

# THE O' FARRELL CHARTER SCHOOL

AN AVID NATIONAL DEMONSTRATION SCHOOL

## Board of Directors AGENDA December 7, 2015



High School Tour: 4:30 pm

Closed Session: 5:00 p.m. – 5:30 p.m.  
Public Session: 5:30 p.m. – 7:00 p.m.

### I. CALL TO ORDER

### II. CLOSED SESSION

1. In accordance with Government Code Section 54957, the Board will meet in closed session to consider: PERSONNEL MATTERS
2. In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS
3. In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: SALARY AND HEALTH AND WELFARE MATTERS [NONE]

### RECONVENE TO OPEN SESSION

### III. ACTION ITEMS CONSIDERED IN CLOSED SESSION

### IV. PLEDGE OF ALLEGIANCE

### V. PRESENTATION

None

### RECONVENE TO OPEN SESSION

### VI. PUBLIC COMMENT

Anyone may address the Board for up to three minutes on any item. The public commentary period preceding the formal agenda shall be limited to a total of 15 minutes. Please submit a "Request to Address the Board" slip to the Board chairperson. The Board Chair will call you forward at the appropriate time.

### VII. APPROVAL OF AGENDA

Superintendent's Recommendation: Approve Agenda.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**VIII. DISCUSSION ITEMS**

- 1. Superintendent Announcements ..... Page 5
- 2. Charter Vision Board Reports..... Page 12
- 3. Continue discussion on possible expansion ..... Page 19
- 4. Discuss the possibility of an immersion program for O'Farrell (no write-up)
- 5. Construction Update (no write-up)

**IX. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS**

All items listed under the Consent Calendar are considered by the Board in one action. **There will be no discussion of these items** prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

- 1. Approval of Minutes from the October 5, 2015 Board of Directors ..... Page 22
- 2. Approve/ratify recommended actions on the personnel activity list ..... Page 25
- 3. Approve/ratify check registers ..... Page 26
- 4. Approve the sale/disposal of two golf carts from inventory ..... Page 32
- 5. Accept the donation of \$1,000.00 from Price Philanthropies Foundation ..... Page 33
- 6. Ratify the 2016-17 school year award of contract with CSMC for back office services and ratify subsequent payments in the amounts of \$20,000 for 16-17 year back office services for Ingenuity and \$117,180 back office services and PowerSchool services for O'Farrell Charter..... Page 34
- 7. Award the night time cleaning service contract to the San Diego Facilities Maintenance in the amount of \$16,950 per month for O'Farrell and Ingenuity..... Page 49
- 8... Approve the 2015-2016 Single Plan for Student Achievement for Ingenuity Charter School... Page 54
- 9. Approve the findings from the annual fiscal review completed by the El Dorado County Charter SELPA for 2014-2015 year end..... Page 73

Superintendent's Recommendation: Approve Consent Calendar.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**X. ACTION ITEMS**

- 1. **Approve the June 30, 2015 Audit Report and its Findings for The O'Farrell Charter School and Ingenuity Charter School.....Page 74**

Superintendent's Recommendation: Approve Action Item 1

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

- 2. **Approve The O'Farrell Charter School's Positive Certification and Budget Revisions for the First Interim Financial Report for October 31, 2015. .... Page 75**

Superintendent's Recommendation: Approve Action Item 2

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

3. **Approve Ingenuity Charter School's Positive Certification and Budget Revisions for the First Interim Financial Report for October 31, 2015.....Page 79**

Superintendent's Recommendation: Approve Action Item 3

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

4. **Ratify adjustments to the 2015-2016 budget.....Page 83**

Superintendent's Recommendation: Ratify Action Item 4

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

5. **Accept the resignation of Salvador Rivera, Financial Liaison, of the Board of Directors effective December 7, 2015.....Page 85**

Superintendent's Recommendation: Approve Action Item 5

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

6. **Ratify the Nonclassroom-Based Funding Determination Form for Ingenuity Charter School for 2015-2016 .....Page 86**

Superintendent's Recommendation: Approve Action Item 6

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

## **XI. ROUNDTABLE**

## **XII. ADJOURNMENT**

### **NOTICES**

The next regular meeting of The O'Farrell Charter School Board of Directors will be January 12, 2015 at 5:30 p.m.

The O'Farrell Charter School does not discriminate on the basis of disability in the admission or access to, or treatment in employment in its programs or activities. Jonathan Dean, Principal/Superintendent, has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in The O'Farrell Charter School's open and public meetings. Please notify Jonathan Dean at (619) 263-3009, extension 2202 seventy-two (72) hours prior to disability accommodations being needed in order to participate in the meeting.

From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to school board members after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the office of the Principal/Superintendent at 6130 Skyline Drive, San Diego, CA 92114

### **Certification of Posting**

I, Jonathan Dean, Principal/Superintendent, hereby certify that I posted this agenda on Friday, December 4, 2015 at 3 p.m. When conducting a Teleconference Board of Directors meeting, all board members are required to post this agenda at their location.

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**BOARD OF DIRECTORS AGENDA ITEM**

Agenda Date: December 7, 2015

Discussion Item 1

Superintendent Announcements

**Student Demographics in PowerSchool as of December 1, 2015**

Grade Level	Total in Grade	American Indian or Alaska Native	Asian	Native Hawaiian/ Other Pac Islander	Black or African American	White	Hispanic/ Latino	Two or More Race Categories	Unspecified
<b>Elementary School Academy</b>									
YOK									
K	70	0	11	2	13	4	38	2	0
1	47	1	6	1	6	4	28	2	0
2	49	0	5	0	13	1	28	2	0
3	49	0	5	0	13	1	33	1	0
4	60	0	8	0	11	1	36	3	1
5	62	0	12	1	15	2	28	4	0
Total	337	1	45	3	69	13	191	14	1
<b>Middle School Academy</b>									
6	233	0	40	3	60	3	110	13	4
7	282	0	55	2	51	2	158	13	1
8	252	0	53	3	53	6	119	17	1
Total	767	0	148	8	164	11	387	43	6
<b>High School Academy</b>									
9	148	0	30	0	16	1	96	5	0
10	138	0	27	0	22	3	82	4	0
11	85	0	28	0	13	0	41	2	0
12	90	0	22	2	20	1	41	4	0
Total	461	0	107	2	71	6	260	15	0
<b>Grand Total</b>	<b>1565</b>								

**Ingenuity Charter**

<b>Grade Level</b>	<b>Total in Grade</b>	<b>American Indian or Alaska Native</b>	<b>Asian</b>	<b>Native Hawaiian / Other Pac Islander</b>	<b>Black or African American</b>	<b>White</b>	<b>Hispanic / Latino</b>	<b>Two or More Race Categories</b>	<b>Unspecified</b>
6	2	0	0	0	2	0	0	0	0
7	4	0	0	0	1	1	2	0	0
8	1	0	0	0	1	0	0	0	0
9	9	0	0	0	4	2	3	0	0
10	11	0	0	0	1	1	9	0	0
11	11	0	0	0	2	1	7	1	0
12	5	0	0	0	1	0	4	0	0
<b>Total</b>	<b>43</b>	0	0	0	12	5	25	1	0

**New CalSoap Lead College Peer Advisor**

We are very excited to welcome our very own CalSoap Lead College Peer Advisor, Sarah DerOvanesian (Ms. D to the students). She will be working with us in the counseling office for 20 hours per week. She will hopefully have an opportunity to formally introduce herself and CalSoap to the entire high school team on Wednesday at our meeting. In the meantime, she is ready to get started right away with Seniors. She will be reaching out to see if she can set up a time to briefly introduce herself and CalSoap to your Career Development class. At that time she will walk them through filling out an information sheet for the program. I have copied her on this email so that you have her contact information.

We are very excited to have Sarah and this wonderful program available for our students.

The California Student Opportunity and Access Program (CalSOAP) is designed to assist students in the transition from high school to college. It is our mission to motivate students to pursue higher education and provide them with college and financial aid assistance in the following areas:

- "A-G" course concentration
- Extracurricular activities
- Entrance exams
- College applications
- Financial aid forms
- Scholarship searches
- Career options

The college-going process requires lots of paperwork that is sometimes complicated and overwhelming; yet, as you know, is crucial to students' collegiate future. Furthermore, high school preparation for postsecondary education is a continuous process that can begin as early as the the ninth grade. As this

year's seniors are O'Farrell's first, they will be my initial focus. I will ensure that they have access to a variety of resources to ease their season of transition to college.

In order to facilitate this process, I will be working directly with students. I promise to make any time they might spend away from the classroom brief and effective. The first step to integrating CalSOAP resources into O'Farrell will be for me to come into each Career Development class and meet with all the seniors. During this initial meeting, I will introduce myself and the CalSOAP program, and most importantly, have each student fill out a scantron with their personal demographic information. This will be used to input them into the CalSOAP system, which will provide them with access to all the resource we offer.

My goal is to make contact with each student three times each year. In addition to my introduction, I will be offering lunchtime and afterschool workshops focused on the abovementioned areas. Additionally, I will be occasionally sending CalSOAP passes to class to meet with students one-on-one to discuss their application process, particularly if I haven't seen them at workshops.

I would like to schedule my initial introduction for next week. It should take no more than 30 minutes. I will be on campus, stationed in the counseling office, Tuesdays 8-4:30, Wednesdays 7:30-2:30 and Thursdays 11-4:30. Please let me know which times and dates work best for you. Please don't hesitate to reach out with any questions or insight into what resources are most needed. I look forward to collaborating with you and helping to relieve some of the stress of the college application process!

### What Makes O'Farrell Great !

1. Consistency with expectations (academic and behavior, staff expectations)
2. Belief that all students can be successful
3. Strong relationships
4. Weekly meetings with all academies present (creates unity)
5. Staff collaboration, respect, and buy-in
6. Admin support
7. Teachers being treated like professionals
8. Teachers dedicated & committed
9. Good hiring choices
10. AVID
11. GATE
12. We change things when they don't work (flexibility to fix what needs to be fixed)
13. Abundance of resources (tutoring, FSS, assistance)
14. Admin back up when teachers voice need for change
15. Teachers have a voice
16. Teachers taking on leadership roles
17. Trust
18. Humbleness among staff and desire to improve
19. Find cures rather than treat symptoms (look at root causes and address them)
20. Discipline policy
21. Being in touch with community and knowing what students need to be successful
22. Relationships with families
23. Pride among staff for working here
24. Falcon way elements and ideals
25. Student engagement in school (students are able to find their niche)
26. Students take ownership over what they do
27. High expectations
28. Staff do not give up on students and therefore students do not give up on themselves
29. All academies on one site (continuity)
30. Kids love being here! (inviting campus atmosphere)
31. Student input

32. Parent input
33. Board who supports school, trusts staff, and seeks input from staff
34. Board who does not micro-manage

### AVID National Conference

Six O'Farrell students have been selected to be a part of the student panel at the AVID National Conference. The conference will take place at the Hilton San Diego Bayfront. The student panel will take place on Saturday morning at the conference attendee breakfast. Nine O'Farrell staff members will be in attendance, and middle school Principal Jill Andersen is leading a table talk at the "It Takes a Leader" session for administrators.

#### Breakfast with Student Panel

Opening Guest Speaker and Moderator: Nyla Fritz, Principal, Einstein Middle School, Shoreline, WA

Student Panel: Students from The O'Farrell Charter School, San Diego, CA and Poinsettia Elementary, Carlsbad, CA

Daniel Morales-7th Grade  
 Aminah Morris-9th Grade  
 Aurora Sanchez-9th Grade

Cesar Lopez-9th Grade  
 Bethany Siosin-7th Grade  
 Anasazi Tarango Mims-12th Grade

<b>Elementary Update</b>		
<b>Date</b>	<b>Activity</b>	<b>Description</b>
11/3	Literacy Night	Our annual Literacy Night was a huge success - with appx. 250 people in attendance. Highlights of the night included stories and fun literacy-themed games, gingerbread cookie decorating, and free taco dinner. All students who attended received 2 free books, one bookmark, and a book poster. Our silent auction raised appx. \$1,000 as parents purchased great items such as book baskets, Disneyland tickets, museum tickets, and much more. Almost all items were donated to O'Farrell, and all proceeds go toward Elementary ASB for books in classrooms and activities.
11/19 & 20	Turkey Trot	Our annual turkey trot called for all our little Falcons to run a fun obstacle course the Thursday and Friday before Thanksgiving break. The top 10 finishers in each grade level took home a pie!
12/3	Winter Concert	All our students in grades YOK - 5 participate in our annual Winter Concert. Mr. Rauh prepares several numbers for our kids to perform, including a musical piece that the 5th grade class wrote themselves!
12/1 - 12/17	Canned Food Drive	Students earn community service and the chance to win a donut party by donating canned and non-perishable food items during our canned food drive. All food is donated to FSS and the San Diego Food Bank.
12/4 - 3/11	The Great Attendance Race	Students are encouraged to come to school every day during our Great Attendance Race: -Every students who is absent only 1 day between 12/4 and 3/11 are invited to a fun field trip in March. -The class with the best ADA each 6 weeks gets a donut party -Every student with perfect attendance every 6 weeks is invited to a pizza party

High School Update		
Date	Activity	Description
11/18	Turkey Trot	Students ran for the honor of their homebase in the 4th annual High School Turkey Trot. The first two homebases to cross the finish line with their homebase standard won a turkey donated by Mrs. Warren.
12/1	College Parent Night: Financial Aid	Seniors and their parents will be participating in a CalSOAP presentation on financial aid in the theater at 5:00pm. They will learn about all types of money for college and have time for questions and answers.
12/4	End of Grading Period	The end of the first grading period. Progress reports will be mailed home to parents/guardians.
12/8-12/17	Canned Food Drive	High school students wanted to give back and so ASB is facilitating a canned food drive. Students will be bringing in canned food for the the San Diego Food Bank during the holidays.
12/8-12/18	Letters to Soldiers	Students will also be giving back by writing letters to deployed servicemen and servicewomen.
12/17-19	Winter Play	The drama club will be performing Shakespeare's <i>Mid Summer Night's Dream</i> for three nights in the theater.

Middle School Update		
Date	Activity	Description
12/8/15	Music Concert	Our annual winter music concert will take place at 6:00 p.m. Enjoy performances from our middle school band and orchestra led by the amazing Linda Logan!
12/9/15	Secret Santa	Our annual secret Santa exchange for middle school teachers.
12/11/15	Pizza Parties	Pizza parties will take place for the homebase in each grade level that donated the most food in our annual food drive. In total, we donated over 1,000lbs of food to both the San Diego food bank and our own FSS food bank.
12/15, 16, 17	Awards Assemblies	Students will be honored for perfect attendance, Dean's List and Honor Roll.

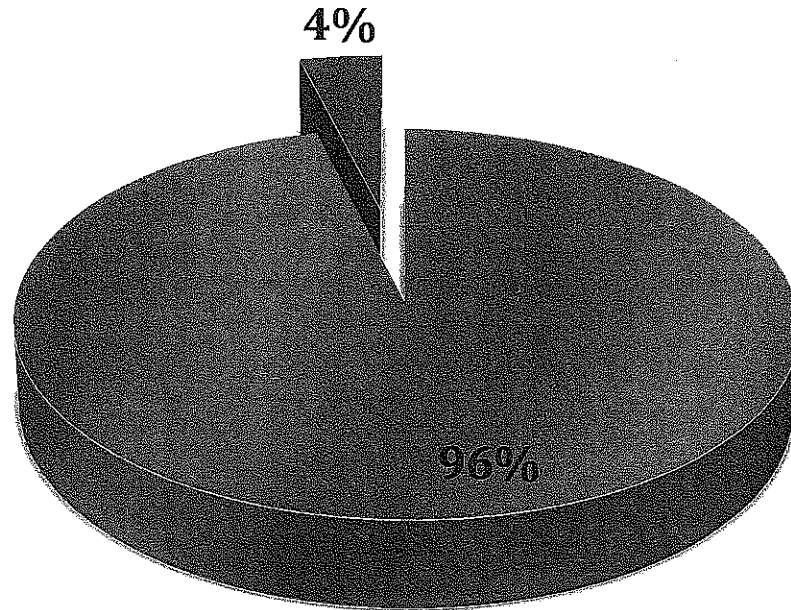
Ingenuity Update		
Date	Activity	Description
11/19	Community College Presentation	1st College presentation by Southwestern college including financial aid information
11/30	Additional Resource Center	Confirmed with Westfield shopping center @ Mission Valley about a possible Resource Center Location. Excellent transportation access and opportunity for work experience partnerships. On waitlist for site location availability.

12/01	NCB Funding determination due	Non-classroom based Funding Determination completed and submitted to the CDE
12/09	Science Labs	Second round of science labs to begin at EIS with 20 students
12/17	Community College Presentation	City College presentation of specific opportunities for newly added majors and extracurricular activities.
12/18	NWEA	Submit P1 attendance information to the district.

## 2015-2016 OCS Senior Applications

As of December 1st, 2015

■ Applied (86)   ■ Not Applied (4)



We are excited to report that 96% of our Seniors have applied to at least one 4-year University. Recorded, we have 86 seniors who have submitted a total of 323 applications to 67 different 4-year Universities. This number will continue to grow as they apply to more private and out of state schools. There have been smiles all across campus as students hit submit for the first time, the culmination of all their hard work being realized in a single moment. We have several students submitting applications this week and we anticipate reaching our goal of 100% by Friday, December 4th.

