



# Contra Costa School of Performing Arts

## Board Meeting

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### Date and Time

Tuesday January 23, 2024 at 5:30 PM PST

### Location

CCSPA Conference Room

Zoom: <https://us06web.zoom.us/j/82316354168>

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Contra Costa School of Performing Arts

### Board Meeting

### Date and Time:

Tuesday, January 23, 2024 at 5:30 PM PDT

### Location:

2730 Mitchell Dr.  
Walnut Creek, CA 94598

Remote Participant:

MacKenzie Hennessy

4229 20th Street

San Francisco, CA 94114

Zoom: <https://us06web.zoom.us/j/82316354168>

The public may address the Board regarding any item within the jurisdiction of the Board of Directors of ChartHouse Public Schools. To ensure an orderly meeting and an equal opportunity for each speaker, persons wishing to address the Board must fill out a speaker’s card. Cards should be turned into the Board Chair/Vice Chairperson prior to the Call to Order. Speakers will be given three minutes for items on the agenda, and two minutes for items not on the agenda. When translation services are utilized to support the participation of a primary Speaker, the translator will be afforded the same duration of time as the primary Speaker. Time may not be yielded to other speakers. In compliance with the Brown Act, the Board may listen to comments from speakers and provide direction to staff, but may not engage in discussion or take action on items that are not already on the agenda.

All Board agendas and minutes will be published at [cocospa.org](http://cocospa.org). Any disclosable public records related to an open session Board meeting agenda item and distributed by staff to a majority of the Board of Directors shall be available for public inspection.

The Board of Directors will provide reasonable accommodations for persons with disabilities planning to attend Board meetings so long as notice is provided at least one hour prior to the start of the meeting by contacting the Executive Director’s Office at (925) 235-1130.

Agenda

	Purpose	Presenter	Time
I.	Opening Items		5:30 PM
A.	Call the Meeting to Order	Heather Vega	1 m
B.	Record Attendance	Callie Tirlia	1 m
C.	Establish a Quorum	Heather Vega	1 m
D.	Agenda Review and Adoption	Heather Vega	1 m
	The Board will review the agenda and adopt as presented or take action to change the order of items.		
II.	PUBLIC COMMENTS		5:34 PM

	Purpose	Presenter	Time
<p>The public may address the Board regarding any item within the jurisdiction of the Board of Directors of ChartHouse Public Schools. To ensure an orderly meeting and an equal opportunity for each speaker, persons wishing to address the Board must fill out a speaker's card. Cards should be turned into the Board Chair/Vice Chairperson prior to the Call to Order.</p> <p>Speakers will be given three (3) minutes for items <i>on</i> the agenda, and two (2) minutes for items <i>not</i> on the agenda. When translation services are utilized to support the participation of a primary Speaker, the translator will be afforded the same duration of time as the primary Speaker. Time may not be yielded to other speakers. In compliance with the Brown Act, the Board may listen to comments from speakers and provide direction to staff, but may not engage in discussion or take action on items that are not already on the agenda.</p>			
<b>A.</b>	Items on the Agenda	FYI	Heather Vega
	Public Comment regarding items on the agenda.		5 m
<b>B.</b>	Items Not on the Agenda	FYI	Heather Vega
	Public Comment regarding items not on the agenda.		5 m
<b>III.</b>	<b>CONSENT AGENDA</b>		<b>5:44 PM</b>
<p>Items listed under consent agenda are considered routine and will be approved/adopted in one single motion. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request by any member of the Board and acted upon separately.</p>			
<b>A.</b>	Approve Minutes	Approve Minutes	Callie Tirlia
			2 m
Board will consider approval of minutes from November 28, 2023.			
<b>IV.</b>	<b>FINANCE</b>		<b>5:46 PM</b>
<b>A.</b>	Financial Report	FYI	Candice Phillips, Debbie Howard
			15 m
<b>V.</b>	<b>Committee Reports</b>		<b>6:01 PM</b>
<b>A.</b>	Financial Committee	Discuss	Charles Hill
			10 m

	Purpose	Presenter	Time
<b>VI. OTHER BUSINESS</b>			<b>6:11 PM</b>
<b>A.</b> Executive Summary	Discuss	Catherine Foster, Candice Phillips	20 m
The Executive Director will provide an update on enrollment, attendance, and academic progress including the latest test results, and other matters and needs.			
<b>B.</b> 2024 - 2025 Academic Calender	Vote	Catherine Foster	5 m
Board will review and adopt Academic Calendar for School Year 2024- 2025.			
<b>VII. CLOSED SESSION</b>			<b>6:36 PM</b>
Heather Vega			
<b>A.</b> Executive Director Evaluation	Discuss	Greg Ponikvar, Catherine Foster	90 m
<b>VIII. RECONVENE TO OPEN SESSION</b>			<b>8:06 PM</b>
<b>A.</b> Report Out	FYI	Heather Vega	5 m
The Board will report out on actions taken in Closed Session, if any.			
<b>IX. Closing Items</b>			<b>8:11 PM</b>
<b>A.</b> Adjourn Meeting	Vote		



# Coversheet

## Approve Minutes

<b>Section:</b>	III. CONSENT AGENDA
<b>Item:</b>	A. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	DRAFT 2023_12_12_board_meeting_minutes.pdf



# Contra Costa School of Performing Arts

## Minutes

### Board Meeting

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#### Date and Time

Tuesday December 12, 2023 at 5:30 PM

#### Location

CCSPA Conference Room

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Contra Costa School of Performing Arts

#### Board Meeting

#### Date and Time:

Tuesday December 12, 2023 at 5:30 PM PDT

#### Location:

2730 Mitchell Dr.  
Walnut Creek, CA 94598

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Zoom: <https://us06web.zoom.us/j/82316354168>

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**Directors Present**

A. Mbonisi, C. Hill, D. Wendt, G. Ponikvar, H. Vega, L. McPhatter-Harris

**Directors Absent**

M. Hennessy

**Ex Officio Members Present**

C. Foster

**Non Voting Members Present**

C. Foster

**Guests Present**

C. Phillips (remote), C. Tiria

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**I. Opening Items****A. Call the Meeting to Order**

H. Vega called a meeting of the board of directors of Contra Costa School of Performing Arts to order on Tuesday Dec 12, 2023 at 5:47 PM.

**B. Record Attendance****C. Establish a Quorum**

Quorum established at 5:47 by Heather Vega

**D. Agenda Review and Adoption**

D. Wendt made a motion to Approve the Agenda.

G. Ponikvar seconded the motion.

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

**II. PUBLIC COMMENTS**

**A. Items on the Agenda**

No public comments were made at this time.

**B. Items Not on the Agenda**

No public comments were made at this time.

**III. CONSENT AGENDA**

**A. Approve Minutes**

The agenda is missing the Closed Session portion of the agenda. Agenda is missing the fact that no action was taken at the time of closed session. Heather should be the one to sign off, not David.

D. Wendt made a motion to approve the minutes from Board Meeting on 11-28-23.

C. Hill seconded the motion.

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

**IV. FINANCE**

**A. Financial and CBO Report**

No Financial and CBO Report given.

Adiagha Mbonisi entered the meeting at 5:54pm

**B. Interim Budget**

Debbie Howard began presenting the first interim budget report at 5:56.

Debbie reviewed the first interim budget summary and spending reports.

Debbie and Candice reviewed the current budget detail and prior year comparison.

Lynna McPhatter-Harris entered the meeting at 6:19pm.

The board wants Candice and Debbie to remove overinflated spending items.

The board decided to remove money from the Substitute Budget to reduce the negative spending budget.

Debbie presented the Multi-Year Projection Summary.

D. Wendt made a motion to To approve the First Interim Budget as Amended.

C. Hill seconded the motion.

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

#### **Roll Call**

L. McPhatter-Harris Abstain

M. Hennessy Absent

C. Hill Aye

G. Ponikvar Aye

D. Wendt Aye

H. Vega Aye

A. Mbonisi Aye

## **V. OTHER BUSINESS**

### **A. Executive Summary**

Catherine began presenting the Executive Summary.

Candice proposed adding a 5th grade level school.

The board believes giving more attention to High School and offering more High School classes will attract more kids to CoCoSPA.

The board wants the Agenda to be posted on the CoCoSPA website for better transparency.

The board looked over a proposed 24-25 school year calendar.

The board and Candice reviewed the follow-up with the relators and the bonds.

### **B. Board Term**

D. Wendt made a motion to Extend Charles Hill's board position for a year (ending in December 2024).

G. Ponikvar seconded the motion.

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

## **VI. RECONVENE TO OPEN SESSION**

### **A.**

## **Report Out**

Reopened meeting at 7:25pm

The board approved the Public Employee/Discipline/Dismissal and Release Report

## **VII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:27 PM.

Respectfully Submitted,  
D. Wendt

# Coversheet

## Financial Report

<b>Section:</b>	IV. FINANCE
<b>Item:</b>	A. Financial Report
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	CCSPA Warrant Report Nov 2023 - Detail.pdf CCSPA Warrant Report Nov 2023 - Summary.pdf CoCoSpa FY2023-24 November DMU.pdf

## ChartHouse Public Schools

## WARRANT REGISTER Detail: November 2023

Check Number	Check Date	Payee	Reason	School	Total
110223-Google Help	11/2/2023	Debit Card	110223-Google HelpPlay	ChartHouse Public Schools	\$ 36.91
110223-Google Help Total					\$ 36.91
110223-Wire Fee	11/2/2023	Debit Card	110223-Wire Fee	ChartHouse Public Schools	\$ 15.00
110223-Wire Fee Total					\$ 15.00
110323-Charter CFO	11/3/2023	Charter CFO, LLC	110323-Charter CFO-November Service	ChartHouse Public Schools	\$ 6,800.00
110323-Charter CFO Total					\$ 6,800.00
110323-US CoachWays	11/3/2023	Debit Card	110323-US CoachWays-Charter Bus	ChartHouse Public Schools	\$ 246.06
110323-US CoachWays Total					\$ 246.06
110623-SouthWest	11/6/2023	Debit Card	110623-SouthWest	ChartHouse Public Schools	\$ 500.00
110623-SouthWest Total					\$ 500.00
110623-SouthWest1	11/6/2023	Debit Card	110623-SouthWest1	ChartHouse Public Schools	\$ 900.00
110623-SouthWest1 Total					\$ 900.00
110723-RevTrak	11/7/2023	Debit Card	110723-RevTrak	ChartHouse Public Schools	\$ 49.95
110723-RevTrak Total					\$ 49.95
110723-RevTrak2	11/7/2023	Debit Card	110723-RevTrak2	ChartHouse Public Schools	\$ 131.50
110723-RevTrak2 Total					\$ 131.50
110723-RSERECTION	11/7/2023	Debit Card	110723-R S ERECTION of CONC	ChartHouse Public Schools	\$ 1,284.74
110723-RSERECTION Total					\$ 1,284.74
110823-CANVA	11/8/2023	Debit Card	110823-CANVA-Adv	ChartHouse Public Schools	\$ 76.50
110823-CANVA Total					\$ 76.50
110823-THEGREENERY	11/8/2023	Debit Card	110823-THE GREENERY REST Vocal Venue	ChartHouse Public Schools	\$ 3,164.39
110823-THEGREENERY Total					\$ 3,164.39
110923-Microco MSBIL	11/9/2023	Debit Card	110923-Microco MSBILL	ChartHouse Public Schools	\$ 90.00
110923-Microco MSBIL Total					\$ 90.00
110923-WALNUTSTREET	11/9/2023	Debit Card	110923-WALNUT STREET THEATRE	ChartHouse Public Schools	\$ 100.00
110923-WALNUTSTREET Total					\$ 100.00
111023-ACE WALNUT	11/10/2023	Debit Card	111023-ACE WALNUT	ChartHouse Public Schools	\$ 67.95
111023-ACE WALNUT Total					\$ 67.95
111023-PG&E	11/10/2023	PG&E	111023-PG&E	ChartHouse Public Schools	\$ 14,905.99
111023-PG&E Total					\$ 14,905.99
111623-FODEEZ FRAM	11/16/2023	Debit Card	111623-FODEEZ FRAM-Office Supplies	ChartHouse Public Schools	\$ 64.48
111623-FODEEZ FRAM Total					\$ 64.48
111623-JCPENNEY	11/16/2023	Debit Card	111623-JCPENNEY Theater	ChartHouse Public Schools	\$ 39.06
111623-JCPENNEY Total					\$ 39.06
111623-PEARSON	11/16/2023	Debit Card	111623-PEARSON-School Psych Materials	ChartHouse Public Schools	\$ 171.00
111623-PEARSON Total					\$ 171.00
111723-PEARSON	11/17/2023	Debit Card	111723-PEARSON-School Psych Materials	ChartHouse Public Schools	\$ 1,235.45
111723-PEARSON Total					\$ 1,235.45
112123-ANALYSIS	11/21/2023	Debit Card	112123-ANALYSIS SERVICE FEE	ChartHouse Public Schools	\$ 145.00
112123-ANALYSIS Total					\$ 145.00
112723-COWRITER DON	11/27/2023	Debit Card	112723-COWRITER DONJOHN	ChartHouse Public Schools	\$ 4.99
112723-COWRITER DON Total					\$ 4.99
112823-CUSTOMINK	11/28/2023	Debit Card	112823-CUSTOMINK	ChartHouse Public Schools	\$ 530.24
112823-CUSTOMINK Total					\$ 530.24
112923-USPS	11/29/2023	Debit Card	112923-USPS	ChartHouse Public Schools	\$ 3.64
112923-USPS Total					\$ 3.64
113023-WEST COAST	11/30/2023	Debit Card	113023-WEST COAST-Romeo & Juliet	ChartHouse Public Schools	\$ 296.81



## ChartHouse Public Schools

## WARRANT REGISTER Detail: November 2023

Check Number	Check Date	Payee	Reason	School	Total
<b>113023-WEST COAST Total</b>					<b>\$ 296.81</b>
1331113	11/30/2023	ChoiceBuilder	112523-Dental	ChartHouse Public Schools	\$ 911.26
			112523-Dental - Variance to GL	ChartHouse Public Schools	\$ (312.41)
<b>1331113 Total</b>					<b>\$ 598.85</b>
4372364	11/21/2023	California Choice Benefit Administrators	112523-Medical Benifits	ChartHouse Public Schools	\$ 16,397.88
			112523-Medical Benifits - Variance to GL	ChartHouse Public Schools	\$ (6,318.63)
<b>4372364 Total</b>					<b>\$ 10,079.25</b>
70242	11/1/2023	Bessie Zolno	Oct Fight/Intimacy Workshop & Choreography	ChartHouse Public Schools	\$ 333.33
<b>70242 Total</b>					<b>\$ 333.33</b>
70243	11/1/2023	BoardOn Track Inc.	BoardOnTrack Membership for the term 12/10/2023 through 12	ChartHouse Public Schools	\$ 8,495.00
<b>70243 Total</b>					<b>\$ 8,495.00</b>
70244	11/1/2023	Brandy Byers dba Ampersand Learning	Consultation LCAP Local Insicators & Presentation for CCCOE	ChartHouse Public Schools	\$ 700.00
<b>70244 Total</b>					<b>\$ 700.00</b>
70245	11/1/2023	California Scholarship Federation	CSF/CJSF Chapter Annual Dues 2023-24	ChartHouse Public Schools	\$ 75.00
<b>70245 Total</b>					<b>\$ 75.00</b>
70246	11/1/2023	California Yearbook Academy	Yeakbook Student Package	ChartHouse Public Schools	\$ 1,785.00
<b>70246 Total</b>					<b>\$ 1,785.00</b>
70247	11/1/2023	Canon Financial Services, Inc.	B&W imageRUNNER 6565i III and Color imageRUNNER C5540i II	ChartHouse Public Schools	\$ 899.34
<b>70247 Total</b>					<b>\$ 899.34</b>
70248	11/1/2023	Contra Costa Water District	Acct#3000921 Water Read Date	ChartHouse Public Schools	\$ 635.63
			Acct#3012145 Water Read Date	ChartHouse Public Schools	\$ 6,008.65
			Acct#3031785 Water Read Date	ChartHouse Public Schools	\$ 411.03
<b>70248 Total</b>					<b>\$ 7,055.31</b>
70249	11/1/2023	First Insurance Funding	Alliant Insurance XXX-99813966	ChartHouse Public Schools	\$ 2,934.49
<b>70249 Total</b>					<b>\$ 2,934.49</b>
70250	11/1/2023	Enome, Inc. (Goalbook)	SPED Membership - Goalbook Toolkit access for 5 users	ChartHouse Public Schools	\$ 5,000.00
<b>70250 Total</b>					<b>\$ 5,000.00</b>
70251	11/1/2023	Hammons Supply Company LLC	Delivery-Paper towels, tissue & clear liner, hand soap 10/1	ChartHouse Public Schools	\$ 578.13
			Delivery-Paper towels, tissue & clear liner 10/17/23	ChartHouse Public Schools	\$ 115.04
<b>70251 Total</b>					<b>\$ 693.17</b>
70252	11/1/2023	Hidden Valley Music Seminars	January 2024 Student Retreat Deposit	ChartHouse Public Schools	\$ 6,000.00
<b>70252 Total</b>					<b>\$ 6,000.00</b>
70253	11/1/2023	JeeYeun Kim	Employee Reimbs-Gimkit Pro Subscription Math Classroom	ChartHouse Public Schools	\$ 59.88
<b>70253 Total</b>					<b>\$ 59.88</b>
70254	11/1/2023	JR Catering	Oct Breakfast and Lunch Services	ChartHouse Public Schools	\$ 42,024.01
			Oct Materials	ChartHouse Public Schools	\$ 2,803.01
<b>70254 Total</b>					<b>\$ 44,827.02</b>
70255	11/1/2023	Larry Livermore	Solvent Based Ink - Red, Black, Orange, Green, Purple, Pink	ChartHouse Public Schools	\$ 192.86
<b>70255 Total</b>					<b>\$ 192.86</b>
70256	11/1/2023	Lisa Kingsbury	Employee Reimbs Oct 2023 Homecoming 2	ChartHouse Public Schools	\$ 27.61
			Employee Reimbs Oct 2023 Hispanic Heritage Month Fiesta	ChartHouse Public Schools	\$ 189.35
			Employee Reimbs Oct 2023 Bulletin Board	ChartHouse Public Schools	\$ 51.27
			Employee Reimbs Oct 2023 Glow Sticks (back to school dance)	ChartHouse Public Schools	\$ 20.75
			Employee Reimbs Oct 2023 Homecoming	ChartHouse Public Schools	\$ 299.68
<b>70256 Total</b>					<b>\$ 588.66</b>

