission process, Charter School's governing board shall readmit the pupil, unless Charter School's governing board makes a finding that the pupil has not met the conditions of the rehabilitation plan or continues to pose a danger to campus safety. A descriptio
of the procedure shall be made available to the pupil and the pupil's parent or guardian at the time the expulsion order is entered and the decision of the governing board, including any related findings, must be provided to the pupil and the pupil's parent/guardian within a reasonable time.

REINSTATEMENT

Charter School's governing board shall adopt rules establishing a procedure for processing reinstatements, including the review of documents regarding the rehabilitation plan. Charter School is responsible for reinstating the student upon the conclusion of the expulsion period in a timely manner.

GUN-FREE SCHOOLS ACT

Charter School shall comply with the federal Gun-Free Schools Act.
This Pupil Suspension and Expulsion Policy has been established in order to promote learning and protect the safety and well being of all students at the Charter School. In creating this policy, the Charter School has reviewed Education Code Section 48900 et seq., which describes the noncharter schools' list of offenses and procedures, to establish its list of offenses and procedures for suspensions and expulsions. The language that follows closely mirrors the language of Education Code Section 48900 et seq. The Charter School is committed to annual review of policies and procedures surrounding suspensions and expulsions and, as necessary, modification of the lists of offenses for which students are subject to suspension or expulsion.
When the Policy is violated, it may be necessary to suspend or expel a student from regular classroom instruction. This policy shall serve as the Charter School's policy and procedures for student suspension and expulsion and it may be amended from time to time without the need to amend the charter so long as the amendments comport with legal requirements. Charter School staff shall enforce disciplinary rules and procedures fairly and consistently among all students. This Policy and its Procedures will be printed and distributed as part of the Student Handbook and will clearly describe discipline expectations. Corporal punishment shall not be used as a disciplinary measure against any student. Corporal punishment includes the willful infliction of or willfully causing the infliction of physical pain on a student. For purposes of the Policy, corporal punishment does not include an employee's use of force that is reasonable and necessary to protect the employee, students, staff or other persons or to prevent damage to school property.
The Charter School administration shall ensure that students and their parents/guardians are notified in writing upon enrollment of all discipline policies and procedures. The notice shall state that this Policy and Procedures are available on request at the Executive Director's office.
Suspended or expelled students shall be excluded from all school and school-related activities unless otherwise agreed during the period of suspension or expulsion.
A. Grounds for Suspension and Expulsion of Students
A student may be suspended or expelled for prohibited misconduct if the act is related to school activity or school attendance

occurring at anytime including but not limited to: a) while on school grounds; b) while going to or coming from school; c) during the lunch period, whether on or off the school campus; d) during, going to, or coming from a school-sponsored activity.
B. Enumerated Offenses
1. Discretionary Suspension Offenses. Students may be suspended for any of the following acts when it is determined the pupil:
a) Caused, attempted to cause, or threatened to cause physical injury to another person.
b) Willfully used force or violence upon the person of another, except self-defense.
c) Unlawfully possessed, used, sold or otherwise furnished, or was under the influence of any controlled substance, as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind.
d) Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
e) Committed or attempted to commit robbery or extortion.
f) Caused or attempted to cause damage to school property or private property.
g) Stole or attempted to steal school property or private property.
h) h)Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his or her own prescription products by a pupil.
i) Committed an obscene act or engaged in habitual profanity or vulgarity.
j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.
k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties.
l) Knowingly received stolen school property or private property.
m) Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
n) Committed or attempted to commit a sexual assault as defined in Penal Code Sections 261, 266c, 286, 288, 288a or 289, or committed a sexual battery as defined in Penal Code Section 243.4.
o) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
q) Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, “hazing” means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this section, “hazing” does not include athletic events or school-sanctioned events.
r) Made terroristic threats against school officials and/or school property. For purposes of this section, “terroristic threat” shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars ($1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family’s safety, or for the protection of school property, or the personal property of the person threatened or his or her immediate family.
s) Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual’s academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
t) Caused, attempted to cause, threatened to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to pupils in any of grades 4 to 12, inclusive.
u) Intentionally harassed, threatened or intimidated a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading student rights by creating an intimidating or hostile educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
v) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.
1. “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more

students that has or can be reasonably predicted to have the effect of one or more of the following:
i. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with exceptional needs) or students in fear of harm to that student's or those students' person or property.
ii. Causing a reasonable student to experience a substantially detrimental effect on his or her physical or mental health.
iii. Causing a reasonable student to experience substantial interference with his or her academic performance.
iv. Causing a reasonable student to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.
2) "Electronic Act" means the creation and transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
i. A message, text, sound, or image.
ii. A post on a social network Internet Web site including, but not limited to:
a) Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
b) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in subparagraph (1) above. "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
c) Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
iii. Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
w) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (1).
x) Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee's concurrence.
2. Non-Discretionary Suspension Offenses: Students must be suspended and recommended for expulsion for any of the following acts when it is determined the pupil:
a) Possessed, sold, or otherwise furnished any firearm, explosive, or other dangerous object unless, in the case of possession of any object of this type, the students had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee's concurrence.
3. Discretionary Expellable Offenses: Students may be recommended for expulsion for any of the following acts when it is determined the pupil:
a) Caused, attempted to cause, or threatened to cause physical injury to another person. b) Willfully used force or violence upon the person of another, except self-defense.
c) Unlawfully possessed, used, sold or otherwise furnished, or was under the influence of any controlled substance, as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage, or intoxicant of any kind.
d) Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
e) Committed or attempted to commit robbery or extortion.
f) Caused or attempted to cause damage to school property or private property. g) Stole or attempted to steal school property or private property.
h) Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his or her own prescription products by a pupil.
i) Committed an obscene act or engaged in habitual profanity or vulgarity.
j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.
k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties.

l) Knowingly received stolen school property or private property.
m) Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
n) Committed or attempted to commit a sexual assault as defined in Penal Code Sections 261, 266c, 286, 288, 288a or 289, or committed a sexual battery as defined in Penal Code Section 243.4.
o) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
q) Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this section, "hazing" does not include athletic events or school-sanctioned events.
r) Made terroristic threats against school officials and/or school property. For purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars ($1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school property, or the personal property of the person threatened or his or her immediate family.
s) Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
t) Caused, attempted to cause, threatened to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to pupils in any of grades 4 to 12, inclusive.
u) Intentionally harassed, threatened or intimidated a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading student rights by creating an intimidating or hostile educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
v) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.
1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:
i. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with exceptional needs) or students in fear of harm to that student's or those students' person or property.
ii. Causing a reasonable student to experience a substantially detrimental effect on his or her physical or mental health.
iii. Causing a reasonable student to experience substantial interference with his or her academic performance.
iv. Causing a reasonable student to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.
2) "Electronic Act" means the creation and transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
ii.
i. A message, text, sound, or image.
A post on a social network Internet Web site including, but not limited to:
(a) Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
(b) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in subparagraph (1) above. "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
(c) Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created

the false profile.
iii. Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
w) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (1).
x) Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee's concurrence.
4. Non-Discretionary Expellable Offenses: Students must be recommended for expulsion for any of the following acts when it is determined pursuant to the procedures below that the pupil:
a) Possessed, sold, or otherwise furnished any firearm, explosive, or other dangerous object unless, in the case of possession of any object of this type, the students had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee's concurrence.
If it is determined by the Board of Directors that a student has brought a fire arm or destructive device, as defined in Section 921 of Title 18 of the United States Code, on to campus or to have possessed a firearm or dangerous device on campus, the student shall be expelled for one year, pursuant to the Federal Gun Free Schools Act of 1994.
The term "firearm" means (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device. Such term does not include an antique firearm.
The term "destructive device" means (A) any explosive, incendiary, or poison gas, including but not limited to: (i) bomb, (ii) grenade, (iii) rocket having a propellant charge of more than four ounces, (iv) missile having an explosive or incendiary charge of more than one-quarter ounce, (v) mine, or (vi) device similar to any of the devices described in the preceding clauses.
C. Suspension Procedure
Suspensions shall be initiated according to the following procedures: 1. Conference
Suspension shall be preceded, if possible, by a conference conducted by the Executive Director or the Executive Director's designee with the student and his or her parent and, whenever practical, the teacher, supervisor or Charter School employee who referred the student to the Executive Director or designee.
The conference may be omitted if the Executive Director or designee determines that an emergency situation exists. An "emergency situation" involves a clear and present danger to the lives, safety or health of students or Charter School personnel. If a student is suspended without this conference, both the parent/guardian and student shall be notified of the student's right to return to school for the purpose of a conference.
At the conference, the pupil shall be informed of the reason for the disciplinary action and the evidence against him or her and shall be given the opportunity to present his or her version and evidence in his or her defense. This conference shall be held within two school days of when the student was suspended, unless the pupil waives this right or is physically unable to attend for any reason including, but not limited to, incarceration or hospitalization. No penalties may
be imposed on a pupil for failure of the pupil's parent or guardian to attend a conference with Charter School officials.
Reinstatement of the suspended pupil shall not be contingent upon attendance by the pupil's parent or guardian at the conference.
2. Notice to Parents/Guardians
At the time of the suspension, an administrator or designee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall be notified in writing of the suspension and the date of return following suspension. This notice shall state the specific offense committed by the student. In addition, the notice may also state the date and time when the student may return to school. If Charter School officials wish to ask the parent/guardian to confer regarding matters pertinent to the suspension, the notice may request that the parent/guardian respond to such requests without delay.
3. Suspension Time Limits/Recommendation for Expulsion
Suspensions, when not including a recommendation for expulsion, shall not exceed five (5) consecutive school days per suspension. Upon a recommendation of expulsion by the Executive Director or Executive Director's designee, the pupil and the pupil's guardian or representative will be invited to a conference to determine if the suspension for the pupil should be extended pending an expulsion hearing. This determination will be made by the Executive Director or designee upon either of the following: 1) the pupil's presence will be disruptive to the education process; or 2) the pupil poses a threat or danger to others. Upon either determination, the pupil's suspension will be extended pending the results of an expulsion hearing. The student will have the opportunity, at the discretion of the Executive Director and/or the classroom teacher, to complete instructional activities missed due to his or her suspension and will be able to communicate with designated school staff for any questions and for evaluation of work.
D. Authority to Expel

A student may be expelled by an Administrative Panel following a hearing before it, and preceded by recommendation from the Executive Director. The Administrative Panel shall consist of at least three members who are certificated employees and neither a teacher of the pupil or a Board member of the Charter School's governing board. The Charter School's Board will appoint an Administrative Panel. The Administrative Panel may expel any student found to have committed an expellable offense.
A student and his or her parents may appeal an expulsion decision by the Administrative Panel to the Charter School's Board, which will make the final determination.
E. Expulsion Procedures
Students recommended for expulsion are entitled to a hearing to determine whether the student should be expelled. If requested by the student, and unless postponed for good cause, the hearing shall be held within thirty (30) school days after the Executive Director or designee determines that the student has committed an expellable offense and recommends the student for expulsion. The Administrative Panel will hold a hearing on the case, and will make a determination whether to expel. The hearing shall be held in closed session (complying with all pupil confidentiality rules under FERPA) unless the student makes a written request for a public hearing three (3) days prior to the hearing.
Written notice of the hearing shall be forwarded to the student and the student's parent/guardian at least ten (10) calendar days before the date of the hearing. Upon mailing the notice, it shall be deemed served upon the pupil. The notice shall include:
1. The date and place of the expulsion hearing;
2. A statement of the specific facts, charges and offenses upon which the proposed expulsion is based;
3. A copy of the Charter School's disciplinary rules which relate to the alleged violation;
4. Notification of the student's or parent/guardian's obligation to provide information about the student's status at the Charter School to any other school district or school to which the student seeks enrollment;
5. The opportunity for the student or the student's parent/guardian to appear in person or to employ and be represented by counsel or a non-attorney advisor;
6. The right to inspect and obtain copies of all documents to be used at the hearing;
7. The opportunity to confront and question all witnesses who testify at the hearing;
8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf including witnesses.
F. Special Procedures for Expulsion Hearings Involving Sexual Assault or Battery Offenses
The Charter School may, upon a finding of good cause, determine that the disclosure of either the identity of the witness or the testimony of that witness at the hearing, or both, would subject the witness to an unreasonable risk of psychological or physical harm. Upon this determination, the testimony of the witness may be presented at the hearing in the form of sworn declarations that shall be examined only by the Charter School or the hearing officer. Copies of these sworn declarations, edited to delete the name and identity of the witness, shall be made available to the pupil.
1. The complaining witness in any sexual assault or battery case must be provided with a copy of the applicable disciplinary rules and advised of his/her right to (a) receive five days notice of his/her scheduled testimony, (b) have up to two (2) adult support persons of his/her choosing present in the hearing at the time he/she testifies, which may include a parent, guardian, or legal counsel, and (c) elect to have the hearing closed while testifying.
2. The Charter School must also provide the victim a room separate from the hearing room for the complaining witness' use prior to and during breaks in testimony.
3. At the discretion of the Administrative Panel, the complaining witness shall be allowed periods of relief from examination and cross-examination during which he or she may leave the hearing room.
4. The Administrative Panel may also arrange the seating within the hearing room to facilitate a less intimidating environment for the complaining witness.
5. The Administrative Panel may also limit time for taking the testimony of the complaining witness to the hours he/she is normally in school, if there is no good cause to take the testimony during other hours.
6. Prior to a complaining witness testifying, the support persons must be admonished that the hearing is confidential. Nothing in the law precludes the person presiding over the hearing from removing a support person whom the presiding person finds is disrupting the hearing. The Administrative Panel may permit any one of the support persons for the complaining witness to accompany him or her to the witness stand.
7. If one or both of the support persons is also a witness, the Charter School must present evidence that the witness' presence is both desired by the witness and will be helpful to the Charter School. The person presiding over the hearing shall permit the witness to stay unless it is established that there is a substantial risk that the testimony of the complaining witness would be influenced by the support person, in which case the presiding official shall admonish the support person or persons not to prompt, sway, or influence the witness in any way. Nothing shall preclude the presiding officer from exercising his or her discretion to remove a person from the hearing whom he or she believes is prompting, swaying, or influencing the witness.
8. The testimony of the support person shall be presented before the testimony of the complaining witness and the complaining witness shall be excluded from the courtroom during that testimony.

9. Especially for charges involving sexual assault or battery, if the hearing is to be conducted in public at the request of the pupil being expelled, the complaining witness shall have the right to have his/her testimony heard in a closed session when testifying at a public meeting would threaten serious psychological harm to the complaining witness and there are no alternative procedures to avoid the threatened harm. The alternative procedures may include videotaped depositions or contemporaneous examination in another place communicated to the hearing room by means of closed-circuit television.
10. Evidence of specific instances of a complaining witness' prior sexual conduct is presumed inadmissible and shall not be heard absent a determination by the person conducting the hearing that extraordinary circumstances exist requiring the evidence be heard. Before such a determination regarding extraordinary circumstance can be made, the witness shall be provided notice and an opportunity to present opposition to the introduction of the evidence. In the hearing on the admissibility of the evidence, the complaining witness shall be entitled to be represented by a parent, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of the complaining witness is not admissible for any purpose.
G. Record of Hearing
A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made.
H. Presentation of Evidence
While technical rules of evidence do not apply to expulsion hearings, evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. A determination by the Administrative Panel to expel must be supported by substantial evidence that the student committed an expellable offense. Findings of fact shall be based solely on the evidence at the hearing. While hearsay evidence is admissible, no decision to expel shall be based solely on hearsay. Sworn declarations may be admitted as testimony from witnesses of whom the Board or Administrative Panel determines that disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm.
If, due to a written request by the expelled pupil, the hearing is held at a public meeting, and the charge is committing or attempting to commit a sexual assault or committing a sexual battery as defined in Education Code Section 48900, a complaining witness shall have the right to have his or her testimony heard in a session closed to the public.
The decision of the Administrative Panel shall be in the form of written findings of fact.
If the Administrative Panel decides not to recommend expulsion, the pupil shall immediately be returned to his/her educational program.
I. Written Notice to Expel
The Executive Director or designee, following a decision of the Administrative Panel to expel, shall send written notice of the decision to expel, including the Administrative Panel's adopted findings of fact, to the student or parent/guardian. This notice shall also include the following: (a) Notice of the specific offense committed by the student; and (b) Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the Charter School.
The Executive Director or designee shall send a copy of the written notice of the decision to expel to the authorizer. This notice shall include the following: (a) The student's name; and (b) The specific expellable offense committed by the student.
J. Disciplinary Records
The Charter School shall maintain records of all student suspensions and expulsions at the Charter School. Such records shall be made available to the authorizer upon request.
K. Right to Appeal
The pupil shall have the right to appeal an expulsion decision from the Administrative Panel to the Charter School Board. The Charter School Board's decision to expel shall be final.
L. Expelled Pupils/Alternative Education
Pupils who are expelled shall be responsible for seeking alternative education programs including, but not limited to, programs within the County or their school district of residence. The Charter School shall work cooperatively with parents/guardians as requested by parents/guardians or by the school district of residence to assist with locating alternative placements during expulsion.
M. Special Procedures for the Consideration of Suspension and Expulsion of Students with Disabilities
1. Notification of SELPA
The Charter School shall immediately notify the SELPA and coordinate the procedures in this policy with the SELPA of the discipline of any student with a disability or student who the Charter School or SELPA would be deemed to have knowledge that the student had a disability.
2. Services During Suspension
Students suspended for more than ten (10) school days in a school year shall continue to receive services so as to enable the student to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals set out in the child's IEP/504 Plan; and receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur. These services may be

provided in an interim alterative educational setting.
3. Procedural Safeguards/Manifestation Determination
Within ten (10) school days of a recommendation for expulsion or any decision to change the placement of a child with a disability because of a violation of a code of student conduct, the Charter School, the parent, and relevant members of the IEP/504 Team shall review all relevant information in the student's file, including the child's IEP/504 Plan, any teacher observations, and any relevant information provided by the parents to determine:
a. If the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability; or
b. If the conduct in question was the direct result of the local educational agency's failure to implement the IEP/504 Plan.
If the Charter School, the parent, and relevant members of the IEP/504 Team determine that either of the above is applicable for the child, the conduct shall be determined to be a manifestation of the child's disability.
If the Charter School, the parent, and relevant members of the IEP/504 Team make the determination that the conduct was a manifestation of the child's disability, the IEP/504 Team shall:
a. Conduct a functional behavioral assessment and implement a behavioral intervention plan for such child, provided that the Charter School had not conducted such assessment prior to such determination before the behavior that resulted in a change in placement;
b. If a behavioral intervention plan has been developed, review the behavioral intervention plan if the child already has such a behavioral intervention plan, and modify it, as necessary, to address the behavior; and
c. Return the child to the placement from which the child was removed, unless the parent and the Charter School agree to a change of placement as part of the modification of the behavioral intervention plan.
If the Charter School, the parent, and relevant members of the IEP/504 Team determine that the behavior was not a manifestation of the student's disability and that the conduct in question was not a result of the failure to implement the IEP/504 Plan, then the Charter School may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to students without disabilities.
4. Due Process Appeals
The parent of a child with a disability who disagrees with any decision regarding placement, or the manifestation determination, or the Charter School believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, may request an expedited administrative hearing through the Special Education Unit of the Office of Administrative Hearings or by utilizing the dispute provisions of the 504 Policy and Procedures.
When an appeal relating to the placement of the student or the manifestation determination has been requested by either the parent or the Charter School, the student shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the forty-five (45) day time period provided for in an interim alternative educational setting, whichever occurs first, unless the parent and the Charter School agree otherwise.
5. Special Circumstances

Charter School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct.
The Executive Director or designee may remove a student to an interim alternative educational setting for not more than forty-five (45) days without regard to whether the behavior is determined to be a manifestation of the student's disability in cases where a student:
a. Carries or possesses a weapon, as defined in 18 USC 930, to or at school, on school premises, or to or at a school function;
b. Knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function; or
c. Has inflicted serious bodily injury, as defined by 20 USC 1415(k)(7)(D), upon a person while at school, on school premises, or at a school function.
6. Interim Alternative Educational Setting
The student's interim alternative educational setting shall be determined by the student's IEP/504 Team.
7. Procedures for Students Not Yet Eligible for Special Education Services
A student who has not been identified as an individual with disabilities pursuant to IDEIA and who has violated the Charter School's disciplinary procedures may assert the procedural safeguards granted under this administrative regulation only if the Charter School had knowledge that the student was disabled before the behavior occurred.
The Charter School shall be deemed to have knowledge that the student had a disability if one of the following conditions exists:
a. The parent/guardian has expressed concern in writing, or orally if the parent/guardian does not know how to write or has a disability that prevents a written statement, to Charter School supervisory or administrative personnel, or to one of the child's teachers, that the student is in need of special education or related services.
b. The parent has requested an evaluation of the child.
c. The child's teacher, or other Charter School personnel, has expressed specific concerns about a pattern of behavior demonstrated

by the child, directly to the director of special education or to other Charter School supervisory personnel.
If the Charter School knew or should have known the student had a disability under any of the three (3) circumstances described above, the student may assert any of the protections available to IDEIA- eligible children with disabilities, including the right to stay-put. If the Charter School had no basis for knowledge of the student's disability, it shall proceed with the proposed discipline. The Charter School shall conduct an expedited evaluation if requested by the parents; however the student shall remain in the education placement determined by the Charter School pending the results of the evaluation.
The Charter School shall not be deemed to have knowledge that the student had a disability if the parent has not allowed an evaluation, refused services, or if the student has been evaluated and determined to not be eligible.