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Discussion Item 2**

**Charter Vision Board Report**

**For the period beginning in July 1, 2015 through October 31, 2015**



**Balance Sheet Summary**

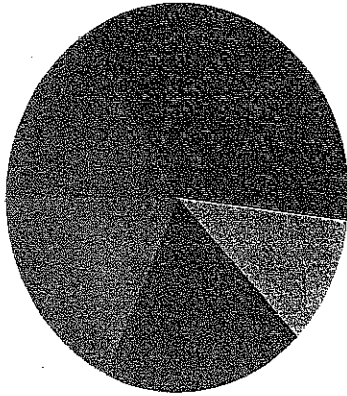
Liquidity Ratio	
<b>Assets</b>	
<b>Current Assets</b>	
Cash	\$6,931,803
Accounts Receivables	\$106,976
Prepaid Expenses	\$137,180
Other Current Assets	\$1,196
<i>Total Current Assets</i>	<i>\$7,177,154</i>
<b>Fixed Assets</b>	
Land	\$89,935
Buildings and Improvements	\$59,011
Computer Equipment	\$137,002
Furniture and Fixtures	\$51,230
Construction in Progress	\$2,747,292
Transportation Equipment	\$63,050
Accumulated Depreciation	(\$134,522)
<i>Total Fixed Assets</i>	<i>\$3,012,998</i>
<b>Other Assets</b>	
Security Deposits	\$1,367
<i>Total Other Assets</i>	<i>\$1,367</i>
<b>Total Assets</b>	<b>\$10,191,520</b>
<b>Liabilities and Net Assets</b>	
<b>Current Liabilities</b>	
Accounts Payable	\$138,488
Accrued Salaries, Payroll Taxes, Postemployment Benefits	\$201,586
Deposits held on behalf of other employees	\$109,967
<i>Total Current Liabilities</i>	<i>\$450,040</i>
<b>Long Term Liabilities</b>	
<i>Total Long Term Liabilities</i>	<i>\$0</i>
<i>Total Liabilities</i>	<i>\$450,040</i>
<b>Net Assets</b>	
Restricted Net Assets	\$169,273
Unrestricted Net Assets	\$9,196,104
Profit/Loss YTD	\$376,101
<i>Total Net Assets</i>	<i>\$9,741,479</i>
<b>Total Liabilities and Net Assets</b>	<b>\$10,191,520</b>

Revenue Limit	\$3,699,190	\$3,699,190	-	-	\$12,535,546	\$7,923,938
Federal Revenue	\$45,465	\$45,465	-	-	\$650,054	\$536,166
Other State Revenue	\$103,151	\$97,500	\$5,651	5.8%	\$977,103	\$844,650
Local Revenue	\$179,735	\$125,509	\$54,226	43.2%	\$979,370	\$800,236
Total Revenue	\$4,027,541	\$3,967,664	\$59,877	1.5%	\$15,142,673	\$10,104,989
Certificated Salaries	\$1,301,783	\$1,346,697	\$44,914	3.3%	\$5,882,617	\$3,925,539
Classified Salaries	\$393,033	\$381,332	(\$11,701)	-3.1%	\$1,244,332	\$720,751
Employee Benefits	\$702,967	\$743,673	\$40,706	5.5%	\$2,197,300	\$1,307,138
Total Personnel Expenses	\$2,397,784	\$2,471,702	\$73,918	3.0%	\$9,324,249	\$5,953,429
Books and Supplies	\$591,816	\$543,801	(\$48,015)	-8.8%	\$1,466,372	\$849,038
Services & Other Operating Expenses	\$661,840	\$717,840	\$56,000	7.8%	\$3,566,024	\$2,871,565
Capital Outlay	-	-	-	0.0%	-	-
Other Outgo	-	-	-	0.0%	-	-
Total Operational Expenses	\$1,253,656	\$1,261,641	\$7,985	0.6%	\$5,032,396	\$3,720,603
Total Expenses	\$3,651,440	\$3,733,343	\$81,903	2.2%	\$14,356,645	\$9,674,031
Net Income	\$376,101	\$234,322	\$141,780	60.5%	\$786,029	\$430,958

# Expenses By Category

Account Group	Description	Total	Percent
100	Certificated Salaries	\$1,301,783.35	35.65%
200	Classified Salaries	\$393,033.12	10.76%
300	Employee Benefits	\$702,967.11	19.25%
400	Books and Supplies	\$591,816.35	16.21%
500	Services & Other Operating Expenses	\$661,840.06	18.13%
<b>Total:</b>		<b>\$3,651,439.99</b>	

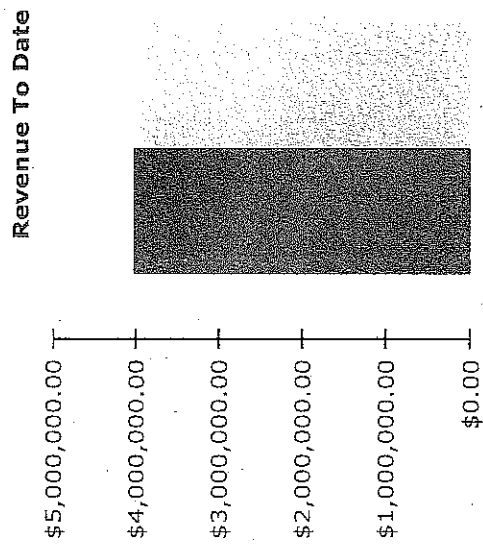
Expenses By Category



- Books and Supplies
- Certificated Salaries
- Classified Salaries
- Employee Benefits
- Services & Other Operating Expenses

**Book Balance: \$6,931,803**

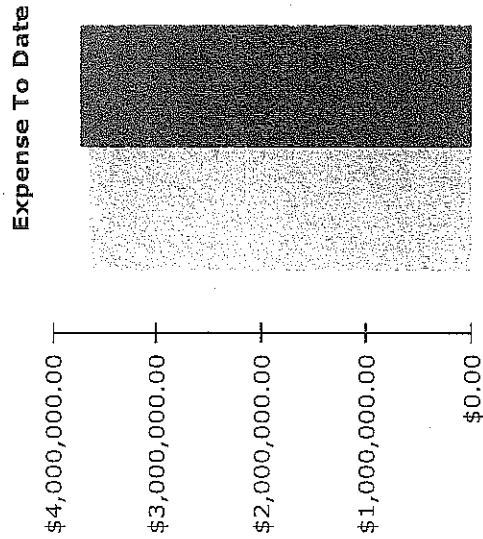
**Financial Snapshot**



Revenue \$4,027,541

Budget \$3,967,664

Revenue To Budget 102 %



Expense \$3,651,440

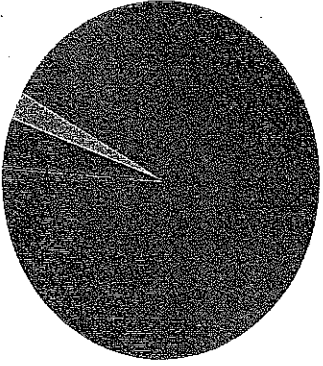
Budget \$3,733,343

Expense To Budget 98 %

**Revenue By Category**

Account Group	Description	Total	Percent
800	Revenue Limit	\$3,699,190.00	91.85%
820	Federal Revenue	\$45,465.00	1.13%
840	Other State Revenue	\$103,151.32	2.56%
870	Local Revenue	\$179,734.92	4.46%
<b>Total:</b>		<b>\$4,027,541.24</b>	

Revenue By Category



- Federal Revenue
- Local Revenue
- Other State Revenue
- Revenue Limit

Financial Ratio	Formula	Current	Target
Current Ratio (Liquidity)	(Current Assets) / (Current Liabilities)	15.95	> 1.00
Cash Ratio	(Cash) / (Current Liabilities)	1,540.26%	> 100.00%
Defensive Interval	(Cash + Securities + AR) / (Average Expenses past 12 months)	7.25	> 3 months
Debt Ratio	(Total Liabilities) / (Total Assets)	4.42%	< 33.00%
Asset Ratio	(Current Assets) / (Total Assets)	70.42%	> 50.00%
Cash on Hand	(Cash)	\$6,931,802.50	> = \$5,000,000.00
Days Cash on Hand	(Cash) / ((Average Expenses past 12 months) / (30.4))	217.03	> 90
Cash Reserve Ratio	(Cash) / (Budgeted Annual Expenses)	48.28%	> 10.00%
Savings Indicator	((Last Closed Revenue) - (Last Closed Expenses)) / (Last Closed Expenses)	0.14	> 0.00

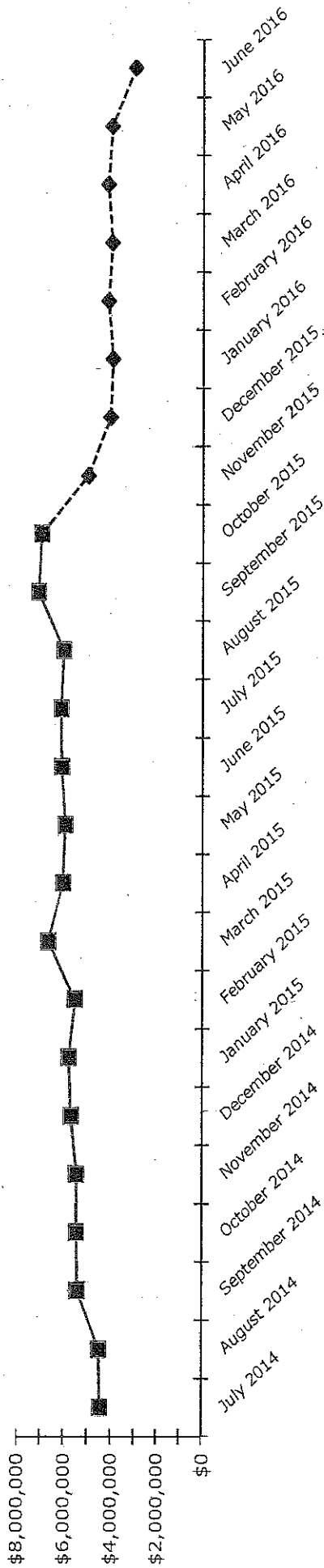
Description	Description
Current Ratio (Liquidity)	Ability to pay short-term obligations
Cash Ratio	Ability to meet short-term obligations with cash
Defensive Interval	Possible months of continued operations if no additional funds received
Debt Ratio	Proportion of debt relative to total assets
Asset Ratio	Proportion of liquid assets relative to total assets
Cash on Hand	Assets immediately convertible to cash for purchase of goods and services
Days Cash on Hand	Possible days of continued operations using current cash
Cash Reserve Ratio	Ratio of cash to annual expenses expressed as a percentage
Savings Indicator	Increase or decrease in the organization's net assets as a percentage of expenses

## Input Values as of 10/31/2015

Cash	\$6,931,802.50
Securities	-
AR	\$106,975.60
Current Assets	\$7,177,154.10
Total Assets	\$10,191,519.53
Current Liabilities	\$450,040.43
Total Liabilities	\$450,040.43
Last Closed Revenue	\$1,268,951.37
Last Closed Expenses	\$1,110,639.38
Budgeted Annual Expenses	\$14,356,644.78
Average Expenses past 12 months	\$970,961.71
Average monthly payroll expenses	\$599,445.90



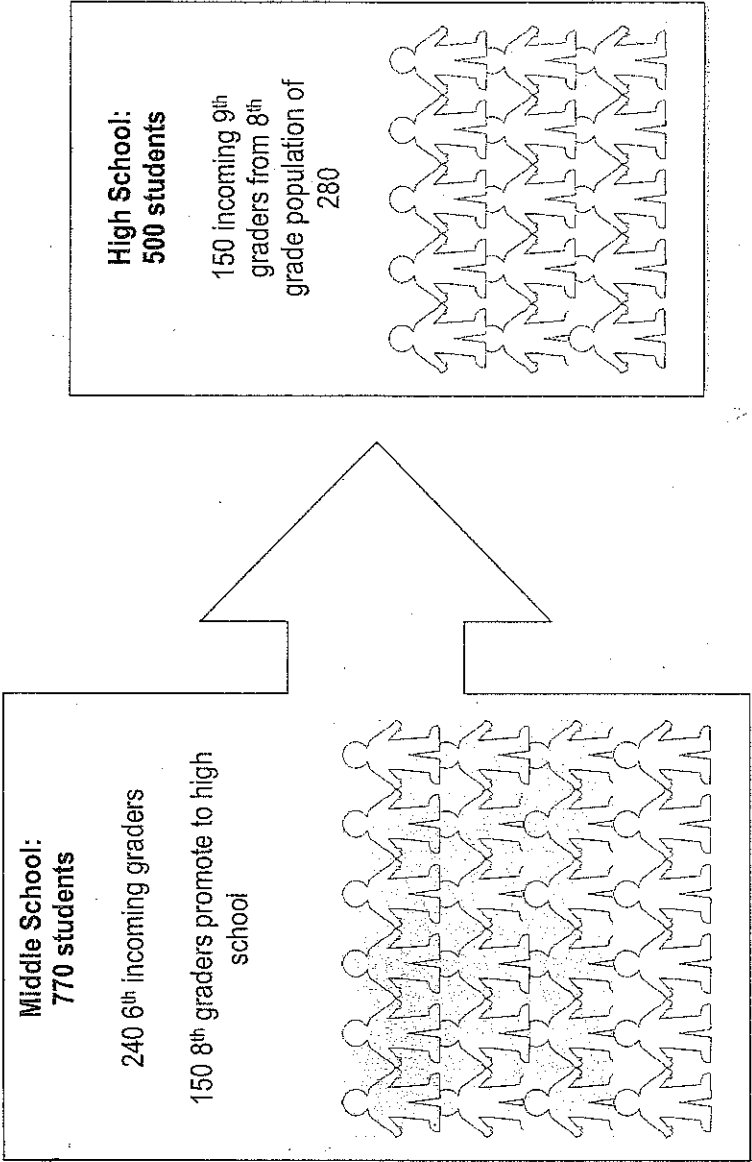
# Monthly Book Balance Over Time




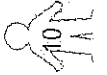
Month	Cash Amount	Actual or Projected	Actual or Projected
July 2014	\$4,434,927.59	Actual	Actual
August 2014	\$4,479,387.83	Actual	Actual
September 2014	\$5,404,768.75	Actual	Actual
October 2014	\$5,437,952.47	Actual	Actual
November 2014	\$5,429,737.96	Actual	Actual
December 2014	\$5,665,195.13	Actual	Actual
January 2015	\$5,761,392.18	Actual	Actual
February 2015	\$5,502,621.43	Actual	Actual
March 2015	\$6,640,734.48	Actual	Actual
April 2015	\$6,020,561.31	Actual	Actual
May 2015	\$5,914,404.73	Actual	Actual
June 2015	\$6,067,524.96	Actual	Actual
July 2015	\$6,092,789.99	Actual	Actual
August 2015	\$5,979,125.70	Actual	Actual
September 2015	\$7,057,885.60	Actual	Actual
October 2015	\$6,931,802.50	Actual	Actual
November 2015	\$4,962,000.00	Projected	Projected
December 2015	\$4,020,000.00	Projected	Projected
January 2016	\$3,920,000.00	Projected	Projected
February 2016	\$4,110,000.00	Projected	Projected
March 2016	\$3,950,000.00	Projected	Projected
April 2016	\$4,125,000.00	Projected	Projected
May 2016	\$3,950,150.00	Projected	Projected
June 2016	\$2,950,150.00	Projected	Projected

The O'Farrell Charter School  
(current model)

*cut off*



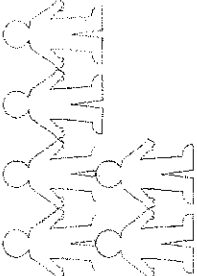
 Students matriculating on to next Academy

 Students O'Farrell has to recruit to obtain

The O'Farrell Charter School  
(with additional K-5 site)

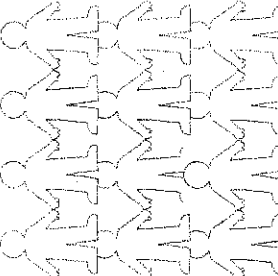
**O'Farrell Elementary School:**  
350 students

60 5<sup>th</sup> graders promote on to middle school



**Additional K-5 Site:**  
500-600 students

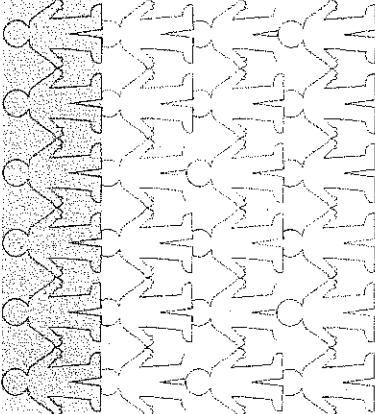
120 5<sup>th</sup> graders promote to middle school



**Middle School:**  
770 students

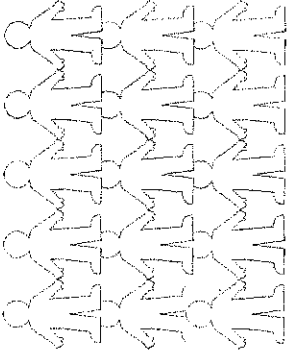
240 6<sup>th</sup> incoming graders


150 8<sup>th</sup> graders promote to high school



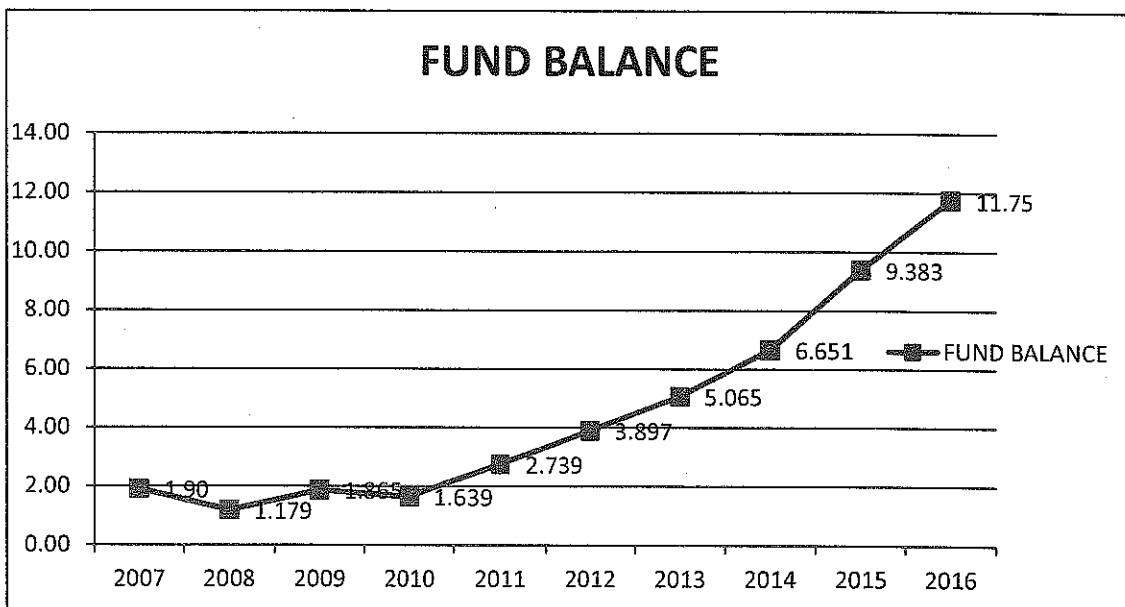
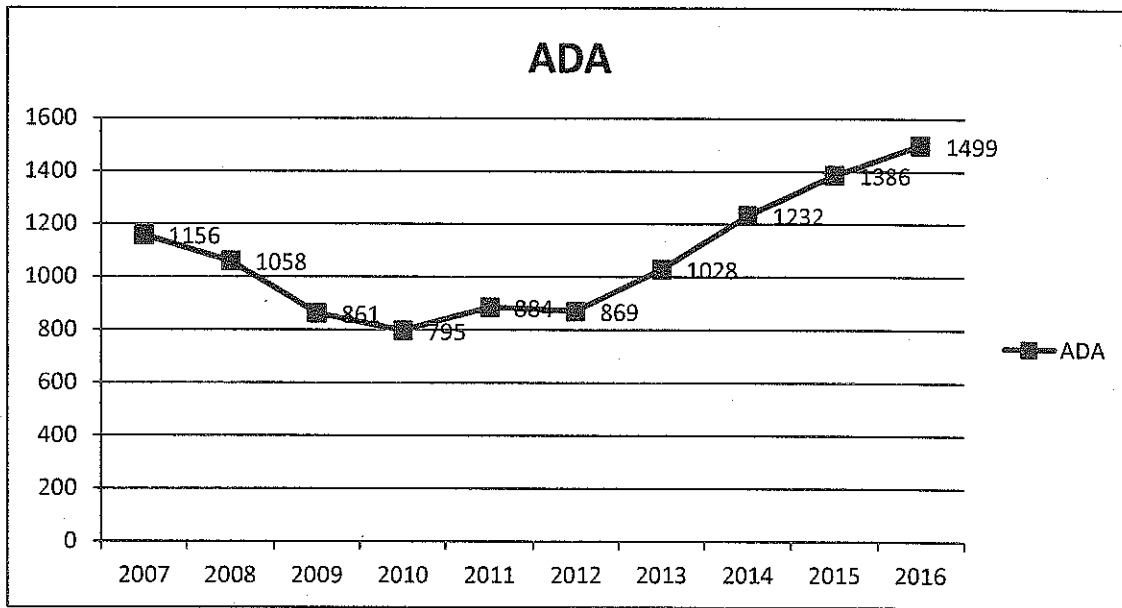
**High School:**  
500 students

150 incoming 9<sup>th</sup> graders from 8<sup>th</sup> grade population of 280



 Students matriculating on to next Academy

 Students O'Farrell has to recruit to obtain



**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Consent Calendar Item 1**

**RECOMMENDATION:** Approve the Minutes from the October 5, 2015 Board of Directors meeting.

**MINUTES**

**October 5, 2015**

**Members Present:** Christian Scott, Linda Logan (left at 7:11 pm), Tim Katzman, Delano Jones, Shar Dela Cruz, Agnes Barrelet

**Members Absent:** Salvador Rivera

**Guests:** Jill Andersen, Anne Mathews, Brian Rainey, Tiffany DeGraffenreid, Candace Austin, Duryea Jones, Leslie Warren, Sarah Norton, Samantha Pohaku, Brittney Hui, Katie Harris, Berenice Walker, Brian Schmidt, Susan Cuttitta, Lashae Collins, Jannel Jackson (parent), Janet Gilbert, Dani Kuzmanovic

**I. CALL TO ORDER**

Christian Scott called open session to order at 5:15 p.m.