## ChartHouse Public Schools

## WARRANT REGISTER Detail: November 2023

Check Number	Check Date	Payee	Reason	School	Total
70257	11/1/2023	Open Up Resources	OUR MATH G6 SDNT COURSE	ChartHouse Public Schools	\$ 8,652.61
70257 Total					\$ 8,652.61
70258	11/1/2023	PG&E	1096503541-2 Utility	ChartHouse Public Schools	\$ 547.17
70258 Total					\$ 547.17
70259	11/1/2023	The Creek	Nov 2023 ELOP Program	ChartHouse Public Schools	\$ 4,928.00
70259 Total					\$ 4,928.00
70260	11/7/2023	Contra Costa County Office of Education	102523-STRS	ChartHouse Public Schools	\$ 51,017.44
			102523-STRS - Variance	ChartHouse Public Schools	\$ 0.02
70260 Total					\$ 51,017.46
70269	11/20/2023	Alan Berquist	Flute and Piccolo Instructor Rehearsal 10/26-11/4	ChartHouse Public Schools	\$ 950.00
70269 Total					\$ 950.00
70270	11/20/2023	BrightView Landscape Services, Inc	Landscape Maintenance for September	ChartHouse Public Schools	\$ 1,391.90
70270 Total					\$ 1,391.90
70271	11/20/2023	Canon Financial Services, Inc.	CA 2023 Property Tax-0792194-001	ChartHouse Public Schools	\$ 65.16
70271 Total					\$ 65.16
70272	11/20/2023	Charter CFO, LLC	CFO Services - Sept 2023	ChartHouse Public Schools	\$ 6,800.00
			CFO Services - Sept 2023 Rev	ChartHouse Public Schools	\$ (6,800.00)
			CFO Services - Oct 2023	ChartHouse Public Schools	\$ 6,800.00
70272 Total					\$ 6,800.00
70273	11/20/2023	Cyntra Evans	Shipping	ChartHouse Public Schools	\$ 60.00
			37 Black Crewneck Longsleeve with school name	ChartHouse Public Schools	\$ 740.00
			Use Tax 9.25%	ChartHouse Public Schools	\$ -
70273 Total					\$ 800.00
70274	11/20/2023	Delta Managed Solutions	DMS Nov Service	ChartHouse Public Schools	\$ 12,908.80
70274 Total					\$ 12,908.80
70275	11/20/2023	Hammons Supply Company LLC	Delivery-Paper towels, tissue & clear liner 11/3/23	ChartHouse Public Schools	\$ 760.89
70275 Total					\$ 760.89
70276	11/20/2023	Home Team Hauling LLC	Remove and Dispose E-waste and other materials	ChartHouse Public Schools	\$ 650.00
70276 Total					\$ 650.00
70277	11/20/2023	Law Office of Young, Minney & Corr, LLP	2023 Oct Legal Services	ChartHouse Public Schools	\$ 2,791.13
70277 Total					\$ 2,791.13
70278	11/20/2023	NCS Pearson, Inc.	SPED Testing Materials Q-231791	ChartHouse Public Schools	\$ 2,275.00
70278 Total					\$ 2,275.00
70279	11/20/2023	Republic Services, Inc. #210	Waste & Recycle Service August	ChartHouse Public Schools	\$ 1,397.31
70279 Total					\$ 1,397.31
70280	11/20/2023	WAVE	Internet Service 1501-1038699-01	ChartHouse Public Schools	\$ 1,589.00
70280 Total					\$ 1,589.00
70281	11/22/2023	Energy Etc., Inc.	Solutions HOSTED! Monthly service charge October 2023	ChartHouse Public Schools	\$ 500.00
			Solutions HOSTED! Monthly service charge November 2023	ChartHouse Public Schools	\$ 500.00
70281 Total					\$ 1,000.00
70282	11/22/2023	Staples	Tax	ChartHouse Public Schools	\$ 31.60
			8.5X11 COPY PAPER CS IP	ChartHouse Public Schools	\$ 124.47
			HP 950 XL BLACK	ChartHouse Public Schools	\$ 44.43
			HP 951 CYAN INK	ChartHouse Public Schools	\$ 27.73
			HP 951 MAGENTA INK	ChartHouse Public Schools	\$ 23.20

## ChartHouse Public Schools

## WARRANT REGISTER Detail: November 2023

Check Number	Check Date	Payee	Reason	School	Total
70282	45252	Staples	HP 951 YELLOW INK	ChartHouse Public Schools	\$ 27.73
			P-TOUCH TAPE 1/2IN BLK/WHT	ChartHouse Public Schools	\$ 20.24
			STAPLES RUBBERBANDS #32/1-LB	ChartHouse Public Schools	\$ 3.05
			STAPLER METAL FULL	ChartHouse Public Schools	\$ 6.34
			TAPE DSPR DESK	ChartHouse Public Schools	\$ 2.48
			TISSUE FACIAL FLATBOX	ChartHouse Public Schools	\$ 55.60
			ULTRA FINE DRY ERASE	ChartHouse Public Schools	\$ 6.36
70282 Total					\$ 373.23
70283	11/22/2023	The Speech Pathology Group	Oct 2023 Speech Services	ChartHouse Public Schools	\$ 6,768.00
70283 Total					\$ 6,768.00
Grand Total					\$ 226,842.48

## ChartHouse Public Schools

## WARRANT REGISTER: November 2023

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110223-Google Help	11/2/2023	Debit Card	ChartHouse Public Schools	\$ 36.91
110223-Wire Fee	11/2/2023	Debit Card	ChartHouse Public Schools	\$ 15.00
110323-Charter CFO	11/3/2023	Charter CFO, LLC	ChartHouse Public Schools	\$ 6,800.00
110323-US CoachWays	11/3/2023	Debit Card	ChartHouse Public Schools	\$ 246.06
110623-SouthWest	11/6/2023	Debit Card	ChartHouse Public Schools	\$ 500.00
110623-SouthWest1	11/6/2023	Debit Card	ChartHouse Public Schools	\$ 900.00
110723-RevTrak	11/7/2023	Debit Card	ChartHouse Public Schools	\$ 49.95
110723-RevTrak2	11/7/2023	Debit Card	ChartHouse Public Schools	\$ 131.50
110723-RSRECTION	11/7/2023	Debit Card	ChartHouse Public Schools	\$ 1,284.74
110823-CANVA	11/8/2023	Debit Card	ChartHouse Public Schools	\$ 76.50
110823-THEGREENERY	11/8/2023	Debit Card	ChartHouse Public Schools	\$ 3,164.39
110923-Microco MSBIL	11/9/2023	Debit Card	ChartHouse Public Schools	\$ 90.00
110923-WALNUTSTREET	11/9/2023	Debit Card	ChartHouse Public Schools	\$ 100.00
111023-ACE WALNUT	11/10/2023	Debit Card	ChartHouse Public Schools	\$ 67.95
111023-PG&E	11/10/2023	PG&E	ChartHouse Public Schools	\$ 14,905.99
111623-FODEEZ FRAM	11/16/2023	Debit Card	ChartHouse Public Schools	\$ 64.48
111623-JCPENNEY	11/16/2023	Debit Card	ChartHouse Public Schools	\$ 39.06
111623-PEARSON	11/16/2023	Debit Card	ChartHouse Public Schools	\$ 171.00
111723-PEARSON	11/17/2023	Debit Card	ChartHouse Public Schools	\$ 1,235.45
112123-ANALYSIS	11/21/2023	Debit Card	ChartHouse Public Schools	\$ 145.00
112723-COWRITER DON	11/27/2023	Debit Card	ChartHouse Public Schools	\$ 4.99
112823-CUSTOMINK	11/28/2023	Debit Card	ChartHouse Public Schools	\$ 530.24
112923-USPS	11/29/2023	Debit Card	ChartHouse Public Schools	\$ 3.64
113023-WEST COAST	11/30/2023	Debit Card	ChartHouse Public Schools	\$ 296.81
1331113	11/30/2023	ChoiceBuilder	ChartHouse Public Schools	\$ 598.85
4372364	11/21/2023	California Choice Benefit Administrators	ChartHouse Public Schools	\$ 10,079.25
70242	11/1/2023	Bessie Zolno	ChartHouse Public Schools	\$ 333.33
70243	11/1/2023	BoardOn Track Inc.	ChartHouse Public Schools	\$ 8,495.00
70244	11/1/2023	Brandy Byers dba Ampersand Learning	ChartHouse Public Schools	\$ 700.00
70245	11/1/2023	California Scholarship Federation	ChartHouse Public Schools	\$ 75.00
70246	11/1/2023	California Yearbook Academy	ChartHouse Public Schools	\$ 1,785.00
70247	11/1/2023	Canon Financial Services, Inc.	ChartHouse Public Schools	\$ 899.34
70248	11/1/2023	Contra Costa Water District	ChartHouse Public Schools	\$ 7,055.31
70249	11/1/2023	First Insurance Funding	ChartHouse Public Schools	\$ 2,934.49
70250	11/1/2023	Enome, Inc. (Goalbook)	ChartHouse Public Schools	\$ 5,000.00
70251	11/1/2023	Hammons Supply Company LLC	ChartHouse Public Schools	\$ 693.17
70252	11/1/2023	Hidden Valley Music Seminars	ChartHouse Public Schools	\$ 6,000.00
70253	11/1/2023	JeeYeun Kim	ChartHouse Public Schools	\$ 59.88
70254	11/1/2023	JR Catering	ChartHouse Public Schools	\$ 44,827.02
70255	11/1/2023	Larry Livermore	ChartHouse Public Schools	\$ 192.86
70256	11/1/2023	Lisa Kingsbury	ChartHouse Public Schools	\$ 588.66
70257	11/1/2023	Open Up Resources	ChartHouse Public Schools	\$ 8,652.61
70258	11/1/2023	PG&E	ChartHouse Public Schools	\$ 547.17
70259	11/1/2023	The Creek	ChartHouse Public Schools	\$ 4,928.00
70260	11/7/2023	Contra Costa County Office of Education	ChartHouse Public Schools	\$ 51,017.46
70269	11/20/2023	Alan Berquist	ChartHouse Public Schools	\$ 950.00
70270	11/20/2023	BrightView Landscape Services, Inc	ChartHouse Public Schools	\$ 1,391.90
70271	11/20/2023	Canon Financial Services, Inc.	ChartHouse Public Schools	\$ 65.16
70272	11/20/2023	Charter CFO, LLC	ChartHouse Public Schools	\$ 6,800.00
70273	11/20/2023	Cyntra Evans	ChartHouse Public Schools	\$ 800.00
70274	11/20/2023	Delta Managed Solutions	ChartHouse Public Schools	\$ 12,908.80
70275	11/20/2023	Hammons Supply Company LLC	ChartHouse Public Schools	\$ 760.89
70276	11/20/2023	Home Team Hauling LLC	ChartHouse Public Schools	\$ 650.00
70277	11/20/2023	Law Office of Young, Minney & Corr, LLP	ChartHouse Public Schools	\$ 2,791.13
70278	11/20/2023	NCS Pearson, Inc.	ChartHouse Public Schools	\$ 2,275.00
70279	11/20/2023	Republic Services, Inc. #210	ChartHouse Public Schools	\$ 1,397.31
70280	11/20/2023	WAVE	ChartHouse Public Schools	\$ 1,589.00
70281	11/22/2023	Energy Etc., Inc.	ChartHouse Public Schools	\$ 1,000.00
70282	11/22/2023	Staples	ChartHouse Public Schools	\$ 373.23
70283	11/22/2023	The Speech Pathology Group	ChartHouse Public Schools	\$ 6,768.00
<b>Grand Total</b>				<b>\$ 226,842.48</b>



## Contra Costa School of Performing Arts

### DMS Monthly Update

Actuals through: November 30, 2023





## SUMMARY NARRATIVE

This report is intended to provide a financial update comparing the First Interim Budget with actuals through the most recent completed month. Along with an update on the financial health of the organization, these updates are a means to review and detect coding and budgeting issues and to make corrections throughout the year. Reviewing and collaborating together on a monthly basis to thoughtfully address these issues, especially early in the year, are the key to successful financial reporting.

At this point with 42% of the year (5 months) completed, YTD expense results are 40% of the First Interim Budget. Line items to be addressed during the Second Interim Budget process or to monitor closely are highlighted on the Details pages.

It is important to keep in mind that state and federal revenues do not flow evenly throughout the year and for this reason YTD results are not a valuable measure of the financial performance. That being said, preliminary revenues through November 2023 were \$1.66 million: 31% of the First Interim Budget.

Cash Flow - Contra Costa School of Performing Arts is projected to end the year with 63 days cash on hand. This cash flow reflects actual revenues and expenditures through November 2023 and projected revenues and expenditures December 2023 through June 2024\*. These trends will be monitored monthly to track their viability.

CoCoSPA is projected to meet all financial obligations this fiscal year. DMS and school management continue to monitor the political and economic landscape in an effort to anticipate potential impacts on the schools. Both teams are awaiting the January release of the Governor's Proposed Budget to get the first glance at projected impacts to future funding due to the grim economic reports recently released.

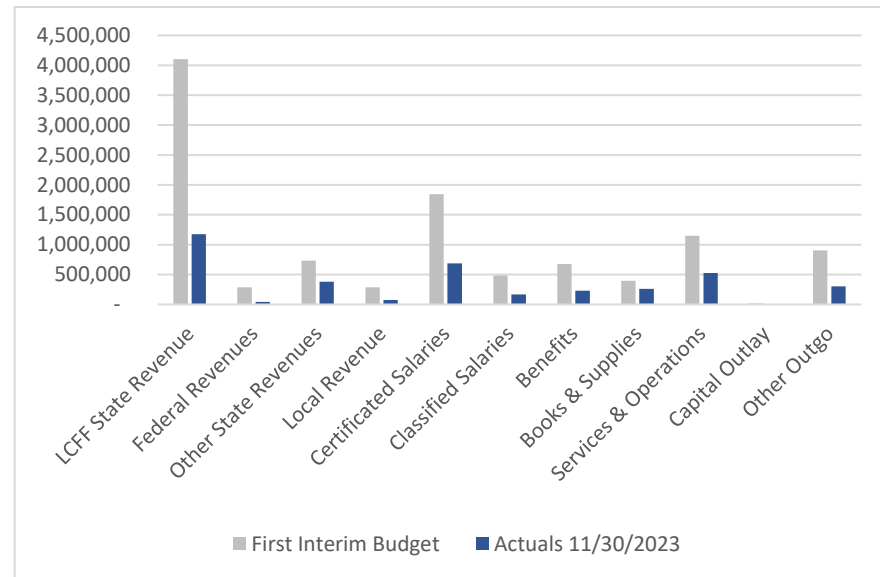
*\*Actuals are preliminary and subject to change as additional revenues and expenses are booked and reclasses initiated by both CoCoSPA management and DMS.*

## Contra Costa School of Performing Arts

FY2023-24

## Financial Update

Budget vs Actuals	First Interim Budget	Actuals 11/30/2023	% of Budget
<b>Revenues</b>			
LCFF State Revenue	4,102,961	1,172,072	29%
Federal Revenues	288,534	41,164	14%
Other State Revenues	730,995	379,786	52%
Local Revenue	287,564	71,384	25%
<b>TTL Revenues</b>	<b>5,410,054</b>	<b>1,664,405</b>	<b>31%</b>
<b>Expenditures</b>			
Certificated Salaries	1,845,908	687,610	37%
Classified Salaries	485,588	167,402	34%
Benefits	674,943	230,133	34%
Books & Supplies	397,648	261,297	66%
Services & Operations	1,149,250	523,154	46%
Capital Outlay	14,539	-	0%
Other Outgo	904,950	301,650	33%
<b>Total Expenditures</b>	<b>5,472,827</b>	<b>2,171,246</b>	<b>40%</b>
<b>Operating Income/(Loss)</b>			
	<b>(62,773)</b>	<b>(506,841)</b>	<b>42%</b>

**Bond Ratios - Projected based on actuals through November 2023**

Enrollment (at least 400)	361	<b>FY2023-24</b>
Base Rent Coverage (at least 1.2)	-1.00	
Days Cash on Hand (at least 35 days)	63	

## Contra Costa School of Performing Arts

FY2023-24

## Financial Update

Budget vs Actuals	Code	Description	First Interim Budget	Actuals 11/30/2023	% of Budget	Comments
School Site						
<b>Revenue</b>						
LCFF Revenue						
	8011	LCFF Current Year	2,239,173	578,551	26%	
	8012	Education Protection Account State Aid Current Year	68,287	15,843	23%	
	8019	Unrestricted Revenue Prior Year	16,314	16,314	100%	
	8096	In-Lieu-Of Property Taxes	1,779,187	561,364	32%	
Total LCFF Revenue			<b>4,102,961</b>	<b>1,172,072</b>	29%	
Federal Revenue						
	8181	Special Education Entitlement	46,517	-	0%	
	8182	Special Education Discretionary Grants	-	15,513	0%	
	8220	Child Nutrition Programs	179,982	25,651	14%	
	8290	All Other Federal Revenue	62,035	-	0%	
Total Federal Revenue			<b>288,534</b>	<b>41,164</b>	14%	
Other State Revenue						
	8311	Other State Apportionments Current Year	360,489	191,782	53%	
	8520	Child Nutrition	89,991	48,718	54%	
	8550	Mandated Cost Reimbursements	11,081	-	0%	
	8560	State Lottery Revenue	84,372	38,672	46%	
	8590	All Other State Revenue	185,062	100,614	54%	
Total Other State Revenue			<b>730,995</b>	<b>379,786</b>	52%	
Local Revenue						
	8660	Interest	30,000	17,442	58%	
	8693	Field Trips	38,416	-	0%	
	8694	Student Production/Event Revenue	30,000	-	0%	
	8695	CTEIG - Local Revenue	115,000	-	0%	
	8696	Donations - Private (Foundation Grants)	50	50	100%	
	8697	Fundraising (School Site)	41,160	-	0%	
	8698	Other Revenue (Suspense)	1,360	1,360	100%	Revenue to be re-coded once back-up rcvd
	8699	All Other Local Revenue	31,578	52,532	166%	
Total Local Revenue			<b>287,564</b>	<b>71,384</b>	25%	
<b>Total Revenue</b>			<b>5,410,054</b>	<b>1,664,405</b>	31%	
<b>Expenditures</b>						
Certificated Compensation						
	1100	Certificated Teachers' Salaries	1,382,165	512,477	37%	
	1130	Substitute Teacher Salaries	35,000	9,710	28%	
	1150	Certificated Extra Duty	1,002	1,077	108%	Category overbudget - to be addressed at SIB
	1200	Certificated Pupil Support Salaries	116,247	41,606	36%	