(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079)
In order to fulfill the requirements made by Education Code 49079 and Welfare and Institutions Code 827 that state teachers must be notified of the reason(s) a student has been suspended. TEACH Public Schools has incorporated this notification into the existing "Attendance Reporting screen". On the daily attendance report, when a student is suspended, will show an "S" next to the students name. The teacher can access the suspension by looking at the student's discipline screen. The information provided is for the student's current teachers only. All information regarding suspension and expulsion is CONFIDENTIAL, is not to be shared with any student(s) or parent(s). Teachers are asked to secure the list so students and others may not view it.
Pursuant to Welfare & Institution Code 827(b) and Education Code 48267, the Court notifies the Superintendent of the Los Angeles Leadership Academy School District regarding students who have engaged in certain criminal conduct. This information is forwarded to the site Principal. The site Principal is responsible for prompt notification of the student's teachers. Per Education Code 49079, this information must be kept confidential. This information is also forwarded to all administrators and the student's counselor.

To: ALL CERTIFICATED STAFF From: Principal
Re: Student Suspension Information
Education Code 49079 and Welfare and Institutions Code 827 require that teachers be notified of the reason(s) a student has been suspended. TPS District has incorporated this notification into the existing "Attendance Reporting screen". On the daily attendance report, when a student is suspended, will show an "S" next to the students name. The teacher can access the suspension by looking at the student's discipline screen. The information provided is for the student's current teachers only. All information regarding suspension and expulsion is CONFIDENTIAL, is not to be shared with any student(s) or parent(s). Teachers are asked to secure the list so students and others may not view it.
The following are examples of Ed. Code 48900 and 48915 violations that may appear on your report.
E.C. 48900
(a)(1) Mutual fight (a)(2) Assault/Battery
(b) Possessed, sold or furnished dangerous object
(c) Controlled substance/alcohol
(d) Imitation controlled substance
(e) Robbery/extortion
(f) Vandalism
(g) Theft
(h) Tobacco/nicotine products
(i) Obscene act, habitual profanity/vulgarity
(j) Drug paraphernalia
(k) Disruptive/willfully defiant behavior (grades 4-12) (l) Received stolen property
(m) Imitation firearm
(n) Sexual assault or battery
(o) Harassed/threatened witness
(p) Sale of soma
(q) Hazing
(r) Bullying/cyberbullying
(t) Aiding and abetting
E.C. 48900.2 Sexual harassment (gr 4-12)
E.C. 48900.3 Hate violence(gr 4-12)
E.C. 48900.4 Severe or pervasive harassment, threats and intimidation (grades 4-12) E.C. 48900.7 Terrorist threats against school officials or property
E.C. 48915 (a)(1)(A)Serious physical injury
(a)(1)(B)Possession: knife or dangerous object (a)(1)(C) Controlled substance

(a)(1)(D) Robbery or extortion
(a)(1)(E) Assault/battery of school employee
E.C. 48915 (c)(1) Possessing, selling, furnishing firearm (c)(2) Brandishing a knife at another person
(c)(3) Selling a controlled substance
(c)(4) Committing or attempting to commit sexual assault or battery (c)(5) Possession of an explosive
If you have any questions or want more information, please see me.

(E) Sexual Harassment Policies (EC 212.6 [b])
Employee Prohibited Unlawful Sexual Harassment

TEACH Public Schools is committed to providing a workplace free of sexual harassment and considers such harassment to be a major offense, which may result in disciplinary action, upto, and including dismissal, of the offending employee.
Sexual harassment consists of sexual advances, request for sexual favors and other verbal or physical conduct of a sexual nature, regardless of whether or not the conduct is motivated by sexual desire, when: (1) submission to the conduct is either made explicitly or implicitly a term or condition of an individual's employment; (2) an employment decision is based upon an individual's acceptance or rejection of that conduct; (3) that conduct interferes with an individual's work performance or creates an intimidating, hostile or offensive working environment.
It is also unlawful to retaliate in any way against an employee who has articulated a good faith concern about sexual harassment against him or her or against another individual.

All supervisors of staff will receive sexual harassment training within six (6) months of their assumption of a supervisory position and will receive further training once every two (2) years thereafter. Such training will include information about the negative effects that abusive conduct has on both the victim of the conduct and others in the workplace, as well as methods to prevent abusive conduct undertaken with malice a reasonable person would find hostile, offensive, and unrelated to an employer's legitimate business interests. Abusive conduct includes but is not limited to repeated infliction of verbal abuse, such as the use of derogatory remarks, insults, and epithets, verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, or the gratuitous sabotage or undermining of a person's work performance. Supervisors shall also be trained on how to appropriately respond when the supervisor becomes aware that an employee is the target of unlawful harassment.

Other staff will receive sexual harassment training and/or instruction concerning sexual harassment in the workplace as required by law. Each employee has the responsibility to maintain a workplace free from any form of sexual harassment. Consequently, should any individual, in particular those with supervisory responsibilities, become aware of any conduct that may constitute sexual harassment or other prohibited behavior, immediate action should be taken to address such conduct. Any employee who believes they have been sexually harassed or has witnessed sexual harassment is encouraged to immediately report such harassment to the Executive Director. See Appendix A for the "Harassment Complaint Form." See Appendix B for the general "Complaint Form."

Sexual harassment may include, but is not limited to:

- Physical assaults of a sexual nature, such as:
- Rape, sexual battery, molestation or attempts to commit these assaults and
- Intentional physical conduct that is sexual in nature, such as touching, pinching, patting, grabbing, brushing against another's body, or poking another's body.
- Unwanted sexual advances, propositions or other sexual comments, such as: Sexually oriented gestures, notices, remarks, jokes, or comments about a person's sexuality or sexual experience.
- Preferential treatment or promises of preferential treatment to an employee for submitting to sexual conduct, including soliciting or attempting to solicit any employee to engage in sexual activity for compensation or reward or disparate treatment for rejecting sexual conduct.
- Subjecting or threats of subjecting an employee to unwelcome sexual attention or conduct or intentionally making performance of the employee's job more difficult because of the employee's sex.
- Sexual or discriminatory displays or publications anywhere at the workplace by employees, such as:
- Displaying pictures, cartoons, posters, calendars, graffiti, objections, promotional materials, reading materials, or other materials that are sexually suggestive, sexually demeaning or pornographic or bringing to work or possessing any such material to read, display or view at work.
- Reading publicly or otherwise publicizing in the work environment materials that are in any way sexually revealing, sexually suggestive, sexually demeaning or pornographic; and

- Displaying signs or other materials purporting to segregate an employee by sex in an area of the workplace (other than restrooms or similar rooms).

The illustrations of harassment and sexual harassment above are not to be construed as an all inclusive list of prohibited acts under this policy. Moreover, please note that while in most situations a personal relationship is a private matter, these relationships are not appropriate in a professional setting, particularly where one of the parties has management or supervisory responsibilities. As such, consensual relationships in the workplace may violate TPS policy.

Complainants and witnesses under these policies will be protected from further harassment and will not be retaliated against in any aspect of their employment due to their participation in an investigation, filing of a complaint, or reporting harassment.
TPS will investigate complaints promptly and provide a written report of the investigation and decision as soon as practicable. The investigation will be handled in as confidential a manner as possible consistent with a full, fair, and proper investigation. TPS is committed to remediating any instances where investigation findings demonstrate unlawful harassment has occurred.

Following exhaustion of the TPS complaint procedures outlined herein, employees who believe they have been harassed or discriminated against may contact state or federal agencies to file a complaint. Employees who wish to contact the California Department of Fair Employment and Housing ("DFEH") may do so by calling (800) 884-1684 (or, TTY, (800) 700-2320). For more information about or from the DFEH, visit www.dfeh.ca.gov or you can contact the Fair Employment Housing Commission at www.fehc.ca.gov. Employees who wish to contact the U.S. Equal Employment Opportunity Commission ("EEOC") may do so by calling (800) 669-4000 (or, TTY, (800) 669-6820). For more information about or from the EEOC, visit www.eeoc.gov. Both the DFEH and EEOC will investigate complaints of discrimination or harassment, and may attempt to resolve such complaints either by prosecuting, conciliating or settling the matter on the employee's behalf. TPS will not retaliate against any employee who files a complaint with, or otherwise participates in an investigation, proceeding or hearing conducted by, the DFEH or EEOC.

Student Unwanted Sexual Harassment Includes unwelcome sexual advances and other verbal or physical conduct of a sexual nature when any or all of the following occurs:
1. Submission to such conduct is made either explicitly or implicitly a term or condition of a student's academic status or progress.
2. Submission to or rejection of such conduct by a student is used as the basis of academic decisions affecting the individual.
3. Such conduct has the purpose or effect of unreasonably interfering with the individual's academic performance or creating an intimidating, hostile or offensive educational environment.

It is the responsibility of TEACH Public Schools to:
1. Implement this policy through regular meetings with all administrators, ensuring that they understand the policy and its importance;
2. Make all faculty, staff, students, and parents aware of this policy and the commitment of the school toward its strict enforcement;
3. Remain watchful for conditions that create or may lead to a hostile or offensive school environment;
4. Establish practices designed to create a school environment free from discrimination, intimidation, or harassment.

It is the responsibility of the student to:
1. Conduct herself/himself in a manner, which contributes to a positive school environment;
2. Avoid any activity that may be considered discriminatory, intimidating, or harassing;
3. Consider immediately informing anyone harassing him/her that the behavior is offensive and unwelcome.
4. Report all incidents of discrimination or harassment to the Principal;
5. If informed he/she is perceived as engaging in discriminatory, intimidating, harassing or unwelcome conduct, to discontinue that conduct immediately.

Complaint filing and investigation procedures

The following procedures must be followed for filing and investigating a harassment claim:
1. The student may first choose to tell the individual causing the harassment that his/her conduct is offensive and must stop. If the objectionable behavior does not cease immediately, the student must report the harassment to the Principal.
2. The student alleging harassment will be asked to complete a formal, written complaint. The claim will be investigated thoroughly, involving only the necessary parties. Confidentiality will be maintained as much as possible.
3. The investigation will include a meeting with the person alleged to have harassed, sharing with that person the nature of the allegations as well as the name of the person bringing the allegations. If appropriate, the alleged harasser will be placed on administrative leave during the course of the investigation.
4. Once the facts of the case have been gathered, the Principal, in consultation with the Superintendent, will decide what, if any,

disciplinary action is warranted. The disciplinary action will relate to the nature, context, and seriousness of the harassment and can include all disciplinary actions up to and including immediate expulsion or termination.
5. If the complaint is against a non-employee or non-student, such as a parent, volunteer, or vendor, the school will take steps, within its power, to investigate and eliminate the problem.

(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)
At TEACH Public Schools, employees come into frequent contact with the public. Courtesy, tact, and helpfulness are expected in order to reinforce the positive reputation TPS employees have worked hard to establish. Furthermore, in interactions with or in the presence of students, employees are required to speak and interact appropriately.

You must refrain from using cell phones in classrooms or in plain view unless during an approved break or conference period and you should not conduct personal business during the school day.

As students are asked to wear a uniform to communicate their academic seriousness, employees are likewise expected to dress in an appropriate manner that is suitable for their working conditions. appearance must project a professional appearance that sets a tone for an environment in which learning is expected to take place and in which the public is welcomed. You are expected to use good taste and maintain good personal hygiene. Determination of appropriateness of attire will be made by the school Principal.

(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)
During normal school hours our school has one walking entry gate (Western Avenue). Students may arrive at the primary school and middle school at 7:30 am. Students may arrive at school as early as 7AM. Official arrival time for the school is 7:55. Students will go into the first floor or Multi-Purpose room (with supervision) to wait prior to the start of the school day.

The assistant principal or designee and support staff will supervise the front of the school and first floor after morning arrival to make sure all students are either with their teacher or a substitute. The instructional day continues as scheduled.
The school day ends at 3:05 pm on Mondays, Tuesdays, Thursdays and Fridays. On Wednesdays school dismissal is at 1:00 pm for staff meeting or professional development. The Minimum Day schedule is the same as the Thursday schedule.
For the high school the regular school day ends at 3:05 on Monday, Tuesday, Thursday, and Friday. On Thursdays dismissal is at 1:00.
All staff members and parent volunteers monitor the safe exit of students. The 5th-8th grade students will exit through the Western Ave. gate (front of the school), For the 7th and 8th grades, all students exit via the front gate (Western) and are supervised for safe passage by the school security personnel and the assistant principal or designee.

Strategies and procedures were developed to ensure the safe ingress/egress of students, school employees, parents, volunteers and visitors.

- Visitors must sign in and secure a Visitor's Pass from the school office before entering the campus. They must sign out when leaving.
- Students leaving early must be signed out by parents/guardians or someone listed on the student's emergency card.
- Walkie-Talkies assigned to designated staff will be operational throughout the day.

(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)

Component:
Create and maintain a caring and connected school climate

Element:
Goal(s): To Increase Parent involvement at TEACH Public Schools

Opportunity for Improvement:
Objective: Provide opportunities for parents to become involved with the school culture and community

Objectives	Action Steps	Resources	Lead Person	Evaluation
Objective: Provide opportunities for parents to become involved with the school culture and community	Coffee with the Principal - Monthly	Continental Breakfast	Person(s) responsible for implementation: Parent Coordinator/Student Service Center Personnel, Administration	Surveys
	Parent workshops - Monthly	Varies by workshop	Person(s) responsible for implementation: Parent Coordinator/Student Service Center Personnel, Administration	Surveys
	Volunteer Opportunities	Safety Vests, badges	Person(s) responsible for implementation: Parent Coordinator/Student Service Center Personnel, Administration	Surveys

Component:
Create and maintain a caring and connected school climate

Element:
Goal(s): Increase supervision in order to maintain a safe campus

Opportunity for Improvement:
Objective: Increase the number of staff who supervise student during nutrition, lunch, and passing periods

Objectives	Action Steps	Resources	Lead Person	Evaluation
Objective: Increase the number of staff who supervise student during nutrition, lunch, and passing periods	Related Activities: Supervision of hallways, front of school and courtyard	Faculty and Staff	Person(s) responsible for implementation: Parent Coordinator/Student Success Center Staff, Administration	Evaluation guidelines: School Safety Survey

Component:

Element:

Opportunity for Improvement:

Objectives	Action Steps	Resources	Lead Person	Evaluation

(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)

TEACH Academy of Technologies Student Conduct Code

Conduct Code Procedures

"The procedures by which pupils can be suspended or expelled." (Ed. Code § 47605(b)(5)(J).) GENERAL PROVISIONS

Charter School shall provide due process for all students, including adequate and timely notice to parents/guardians and students of the grounds for all suspension and expulsion recommendations and decisions and their due process rights regarding suspension and expulsion, including rights of appeal.

Charter School shall ensure that its policies and procedures regarding suspension and expulsion will be periodically reviewed, and modified as necessary, in order to conform to changes in state law.

Charter School shall ensure that its staff is knowledgeable about and complies with the District's Discipline Foundation Policy and/or current equivalent policy, as required by the Modified Consent Decree. Charter School shall comply with the terms of the School Discipline Policy and School Climate Bill of Rights resolution adopted by the LAUSD Board of Education on May 6, 2013.

Charter School shall be responsible for the appropriate interim placement of students during and pending the completion of Charter School's student expulsion process and shall facilitate the post- expulsion placement of expelled students.

Charter School shall document and implement the alternatives to suspension and expulsion that Charter School utilizes in response to attendance-related concerns, e.g. truancy or excessive tardiness.

STUDENTS WITH DISABILITIES

Charter School shall establish and implement policies and procedures to ensure full compliance with federal and state laws and regulations regarding the discipline of students with disabilities. If a student is recommended for expulsion and the student receives or is eligible for special education, Charter School shall identify and provide special education programs and services at an appropriate interim educational placement, pending the completion of the expulsion process, to be coordinated with the LAUSD Special Education Service Center.

In the case of a student who has an Individualized Education Program ("IEP"), or a student who has a 504 Plan, Charter School shall ensure that it follows correct disciplinary procedures to comply with the mandates of state and federal laws, including IDEA and Section 504 of the Rehabilitation Plan of 1973. As set forth in the MOU regarding special education between the District and Charter School, an IEP team will meet to conduct a manifestation determination and to discuss alternative placement utilizing the District's Special Education Policies and Procedures Manual. Prior to recommending expulsion for a student with a 504 Plan, Charter School's administrator will convene a Link Determination meeting to ask the following two questions:

A. Was the misconduct caused by, or directly and substantially related to the student's disability? B. Was the misconduct a direct result of the Charter School's failure to implement 504?

NOTIFICATION OF THE DISTRICT

Upon expelling any student, Charter School shall notify the Charter Schools Division by submitting an expulsion packet to the CSD immediately or as soon as practicable, which shall contain:

- Completed "Notification of Charter School Expulsion" [form available from the CSD website or office], including attachments as required on the form
- Documentation of the expulsion proceeding, including statement of specific facts supporting the expulsion and documentation that Charter School's policies and procedures were followed
- Copy of parental notice of expulsion hearing
- Copy of expulsion notice provided to parent stating reason for expulsion, term of expulsion, rehabilitation plan, reinstatement notice with eligibility date and instructions for providing proof of student's compliance for reinstatement, appeal process, and options for enrollment
- If the student is eligible for Special Education, documentation related to expulsion in compliance with IDEA and the MCD, including the Expulsion Analysis page of the pre-expulsion IEP
- If the student is eligible for Section 504 accommodations, documentation that Charter School

conducted a Link Determination meeting to address two questions:
A. Was the misconduct caused by, or directly and substantially related to the student's disability?
B. Was the misconduct a direct result of Charter School's failure to implement 504 Plan?
Notwithstanding the documentation sent to the Charter Schools Division as indicated above, if the student is a resident of a school district other than LAUSD, Charter School must notify the superintendent of the student's district of residence within 30 days of the expulsion. Additionally, upon request of the receiving school district, Charter School shall forward student records no later than 10 school days from the date of the request as stated in Education Code section 49068 (a) and (b).