**II. CLOSED SESSION**

Christian Scott called closed session to order at 5:16 p.m.

- 1. In accordance with Government Code Section 54957, the Board will meet in closed session to consider: PERSONNEL MATTERS**
- 2. In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS**
- 3. In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: SALARY AND HEALTH AND WELFARE MATTERS - [None]**

**RECONVENE TO OPEN SESSION**

Christian Scott reconvened to open session at 5:45 p.m.

**III. ACTION ITEMS CONSIDERED IN CLOSED SESSION**

- 1. In accordance with Government Code Section 54957, the Board will meet in closed session to consider: PERSONNEL MATTERS**  
No action taken.
- 2. In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS**  
No action taken.
- 3. In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: SALARY AND HEALTH AND WELFARE MATTERS - [None]**  
No action taken.

**IV. PLEDGE OF ALLEGIANCE**

Christian Scott let the pledge of allegiance.

**V. PUBLIC COMMENT**

The following employees addressed the Board of Directors regarding support for possible further expansion of The O'Farrell Charter Schools: Berenice Walker, Leslie Warren, Susan Cuttitta, Brian Schmidt, Sarah Norton, Duryea Jones and Katie Harris.

**VI. APPROVAL OF AGENDA**

Approved. Tim Katzman moved and Delano Jones seconded. Motion carried 6-0-0.

**VII. PRESENTATIONS**

**1. Principals – First Day of School**

Presentations were made by Anne Mathews, Jill Andersen, Brian Rainey and Tiffany DeGraffenreid.

**VIII. DISCUSSION ITEMS**

**1. Superintendent Announcements**

**2. Charter Vision Board Report**

**3. Continue dialog concerning possible expansion (handouts were handed out at the meeting)**

Christian Scott gave the board members a homework assignment to setup a timeline for the school expansion and also to give reasons of support to bring to the next board meeting.

**4. Spring 2015 CAASPP Results**

**5. Assessment Plan**

**IX. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS**

**1. Approval of Minutes from the September 14, 2015 Board of Directors meeting**

**2. Approve/ratify recommended actions on the personnel activity list**

**3. Approve/ratify check register**

Approved Delano Jones moved and Agnes Barrelet seconded. Motion carried 6-0-0.

**X. ACTION ITEMS**

**1. Approve contracts for eight Supplement Education Services providers for a cost not to exceed \$945.03 per pupil allotment for approximately 48 students for the 2015-2016 school year.**

Approved. Tim Katzman moved and Shar Dela Cruz seconded. Motion carried 6-0-0

Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Katzman

Nays: None

Absent: Rivera

Abstain: None

**2. Ratify the purchase of 350 Chromebooks for the elementary academy at a cost not to exceed \$127,713.00**

Approved. Agnes Barrelet moved and Linda Logan seconded. Motion carried 6-0-0.

Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Katzman

Nays: None

Absent: Rivera

Abstain: None

**3. Approve the 2015-2016 Comprehensive School Safety Plan for Ingenuity Charter School.**

Approved with revised table of contents. Tim Katzman moved and Shar Dela Cruz seconded. Motion carried 6-0-0.

Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Katzman

Nays: None

Absent: Rivera

Abstain: None

**4. Approve the Grade Validation Policy.**

Approved. Delano Jones moved and Agnes Barrelet seconded. Motion carried 6-0-0.

Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Katzman

Nays: None

Absent: Rivera

Abstain: None

**5. Approve the updates to The O'Farrell High School Graduation Requirements.**

Approved. Shar Dela Cruz moved and Tim Katzman seconded. Motion carried 6-0-0.

Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Katzman

Nays: None

Absent: Rivera

Abstain: None

**XI. ROUNDTABLE**

The board members had an in-depth discussion regarding the possible expansion of The O'Farrell Charter School.

**XII. ADJOURNMENT**

Christian Scott adjourned the board meeting at 7:45 pm.

**BOARD OF DIRECTORS AGENDA ITEM**  
**Agenda Date: December 7, 2015**  
**Consent Calendar Item 2**

**RECOMMENDATION:** Approve/Ratify Personnel Activity List

**NEW HIRES**

<b>Name</b>	<b>Position</b>	<b>Date</b>
Maytorena, Brian	Teacher – Middle School	10/15/15
Alcala, Margarita	Special Ed. Aide – Elementary	12/02/15
Trillo, Freddy	ELL Classroom Aide	12/02/15
Spatter, Corey	After School Program Coordinator	09/30/15

**RESIGNATION/NON-RENEWAL**

<b>Name</b>	<b>Position</b>	<b>Date</b>
Medina, Hector	ELL Classroom Aide	11/13/15
Pizza, Alexa	After School Aide	11/09/15
Hardin, Nicole	After School Program Coordinator	10/02/15

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Consent Calendar Item 3**

**RECOMMENDATION:** Ratify Monthly Check Registers

<b>General Account</b>				
<u>Check #</u>	<u>Date</u>	<u>Vendor Name</u>	<u>Transaction Description</u>	<u>Check Amount</u>
1146	10/1/2015	Jose's Mobil	PMI for school bus	\$447.00
1147	10/2/2015	Association of African American Educators	Registration for AAAE memberships	\$454.00
1149	10/2/2015	MLK	Permit/use of site	\$92.50
1150	10/13/2015	M&K 506 Enterprises, Inc.	School video	\$3,320.00
1151	10/13/2015	Plate Law Firm	Legal services	\$5,060.00
1152	10/13/2015	UC Regents	Registration for writing conference	\$150.00
1154	10/14/2015	Cameron Buker Photography	Photo services for open house	\$100.00
1155	10/16/2015	40 Acres and a Mind, Inc.	SES services	\$322.32
1156	10/30/2015	Fletcher Hills Printing	Forms for school site: uniform violation, referrals, SLP, passes	\$4,116.86



# O'Farrell Charter School Consolidated

Check Register 10/1/2015 through 10/31/2015

Payment Number	Payment Date	Payee Name	Rec Status	Check Amount	Account Description	Transaction Description	Invoiced GL Amount
10003005	10/2/2015	County of San Diego, Health & Human Serv. Agency	Cleared	\$91,652.00	Professional/Consulting Services and Operating Expenditures	Claim for Reimbursement: FY 2014-2015	\$91,652.00
10003006	10/2/2015	Public Employee Retirement System	Cleared	\$18,859.84	Accrued PERS	September 2015 PERS	\$18,859.84
10003007	10/2/2015	State Teachers Retirement System	Cleared	\$108,187.49	Accrued STRS	September 2015 STRS	\$108,187.49
10003008	10/5/2015	AVID Center	Cleared	\$3,585.00	Dues and Memberships	AVID Membership Fees / Weekly Subscriptions	\$3,585.00
10003009	10/5/2015	CDW-Government	Cleared	\$12,552.06	Noncapitalized Equipment	HP Laserjet Pro, AVER F50HS Cam, Samsung 850 Evo 500Gb	\$12,552.06
10003010	10/5/2015	Coastal Enterprises	Cleared	\$8,453.16	Noncapitalized Student Equipment	PE Uniforms for Students - Polyester Moistur Wicking	\$8,453.16
10003011	10/5/2015	Crescent Enterprise Solutions, Inc.	Cleared	\$129,936.00	Noncapitalized Equipment	400 HP chromebooks	\$129,936.00
10003012	10/5/2015	Houghton Mifflin Harcourt Publishing Co.	Cleared	\$6,241.54	Approved Textbooks and Core Curricula Materials	INTM1 Student Package	\$6,241.54
10003013	10/5/2015	KPM General Builders, Inc.	Cleared	\$1,205.00	Building Maintenance	Completion of Work: Plumbing	\$1,205.00
10003014	10/5/2015	San Diego Gas & Electric	Cleared	\$18,709.75	Utilities	Gas & Electric Charges 08/13/15 - 09/14/15	\$207.73
10003015	10/5/2015	Sound Therapies, Inc.	Cleared	\$2,208.32	Educational Consultants	Gas & Electric Charges 08/12/15 - 09/13/15	\$18,502.02
10003016	10/5/2015	School Outfitters	Cleared	\$2,031.13	Noncapitalized Equipment	August 2015 Speech & Language Services	\$2,208.32
10003017	10/5/2015	Staples Advantage	Cleared	\$2,704.32	Classroom Materials and Supplies	School Chair & Desk	\$2,031.13
10003018	10/6/2015	Accrediting Commission for Schools	Cleared	\$450.00	Dues and Memberships	INV 3276109434 - Binder	\$2,704.32
10003019	10/6/2015	Comm USA	Cleared	\$773.28	Noncapitalized Equipment	Substantive Change Visit Fee 2015-2016	\$450.00
10003020	10/6/2015	California Interscholastic Federation State Office	Cleared	\$708.45	Dues and Memberships	Mag One BPR40 150-174Mhz	\$773.28
10003021	10/6/2015	EDCO Disposal Corp	Cleared	\$773.25	Utilities	2015-16 CBED Membership Dues	\$708.45
						Sept 2015 Trash & Recycle Services	\$773.25

10003022	10/6/2015	Educational Data Systems	Cleared			Classroom Materials and Supplies	Grades K-12 Pre ID Labels, Set Up Fee	\$351.32		\$351.32
10003023	10/6/2015	The Hartford	Cleared		\$6,856.00	Worker Compensation Insurance	Workers Comp			\$6,856.00
10003024	10/6/2015	IXL Learning	Cleared		\$6,600.00	Classroom Materials and Supplies	1 Year IXL Site License			\$6,600.00
10003025	10/6/2015	Office Depot	Cleared		\$1,479.52	Classroom Materials and Supplies	Pencil, Marker, Pencils			\$51.18
						Classroom Materials and Supplies	Crayons			\$40.18
						Classroom Materials and Supplies	Crayons, Sharpener, Pencils, Stapler, Dispenser, punch, etc			\$1,092.24
						Materials and Supplies	Clipboards			\$84.11
						Materials and Supplies	Clipboard			\$25.01
						Classroom Materials and Supplies	Eraser Caps Pencil box (qty 4)			\$47.48
						Classroom Materials and Supplies	Ruler w/ Binder (qty 300)			\$139.32
10003026	10/6/2015	RICOH USA, INC.	Cleared		\$235.25	Equipment Rental/Lease Expense	Copier Lease 09/02/15 - 10/01/15			\$235.25
10003027	10/6/2015	Lauren Ramers	Cleared		\$104.60	Travel and Conferences	REIMB - Mileage			\$104.60
10003028	10/6/2015	Staples Advantage	Cleared		\$4,614.62	Classroom Materials and Supplies	Blue Binder			\$1,639.87
						Classroom Materials and Supplies	Blue Binder			\$1,419.77
						Classroom Materials and Supplies	Blue Binders			\$1,554.98
10003029	10/6/2015	Sharp Electronics Corporation	Cleared		\$1,152.84	Equipment Rental/Lease Expense	Black / Copies (Usage)			\$1,152.84
10003030	10/6/2015	San Diego County Office of Education	Cleared		\$50.00	Training and Development Expense	Annual Summit Registration Fee			\$50.00
10003031	10/6/2015	St. Augustine Cross Country	Outstanding		\$165.00	Classroom Materials and Supplies	Cross Country Meet Fee 10/02/2015			\$165.00
10003032	10/6/2015	Wilkinson Hadley King & Co. LLP	Cleared		\$4,935.00	Legal Services and Audit	2014-15 Audit Contract - 90% Progress Bill			\$4,935.00
10003033	10/6/2015	Waxie Sanitary Supply	Cleared		\$12,737.31	Materials and Supplies	Custodial Supplies for 15/16			\$12,737.31
10003034	10/6/2015	West Hills High Girls' Volleyball	Cleared		\$375.00	Dues and Memberships	Tournament Fee			\$375.00
10003035	10/9/2015	BKM OfficeWorks, LLC	Cleared		\$14,879.59	Computer Equipment	Tru Touch Multitouch Display, On board Computer, Mount ETC			\$14,879.59
10003036	10/9/2015	CDW-Government	Cleared		\$6,923.99	Noncapitalized Equipment	WTY 8 500gb LVO, DVRS			\$6,923.99
10003037	10/9/2015	Comm USA	Cleared		\$199.71	Noncapitalized Equipment	Batteries for Site Radios			\$199.71
10003038	10/9/2015	Kevin Eklund	Cleared		\$70.00	Professional/Consulting Services and Operating Expenditures	Volleyball Official 09/29/15			\$70.00

10003039	10/9/2015	Guardian	Cleared	\$15,730.07	Health & Welfare Benefits	September & October Dental Insurance	\$231.10
					Health & Welfare Benefits	September & October Dental Insurance	\$13,605.93
					Health & Welfare Benefits	September & October Dental Insurance	\$833.52
10003040	10/9/2015	iHeartMedia	Cleared	\$11,326.00	Advertising/Recruiting	September & October Dental Insurance	\$1,059.52
					Advertising/Recruiting	Radio Ads for ingenuity	\$9,396.00
10003041	10/9/2015	Lifesavers CPR / First Aid Training	Outstanding	\$1,000.00	Travel and Conferences	Radio Open House Broadcasting	\$1,930.00
10003042	10/9/2015	Multiple Measures, LLC	Cleared	\$1,456.00	Materials and Supplies	CPR Class for 25 Students	\$1,000.00
10003043	10/9/2015	Metin Meral	Outstanding	\$59.00	Professional/Consulting Services and Operating Expenditures	MMARs 2014-15 Software Access License	\$59.00
10003044	10/9/2015	Samantha Pohaku	Cleared	\$134.00	Travel and Conferences	Volleyball Official 09/28/15	\$134.00
10003045	10/9/2015	San Diego Facility Maintenance, Inc	Cleared	\$14,195.34	Operation and Housekeeping Services	REIMB - Travel & Parking Expenses - Eldorado Meeting	\$14,195.34
10003046	10/9/2015	San Diego Facility Maintenance, Inc	Cleared	\$1,208.00	Operation and Housekeeping Services	Janitorial Service - Setpember 2015	\$1,013.00
					Operation and Housekeeping Services	Monthly Janitorial Service - September 2015 Add' l Rooms	\$195.00
10003047	10/9/2015	Sound Therapies, Inc.	Cleared	\$8,833.28	Educational Consultants	Monthly Janitorial Service - September 2015 Add' l Rooms	\$8,833.28
10003048	10/14/2015	Teach For America	Cleared	\$20,000.00	Professional/Consulting Services and Operating Expenditures	September 2015 Speech & Language Services	\$20,000.00
10003049	10/22/2015	Sharp Health Plan	Cleared	\$61,664.38	Health & Welfare Benefits	Services Rendered for 15/16 School Year	\$1,089.33
					Health & Welfare Benefits	November 2015 Health Ins.	\$3,875.18
					Health & Welfare Benefits	November 2015 Health Ins.	\$3,812.75
					Health & Welfare Benefits	November 2015 Health Ins.	\$178.58
					Health & Welfare Benefits	November 2015 Health Ins.	\$51,994.22
10003050	10/23/2015	YMCA Overnight Camps	Cleared	\$16,875.00	Student Transportation/Field Trips	November 2015 Health Ins.	\$535.74
					Student Transportation/Field Trips	November 2015 Health Ins.	\$178.58
10003051	10/26/2015	Capital Growth Properties	Cleared	\$1,215.00	Space Rental/Leases Expense	November 2015 Health Ins.	\$10,715.62
					Space Rental/Leases Expense	Pmt for 9th Grade Retreat 9/16/15 - 9/18/15	\$6,159.38
					Space Rental/Leases Expense	Pmt for 9th Grade Retreat 9/16/15 - 9/18/15	\$1,215.00

10003052	10/26/2015	Jill Andersen	Cleared	\$31.84	Materials and Supplies	REIMB - Marshmallows for retreat, Book "Art of Coaching"	\$31.84
10003053	10/26/2015	CDW-Government	Cleared	\$863.80	Noncapitalized Equipment	HP Color Lasejet Pro MFP	\$680.44
10003054	10/26/2015	Comm USA	Cleared	\$787.59	Noncapitalized Equipment	Intel 17-4790K	\$372.08
10003055	10/26/2015	CA Charter Schools Conference Registration	Cleared	\$700.00	Travel and Conferences	Radios for School Site	\$787.59
10003056	10/26/2015	Coole School	Cleared	\$1,635.90	Classroom Materials and Supplies	Reg Fee for 2 attendees Conf # 14048369, 14048370	\$700.00
10003057	10/26/2015	Carolina Biological Supply Company	Cleared	\$236.14	Classroom Materials and Supplies	Secondary Planner (qty 15)	\$1,635.90
10003058	10/26/2015	Tiffany DeGraffenreid	Cleared	\$66.63	Materials and Supplies	HS Science Materials	\$236.14
10003059	10/26/2015	Del Lago Academy	Cleared	\$340.00	Student Transportation/Field Trips	REIMB - Water & Napkins for Open House	\$66.63
10003060	10/26/2015	Yvette Gurrola	Cleared	\$20.00	All Other Local Revenue	Basketball Tournament Fee	\$340.00
10003061	10/26/2015	Houghton Mifflin Harcourt Publishing Co.	Cleared	\$121.40	Approved Textbooks and Core Curricula Materials	Refund for Camp - PE Uniform Refund	\$20.00
10003062	10/26/2015	Cameron Hord	Cleared	\$129.49	Travel and Conferences	Hmh Coll Int Ol Te 3Y GR11 & 12	\$121.40
10003063	10/26/2015	Image Maker 4U, Inc.	Cleared	\$310.00	Materials and Supplies	REIMB - Food for CHIME Conference	\$129.49
10003064	10/26/2015	Jose's Mobil	Cleared	\$105.00	Student Transportation/Field Trips	League Champion Banner/ Vinyl; Boys BB 2015/ Girls T&F 2013	\$310.00
10003065	10/26/2015	McGraw-Hill School Education LLC	Cleared	\$484.32	Approved Textbooks and Core Curricula Materials	1 PMI for Bus	\$105.00
10003066	10/26/2015	Metropolitan Transit System (MTS)	Cleared	\$2,128.00	Student Transportation/Field Trips	Gr K Reading Textbooks, qty 20	\$242.78
					Approved Textbooks and Core Curricula Materials	Science Workbook for Gr K	\$103.52
					Approved Textbooks and Core Curricula Materials	Science Gr 1 Textbooks	\$138.02
					Student Transportation/Field Trips	September 2015 Bus Passes	\$2,128.00

10003067	10/26/2015	Office Depot	Cleared	\$4,144.63	Classroom Materials and Supplies	Pencil Pouches for Students	\$588.60
					Classroom Materials and Supplies	Dividers for Students	\$1,398.60
					Materials and Supplies	Stpirs, Stamps, Pens, Sharpener, Folders, etc- Rm Supplies	\$730.94
					Noncapitalized Equipment	StarTech.com - Cables for IT Dept	\$855.60
					Noncapitalized Equipment	Chairs for AP & Admin	\$570.89
10003068	10/26/2015	Promethean, Inc.	Cleared	\$12,259.85	Computer Equipment	2 Mobile Unit Promethean Boards	\$12,259.85
10003069	10/26/2015	School Outfitters	Cleared	\$243.41	Noncapitalized Equipment	Bulletin Board for 110	\$243.41
10003070	10/26/2015	TCR Services	Cleared	\$278.61	Equipment Rental/Lease Expense	Printer Usage for August 2015	\$278.61
10003071	10/26/2015	Waxie Sanitary Supply	Cleared	\$379.82	Materials and Supplies	Custodial Supplies: (2 Cases) Stainless Steel Cleaner	\$101.78
					Materials and Supplies	Custodial Supplies: (5 cases) Glass Cleaner	\$278.04
10003072	10/29/2015	Charter School Management Corporation	Cleared	\$137,180.00	Prepaid Expenses	Business Back Office Monthly Support & Powerschool 16-17	\$20,000.00
					Prepaid Expenses	Business Back Office Monthly Support & Powerschool 16-17	\$117,180.00
10003073	10/29/2015	PSAT/NMSQT	Cleared	\$2,385.00	Materials and Supplies	PSAT/NMQST Fall 2015	\$2,385.00
<b>Total Check Amount</b>				<b>\$803,350.52</b>			<b>\$789,476.56</b>

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Consent Calendar Item 4**

**RECOMMENDATION:** Approve the sale/disposal of two golf carts from inventory.

**BACKGROUND INFORMATION:**

Theses golf carts are inoperative for many years and it is too expensive to fix them.