## Contra Costa School of Performing Arts

FY2023-24

## Financial Update

Total Certificated Compensation	1300 Certificated Supervisors' and Administrators' Salaries	238,220	96,095	40%
	1900 Other Certificated Salaries	73,274	26,645	36%
		<b>1,845,908</b>	<b>687,610</b>	37%
Classified Compensation				
	2100 Classified Instructional Salaries	130,793	28,938	22%
	2130 Classified Substitute Salaries	23,004	2,242	10%
	2150 Classified Extra Duty	2,353	3,520	150% Category overbudget - to be addressed at SIB
	2300 Classified Supervisors' and Administrators' Salaries	40,980	38,846	95%
	2400 Clerical, Technical, and Office Staff Salaries	158,107	62,761	40%
	2450 Classified Extra Time	3,562	3,562	100%
	2900 Other Classified Salaries	126,789	27,533	22%
Total Classified Compensation		<b>485,588</b>	<b>167,402</b>	34%
Employee Benefits				
	3101 State Teachers' Retirement System, certificated positions	352,568	136,904	39%
	3212 Voluntary Retirement	-	111	0%
	3301 OASDI Medicare Alternative, certificated positions	63,913	20,387	32%
	3401 Medical Cert	158,653	43,502	27%
	3402 Medical Classified	53,179	14,325	27%
	3501 State Unemployment Insurance, certificated positions	11,657	3,283	28%
	3601 Workers' Compensation Insurance, certificated positions	27,689	9,618	35%
	3602 Workers' Compensation Insurance, classified positions	7,284	2,003	27%
Total Employee Benefits		<b>674,943</b>	<b>230,133</b>	34%
Books, Materials, & Supplies				
	4300 Materials and Supplies	50,000	44,294	89% Category outpacing budget - monitor closely
	4310 Materials and Supplies Software	-	-	0%
	4315 Instructional Materials & Supplies	8,178	9,731	119% Category overbudget - to be addressed at SIB
	4320 Educational Software	37,095	26,828	72% Category outpacing budget - monitor closely
	4390 Materials - Suspense	-	8,838	0%
	4400 Noncapitalized Equipment	17,375	1,324	8%
	4410 Classroom Furniture, Equip, & Supplies	10,000	-	0%
	4420 Non-Classroom Furn, Equip, & Supplies	5,000	2,332	47%
	4700 Student Food	270,000	167,950	62% Category outpacing budget - monitor closely
Total Books, Materials, & Supplies		<b>397,648</b>	<b>261,297</b>	66%
Outside Services & Other Operating Costs				
	5100 SpEd Contractors	140,000	50,547	36%
	5200 Travel and Conferences	3,119	4,735	152% Category overbudget - to be addressed at SIB
	5300 Dues and Memberships	40,000	38,944	97% Category outpacing budget - monitor closely
	5400 Insurance	86,466	24,599	28%
	5500 Operations and Housekeeping Services	8,000	2,977	37%
	5510 Utilities	194,155	127,953	66% Category outpacing budget - monitor closely
	5520 Water/Sewer/Waste	-	12,039	0%
	5535 Custodial, Janitorial, Gardening Services	45,000	7,517	17%
	5610 Facilities Rents and Leases	14,750	1,000	7%
	5615 Other Space Rental	13,700	17,614	129% Category overbudget - to be addressed at SIB
	5620 Equipment Leases	21,102	8,320	39%
	5630 Maintenance & Repairs	35,000	11,249	32%

**Contra Costa School of Performing Arts**

**FY2023-24**

**Financial Update**

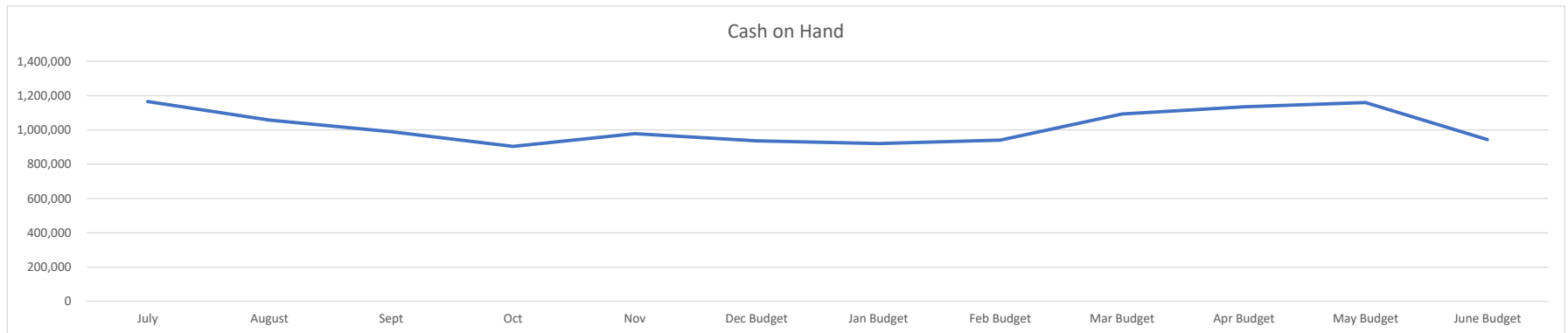
	5800 Professional Services - Non-instructional	107,261	59,409	55%	
	5810 Legal	45,000	7,430	17%	
	5820 Audit & CPA	7,500	950	13%	
	5825 Business Services	159,597	90,362	57%	
	5835 Field Trips	19,445	2,267	12%	
	5836 Fundraising Expenses	4,000	781	20%	
	5840 Advertising & Recruitment	20,000	11,406	57%	
	5850 Oversight Fees	41,030	-	0%	
	5855 Short Term Interest Expense	2,167	-	0%	
	5860 Other Service Fees	1,200	1,186	99%	
	5872 SpEd Encroachment	12,689	-	0%	
	5880 Professional Services - Instructional	45,070	34,529	77%	Category outpacing budget - monitor closely
	5881 Software	8,000	95	1%	
	5887 Technology Services	65,000	-	0%	
	5900 Communications	10,000	7,246	72%	Category outpacing budget - monitor closely
Total Outside Services & Other Operating Costs		<b>1,149,250</b>	<b>523,154</b>	46%	
Capital Expenditures					
	6900 Depreciation Expense	14,539	-	0%	
Total Capital Expenditures		<b>14,539</b>	-	0%	
Other Outgo					
	7438 Interest Expense - Long Term	904,950	301,650	33%	
Total Other Outgo		<b>904,950</b>	<b>301,650</b>	33%	
<b>Total Expenditures</b>		<b>5,472,827</b>	<b>2,171,246</b>	40%	
<b>Operating Income/Loss</b>		<b>(62,773)</b>	<b>(506,841)</b>	42%	% of Year

Contra Costa School of Performing Arts

FY2023-24

Financial Update

	Budget	July	August	Sept	Oct	Nov	Dec Budget	Jan Budget	Feb Budget	Mar Budget	Apr Budget	May Budget	June Budget	Accruals	Total
<b>Starting Cash</b>		<b>1,337,192</b>	<b>1,165,551</b>	<b>1,057,248</b>	<b>989,399</b>	<b>904,034</b>	<b>978,417</b>	<b>936,584</b>	<b>920,628</b>	<b>940,451</b>	<b>1,093,238</b>	<b>1,134,975</b>	<b>1,159,640</b>	<b>943,315</b>	
<b>Revenues</b>															
LCFF State Revenue	2,239,173	0	103,313	103,313	185,963	185,963	201,526	201,526	251,514	251,514	251,514	251,514	0	251,514	2,239,173
EPA	68,287	0	0	0	15,843	0		17,072			17,072			18,300	68,287
In-Lieu Property Taxes	1,779,187	0	99,082	198,110	132,086	132,086	132,086	132,086	132,086	273,856	136,928	136,928	136,928	136,927	1,779,187
Prior Year Corrections	16,314	0	16,314	0	0	0								0	16,314
Federal Revenues	288,534	0	0	2,149	10,953	28,062	2,149	10,953	10,953	2,149	10,953	10,953	2,149	197,111	288,534
Other State Revenues	730,995	39,450	22,313	87,718	82,523	147,782	52,272	52,272	52,272	52,272	52,272	52,272	0	37,579	730,995
Other Local Revenue	287,564	7,179	5,169	10,690	24,195	24,150	23,964	23,964	23,964	23,964	23,964	23,964	23,964	48,435	287,564
<b>Total Revenues</b>	<b>5,410,054</b>	<b>46,630</b>	<b>246,191</b>	<b>401,979</b>	<b>451,564</b>	<b>518,042</b>	<b>411,995</b>	<b>437,872</b>	<b>470,788</b>	<b>603,753</b>	<b>492,703</b>	<b>475,631</b>	<b>163,040</b>	<b>689,866</b>	<b>5,410,054</b>
<b>Expenditures</b>															
Certificated Salaries	1,845,908	5,976	161,893	176,516	170,945	172,280	172,280	172,280	172,280	172,280	172,280	172,280	86,140	38,477	1,845,908
Classified Salaries	485,588	22,957	36,983	34,449	34,982	38,031	39,479	39,479	39,479	39,479	39,479	39,479	39,479	41,835	485,588
Benefits	674,943	7,041	50,397	57,930	57,029	57,736	57,736	57,736	54,873	54,873	54,873	54,873	54,873	54,972	674,943
Books & Supplies	397,648	3,509	34,206	102,871	60,288	60,423	19,479	19,479	19,479	19,479	19,479	19,479	19,479	0	397,648
Services & Operations	1,149,250	64,383	88,515	134,204	131,486	104,567	89,442	89,442	89,442	89,442	89,442	89,442	89,442	0	1,149,250
Capital Outlay	14,539	0	0	0	0	0							14,539	0	14,539
Other Outgo	904,950	0	75,413	75,413	75,413	75,413	75,413	75,413	75,413	75,413	75,413	75,413	75,413	75,413	904,950
<b>Total Expenditures</b>	<b>5,472,827</b>	<b>103,865</b>	<b>447,407</b>	<b>581,383</b>	<b>530,142</b>	<b>508,449</b>	<b>453,828</b>	<b>453,828</b>	<b>450,966</b>	<b>450,966</b>	<b>450,966</b>	<b>450,966</b>	<b>379,365</b>	<b>210,697</b>	<b>5,472,827</b>
<b>Other Cash Inflows/Outflows</b>															
Accounts Receivable/Other Current Assets	0	140,793	71,705	24,294	15,606	42,010									294,408
Fixed Assets	0	(27,180)	(5,140)	(4,275)	(4,275)	0							14,539		(26,331)
Accounts Payable (net change)	0	(228,018)	26,347	91,536	(18,118)	22,780									(105,472)
Other Liabilities	0	0	0	0	0	0									0
<b>Net Inflows/Outflows</b>	<b>0</b>	<b>(114,405)</b>	<b>92,912</b>	<b>111,555</b>	<b>(6,786)</b>	<b>64,790</b>									<b>162,605</b>
<b>ENDING CASH BALANCE</b>		<b>1,165,551</b>	<b>1,057,248</b>	<b>989,399</b>	<b>904,034</b>	<b>978,417</b>	<b>936,584</b>	<b>920,628</b>	<b>940,451</b>	<b>1,093,238</b>	<b>1,134,975</b>	<b>1,159,640</b>	<b>943,315</b>		
<b>Days Cash on Hand</b>		<b>77.94</b>	<b>70.70</b>	<b>66.16</b>	<b>60.45</b>	<b>65.43</b>	<b>62.63</b>	<b>61.56</b>	<b>62.89</b>	<b>73.11</b>	<b>75.90</b>	<b>77.55</b>	<b>63.08</b>		



**Contra Costa School of Performing Arts****FY2023-24****Financial Update**

Balance Sheet		Description	Total as of 11/30/2023
<b>Assets</b>			
Cash & Equivalents			
	Cash in Banks	980,933	
Total Cash & Equivalents		980,933	
Current Assets			
	Accounts Receivable	291,016	
	Due from Grantor Governments	3,809	
	Prepaid Expenditures (Expenses)	58,893	
Total Current Assets		353,718	
Fixed Assets			
	Buildings	36,467	
	Accumulated Depreciation Buildings	(8,000)	
	Equipment	442,838	
	Accumulated Depreciation Equipment	(414,851)	
	Lease Asset	21,666,611	
	Accumulated Depreciation	(601,850)	
Total Fixed Assets		21,121,215	
<b>Total Assets</b>			<b>22,455,866</b>
<b>Liabilities</b>			
Current Liabilities			
	Accounts Payable	220,331	
Total Current Liabilities		220,331	
Long Term Liabilities			
	Current Loans	-	
	Deferred Revenue	100,000	
	Lease Liability	22,700,057	
Total Long Term Liabilities		22,800,057	
<b>Total Liabilities</b>			<b>23,020,388</b>
<b>Net Assets</b>			<b>(564,523)</b>
<b>Total Liabilities + Net Assets</b>			<b>22,455,866</b>

# Coversheet

## Executive Summary

<b>Section:</b>	VI. OTHER BUSINESS
<b>Item:</b>	A. Executive Summary
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	Executive Summary January 2024.pdf CCSPA iReady Data Dec 2023.pdf

## Executive Summary

Prepared by Catherine Foster

January 18, 2024

### Enrollment

Goal 23-24: 365	Notes:
<b>Current Total: 352 (-7)</b> 6th: 65 (-1) 7th: 56 (-2) 8th: 90 9th: 33 (-2) 10th: 39 (-1) 11th: 27 12th: 42 (-1)	<ul style="list-style-type: none"> <li>• We had six new students enroll 1/10.</li> <li>• We have others continuing to enroll.</li> <li>• Many left to be at the school closer to home.</li> </ul>
<b>Goal 24-25: 400</b> Current Total: 268 6th: 26 7th: 55 8th: 42 9th: 66 10th: 28 11th: 30 12th: 21	
<b>Enrollment Campaign Timeline:</b> October 1st- system opens October 27th - open house at carnival November 8- info night 6 to 7, Campus (2 families) December 6 - info night 7 to 8, Zoom January 17 - info night 6 to 7, Zoom February 7 - info night 6 to 7, in person Lottery - February 14 March TBD - info night April TBD - info night May TBD - info nights	<b>On-going:</b> Brendan Theater Ads - November/December Veranda Kiosk - December Google Ads Campaign for positive reviews Updating the website Social Media Flyer distribution Diablo Magazine partnership Leshner Center partnership Community shows/booths Concord & WC Rec Magazines Camp fair

### Update: January Enrollment & Marketing Plans

#### 1. Calling for Returning Families and Application Process:

We will reach out to our existing families to invite them to re-enroll for the upcoming year.

Additionally, we will streamline and simplify the application process for new families interested in joining SPA.

**2. Partnership Inquiry:**

We will establish a partnership with Grace Bible Fellowship of Antioch for school enrollment purposes. This collaboration will allow us to expand our reach to new families.

**3. Office Hours for New Students and Application Support:**

To ensure a smooth onboarding process, we will dedicate specific office hours for new students and their families, providing them with guidance and support throughout the application process.

**4. School Banners and Flags in the Community:**

We will collaborate with local businesses and community organizations to display our school banners and flags in prominent locations. This will help raise awareness about our school and promote enrollment.

**5. Post Office Postcard Mailing and Supermarket Enrollment Marketing:**

We will send postcards to targeted households in the community, highlighting the unique offerings and benefits of our school. Additionally, we will explore opportunities for enrollment marketing in supermarkets, reaching a wider audience.

**6. Scheduling School Tours for New Families:**

We will actively schedule school tours for new families interested in learning more about our school. These tours will allow them to see our facilities, meet the faculty, and experience our vibrant school culture firsthand.

**7. Basketball League Partnerships:**

We will explore potential partnerships with local basketball/soccer leagues to provide our students with recreational and skill-building opportunities.

**Ask:** None at this time.

**Website & Marketing**

- Continuing to work on the mock-up front page.
- Thinking of doing a teacher takeover of Social Media for a day.
- We need to get an official account for Instagram, TikTok, X.
- I will post more.
- Re-ignite other Instagram pages.

**Ask:** None at this time.

**Safety & Security**

- I am continuing to work on the Safety Plan that is due in February for board review.
- I received some new guidelines from the County today on what items to be included.
- I will include language in support of employees regarding parent interactions.

**Ask:** None at this time.

## Goals Update

### 1. Increase academic performance to a similar level as the state (edit, district around us per the charter).

*Progress update:*

- Data is attached in the packet.

### 2. Retain and recruit teachers and students.

*Progress update:*

- Intent to Return- 100% of employees responded they intend to return.
- Enrollment numbers for next year are the highest we have had at this time in recent history.
- Plan to create a student satisfaction survey.

### 3. Develop and implement instructional strategies to address the diversity of talents and needs.

*Progress update:*

- Challenges around racist, anti-Semitic, LGBTQ+ language with students.
- Looking into the Human Rights Campaign who have training for teachers and families.
- Looking at Town Halls for students and parents to discuss challenges.
- Held and iReady data to discuss how to best utilize the iReady results.
- Teachers thinking through different strategic groupings.

### 4. Manage operations for fiscal sustainability. (Input from Candice)

*Progress update:*

- Met with Neil. Discussed interim 1 budget and meeting the 4%. Discussed cuts and options with Prop 39.
- Looking for grant opportunities.
- Opportunities to cut costs.