OUTCOME DATA
Charter School shall gather and maintain all data related to placement, tracking, and monitoring of student suspensions, expulsions, and reinstatements, and make such outcome data readily available to the District upon request.

REHABILITATION PLANS
Pupils who are expelled from Charter School shall be given a rehabilitation plan upon expulsion as developed by Charter School's governing board at the time of the expulsion order, which may include, but is not limited to, periodic review as well as assessment at the time of review for readmission. Terms of expulsion should be reasonable and fair with the weight of the expelling offense taken into consideration when determining the length of expulsion. Therefore, the rehabilitation plan should include a date not later than one (1) year from the date of expulsion when the pupil may apply to Charter School for readmission. Charter School shall inform parents in writing of its processes for reinstatement and applying for expungement of the expulsion record.

READMISSION
Charter School's governing board shall adopt rules establishing a procedure for the filing and processing of requests for readmission and the process for the required review of all expelled pupils for readmission. Upon completion of the readmission process, Charter School's governing board shall readmit the pupil, unless Charter School's governing board makes a finding that the pupil has not met the conditions of the rehabilitation plan or continues to pose a danger to campus safety. A descriptio
of the procedure shall be made available to the pupil and the pupil's parent or guardian at the time the expulsion order is entered and the decision of the governing board, including any related findings, must be provided to the pupil and the pupil's parent/guardian within a reasonable time.

REINSTATEMENT
Charter School's governing board shall adopt rules establishing a procedure for processing reinstatements, including the review of documents regarding the rehabilitation plan. Charter School is responsible for reinstating the student upon the conclusion of the expulsion period in a timely manner.

GUN-FREE SCHOOLS ACT
Charter School shall comply with the federal Gun-Free Schools Act.
This Pupil Suspension and Expulsion Policy has been established in order to promote learning and protect the safety and well being of all students at the Charter School. In creating this policy, the Charter School has reviewed Education Code Section 48900 et seq., which describes the noncharter schools' list of offenses and procedures, to establish its list of offenses and procedures for suspensions and expulsions. The language that follows closely mirrors the language of Education Code Section 48900 et seq. The Charter School is committed to annual review of policies and procedures surrounding suspensions and expulsions and, as necessary, modification of the lists of offenses for which students are subject to suspension or expulsion.
When the Policy is violated, it may be necessary to suspend or expel a student from regular classroom instruction. This policy shall serve as the Charter School's policy and procedures for student suspension and expulsion and it may be amended from time to time without the need to amend the charter so long as the amendments comport with legal requirements. Charter School staff shall enforce disciplinary rules and procedures fairly and consistently among all students. This Policy and its Procedures will be printed and distributed as part of the Student Handbook and will clearly describe discipline expectations. Corporal punishment shall not be used as a disciplinary measure against any student. Corporal punishment includes the willful infliction of or willfully causing the infliction of physical pain on a student. For purposes of the Policy, corporal punishment does not include an employee's use of force that is reasonable and necessary to protect the employee, students, staff or other persons or to prevent damage to school property. The Charter School administration shall ensure that students and their parents/guardians are notified in writing upon enrollment of all discipline policies and procedures. The notice shall state that this Policy and Procedures are available on request at the Executive Director's office.
Suspended or expelled students shall be excluded from all school and school-related activities unless otherwise agreed during the period of suspension or expulsion.

A. Grounds for Suspension and Expulsion of Students
A student may be suspended or expelled for prohibited misconduct if the act is related to school activity or school attendance occurring at anytime including but not limited to: a) while on school grounds; b) while going to or coming from school; c) during the lunch period, whether on or off the school campus; d) during, going to, or coming from a school-sponsored activity.

B. Enumerated Offenses
1. Discretionary Suspension Offenses. Students may be suspended for any of the following acts when it is determined the pupil:
a) Caused, attempted to cause, or threatened to cause physical injury to another person.
b) Willfully used force or violence upon the person of another, except self-defense.
c) Unlawfully possessed, used, sold or otherwise furnished, or was under the influence of any controlled substance, as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind.
d) Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
e) Committed or attempted to commit robbery or extortion.
f) Caused or attempted to cause damage to school property or private property.
g) Stole or attempted to steal school property or private property.
h) h)Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his or her own prescription products by a pupil.
i) Committed an obscene act or engaged in habitual profanity or vulgarity.
j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code Section 11014.5.
k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties.
l) Knowingly received stolen school property or private property.
m) Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
n) Committed or attempted to commit a sexual assault as defined in Penal Code Sections 261, 266c, 286, 288, 288a or 289, or committed a sexual battery as defined in Penal Code Section 243.4.
o) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
q) Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, “hazing” means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this section, “hazing” does not include athletic events or school-sanctioned events.
r) Made terroristic threats against school officials and/or school property. For purposes of this section, “terroristic threat” shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars ($1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family’s safety, or for the protection of school property, or the personal property of the person threatened or his or her immediate family.
s) Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual’s academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
t) Caused, attempted to cause, threatened to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to pupils in any of grades 4 to 12, inclusive.
u) Intentionally harassed, threatened or intimidated a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading student rights by creating an intimidating or hostile educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
v) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.

1. “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more
students that has or can be reasonably predicted to have the effect of one or more of the following:
i. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with exceptional needs) or students in fear of harm to that student’s or those students’ person or property.
ii. Causing a reasonable student to experience a substantially detrimental effect on his or her physical or mental health.
iii. Causing a reasonable student to experience substantial interference with his or her academic performance.
iv. Causing a reasonable student to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.
2) “Electronic Act” means the creation and transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
i. A message, text, sound, or image.
ii. A post on a social network Internet Web site including, but not limited to:
a) Posting to or creating a burn page. A “burn page” means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
b) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in subparagraph (1) above. “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
c) Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
iii. Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
w) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (1).
x) Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee’s concurrence.
2. Non-Discretionary Suspension Offenses: Students must be suspended and recommended for expulsion for any of the following acts when it is determined the pupil:
a) Possessed, sold, or otherwise furnished any firearm, explosive, or other dangerous object unless, in the case of possession of any object of this type, the students had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee’s concurrence.
3. Discretionary Expellable Offenses: Students may be recommended for expulsion for any of the following acts when it is determined the pupil:
a) Caused, attempted to cause, or threatened to cause physical injury to another person. b) Willfully used force or violence upon the person of another, except self-defense.
c) Unlawfully possessed, used, sold or otherwise furnished, or was under the influence of any controlled substance, as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage, or intoxicant of any kind.
d) Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code Sections 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
e) Committed or attempted to commit robbery or extortion.
f) Caused or attempted to cause damage to school property or private property. g) Stole or attempted to steal school property or private property.
h) Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his or her own prescription products by a pupil.
i) Committed an obscene act or engaged in habitual profanity or vulgarity.
j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety

Code Section 11014.5.
k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties.
l) Knowingly received stolen school property or private property.
m) Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
n) Committed or attempted to commit a sexual assault as defined in Penal Code Sections 261, 266c, 286, 288, 288a or 289, or committed a sexual battery as defined in Penal Code Section 243.4.
o) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
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r) Made terroristic threats against school officials and/or school property. For purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars ($1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school property, or the personal property of the person threatened or his or her immediate family.
s) Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
t) Caused, attempted to cause, threatened to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to pupils in any of grades 4 to 12, inclusive.
u) Intentionally harassed, threatened or intimidated a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading student rights by creating an intimidating or hostile educational environment. This section shall apply to pupils in any of grades 4 to 12, inclusive.
v) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act.
1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a student or group of students which would be deemed hate violence or harassment, threats, or intimidation, which are directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:
i. Placing a reasonable student (defined as a student, including, but is not limited to, a student with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with exceptional needs) or students in fear of harm to that student's or those students' person or property.
ii. Causing a reasonable student to experience a substantially detrimental effect on his or her physical or mental health.
iii. Causing a reasonable student to experience substantial interference with his or her academic performance.
iv. Causing a reasonable student to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by the Charter School.
2) "Electronic Act" means the creation and transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
ii.
i. A message, text, sound, or image.
A post on a social network Internet Web site including, but not limited to:
(a) Posting to or creating a burn page. A "burn page" means an Internet Web site created for the purpose of having one or more of the effects as listed in subparagraph (1) above.
(b) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in subparagraph (1) above. "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the

pupil who was impersonated.
(c) Creating a false profile for the purpose of having one or more of the effects listed in subparagraph (1) above. “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
iii. Notwithstanding subparagraphs (1) and (2) above, an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.
w) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (1).
x) Possessed, sold, or otherwise furnished any knife unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee’s concurrence.
4. Non-Discretionary Expellable Offenses: Students must be recommended for expulsion for any of the following acts when it is determined pursuant to the procedures below that the pupil:
a) Possessed, sold, or otherwise furnished any firearm, explosive, or other dangerous object unless, in the case of possession of any object of this type, the students had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee’s concurrence.
If it is determined by the Board of Directors that a student has brought a fire arm or destructive device, as defined in Section 921 of Title 18 of the United States Code, on to campus or to have possessed a firearm or dangerous device on campus, the student shall be expelled for one year, pursuant to the Federal Gun Free Schools Act of 1994.
The term “firearm” means (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device. Such term does not include an antique firearm.
The term “destructive device” means (A) any explosive, incendiary, or poison gas, including but not limited to: (i) bomb, (ii) grenade, (iii) rocket having a propellant charge of more than four ounces, (iv) missile having an explosive or incendiary charge of more than one-quarter ounce, (v) mine, or (vi) device similar to any of the devices described in the preceding clauses.
C. Suspension Procedure
Suspensions shall be initiated according to the following procedures: 1. Conference
Suspension shall be preceded, if possible, by a conference conducted by the Executive Director or the Executive Director’s designee with the student and his or her parent and, whenever practical, the teacher, supervisor or Charter School employee who referred the student to the Executive Director or designee.
The conference may be omitted if the Executive Director or designee determines that an emergency situation exists. An “emergency situation” involves a clear and present danger to the lives, safety or health of students or Charter School personnel. If a student is suspended without this conference, both the parent/guardian and student shall be notified of the student’s right to return to school for the purpose of a conference.
At the conference, the pupil shall be informed of the reason for the disciplinary action and the evidence against him or her and shall be given the opportunity to present his or her version and evidence in his or her defense. This conference shall be held within two school days of when the student was suspended, unless the pupil waives this right or is physically unable to attend for any reason including, but not limited to, incarceration or hospitalization. No penalties may
be imposed on a pupil for failure of the pupil’s parent or guardian to attend a conference with Charter School officials.
Reinstatement of the suspended pupil shall not be contingent upon attendance by the pupil’s parent or guardian at the conference.
2. Notice to Parents/Guardians
At the time of the suspension, an administrator or designee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall be notified in writing of the suspension and the date of return following suspension. This notice shall state the specific offense committed by the student. In addition, the notice may also state the date and time when the student may return to school. If Charter School officials wish to ask the parent/guardian to confer regarding matters pertinent to the suspension, the notice may request that the parent/guardian respond to such requests without delay.
3. Suspension Time Limits/Recommendation for Expulsion
Suspensions, when not including a recommendation for expulsion, shall not exceed five (5) consecutive school days per suspension. Upon a recommendation of expulsion by the Executive Director or Executive Director’s designee, the pupil and the pupil’s guardian or representative will be invited to a conference to determine if the suspension for the pupil should be extended pending an expulsion hearing. This determination will be made by the Executive Director or designee upon either of the following: 1) the pupil’s presence will be disruptive to the education process; or 2) the pupil poses a threat or danger to others. Upon either determination, the pupil’s suspension will be extended pending the results of an expulsion hearing. The student will have the opportunity, at the

discretion of the Executive Director and/or the classroom teacher, to complete instructional activities missed due to his or her suspension and will be able to communicate with designated school staff for any questions and for evaluation of work.

D. Authority to Expel

A student may be expelled by an Administrative Panel following a hearing before it, and preceded by recommendation from the Executive Director. The Administrative Panel shall consist of at least three members who are certificated employees and neither a teacher of the pupil or a Board member of the Charter School's governing board. The Charter School's Board will appoint an Administrative Panel. The Administrative Panel may expel any student found to have committed an expellable offense.

A student and his or her parents may appeal an expulsion decision by the Administrative Panel to the Charter School's Board, which will make the final determination.

E. Expulsion Procedures

Students recommended for expulsion are entitled to a hearing to determine whether the student should be expelled. If requested by the student, and unless postponed for good cause, the hearing shall be held within thirty (30) school days after the Executive Director or designee determines that the student has committed an expellable offense and recommends the student for expulsion. The Administrative Panel will hold a hearing on the case, and will make a determination whether to expel. The hearing shall be held in closed session (complying with all pupil confidentiality rules under FERPA) unless the student makes a written request for a public hearing three (3) days prior to the hearing.

Written notice of the hearing shall be forwarded to the student and the student's parent/guardian at least ten (10) calendar days before the date of the hearing. Upon mailing the notice, it shall be deemed served upon the pupil. The notice shall include:

1. The date and place of the expulsion hearing;
2. A statement of the specific facts, charges and offenses upon which the proposed expulsion is based;
3. A copy of the Charter School's disciplinary rules which relate to the alleged violation;
4. Notification of the student's or parent/guardian's obligation to provide information about the student's status at the Charter School to any other school district or school to which the student seeks enrollment;
5. The opportunity for the student or the student's parent/guardian to appear in person or to employ and be represented by counsel or a non-attorney advisor;
6. The right to inspect and obtain copies of all documents to be used at the hearing;
7. The opportunity to confront and question all witnesses who testify at the hearing;
8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf including witnesses.

F. Special Procedures for Expulsion Hearings Involving Sexual Assault or Battery Offenses

The Charter School may, upon a finding of good cause, determine that the disclosure of either the identity of the witness or the testimony of that witness at the hearing, or both, would subject the witness to an unreasonable risk of psychological or physical harm. Upon this determination, the testimony of the witness may be presented at the hearing in the form of sworn declarations that shall be examined only by the Charter School or the hearing officer. Copies of these sworn declarations, edited to delete the name and identity of the witness, shall be made available to the pupil.

1. The complaining witness in any sexual assault or battery case must be provided with a copy of the applicable disciplinary rules and advised of his/her right to (a) receive five days notice of his/her scheduled testimony, (b) have up to two (2) adult support persons of his/her choosing present in the hearing at the time he/she testifies, which may include a parent, guardian, or legal counsel, and (c) elect to have the hearing closed while testifying.
2. The Charter School must also provide the victim a room separate from the hearing room for the complaining witness' use prior to and during breaks in testimony.
3. At the discretion of the Administrative Panel, the complaining witness shall be allowed periods of relief from examination and cross-examination during which he or she may leave the hearing room.
4. The Administrative Panel may also arrange the seating within the hearing room to facilitate a less intimidating environment for the complaining witness.
5. The Administrative Panel may also limit time for taking the testimony of the complaining witness to the hours he/she is normally in school, if there is no good cause to take the testimony during other hours.
6. Prior to a complaining witness testifying, the support persons must be admonished that the hearing is confidential. Nothing in the law precludes the person presiding over the hearing from removing a support person whom the presiding person finds is disrupting the hearing. The Administrative Panel may permit any one of the support persons for the complaining witness to accompany him or her to the witness stand.
7. If one or both of the support persons is also a witness, the Charter School must present evidence that the witness' presence is both desired by the witness and will be helpful to the Charter School. The person presiding over the hearing shall permit the witness to stay unless it is established that there is a substantial risk that the testimony of the complaining witness would be influenced by the support person, in which case the presiding official shall admonish the support person or persons not to prompt, sway, or influence the witness in any way. Nothing shall preclude the presiding officer from exercising his or her discretion to remove a

person from the hearing whom he or she believes is prompting, swaying, or influencing the witness.
8. The testimony of the support person shall be presented before the testimony of the complaining witness and the complaining witness shall be excluded from the courtroom during that testimony.
9. Especially for charges involving sexual assault or battery, if the hearing is to be conducted in public at the request of the pupil being expelled, the complaining witness shall have the right to have his/her testimony heard in a closed session when testifying at a public meeting would threaten serious psychological harm to the complaining witness and there are no alternative procedures to avoid the threatened harm. The alternative procedures may include videotaped depositions or contemporaneous examination in another place communicated to the hearing room by means of closed-circuit television.
10. Evidence of specific instances of a complaining witness' prior sexual conduct is presumed inadmissible and shall not be heard absent a determination by the person conducting the hearing that extraordinary circumstances exist requiring the evidence be heard. Before such a determination regarding extraordinary circumstance can be made, the witness shall be provided notice and an opportunity to present opposition to the introduction of the evidence. In the hearing on the admissibility of the evidence, the complaining witness shall be entitled to be represented by a parent, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of the complaining witness is not admissible for any purpose.
G. Record of Hearing
A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made.
H. Presentation of Evidence
While technical rules of evidence do not apply to expulsion hearings, evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. A determination by the Administrative Panel to expel must be supported by substantial evidence that the student committed an expellable offense. Findings of fact shall be based solely on the evidence at the hearing. While hearsay evidence is admissible, no decision to expel shall be based solely on hearsay. Sworn declarations may be admitted as testimony from witnesses of whom the Board or Administrative Panel determines that disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm.
If, due to a written request by the expelled pupil, the hearing is held at a public meeting, and the charge is committing or attempting to commit a sexual assault or committing a sexual battery as defined in Education Code Section 48900, a complaining witness shall have the right to have his or her testimony heard in a session closed to the public.
The decision of the Administrative Panel shall be in the form of written findings of fact.
If the Administrative Panel decides not to recommend expulsion, the pupil shall immediately be returned to his/her educational program.
I. Written Notice to Expel
The Executive Director or designee, following a decision of the Administrative Panel to expel, shall send written notice of the decision to expel, including the Administrative Panel's adopted findings of fact, to the student or parent/guardian. This notice shall also include the following: (a) Notice of the specific offense committed by the student; and (b) Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the Charter School.
The Executive Director or designee shall send a copy of the written notice of the decision to expel to the authorizer. This notice shall include the following: (a) The student's name; and (b) The specific expellable offense committed by the student.
J. Disciplinary Records
The Charter School shall maintain records of all student suspensions and expulsions at the Charter School. Such records shall be made available to the authorizer upon request.
K. Right to Appeal
The pupil shall have the right to appeal an expulsion decision from the Administrative Panel to the Charter School Board. The Charter School Board's decision to expel shall be final.
L. Expelled Pupils/Alternative Education
Pupils who are expelled shall be responsible for seeking alternative education programs including, but not limited to, programs within the County or their school district of residence. The Charter School shall work cooperatively with parents/guardians as requested by parents/guardians or by the school district of residence to assist with locating alternative placements during expulsion.
M. Special Procedures for the Consideration of Suspension and Expulsion of Students with Disabilities
1. Notification of SELPA
The Charter School shall immediately notify the SELPA and coordinate the procedures in this policy with the SELPA of the discipline of any student with a disability or student who the Charter School or SELPA would be deemed to have knowledge that the student had a disability.
2. Services During Suspension
Students suspended for more than ten (10) school days in a school year shall continue to receive services so as to enable the student

to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals set out in the child's IEP/504 Plan; and receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur. These services may be provided in an interim alterative educational setting.