**CURRENT INFORMATION:**

The O'Farrell Charter School has the following items for sale/disposal:

Two (2) Yamaha Truxter Golf Carts

SN: JG5-403834

SN: JG5-403566

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Consent Calendar Item 5**

**RECOMMENDATION:** Accept the donation of \$1,000.00 from Price Philanthropies Foundation.

**CURRENT INFORMATION:**

This donation was awarded at the discretion of Natalie Rios for the purpose of Ms. Shannon Dailey's kindergarten classroom.

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Consent Calendar Item 6**

**RECOMMENDATION:** Ratify the 2016-17 school year award of contract with CSMC for back office services and subsequent payments in the amounts of \$20,000 for 2016-17 school year back office services for Ingenuity and \$117,180 for 2016-17 school year back office services and PowerSchool services for O'Farrell Charter.

**BACKGROUND INFORMATION:**

On April 11, 2010, O'Farrell Charter contracted with CSMC since the 2011-12 school year through the year ending June 2014 to remain unchanged at \$85,000 per year.

On April 14, 2014, the Board of Directors awarded the renewal for July 2014 through June 2015 with a discount of \$6,000 for a one-time payment amount of \$102,000.

On April 13, 2015, the Board of Directors awarded CSMC the contract for Ingenuity Charter to setup their services for July 1, 2015 through June 30, 2016 for an ongoing monthly fee of \$2,500.

**CURRENT INFORMATION:**

The original monthly contracted price for O'Farrell was \$10,500 per month and \$2,500 per month for Ingenuity for the July 2016-June 2017 period.

In consideration of a prepayment for contract services for upon acceptance of this agreement, CSMC offers a discount for a One-Time payment amount of \$137,180 a savings of \$18,500.



# CSMC

**Charter School Management Corporation**

*Helping Charter Schools Succeed*

October 27, 2015

Addendum to Contract between The O'Farrell Charter Schools and Ingenuity Charter and Charter School Management Corporation for the period July 2016 through June 2017.

The original monthly contracted price is \$10,500 per month for the July 2016 – June 2017 period, for O'Farrell, and \$2,500 per month for Ingenuity

In consideration of a prepayment for contracted services upon acceptance of this agreement, CSMC offers a discount for a One Time payment amount of \$137,180

All other contract terms and obligation remains unchanged.

CSMC  
40925 County Center Drive  
Temecula, CA 92591

The O'Farrell Charter Schools  
6130 Skyline Street  
San Diego, CA 92114

Signatures

\_\_\_\_\_  
Sandro Lanni, President  
CSMC

\_\_\_\_\_  
Jonathan Dean, Executive Director  
The O'Farrell Charter Schools

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# CSMC

*Charter School Management Corporation  
Helping Charter Schools Succeed  
Corporate Headquarters  
40925 County Center Drive  
Temecula, CA 92591*

July 1, 2015

**Services Agreement for Ingenuity Charter School (O'Farrell)**

This Services Agreement ("Agreement") for charter school business support services is between the Charter School Management Corporation (hereinafter referred to as "CSMC") and *ICS* (hereinafter referred to as "Customer" or "you"). CSMC and *ICS* are each individually a "party" and sometimes referred to collectively as the "parties."

The parties to this Agreement understand that this is an agreement whereby *ICS* desires to retain CSMC, because of CSMC's expertise, prior experience and comprehensive service offerings, as they relate to *ICS* operation of one or more charter schools, and that CSMC desires to provide expertise for the benefit of *ICS* using its knowledge, skills, experience and abilities.



## CSMC Scope of Service Summary

### Summary of *Ingenuity* Charter School (O'Farrell)

The following information regarding *ICS* operations, size and authorizing agency(ies) has been provided by *ICS*, and CSMC may rely on such information.

Number of schools = 1

Approximate number of students\* = 250

Authorizing agency or agencies = San Diego Unified

### Summary of services offered within:

- Back-Office Services
- Charter Vision Access

### Contract Period:

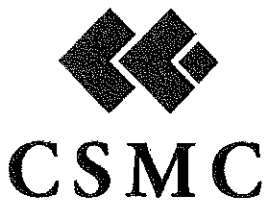
The Contract Period shall be *July 1, 2016* through *June 30, 2017*

### Summary of Pricing:

Setup Fee = \$ 0

Ongoing Monthly Fee = \$ 2,500

\*The pricing set forth above is predicated on CSMC's understanding of *ICS*'s support needs, based on *ICS*' representations. If *ICS*'s number of students is appreciably higher from this number, CSMC will adjust its fees accordingly. With that principle in mind, CSMC will use reasonable efforts to modify elements of its program to accommodate *ICS*' changing needs.



## CSMC Scope of Services

In order to support ICS, CSMC shall provide the following specific services (defined below as the "Services"):

### 1) Fiscal

- a) **Bookkeeping Support** – Utilizing an enterprise-quality bookkeeping system from Sage, one of the country's largest bookkeeping software companies, CSMC will provide a complete bookkeeping solution to ICS. Specifically, CSMC will:
  - i) **Chart of Accounts** – Create a Standard Account Code Structure (SACS) and Generally Accepted Accounting Principles (GAAP) compliant and ICS tailored Chart of Accounts.
  - ii) **General Ledger** – Create and maintain SACS and GAAP compliant General Ledger. CSMC will modify, revise, and incorporate more or less detail in account code structure as requested by ICS.
  - iii) **Accounts Receivable** – Monitor receipt of revenues tied to budget and expected entitlements. Includes all collection activities necessary to obtain past due funding.
  - iv) **Accounts Payable** – Process all vendor invoices and payments. Includes utilizing GAAP system for verification, approval, and payment. System includes utilization of AP batch approvals, and check register reviews. Includes preparation of all 1099's.
  - v) **Fund / Restricted Accounts** – Track restricted revenues (e.g. Title I) and/or other revenues client requests in writing that CSMC separately track (e.g. parent fundraising) and corresponding expenditures via unique account coding to yield separate net income / loss per account.
- b) **Fixed Assets and Inventory Control** – Create and maintain asset tracking and depreciation schedule system which is integrated into the General Ledger.

### 2) Payroll

- a) **Payroll setup** – Based upon the payroll information from ICS, CSMC will enter each full- and part-time employee into an enterprise-class payroll service, for purposes of calculating appropriate withholdings, taxes and other deductions. ICS will be responsible for paying the payroll service's fees directly.
- b) **Payroll processing** – Includes updating, maintenance, and regular, emergency and special payroll entry, as requested by ICS. Payroll processing includes all of



the following:

- i. Complete STRS and PERS reporting through the County Office of Education. Please note that some Counties or Districts charge a fee to charter schools to transmit STRS and PERS information to the STRS and PERS systems. If the county or district charges such a fee, ICS will be responsible for paying this fee directly.
  - ii. Voluntary Deductions (e.g. 403(b))
  - iii. Distribution of pay warrants and direct deposit administration
  - iv. Distribution of W2's
  - v. Processing of Worker's Compensation
  - vi. Salary adjustments
  - vii. Verify Budget Numbers, Dates and Rates of Pay
  - viii. Prepare and Maintain Annual Calendars
  - ix. Process Exit Forms (resignations, terminations, etc.)
- c) **Insurance services and coordination** – CSMC will act as the bookkeeping liaison for workers compensation and Health and Welfare policies. CSMC will assist in the selection of insurance service providers (if requested by school), emphasizing selecting a provider that will provide high value support to the charter school.

### 3) External Reporting

- a) **Preparation and data submittal of required budget reports in SACS format** – includes 1<sup>st</sup> Interim, 2<sup>nd</sup> Interim, next year proposed, and unaudited actual to district, county and state entities.
- b) **Attendance** – includes preparation and data submittal of Period 1 (P1), Period 2 (P2), and annual (P Final) attendance reports to district, county and state entities.
- c) **Audit** – CSMC will act as the lead point of contact with ICS's auditor and will work with the auditor through finalization of the audit report. Based on completion of consolidated financial statement audit, CSMC will coordinate the preparation and submission of Federal Form 990 and California Form 199 by applicable deadlines with external accounting firm.
- d) **Categorical program budgeting and oversight** – separate fund tracking for all restricted or categorically relevant programs.



- e) **Consolidated Application** – If ICS wishes to apply, CSMC will complete Parts 1 and 2 of the No Child Left Behind Consolidated Application, which is used to apply for federal Title funds (e.g. Title I). Additionally, CSMC will provide assistance during the audit required by the Single Audit Act of 1984.
- f) **National School Lunch Program (NSLP)** – If your school participates in this program, CSMC will assist with NSLP bookkeeping, submission of monthly food program reimbursement forms and completion of required annual reports.
- g) **CBEDS** – Assist schools in the completion of their School Information Form for Independently Reporting Charter Schools CBEDS annual survey.
- h) **General Reporting** – includes any necessary grant, award, program, state, county, and district report related to financial, or operating activity. This section does not apply to CALPADS data reporting.

#### 4) **Internal Reporting and Budgeting**

- a) **Budgeting/Cash Flow** – CSMC collaboratively with ICS shall develop and modify both current and future year budgets and pro forma cash flow models. All state mandated development and adoption timelines shall be incorporated into the planning process. At least one budget revision shall occur each year upon certification of the P1 report. Other modifications are to be performed as necessary or requested by ICS, including for strategic planning purposes. In today's challenging economic times, it is crucial that the budget is constantly reviewed and modified as needed; therefore, **there are no limits to the number of budget revisions that may be requested by ICS.** Cash flow timing and Budget to Actual reporting on a monthly basis shall be reported to ICS.
- b) **Internal Monthly Reporting** – Please note that CSMC's Charter Vision® web portal (described in item #5 below) provides anytime, anywhere client access to dozens of detailed financial reports. In addition to this, CSMC will create and send to ICS *monthly* reports including:
  - i) Budget to actual income statement
  - ii) Balance sheet
  - iii) Cash flow projections
  - iv) Fiscal analysis and commentary as applicable
- c) **Board Meeting Support** – CSMC's School Business Manager will be available as requested for ICS's board meetings to present financial reports and/or answer financial questions (by teleconference or in person). There is no limitation to the



number of times ICS may request the School Business Manager's attendance – on average, CSMC's clients tend to request the School Business Manager's presence every other month. Additionally, CSMC will provide your board of directors with training and access to our Charter Vision system. This will allow the board to retrieve financial statements and "board reports" 24 hours a day, 7 days a week.

#### 5) Charter Vision®

- a) Charter Vision is CSMC's online, client-specific business information portal. Charter Vision has your school's latest and detailed financial metrics and reports, upcoming deadlines, shared document templates, latest announcements, and upcoming deadlines. Access this portal anywhere, anytime. CSMC believes this is a great tool for increasing access and transparency to internal constituents. For instance, charter school board members can access the latest board and financial reports directly through Charter Vision. School may add as many licenses and grant access to an unlimited number of people at **no charge**.

#### 6) Policies

- a) **Fiscal/Operating Procedures** – With the collaboration of ICS, CSMC will assist in the development and maintenance of fiscal and operating procedures and control policies.

#### 7) Client Support

- a) **Client Support** – At ICS's written request, CSMC will provide assistance with funding, budgeting, strategy, fiscal control, or other operational/financial questions or issues.

#### 8) Charter Development and GRANTS Administration

- a) **Grants** – Track direct and allocate costs to grants.
- b) **Charter Renewal** – On a separate fee basis, CSMC will assist with a charter petition for renewal.

#### Fees

##### **One-Time Setup Fee – \$ 0**

This fee includes all of the activities necessary to get your information into the CSMC system to enable the above services. This includes such information as:



1. Exporting information from your current bookkeeping system (if you are an operating charter school) or gathering initial bookkeeping information (if you are a new school) into our enterprise-quality software system
2. Working with you to input all of your employees' personal- and compensation-related information into our payroll system
3. Identifying all of the revenue programs your school is possibly eligible for, assisting you to make strategic decisions about which ones to pursue, and helping you to apply to any you might have missed to ensure your school receives as much revenue as possible
4. Projecting your cash flow needs for the upcoming contract period and helping you start identifying possible ways of surviving any gaps
5. Identifying which financial reports you would like to see on an ongoing basis to help you make the best strategic decisions and keep other stakeholders informed
6. Assessing your current operational and financial policies, comparing them to current best practices, and improving those that need to be updated
7. Ensure that you are comfortable with how CSMC will support you and answer any of your initial questions

### **Scope of Specific Services**

The specific services, work and tasks set forth above shall collectively be referred to as the "Services." CSMC shall only be required to perform the Services, and shall not be required to perform any services, work or tasks other than the Services. If CSMC does perform services, work or tasks other than the Services, CSMC will not be required to do so in the future, and CSMC may with the consent of Customer seek reimbursement or payment from Customer for such services, work or tasks. Each agreement is different, and Customer acknowledges and agrees that the Services that CSMC is required to perform under this Agreement do not include all of the services CSMC has the ability to perform, and specifically does not include every service referred to or listed in CSMC's website ([www.csmci.com](http://www.csmci.com)) or other materials.



### **Term of Agreement**

The term of this Agreement and CSMC's obligation to perform the Services will begin on July 1, 2016 ("Start Date") and will be deemed automatically renewed on the annual anniversary of the Start Date, unless either party provides the other party with written notice 45 days in advance of the next anniversary of the Start Date of its intent to not renew this Agreement. If CSMC does not physically receive such a notice of non-renewal prior to or on the 45<sup>th</sup> day before the next Start Date, then CSMC may rely on the automatic renewal of the term of this Agreement. However, in no event shall the term of this Agreement exceed the charter of ICS.

### **Parties – No Agency**

This Agreement is not intended to, and shall not be construed to create the relationship of agent, employee, partnership, or joint venture, or any other relationship other than independent contractor between CSMC and ICS. CSMC shall be free to provide similar services for other clients.

### **Communication Between the Parties**

ICS will direct all communication to the CSMC Account Manager and CSMC will direct all communication to ICS's designated primary contact, unless either party designates another representative and provides written notification of the change to the other party. CSMC agrees to keep all communication and work product with ICS confidential to the allowable extent of State and Federal Law.

### **Parties Are Sole Obligor**

This Agreement is entered into by the ICS for itself alone and not on behalf of, or as an agent for, any other entity, agency, school, or school district. Any obligation of the parties to this Agreement is and shall remain the sole responsibility of the parties. CSMC agrees that no employee, executive, shareholder or director of ICS shall be personally liable for payment or any breach of this Agreement, and that CSMC may only look to ICS for payment or performance of the obligations required under this Agreement. Likewise, ICS agrees that no employee, executive, shareholder or



director of CSMC shall be personally liable for payment or any breach of this Agreement, and that ICS may only look to CSMC for payment or performance of the obligations required under this Agreement. In addition, CSMC will be providing Services only to Customer, and will not be required to perform work or services to any company or person affiliated with Customer.

#### **Document Retention**

Customer agrees that it will be responsible for providing CSMC with all records pertinent to the Services, including information stored electronically such as e-mails and other computerized records. Customer agrees to retain, and not destroy, its records for the duration of any period mandated by applicable laws. CSMC shall retain its files for 3 years, after which time CSMC shall destroy its files unless Customer requests in writing that CSMC retain files for shorter or longer retention period.

#### **No Guarantee – Limitation to Services and Exclusion of Liability for Other Work**

CSMC cannot guarantee that the Services it provides under this Agreement will yield the results sought by ICS. CSMC will use good faith efforts in providing Services to secure the reasonable objectives sought by ICS during CSMC's performance of its Services under this Agreement. ICS understands and agrees that it is retaining CSMC to perform only those Services listed above and defined in this Agreement as the Services. ICS agrees that CSMC will have no liability for, or indemnity obligations arising out of, CSMC's provision of any services, task or work not included within the definition of Services.

#### **No Liability for Referral**

The Services which CSMC is required to perform under this Agreement do not include referring Customer to any other service provider, person or company. However, from time to time, customers sometimes seek a referral from CSMC. Customer acknowledges and agrees that if it seeks a referral from CSMC, Customer shall be responsible for interviewing, researching, and retaining any such service provider, person or company; and Customer shall rely on its own assessment in making any hiring decision. CSMC does not warrant or guarantee the services, work or results of any service provider, person or company which CSMC may refer to Customer.

#### **CSMC's Right to Rely**



In performing the Services under this contract, CSMC has the right to rely upon the truthfulness, completeness and accuracy of the information and data provided to CSMC by ICS, its directors, officers, employees and agents. CSMC shall not be expected to, and ICS may not rely on CSMC to, disclose errors, fraudulent financial reporting, and misappropriation of assets, or illegal acts that may exist at one or more schools or offices operated by Customer. ICS understands and agrees that CSMC has no responsibility to identify and communicate deficiencies in ICS's internal controls as part of CSMC's provision of Services under this Agreement. In addition, ICS shall have the responsibility to promptly notify CSMC of any material change in ICS or ICS's operations that might impact CSMC's ability to provide the Services under this Agreement.

#### **Assignment**

This Agreement is not assignable without the written consent of the parties hereto.

#### **ICS's Direction - Indemnification**

ICS acknowledges that by providing the Services, CSMC performs an advisory and task-related function, and therefore provides the Services at the direction of ICS. ICS retains ultimate decision-making authority on the execution of agreements, transactions and payments, and the determination of rights, processes, controls and obligations rest entirely within the discretion and control ICS. To the extent that ICS properly directs CSMC, and to the extent that CSMC fails to properly perform the Services, CSMC shall indemnify and hold ICS and its officers and employees harmless from and shall defend at its own expense all claims, demands, or suits at law or equity arising in whole or in part, but only to the extent that they arise from CSMC's active negligence or express breach of its obligations under this Agreement. Nothing in this Agreement shall require CSMC to indemnify ICS against claims, demands or suits based upon intentional or negligent acts of ICS, its agents, officers or employees.

#### **Professional Services Exclusion**

Customer acknowledges and agrees that CSMC does not provide legal services or licensed accounting services, and that those and other licensed professional services are not included within the Services which CSMC is required to provide under this Agreement. Customer agrees to consult a lawyer and/or licensed accountant if Customer seeks legal or accounting advice, and shall not rely on CSMC for such advice, consultation or services.

#### **Charter Revocation, Notice to Cure, or Closure**



Unless included within the definition of Services for which CSMC is responsible under this Agreement, CSMC shall not be responsible to do any work or perform services related to any charter revocation, notice to cure or related notices; nor shall CSMC be responsible for doing any work or performing any services related to any closure of any school operated by Customer.

#### **Customer's Premises/Facilities**

Customer agrees that it, and not CSMC, is responsible for the physical premises and facilities Customer operates, including whether those premises/facilities comply with the American Disabilities Act and any other applicable statutes or regulations. Customer is responsible for complying with all applicable health and fire code requirements and zoning laws. Customer shall maintain all local approvals including applicable fire marshal clearances, certificates of occupancy, signed building permit inspections and approved zoning variances.

#### **Customer's Insurance Responsibility**

Customer represents and warrants that it has obtained property general liability insurance, workers' compensation insurance, automobile insurance (to the extent applicable), and insurance coverage for negligence, errors and omissions/educators legal liability, abuse and molestation, and employment practices liability.