Events update (check the [Live Calendar](#)):

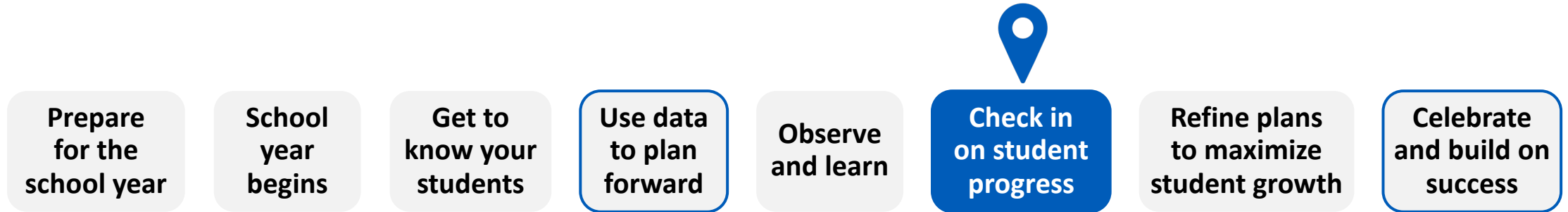




# Middle of Year Data and Implementation Review

*Contra Costa School of Performing Arts  
23/24*

# Year At a Glance



## Purpose of today's meeting:

To reflect on the middle-of-year data and adjust our plans and next steps for accelerating student learning.



Mathematics Performance Review

## **Middle School (Grades 6 -8)**

## Who is Included in the Analysis?

# Middle School (Grades 6-8)



**Fall Performance**

189 students

**Winter Performance**

180 students



**Growth**

154 students








**Personalized Instruction**

0 students

# Understanding *i-Ready*'s Criterion Referenced Relative Placement Levels

*i-Ready*'s placement levels are criterion-referenced, reflecting what students are expected to know at each grade level and in each content area. In the following analyses, student performance is described using the following five relative placement levels:

 <b>Mid or Above Grade Level</b>	Students at this level have met or surpassed the minimum requirements for the expectations of college- and career-ready standards in their grade level. Students will benefit from instruction in late on-grade level topics, or above-grade level instruction.
 <b>Early On Grade Level</b>	Students at this level have only partially met grade-level expectations. They will benefit from continued grade-level instruction.
 <b>1 Grade Level Below</b>	Students placing one level below are approaching grade level expectations and can be ready for grade-level instruction with targeted support.
 <b>2 Grade Levels Below</b>  <b>3+ Grade Levels Below</b>	Students placing two or more grades below level will likely need additional support with key skills below their chronological grade level to be ready for grade-level instruction.

# Who is Included in the Benchmark Data?

## ***i-Ready* National Norms Winter 18-19 (Natl. Norm)**

The *i-Ready* national norms are based on a nationally representative sample that reflects the makeup of the US student population along key demographic characteristics.

## **National Year-to-Date Winter 23-24 (Natl. YTD)**

This population includes all students who completed a Diagnostic from November 16 to January 17. This data may not be representative of the student population.

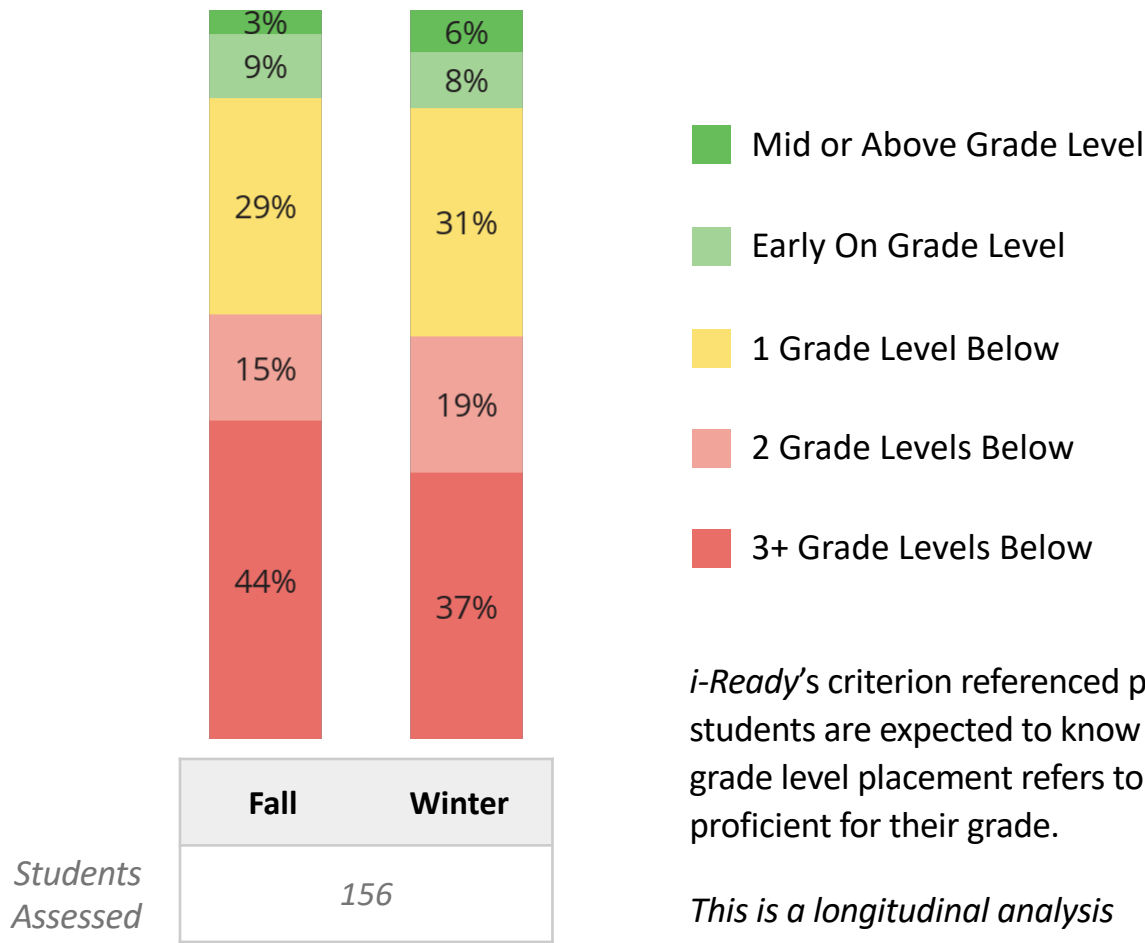
## **California Year-to-Date Winter 23-24 (CA YTD)**

This population includes all students who completed a Diagnostic from November 16 to January 17. This data may not be representative of the student population.



# How Have Relative Placements Changed From Fall to Winter?

Placement Distribution, Fall 23-24 to Winter 23-24



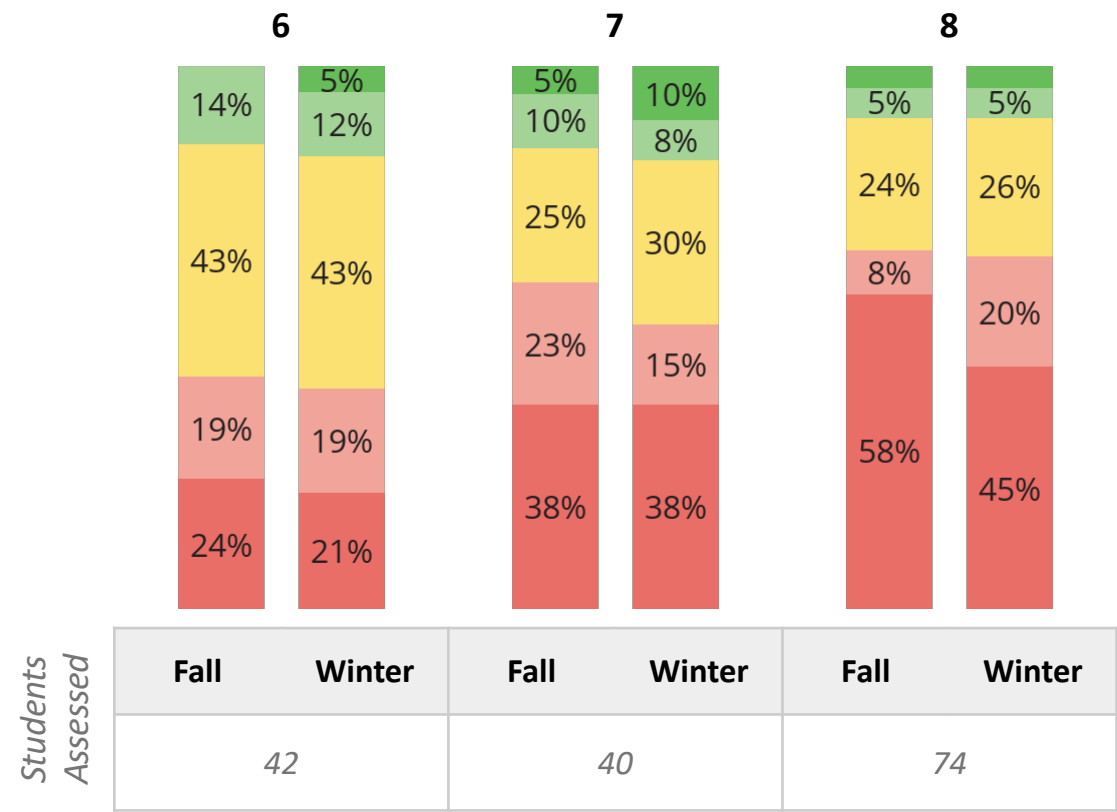
*i-Ready's* criterion referenced placements are an indication of what students are expected to know at each grade level. The mid or above grade level placement refers to students who may be considered proficient for their grade.

*This is a longitudinal analysis*



# How Have Relative Placements Changed From Fall to Winter?

Placement Distribution, Fall 23-24 to Winter 23-24

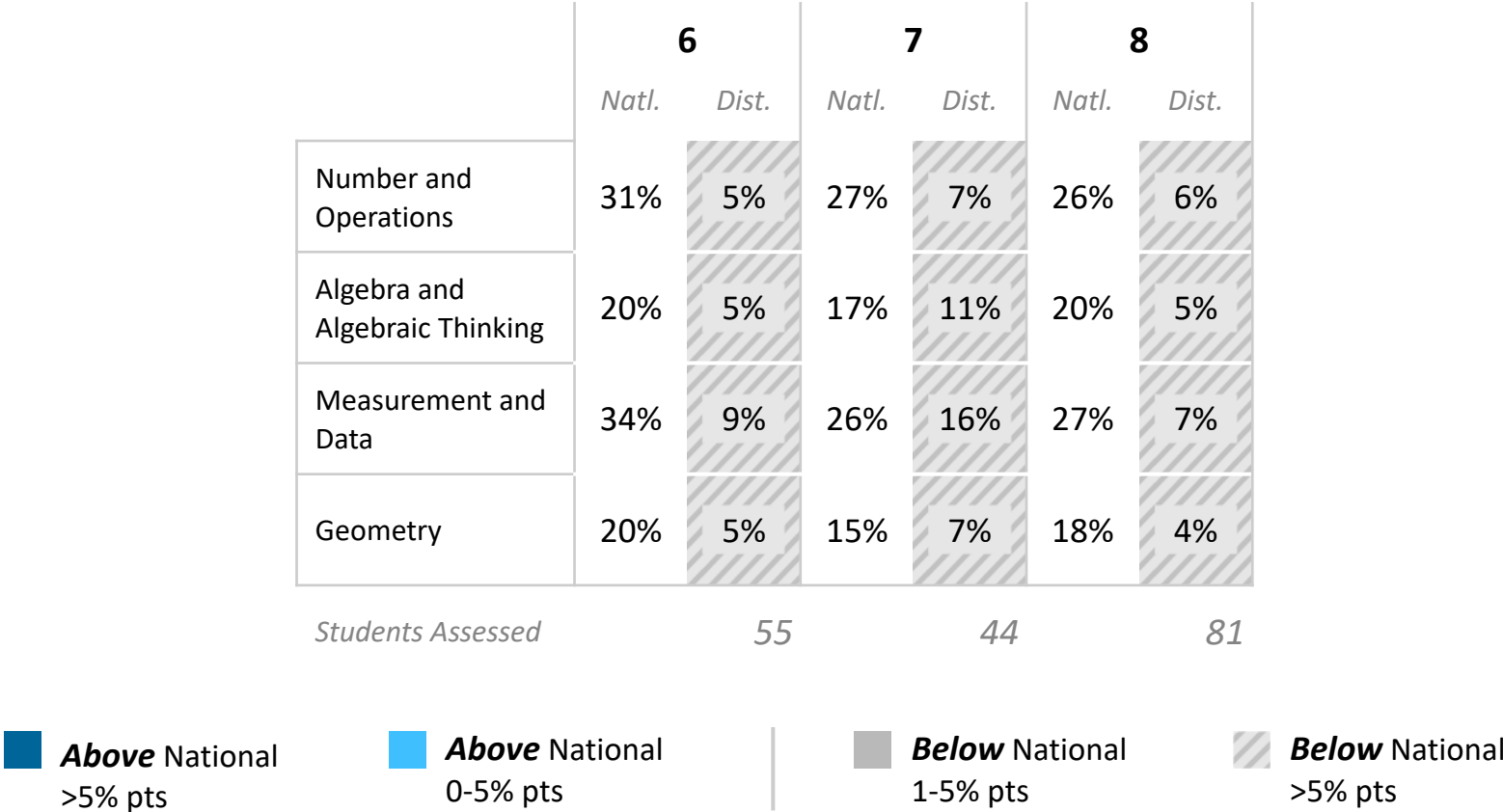


Mid or Above Grade Level   Early On Grade Level   1 Grade Level Below   2 Grade Levels Below   3+ Grade Levels Below

*i-Ready's* criterion referenced placements are an indication of what students are expected to know at each grade level. The mid or above grade level placement refers to students who may be considered proficient for their grade.

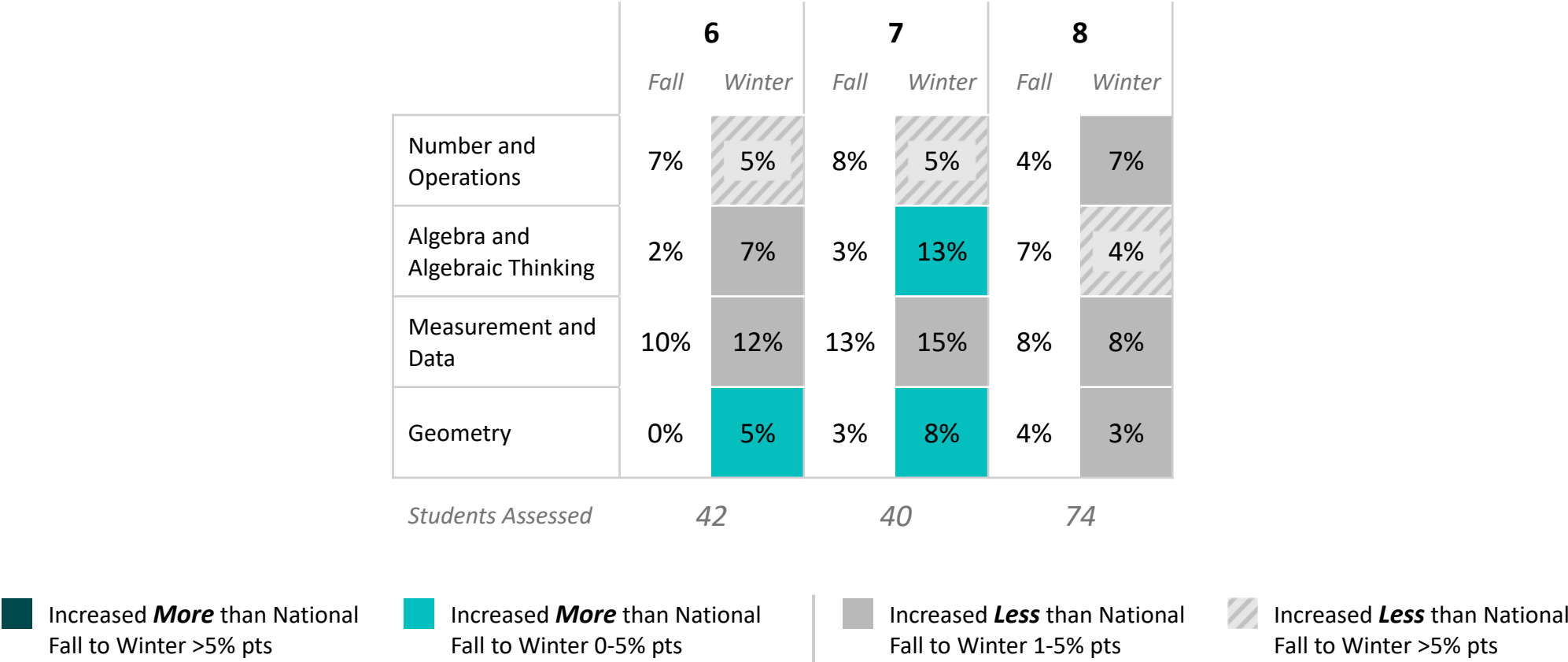
# How Does Domain-Level Performance Compare to National?