3. Procedural Safeguards/Manifestation Determination

Within ten (10) school days of a recommendation for expulsion or any decision to change the placement of a child with a disability because of a violation of a code of student conduct, the Charter School, the parent, and relevant members of the IEP/504 Team shall review all relevant information in the student's file, including the child's IEP/504 Plan, any teacher observations, and any relevant information provided by the parents to determine:

a. If the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability; or

b. If the conduct in question was the direct result of the local educational agency's failure to implement the IEP/504 Plan.

If the Charter School, the parent, and relevant members of the IEP/504 Team determine that either of the above is applicable for the child, the conduct shall be determined to be a manifestation of the child's disability.

If the Charter School, the parent, and relevant members of the IEP/504 Team make the determination that the conduct was a manifestation of the child's disability, the IEP/504 Team shall:

a. Conduct a functional behavioral assessment and implement a behavioral intervention plan for such child, provided that the Charter School had not conducted such assessment prior to such determination before the behavior that resulted in a change in placement;

b. If a behavioral intervention plan has been developed, review the behavioral intervention plan if the child already has such a behavioral intervention plan, and modify it, as necessary, to address the behavior; and

c. Return the child to the placement from which the child was removed, unless the parent and the Charter School agree to a change of placement as part of the modification of the behavioral intervention plan.

If the Charter School, the parent, and relevant members of the IEP/504 Team determine that the behavior was not a manifestation of the student's disability and that the conduct in question was not a result of the failure to implement the IEP/504 Plan, then the Charter School may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to students without disabilities.

4. Due Process Appeals

The parent of a child with a disability who disagrees with any decision regarding placement, or the manifestation determination, or the Charter School believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, may request an expedited administrative hearing through the Special Education Unit of the Office of Administrative Hearings or by utilizing the dispute provisions of the 504 Policy and Procedures.

When an appeal relating to the placement of the student or the manifestation determination has been requested by either the parent or the Charter School, the student shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the forty-five (45) day time period provided for in an interim alternative educational setting, whichever occurs first, unless the parent and the Charter School agree otherwise.

5. Special Circumstances

Charter School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct.

The Executive Director or designee may remove a student to an interim alternative educational setting for not more than forty-five (45) days without regard to whether the behavior is determined to be a manifestation of the student's disability in cases where a student:

a. Carries or possesses a weapon, as defined in 18 USC 930, to or at school, on school premises, or to or at a school function;

b. Knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function; or

c. Has inflicted serious bodily injury, as defined by 20 USC 1415(k)(7)(D), upon a person while at school, on school premises, or at a school function.

6. Interim Alternative Educational Setting

The student's interim alternative educational setting shall be determined by the student's IEP/504 Team.

7. Procedures for Students Not Yet Eligible for Special Education Services

A student who has not been identified as an individual with disabilities pursuant to IDEIA and who has violated the Charter School's disciplinary procedures may assert the procedural safeguards granted under this administrative regulation only if the Charter School had knowledge that the student was disabled before the behavior occurred.

The Charter School shall be deemed to have knowledge that the student had a disability if one of the following conditions exists:

a. The parent/guardian has expressed concern in writing, or orally if the parent/guardian does not know how to write or has a disability that prevents a written statement, to Charter School supervisory or administrative personnel, or to one of the child's teachers, that the student is in need of special education or related services.

b. The parent has requested an evaluation of the child.
c. The child's teacher, or other Charter School personnel, has expressed specific concerns about a pattern of behavior demonstrated by the child, directly to the director of special education or to other Charter School supervisory personnel.
If the Charter School knew or should have known the student had a disability under any of the three (3) circumstances described above, the student may assert any of the protections available to IDEIA- eligible children with disabilities, including the right to stay-put.
If the Charter School had no basis for knowledge of the student's disability, it shall proceed with the proposed discipline. The Charter School shall conduct an expedited evaluation if requested by the parents; however the student shall remain in the education placement determined by the Charter School pending the results of the evaluation.
The Charter School shall not be deemed to have knowledge that the student had a disability if the parent has not allowed an evaluation, refused services, or if the student has been evaluated and determined to not be eligible.

(J) Hate Crime Reporting Procedures and Policies
NONDISCRIMINATION/HARASSMENT
TEACH Public Schools desires to ensure equal opportunities for all students in admission and access to TEACH Public Schools ducational programs, guidance and counseling programs, athletic programs, testing procedures, and other activities. TPS programs and activities shall be free from discrimination, including harassment, with respect to a student's race, color, ancestry, national origin, ethnic group identification, citizenship and immigration status, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. These terms are defined by state or federal statute.
The TPS District prohibits discrimination, intimidation, or harassment of any student by any employee, student, or other person in TPS. Prohibited harassment includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the purpose or effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects the student's educational opportunities.
School staff and volunteers shall carefully guard against segregation, bias, and stereotyping in the delivery of services, including, but not limited to, instruction, guidance, and supervision.
The Principal or designee shall develop a plan to provide students with appropriate accommodations when necessary for their protection from threatened or potentially harassing or discriminatory behavior.
Students who engage in discrimination or harassment in violation of law, TPS policy, or administrative regulation shall be subject to appropriate discipline, up to and including counseling, suspension, and/or involuntary release to student's district of residence.

Grievance Procedures
Any student who feels that he/she has been subjected to discrimination or harassment should immediately contact the Principal, administrators or designee. Any student or school employee who observes an incident of discrimination or harassment should report the incident to the Principal, administrator or designee whether or not the victim files a complaint.
Upon receiving a complaint of discrimination or harassment, the Principal or other administrator or designee shall immediately investigate the complaint in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment.
The Superintendent or designee will ensure that the student handbook clearly describes TPS nondiscrimination policy, procedures for filing a complaint regarding discrimination or harassment, and the resources that are available to students who feel that they have been the victim of discrimination or harassment. TPS policy may also be posted on the school website or any other location that is easily accessible to students.
AR5145.3
General Provisions 1. Definitions
a. TPS participant: any individual involved in TPS or activities. This includes employees, students, contractors, vendors, guests and volunteers.
b. TPS staff member: any TPS employee.
c. Principal or designee: supervisor or site administrator, or the person designated to investigate or coordinate the investigation of concerns or complaints in an objective, consistent and thorough manner.
d. Complaint: a statement regarding how a TPS or activity is run or how a TPS participant was treated while involved in a TPS or activity. A complaint alleges a violation of state or federal laws or regulations. Complaints point to specific misconduct, or behavior or practices that violate law.
(1) Examples of complaints based on discriminatory behavior: (a) Sexual harassment, assault, battery

(b) Harassment: includes unwelcome verbal, visual or physical contact that, when directed at any person, would be considered inherently likely to provoke an extremely negative or intimidating reaction. Such contact includes, but is not limited to; those terms or actions widely recognized as negative or derogatory references to race, ethnicity, religion, gender, sexual orientation, disability and other characteristics uniquely a part of the individual or group. “Harassment” occurs when these words or conduct create a hostile or intimidating environment that prevents the target of harassment from being able to pursue educational goals or to participate fully in TPS programs or activities.
(c) Denial of educational opportunities (d) Abuse or neglect
(e) Inaccurate student records
(2) In accordance with the Uniform Complaint Procedure,TPS will assist in referring certain complaints to specified agencies.
e. Concern: a statement regarding how a TPS or activity is run or how a TPS participant was treated while involved in a TPS program or activity. A concern is a constructive suggestion for a problem that is not necessarily a violation of state or federal laws or regulations. If a participant is unclear whether s/he has a concern or a complaint, the participant should make a statement. Concerns may be resolved informally.
f. Target: TPS participant who is the target of discriminatory behavior.
g. PCQ: Person whose conduct is in question; person whose behavior is allegedly discriminatory.
Notice of TPS
1. Each TPS site shall provide notice of this Nondiscrimination Policy along with the name, title, address and phone number of the person in charge of handling complaints and investigations.
2. This notice shall also include a statement of policy, definitions and the potential disciplinary consequences of substantiated complaints. See below.
3. Notice of the Nondiscrimination Policy, will also be included in the Annual Notification provided upon enrollment to all students and parents.
4. Notice may also be provided by:
a. Publication in local newspapers, newsletters or magazines operated by TPS or the site.
b. Distribution with other written communications to TPS participants and their parents.
c. Incorporation in mandatory Health Education classes.
d. Workshops conducted by sites to inform participants, including parents where feasible, of the Nondiscrimination Policy grounds and procedures.
Procedure for Filing a Concern or Complaint
1. TPS encourages any student who has a concern or complaint about alleged discrimination in how a TPS program or activity is run to report the concern/complaint to a TPS Principal or administrator.
2. The TPS staff member will then contact the Principal or administrator regarding the reported incident immediately or as soon as practically possible, but no later than forty- eight (48) hours after the student's report. TPSstaff member will make a written note that the report was forwarded to the Principal or administrator.
3. A student who wishes to resolve a concern or complaint with TPS should make this report to a TPS staff member as soon as possible but no later than one hundred eighty (180) calendar days of the incident causing the concern or complaint.
a. Complainants are encouraged to keep a written log of incidents. This log should include, where possible, the items listed below, in subsection 5 of this Part.
b. Any witness of misconduct is encouraged to report the misconduct and to support the complainant in reporting the misconduct.
(1) A witness who personally observed the incident should tell the complainant that the witness will report the misconduct.
(2) If a complainant confides in another TPS participant that s/he believes s/he has complaint or concern, the TPS participant is encouraged to support the complainant in reporting the misconduct to the school.
c. The complainant or witness may, if s/he chooses, request that a friend, adult advisor from the school or parent be present when the complainant or witness reports the complaint.
d. The complainant or witness should write down and provide the principal or administrator with the following information regarding the incident:
(1) When the misconduct occurred
(2) Who was involved (as a complainant, as a PCQ, as a witness)
(3) Where the incident occurred
(4) What happened
(5) How the complainants responded to the incident
(6) Any related incidents (for example, similar conduct or similar people involved) (7) Any other information regarding the incident that may help the investigation.
e. If the complainant feels safe, s/he is encouraged to communicate to the PCQ, in person or by letter, that the conduct is both unwelcome and must stop immediately. This often helps PCQs recognize that their conduct is unacceptable and causes them to stop.

(1) The complainant is not required to take this step.
(2) If the complainant prefers, a friend or counselor may assist the complainant in addressing the PCQ. The complainant should keep a written record of his/her conversation(s) with the PCQ.
(3) If the complainant chooses to write a letter, s/he should keep a copy of the letter, signed, and make a copy for the principal.
4. Confidentiality
a. Confidentiality regarding the complaint and investigation will be maintained to the extent possible.
(1) If child abuse or abuse of a dependent adult is reported, teachers and school administrators are mandatory reporters and must report the incident to child protective services or law enforcement.
(2) If the misconduct is physical, the conduct may be assault, battery, or sexual assault or battery. Assault and battery, including sexual assault and battery, are crimes and must be immediately reported to law enforcement.
(3) The parent/guardian of the complainant should also be notified.
b. If a student specifically requests confidentiality of his/her name from the PCQ, the school should grant this request to the extent possible.
(1) If the PCQ faces potential criminal charges or cannot otherwise identify the incident in question, the school will disclose the complainant's name to the PCQ to protect the PCQ's due process rights and to enable the investigation to move forward.
(2) If the school will disclose the complainant's name to the PCQ, the school shall notify the complainant of the disclosure.
c. Retaliation for complaints of misconduct by complainants or witnesses is prohibited.
(1) If any retaliation for reporting the incident occurs, such as increased misconduct or additional denials of educational benefits, the complainant or witness should report these incidents to the principal
(2) If retaliation is substantiated or proven, the retaliator is subject to involuntary release to student's district of residence
(2) If retaliation is substantiated, or proven, and if the retaliator is TPS staff, the retaliator is subject to disciplinary measures under Personnel Policies.
Investigations of Complaints
1. TPS treats student complaints seriously.
a. The principal or other administrator will initiate an investigation into the incident within forty-eight (48) hours of a complaint.
b. The principal or other administrator will conduct a thorough investigation into the facts of the incident to be completed within thirty (30) calendar days of a complaint.
c. The principal will notify the parents of the complainant and the PCQ, if the PCQ is a student, of the reported incident, the school's intent to investigate, and the potential consequences if the complaint is substantiated.
d. Fact-finding for the investigation will be objective and will focus on the following factors: (1) The age of the complainant(s).
(2) The age of the person(s) whose misconduct is in the complaint (Note: children from kindergarten through grade 3 are not subject to discipline for sexual harassment, hate violence or harassment/threats/ intimidation but other age-appropriate measures may be taken).
(3) The nature of the misconduct (for example, questionable restriction from programs, unwelcome physical contact, property damage, threats, repeated comments, pictures or writings that are racially explicit and/or degrading).
(4) The number of related incidents. (5) The location of the incidents.
(6) The identity, number and relationships of the individuals involved (for example, misconduct by a teacher who is "off duty" may have greater impact on a complainant than similar behavior by another student; a group of students' misconduct toward one complainant might be more severe than one student's misconduct toward one complainant).
(7) Statements of any witnesses to the incident, in writing, signed and dated by the witness(es)
(8) Any prior substantiated complaints
(9) Any other facts the investigator finds relevant (for example, a history of negative behaviors, such as teasing by the PCQ or repeated inappropriate comments by a teacher, leading up to the misconduct)
e. The investigator will also conduct a private, confidential interview with the PCQ to get the PCQ's response to the allegations.
f. The principal or other administrator will notify the complainant and his/her parent/guardian of the investigation's progress.
(1) Unless a crime or potential criminal act is involved, the complainant may request the investigation to stop at any time. WhereTPS is required by law to continue, or where sufficient information has been gathered to show a problem, TPS shall move forward with appropriate corrective action without the complainant's participation.
(2) If the complainant is a minor, the complainant's parent/guardian must be consulted if the complainant requests the investigation to stop. A conference between the complainant, parent/guardian, and school administrator, point person and/or investigator should be held to discuss the decision.
g. The investigator has up to thirty (30) calendar days to investigate a complaint. The investigator will write a report for each complaint, to be completed and given to the site principal within three (3) school days of the completion of the investigation. This report will include:
(1) A description of the incident
(2) The complainant's claims

(3) The PCQ's response
(4) The results of the investigation's fact-finding:
(a) The results should include all investigated facts and evidence from the factors listed above.
(b) The investigator should include all documents relevant to the complaint and investigation.
(c) These facts and evidence will be summarized objectively. (5) Conclusions based on the factual findings
(a) The facts will be reviewed impartially.
(b) The investigator will prepare a conclusion for each of the complainant's claims.
(c) Conclusions will be directly tied to the underlying facts supporting them.
(d) Conclusions will clearly state whether or not misconduct occurred.
(6) Recommendations for disciplinary action, see Part V below, or other reasonable, age-appropriate, specific corrective actions to end the discrimination or harassment, eliminate the hostile environment, or eliminate future discrimination or harassment.
2.TPS will maintain records of all investigations into misconduct claims.
a. These records will be confidential.
b. These records may be used for tracking of complaints in order to improve procedures. If used as part of a study or database, all names of parties will be removed to protect the privacy of the parties.
c. These records may be used to substantiate claims of repeated misconduct or retaliation for reporting misconduct.
Consequences
1. The site administrator will notify the complainant, the PCQ, and their parents or legal guardians of the determination of the complaint, including consequences, within two school days of the investigator's report to the site administrator.
2. Counseling services should be offered to both the complainant and the PCQ.
3. In less severe cases, with notice to the complainant and his/her parent or guardian, the principal or County Superintendent may determine that other consequences are more appropriate. These include:
a. A written warning
b. A formal written apology from the PCQ to the complainant
c. Transfer of the PCQ to another school class or program from a class s/he shares with the complainant, which may require an IEP review if the PCQ is a Special Education student
d. Detention
e. Community service
4. Appeal of determination of misconduct
a. If the complaint of misconduct is substantiated and the principal or County Superintendent determines that an involuntary release to student's district of residence is appropriate, the student charged with misconduct has the opportunity to appeal this decision.
b. For lesser disciplinary actions, the student charged with misconduct may request a conference between the student, his/her parent or guardian and the site principal.
(1) The charged student has five (5) school days from the day s/he learns of disciplinary action to request this conference.
(2) The school will hold this conference within five (5) calendar days of the request. The complainant and his/her parent or guardian will be notified of this conference. They may also attend or provide a written statement of their concerns.
5. Unsubstantiated complaints
a. If an investigation does not support the complaint, the complainant and the PCQ will be notified. No disciplinary action may be taken but counseling may be offered to both parties.
b. If an investigation determines that the misconduct claim was false and the complainant made the claim knowing it was false, the complainant is subject to discipline including suspension or involuntary release to student's district of residence.
c. In the event that the complainant is dissatisfied with the determination of an unsubstantiated complaint, the Target may invoke the appeal process from the complaint policy, County Board policy 7380, at whichever step the complainant feels appropriate.
d. In addition, for complaints of discrimination, the complainant may file a complaint at any time with the Office for Civil Rights. TPS staff shall assist the Target by providing contact information.
6. If the PCQ is a TPS staff member, refer to Personnel policies regarding employee discipline.
7. If the PCQ is a contractor or vendor, refer to Business policies regarding any available corrective measures.

Safety Plan Review, Evaluation and Amendment Procedures

Safety Plan Appendices

Emergency Contact Numbers

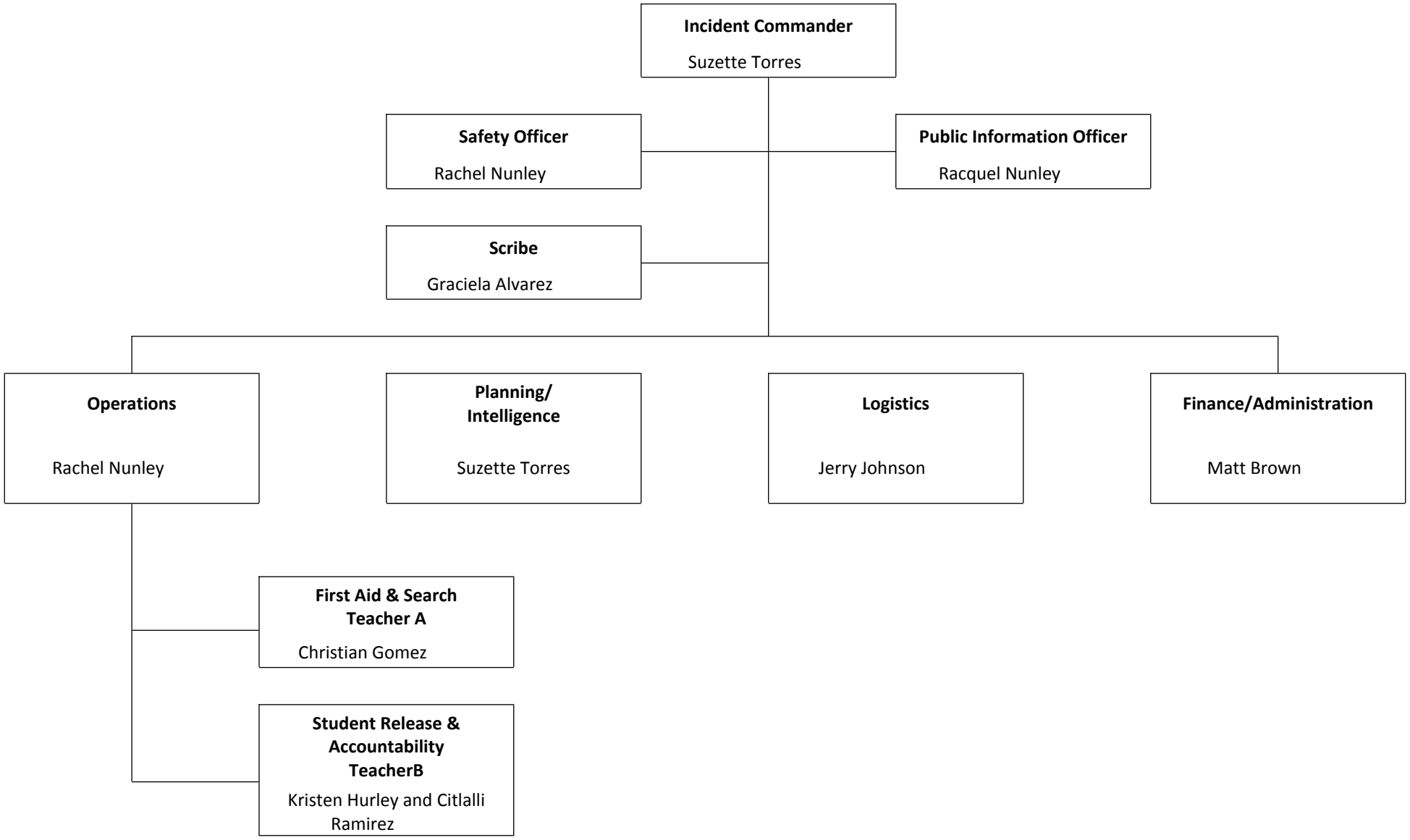
Utilities, Responders and Communication Resources

Type	Vendor	Number	Comments
Law Enforcement/Fire/Paramedic	911	911	
Public Utilities	LADWP	(800) 342-5397	
Local Hospitals	King Hospital	(310) 668-5011	
Emergency Services	911	911	

Safety Plan Review, Evaluation and Amendment Procedures

Activity Description (i.e. review steps, meetings conducted, approvals, etc)	**Date and Time**	**Attached Document** (description and location)
School Wide Meeting conducted monthly	Third Wednesday of every month	

TEACH Academy of Technologies Incident Command System



Powered by BoardOnTrack

Incident Command Team Responsibilities

Standardized Emergency Response Management System Overview
The California Standardized Emergency Management System (SEMS) is designed to centralize and coordinate emergency response through the use of standardized terminology and processes. This greatly facilitates the flow of information and resources among the agencies participating in response to an emergency. SEMS consists of five functions:
A.1 INCIDENT COMMANDER

Primary: Suzette Torres
Alternate: Racquel Nunley

The Incident Commander (IC) is responsible for emergency and/or disaster operations and shall remain at the Command Post (CP) to observe and direct all operations. You are responsible to ensure the safety of students, staff and others on campus. Lead by example; your behavior and decisions set the tone for staff and students.