#### **No Employee Raiding**

Customer recognizes and acknowledges that CSMC expends considerable time and effort and incurs substantial expense in recruiting and retaining qualified personnel. Customer agrees to not hire as an employee or independent contractor, either directly or indirectly, any employee of CSMC during the term of this Agreement and for period of one hundred twenty (120) days after such person's termination of employment with CSMC. Customer agrees that a breach of the foregoing restriction would cause irreparable harm to CSMC's business and the damages therefrom would be difficult if not impossible to measure. Consequently, if Customer breaches this provision, Customer will pay to CSMC liquidated damages fixed at twenty-five percent (25%) of the CSMC employee's yearly compensation, or projected yearly compensation, at the time of any such breach.

#### **Termination of Agreement**

ICS may terminate this Agreement without cause by providing written notice of cancellation to CSMC at least 30 days prior to cancellation. Within 15 days of transmittal of a cancellation notice, ICS shall pay to CSMC all unpaid fees and ICS



shall reimburse CSMC for all costs incurred by ICS to provide the Services. The parties agree that those reimbursable costs would be difficult to calculate and therefore agree that if ICS terminates this Agreement without cause within the first year from the Start Date, ICS will pay to CSMC as liquidated damages fees equivalent to three months of the standard monthly fee for Services. If ICS terminates without cause in year two following the Start Date, the liquidated damages payable to ICS shall be two months of the fees for Services. ICS may terminate the Agreement without cause and without paying liquidated damages at any time following the second anniversary of the Start Date. CSMC may terminate this Agreement at any time without cause and without liability by providing ICS written notice of cancellation 30 days prior to termination. However, if ICS terminates this Agreement for cause (e.g., due to lack of payment), ICS need not provide advance notice of cancellation.

#### **Sole and Entire Agreement**

This Agreement sets forth the full and complete agreement between the parties and fully supersedes any and all prior agreements or understandings between the parties hereto, whether oral or written, pertaining to the subject matter hereof. No verbal modifications, additions, or deletions from this Agreement shall be permitted. All changes to this Agreement must be made in writing and signed by both parties.

#### **Governing Law, Arbitration and Time-Bar on Claims**

This Agreement shall be construed in accordance with the laws of the State of California. CSMC and ICS agree that any and all disputes or controversies of any nature relating to or arising at any time under this Agreement or otherwise in connection with the rights and obligations under this Agreement shall be resolved by binding arbitration, which shall constitute the sole forum for any disputes between the parties to this Agreement. This means by signing this Agreement, each party is waiving the right to take court action and is waiving the right to a jury. Each party also agrees to, and hereby does, waive any right to compel the other party to participate as a defendant, cross-defendant or in any other capacity in any court action, including any action for indemnity. Arbitration shall be governed by the JAMS Comprehensive Arbitration Rules and Procedures conducted in Orange County, California. The parties to this Agreement further agree that any arbitration demand must be filed with JAMS within 12 months from the time of any breach of this Agreement, and that any claim commenced or filed after that time shall be time-barred as a matter of law.

#### **Severability**



The provisions of this Agreement are severable, and if any part of it is found unenforceable, the other paragraphs shall remain fully valid and enforceable.

**Notice**

Any and all notices required under this Agreement shall be delivered by overnight mail by a nationally recognized carrier to the following addresses:

CSMC HEADQUARTERS  
Attn. Mr. Sandro Lanni  
40925 County Center Drive  
Suite 110  
Temecula, CA 92591

Ingenuity Charter School (O'Farrell)  
Dr. Jonathan Dean  
6130 Skyline Drive  
San Diego , CA 92114

**Signatures**

CSMC

Customer

\_\_\_\_\_  
Sandro Lanni, President  
CSMC

\_\_\_\_\_  
Dr. Jonathan Dean , Executive Director  
Ingenuity Charter School (O'Farrell)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Consent Calendar Item 7**

**RECOMMENDATION:** Award the night time cleaning service contract to San Diego Facilities Maintenance in the amount not to exceed \$16,950 per month for O'Farrell and Ingenuity.

**BACKGROUND INFORMATION**

On June 13, 2011, the Board of Directors contracted with San Diego Facility Maintenance for \$10,350 per month.

On May 13, 2013, the Board of Directors contract with San Diego Facility Maintenance for \$13,917 per month.

Current costs:

\$14,195.34 a month for main O'Farrell campus (restrooms, classrooms, and offices).

\$1,013.00 a month for 13 classrooms and 2 restrooms on O'Farrell site (IE the portable area on hill).

\$195.00 a month for 1 classroom and 1 restroom on Ingenuity site @ Jacobs Center

Total monthly cost: **\$15,403.34**

**CURRENT INFORMATION:**

We received the following proposals:

<b>Company</b>	<b>Bid Amount</b>
<b>San Diego Facility Maintenance</b>	<b>\$16,950/month</b>
Jani King	\$23,936.74/month
Jan Pro	Unresponsive
Professional Maintenance Systems	\$20,317.50/month
SS Facility Services	\$24,098.24/month

San Diego Facilities Maintenance will arrive on campus Monday through Friday from 2:00- p.m. to 10:30 p.m. to take care of all custodial cleaning duties.

We will still have our two part-time custodians and one full-time custodian on campus during school hours.



San Diego Facility Maintenance, Inc.

1607 Linda Sue Lane

Encinitas, CA 92024

Dave LaRoche 661-378-3888 (p)

Kevin Maxwell 619-322-5968 (p)

### Service Agreement

Agreement, made this 1st day of January, 2016, by and between San Diego Facility Maintenance, with offices at 1607 Linda Sue Lane, Encinitas, CA 92024.

and

The O'Farrell Charter Schools, 6310 Skyline Drive, San Diego, CA 92114

The parties hereto, intending to be legally bound, agree as follows:

#### 1. Scope of Work:

SDFM will provide all necessary management, supervision, labor to perform the janitorial services on the premises of the Facility located at 6310 Skyline Drive, San Diego, CA 92114 and 1 classroom, and 1 restrooms at the Ingenuity Campus located at 342 Euclid Ave., Suite 401, San Diego, CA 92114. The scope of work described will be in compliance with the specifications and schedules attached hereto as Exhibit 1 to this service agreement located on page 4.

#### 2. Contract Amount:

In consideration of SDFM providing the aforesaid services, the Facility will pay to SDFM the sum of \$16,950 monthly. The sum will be paid monthly. The facility will be billed on the last day of each month with payment due upon receipt.

### **3. Term:**

The term of this Service Agreement shall commence on 1st day of January, 2016, and will continue unless cancelled in accordance with the provisions contained herein. This Service Agreement can be cancelled by either party 3 months after the services begin, provided a (30) day written notice has been given. In the event of the services being cancelled, the entire balance outstanding is due and payable on the last service date.

### **4. Insurance Coverage, Employee Taxes, Rates, Wages, and Benefits:**

SDFM will provide and pay Worker's Compensation, Liability, FICA, State and Federal Unemployment for its employees. Should any rate increase occur in any of these categories or Federal, State, or local government mandated wage increases, the billing will be adjusted to reflect these changes. SDFM will notify the Facility in writing of the increase and effective dates of these changes. Increases that do not exceed 2.5% per year will not require contract negotiation.

### **5. Customer Cooperation:**

During the term of this Service Agreement, the facility will make all of its facilities available to SDFM so that the aforesaid services may be performed by SDFM. Further, during the term of this Service Agreement, the facility will provide SDFM personnel with the necessary utilities, including but not limited to electricity and water, so that its services may be performed by SDFM.

### **6. General Provisions:**

6.1 Any notices given either party may be given by mail, registered or certified mail, postage prepaid, with a return receipt requested. Mailed notices shall be deemed communicated five (5) days after mailing and should be addressed to the parties at the addresses in the introductory paragraph of this Service Agreement, but each party may change its address by written notice in accordance with this paragraph.

6.2 This Service Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the engagement of SDFM by the facility and contains all the covenants and agreements between the parties with respect to its subject matter. This Service Agreement shall not affect or modify any other agreements between the parties with respect to the payment of any existing debts or obligations owed by the facility to SDFM.

6.3 This Service Agreement shall be governed and construed in accordance with the laws in California.

**6.4 To the best of SDFM's ability, the janitorial services will be in compliance with all state and federal regulatory agencies.**

**6.5 Neither party, in the performance of this Service Agreement, shall discriminate against any patient, employee, or other person because of race, color, creed, sex, ancestry, national origin, or handicap. Both parties to the Service Agreement shall comply with the requirements of Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973.**

**6.6 This Service Agreement shall be binding upon, and insure to the benefit of, the parties and their respective heirs, successors, personal representatives and assigns.**

**6.7 During the term of this Agreement, and for a period of one year after the termination of this Agreement, neither party shall hire management personnel (i.e, managers or supervisors) (a) still employed by the other; or (b) who had been employed by the other at any time within one year before or after the termination agreement.**

San Diego Facility Maintenance

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The O'Farrell Charter Schools

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Exhibit 1**

**SDFM will provide:**

**Full-Services Janitorial**

**Full-time On-site manager to oversee Operations**

**All staffing and payroll responsibilities, including:**

**Hourly wages, Taxes, Management Salaries Employee advertising and recruiting  
Uniforms (Date TBD)**

**Weekly inspections and regular visits from District Managers**

**Regular employee in-service program per state regulations**

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Consent Calendar Item 8**

**RECOMMENDATION:** Approve the 2015-2016 Single Plan for Student Achievement for Ingenuity Charter School.

**BACKGROUND INFORMATION:**

This is the first Single Plan for Student Achievement for Ingenuity Charter School. This will be updated every year.

**CURRENT INFORMATION:**

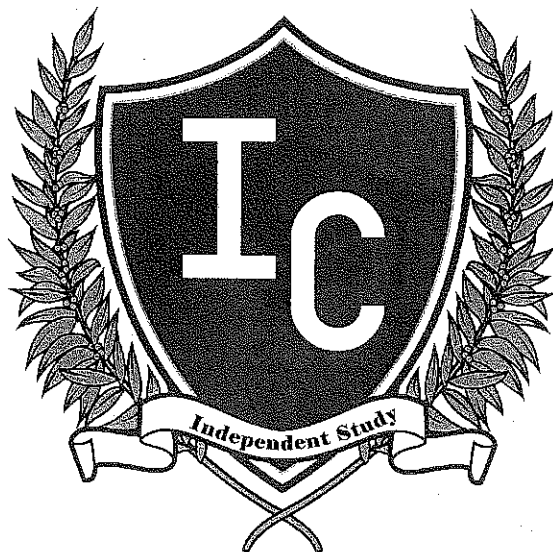
The Single Plan for Student Achievement (SPSA) is a plan of actions to raise the academic performance of all students. California Education Code sections 41507, 41572, and 64001 and the federal Elementary and Secondary Education Act (ESEA) require each school to consolidate all school plans for programs funded through the Con App and ESEA Program Improvement into the SPSA.

**ADDITIONAL INFORMATION:**

See attached plan.

# Single Plan for Student Achievement

## The Single Plan for Student Achievement



2015-2016

# The Single Plan for Student Achievement

School: Ingenuity Charter School

District: The O'Farrell Charter School

County-District School (CDS) Code: 37683380131979

Principal: Tiffany DeGraffenreid

Date of this revision: 07/01/2015

The Single Plan for Student Achievement (SPSA) is a plan of actions to raise the academic performance of all students. California *Education Code* sections 41507, 41572, and 64001 and the federal Elementary and Secondary Education Act (ESEA) require each school to consolidate all school plans for programs funded through the ConApp and ESEA Program Improvement into the SPSA.

For additional information on school programs and how you may become involved locally, please contact the following person:

Contact Person:	Jonathan Dean
Position:	Superintendent
Telephone Number:	619-263-3009
Address:	6310 Skyline Dr. San Diego CA 92114
E-mail Address:	<a href="mailto:jonathan.dean@ofarrellschool.org">jonathan.dean@ofarrellschool.org</a>

The District Governing Board approved this SPSA on \_\_\_\_\_



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## **Introduction:**

Ingenuity Charter is a unique, student centered, Independent Study program that focuses on the 5 elements of high quality 21st century education.

**Competence-** Students will show competence with mastery of Ingenuity's California Common Core standards based curriculum

**Critical Thinking-** Students critical thinking skills will be nurtured, developed, and measured by our blended curriculum

**Collaboration** – Students will learn to collaborate by building relationships, working in groups, in partners, and with the community

**Creativity-** Students will thrive creatively with our Personalized Academic Plan that promotes individuality and innovation

**Communication-** Ingenuity will focus on continuous improvement of communication skills by requiring daily application through verbal, written, and digital means

Our **mission** is to create a unique independent study school atmosphere in which children can thrive and grow as individuals. Our **goal** is for them to see themselves as an individual capable of great achievements, and as part of a larger learning community at school.

Ingenuity Charter School is a community-oriented program dedicated to fostering student centered academic achievement in a unique blended learning environment. We promote emotional and social growth and maintain a safe and secure learning environment for all enrolled students.

Ingenuity Charter School provides a personalized academic plan based on a student's learning style, academic need, and personal educational goals. We offer a variety of online course options, small group workshops, hands-on learning experiences, one on one tutoring, post high school planning, and service learning projects to ensure each student has a well-balanced academic program.

Ingenuity Charter School's academic program draws on the efforts of motivated students, a talented and highly qualified faculty, and the ongoing commitment from the community to empower our students to become Competent, Creative, and Collaborative, Critical thinkers who are effective Communicators and are prepared to contribute to society.

Ingenuity provides a multi-cultural, linguistically and racially diverse learning environment in which students experience educational equity and are encouraged to celebrate their own individuality.

## **Implementation Year One:**

As Ingenuity is in its first year of operation we do not yet have the rich student data to base goals and improvement measures on. As you will see in the document many areas are marked by the term "baseline year." We plan to spend our first year collecting data, conferring with staff, parents and the SSC, to determine more robust goals for the years to come. In Year One we will focus on our goal and mission as a guide to learning how we might better serve our unique student population in the future.

### Planned Improvements in Student Performance

The School Site Council has analyzed the projected academic performance of all student groups and has considered the effectiveness of key elements of the instructional program for students that may be failing to meet academic performance standards and adequate yearly progress growth targets. As a result, it has adopted the following school goals, related actions, and expenditures to raise the academic performance of students not yet meeting state standards:

**LEA GOAL 1:** Increase the number of students scoring proficient and above on annual SBAC assessment in math and language arts, with a base score established in 2015-2016.

**SCHOOL GOAL:** Establish baseline results

What data did you use to form this goal?	What were the findings from the analysis of this data?	How will the school evaluate the progress of this goal?
Baseline year	Baseline year	Using state results data evaluated in PLC's  Where can a budget plan of the proposed expenditures for this goal be found? School budget

**STRATEGY:** Implement Smarter Balanced Interim Assessments twice yearly through CAASPP to monitor student achievement throughout the school year and provide information about individual and group academic growth throughout the school year. Add additional resources based on student results

Action/Date	Person(s) Responsible	Task/Date	Cost and Funding Source (Itemize for Each Source)
Test students using CAASPP in fall and spring	Tiffany DeGraffenreid Charity Harang Stephen Shilling	Baseline year results	None

<p>Purchase additional Edgenuity online A-G approved, Common Core curriculum, to be used by all students to promote the development of 21<sup>st</sup> century students and enhance student centered, blended learning instruction</p>	<p>Tiffany DeGraffenreid</p>	<p>Continuous use</p>	<p>32,600.00 LCFF</p>
<p>Implementing Common Core Professional Development</p>	<p>All</p>	<p>3 times yearly</p>	<p>1,800.00 LCFF</p>

**LEA GOAL 2:** Fully implement common core state standards in all grade levels and areas and support student-centered learning and Highly Qualified teacher preparedness in content areas.  
**SCHOOL GOAL:** LEA will facilitate Highly Qualified teachers' understanding and implementation of the common core state standards, with the intent to create detailed teaching and coaching plans focusing on measures of success to drive student-centered learning outcomes.

<p><b>What data did you use to form this goal?</b></p> <p>Baseline year</p>	<p><b>What were the findings from the analysis of this data?</b></p> <p>Baseline year</p>	<p><b>How will the school evaluate the progress of this goal?</b></p> <p>Adoption of Common Core curriculum  Evaluating the number of Highly Qualified Teachers in all subject areas.  Using teacher walk-throughs, observations and evaluations as a guide of progress made.</p>
-----------------------------------------------------------------------------	-------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

		Where can a budget plan of the proposed expenditures for this goal be found? School budget
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**STRATEGY: Adopt and develop Common Core standards aligned curriculum that is delivered by Highly Qualified teachers**

Action/Date	Person(s) Responsible	Task/Date	Cost and Funding Source (Itemize for Each Source)
Continue to hire Highly Qualified staff for any available teaching positions	Jonathan Dean/Tiffany DeGraffenreid	Baseline year results	None
Purchase additional Edgenuity online A-G approved, Common Core curriculum, to be used by all students to promote the development of 21 <sup>st</sup> century students and enhance student centered, blended learning instruction	Tiffany DeGraffenreid	Continuous use	See previous expense
Implement an extended school track to support blending, student-centered learning.	School Wide	Continuous use	None

## (Non-Academic Goal)

**LEA GOAL 3:** Monitor and support foster youth

**SCHOOL GOAL:** Complete a comprehensive academic assessment with 65% of the LEAs foster youth and take actions to increase achievement, support levels, and graduation rates

What data did you use to form this goal?	What were the findings from the analysis of this data?	How will the school evaluate the progress of this goal?
Baseline year	Baseline year	<p>Review rosters monthly for additional foster youth. Monitor progress and add student notes monthly to SIS to track academic progress</p> <p>Where can a budget plan of the proposed expenditures for this goal be found? School budget</p>

**STRATEGIES:** 1) Evaluate foster students' academic and non-academic needs and provide supplemental educational services as needed

Action/Date	Person(s) Responsible	Task/Date	Cost and Funding Source (Itemize for Each Source)
Provide supplemental educational services to included college, career fair, future planning field trips.	ICS	▪ As needed basis	\$2,344 LCFF
Provide extended learning opportunities that target instructional support to students in need of assistance and/or academic remediation through Schoology/NWEA resources	ICS	▪ As needed basis	None
Foster youth will receive case management and	FSS	▪ As needed basis	\$1,800 LCFF

counseling from Family Support Services and SAY San Diego			
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**LEA GOAL 4:** Decrease the number of suspensions and expulsions, chronic absenteeism rates, and drop outs for all students.  
**SCHOOL GOAL:** Decrease the number of student suspensions and expulsions, chronic absenteeism rates, and drop outs with a baseline established in 2015-2016.

What data did you use to form this goal?	What were the findings from the analysis of this data?	How will the school evaluate the progress of this goal?
Baseline year	Baseline year	Use Student Information System to track student discipline, absences and drop outs. Where can a budget plan of the proposed expenditures for this goal be found? School budget

**STRATEGIES:** 1) Provide students with the opportunity to learn in a flexible environment that personalizes education

Action/Date	Person(s) Responsible	Task/Date	Cost and Funding Source (Itemize for Each Source)
Provide professional development to staff on positive student relationship building. Improve school climate by focusing on teacher-student relationships and helping students gain perspective on their actions.  Provide opportunity for counseling from Family Support Services and SAY	ICS	First Wednesday of every month  As needed basis	None  \$3200.00 LCFF

San Diego to support non-academic issues that are impacting behavior, absenteeism, and/or at-risk status.

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## Form B: Centralized Services for Planned Improvements in Student Performance

The following actions and related expenditures support this site program goal and will be performed as a centralized service. Note: the total amount for each categorical program in Form B must be aligned with the Consolidated Application.