Percent of Students Placing **Mid or Above Grade Level**, and Historical National Norms, Winter 23-24



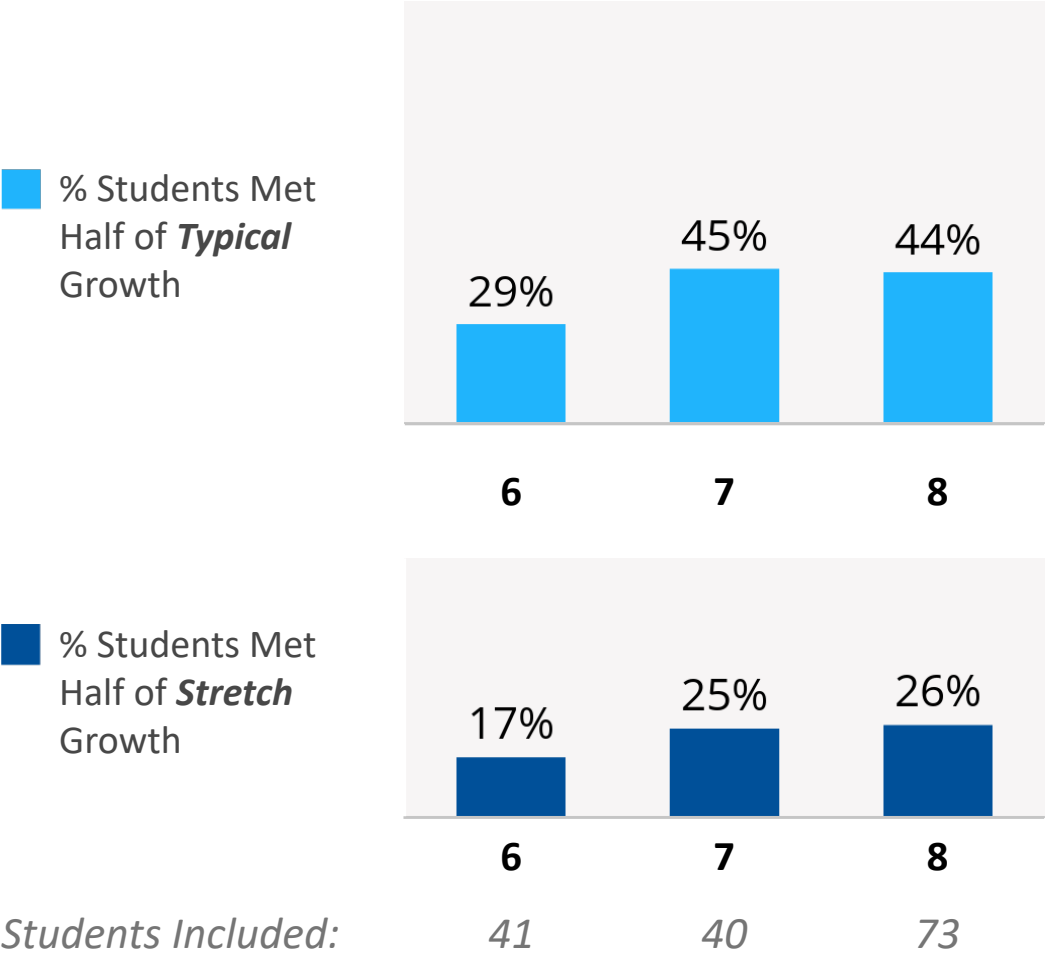
# How Does Domain-Level Performance Compare to Fall?

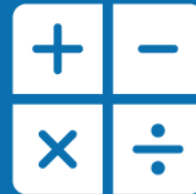
Percent of Students Placing **Mid or Above Grade Level**, from Fall 23-24 to Winter 23-24



# How Are Students Progressing Toward Typical and Stretch Growth?

% Students Who Met Half of Typical and Stretch Growth





Mathematics Performance Review

**High School (Grades 9 -12)**

## Who is Included in the Analysis?

### High School (Grades 9-12)



**Fall Performance**

90 students

**Winter Performance**

77 students

# Overall Math – Changes in Proficiency

Grade		Overall Grade-Level Placement							Students Assessed/Total
Grade 9	Winter (November 16 - March 1)		12%	15%	19%	0%	54%	26/41	
	Diagnostic 1		4%	23%	8%	12%	54%		
Grade 10	Winter (November 16 - March 1)		0%	15%	26%	19%	41%	27/43	
	Diagnostic 1		0%	15%	11%	22%	52%		
Grade 11	Winter (November 16 - March 1)		0%	12%	18%	12%	59%	17/27	
	Diagnostic 1		0%	12%	12%	12%	65%		
Grade 12	Winter (November 16 - March 1)	–	–	–	–	–	–	0/1	
	Diagnostic 1	–	–	–	–	–	–		

# Number/Operations – Changes in Proficiency

<div>Grade</div> <div>^</div> <div>v</div>		Number and Operations Grade-Level Placement					Students Assessed/Total
		<div><div></div>Mid or Above Grade Level</div>	<div><div></div>Early On Grade Level</div>	<div><div></div>One Grade Level Below</div>	<div><div></div>Two Grade Levels Below</div>	<div><div></div>Three or More Grade Levels Below</div>	
Grade 9	Winter (November 16 - March 1)	46%	0%	0%	4%	50%	26/41
	Diagnostic 1	65%	0%	0%	0%	35%	
Grade 10	Winter (November 16 - March 1)	74%	0%	0%	0%	26%	27/43
	Diagnostic 1	67%	0%	0%	4%	30%	
Grade 11	Winter (November 16 - March 1)	71%	0%	0%	0%	29%	17/27
	Diagnostic 1	88%	0%	0%	0%	12%	
Grade 12	Winter (November 16 - March 1)	–	–	–	–	–	0/1
	Diagnostic 1	–	–	–	–	–	



# Algebra- Changes in Proficiency

<div>Grade</div> <div>^</div> <div>v</div>		Number and Operations Grade-Level Placement					Students Assessed/Total
		<div><div></div>Mid or Above Grade Level</div>	<div><div></div>Early On Grade Level</div>	<div><div></div>One Grade Level Below</div>	<div><div></div>Two Grade Levels Below</div>	<div><div></div>Three or More Grade Levels Below</div>	
Grade 9	Winter (November 16 - March 1)	12%	19%	15%	0%	54%	26/41
	Diagnostic 1	4%	15%	23%	12%	46%	
Grade 10	Winter (November 16 - March 1)	11%	30%	11%	11%	37%	27/43
	Diagnostic 1	7%	30%	11%	15%	37%	
Grade 11	Winter (November 16 - March 1)	0%	12%	29%	18%	41%	17/27
	Diagnostic 1	0%	6%	35%	24%	35%	
Grade 12	Winter (November 16 - March 1)	–	–	–	–	–	0/1
	Diagnostic 1	–	–	–	–	–	

# Measurement/Data- Changes in Proficiency

<div>Grade</div> <div></div>		Number and Operations Grade-Level Placement					Students Assessed/Total
		<div></div> Mid or Above Grade Level	<div></div> Early On Grade Level	<div></div> One Grade Level Below	<div></div> Two Grade Levels Below	<div></div> Three or More Grade Levels Below	
Grade 9	Winter (November 16 - March 1)	46%	0%	4%	0%	50%	26/41
	Diagnostic 1	65%	0%	0%	4%	31%	
Grade 10	Winter (November 16 - March 1)	74%	0%	0%	7%	19%	27/43
	Diagnostic 1	67%	0%	0%	4%	30%	
Grade 11	Winter (November 16 - March 1)	71%	0%	0%	0%	29%	17/27
	Diagnostic 1	88%	0%	0%	0%	12%	
Grade 12	Winter (November 16 - March 1)	–	–	–	–	–	0/1
	Diagnostic 1	–	–	–	–	–	

# Geometry – Changes in Proficiency

<div>Grade</div> <div>⌵ ⌶</div>		Number and Operations Grade-Level Placement					Students Assessed/Total
		<div>🟢</div> Mid or Above Grade Level	<div>🟡</div> Early On Grade Level	<div>🟠</div> One Grade Level Below	<div>🔴</div> Two Grade Levels Below	<div>🔴🔴</div> Three or More Grade Levels Below	
Grade 9	Winter (November 16 - March 1)	27%	0%	19%	12%	42%	26/41
	Diagnostic 1	27%	0%	15%	15%	42%	
Grade 10	Winter (November 16 - March 1)	0%	52%	4%	7%	37%	27/43
	Diagnostic 1	7%	19%	30%	15%	30%	
Grade 11	Winter (November 16 - March 1)	0%	12%	35%	6%	47%	17/27
	Diagnostic 1	0%	12%	24%	12%	53%	
Grade 12	Winter (November 16 - March 1)	–	–	–	–	–	0/1
	Diagnostic 1	–	–	–	–	–	



Reading Performance Review

## **Middle School (Grades 6 -8)**

# Who is Included in the Analysis?

## Middle School (Grades 6-8)



Fall Performance

155 students

Winter Performance

188 students



Growth

125 students








Personalized Instruction

0 students

# Understanding *i-Ready's* Criterion Referenced Relative Placement Levels

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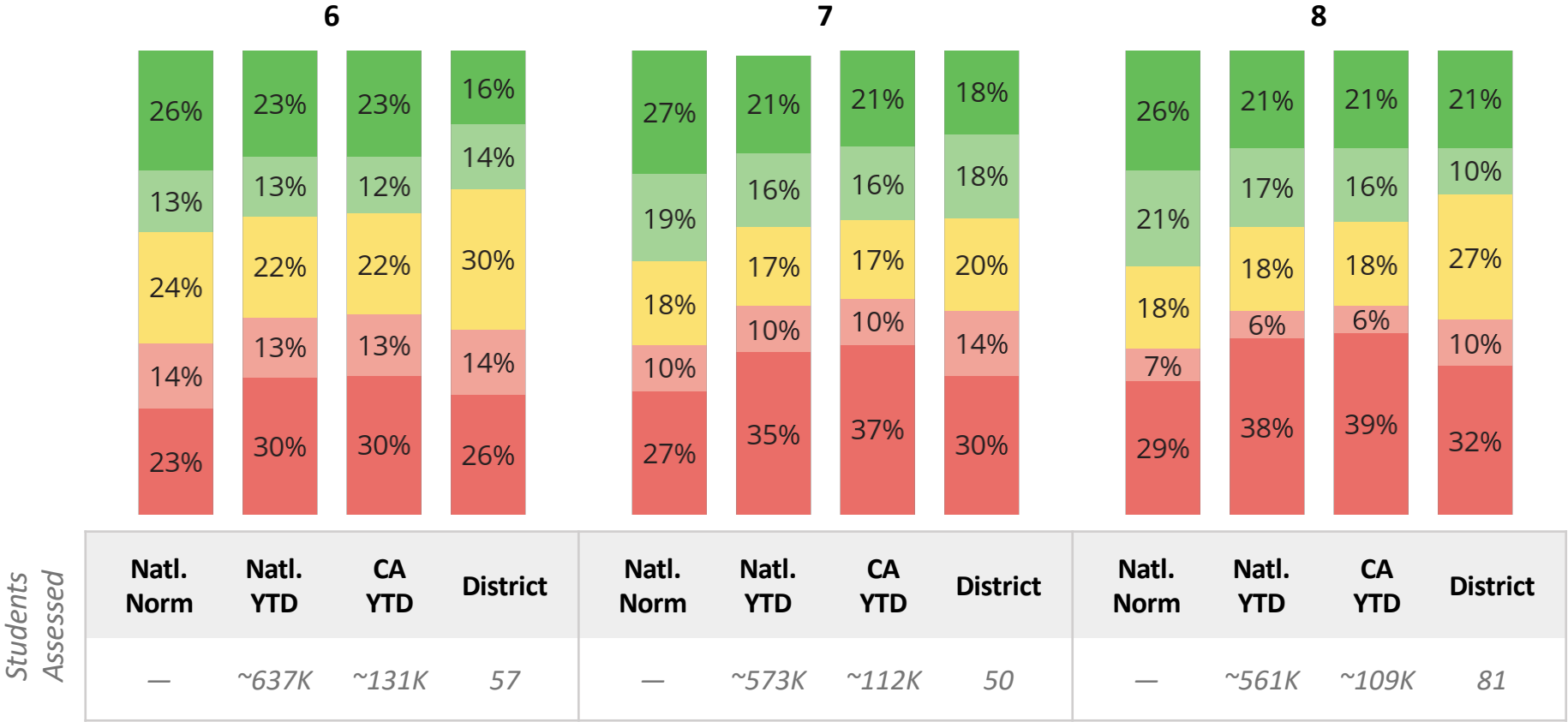
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## **California Year-to-Date Winter 23-24 (CA YTD)**

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# How Do the District's Placements Compare to the Benchmarks?

Winter Placement Distribution for District and Benchmarks

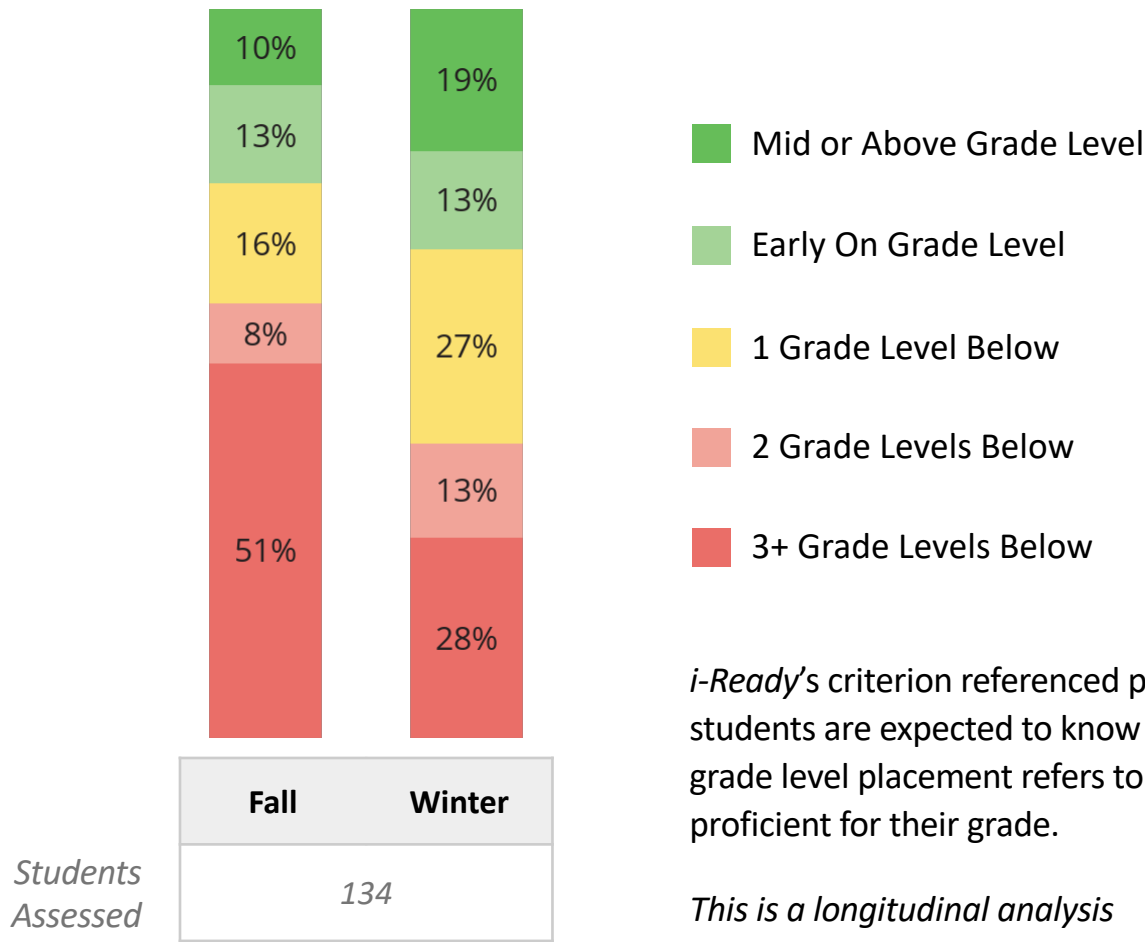


Natl. Norm: *i-Ready* National Norms Winter 18-19      Natl. YTD: National Year-to-Date Winter 23-24      CA YTD: CA Year-to-Date Winter 23-24



# How Have Relative Placements Changed From Fall to Winter?

Placement Distribution, Fall 23-24 to Winter 23-24



Mid or Above Grade Level

Early On Grade Level

1 Grade Level Below

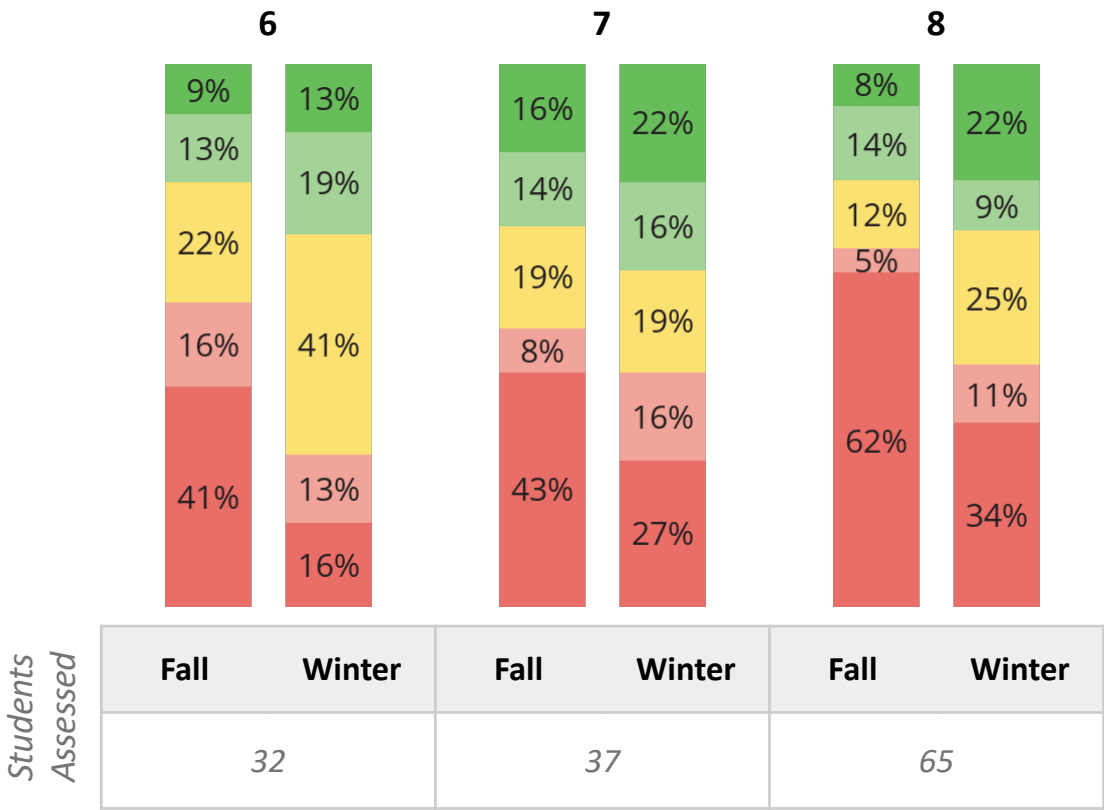
2 Grade Levels Below

3+ Grade Levels Below

*i-Ready's* criterion referenced placements are an indication of what students are expected to know at each grade level. The mid or above grade level placement refers to students who may be considered proficient for their grade.

# How Have Relative Placements Changed From Fall to Winter?

Placement Distribution, Fall 23-24 to Winter 23-24




Mid or Above Grade Level   Early On Grade Level   1 Grade Level Below   2 Grade Levels Below   3+ Grade Levels Below


*i-Ready's* criterion referenced placements are an indication of what students are expected to know at each grade level. The mid or above grade level placement refers to students who may be considered proficient for their grade.