Start up actions:

- Obtain you personal safety equipment; i.e. hardhat, vest, clipboard with job description sheet
- Access type and scope of emergency.
- Determine threat to human life and structures.
- Implement the Emergency Operations Plan and relevant hazard specific procedures.
- Assume the duties of ALL incident positions until staff is assigned and available.
- Activate functions (assign positions) as needed. Appoint a backup or alternate for IC.
- Assign staff to initiate check-in procedures.
- Ensure that an incident organization and staffing chart is posted and arriving staff are assigned by name.
- Ensure the Incident Command Post is properly set up and ready for operation.
- Ensure that telephone and/or radio communication with other facilities are established and tested.
- In conjunction with the Planning Section Chief, develop and communicate an incident action plan with objectives and a time frame to meet those objectives.
- Open and maintain a position log.

Ongoing operational Duties:

- Continue to monitor and assess total school situation.
- View site map periodically for Search and Rescue progress and damage assessment information.
- Check with section chiefs for periodic updates.
- Reassign personnel as needed.
- Report (through communication) to School District office contact on status of students, staff and campus as needed.
- Establish contact with XXX School District, local law enforcement and/ or fire department and other agencies, as needed, to provide assistance and/ or to keep informed of school disaster status.
- Develop and communicate with Planning Section revised incident action plans as needed.
- In conjunction with the Public Information Officer, conduct press briefings and review media releases as required. Establish procedures for information releases and press briefings with other agencies who may be involved.
- Begin student release when appropriate. NOTE: No student should be released until student accounting is complete. Never send students home before the end of the regular school day unless directed by the Superintendent or his/her designee, except individuals on request of parent/ guardian.
- Utilize your alternate; plan and take regular breaks, 5-10 minutes per hour away from CP.
- Plan regular breaks for all staff and volunteers. Take care of your caregivers.
- Thoroughly brief relief staff upon shift change.
- If incident becomes a Unified Command, thoroughly brief your Co-Incident Commander(s).
- Release teachers as appropriate. By law, during a disaster, teachers become “disaster workers.” Stagger teachers and staff appropriate release time to check on family and loved ones when possible.
- Remain on and in charge of your campus until redirected or released by the Superintendent or his/ her designee.

Closing Down:

- Authorize deactivation of sections, branches or units when they are no longer required.
- At the direction of the Superintendent or his/her designee, deactivate the entire emergency response. If the Fire Department or other outside agency calls an “All Clear,” contact the district before taking any further action.
- Ensure the return of all equipment and reusable supplies to Logistics.
- Close out all logs. Ensure that all logs, reports, and other relevant documents are completed and provided to the Documentation Unit.
- Proclaim termination of the emergency and proceed with recovery operations if necessary.

Command Post Equipment and Supplies:

- Emergency Operations Plan
- Campus maps
- Master keys
- Pens, pencils etc.
- Clipboards
- Staff and student rosters- 2 sets
- 2- way radio
- Cell phone
- AM/FM portable radio
- Bullhorn
- Tables and chairs
- Canopy for shelter (if outside)
- Hardhat
- Vest
- Activity log

A.2 Safety Officer

Primary: Rachel Nunley
Alternate: Christian Gomez

The Safety Officer ensures that all activities are conducted in as safe a manner as possible under the circumstances which exist.

Start up Actions:

- Check in with Incident Commander for situation briefing.
- Obtain necessary equipment and supplies from logistics.
- Put on position identifier, such as vest or hat, if available.
- Open and maintain a position log. Maintain all required records and documentation to support the history of the emergency or disaster.
- Document the following: Messages received, action taken, decision justification and documentation, requests filled.

Operational Duties:

- Monitor drills, exercises and emergency response for safety.
- Identify and mitigate safety hazards and situations.
- Stop or modify all unsafe operations.
- Ensure that responders use appropriate safety equipment.
- Think ahead and anticipate situations and problems before they occur.
- Anticipate situation changes, such as severe aftershocks in all planning.
- Ensure personnel have adequate intake of water and healthy meals, in the event of a prolonged activation.
- Keep the Incident Commander (IC) advised of your status and activity and on any problem areas that now need or will require solutions.

Closing Down:

- When authorized by IC, deactivate the unit and close out all logs. Provide logs and other relevant documents to the Documentation Unit.

Safety Officer Supplies/ Equipment:

- Vest or position identifier
- Hardhat
- Clipboard, paper, pens and pencils
- Two-way radio

A.3. Public Information Officer

Primary: Racquel Nunley
Alternate: Kristen Hurley

The Public Information Officer (PIO) acts as the official spokesperson for the school site in an emergency situation. If a School District PIO is available, he/she will be the official spokesperson. A school site based PIO should only be used if the media is on campus and the district PIO is not available or forthcoming.

- Important Note- the public has the right and need to know important information related to emergencies/ disaster at the school site as soon as it is available and does not jeopardize an ongoing investigation or local and/or national security.

- News media can play a key role assisting the school in getting emergency/ disaster related information to the public and parents. Information released must be consistent, accurate and timely.

Start up Actions:

- Determine a possible “news center” site as a media reception area (located away from the Command Post and students). Get approval from the Incident Commander.
- Identify yourself as the “PIO” (vest, visor, hat, sign etc.)
- Consult with district PIO to coordinate information release.
- Assess situation and obtain statement from IC. Tape record if possible.
- Advise arriving media that the site is preparing a press release and approximate time of its issue.
- Open and maintain a position log of your actions and all communications. If possible, tape media briefings. Keep all documentation to support the history of the event.
- Contact local Emergency Operations Center (EOC) to coordinate incident specific information to be released to media (i.e.; size of disaster ect.)

Operational Duties:

- Keep up to date on the situation
- Statements must be approved by the IC and should reflect:
- Reassurance
- Incident or disaster cause and time of origin
- Size and scope of incident
- Current situation e.g. condition of school site, evacuation

progress, care being given, injuries, student release location,
etc. Do not release any names.

- Resources in use
- Best routes to school if known and appropriate
- Any information school wishes to be released to the public
- Read statements if possible
- When answering questions, be complete at truthful, always considering and emotional impact. Avoid speculation, bluffing, lying, and talking ‘off the record” arguing, etc. Avoid use of the phrase “no comment.”
- Remind school staff to refer all questions from media or waiting parents to the PIO.
- Update information periodically with IC
- Ensure announcements and other information is translated into other languages as needed.
- Monitor news broadcasts about incident. Correct any misinformation heard.

Closing Down:

- At the Incident Commanders direction, release PIO staff no longer needed. Direct staff members to sign out through Timekeeping.
- Return equipment and reusable supplies to Logistics
- Close out all logs. Provide logs and other relevant documents to the Documentation Unit

Public Information Officer Equipment and Supplies

- ID Vest
- Battery Operated AM/FM radio and/or television (if possible)
- Paper/pencils/marking pens
- Scotch tape/masking tape
- Scissors
- School site maps and area maps
- Laminated poster board or dry erase board for display
- Activity Log

A.4. Liaison Officer

Primary: Citlalli Ramirez

The Liaison Officer serves as the point of contact for outside Agency representatives offering organizational assistance during school site emergency response. The Liaison Officer coordinates the efforts of these outside agencies while on-site to ensure the proper flow of information.

Start up Actions:

- Check with Incident Commander (IC) for situation briefing
- Determine your personal operating location and set up as necessary. All command staff should be congregated in one location at an Emergency Operations Center (EOC).
- Obtain necessary equipment and supplies from logistics.
- Put on position identifier, such as vest or hat if available.
- Open and maintain a position log. Maintain all required records and documentation to support the history of the situation.

Operational duties:

- Brief Agency Representatives on current situation, priorities and incident action plan.
- Ensure coordination of efforts by keeping IC informed of agencies action plans.
- Provide periodic update briefings to Agency Representatives as necessary.
- Contact the American Red Cross and have them provide a representative to assess the situation.

Closing Down:

- At he Incident Commanders direction, deactivate the Liaison Officer position and release staff no longer needed. Direct staff members to sign out through Timekeeping.
- Return equipment and reusable supplies to Logistics.
- Close out all logs. Provide logs and other relevant documents to the Documentation Unit.

Liaison Officer Equipment and Supplies

- Vest, hat position identifier.
- Two-way radio
- Clipboard, paper and pens
- Activity Log

OPERATIONS SECTION

B.1 OPERATIONS SECTION CHIEF

Primary: Suzette Torres
Alternate: Racquel Nunley

The Operations Chief manages the direct response to the disaster, which can include the following teams:

- Site Security
- Search and Rescue
- Student Care
- Medical, First Aid
- Student Release

Start up Actions:

- Check in with Incident Commander for situation briefing.
- Obtain necessary equipment and supplies from Logistics.
- Assume the duties of ALL Operations Section positions until staff is available and assigned.
- Activate Team Leaders.
- Meet with Team Leaders and initiate response activities.
- Open and maintain activity log.
- Put on position identifier, such as vest or hat if available.

Operational Duties:

- As staff is assigned, brief them on the situation and supervise their activities, utilizing the position checklists.
- If additional supplies or staff is needed for the Operations Section, notify Logistics. When additional staff arrives, brief them on the situation, and assign them as needed.
- Coordinate Search and Rescue operations. Appoint Search and Team leaders to direct their operations if necessary.
- As information is received from Operations Staff, pass it on to Situation Analysis and/or the Incident Commander.
- Inform the Incident Commander regarding tasks and priorities.
- Make sure that Operations staff is following standard procedures, utilizing appropriate safety gear and documenting their activities.
- Schedule breaks and reassign Operations staff within the section as needed.

Closing Down:

- At the Incident Commanders direction, release Operations staff no longer needed. Direct staff members to sign out through Timekeeping.
- Return equipment and reusable supplies to Logistics.
- When authorized by IC, deactivate the section and close out all logs. Provide logs and other relevant documents to the Documentation Unit.

Operations Section Chief Equipment and Supplies:

- Vest or position identifier
- Two-way radio
- Search and Rescue Equipment
- Job Description
- Clipboard, paper or notebook, pens and pencils
- Search and Rescue maps
- Large campus maps
- Activity Log

B.2 Security Team Leader

Primary: Rachel Nunley
Alternate: Christian Gomez

Assess, identity and mitigate (to the extent possible) campus hazards during and immediately following and on-site

disaster/emergency. This team is also responsible for campus security for the duration of the incident, or until the arrival of first responders that assume responsibility.

Personnel: Staff as assigned. Work in pairs.

Start up Actions:

- Attend a briefing with Operations Section Chief and other Operations Team Leaders.
- Open and maintain position activity log.
- Assess available personnel and make appropriate assignments.
- Assume all Team duties until staff is assigned and available.
- Survey on-campus hazards and prioritize team response.
- Wear hardhat and orange identification vest.
- Take appropriate tools, job description clipboard and radio.
- Check all equipment for batteries, wear and tear etc.

Operational Duties:

- Coordinate activities of Site Security Team.
- Verity the shut-off of utilities as necessary.
- Determine integrity of on-campus water system and report this information to the Operations Section Chief.
- Direct the suppression of small fires.
- Coordinate the location of existing and potential hazards.
- Facilitate emergency vehicle access to the campus.
- Oversee/Monitor campus security/perimeter control
- Secure school campus and buildings from un-authorized access.

Closing Down:

- Return equipment and reusable supplies to Logistics.
- When authorized by the Incident Commander, close out all logs. Provide logs and other relevant documents to the Documentation Unit.

Security Team Leader Equipment and Supplies

- Vest
- Hardhat
- Work gloves
- Whistle
- First Aid Kit
- Two- way radio
- Grand Master Key(s)
- Carry bucket or duffel bag with goggles, flashlight, dust masks, yellow caution tape, crescent wrench and shut off tools for gas.
- Activity log

B.3 Search and Rescue Team Leader

Primary: Bastiaan Beukema
Alternate: Kevin White

The Search and Rescue Team Leader is responsible for coordinating all on-site search and rescue efforts. This responsibility includes identifying search and rescue priorities and making team assignments. The Search and Rescue team Leader is also responsible for ensuring the safety of his/her teams while they are in the field.

Start up Actions:

- Obtain all necessary equipment.
- Obtain briefing from operations Chief, noting known fires, injuries, or other situations requiring response.

- Assume all Team duties until staff is assigned and available.
- Assign teams based on available manpower, minimum 2 persons per team.

Operational Duties:

- Perform visual check of outfitted team leaving CP, include radio check. Teams must wear sturdy shoes and safety equipment.
- Record names and assignments before deploying teams.
- Dispatch teams to high priority areas first, then to search the campus using specific planned routes.
- Send a specific map assignment with each team.
- Remain at Command Post (CP) in radio contact with Search and Rescue Teams.
- Record all teams' progress and reports on site map, keeping other at CP informed of problems. When a room is reported clear, mark a "C" on the site map.
- If injured students or staff is located, consult Operations Chief for response. Utilize Transport Teams, or send a Medical/First Aid Team.
- Record exact location of damage and triage tally (I=immediate, D=delayed, DEAD=dead) on map.
- Keep radio communication brief and simple. No codes.

Closing Down:

- Record the return of each SAR Team. Direct them to return equipment and report for additional assignments to Logistics.
- Provide maps and logs to the Documentation Unit.

Search and Rescue Team Leader and Teams Equipment/Supplies

- Vest
- Hardhat
- Work gloves
- Latex Gloves
- Whistle with Master key on lanyard
- One member wear first aid backpack
- Teams have 2-way radio each
- Clipboard with job description and maps of site indicating search plans.
- Goggles
- Flashlight
- Dust masks
- Pry bar
- Grease pencil
- Pens and pencils
- Duct tape
- Masking tape
- Activity log

B.4 Search and Rescue Teams

Team #1 Bastiaan Beukema
Team #2 Kevin White
Team #3 TBD

The Search and Rescue Team (SAR) is responsible for safely conducting all on-site search and rescue efforts under the direction of the Search and Rescue Team Leader.

Start up Actions:

- Report to Search and Rescue Team Leader for briefing and assignments.
- Gather all SAR Equipment and personnel safety gear.
- Check flashlight and radio batteries; perform radio gear.
- Visually inspect each other's gear.

- Make sure you and your partner have school site maps and are clear on your assignment
- Report gas leaks, fires, or structural damage to CP immediately upon discovery. Shut off gas or extinguish fires if possible.
- Before entering a building, inspect complete exterior of building. Report structural damage to team leader. Use yellow caution tape to barricade hazardous areas.
- Do not enter severely damaged buildings.
- If building is safe to enter, search assigned area (following map) using orderly pattern. Check all rooms. Use chalk or grease pencil to mark slash on door when entering room. Check under desks and tables.
- Search visually and vocally. Listen. When leaving each room, close slash to form "X" on door. Report by radio to Command Post that room has been cleared.
- When injured victim is located, team transmit location, number of injured and condition of injured to CP. Do not use names of students or staff on radio. Follow directions from Command post.
- Record exact location of damage and triage tally on map and report information to CP.
- Keep radio communication brief and simple, avoid codes.

Closing Down:

- Return equipment to Logistics. Provide maps and logs to the Documentation Unit.

Search and Rescue Team Leader and Teams Equipment/Supplies

- Vest
- Hardhat
- Work gloves
- Latex Gloves
- Whistle with Master key on lanyard
- One member wear first aid backpack
- Teams have 2-way radio each
- Clipboard with job description and maps of site indicating search plans.
- Goggles
- Flashlight
- Dust masks
- Pry bar
- Grease pencil
- Pens and pencils
- Duct tape
- Masking tape
- Activity log

B.5 Medical Team Leader

Primary: Kevin White
Alternate: Adriana Rangel

The Medical Team Leader is responsible for the provision of emergency medical response, first aid and counseling. Informs the Operations Chief or Incident Commander when the situation requires health or medical services that staff cannot provide. Ensures that appropriate actions are taken in the event of deaths.

Start Up Actions:

- Establish scope of incident with Incident Commander and determine probability of outside emergency medical support and transport needs.
- Assume all Team duties until staff is assigned and available.
- Make Team personnel assignments. If possible, assign a minimum of two people to Triage, two to Immediate, two to Delayed, and two to Psychological.
- Setup first aid area in a safe place, away from students and parents, with access to emergency vehicles. Obtain equipment/ supplies.

- Assess available inventory of supplies and equipment.
- Review safety procedures and assignments with personnel.
- Establish point of entry for triage into treatment area.
- Establish immediate and delayed treated areas.
- Set up separated Psychological First Aid area if staff levels are sufficient.

Operational Duties:

- Oversee care, treatment, and assessment of patients.
- Ensure Caregiver and rescuer safety: Latex gloves for protection.
- Make sure that accurate records are kept.
- Provide personnel response for injures in remote locations or request transport team from Logistics.
- If needed, request additional personnel from Logistics.
- Report deaths immediately to Operations Chief.
- Keep Operations Chief informed of overall status.
- Set up morgue, if necessary, in cool, isolated secure area; follow guidelines.
- Stay alert for communicable and isolate as appropriate.
- Consult with Student Care director regarding health care, medications and meals for students with known medical conditions.

Closing Down

- At the Incident Commanders direction, release Medical staff no longer needed. Direct staff members to sign out through Timekeeping.
- Return equipment and reusable supplies to Logistics.
- When authorized by the Incident Commander, deactivate the section and close out all logs. Provide logs and other relevant documents to the Documentation Unit.