### School Goal #: 1, 2

Actions to be Taken to Reach This Goal <sup>1</sup> Consider all appropriate dimensions (e.g., Teaching and Learning, Staffing, and Professional Development)	Start Date <sup>2</sup> Completion Date	Proposed Expenditures	Estimated Cost	Funding Source (itemize for each source)
Establish need for a goal of frequent formative assessments and train staff on use of Schoology, Edgenuity and additional resources for purposes of formative assessments	July 2015	34,400		LCFF

### School Goal #: 4

Actions to be Taken to Reach This Goal <sup>3</sup> Consider all appropriate dimensions (e.g., Teaching and Learning, Staffing, and Professional Development)	Start Date <sup>4</sup> Completion Date	Proposed Expenditures	Estimated Cost	Funding Source (itemize for each source)
Provide professional development to staff on positive student relationship building. Improve school climate by focusing on teacher-student relationships and helping students gain perspective on their actions	July 2015	none		

<sup>1</sup> See Appendix A: Chart of Legal Specifics for the Single Plan for Student Achievement for content required by each program or funding source supporting this goal.

<sup>2</sup> List the date an action will be taken, or will begin, and the date it will be completed.

<sup>3</sup> See Appendix A: Chart of Legal Specifics for the Single Plan for Student Achievement for content required by each program or funding source supporting this goal.

<sup>4</sup> List the date an action will be taken, or will begin, and the date it will be completed.

School Goal #: 3

Actions to be Taken to Reach This Goal <sup>5</sup> Consider all appropriate dimensions (e.g., Teaching and Learning, Staffing, and Professional Development)	Start Date <sup>6</sup>  Completion Date	Proposed Expenditures	Estimated Cost	Funding Source (itemize for each source)
Establish clear procedures for Foster youth record attainment and thorough review. Continuously monitor progress and refer to additional resources where needed.	July 2015	3,200.00		LCFF

Note: Centralized services may include the following direct services:

- Research-based instructional strategies, curriculum development, school climate, and data disaggregation for instructional staff
- District-wide staff providing specific services to schools, e.g., English Language Development Coordinator, Teachers on Special Assignment, Instructional Coaches
- After-School and Summer School programs funded by categorical programs
- Data analysis services, software, and training for assessment of student progress

Centralized services do not include administrative costs.

Please duplicate this form as necessary.

<sup>5</sup> See Appendix A: Chart of Legal Specifics for the Single Plan for Student Achievement for content required by each program or funding source supporting this goal.

<sup>6</sup> List the date an action will be taken, or will begin, and the date it will be completed.

### Form C: Programs Included in this Plan

Check the box for each state and federal program in which the school participates. Enter the amounts allocated for each program in which the school participates and, if applicable, check the box indicating that the program's funds are being consolidated as part of operating a schoolwide program (SWP). The plan must describe the activities to be conducted at the school for each of the state and federal programs in which the school participates. The totals on these pages should match the cost estimates in Form A and the school's allocation from the ConApp.

Note: For many of the funding sources listed below, school districts may be exercising Categorical Program Provisions options (flexibility) with information available at <http://www.cde.ca.gov/fg/ac/co/documents/sbx34budgetflex.doc>.

Of the four following options, please select the one that describes this school site:

- This site operates as a targeted assistance school (TAS), not as a schoolwide program (SWP).
- This site operates a SWP but does not consolidate its funds as part of operating a SWP.
- This site operates a SWP and consolidates only applicable federal funds as part of operating a SWP.
- This site operates a SWP and consolidates all applicable funds as part of operating a SWP.

State Programs	Allocation	Consolidated in the SWP
<input type="checkbox"/> <b>California School Age Families Education (Carryover only)</b> Purpose: Assist expectant and parenting students to succeed in school	\$	<input type="checkbox"/>
<input type="checkbox"/> <b>Economic Impact Aid/State Compensatory Education (EIA-SCE) (Carryover only)</b> Purpose: Help educationally disadvantaged students succeed in the regular program	\$	<input type="checkbox"/>
<input type="checkbox"/> <b>Economic Impact Aid/Limited English Proficient (EIA-LEP) (Carryover only)</b> Purpose: Develop fluency in English and academic proficiency of English learners	\$	<input type="checkbox"/>
<input type="checkbox"/> <b>Peer Assistance and Review (Carryover only)</b> Purpose: Assist teachers through coaching and mentoring	\$	<input type="checkbox"/>
<input type="checkbox"/> <b>Professional Development Block Grant (Carryover only)</b> Purpose: Attract, train, and retain classroom personnel to improve student performance in core curriculum areas	\$	<input type="checkbox"/>

<input type="checkbox"/>	<b>Pupil Retention Block Grant (Carryover only)</b> Purpose: Prevent students from dropping out of school	\$	<input type="checkbox"/>
<input type="checkbox"/>	<b>Quality Education Investment Act (QEIA)</b> Purpose: Funds are available for use in performing various specified measures to improve academic instruction and pupil academic achievement	\$	<input type="checkbox"/>
<input type="checkbox"/>	<b>School and Library Improvement Program Block Grant (Carryover only)</b> Purpose: Improve library and other school programs	\$	<input type="checkbox"/>
<input type="checkbox"/>	<b>School Safety and Violence Prevention Act (Carryover only)</b> Purpose: Increase school safety	\$	<input type="checkbox"/>
<input type="checkbox"/>	<b>Tobacco-Use Prevention Education</b> Purpose: Eliminate tobacco use among students	\$	<input type="checkbox"/>
<input type="checkbox"/>	<b>List and Describe Other State or Local Funds (e.g., Career and Technical Education [CTE], etc.)</b>	\$	<input type="checkbox"/>
Total amount of state categorical funds allocated to this school		\$	
<b>Federal Programs</b>		<b>Allocation</b>	<b>Consolidated in the SWP</b>
<input checked="" type="checkbox"/>	<b>Title I, Part A: Allocation</b> Purpose: To improve basic programs operated by local educational agencies (LEAs)	\$10000	<input type="checkbox"/>
<input type="checkbox"/>	<b>Title I, Part A: Parental Involvement</b> (if applicable under Section 1118[a][3][c] of the Elementary and Secondary Education Act) Purpose: Ensure that parents have information they need to make well-informed choices for their children, more effectively share responsibility with their children's schools, and help schools develop effective and successful academic programs (this is a reservation from the total Title I, Part A allocation).	\$	<input type="checkbox"/>
<input type="checkbox"/>	<b>For Program Improvement Schools only: Title I, Part A Program Improvement (PI) Professional Development</b> (10 percent minimum reservation from the Title I, Part A reservation for schools in PI Year 1 and 2)	\$	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<b>Title II, Part A: Improving Teacher Quality</b> Purpose: Improve and increase the number of highly qualified teachers and principals	\$1000	<input type="checkbox"/>

<input checked="" type="checkbox"/>	<b>Title III, Part A: Language Instruction for Limited-English-Proficient (LEP) Students</b> Purpose: Supplement language instruction to help LEP students attain English proficiency and meet academic performance standards	\$500	Title III funds may not be consolidated as part of a SWP <sup>7</sup>
<input type="checkbox"/>	<b>Title VI, Part B: Rural Education Achievement Program</b> Purpose: Provide flexibility in the use of ESEA funds to eligible LEAs	\$	<input type="checkbox"/>
<input type="checkbox"/>	<b>For School Improvement Schools only: School Improvement Grant (SIG)</b> Purpose: to address the needs of schools in improvement, corrective action, and restructuring to improve student achievement	\$	<input type="checkbox"/>
<input type="checkbox"/>	<b>Other federal funds</b> (list and describe)	\$	<input type="checkbox"/>
<input type="checkbox"/>	<b>Other federal funds</b> (list and describe)	\$	<input type="checkbox"/>
<input type="checkbox"/>	<b>Other federal funds</b> (list and describe)	\$	<input type="checkbox"/>
Total amount of federal categorical funds allocated to this school		\$	
Total amount of state and federal categorical funds allocated to this school		\$11500	

Note: Other Title I-supported activities that are not shown on this page may be included in the SPSA Action Plan.

<sup>7</sup> Title III funds are not a school level allocation even if allocated by the district to a school site. The LEA is responsible for fiscal reporting and monitoring and cannot delegate their authority to a site at which the program is being implemented. If Title III funds are spent at a school site, they must be used for the purposes of Title III and only for those students the LEA has identified for services. For more information please contact the Language Policy and Leadership Office at 916-319-0845.

## Form D: School Site Council Membership

California *Education Code* describes the required composition of the School Site Council (SSC). The SSC shall be composed of the principal and representatives of: teachers selected by teachers at the school; other school personnel selected by other school personnel at the school; parents of pupils attending the school selected by such parents; and, in secondary schools, pupils selected by pupils attending the school.<sup>8</sup> The current make-up of the SSC is as follows:

Names of Members	Principal	Classroom Teacher	Other School Staff	Parent or Community Member	Secondary Student
Tiffany DeGraffenreid	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Erick Stewart	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lavar Watkins	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Monique McCray	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Anne Mathews	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sergio Padilla	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Numbers of members in each category	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>8</sup> EC Section 52852

**Form E: Recommendations and Assurances**

The school site council (SSC) recommends this school plan and proposed expenditures to the district governing board for approval and assures the board of the following:

1. The SSC is correctly constituted and was formed in accordance with district governing board policy and state law.
2. The SSC reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the Single Plan for Student Achievement (SPSA) requiring board approval.
3. The SSC sought and considered all recommendations from the following groups or committees before adopting this plan **(Check those that apply):**

- State Compensatory Education Advisory Committee \_\_\_\_\_ Signature
- English Learner Advisory Committee \_\_\_\_\_ Signature
- Special Education Advisory Committee \_\_\_\_\_ Signature
- Gifted and Talented Education Advisory Committee \_\_\_\_\_ Signature
- District/School Liaison Team for schools in Program Improvement \_\_\_\_\_ Signature
- Compensatory Education Advisory Committee \_\_\_\_\_ Signature
- Departmental Advisory Committee (secondary) \_\_\_\_\_ Signature
- Other committees established by the school or district (list) \_\_\_\_\_ Signature

4. The SSC reviewed the content requirements for school plans of programs included in this SPSA and believes all such content requirements have been met, including those found in district governing board policies and in the local educational agency plan.
5. This SPSA is based on a thorough analysis of student academic performance. The actions proposed herein form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.
6. This SPSA was adopted by the SSC at a public meeting on: 11/19/2015.

Attested:  
Tiffany DeGraffenreid

\_\_\_\_\_  
Typed name of School Principal                      Signature of School Principal                      Date

Errick Stewart

\_\_\_\_\_  
Typed name of SSC Chairperson                      Signature of SSC Chairperson                      Date

## **BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Consent Calendar Item 9**

**RECOMMENDATION:** Approve the findings from the annual fiscal review completed by the El Dorado County Charter SELPA for 2014-2015 year end.

### **BACKGROUND INFORMATION:**

On November 9, 2009, the Board of Directors approved membership with the San Diego Special Education Improvement Authority (JPA) which serves El Dorado Charter SELPA.

### **CURRENT INFORMATION:**

The SELPA fiscal review answers two key questions:

1. Were all special education funds disbursed to your school reported as appropriately spent?
2. Did your school meet the federal maintenance of effort requirements, which essentially require that the amount spent on special education (from state and local sources) in 2014-15 is at least what was spent in 2013-14?

### UNSPENT FUNDS (does not include Level 1 mental health funds)

- ❖ All state and federal monies for 2014-15 are reported as spent for your charter school.

### MAINTENANCE OF EFFORT

- ❖ Federal maintenance of effort requirements have been met for your school.

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Action Item-1**

**RECOMMENDATION:** Approve the June 30, 2015 Audit Report and its findings for the 2014-2015 school year.

**BACKGROUND INFORMATION:**

The O'Farrell Charter School contracted with Wilkinson Hadley LLP to conduct its June 30, 2015 audit of records.

**CURRENT INFORMATION:**

There were no findings reported in the prior year audit report.

The auditors will submit the audit to the California Department of Education, County of San Diego, San Diego Unified School District Charter Office and the State Controller's Office by December 15, 2015.

Aubrey King will be present at the Board of Directors meeting on December 7, 2015 to review the final report. This report provides a summary of the activities that are reviewed during the audit.

**ADDITIONAL DATA:**

The Audit Report will be available at the board meeting.

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Action Item 2**

**RECOMMENDATION:** Approve The O'Farrell Charter School's Positive Certification and Budget Revisions for the First Interim Financial Report for October 31, 2015.

**BACKGROUND INFORMATION:**

Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report is due December 15 for the period ending October 31. The second interim report is due March 17 for the period ending January 31. County superintendents are to report to the Superintendent of Public Instruction and the State Controller the certification for all districts in their county within 75 days after the close of the reporting period.

The interim reports must include a certification of whether or not the LEA is able to meet its financial obligations. The certifications are classified as positive, qualified, or negative. A positive certification is assigned when the district will meet its financial obligations for the current and two subsequent fiscal years. A qualified certification is assigned when the district may not meet its financial obligations for the current or two subsequent fiscal years. A negative certification is assigned when a district will be unable to meet its financial obligations for the remainder of the current year or for the subsequent fiscal year. In addition, the Superintendent of Public Instruction may reclassify any county office of education or appeal of a school district certification in accordance with the above standards.

**CURRENT INFORMATION:**

The O'Farrell Charter School has a positive certification and will meet its financial obligations for the current and two subsequent fiscal years.

See attached report.

Authorizing Agency: San Diego Unified School District  
 Financial Accounting Department  
 Charter Schools Accounting Office  
 Authorizing Agency Contact: Kevin Malloy (kmalloy@sandi.net)  
 Authorizing Agency Contact: Anna Day (aday1@sandi.net)

Object Code	Description	a		b	c	d	e		f	g	h
		Unrestricted Budget	Unrestricted Actuals through 10/31/15				Restricted Budget	Restricted Actuals through 10/31/15			
<b>A. REVENUES (8000-8799)</b>											
<b>1. Local Control Funding Formula (LCFF) Sources - (8011-8097)</b>											
8011	LCFF - State Aid - Current Year (CY) (Res 0000)	4,788,404	1,358,148					4,788,404	1,358,148	4,788,404	4,788,404
8012	Education Protection Account (EPA) - CY (Res 1400)	2,019,929	388,040					2,019,929	388,040	2,019,929	2,019,929
8019	State Aid - Prior Year (LCFF - State Aid and EPA) (Res 0000 and Res 1400)										
8096	Transfers to Charter Schools in Lieu of Property Taxes - CY & PY (Res 0000)	5,915,524	1,714,588					5,915,524	1,714,588	5,915,524	5,915,524
8091, 8097	Other LCFF Transfers										
	<b>Total - LCFF Sources</b>	<b>12,723,857</b>	<b>3,460,776</b>					<b>12,723,857</b>	<b>3,460,776</b>	<b>12,723,857</b>	<b>12,723,857</b>
<b>2. Other State Revenues (8300-8599)</b>											
8792	State Special Education (Res 6500)			757,500	125,449			757,500	125,449	757,500	757,500
8590	State Special Education Mental Health Services (Res 6512)			6,456				6,456		6,456	6,456
8550	Mandate Block Grant (Res 0000)							29,302		29,302	29,302
8677, 8590	After School Education and Safety (ASES) (Res 6010)			150,000	97,500			150,000	97,500	150,000	150,000
8590	Common Core Standards Implementation (Res 7405)										
	Charter School Facility Grant Program (SB 740) (Res 6030)										
8560	Lottery, Unrestricted (Res 1100)	203,266								203,266	203,266
8560	Lottery, Instructional Materials - Prop 20 Restricted (Res 6300)			59,527	3,146			59,527	3,146	59,527	59,527
8590	Proposition 39 - California Clean Energy Jobs Act (Res 6230)	736,285	2,505	118,789				855,074	2,505	855,074	855,074
8590	Other State Revenues (All other resources not reported separately)	968,853	2,505	1,092,272	226,095			2,061,125	228,600	2,061,125	2,061,125
	<b>Total - Other State Revenues</b>	<b>1,996,917</b>	<b>3,496,132</b>	<b>1,996,917</b>	<b>292,979</b>			<b>15,772,478</b>	<b>3,789,105</b>	<b>15,772,478</b>	<b>15,772,478</b>
<b>3. Federal Revenues (8100-8299)</b>											
8290	NCLB, Title I, Part A, Basic Grants Low-Income and Neglected (Res 3010)			449,832	45,465			449,832	45,465	449,832	449,832
8290	NCLB, Title II, Part A, Improving Teacher Quality Program (Res 4035)			68,703				68,703		68,703	68,703
8290	NCLB, Title III, Limited English Proficient Student Program (Res 4203)			33,491				33,491		33,491	33,491
8290	NCLB, Title III, Immigrant Student Program (Res 4201)			1,206				1,206		1,206	1,206
8290	NCLB, Title Y, Part B, Public Charter Schools Grant Program (Res 4610)			195,000				195,000		195,000	195,000
8181	Fed Sp Ed, IDEA Basic Local Assistance Entitlement, Part B, Sec 611 (Res 3310)										
8182	Fed Sp Ed, IDEA Mental Health Allocation Plan, Part B, Sec 611 (Res 3327)										
8290	21st Century Learning Communities (Res 4124)			135,000				135,000		135,000	135,000
8220	Child Nutrition - Federal (NSLP) (Res 5310 and others)										
8290	State Ch. School Fac. Incentive Grants Prog (Res within range 5800-5899)										
8110	Federal Impact Aid - Survey Cards - Maintenance and Operations (Res 0000)										
8100-8299	Other Federal Revenues (All other resources not reported separately)										
	<b>Total - Federal Revenues</b>	<b>883,232</b>	<b>45,465</b>	<b>883,232</b>	<b>45,465</b>			<b>883,232</b>	<b>45,465</b>	<b>883,232</b>	<b>883,232</b>
<b>4. Local Revenue (8600-8799)</b>											
8600-8799	All Local Revenues	32,851	32,851	21,413	21,413			54,264	54,264	54,264	54,264
	<b>Total - Local Revenues</b>	<b>32,851</b>	<b>32,851</b>	<b>21,413</b>	<b>21,413</b>			<b>54,264</b>	<b>54,264</b>	<b>54,264</b>	<b>54,264</b>
<b>5. TOTAL REVENUES</b>											
		<b>13,725,561</b>	<b>3,496,132</b>	<b>1,996,917</b>	<b>292,979</b>			<b>15,772,478</b>	<b>3,789,105</b>	<b>15,772,478</b>	<b>15,772,478</b>
<b>B. EXPENDITURES AND OTHER OUTGO (1000-7499)</b>											
<b>1. Certificated Salaries</b>											
1100	Certificated Teachers' Salaries	3,995,511	878,435	710,160	116,270			4,705,671	994,705	4,705,671	4,705,671
1200	Certificated Pupil Support Salaries	129,102	25,515	91,000	18,787			220,102	44,302	220,102	220,102
1300	Certificated Supervisors' and Administrators' Salaries	490,745	147,608	11,996	11,996			490,745	159,604	490,745	490,745
1900	Other Certificated Salaries	156,445	24,299	132,215	201			288,660	24,500	288,660	288,660
	<b>Total, Certificated Salaries</b>	<b>4,771,803</b>	<b>1,075,857</b>	<b>933,375</b>	<b>147,254</b>			<b>5,705,178</b>	<b>1,223,111</b>	<b>5,705,178</b>	<b>5,705,178</b>
<b>2. Classified Salaries</b>											
2100	Classified Instructional Salaries	151,424	16,694	407,698	103,405			559,122	120,098	559,122	559,122
2200	Classified Support Salaries	86,275	72,564		7,052			86,275	79,616	86,275	86,275
2300	Classified Supervisors' and Administrators' Salaries										
2400	Clerical and Office Salaries	401,239	153,740					401,239	153,740	401,239	401,239
2900	Other Classified Salaries	272,240			28,999			272,240	28,999	272,240	272,240
	<b>Total, Classified Salaries</b>	<b>911,178</b>	<b>242,998</b>	<b>407,698</b>	<b>139,455</b>			<b>1,318,876</b>	<b>382,453</b>	<b>1,318,876</b>	<b>1,318,876</b>