# How Does Domain-Level Performance Compare to National?


Percent of Students Placing **Mid or Above Grade Level**, and Historical National Norms, Winter 23-24

	6		7		8	
	Natl.	Dist.	Natl.	Dist.	Natl.	Dist.
Phonological Awareness						
High-Frequency Words						
Phonics	—	91%	—	92%	—	96%
Vocabulary	25%	23%	29%	20%	31%	17%
Comprehension: Overall	—	14%	—	22%	—	20%
Literature	28%	18%	28%	22%	29%	26%
Informational Text	27%	12%	28%	20%	28%	19%
Students Assessed	57		50		81	

 **Above** National  
>5% pts

 **Above** National  
0-5% pts

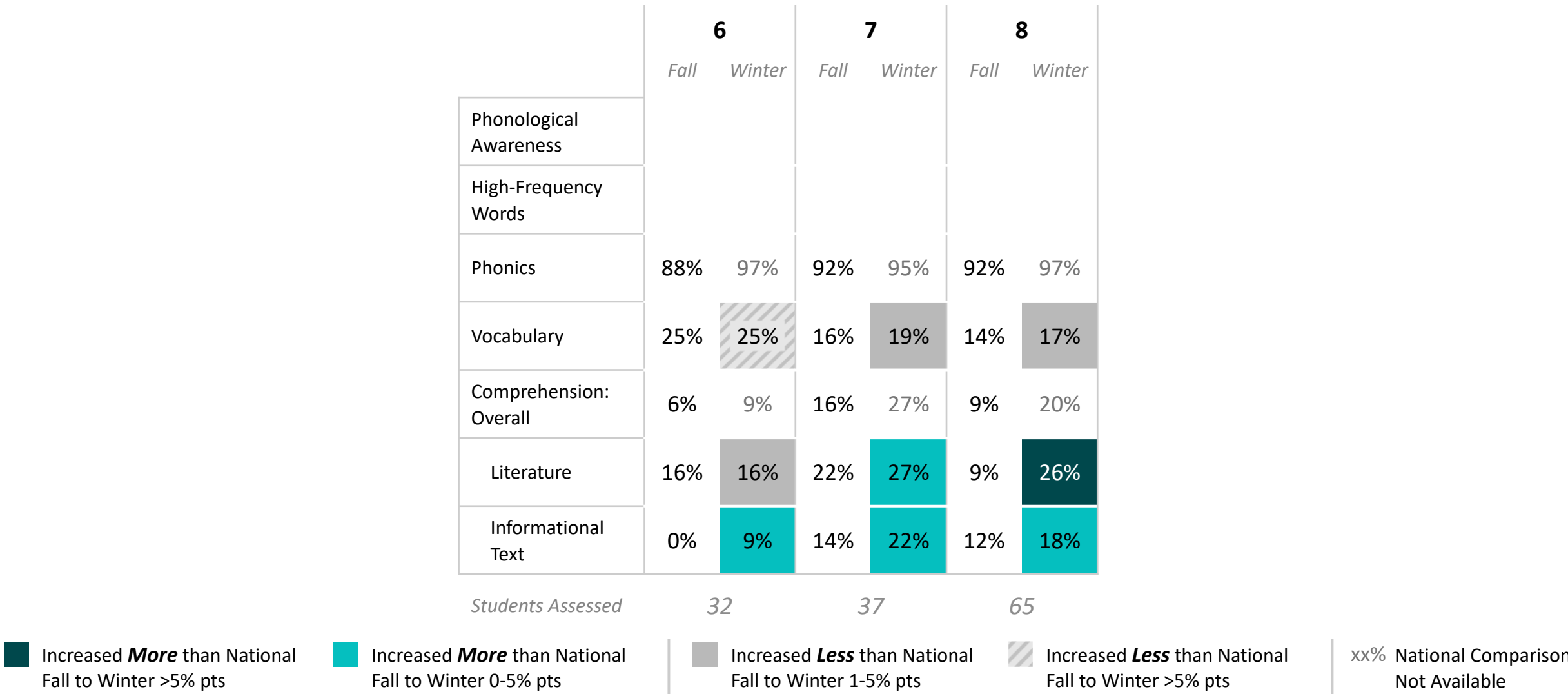
 **Below** National  
1-5% pts

 **Below** National  
>5% pts

xx% National Comparison  
Not Available

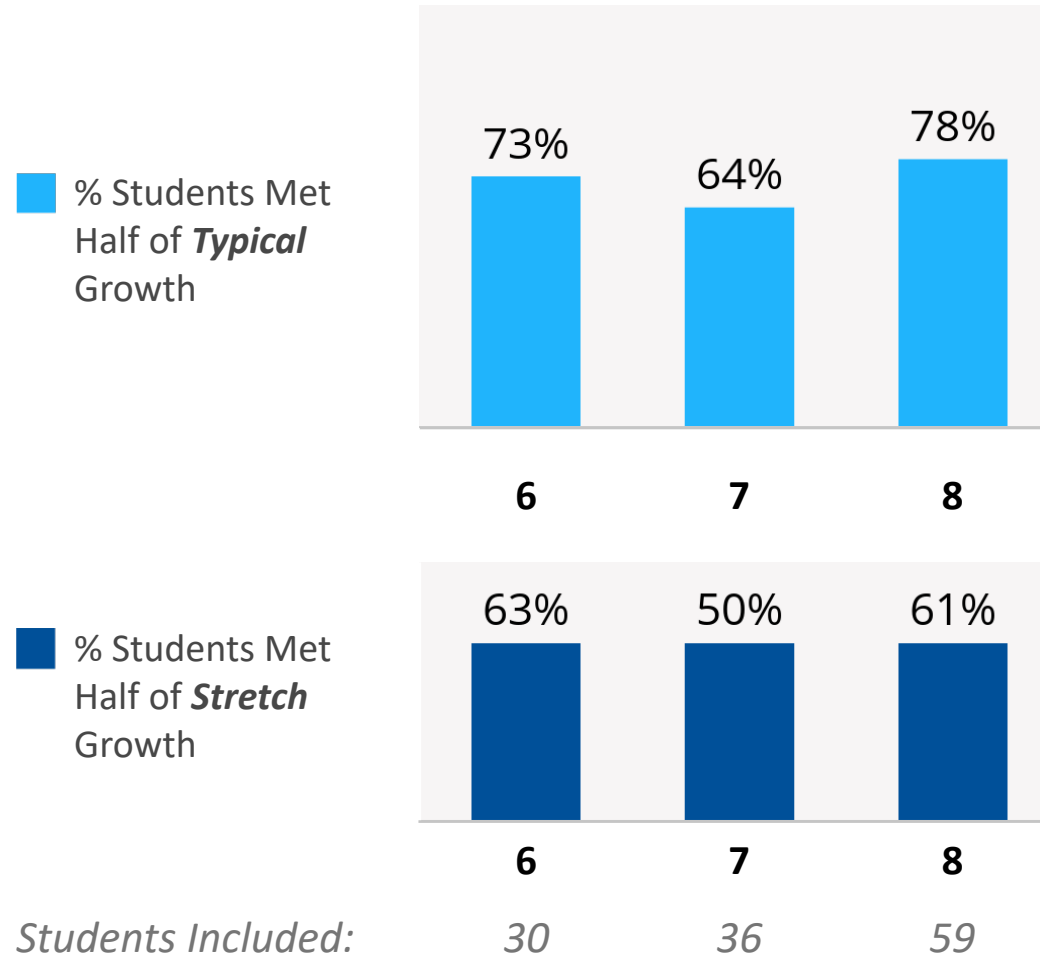
# How Does Domain-Level Performance Compare to Fall?

Percent of Students Placing **Mid or Above Grade Level**, from Fall 23-24 to Winter 23-24



# How Are Students Progressing Toward Typical and Stretch Growth?

% Students Who Met Half of Typical and Stretch Growth





Reading Performance Review

**High School (Grades 9 -12)**

# Who is Included in the Analysis?

## High School (Grades 9-12)



Fall Performance

122 students

Winter Performance

121 students

# Overall Reading - Changes in Proficiency

Grade		Overall Grade-Level Placement					Students Assessed/Total	
Grade 9	Winter (November 16 - March 1)	<div><div></div><div></div><div></div><div></div><div></div></div>	20%	8%	36%	8%	28%	25/41
	Fall (Beginning of Year - November 15)	<div><div></div><div></div><div></div><div></div><div></div></div>	16%	16%	12%	0%	56%	
Grade 10	Winter (November 16 - March 1)	<div><div></div><div></div><div></div><div></div><div></div></div>	27%	19%	19%	8%	27%	26/43
	Fall (Beginning of Year - November 15)	<div><div></div><div></div><div></div><div></div><div></div></div>	23%	4%	35%	15%	23%	
Grade 11	Winter (November 16 - March 1)	<div><div></div><div></div><div></div><div></div><div></div></div>	5%	26%	37%	5%	26%	19/29
	Fall (Beginning of Year - November 15)	<div><div></div><div></div><div></div><div></div><div></div></div>	11%	16%	32%	11%	32%	
Grade 12	Winter (November 16 - March 1)	<div><div></div><div></div><div></div><div></div><div></div></div>	9%	26%	14%	11%	40%	35/44
	Fall (Beginning of Year - November 15)	<div><div></div><div></div><div></div><div></div><div></div></div>	6%	20%	20%	11%	43%	








# PHONICS – Changes in Proficiency

<div>Grade</div> <div>⌵</div> <div>⌶</div>		Phonics Grade-Level Placement					Students Assessed/Total
		<div>●</div> Mid or Above Grade Level	<div>●</div> Early On Grade Level	<div>●</div> One Grade Level Below	<div>●</div> Two Grade Levels Below	<div>●</div> Three or More Grade Levels Below	
Grade 9	Winter (November 16 - March 1)	92%	0%	0%	0%	8%	25/41
	Fall (Beginning of Year - November 15)	88%	0%	0%	0%	12%	
Grade 10	Winter (November 16 - March 1)	96%	0%	0%	0%	4%	26/43
	Fall (Beginning of Year - November 15)	92%	0%	0%	0%	8%	
Grade 11	Winter (November 16 - March 1)	100%	0%	0%	0%	0%	19/29
	Fall (Beginning of Year - November 15)	95%	0%	0%	0%	5%	
Grade 12	Winter (November 16 - March 1)	100%	0%	0%	0%	0%	35/44
	Fall (Beginning of Year - November 15)	97%	0%	0%	0%	3%	

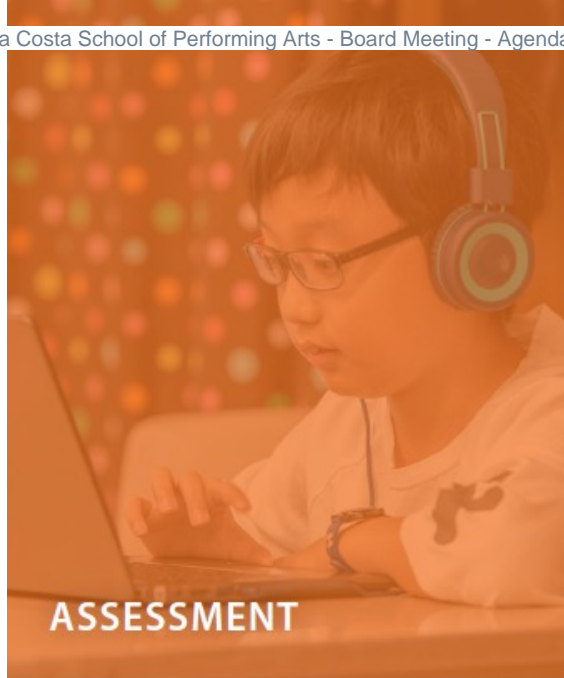
# Vocabulary – Changes in Proficiency

<div>Grade</div> <div>⌵</div>		Vocabulary Grade-Level Placement					Students Assessed/Total
		<div>🟢</div> Mid or Above Grade Level	<div>🟡</div> Early On Grade Level	<div>🟠</div> One Grade Level Below	<div>🔴</div> Two Grade Levels Below	<div>🔴</div> Three or More Grade Levels Below	
Grade 9	Winter (November 16 - March 1)	20%	4%	40%	12%	24%	25/41
	Fall (Beginning of Year - November 15)	24%	8%	12%	16%	40%	
Grade 10	Winter (November 16 - March 1)	38%	19%	4%	12%	27%	26/43
	Fall (Beginning of Year - November 15)	31%	4%	15%	23%	27%	
Grade 11	Winter (November 16 - March 1)	21%	37%	11%	11%	21%	19/29
	Fall (Beginning of Year - November 15)	5%	32%	16%	11%	37%	
Grade 12	Winter (November 16 - March 1)	9%	29%	26%	3%	34%	35/44
	Fall (Beginning of Year - November 15)	9%	23%	26%	3%	40%	

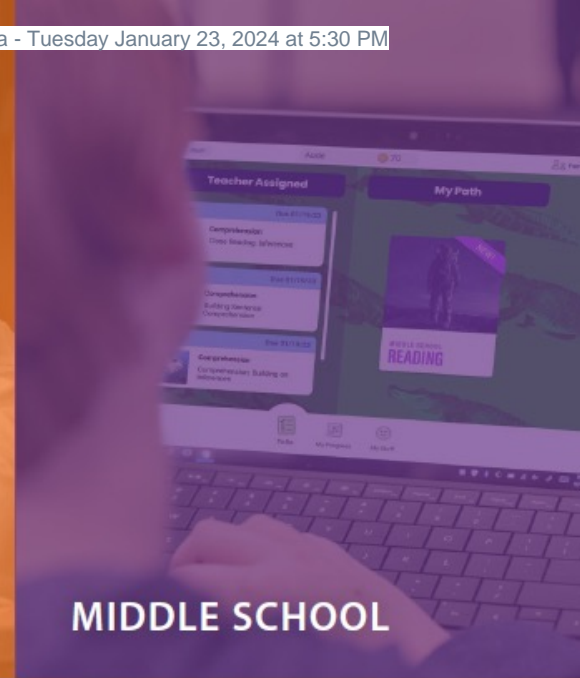
# Comprehension – Changes in Proficiency

<div>Grade</div> <div>⌵</div>		Comprehension: Overall Grade-Level Placement ⓘ					Students Assessed/Total
		 Mid or Above Grade Level	 Early On Grade Level	 One Grade Level Below	 Two Grade Levels Below	 Three or More Grade Levels Below	
Grade 9	Winter (November 16 - March 1)	12%	24%	24%	8%	32%	25/41
	Fall (Beginning of Year - November 15)	8%	16%	16%	4%	56%	
Grade 10	Winter (November 16 - March 1)	23%	19%	23%	8%	27%	26/43
	Fall (Beginning of Year - November 15)	15%	15%	31%	12%	27%	
Grade 11	Winter (November 16 - March 1)	11%	26%	16%	0%	47%	19/29
	Fall (Beginning of Year - November 15)	5%	37%	16%	11%	32%	
Grade 12	Winter (November 16 - March 1)	9%	26%	11%	9%	46%	35/44
	Fall (Beginning of Year - November 15)	6%	17%	14%	9%	54%	

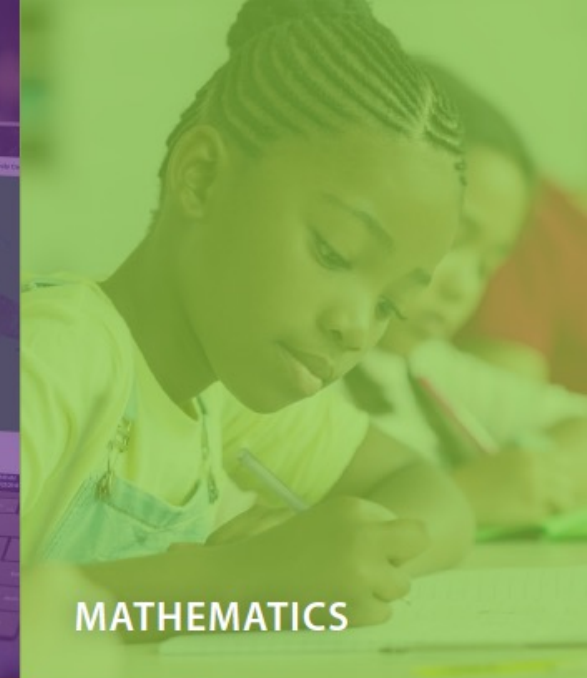
With best-in class  
assessment,  
instruction, and  
professional learning,  
we're committed to  
helping every  
student—and every  
educator—***grow  
without limits.***