Medical Team Leader Equipment and Supplies

- Vest
- Hardhat
- Work gloves
- Latex Gloves
- Whistle with Master key on lanyard
- First Aid Kits w/ backpacks
- Teams have 2-way radio each
- Clipboard with job description and maps of site indicating search plans.
- Goggles
- Flashlight
- Dust masks
- Grease pencil
- Pens and pencils
- Duct tape
- Masking tape
- Stretchers
- Blankets
- Quick Medical Reference Guides
- Tables and Chairs
- Ground cover
- Activity log

B.6 Medical Teams

Team #1

Primary: Rachel Nunley

Alternate: Noelle Triay

Use approved safety equipment and techniques. Locate staff that is first aid trained and if possible, first aid certified.

Start Up Actions:

- Obtain and wear personnel safety equipment including latex gloves.
- Check with Medical Team Leader for assignment

Operational Duties:

- Administer appropriate first aid.
- Keep accurate records of care given.
- Continue to assess victims at regular intervals.
- Report deaths immediately to Medical Team Leader
- If, and when, transport is available, do final assessment and document on triage tag. Keep and file records for reference- do not send with victim.
- Students Emergency Card must accompany student removed from campus to receive advanced medical attention. Send emergency out of area phone number

Triage Entry Area:

- Staffed with a minimum of 2 trained team members, if possible.
- One member confirms triage tag category (red, yellow, green) and

Directs to proper treatment area. Should take 30 seconds to assess, no treatment takes place here. Assess if not logged.

- Second team member logs victim's names on form and sends forms to CP as completed.

Treatment Area:

- Staff with minimum of 2 team members per area if possible.
- One member completes secondary head to toe assessment.
- Second member records information on triage tag and on site treatment records.
- Follow categories: Immediate. Delayed, Dead
- When using 2 way radios, do not use names of injured or dead.

Closing Down:

- Return equipment and unused supplies to Logistics.
- Clean up first aid area. Dispose of Hazardous waste safely.
- Complete all paperwork and turn it in to the Documentation Unit.

Medical Teams Equipment/Supplies

- Vest
- Hardhat
- Work gloves
- Latex Gloves
- Whistle with Master key on lanyard
- One member wear first aid backpack
- Teams have 2-way radio each
- Clipboard with job description and maps of site indicating search plans.
- Goggles
- Flashlight
- Dust masks
- Pry bar
- Grease pencil
- Pens and pencils
- Duct tape
- Masking tape
- Activity log

B.7 Student Care Team Leader: Noelle Triay

The Student Care Team Leader is responsible for providing for the safe sheltering and care of students and staff while on-site during an emergency. This person is also in charge of facilitating campus evacuation, when the school site is deemed, by the Management Team to be unsafe.

Personnel: Classroom teachers, substitute teachers and staff are assigned.
Start-up Actions:

- Wear identification vest if available.
- Take job description clipboard and a radio
- Check in with Operations Chief for situation briefing.
- Assume all Team duties until staff is assigned and available.
- Assign personnel to assignments as needed.
- If designated assembly/shelter site is destroyed or inaccessible, consult with Operations Sections Chief and determine alternate location.

- If school is evacuating:
- Verify that the assembly area and routes to it are safe.
- Count or observe the classrooms as they exit, to make sure that all classes evacuate.
- Initiate the set-up of portable toilet facilities and hand washing stations.

- Ensure initial record of all students and staff in shelter/assembly area is made and that it is updated regularly during the disaster.
- Monitor the safety and well being of the students and staff in the shelter/assembly area.
- Oversee the procurement and distribution of food and water.
- Direct set-up of sanitary facilities when necessary.
- Coordinate Student Release with Student Release Team Leader when directed by Operations Section chief.
- Administer minor first aid as needed.
- Determine the need for setting up a counseling/mental health site.
- Communicate need to Operations Section Chief.
- Arrange for counseling and mental health intervention as needed.
- Coordinate with Medical Branch for treatment of more serious physical and mental health care.

Closing down:

- Close shelter per direction of Operations Section Chief.
- Return equipment and reusable supplies to Logistics.
- When authorized by IC, close out all logs. Provide logs and other relevant documents to the Documentation Unit.

Student Care Team Leader Equipment/ Supplies

- Vest
- 2 way radio
- Ground cover Tarps
- First aid kit
- Water
- Food
- Sanitation supplies
- Activities for students: books, games, etc.
- Activity Log

B.8 Student Care Teams
Primary: Citlalli Ramirez
Secondary: Kristen Hurley

Provide for the safe sheltering and care of students and staff while on-site during an emergency. This team is also responsible for facilitating campus evacuation when the school site is deemed by the Management Team to be unsafe.

Start-up Actions:

- Meet with Student Care Team Leader.
- Secure assembly site or set up shelter per directions of Student Care Team Leader.
- Gather all supplies from storage locker(s) and transport to assembly/shelter site.
- Conduct initial population assessment.

Operational Duties:

- Facilitate the orderly distribution of food and water.
- Set up sanitary facilities per direction of Student Care Team Leader.
- Make arrangements to provide shelter for students and staff.
- Maintain and update student and staff population log.
- Ensure initial record of all students and staff in shelter/assembly area is made and that it is updated regularly during the incident.
- Monitor the safety and well being of the students and staff in the shelter/assembly area.
- Administer minor first aid as needed.
- Administer counseling and mental health intervention as needed.
- Maintain log of all assistance given and nature of that assistance.
- Cooperate with Student Release Team to facilitate orderly Student Release (when directed by Student Care Tea, Leader).
- Arrange activities and keep students reassured.
- Update records of the number of students and staff in the assembly area (or in the buildings).
- Direct all requests for information to PIO.

Closing Down:

- Close shelter per direction of Operations Section Chief.
- Return equipment and reusable supplies to Logistics.
- When authorized by IC, close out all logs. Provide logs and other relevant documents to the Documentation Unit.

Student Care Team Equipment/ Supplies

- Vest
- 2 way radio
- Ground cover Tarps
- First aid kit
- Water
- Food
- Sanitation supplies
- Activities for students: books, games, etc.
- Activity Log

B.9 Student Release Team Leader

Primary: Graciela Alvarez

Oversee the reunification of students with their parents or authorized adult through separate Request and Release Gates.

Personnel: School Registrar, available staff and emergency volunteers. Law enforcement if available, to maintain security of release area.

Start up Actions:

- Attend a briefing with the Operations Section Chief and other Operations Team Leaders.
- Open and maintain position activity log.

- Assume all Team duties until staff is assigned and available.
- Designate secure areas for student request and release and authorize setup.
- Set up Request Gate at a main student access gate if possible. Note: Release Gate should be some distance from Request Gate.
- Obtain and wear vest or position identifier, if available.
- Obtain necessary equipment and forms from logistics.

Operational Duties:

- Monitor request and release operations.
- Oversee Student Release Team ”Procedures” for request and release of students.
- Assist with the location/ verification of missing students.
- Stay in contact with Student Care, Site Security, and Medical Team Leaders.

Closing Down:

- At the direction of the Operations Chief, Return equipment and unused supplies to Logistics.
- Complete all paperwork and turn in to the Documentation Unit.

Student Release Team Leader Equipment/Supplies

- Job Description clipboards
- Pens, pencils and staplers.
- Boxes of Emergency Cards.
- Signs to mark Parent Request Gate and Parent Release Gate.
- Signs for alphabetical grouping to organize the parents (A-F etc.)
- Student Release Log

B.10 Student Release Team

Primary: Graciela Alvarez

Start up Actions:

- Report to Student Release Team Leader for briefing and assignments.
- Gather all student release equipment and supplies.
- Set up Request Gate at a main student access gate.
- Post alphabetical signage on Request Table to organize parent requests (example: A-F, G-L, M-R, S-Z).
- Have Student Release Forms available for parents outside of fence at Request Gate. Have support from other staff and law enforcement, if available.
- Set up Student Release Gate some distance from Request Gate.
- Have Student Release Forms available on clipboards.
- Secure area against unauthorized access. Mark gates with signs.
- Obtain and wear vest or position identifier.
- Obtain necessary equipment and forms from Logistics.

Operational Duties:

- Follow procedures outlined below to ensure the safe reunification of students with their parents or guardians.
- Refer all requests for information to the Public Information Officer. DO NOT SPREAD RUMORS!
- Maintain log of students released.

Procedures:

- Divide Student Emergency Cards according to alphabetical groupings posted at Request Table.
- Requesting adult fills out Student Release Form, gives it to a staff member, and shows identification.
- Staff verifies identification, pulls Emergency Card from file and verifies that the requester is listed on the Emergency Card.
- Staff instructs the requester to proceed to the Release Gate.

- If there are two copies of the Emergency Cards (one at each gate) staff files the Emergency Card in the “out” box. If there is only one copy, runner takes the card with the Student Release Form and staff files a blank card with the student’s name on it in the “out” box.
- Runner takes form(s) to the designated classroom. Note: If parent refuses to wait on line, don’t argue. Note time with appropriate comments on Emergency Card and place in “out” box.

If student is with class:

- Runner shows Student Release Form to teacher.
- Teacher makes notation, “Sent with runner.”
- If appropriate, teacher sends parent copy of first aid form with runner.
- Runner walks student(s) to Release Gate.
- Runner hands paperwork to release personnel.
- Release staff match student to requester, verify proof of identification, ask requester to fill out and sign the lower portion of Student Release Form, and release student. Parents are given the Notice of First Aid Care Given, if applicable.

If student is NOT with the class:

- Teacher makes appropriate notation on Student Release Form:

“Absent” if student was never in school that day.
“First Aid” if student is in Medical Treatment Area.
“Missing” if student was in school, but now cannot be located.

- Runner takes Student Release Form to Student Release Team Leader.
- Student Release Team Leader verifies student location with Command Post (if known) and meets with parent(s).
- If runner is retrieving multiple students and one or more are missing, walk available students to Release Gate before returning “Missing” forms to Student Release Team Leader for verification.
- Parent should be notified of missing student status and escorted to crisis counselor.
- If student is in first aid, parent should be escorted to medical Treatment Area.
- If student was marked absent, Student Release Team Leader will notify parent.

Closing Down:

- Close Request and Release tables when directed by Student Release Team Leader.
- Make sure all confidential information and emergency cards are returned to Team Leader for secure storage.
- Return all equipment to Logistics.
- Complete/close out all logs and turn them over to Documentation Unit.

Student Release Team Equipment/Supplies

- Job Description clipboards
- Pens, pencils and staplers.
- Boxes of Emergency Cards.
- Signs to mark Parent Request Gate and Parent Release Gate.
- Signs for alphabetical grouping to organize the parents (A-F etc.)
- Student Release Log

PLANNING SECTION

C.1 PLANNING SECTION CHIEF

Primary: Suzette Torres

This section is responsible for the collection, evaluation, documentation and use of information about the development of the incident and the status of resources. Maintain accurate records and site map. Provide ongoing analysis of situation and resource status. Work with Incident Commander to develop the Incident Action Plan. The Section is made up of the Documentation Unit and the Situation Analysis Unit.

Start up Actions:

- Check in with Incident Commander (IC) for situation briefing.

- Obtain necessary equipment and supplies from Logistics.
- Open and maintain activity log.
- Assume duties of ALL Planning Section positions until staff is assigned and available.
- Activate Unit Leaders as needed.
- Put on position identifier, such as vest etc.
- File all reports for reference.
- Important: a permanent log may be typed or rewritten at a later time for clarity and better understanding. Keep all original notes and records—they are legal documents.

Student and Staff Accounting:

- Receive record and analyze Student Accounting forms.
- Coordinate with the Staffing Unit in Logistics to ensure that staff sign in, recording name, assignment, and time on-duty and off-duty.
- Check off staff roster. Compute number of students, staff and others on campus for Situation Analysis. Update periodically.
- Report missing persons and site damage to Command Post.
- Report first aid needs to Medical Team Leader.
- File forms for reference.

Closing Down:

- Collect and file all paperwork and documentation from deactivating sections.
- Securely package and store these documents for future use.
- Return equipment and reusable supplies to Logistics.

Planning Chief Equipment/Supplies

- 2 way radio
- Paper, pens
- File Box
- Job Description clipboard
- Forms:Situation/Status Report

Situation/ Status Update

Check in with Planning for situation briefing.

- Obtain necessary equipd supplies from Logistics.

Operational Duties

Situation Status – Map

- Collect, organize and analyze situation information.
- Mark site map appropriately as related reports are received. This includes but is not limited to Search and Rescue reports and damage updates, giving a concise picture status of campus.
- Preserve map as legal document until photographed.
- Use area-wide map to record information on major incidents, road closures, utility outages, etc. (This information may be useful to staff for planning routes home etc.

Situation Analysis:

- Provide current situation assessments based on analysis of information received.
- Develop situation reports for the Command Post to support the action planning process.
- Think ahead and anticipate situations and problems before they occur.
- Report only to Command Post Personnel. Refer all other requests to Public Information Officer.

Closing Down:

- Close out all logs and turn all documents into Documentation.
- Return equipment and reusable supplies to Logistics.

Situation Analysis Unit Equipment/Supplies

- 2 way radio
- Paper and pens, pencils
- File boxes
- Job Description clipboard
- Dry erase board and pens
- Tissues
- Large site map of campus, laminated or covered with Plexiglas

C.3 Documentation Unit

Primary: Suzette Torres

This unit is responsible for the collection, evaluation, documentation and use of information about the development of the incident and the status of resources.

Start up Actions:

- Check in with Planning Chief for situation briefing.
- Obtain necessary equipment and supplies from Logistics.
- Put on position identifier, such as vest.
- Determine whether there will be a Staffing Unit and a Finance/Administration Section. If there is neither , the Documentation Unit will be responsible for maintaining all records of any expenditures as well as all personnel time keeping records.

Operational Duties

- Maintain time log of the incident, noting all actions and reports.
- Record content of all communication with XXX School District Emergency Operations Center (EOC).
- Record verbal communication for basic content.
- Log in all written reports.
- File all reports for reference.

Student and Staff Accounting:

- Receive record and analyze Student Accounting forms.
- Coordinate with the Staffing Unit in Logistics to ensure that staff signs in, recording name, assignment, and time on duty and off duty.
- Check off staff roster. Compute number of students, staff and others on campus for Situation Analysis. Update periodically.
- Report missing persons and site damage to Command Post.
- Report first aid needs to medical team leader.
- File forms for reference.

Closing Down:

- Collect and file all paper work and documentation from deactivating sections.
- Securely package and store these documents for future use.
- Return equipment and reusable supplies to Logistics.

Documentation Unit Equipment/Supplies

- 2 way radio
- Paper, pens and pencils, file boxes, Job Description Clipboard

C.4 Situation Analysis Unit

Primary: Suzette Torres

This section is responsible for the collection, evaluation, documentation and use of information about the development of the incident and status of resources. Maintain accurate site map. Provide ongoing analysis of situation and resource status.

Start Up Actions:

- Check in with Planning Chief for situation briefing.
- Obtain necessary equipment and supplies form Logistics.
- Put on position identifier, such as vest or hat.

Operational Duties:

Situation Status- Map

- Collect, organize and analyze situation information.
- Mark site map appropriately as related reports are received. This includes but is not limited to Search and Rescue reports and damage updates, giving a concise picture status of campus.
- Preserve map as a legal document until photographed.
- Use area wide map to record information on major incidents, road closures, and utility outages. Can use by staff for planning routes away form campus.

Situation Analysis:

- Provide current situation assessments based on analysis if information received.
- Develop situation reports for the Command Post to support the action planning process.
- Think ahead and anticipate situations and problems before they occur.
- Report only to Command Post Personnel. Refer all other requests to Public Information Officer.

Closing Down:

- Close out all logs and turn into Documentation.
- Return equipment and reusable supplies to Logistics.

Situation Analysis Unit Equipment/Supplies

- 2 way radio
- Paper and pens, pencils, dry erase board and pens, tissues
- File boxes
- Job Description clipboard
- Large site map of campus laminated or covered with Plexiglas.

LOGISTICS SECTION

D.1 LOGISTICS SECTION CHIEF

Primary: Suzette Torres
Secondary: Jerry Johnson

The Logistics Section is responsible for providing facilities, services, personnel, equipment, materials and forms in support of the incident. The section set ups and maintains an Incident Check-In Roster. The Section is made up of the following units: Supplies/Facilities, Staffing and Communications.

Start up Actions:

- Check in with Incident Commander for situation briefing.
- Obtain on site supplies and open facilities.
- Put on position identifier, such as vest or hat.
- Assume lead of all Logistics positions until staffed.
- Activate Team leaders.
- Begin distribution of supplies and equipment as needed.

Operational Duties:

- As (or if) staff is assigned, brief them on the situation and supervise their activities, utilizing the position checklists.

- Ensure that the Incident Command Post and other facilities are properly set up.
- Coordinate supplies, equipment and personnel needs with the Incident Commander.
- Maintain security of stored supplies and equipment.
- Oversee distribution of supplies and equipment where and as needed.

Closing Down:

- At the Incident Commander's direction, deactivate the section and close out all logs.
- Verify that closing tasks of all Logistics positions have been accomplished. Secure all equipment and supplies.

Logistics Section Chief Equipment/ Supplies

- 2-way radio
- Job Description clipboard
- Paper, pens and paper
- Cargo container or other storage area with emergency supplies stored on campus.

D.2 Supplies/Facilities Unit

Primary: Jerry Johnson

This unit is responsible for providing facilities, equipment, supplies and materials in support of the incident.

Start Up Action:

- Check in with Logistics chief for situation briefing.
- Open supplies container or other storage area if necessary.
- Put on position identifier, such as vest or hat.
- Begin distribution of supplies and equipment as needed.
- Set up the Command Post.

Operational Duties:

- Maintain security of supplies and equipment.
- Distribute supplies and equipment as needed.
- Assist team members in locating appropriate supplies and equipment.
- Set up Staging Area, Sanitation Area, Feeding Area and other facilities as needed.

Closing Down:

- At the Logistic Chief's direction, receive all equipment and unused supplies as they are returned.
- Secure all equipment and supplies.

Supplies/ Facilities Unit Equipment/ Supplies

- 2 way radio
- Job Description clipboard
- Paper, pens and paper
- Cargo container or other storage area with emergency supplies stored on campus

D.3 Staffing Unit

Primary: Suzette Torres

This unit is responsible for coordinating the check in and assignment of personnel (staff, students, incident volunteers) in support of the incident.

Start Up Actions:

- Check in with Logistics Chief for situation briefing.
- Put on position identifier, such as vest, if available.

- Establish a check in location to insure that all personnel working on the incident are accounted for.
- Post signs so that staff can easily find incident check in location.

Operational duties:

- Open three logs to list staff, volunteers and students who are awaiting assignment.
- Ensure that staff sign in, recording name, assignment, and time on duty and off duty. Make photocopies for the Documentation Unit in the Planning Section.
- Deploy personnel as requested by the Incident Commander.
- Sing in volunteers, making sure that volunteers are wearing ID badges and are on the site disaster list. Unregistered volunteers need to be registered.

Closing Down:

- Ask volunteers to sign out.
- At the Logistic Chief's direction, close out all logs and turn them into Documentation Unit.
- Return all equipment and supplies.

Staffing Unit Equipment/ Supplies

- 2 way radio
- Job Description clipboard
- Paper, pens and paper
- Cargo container or other storage area with emergency supplies stored on campus

D.4 Communications Unit

Primary: Racquel Nunley

This unit is responsible for establishing, coordinating and directing verbal and written communications within the school disaster site and with the School District. If the School District cannot be contacted, communications may be made with outside agencies when necessary.