Object Code	Description	a	b	c	d	e+f+g	h
		Unrestricted Budget	Unrestricted Actuals through 10/31/15	Restricted Budget	Restricted Actuals through 10/31/15	Total Actuals through 10/31/15	Budget to Projected EFB/NP Differences
3101-3102	STRS	512,014	113,521	9,613	15,799	129,320	521,627
3201-3202	PERS	96,100	27,730	48,299	16,109	43,839	144,399
3301-3302	OASDI/Medicare (Social Security)	133,880	35,289	38,810	12,803	48,092	172,690
3401-3402	Health and Welfare Benefits	827,522	334,150	236,487	36,441	370,591	1,064,009
3501-3502	Unemployment Insurance	12,280	672	44,599	143	815	56,879
3601-3602	Workers' Compensation Insurance	184,561	91,935	28,267		91,935	212,828
3701-3702	OPEB, Allocated						
3751-3752	OPEB, Active Employees						
3901-3902	Other Employee Benefits						
	<b>Total, Employee Benefits</b>	<b>1,766,357</b>	<b>603,297</b>	<b>406,075</b>	<b>81,296</b>	<b>684,593</b>	<b>2,172,432</b>
4100	Books and Supplies	310,000	81,569			81,569	310,000
4200	Approved Textbooks and Core Curricula Materials	25,000	8,501			8,501	25,000
4300	Books and Other Reference Materials	570,308	119,906	63,367	21,138	141,044	633,675
4400	Materials and Supplies	830,000	198,890		129,936	328,826	830,000
4700	Non-capitalized Equipment	10,000					10,000
	Food (Food used in food-service activities for which the purpose is nutrition)						
	<b>Total, Books and Supplies</b>	<b>1,745,308</b>	<b>408,866</b>	<b>63,367</b>	<b>151,074</b>	<b>559,940</b>	<b>1,808,675</b>
5100	Services and Other Operating Expenditures	102,000	8,517	139,438	7,352	15,868	241,438
5200	Subagreements for Services	18,700	6,866			6,866	18,700
5300	Travel and Conferences	54,500	54,435			54,435	54,500
5400	Dues and Memberships	275,656	131,511		10,788	142,298	275,656
5500	Insurance	34,500	25,485			25,485	34,500
5600	Operations and Housekeeping Services	1,500,718	286,479	524,750	43,231	329,711	2,025,468
5700	Rentals, Leases, Repairs, and Non-capitalized Improvements	20,000	7,340		346	7,686	20,000
5800	Transfer of Direct Costs (MUST net to zero)						
5900	Prof/Consulting Svcs and Operating Expend (Include District Oversight)	2,006,074	520,633	664,188	61,716	582,350	2,670,262
	<b>Total, Services and Other Operating Expenditures</b>	<b>134,788</b>	<b>81,517</b>	<b>139,438</b>	<b>7,352</b>	<b>15,868</b>	<b>241,438</b>
6900	Capital Outlay	134,788					134,788
	Depreciation Expense (See Sections G.9 & F.2.a)						
	<b>Total, Capital Outlay</b>	<b>134,788</b>	<b></b>	<b></b>	<b></b>	<b></b>	<b>134,788</b>
7110-7143	Other Outgo						
7211-7213	Tuition to Other Schools (include contribution to unfunded cost of Sp Ed.)						
7221-7223	Transfers of Pass-through Revenues to Other LEAs						
7280-7299	Transfers of Apportionments to Other LEAs - Spec Ed and All Others						
7300	All Other Transfers						
7438	Transfers of Indirect Costs (MUST net to zero)						
	Debt Service - Interest						
	<b>Total, Other Outgo</b>	<b></b>	<b></b>	<b></b>	<b></b>	<b></b>	<b></b>
	<b>8. TOTAL EXPENDITURES</b>	<b>11,335,508</b>	<b>2,851,651</b>	<b>2,474,703</b>	<b>580,796</b>	<b>3,432,447</b>	<b>13,810,211</b>
	<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>	<b></b>	<b></b>	<b></b>	<b></b>	<b></b>	<b></b>
	<b>D. OTHER FINANCING SOURCES/USES (7600-7699, 8930-8999)</b>	<b></b>	<b></b>	<b></b>	<b></b>	<b></b>	<b></b>
	1. All Other Financing Sources						
	2. Other Uses						
	3. Contributions between unrestricted and restricted accounts (MUST net to zero)						
	4. TOTAL OTHER FINANCING SOURCES/USES (include contribution to the unfunded cost of Special Education)						
	<b>Total, Other Financing</b>	<b>2,390,053</b>	<b>644,482</b>	<b>(477,786)</b>	<b>(287,823)</b>	<b>356,659</b>	<b>1,912,267</b>
	<b>Total, Other Financing</b>	<b></b>	<b>(287,823)</b>	<b></b>	<b>287,823</b>	<b></b>	<b></b>
	<b>Total, Other Financing</b>	<b></b>	<b>(287,823)</b>	<b></b>	<b>287,823</b>	<b></b>	<b></b>

Object Code	Description	a		b		c		d		e		f		g		h	
		Unrestricted Budget	Unrestricted Actuals through 10/31/15	Restricted Budget	Restricted Actuals through 10/31/15	Total Budget	Total Actuals through 10/31/15	Projected EFB/NP (Higher of Budget or Actual)	Projected EFB/NP (Higher of Budget or Actual)	Budget to Projected EFB/NP Differences							
	<b>E. NET INCREASE (DECREASE) IN FUND BALANCE/NET POSITION (C + D.4.)</b>	2,390,053	356,659	(477,786)	(0)	1,912,267	356,659	1,912,267	1,912,267								
	<b>F. FUND BALANCE/NET POSITION (Budget and Actuals MUST match) (F.1.a-b)</b>																
9791	1. Beginning Fund Balance/Net Position	9,205,286	9,205,286	178,028	178,028	9,383,313	9,383,313	9,383,313	9,383,313								
9793, 9795	a. July 1 (MUST match EFB/Net Position of PY Unaudited Actuals, Section F.2)																
	b. Adjustments/Restatements																
	c. Adjusted Beginning Fund Balance/Net Position	9,205,286	9,205,286	178,028	178,028	9,383,313	9,383,313	9,383,313	9,383,313								
	<b>2. Projected Ending Fund Balance/Net Position, June 30 (E + F.1.c.)</b>	11,395,339	9,561,944	(299,758)	178,028	11,295,580	9,739,972	11,295,580	11,295,580								
	<b>Components of Ending Net Position</b>																
9796	a. Net Investment in Capital Assets (See Sections B.6 and G.9)		2,987,418														
9797	b. Restricted Net Position				178,028												
9790A	c. Unrestricted Net Position		6,574,526														
	<b>G. ASSETS</b>																
9110	1. Cash																
	In County Treasury																
9111	Fair Value Adjustment to Cash in County Treasury																
9120	In Banks		5,978,092														
9130	In Revolving Fund		53,542														
9135	With Fiscal Agent/Trustee																
9140	Collections Awaiting Deposit																
9150	2. Investments																
9200	3. Accounts Receivable		23,757														
9290	4. Due From Grantor Government		4,196,003														
9310	5. Due From Other Funds																
9320	6. Stores																
9330	7. Prepaid Expenditures (Expenses)		117,180														
9340	8. Other Current Assets		2,563														
9400-9489	9. Capital Assets (See Sections B.6 & F.2.a)		2,987,418														
	<b>10. TOTAL ASSETS</b>		13,358,556														
	<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>																
9490	1. Deferred Outflows of Resources																
	<b>2. TOTAL DEFERRED OUTFLOWS</b>																
	<b>I. LIABILITIES</b>																
9500	1. Accounts Payable																
9590	2. Due to Grantor Government																
9610	3. Due to Other Funds		3,618,584														
9640	4. Current Loans																
9650	5. Deferred Revenue																
9660-9669	6. Long-term Liabilities																
	<b>7. TOTAL LIABILITIES</b>		3,618,584														
	<b>J. DEFERRED INFLOWS OF RESOURCES</b>																
9690	1. Deferred Inflows of Resources																
	<b>2. TOTAL DEFERRED INFLOWS</b>																
	<b>K. ENDING FUND BALANCE/NET POSITION, October 31, 2015</b>																
	1. Ending Fund Balance/Net Position (G10+H2-I7-J2)																
	(MUST agree with F.2)																

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Action Item 3**

**RECOMMENDATION:** Approve Ingenuity Charter School's Positive Certification and Budget Revisions for the First Interim Financial Report for October 31, 2015.

**BACKGROUND INFORMATION:**

Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report is due December 15 for the period ending October 31. The second interim report is due March 17 for the period ending January 31. County superintendents are to report to the Superintendent of Public Instruction and the State Controller the certification for all districts in their county within 75 days after the close of the reporting period.

The interim reports must include a certification of whether or not the LEA is able to meet its financial obligations. The certifications are classified as positive, qualified, or negative. A positive certification is assigned when the district will meet its financial obligations for the current and two subsequent fiscal years. A qualified certification is assigned when the district may not meet its financial obligations for the current or two subsequent fiscal years. A negative certification is assigned when a district will be unable to meet its financial obligations for the remainder of the current year or for the subsequent fiscal year. In addition, the Superintendent of Public Instruction may reclassify any county office of education or appeal of a school district certification in accordance with the above standards.

**CURRENT INFORMATION:**

Ingenuity Charter School has a positive certification and will meet its financial obligations for the current and two subsequent fiscal years.

See attached report.

Object Code	Description	a		b		c		d		e		f		g		h	
		Unrestricted Budget	Unrestricted Actuals through 10/31/15	Restricted Budget	Restricted Actuals through 10/31/15	Total Budget	Total Actuals through 10/31/15	Projected EFB/NP (Higher of Budget or Actual)	Budget to Projected EFB/NP Differences								
<b>A. REVENUES (8000-8799)</b>																	
1. Local Control Funding Formula (LCFF) Sources - (8011-8097)																	
8011	LCFF - State Aid - Current Year (CY) (Res 0000)	283,338	112,873			283,338	112,873			283,338	112,873			283,338	112,873		
8012	Education Protection Account (EPA) - CY (Res 1400)	12,641	3,225			12,641	3,225			12,641	3,225			12,641	3,225		
8019	State Aid - Prior Year (LCFF - State Aid and EPA) (Res 0000 and Res 1400)																
8096	Transfers to Charter Schools in Lieu Of Property Taxes - CY & PY (Res 0000)	292,029	122,316			292,029	122,316			292,029	122,316			292,029	122,316		
8091, 8097	Other LCFF Transfers																
	Total - LCFF Sources	588,008	238,414			588,008	238,414			588,008	238,414			588,008	238,414		
2. Other State Revenues (8300-8599)																	
8792	State Special Education (Res 6500)																
8590	State Special Education Mental Health Services (Res 6512)																
8550	Mandate Block Grant (Res 0000)																
8590	After School Education and Safety (ASES) (Res 6010)																
8677, 8590	Charter School Facility Grant Program (SB 740) (Res 6030)																
8590	Common Core Standards Implementation (Res 7405)																
8590	Charter School Lottery (Res 1100)																
8560	Lottery, Unrestricted (Res 1100)																
8560	Lottery, Instructional Materials - Prop 20 Restricted (Res 6300)																
8590	Proposition 39 - California Clean Energy Jobs Act (Res 6230)																
8590	Other State Revenues (All other resources not reported separately)																
8300-8599	Total - Other State Revenues																
3. Federal Revenues (8100-8299)																	
8290	NCLB, Title I, Part A, Basic Grants Low-Income and Neglected (Res 3010)																
8290	NCLB, Title II, Part A, Improving Teacher Quality Program (Res 4035)																
8290	NCLB, Title III, Limited English Proficient Student Program (Res 4203)																
8290	NCLB, Title III, Immigrant Student Program (Res 4201)																
8290	NCLB, Title V, Part B, Public Charter Schools Grant Program (Res 4610)																
8181	Fed Sp Ed, IDEA Basic Local Assistance Entitlement, Part B, Sec 611 (Res 3310)																
8182	Fed Sp Ed, IDEA Basic Local Assistance Entitlement, Part B, Sec 611 (Res 3327)																
8290	21st Century Learning Communities (Res 4124)																
8220	Child Nutrition - Federal (NSLP) (Res 5310 and others)																
8290	State Ch. School Fac. Incentive Grants Prog. (Res within range 5800-5899)																
8110	Federal Impact Aid - Survey Cards - Maintenance and Operations (Res 0000)																
8100-8299	Other Federal Revenues (All other resources not reported separately)																
	Total - Federal Revenues																
8600-8799	Total - Local Revenues	22	22			22	22			22	22			22	22		
	All Local Revenues	22	22			22	22			22	22			22	22		
	Total - Local Revenues	22	22			22	22			22	22			22	22		
<b>5. TOTAL REVENUES</b>																	
		588,030	238,436	100,000		688,030	238,436	100,000		688,030	238,436	100,000		688,030	238,436	100,000	
<b>B. EXPENDITURES AND OTHER OUTGO (1000-7499)</b>																	
1. Certificated Salaries																	
1100	Certificated Teachers' Salaries	214,000	53,510	1,100	1,100	215,100	54,610			215,100	54,610			215,100	54,610		
1200	Certificated Pupil Support Salaries	5,300	1,313			5,300	1,313			5,300	1,313			5,300	1,313		
1300	Certificated Supervisors' and Administrators' Salaries	30,000	22,750			30,000	22,750			30,000	22,750			30,000	22,750		
1900	Other Certificated Salaries																
	Total, Certificated Salaries	249,300	77,572	1,100	1,100	250,400	78,672			250,400	78,672			250,400	78,672		
2. Classified Salaries																	
2100	Classified Instructional Salaries			309	309	309	309			309	309			309	309		
2200	Classified Support Salaries																
2300	Classified Supervisors' and Administrators' Salaries																
2400	Clerical and Office Salaries	42,500	10,271			42,500	10,271			42,500	10,271			42,500	10,271		
2900	Other Classified Salaries																
	Total, Classified Salaries	42,500	10,271	309	309	42,809	10,580			42,809	10,580			42,809	10,580		

Description	Object Code	a		b		c		d		e		f		g		h
		Unrestricted Budget	Actuals through 10/31/15	Restricted Budget	Unrestricted Actuals through 10/31/15	Restricted Budget	Restricted Actuals through 10/31/15	Total Budget	Total Actuals through 10/31/15	Projected FFY/NP (Higher of Budget or Actual)	Projected FFY/NP Differences	Budget to Projected Differences				
3. Employee Benefits																
STRS	3101-3102	26,749	8,323	120	120	26,869	120	8,443	26,869	26,869	-	8,443	26,869	-		
PERS	3201-3202	4,975	1,217	36	36	5,011	36	1,253	5,011	5,011	-	1,253	5,011	-		
OASDI/Medicare (Social Security)	3301-3302	2,604	1,906	40	40	2,644	40	1,946	2,644	2,644	-	1,946	2,644	-		
Health and Welfare Benefits	3401-3402	26,522	4,057			26,522		4,057	26,522	26,522	-	4,057	26,522	-		
Unemployment Insurance	3501-3502	5,513	44	1	1	5,514	1	45	5,514	5,514	-	45	5,514	-		
Workers' Compensation Insurance	3601-3602	5,800	2,631			5,800		2,631	5,800	5,800	-	2,631	5,800	-		
OPEB, Allocated	3701-3702										-			-		
OPEB, Active Employees	3751-3752										-			-		
Other Employee Benefits	3901-3902										-			-		
Total, Employee Benefits		72,163	18,178	197	197	72,360	197	18,375	72,360	72,360	-	18,375	72,360	-		
4. Books and Supplies																
Approved Textbooks and Core Curricula Materials	4100															
Books and Other Reference Materials	4200	250	127	250	250	500	250	127	500	500	-	127	500	-		
Materials and Supplies	4300	7,500	5,268	25,000	19,826	32,500	19,826	25,094	32,500	32,500	-	25,094	32,500	-		
Non-capitalized Equipment	4400	7,500	5,088	10,000	1,567	17,500	1,567	6,655	17,500	17,500	-	6,655	17,500	-		
Food (Food used in food-service activities for which the purpose is nutrition)	4700															
Total, Books and Supplies		15,250	10,483	35,250	21,393	50,500	21,393	31,876	50,500	50,500	-	31,876	50,500	-		
5. Services and Other Operating Expenditures																
Subagreements for Services	5100															
Travel and Conferences	5200	1,000	470	700	700	1,700	700	1,170	1,700	1,700	-	1,170	1,700	-		
Dues and Memberships	5300	500	24			500		24	500	500	-	24	500	-		
Insurance	5400	1,200				1,200			1,200	1,200	-		1,200	-		
Operations and Housekeeping Services	5500	13,180	1,099	25,000	19,615	13,180	19,615	1,099	13,180	13,180	-	1,099	13,180	-		
Rentals, Leases, Repairs, and Non-capitalized Improvements	5600	81,000	24,488			106,000		44,103	106,000	106,000	-	44,103	106,000	-		
Transfer of Direct Costs (MUST net to zero)	5700															
Prof/Consulting Svcs and Operating Expend (Include District Oversight)	5800	45,325	30,526	1,615	985	45,325	985	30,526	45,325	45,325	-	30,526	45,325	-		
Communications	5900	1,800	1,583			3,415		2,568	3,415	3,415	-	2,568	3,415	-		
Total, Services and Other Operating Expenditures		144,005	58,190	27,315	21,300	171,320	21,300	79,490	171,320	171,320	-	79,490	171,320	-		
6. Capital Outlay																
Depreciation Expense (See Sections G.9 & F.2.a)	6900															
Total, Capital Outlay																
7. Other Outgo																
Tuition to Other Schools (Include contribution to unfunded cost of Sp Ed.)	7110-7143															
Transfers of Pass-through Revenues to Other LEAs	7211-7213															
Transfers of Apportionments to Other LEAs - Spec Ed and All Others	7221-7223															
All Other Transfers	7280-7299															
Transfers of Indirect Costs (MUST net to zero)	7300															
Debt Service - Interest	7438															
Total, Other Outgo																
8. TOTAL EXPENDITURES		523,218	174,694	64,171	44,299	587,389	44,299	218,993	587,389	587,389	-	218,993	587,389	-		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-88)																
D. OTHER FINANCING SOURCES/USES (7600-7699, 8930-8999)																
1. All Other Financing Sources	8930-8979															
2. Other Uses	7630-7699															
3. Contributions between unrestricted and restricted accounts (MUST net to zero) (Include contribution to the unfunded cost of Special Education)	8980-8999		(44,299)		44,299		44,299									
4. TOTAL OTHER FINANCING SOURCES/USES		64,812	63,742	35,829	(44,299)	100,641	(44,299)	19,443	100,641	100,641	-	19,443	100,641	-		

Description	Object Code	the > of year f = g							Budget to Projected EFB/NP Differences
		a	b	c	d	e	f	g	
		Unrestricted Budget	Unrestricted Actuals through 10/31/15	Restricted Budget	Restricted Actuals through 10/31/15	Total Budget	Total Actuals through 10/31/15	Projected EFB/NP (Higher of Budget or Actual)	
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE/NET POSITION (C + D.4.)</b>		64,812	19,443	35,829	-	100,641	19,443	100,641	
<b>F. FUND BALANCE/NET POSITION (Budget and Actuals MUST match) (F.1.a-b)</b>									
1. Beginning Fund Balance/Net Position									
a. July 1 (MUST match EFB/Net Position of PY Unaudited Actuals, Section F.2)	9791	(17,936)	(17,936)	-	-	(17,936)	(17,936)	(17,936)	
b. Adjustments/Restatements	9793, 9795	(17,936)	(17,936)	-	-	(17,936)	(17,936)	(17,936)	
c. Adjusted Beginning Fund Balance/Net Position									
<b>2. Projected Ending Fund Balance/Net Position, June 30 (E + F.1.c.)</b>	See cell L134	46,876	1,507	35,829	-	82,705	1,507	82,705	
<b>Components of Ending Net Position</b>									
a. Net Investment in Capital Assets (See Sections B.6 and G.9)	9796								
b. Restricted Net Position	9797								
c. Unrestricted Net Position	9790A		1,507				1,507		
<b>G. ASSETS</b>									
1. Cash									
In County Treasury	9110								
Fair Value Adjustment to Cash in County Treasury	9111		238,436				238,436		
In Banks	9120								
In Revolving Fund	9130								
With Fiscal Agent/Trustee	9135								
Collections Awaiting Deposit	9140								
2. Investments	9150								
3. Accounts Receivable	9200								
4. Due From Grantor Government	9290								
5. Due From Other Funds	9310		83,219				83,219		
6. Stores	9320		(3,541)				(3,541)		
7. Prepaid Expenditures (Expenses)	9330		20,000				20,000		
8. Other Current Assets	9340								
9. Capital Assets (See Sections B.6 & F.2.a)	9400-9489		25,580				25,580		
<b>10. TOTAL ASSETS</b>			363,694				363,694		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>									
1. Deferred Outflows of Resources	9490								
<b>2. TOTAL DEFERRED OUTFLOWS</b>									
<b>I. LIABILITIES</b>									
1. Accounts Payable	9500								
2. Due to Grantor Government	9590								
3. Due to Other Funds	9610								
4. Current Loans	9640								
5. Deferred Revenue	9650								
6. Long-term Liabilities	9660-9669								
<b>7. TOTAL LIABILITIES</b>			362,187				362,187		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>									
1. Deferred Inflows of Resources	9690								
<b>2. TOTAL DEFERRED INFLOWS</b>									
<b>K. ENDING FUND BALANCE/NET POSITION, October 31, 2015</b>									
1. Ending Fund Balance/Net Position (G10+H2-I7-J2)			1,507				1,507		
(MUST agree with F.2)									

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Action Item 4**

**RECOMMENDATION:** Ratify adjustments to The O'Farrell Charter School 2015-2016 budget.

**BACKGROUND INFORMATION:**

Revisions listed are a result of either changes made to the budget adopted by the State of California, changes to the school's enrollment, the elimination of programs, or the addition of programs at the school site level.