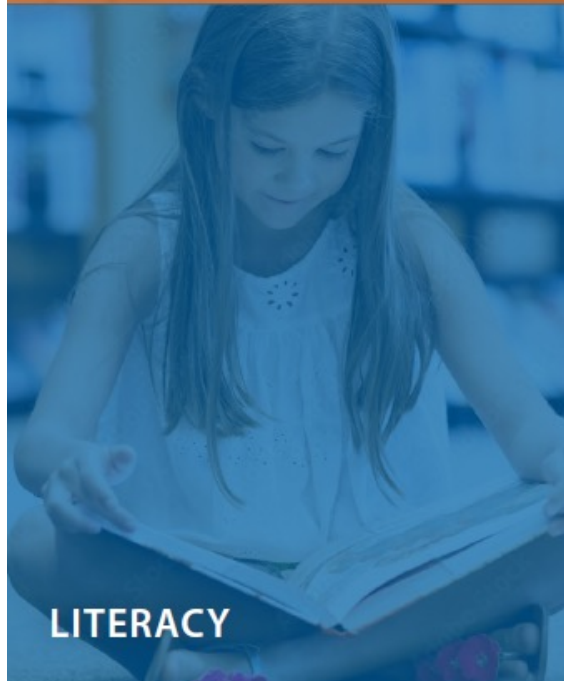
ASSESSMENT



MIDDLE SCHOOL



MATHEMATICS



LITERACY



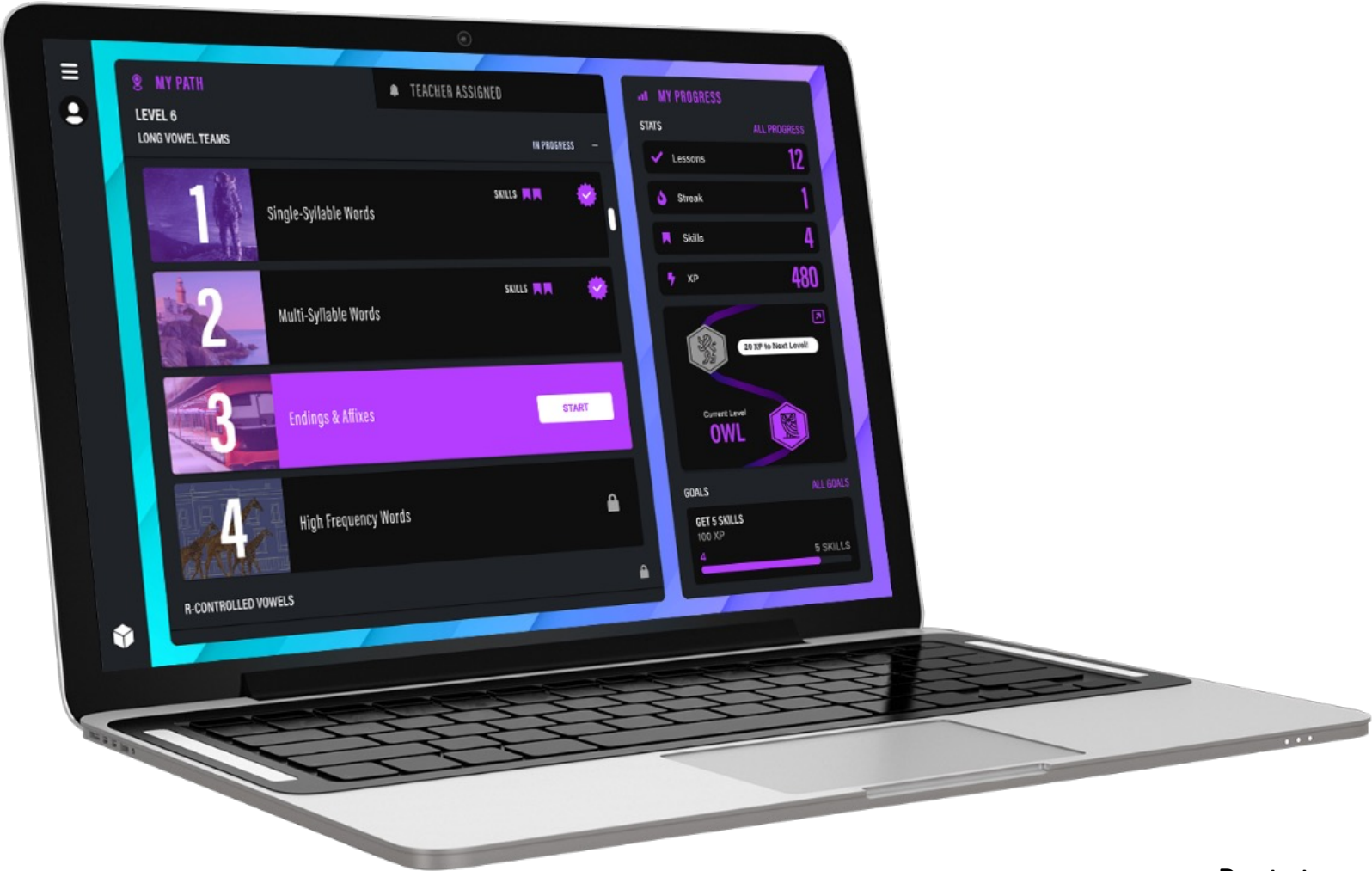
SPANISH



ACCESSIBILITY

MIDDLE SCHOOL

# INTRODUCING *i-Ready Pro* for Middle School



Learn about the evolution and  
explore key resources

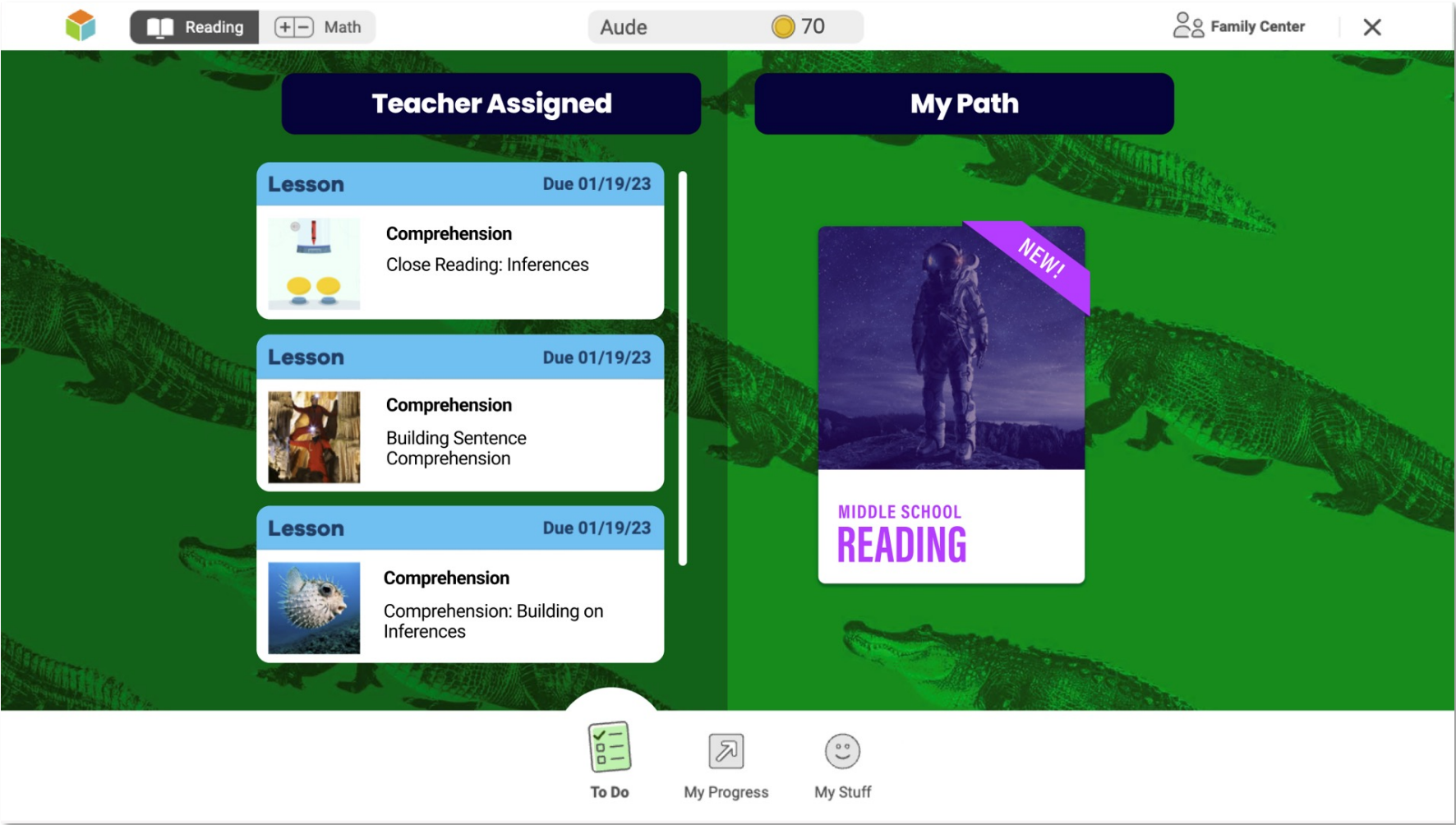
Prototype only



# INTRODUCING

## Early Access to *i-Ready Pro*

Give striving learners access to new lessons in **foundational reading skills** and **core numeracy skills** in math with skill-level reporting for educators

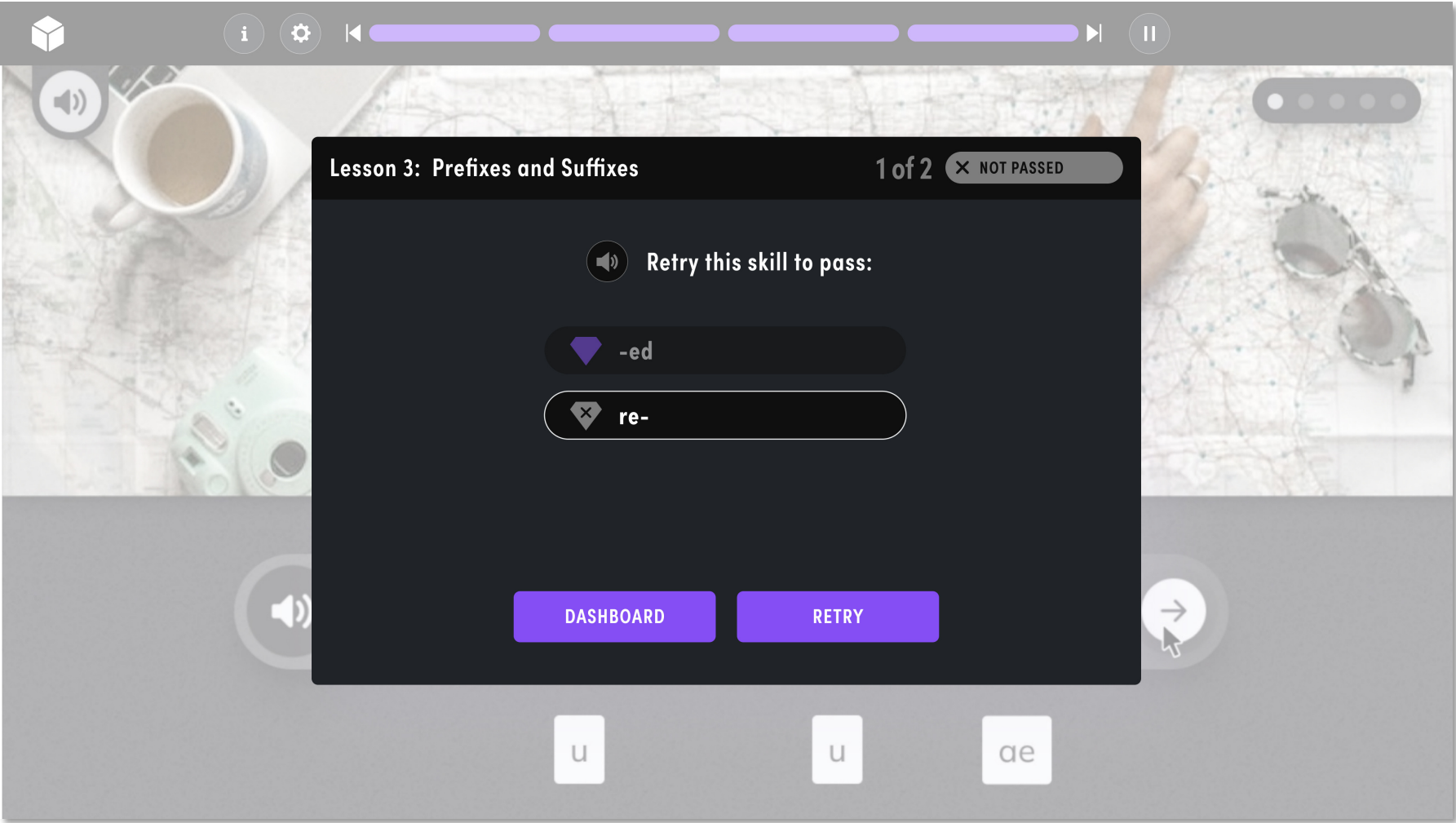


Prototype only

# INTRODUCING

## Early Access to *i-Ready Pro*

Students will be offered a second opportunity to engage in the content offering **more autonomy** for striving learners.



Prototype only

## MIDDLE SCHOOL

# INTRODUCING

## Early Access to *i-Ready Pro*



Screen reader support now available

lighthouse is above sea level.

First, break apart 227 into hundreds, tens, and ones.

200 + 20 + 7

Now, start at 315 and add the hundreds, tens, and ones in 227. How many feet above sea level is the top of the lighthouse?

$315 + 227 = 542$  ✓

+200

+20

+7

315 515 535 ?

315 ft

227 ft

**Adaptive feedback and scaffolding** will allow students to progress to more advanced content quicker, while students who need additional support get the practice they need.

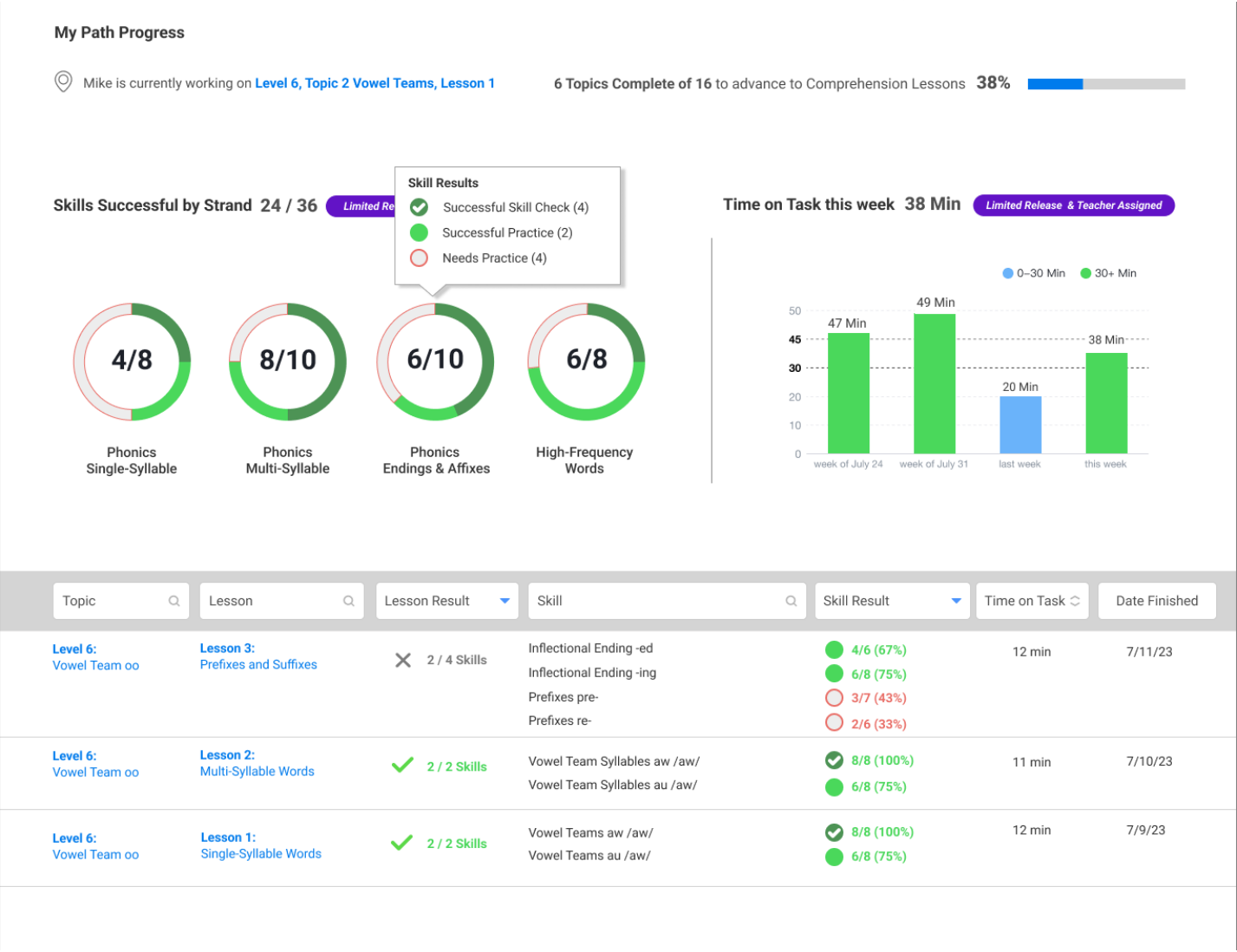
Prototype only



# INTRODUCING

## Early Access to *i-Ready Pro*

New lesson reporting  
will provide **deeper**  
**insights** into skill  
development and  
acquisition



Prototype only

ENHANCED  
Prerequisites Report

Direct access to key resources in the Prerequisites Report for easier selection and use of resources that align to and advance grade-level instruction

Management

Assess & Teach

Reports

Help

Don Addison

Prerequisites

Subject

School

Teacher

Class/Report Group

Grade

Unit

Math

Cypress K-8

All Teachers

I. Graves - Grade 4 Section 2

4

Unit 3 (Lesson 14 - 16)

Know the Math: i-Ready Classroom Mathematics Unit Overview

Major themes of unit

Unit 3: Multi-Digit Operations and Measurement: Multiplication, Division, Perimeter and Area

In Lessons 14-16 of this unit, students use what they know about place value, multiplication, and division to divide three- and four-digit numbers by one-digit divisors. They will also build on their prior knowledge of area and perimeter by using models to develop an understanding of the are...

Show More

Prioritize Prerequisite Instruction for your Next Lesson

All LessonsLesson 14 & 15Lesson 16

What lesson are you teaching next?	Prerequisite skills for your next lesson	Provide the right level of support for each student
	<div>Essential Skill</div> <div>Understand the relationship between multiplication and division</div>	<div><div>Unit Group D</div><div>Schmidt, Eva</div><div>Simpson, Carla</div><div>Skinner, Dash</div></div>
Lesson 14 & 15	<div>Fluently subtract three-digit numbers</div> <div>Multiply one-digit numbers by up to four-digit numbers</div>	
Lesson 16	<div>Understand area and perimeter</div>	

Maximize your Time

Whole Class: Use On-the-Spot Teaching Tips in the Unit and Lesson Support PDF to support all students.

Small Group: Prioritize small groups as time permits for students who need In-Depth Review (red) or Additional Support (yellow).

If Time is Limited: Prioritize the Essential Prerequisite Skill of Understand the relationship between multiplication and division for the unit. Followed by the prerequisite skills where more students need In-Depth Review (red).