Personnel: School staff member with two-way radio, supported by student or disaster volunteer runners, and if available, a Disaster volunteer who is a qualified amateur radio operator.

Start Up Actions:

- Set up Communications station in a quiet location with access to the Command Post.
- Turn on radios and advise Command Post when ready to accept radio traffic.

Operational Duties:

- Coordinate all communications between site, XXX School District and local Emergency Operations Center.
- Use runners to deliver messages to the Incident Commander with copies to the Planning Section Chief.
- Maintain Communications log: Date/ Time/ Originator/ Recipient.
- Monitor AM/FM radio stations and local TV for local emergency news.
- Direct the media or the public to the Public Information Officer.

Closing Down:

- Close out all logs, message forms, etc. and turn them over to Documentation.
- Return all equipment and unused supplies to Logistics.

Communications Unit Equipment/ Supplies

- 2 way radios with spare batteries for each
- Job description clipboard
- Paper, pens and pencils
- Table and chairs
- AM/FM Radio and television if possible
- File boxes

- Tote tray for outgoing messages
- Activity Log

D.5 Transportation Unit

Primary: Curtis Cornell

The Transportation Unit is responsible for implementing the transportation plan during school emergencies. Part of those responsibilities include assessing the need for buses and trucks for the ferrying of students, staff and/or supplies and directing vehicles to where they are needed.

Start Up Actions:

- Attend a briefing with the Logistics Section Chief and the Supplies and Staffing Team Leader.
- Open and maintain position activity log.
- Gather all supplies and personal safety gear.

Operational Duties:

- Implement various components of the transportation plan.
- Direct the use of vehicles on campus.
- Stay in contact with Section Chief about the needs of other sections.

Closing Down:

- Release staff and volunteers per direction of Incident Commander.
- Arrange for return of vehicles to vendors.
- Make sure all equipment and reusable supplies are safely and securely stored.
- Close out all logs, messages forms, etc and turn them over to Documentation.
- Return all equipment and unused supplies to Logistics.

Transportation Unit Equipment/ Supplies

- 2 way radios with spare batteries for each
- Job description clipboard
- Paper, pens and pencils
- Table and chairs
- AM/FM Radio and television if possible
- File boxes
- Tote tray for outgoing messages
- Activity Log

FINANCE/ADMINISTRATION SECTION

E.1 FINANCE/ADMINISTRATION SECTION CHIEF

Primary: Matt Brown

The Finance/Administration Section is responsible for financial tracking, procurement and cost analysis related to the disaster or emergency. Maintain financial records, track and record staff hours.

Start Up Actions:

- Check in with Incident Commander for situation briefing.
- Put on position identifier, such as vest or hat.
- Locate and set up workspace.
- Check in with the Documentation Clerk to collect records and information, which relate to personnel time keeping and/or purchasing.

Operational Duties:

- Assume all duties of the Recordkeeping Unit until staff is available and assigned.
- As (or if) staff is assigned, brief them on the situation and supervise their activities, utilizing the position checklists.
- Document all expenses for possible future reimbursement.

Closing Down:

- At the Incident Commander's direction, deactivate the section and close out all logs.
- Verify that closing tasks of all Finance/Administration positions have been accomplished. Secure all documents and records.

Finance/Administration Equipment/ Supplies

- Job Description clipboard
- Paper, Pens and Pencils
- Activity Log

E.2 Record keeping Unit

Primary: Shawnna Lawson

The Record keeping Unit is responsible for ensuring that records for personnel costs, volunteers, payroll, purchasing materials and supplies, insurance claims and cost recovery are maintained during campus emergencies.

Start Up Actions:

- Attend a briefing with Finance/Administration Section Chief.
- Locate all supplies.
- Activate personnel and make appropriate assignments.

Operational Duties:

- Monitor the tracking of staff and volunteer hours.
- Monitor the tracking of response-related requests and purchases.
- Facilitate the processing of purchase requests from Logistics Section Chief.

Closing Down:

- Release staff and volunteers per direction of Section Chief.
- Make sure all equipment and unused supplies are returned to Logistics.
- Complete/close-out all logs and turn them over Documentation Team.

Recordkeeping Unit Equipment/ Supplies

- Job Description clipboard
- Paper, Pens and Pencils
- Activity Log

9.TEACH DISTRICT EMERGENCY RESPONSE PROCEDURES

- Local Emergency and Agency Phone Numbers
- Overview of Emergency Procedures
- Initial Response to Emergencies
- Duck and Cover
- Shelter In-Place
- Lock Down
- Building Evacuation
- Off- Site Evacuation
- All-Clear

- Aircraft Crash
- Animal Disturbance
- Armed Assault on Campus
- Biological or Chemical Release
- Bomb Threat
- Bus Disaster
- Disorderly Conduct
- Earthquake
- Explosion
- Fire
- Fire on School Grounds
- Flooding
- Incapacitated Staff Member
- Loss of Utilities
- Motor Vehicle Crash
- Psychological Trauma
- Suspected Contamination of Food and/ or Water
- Unlawful Walkout/Demonstration
- Windstorm
- First Aid Guidelines

Each procedure is described in detail and utilizes the school emergency management team for emergency procedures. Not every position may need to be activated on every incident. Each incident needs to be evaluated individually with appropriate response initiated depending on the complexity.

It is important to note that school administrators are responsible for the health and safety of students and staff during an emergency. Although the following procedures refer to specific actions, school administrators must exercise discretion in implementing standardized procedures, and should consider modifications as necessary to assure the health and safety of all personnel during an emergency.

Management
During an emergency, the Incident Commander directs response actions from a designated Command Post. To effectively do this, the Incident Commander must constantly assess the situation, and develop and implement appropriate strategies. The Incident Commander must be familiar with the available resources, accurately document all response actions, and effectively communicate response strategies to others participating in the response. This function is typically filled by the school principal. The principal is assisted in carrying out this function by a Public Information & Liaison Officer and Safety Officer.

Planning & Intelligence
Planning and Intelligence involves the use of various methods to efficiently gather information, weigh and document the information for significance, and actively assess the status of the emergency. This understanding and knowledge about the situation at hand is vital to the effective management of a response. These activities are performed by a single person who reports directly to the Incident Commander.

Operations
All response actions are implemented under by Operations. This includes staff performing first aid, crisis intervention, search and rescue, site security, damage assessment, evacuations, and the release of students.

Logistics
Logistics supports the response by coordinating personnel; assembling and deploying volunteers; providing supplies, equipment, and services; and facilitating communications among emergency responders.

Finance & Administration

Finance & Administration involves the purchasing of all necessary materials, tracking financial records, timekeeping for emergency responders, and recovering school records following an emergency. These activities are performed by a single person who reports directly to the Incident Commander.

Emergency Response Guidelines

Step One: Identify the Type of Emergency
Assess the situation carefully yet quickly. Is there immediate danger to staff or students? Is the danger within the building or outside the building? What is the magnitude of the event?

Step Two: Identify the Level of Emergency
What is the magnitude of the event? Is it life threatening? What needs to be done immediately to protect safety while further information is gathered?

Step Three: Determine the Immediate Response Action
Do not delay in calling 911 and the District Office. It is better to have emergency responders arrive and not be needed then to delay calling them and risk injury or harm.

Step Four: Communicate the Appropriate Response Action
Communicate clearly to staff and students what they should do immediately. Activate the emergency response team at the school as needed.

Types of Emergencies & Specific Procedures

Aircraft Crash

AIRCRAFT CRASH

Address situations involving and Aircraft Crash on or in proximity to school property.

Procedure

1. Call 911. School Administrator initiates appropriate immediate Response Action.
2. If school Administrator issues Evacuate Building action, staff and students evacuate buildings by prescribed routes or other safe routes to assembly/shelter area.
3. Teachers bring their student roster and take attendance at assembly/shelter site to account for students. Student Care Team notified of any missing students.
4. School Administrator calls District.
5. If on school property, Site Security secures crash area to prevent unauthorized access. For fuel or chemical spill on school property or utility interruption see appropriate section of Emergency Response Guide.
6. School Administrator directs Site Security Team to organize fire suppression activities until Fire Department arrives.
7. Medical Team checks injuries and provides appropriate first aid.
8. Any affected areas closed until appropriate public safety and hazardous materials agency provide clearance and School Administrator issues authorization to do so.
9. If it is unsafe to remain on campus, School Administrator initiates Off-Site Evacuation.

Animal Disturbance

ANIMAL DISTURBANCE

Procedure implemented when presence of a vicious animal or any wild animal threatens safety of students and staff.

Procedure:

1. School Administrator initiates appropriate Immediate Response Actions, which may include Lock Down or Evacuate Building.
2. Staff members attempt to isolate animal from students and staff, if it is safe to do so. If animal is outside, students are kept inside. If animal is inside, students remain outside away from animal. Isolate animal if possible.
3. For outside assistance, School Administrator is to call 911. If the situation is not life threatening, you can call the following appropriate number:
4. If staff member or student is injured, School/District Nurse, District Office and parent is notified.
5. School Administrator initiates Off-Site Evacuation if warranted.

Armed Assault on Campus

ARMED ASSAULT ON CAMPUS

Armed Assault on Campus involves one or more individuals who attempt to take hostages or cause physical harm to students and staff. Guns, knifes or other harmful devices may be involved.

Procedure:

1. Upon first indication or armed assault, school personnel immediately call 911. Police is notified via radio or cell phone.
2. School Administrator is notified. School Administrator assures or designates a person to remain online with Police/Sheriff if safe to do so.
3. If suspect is seen, do not engage. This could generate a hostage situation. Give 911 operator a detailed description of suspect(s). If suspect is outside, try to keep suspect outside.
4. School Administrator initiates Lock Down Procedures.
5. Staff keeps everyone in an area under cover and as concealed as possible. Stay behind solid walls and doors; keep away from windows.
6. If students are in class at time of Lock Down, staff will:
    - Explain that there is an emergency.
    - Lock all classroom doors.

- Have students lie on floor, behind or underneath solid objects.
- Close blinds stay away from windows.
- Control all cell phone activity.
- Remain in classroom until personally advised to move by administration or law enforcement.

7. If students are not in class at time of Lock Down, staff will:
   - Move students to nearest available safe building, without drawing attention to self or students. If doors are locked, continue to look for a safe area.
   - Once inside, lock doors if possible; if lock is on outside of door, attempt secure door from inside.
   - Follow remaining steps in item 6 above.
8. Staff takes steps to calm and control students, and if safe to do so, attempt to maintain separation between students and suspect(s).
9. Maintain order in all areas of assembly or shelter, await arrival of law enforcement. Be prepared for lengthy stay.
10. All Clear signal will be made by personal notification only, after consultation with Law Enforcement Administrative Personnel on scene.
11. Staff is not to act upon bells or PA messages without this Personal Notification.

Biological or Chemical Release

BIOLOGICAL OR CHEMICAL RELEASE

A biological or Chemical Release involves discharge of a biological or chemical substance in a solid, liquid or gaseous state. The release of radioactive materials may happen. Common chemical threats within or adjacent to schools include discharge of acid in a school laboratory, overturned truck of hazardous materials in proximity of the school, or a nearby explosion at oil refinery, chemical plant or railroad yard.

Indicators suggesting the release of a biological or chemical substance: multiple victims suffering from watery eyes, twitching, choking or loss of coordination, or having trouble breathing. Other indicators may include an unusual odor or the presence of distressed animals or dead birds.

Scenario 1- Substance Released Inside a Room or Building

Procedure

1. School Administrator initiates Evacuate Building. Staff uses designated routes or other alternative safe routes to assigned assembly/shelter site, located upwind of affected room or building.
2. School Administrator call 911, providing exact location and nature of emergency.
3. School Administrator notifies District of situation.
4. Access to potentially contaminated areas is restricted.
5. Site Security Teams turns off local fans in area of release, closes windows and doors and shuts down the building's air system, if this can be done without exposure to released substance.
6. Persons who have come into direct contact with hazardous substances move to an area with fresh, clean air and wash with soap and water. Immediately remove and contain contaminated clothing. Do not use bleach or other disinfectants on potentially exposed skin. Individuals who have been contaminated "tropically" by a liquid are segregated from unaffected individuals (isolation does not apply to widespread airborne releases).

Affected individuals remain isolated until cleared for by release by XXX County HazMat Interagency Team or XXX County Health Department. A member of Medical Team assesses need for medical attention, but should not come in contact with exposed persons unless fully protected with personal protective equipment.

7. Student Care Team provides a list of all people in affected room or contaminated area, specifying those who may have had actual contact with substance.
8. Any affected areas will not be reopened until XXX County HazMat Interagency Team or appropriate agency provides clearance and School Administrator gives authorization to do so.

Scenario 2- Substance Released Outdoors and Localized

Procedure

1. School Administrator determines appropriate immediate Response Action, which may include Shelter-In-Place or Evacuate Building while directing staff to remove students from affected areas to area upwind from the release.
2. Site Security Team establishes safe perimeter around affected area and ensures personnel do not reenter area.
3. School Administrator calls "911," providing exact location and nature of emergency.

4. School Administrator notifies District of situation.
A District Representative shall immediately notify the State Office of Emergency Services, (800) 852-7550 and advise of the situation.
5. Site Security Teams turns off local fans in area of release, closes windows and doors and shuts down the building's air system, if this can be done without exposure to released substance.
6. Persons who have come into direct contact with hazardous substances move to an area with fresh, clean air and wash with soap and water. Immediately remove and contain contaminated clothing. Do not use bleach or other disinfectants on potentially exposed skin. Individuals who have been contaminated "tropically" by a liquid are segregated from unaffected individuals (isolation does not apply to widespread airborne releases).
Affected individuals remain isolated until cleared for by release by XXX County HazMat Interagency Team or XXX County Health Department. A member of Medical Team assesses need for medical attention, but should not come in contact with exposed persons unless fully protected with personal protective equipment.
7. Student Care Team provides list of all people in areas of contamination, especially those who may have had actual contact with substance.
8. Any affected areas will not be reopened until XXX County Interagency HazMat Team or appropriate agency provides clearance and School Administrator gives authorization to do so.

Scenario 3: Substance Released In Surrounding Community
Procedure
1. School Administrator or local authorities determine potentially toxic substance has been released into the atmosphere. School Administrator initiates Shelter-In-Place.
2. Upon receiving Shelter-In-Place, notification, Site Security Team turns off local fans in area; closes and locks doors and windows; shuts down all building's air conditioning systems; seals gap under doors and windows with wet towels and/or duct tape; seals vents with aluminum foil or plastic wrap, and turns off sources of ignition, such as pilot lights.
3. Staff and students located outdoors are directed to proceed immediately to nearby classrooms or buildings. Teachers communicate their locations to School Administrator, using the PA system or other means without leaving the building.
4. School Administrator "calls 911", providing exact location and nature of emergency.
5. School Administration notifies District Office of situation.

Bomb Threat/ Threat Of violence
BOMB THREAT
Responses to Bomb Threat is initiated upon the discovery of a suspicious package on campus grounds or receipt of a threatening phone call that present risk of an explosion.

Procedure
1. If threat is received by telephone, person receiving the call attempts to keep the caller on the telephone as long as possible and alerts someone else to contact School Administrator, Police Department and District Pupil Personnel Services.
2. The person receiving the call is to stay calm and speak calmly. Listen closely to voice of caller to determine caller's age, sex, accent, speech impediment etc. Listen for background noise such as payphone, school yard, busy traffic, railroad cars, PA systems etc.
3. Person answering the bomb threat asks the following questions, records the answers, and then immediately notifies School Administrator and/or School Police Officer:

- When is the bomb going to explode?
- Where is it?
- What will cause it to explode?
- What kind of bomb is it?
- What's your name?
- Why are you doing this?
- What can we do for you to avoid this?
- Can I call you back? Give me your number.

4. Advise District Office of Pupil Personnel
5. Depending on the seriousness of the threat, make a decision whether or not to evacuate.
6. With Administration, Police Officers and Security Teams and other appropriate staff conduct a search of the school. If a strange or suspicious object is discovered, it is NOT to be touched, handled or moved by searching personnel. Notify jurisdictional law enforcement agency of situation by "calling 911."
7. Have appropriate staff contain area, keeping everyone away. Have other search teams continue to search until all areas of the campus and buildings have been completely searched (possibility of secondary device or object could have been planted). All Cell Phones should be turned off and not used.
8. After search, School Administrator determines appropriate Immediate Response Action(s), which may include DUCK AND COVER, LOCK DOWN, EVACUATE BUILDING OR OFF-SITE EVACUATION.
9. When suspicious object or bomb is found, School Administrator issues Evacuate Building Action. Staff and students evacuate building using prescribed routes or alternate safe routes away form object to assembly/shelter site.
10. Teachers bring student roster and take attendance at assembly area to account for students. Teachers notify Student Care Team of missing students.
11. School activities are not resumed until affected area and school has been inspected and searched by proper authorities and determined to be safe. School Administrator will make All Clear Announcement.

Bus Disaster

Disorderly Conduct

DISORDERLY CONDUCT (INDIVIDUAL)

Disorderly Conduct may involve a student or staff member exhibiting threatening or irrational behavior. If perpetrator is armed, refer to Armed Assault on Campus Procedures.

Procedure

1. Upon witnessing Disorderly Conduct, staff takes steps to calm and control situation and attempt to isolate perpetrator from other students and staff, if it is safe to do so.
2. School staff calls 911, TPS School District Office of Pupil Personnel and Police Department.
3. School Administrator and/or Police Officer assesses situation and calls TPS School District Pupil Personnel/Police Department for additional officers to respond. Continued assessment is necessary for deployment of additional officers to respond and assist from other agencies. District personnel and/or officers on scene "calls 911."
4. If immediate threat is not clearly evident, School Administrator and/or Police Officer may attempt to diffuse situation. Approach perpetrator in calm, non-confrontational manner and request he/she cooperate and try to talk. For safety, the perpetrator may be detained and handcuffed for their safety and safety of others.
5. If perpetrator is a student, an attempt is made to notify the family. (Family members may have information and provide information on handling the student.)
6. School Administrator notifies District Office of situation.

DISORDERLY CONDUCT/RIOT (GROUPS)

Disorderly Conduct or Riot is large gathering of students who become out of control and participate in violent or non-violent activities. Keeping majority of students not involved in this type of illegal activity isolated and away from activity is imperative in bringing these actions under control.

Procedure

1. Upon witnessing Disorderly Conduct of this nature, staff takes steps to calm and control situation and attempt to isolate those involved from each other.
2. Other staff attempts to calm and control other students not involved and get them on their way to class or off campus if incident is after school. While doing this, attempt to locate and identify witnesses who may provide information for School Administrators and/or Police.
3. Staff immediately notifies School Administrator and/or Police Officer via two-way radio.
4. School Administrator and/or School Police Officer assesses situation and calls TPS School District Pupil Personnel/Police Department for additional officers to respond. Continued assessment is necessary for deployment of additional officers to respond and assist from other agencies. District personnel and/or officers on scene "calls 911."

5. School Administrator initiates appropriate Immediate Response Actions, which may include Shelter-In-Place, Lock Down, Evacuate Building or Off-Site Evacuation.
6. Secure all gates and entrances to the campus.
7. Only authorized personnel are to be allowed in or out of the site.
8. Sign-in and Sign-out all authorized visitors noting date and time, telephone number and reason for visit.
9. During passing periods, All Staff should be on campus supervising, while teachers stand at the doorways to their classrooms watching and supervising students.
10. Staff is to report any suspicious activity, break up groups of students loitering and listen for any rumors or reports of possible ongoing activity by students. Maximum supervision by staff is recommended during student lunch periods.
11. School Site Parent Groups may be contacted to assist with supervision and help monitor activity.
12. Notify appropriate District Personnel for assistance as needed.