Unit and Lesson Support

Ready Pacing for Prerequisites

Grade 3 Lesson 11

Understand How Multiplication and Division Are Connected

Groups A and B Good to Go

Group C needs Additional Support

Group D need In-Depth Review

Recommended Resources

Teacher-led Small Groups

Tools for Instruction:

- Relate Multiplication and Division

Student-led Small Groups

Center Activity:

- Use a Related Fact
- Find the Missing Number
- Use Multiplication to Solve Division

Independent Reinforcement

Enrichment Activity:

- Arranging Desks

Instruction and Practice:

- Fluency and Skills Practice

Learning Games:

- Hungry Fish
- Cupcake
- Pizza

Prototype only

Curriculum Associates

CONFIDENTIAL

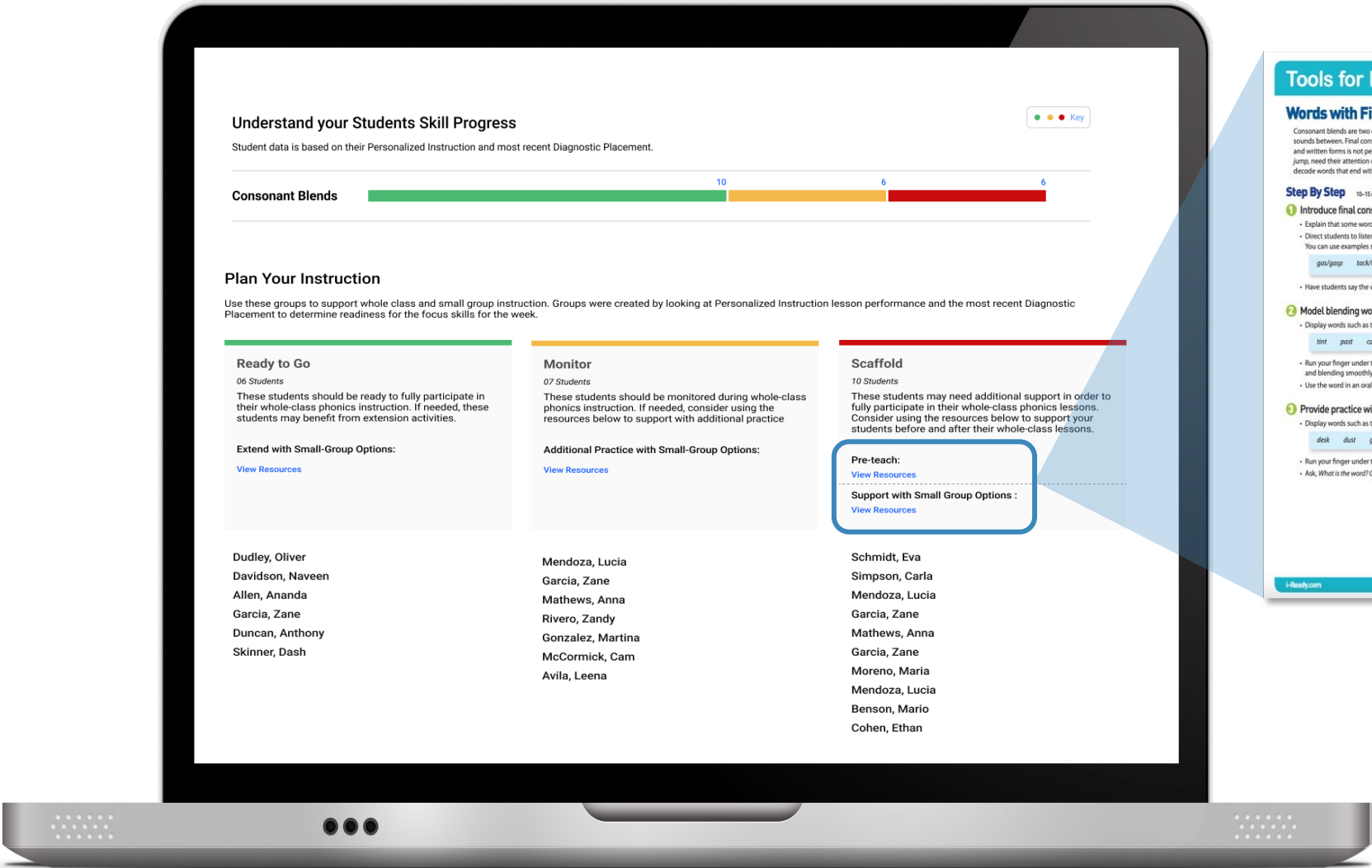
Powered by BoardOnTrack

i-Read 70 of 76

NEW

# Report to Inform Phonics Instruction

Use ongoing student performance insights with a new report to inform Phonics instruction in Grades K-3 for both whole class and small group instruction



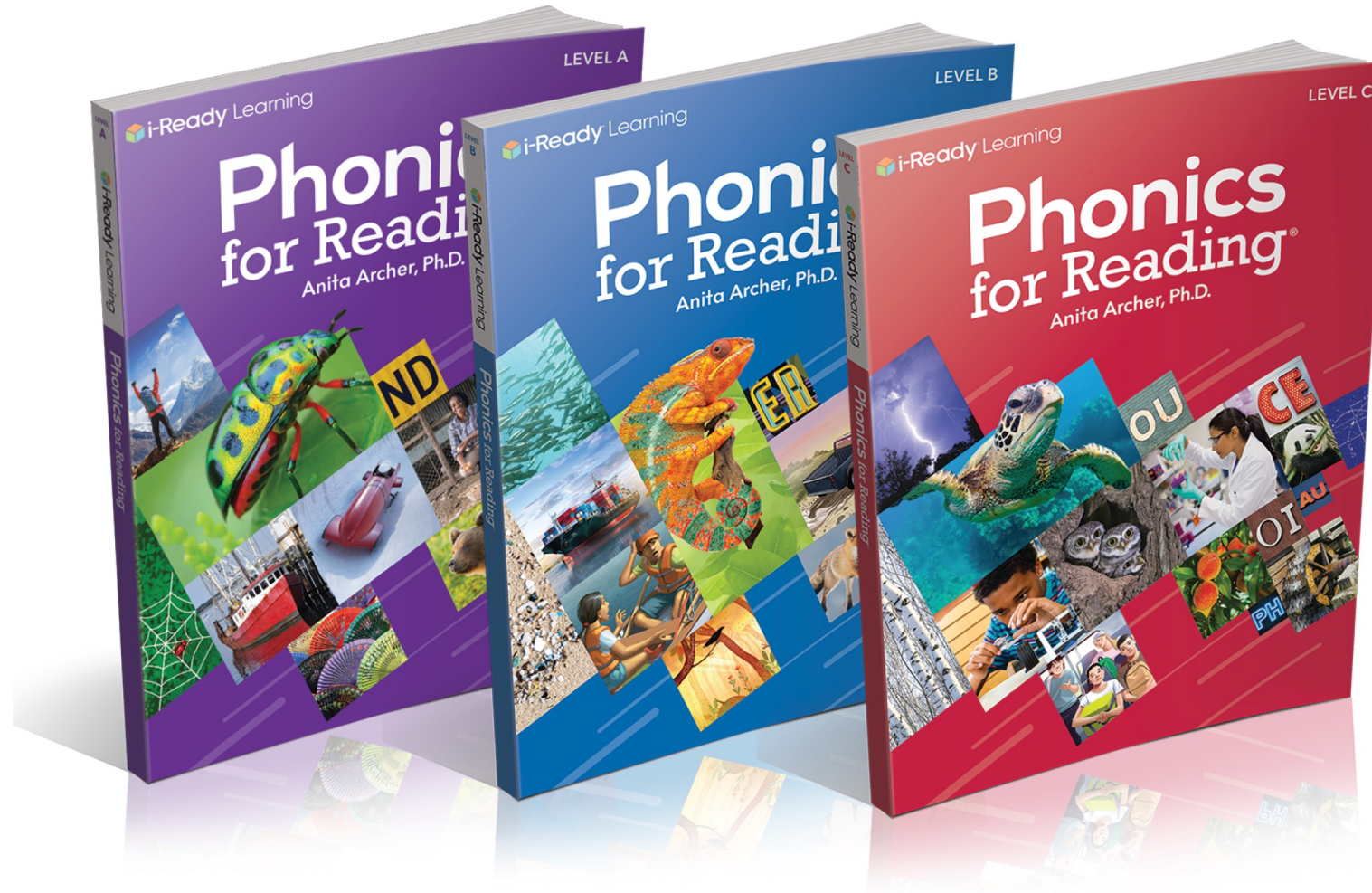
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## LITERACY

## ENHANCED

# Phonics for Reading ©2025

Provide systematic, explicit instruction with a new edition of Phonics for Reading, Authored by Dr. Anita Archer, a research-based intervention to help students in Grades 3-12 become fluent, independent readers



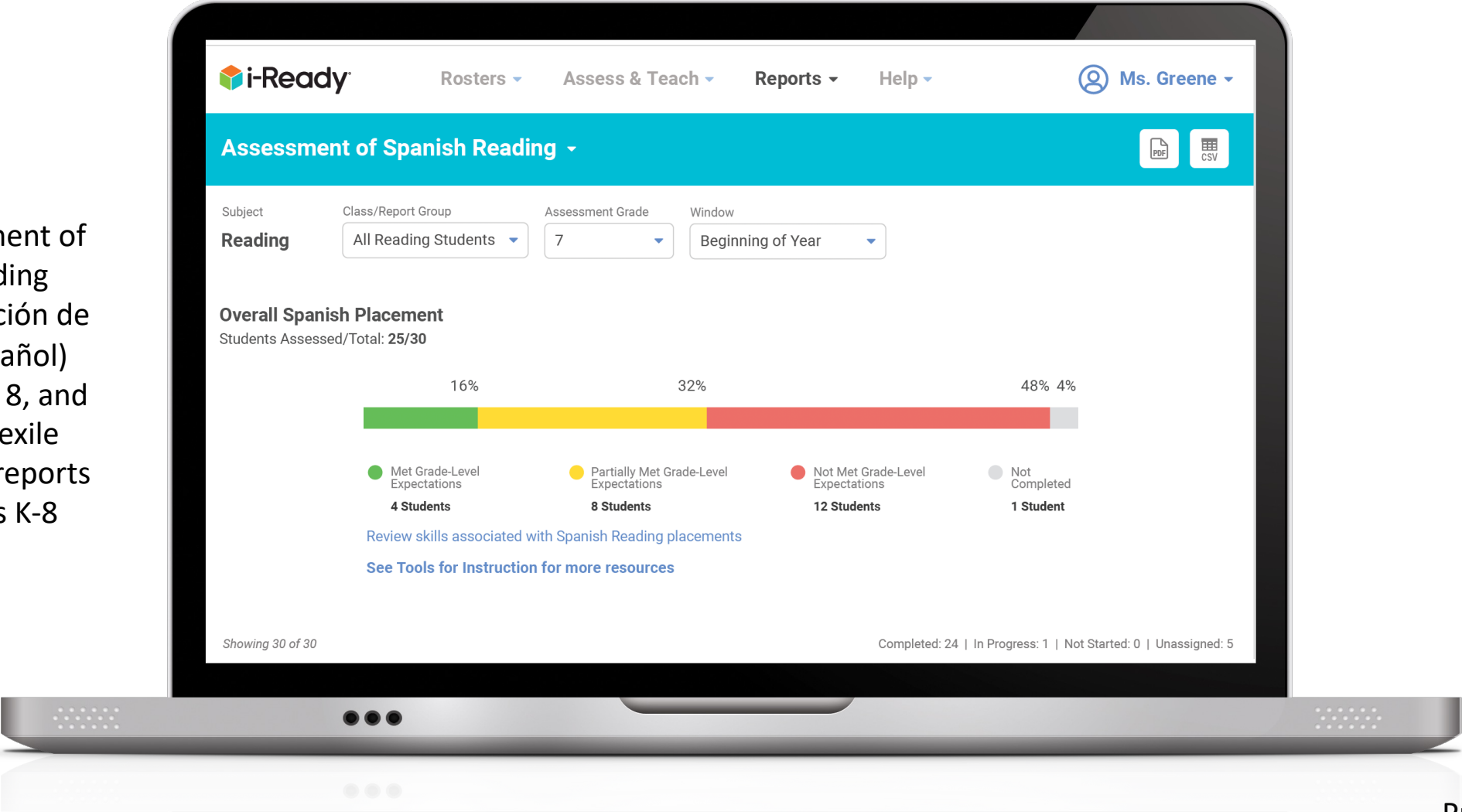


SPANISH

EXPANDED

# Assessment of Spanish Reading

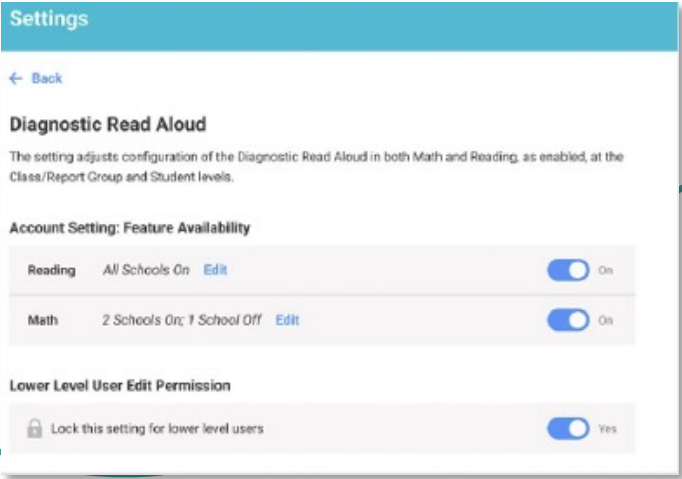
Extend Assessment of Spanish Reading (i-Ready Evaluación de lectura en español) to grades 7 and 8, and incorporate Lexile Measures™ on reports across Grades K-8



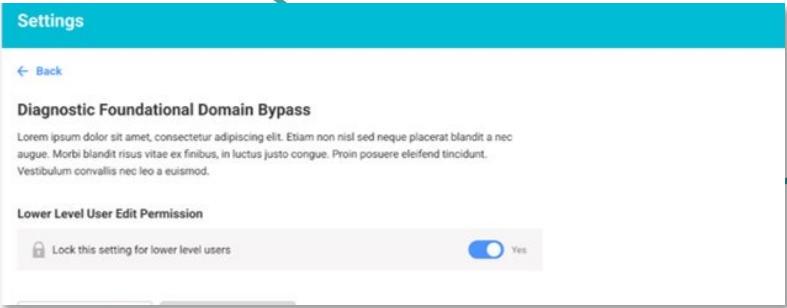
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EXPANDED

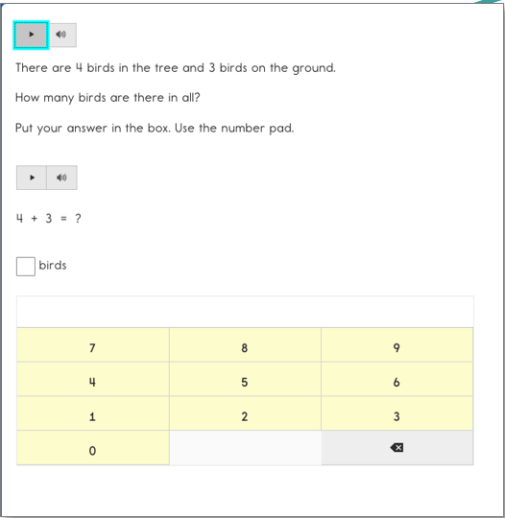
# Accessibility Supports in *i-Ready*



**Read aloud** support or accommodation in reading domains in *i-Ready Diagnostic*



**Bypass** audio-dependent Foundational Skills domains in the *i-Ready Diagnostic for Reading*



**Screen reader** support has been expanded in *i-Ready Personalized Instruction for Reading*

Prototypes only

# Coversheet

## 2024 - 2025 Academic Calender

<b>Section:</b>	VI. OTHER BUSINESS
<b>Item:</b>	B. 2024 - 2025 Academic Calender
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	2024-2025 calendar .pdf



# SPA

## Contra Costa School of Performing Arts

### Academic Calendar 2024-2025

Month	Mon	Tue	Wed	Thu	Fri
<b>August 2024</b>  Instruct. Days = 17				1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30

Month	Mon	Tue	Wed	Thu	Fri
<b>September 2024</b>  Instruct. Days = 20	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30				

Month	Mon	Tue	Wed	Thu	Fri
<b>October 2024</b>  Instruct. Days = 17		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	

Month	Mon	Tue	Wed	Thu	Fri
<b>November 2024</b>  Instruct. Days = 14					1*
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29

Month	Mon	Tue	Wed	Thu	Fri
<b>December 2024</b>  Instruct. Days = 15	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			

Month	Mon	Tue	Wed	Thu	Fri
<b>Jan 2025</b>  Instruct. Days = 18			1	2	3
	6*	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31

Month	Mon	Tue	Wed	Thu	Fri
<b>February 2025</b>  Instruct. Days = 18	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28

Month	Mon	Tue	Wed	Thu	Fri
<b>March 2025</b>  Instruct. Days = 19	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				

Month	Mon	Tue	Wed	Thu	Fri
<b>April 2025</b>  Instruct. Days = 17		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30		

Month	Mon	Tue	Wed	Thu	Fri
<b>May 2024</b>  Instruct. Days = 21				1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30

Month	Mon	Tue	Wed	Thu	Fri
<b>June 2024</b>  Instruct. Days = 4	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27

#### Finals schedule

Finals block A: 8:30 am - 10:00 am  
Brunch: 10:00 am - 10:15 am  
Finals block B: 10:20 am - 11:50 am  
Lunch: 11:50 am - 12:20 pm  
Teacher Office Hours: 12:20 pm - 2:00 pm

T = Teacher Work Day	H = Holiday	E = End of Grading Period	Finals Week	Early Release Day
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2024	2025
August 7	January 1-3
August 8	January 6
September 2	January 20
October 3	February 17
October 4	March 13
October 14	March 14
November 1	March 17
November 5	March 31
November 11	April 7-11
November 25-29	May 26
December 16-20	May 27-June 3
December 19	May 30
December 20	June 5
December 23-31	June 5
	June 19
	Winter Break
	Staff Work Day
	Martin Luther King Jr.'s Day
	President's Day
	PBL Exhibition of Learning Evening
	End of Grading Period, 3rd Qtr
	Staff Work Day
	Cesar Chavez Day
	Spring Break
	Memorial Day
	2nd Semester Finals
	PBL Exhibition of Learning Evening
	End of Grading Period, 2nd Qtr/1st Sem
	Graduation
	Juneteenth
	* ½ day for staff only