Earthquake

EARTHQUAKE

Earthquakes generally occur without warning and may cause minor to serious ground shaking, damage to buildings and injuries. Even a mild tremor can create a potentially hazardous situation. The following procedures should be implemented in response to all earthquakes, regardless of magnitude.

Procedure:

Note: Keep calm and remain where you are. Assess situation, then act. Remember, most injuries or deaths are direct cause of falling or flying debris.

1. Upon first indication of an earthquake, teachers direct students to Duck and Cover.
2. Move away from windows and overhead hazards to avoid glass and falling objects
3. When shaking stops, School Administrator initiates Evacuate Building. Staff and students evacuate buildings using prescribed routes or other safe routes to assembly/shelter site.
4. Teachers bring their student roster and take attendance at assembly/shelter site to account for students. Teachers notify Student Care Team of missing students.
5. If injury or damage is suspected, School Administrator “calls 911.”
6. School Administrator contacts District Office
7. Site Security Team attempts to suppress fires with extinguishers.
8. Site Security Team notifies school personnel of fallen electrical wires.
9. Site Security Team turns checks for gas main leaks and water leaks and notifies plant supervisor of situation.
10. Site Security Team is directed to stand post in areas of building to keep people from entering.
11. Site Security Team Leader notifies plant supervisor to contact appropriate utility companies of any damages to water lines, sewers, power lines and other utilities.
12. Medical Team checks for injuries and provides appropriate first aid.
13. If area appears safe, Search and Rescue Team makes initial inspection of school buildings to identify any injured or trapped students or staff.
14. School Administrator stays in contact with District Personnel.
15. School Administrator confers with TPS School District Director of Facilities and Director of Maintenance and/or Designees to ensure buildings are safe for re-occupancy. When safe to do so, Site Security Team conducts inspection of school buildings. Site Security Team maintains a log of their findings, by building and provides periodic report to Incident Commander.
16. Any affected areas are not reopened until Local District Facilities Director provides clearance and School Administrator gives authorization to do so.
17. School Administrator initiates Off- Site Evacuation if warranted.

Explosion or Risk Of Explosion

EXPLOSION/ RISK OF EXPLOSION

Scenario 1: Explosion on School Property

Procedure

1. In event of explosion, all persons initiate Duck and Cover

2. School Administrator and/or School Police Officer consider possibility of another imminent explosion and takes appropriate action.
3. After explosion, School Administrator initiates appropriate Immediate Response Actions, which may include Shelter-In- Place, Evacuate Building, or Off-Site Evacuation. Evacuation may be warranted in some buildings and other buildings may be used for shelter.
4. In event of evacuation, staff and students use prescribed routes or other safe routes and proceed to assembly/shelter site.
5. Teachers bring student roster and take attendance at assembly/shelter site to account for students. Teachers notify Student Care Team of missing students.
6. School Administrator calls 911, TPS School District Office of Pupil Personnel and Police Department.
7. Site Security Team and/or Plant Supervisor turns off school's main gas supply.
8. Medical Team, when safe, checks for injuries and provides appropriate first aid.
9. Staff attempts to suppress fires with fire extinguishers.
10. Site Security Team Leader notifies appropriate utility company of any damages to water lines, sewers, power lines and other utilities.
11. Site Security Team Leader posts guards safe distance away from building entrance preventing persons entering school buildings, considering possible secondary explosion sites.
12. When determined by emergency response officials to be safe to enter affected areas, School Administrator advises Search and Rescue Team to initiate search and rescue efforts.
13. School Administrator confers with TPS School District Director of Facilities and Director of Maintenance and/or Designees to ensure buildings are safe for re-occupancy. When safe to do so, Site Security Team conducts inspection of school buildings. Site Security Team maintains a log of their findings, by building and provides periodic report to Incident Commander.
14. Any areas affected by explosion are not reopened until appropriate agency provides clearance and School Administrator gives authorization.
15. School Administrator initiates Off- Site Evacuation if warranted.

Scenario 2: Risk of Explosion on School Property
Procedure
1. School Administrator initiates appropriate Immediate Response Actions, which may include Shelter-In- Place, Evacuate Building, or Off-Site Evacuation.
2. If School Administrator issues Evacuate Building Action, staff and students evacuate building using prescribed routes or other safe routes to assembly/shelter site.
3. Teachers bring student roster and take attendance at assembly/shelter site to account for students. Teachers notify Student Care Team of missing students.
4. School Administrator calls 911, TPS School District Office of Pupil Personnel and Police Department.
5. Site Security Team and/or Plant Supervisor turns off school's main gas supply.
6. Staff attempts to suppress fires with fire extinguishers.
7. School Administrator advises Search and Rescue Team to initiate search and rescue efforts if warranted.
8. Site Security Team Leader notifies appropriate utility company of any damages to water lines, sewers, power lines and other utilities.
9. Any areas affected by explosion are not reopened until appropriate agency provides clearance and School Administrator gives authorization.
10. School Administrator initiates Off- Site Evacuation if warranted.

Scenario 3: Explosion or Risk of Explosion in Surrounding Area
Procedure
1. School Administrator initiates Shelter-In-Place.

2. School Administrator calls 911, TPS School District Office of Pupil Personnel and Police Department.
3. School Administrator takes further actions as needed.
4. School Remains in Shelter-In-Place condition until appropriate agency gives clearance that situation is under control. Upon receiving clearance, School Administrator gives All- Clear Announcement.

Scenario 4: Nuclear Blast or Explosion Involving Radioactive Materials
Procedure
1. School Administrator initiates Shelter-In-Place.

2. When sheltering, personnel establish adequate barriers or shielding (concrete walls, metal doors etc.) between themselves and source of blast or explosion and avoids sheltering near exterior windows.
3. School Administrator calls 911, TPS School District Office of Pupil Personnel and Police Department.
4. After initial blast, remove students from rooms with broken windows, extinguish fires, provide first aid and relocate students form upper floors if possible.
5. Site Security Team/Plant Supervisor turns off schools main gas supply, local fans in area; closes and locks doors and windows; shuts down all building's air conditioning systems; seal gaps under doors and windows with wet towels or duct tape.
6. School remains in Shelter-In-Place condition until County of Los Angeles HazMat Team or appropriate agency provides clearance and School Administrator issues further instructions.

Fire in Surrounding Area
FIRE ON SCHOOL GROUNDS
Procedure addresses situations where fire is discovered on school grounds. A quick response situation is very important to prevent injuries and property damage.
Procedure
1. Upon discovery of fire, signal fire alarm and teachers and staff direct all students out of building and area in a calm and orderly manner.
2. School Administrator immediately initiates Evacuate Building. Staff and students evacuate using prescribed routes or other safe routes to assembly/shelter site.
3. Teachers bring student roster and take attendance at assembly/shelter site to account for students. Teachers notify Student Care Team of missing students.
4. School Administrator calls 911, TPS School District Office of Pupil Personnel and Police Department.5. Site Security Team suppresses fires and initiates rescue procedures until local fire department arrives.
6. Site Security Team secures area to prevent unauthorized entry and keeps access roads and gates clear for emergency vehicles.
7. Site Security Team Leader directs fire department to fire and briefs department official on situation.
8. Site Security Team/Plant Supervisor notifies Maintenance and Operations Director or Designee of situation and also informs to contact any affected utility companies to respond.
9. If needed, Director of Transportation or Designee is notified for buses to evacuate students and staff if warranted.
10. Any affected areas are not reopened until local fire department or appropriate agency provides clearance and School Administration.
11. All fires, regardless of size, which are extinguished by school personnel, require a contact to fire department to indicate "fire is out" and to request fire department to respond for investigation and confirm.

FIRE IN SURROUNDING AREA
Procedure addresses fire discovered in area adjoining school. The initiated response actions take into consideration location and size of fire, its proximity to school and likelihood that fire may affect school.
Procedure
1. School Administrator initiates appropriate Immediate Response Actions, which may include Shelter-In-Place, Lock Down, Evacuate Building or Off-Site Evacuation.
2. School Administrator calls 911, TPS School District Office of Pupil Personnel and Police Department.
3. School Administration instructs Site Security Team to prevent students from approaching fire and keep routes open for emergency vehicles.
4. Agency Liaison works with fire department to determine if school grounds are threatened by fire, smoke, or other hazardous conditions.
5. If School Administrator issues Evacuate Building, staff and students evacuate affected building(s) using prescribed routes or other safe routes to assembly/shelter site.
6. Teachers bring student roster and take attendance at assembly/shelter site to account for students. Teachers notify Student Care Team of missing students.
7. If needed, Director of Transportation is notified for request of buses for student and staff evacuation.
9. School Administrator initiates Off- Site Evacuation if warranted.

Fire on School Grounds

FIRE ON SCHOOL GROUNDS

Procedure addresses situations where fire is discovered on school grounds. A quick response situation is very important to prevent injuries and property damage.

Procedure

1. Upon discovery of fire, signal fire alarm and teachers and staff direct all students out of building and area in a calm and orderly manner.
2. School Administrator immediately initiates Evacuate Building. Staff and students evacuate using prescribed routes or other safe routes to assembly/shelter site.
3. Teachers bring student roster and take attendance at assembly/shelter site to account for students. Teachers notify Student Care Team of missing students.
4. School Administrator calls 911, TPS School District Office of Pupil Personnel and Police Department.5. Site Security Team suppresses fires and initiates rescue procedures until local fire department arrives.
6. Site Security Team secures area to prevent unauthorized entry and keeps access roads and gates clear for emergency vehicles.
7. Site Security Team Leader directs fire department to fire and briefs department official on situation.
8. Site Security Team/Plant Supervisor notifies Maintenance and Operations Director or Designee of situation and also informs to contact any affected utility companies to respond.
9. If needed, Director of Transportation or Designee is notified for buses to evacuate students and staff if warranted.
10. Any affected areas are not reopened until local fire department or appropriate agency provides clearance and School Administration.
11. All fires, regardless of size, which are extinguished by school personnel, require a contact to fire department to indicate “fire is out” and to request fire department to respond for investigation and confirm.

FIRE IN SURROUNDING AREA

Procedure addresses fire discovered in area adjoining school. The initiated response actions take into consideration location and size of fire, its proximity to school and likelihood that fire may affect school.

Procedure

1. School Administrator initiates appropriate Immediate Response Actions, which may include Shelter-In-Place, Lock Down, Evacuate Building or Off-Site Evacuation.
2. School Administrator calls 911, TPS School District Office of Pupil Personnel and Police Department.
3. School Administration instructs Site Security Team to prevent students from approaching fire and keep routes open for emergency vehicles.
4. Agency Liaison works with fire department to determine if school grounds are threatened by fire, smoke, or other hazardous conditions.
5. If School Administrator issues Evacuate Building, staff and students evacuate affected building(s) using prescribed routes or other safe routes to assembly/shelter site.
6. Teachers bring student roster and take attendance at assembly/shelter site to account for students. Teachers notify Student Care Team of missing students.
7. If needed, Director of Transportation is notified for request of buses for student and staff evacuation.
9. School Administrator initiates Off- Site Evacuation if warranted.

Flooding

FLOODING

Procedure applies whenever storm water or other sources of water inundate or threaten to inundate school grounds or buildings. Flooding may occur as a result of prolonged periods of rainfall, where school would have sufficient time to prepare. Alternatively, flooding may occur without warning, as a result of damage to water distribution systems, or failure of a man-made dam.

Procedure

1. School Administrator initiates appropriate Immediate Response Actions, which may include Shelter-In-Place, Lock Down, Evacuate Building or Off-Site Evacuation.
2. School Administrator calls 911, TPS School District Office of Pupil Personnel and Police Department.
3. If School Administrator issues Evacuate Building or Off-Site Evacuation, staff and students evacuate affected building(s) using prescribed routes or other safe routes to assembly/shelter site.
4. Teachers bring student roster and take attendance at assembly/shelter site to account for students. Teachers notify Student Care Team of missing students.

5. Switch all passing bells to manual operation.
6. Contact appropriate TPS School District Departments as needed:

Loss or Failure Of Utilities

LOSS OR FAILURE OF UTILITES

Procedure addresses situations involving loss of water, power or other utility on school grounds. Should also be used in event of discovery of gas leak, exposed electrical line, or break in sewer lines.

Procedure

1. If water or electrical line is broken, efforts are made to turn off water or power to affected area and to notify School Administrator and Site Plant Supervisor immediately.
2. Upon notice of loss of utilities, School Administrator assesses situation and determines if appropriate Immediate Response Actions, which may include Shelter-In-Place or Evacuate Building, are to be initiated.
3. School Administrator or Designee (Site Plant Supervisor) notifies TPS School District Maintenance and Operations Administrators and informs them of situation which includes location and nature of situation/emergency. Additional appropriate personnel are notified at discretion of School Administrator.
4. Maintenance Personnel, working with School Administration, contact affected utility company to determine weather their assistance is required and determine potential length of time service will be interrupted.
5. School Administrator along with appropriate personnel, make decision whether to postpone remaining school day and arrange for early student dismissal.
6. Public Information Officer arranges for media announcements regarding situation.

Motor Vehicle Crash

LOSS OR FAILURE OF UTILITIES

Procedure addresses situations involving loss of water, power or other utility on school grounds. Should also be used in event of discovery of gas leak, exposed electrical line, or break in sewer lines.

Procedure

1. If water or electrical line is broken, efforts are made to turn off water or power to affected area and to notify School Administrator and Site Plant Supervisor immediately.
2. Upon notice of loss of utilities, School Administrator assesses situation and determines if appropriate Immediate Response Actions, which may include Shelter-In-Place or Evacuate Building, are to be initiated.
3. School Administrator or Designee (Site Plant Supervisor) notifies TPS School District Maintenance and Operations Administrators and informs them of situation which includes location and nature of situation/emergency. Additional appropriate personnel are notified at discretion of School Administrator.
4. Maintenance Personnel, working with School Administration, contact affected utility company to determine whether their assistance is required and determine potential length of time service will be interrupted.

Important Utility Service Phone Numbers:

5. School Administrator along with appropriate personnel, make decision whether to postpone remaining school day and arrange for early student dismissal.
6. Public Information Officer arranges for media announcements regarding situation.

Psychological Trauma

PSYCHOLOGICAL TRAUMA/ AFTERMATH COUNSELING

Crisis Management Actions are to be taken during and subsequent to any emergency that may have psychological impact on students and staff, such as act of violence; death of a student or staff member; earthquake or other natural disaster; serious environmental problem; or ethnic and racial tensions. Emergencies like those described above usually produce one or more of the following conditions:

- Temporary disruption of regular school functions and routines.
- Significant interference with ability of students and staff to focus on learning.
- Physical and/or psychological injury to students and staff.

- Concentrated attention from community and news media.

As a result of such emergencies, students and staff may exhibit variety of psychological reactions. As soon as physical safety of those involved has been insured, attention must turn to meeting emotional and psychological needs of students and staff.

Procedure
1. School Administrator establishes Medical Team, which has primary responsibility for providing necessary assistance after all types of crisis, including psychological first aid.
2. Medical Team assesses range of crisis intervention services needed during and following the emergency.
3. Medical Team provides for or arranges for direct intervention services.
4. If there is need for additional counseling services, School Administrator notifies District Superintendent or Designee.
5. Medical Team advises and assists School Administrator to restore regular school functions as efficiently and as quickly as possible.
6. In performing their duties, Medical Team members provide ongoing assessment of needs and follow-up services as required.

Suspected Contamination of Food or Water

SUSPECTED CONTAMINATION OF FOOD OR WATER
Procedure followed if site personnel report suspected contamination of food or water. Procedure applies where there is evidence of tampering with food packaging, observation of suspicious individuals in proximity to food or water supplies, or if notified of possible food/water contamination by District staff or local agencies. Indicators of contamination may include unusual odor, color, taste, or multiple employees with unexplained nausea, vomiting, or other illnesses.
Procedure
1. School Administrator and, Cafeteria Supervisor or Plant Supervisor isolates suspected contaminated food/water to prevent consumption and restricts access.
2. School Administrator calls 911, TPS School District Office of Pupil Personnel and Police Department.
3. County and State of California notification protocols are followed at this time.
4. School Administrator provides list of all potentially affected students and staff.
5. Medical Team and Responding Emergency Personnel assess need for medical attention and provide first aid as appropriate
6. School Administrator maintains a log of affected students and staff and symptoms; food/water suspected to be contaminated, quantity and character of products consumed and other pertinent information.
7. School Administrator confers with all appropriate agencies before resumption of normal operations.
8. School Administrator notifies parents of incident, as appropriate.

Unlawful Demonstration or Walkout

UNLAWFUL DEMONSTRATION/ WALKOUT
An Unlawful demonstration/ walkout is any unauthorized assemblage on or off campus by staff or students for purpose of protest or demonstration.
Procedure
1. Upon indication that unlawful demonstration or walkout is about to begin, personnel immediately notify School Administrator.
2. School Administrator assesses situation and initiates appropriate Immediate Response Actions, which may include Shelter-In-Place.
3. School Administrator notifies TPS School District Pupil Personnel/Police Department
4. Student Release Team immediately proceeds to control student ingress and egress. Each person entering or leaving campus is required to sign his/her name and record other pertinent information.
5. If students leave campus, School Police along with School Administrators and allied law enforcement agencies will accompany them. All attempts will be made to guide and control actions of students while off-site.
6. Students not participating in demonstration or walkout are kept within their classrooms until further notice by School Administrator. Teachers close and lock classroom doors. Students and staff are protected from flying glass in event windows are broken by closing drapes and blinds in rooms so equipped.
7. Documentation Unit staff attempt to keep accurate record of events, conversations and actions.
8. All media inquiries are referred to TPS School District Public Information Officer.
9. School Administrator proceeds in good judgment on basis of police or other legal advice, in taking action to control and resolve situation.

10. School Administrator notifies parents of incident, as appropriate.

Emergency Evacuation Map

Coversheet

Principal's Report: TEACH Tech Charter High School

Section: III. Items Scheduled for Information and Potential Action
Item: G. Principal's Report: TEACH Tech Charter High School
Purpose: FYI
Submitted by:
Related Material: 21AugustTEACH_TechMonthlyBoardReport.xlsx.pdf

CONFIDENTIAL

TEACH Public Schools

TEACH Tech Charter High School

Monthly Board Report

For the Month of:

Aug-21

Enrollment

Goal: **Maintain 480 student enrollment.**

Summary Status: We conducted various enrollment efforts with our prent liason Mr. Ramirez.

Grade	20-21	21-22
9	135	152
10	125	129
11	92	115
12	81	86
Grand Total	**433**	**482**

Notes (Implemented Strategies &/or Challenges):

a) Enrollment Efforts: Open House, Mailers, Orientations, Welcome Packet

b) Socially distanced Orientations with detailed student information

c) I anticipate students will checkout to go to surrounding charters. I talk to all students that leave and let them know that we are offering AP classes, we are fully staffed and our teachers are excited to meet them so why leave?

Staffing

Goal: **Provide students with highly qualified teachers.**

Summary Status: We are fully staffed! We have 3 teachers new to TEACH Tech.





PD Updates

Goal: **We are had an engaging and productive 2 week PD.**

Summary Status: To provide teachers with resources, support and training to start the school year.

Agenda Links

Week 1

Monday 7/26- Overview
Tuesday 7/27- Data/Instruction
Wednesday 7/28- Instruction/Survey
Thursday 7/29- Special Populations
Friday 7/30- School Culture

Week 2

Monday 8/02- Schoology
Tuesday 8/03- Standards Based Grading
Wednesday 8/04- Performance Matters
Thursday 8/05- Project Based Learning
Friday 8/06- Peer Support, Wrap Up

Appendix: PBIS and Character Pillars