**CURRENT INFORMATION:**

O'Farrell ended the 2014-2015 school year with a fund balance of \$9,383,313 (including \$2.78 million in capital assets)

ADA: Estimate P2 ADA of 1500

**ADDITIONAL INFORMATION:**

See attached worksheet

2015 - 2016 Budget Revision Comparison

		FY1516 Preliminary Budget	FY1516 Revised Budget
Enrollment/ADA		125/115	103/100
Revenue Limit	8011 - LCFF Revenue	4,473,127	4,788,404
	8012 - Education Protection Account Revenue	1,852,543	2,019,929
	8019 - Prior Year Income/Adjustments	-	-
	8096 - Charter Schools Funding In-Lieu of Property Taxes	5,887,608	5,915,524
	<b>Total Revenue Limit</b>	<b>12,213,278</b>	<b>12,723,857</b>
Federal Revenue	8181 Federal SPED	190,319	195,000
	8291 - Title I Federal Revenue	449,832	449,832
	8292 - Title II	67,354	68,703
	8293 - Title III Federal Revenue	30,491	34,697
	8290 21st Century	135,000	135,000
	<b>Total Federal Revenue</b>	<b>872,996</b>	<b>883,232</b>
Other State Revenue	8792 State SPED	749,500	763,956
	8550 - Mandate Cost Reimbursements	33,345	29,302
	8560 - State Lottery Revenue	155,104	262,793
	8590 - All Other State Revenues	-	855,074
	8590 ASES	150,000	150,000
	8599 - Prior Year State Income	-	-
<b>Total Other State Revenue</b>	<b>1,087,949</b>	<b>2,061,125</b>	
Local Revenue	8980 - Student Lunch Revenue	-	-
	8983 - All Other Local Revenue	-	-
	8985 - School Site Fundraising	53,931	54,264
	<b>Total Local Revenue</b>	<b>53,931</b>	<b>54,264</b>
<b>Total Revenue</b>	<b>14,228,154</b>	<b>15,722,478</b>	
Certificated Salaries	4100 - Teachers' Salaries	4,705,671	4,705,671
	1200 Pupil Support	220,102	220,102
	1300 - Certificated Supervisor and Administrator Salaries	490,745	490,745
	1900 - Other Certificated Salaries	288,660	288,660
	<b>Total Certificated Salaries</b>	<b>5,705,178</b>	<b>5,705,178</b>
Classified Salaries	2100 - Instructional Aide Salaries	559,122	559,122
	2200 - Classified Support	86,275	86,275
	2400 - Clerical, Technical, and Office Staff Salaries	401,239	401,239
	2900 - Other Classified Salaries (Noon and Yard Sup, etc.)	272,240	272,240
	<b>Total Classified Salaries</b>	<b>1,318,876</b>	<b>1,318,876</b>
Employee Benefits	3101 - State Teachers' Retirement System, certificated positions	521,627	521,627
	3313 - OASDI	144,399	144,399
	3323 - Medicare	172,690	172,690
	3403 - Health & Welfare Benefits	1,064,009	1,064,009
	3503 - State Unemployment Insurance	56,879	56,879
	3603 - Worker Compensation Insurance	212,828	212,828
<b>Total Classified Salaries</b>	<b>2,172,432</b>	<b>2,172,432</b>	
<b>Total Salaries &amp; Benefits</b>	<b>9,196,486</b>	<b>9,196,486</b>	
Books and Supplies	4100 - Approved Textbooks and Core Curricula Materials	310,000	310,000
	4200 - Books and Other Reference Materials	25,000	25,000
	4300 - Materials and Supplies	633,375	633,375
	4315 - Classroom Materials and Supplies	-	-
	4400 - Noncapitalized Equipment	415,000	415,000
	4430 - Noncapitalized Student Equipment	415,000	415,000
	4700 - Food and Food Supplies	10,000	10,000
<b>Total Books and Supplies</b>	<b>1,808,375</b>	<b>1,808,375</b>	
Services & Other Operating Expenses	5200 - Travel and Conferences	241,438	241,438
	5210 - Training and Development Expense	-	-
	5300 - Dues and Memberships	18,700	18,700
	5400 - Insurance	54,500	54,500
	5501 - Utilities	275,656	275,656
	5605 - Equipment Rental/Lease Expense	34,500	34,500
	5800 - Professional/Consulting Services and Operating Expenditures	1,403,840	1,403,840
	5900 - Communications (Tele., Internet, Copies, Postage, Messenger)	20,000	20,000
Other Outgo	7010 - Special Education Encroachment	375,000	375,000
	7000 - Miscellaneous Expense	366,398	381,716
	<b>Total Operating Expense and Other Outgo</b>	<b>2,790,032</b>	<b>2,805,350</b>
<b>Total Expense</b>	<b>13,794,893</b>	<b>13,810,211</b>	
<b>NET INCOME</b>	<b>433,261</b>	<b>1,912,267</b>	

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Action Item 5**

**RECOMMENDATION:** Accept the resignation of Salvador Rivera, Financial Liaison, from the Board of Directors of The O'Farrell Charter School.

**CURRENT INFORMATION:**

Salvador Rivera has served on the Board since October 9, 2009.. He is electing not to renew his term.

**BOARD OF DIRECTORS AGENDA ITEM**

**Agenda Date: December 7, 2015**

**Action Item 6**

**RECOMMENDATION:** Ratify the Nonclassroom-Based Funding Determination Form for Ingenuity Charter School for 2015-2016.

**BACKGROUND INFORMATION:**

Enacted by Senate Bill 740 (Chapter 892, Statutes of 2001, Education Code [EC] Section 47612.5 prohibiting charter schools from receiving any funding for nonclassroom-based instruction unless the State Board of Education (SBE) determines its eligibility for funding.

**CURRENT INFORMATION:**

California Code of Regulations, Title 5, Section 11963.6, specifies that a new nonclassroom-based (NCB) charter school, in its first fiscal year of operation, must file a funding determination request by December 1 in the same fiscal year. A continuing NCB charter school must file by February 1 in the same fiscal year that its existing funding determination expires. Funding determination for continuing NCB charter schools must be approved in advance (prospective basis) with funding determination periods ranging from a minimum of two years to a maximum of five years in length.

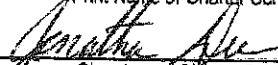
## California Department of Education Nonclassroom-Based Funding Determination Form (FDF) Fiscal Year 2015-16

CDE Nonclassroom-Based Determination of Funding Web Page: <http://www.cde.ca.gov/sp/cs/es/nclrbfunddet.asp>

	Deadlines	Check One ( X )
<b>New Charter School in FY 2015-16</b> (Source: Use FY 2015-16 estimated budget)	Due 12/01/2015	X
<b>Existing Charter School</b> (Source: Use FY 2014-15 audited financial report)	Due 2/01/2016	( )
<b>Existing Charter School New in FY 2014-15</b>	§ CCR 11963.5 (a) Due 9/30/2015	( )
Within 90 days after the end of a new charter school's first year of operation, two reports are required to be filed with the CDE: (1) FDF- using FY 2015-16 budget data and (2) Unaudited Actual Report for FY 2014-15. Note- the FDF due on 9/30/2015 is in addition to the FDF that will be due on or before 2/1/2016.		
<b>Other</b> (Enter the source fiscal year used: _____ Fiscal Year: _____)		( )
A charter school must obtain a waiver from the SBE if the FDF is not filed timely. Information on the waiver process is posted on the Waiver Process for the SBE at: <a href="http://www.cde.ca.gov/rel/hrwr">http://www.cde.ca.gov/rel/hrwr</a>  The governing board of the charter school's authorizing local educational agency will need to request a waiver for approval by the SBE on behalf of the charter school. The SBE may approve such waivers under the general waiver authority, under Education Code sections 33050-33053.		

### Complete Sections I through V

<b>Section I. Charter Information</b>		(Complete Lines 1 to 21)		§ CCR 11963.3 (a)(1) to (4)	
1. Charter School Name	Ingenuity Charter School			2. Charter #	1719
3. Charter Authorizer	San Diego Unified School District			4. CDS Code	37-68388-0131979
5. Street Address	5310 Skyline dr.				
6. City	San Diego	7. State	CA	8. Zip Code	92114
9. Contact Name	Jonathan Dean		10. Title	Superintendent	
11. Phone Number	619-263-3009		12. E-Mail	jonathan.dean@ofarellschool.org	
13. Funding Requested (Enter 100%, 85% or 70%):	100 %				
14. Years Requested (Enter 2, 3, 4, or 5)	2 Yrs.		Note: New charter schools are limited to two years § CCR 11963.6 (a)		
15. Current Funding Determination Expires	N/A- New Charter		16. Period Requested	Fiscal Year 15 /16 to 17 /18	
17. Charter Granted on	6/1/2015		18. Grade Levels Served	K-12/2015	
19. Charter Expires on	6/30/2019		20. P2 ADA	Continuing Charters (enter FY 2014-15 P2 ADA)	
			21. Est P2 ADA	67.50 New Charters (enter est. FY 2015-16 P2 ADA)	

<b>Section II. Certification</b>	(Review, sign, and date)	§ CCR 11963.3 (b)(1)
I certify that:		
1. The information provided is true and correct to the best of my ability and knowledge. 2. This charter school's nonclassroom-based instruction is conducted for and substantially dedicated to the instructional benefit of the school's students. 3. This charter school's governing board has adopted and implemented conflict of interest policies. 4. All of the charter school's transactions, contracts, and agreements are in the best interest of the school and reflect a reasonable market rate for all goods, services, and considerations rendered for or supplied to the school.		
Jonathan Dean Print Name of Charter School's Director, Principal, or Governing Board Chairperson		
 Signature of Charter School's Director, Principal, or Governing Board Chairperson		
Superintendent Title of Authorized Individual		11/30/15 Date

**California Department of Education**  
**Nonclassroom-Based Funding Determination Form (FDF)**  
**Fiscal Year 2015-16**

<b>Section III. Financial Information</b>		(Complete sections A, B, D, and E)
<b>A. Total Resources</b>	(Complete lines A.1.a. to d.)	§ CCR 11963.3 (a)(5)(A) and (6)
1. Revenues and Other Resources		
a. Federal Revenues		\$ 100,000
(i) Enter amount of Public Charter Schools Grant Program included under Federal Revenues (Line A1a).	\$ 100,000	
b. State Revenues		\$ 579,169
c. Local Revenues		\$ -
d. Other Financing Sources		\$ -
e. Total Revenues (Sum of lines A1a to A1d.)		\$ 679,169
<b>B. Total Expenditures and Other Uses</b>	(Complete lines B.1. to B.4.)	
1. Instruction and Related Services		§ CCR 11963.3 (a)(5)(B) and (6)
a. Salaries and Benefits		
(i) Certificated		\$ 353,700
(ii) Classified		\$ 35,834
b. Books, Supplies, and Equipment		\$ 64,675
c. Services and Other Operating Costs		
(i) Contracts for Instructional Services		\$ 12,000
(ii) Contracts for Instructional Support		\$ 19,000
(iii) All other Instruction Related Operating Costs		\$ 59,140
d. Total Instruction and Related Services		\$ 555,349
2. Operations and Facilities		§ CCR 11963.3 (a)(5)(C) and (6)
a. Salaries and Benefits		
(i) Certificated		\$ -
(ii) Classified		\$ 18,416
b. Books, Supplies, and Equipment		\$ -
c. Services and Other Operating Costs		\$ 35,180
d. Facility Acquisition and Construction		\$ -
e. Total Operations and Facilities		\$ 53,596
f. Allowable Facility Costs	§ CCR 11963.3 (b) (?)	
(i) Enter the total facility square footage occupied by the charter school	950	
(ii) Enter total Classroom-Based reported P-2 ADA for FY 2014-15. Do not include NCB ADA.	-	
(iii) Enter the total Student Hours attended by NCB pupils at the school site	150	
(iv) Calculated Facilities Costs	\$ 173	
Lesser of Line B2e or $\frac{[(B2f) + (B2f) / 866]}{866} * \$1,000$		
Allowable (Lesser of Line B2e or B2fv)	\$ 173	
3. Administration and Other Activities		§ CCR 11963.3 (a)(5)(D) and (6)
a. Salaries and Benefits		
(i) Certificated		\$ 19,000
(ii) Classified		\$ -
b. Books, Supplies, and Equipment		\$ -
c. Services and Other Operating Costs		
(i) Contracts for Other Administrative Services		\$ -
(ii) Supervisorial Oversight Fee		\$ -
(iii) All Other Administration & Other Activities, Services & Operating Costs		\$ -
d. Total Administration and Other Activities		\$ 19,000
4. Other Outgo and Other Financing Uses		§ CCR 11963.3 (a)(5)(E) and (6)
a. Debt Service		\$ -
b. Transfers to LEAs		\$ -
c. All Other Transfers and Outgo		\$ -
d. Total Other Outgo and Other Financing Uses		\$ -
5. Total Expenditures	(Sum of lines B1d, B2e, B3d, and B4d)	\$ 627,945

**California Department of Education  
Nonclassroom-Based Funding Determination Form (FDF)  
Fiscal Year 2015-16**

C. Revenues Over Expenditures- Surplus or (Deficit) (Line A.1.e minus B.5) \$ **51,224**  
5 CCR 11963.3 (a)(5)(F)

D. Fund Balance (Enter the beginning fund balance on line D.a.)

a. Beginning Fund Balance (July 1) 5 CCR 11963.3 (a)(5)(A) \$ -  
 b. Ending Fund Balance (June 30 / Line C plus Line D.a.) \$ **51,224**

E. Reserves (Complete lines E.a. to E.e.)

If reserves in lines E.a. or E.b. are more than \$50,000 or over 6% of total expenditures, an explanation must be provided in Section IV.6. 5 CCR Section 11963.3(a)(5)(F).

	<table border="1"> <tr><th align="center" colspan="2">% of Expenditures</th></tr> <tr><td align="center">0.0%</td><td></td></tr> <tr><td align="center">0.0%</td><td></td></tr> </table>	% of Expenditures		0.0%		0.0%		
% of Expenditures								
0.0%								
0.0%								
a. Designated for Economic Uncertainties		\$ -						
b. Facilities Acquisition or Capital Projects		\$ 50,000						
c. Reserves required by Charter Authorizer		\$ -						
d. Other Reserves (Identify in Section IV.5 below)		\$ 1,224						
e. Unassigned/Unappropriated Fund Balance		\$ 51,224						
f. Total (Sum of lines E.a to E.e.) <b>Note- Line E.f. must agree with Line D.b.</b>		\$ 51,224						

**Section IV. Supplemental Information** (Complete lines 1 to 7)

1. Pupil to Teacher Ratio (PTR) pursuant to *Education Code* Section 51745.6 and 5 CCR, Section 11704.

a. Enter the charter school's PTR:	<b>25 : 1</b>
b. If the charter school's PTR in line IV.1.a. exceeds 25:1, enter the name of the largest unified school district in the county or counties in which the charter school operates:	
c. Enter the PTR for the unified school district listed in line IV.1.b.	<b>: 1</b>

2. Did any entity receive \$50,000 or more OR 10% or more of total expenditures (Line B.5.) in the FY 2014-15 OR will receive in the FY 2015-16? 5 CCR 11963.3 (b) (3). No

If Yes, list the name of each entity and the cumulative amount received by each entity. Are contract payments made by the charter school based on specific services rendered or upon an amount per unit of average daily attendance or some other percentage of the charter school's revenues, enrollment, etc.? If yes, please identify.

	Name of Entity	Amount	Purpose/Explanation	Contract payments	
				Based on specific services rendered (Yes or No)?	If payments are not based on services rendered, are payments based on an amount per ADA or some other percentage (Yes or No)?
a				Yes or No	Yes or No
b				Yes or No	Yes or No
c				Yes or No	Yes or No
d				Yes or No	Yes or No
e				Yes or No	Yes or No
f				Yes or No	Yes or No
g				Yes or No	Yes or No
h				Yes or No	Yes or No

**California Department of Education  
Nonclassroom-Based Funding Determination Form (FDF)  
Fiscal Year 2015-16**

3. List the charter school's CURRENT governing board 5 CCR 11953.3 (b) (4)

	Name of Board Member	Identification of Board Member (Parent, Teacher, etc)	How was board member selected?	Is the member affiliated in any way with any entity listed in Section IV. 2. (Yes/No)?	Member's Board Term (From/To)
a	Christian Scott	Community Member	Elected by the sitting board	Yes or No	November 2014-2016
b	Timothy Katzman	Community Member	Elected by the sitting board	Yes or No	November 2014-2016
c	Deiano Jones	Community Member	Elected by the sitting board	Yes or No	November 2014-2016
d	Linda Logan	Teacher	Elected by the sitting board	Yes or No	June 2014-2016
e	Salvador Rivera	Community Member	Elected by the sitting board	Yes or No	October 2013-2015
f	Agnes Barrelet	Community Member	Elected by the sitting board	Yes or No	January 2014-2016
g	Sharlette Dela Cruz	Parent	Elected by the sitting board	Yes or No	August 2014-2016

Has the governing board adopted and implemented conflict of interest policies and procedures?

Yes  No

For any governing board member identified as affiliated with any entity reported above in Section IV.2, explain the nature of the affiliation.

4. If transfers are reported on lines B.4.b. or B.4.c., describe the nature of the transaction and identify the accounts or entities involved in the transfer. 5 CCR 11963.3 (b) (5).

5. If reserves are reported on line E.d., list the amount and purpose of the "Other Reserves"

Reserve Amount	Purpose of Reserve

6. If the reserves are reported on lines E.a. (designated for economic uncertainties) or E.b. (facilities acquisition or capital projects) and exceed the greater of \$50,000 or 5% of total expenditures, explain the reason for the excess reserves.

7. Enter the full-time equivalent (FTE) employees working at the charter school that possess a valid teaching certificate, permit, or other document equivalent to that which a teacher in other public schools would be required to hold, issued by the Commission on Teacher Credentialing, and are required to provide direct instruction or direct instructional support to students.

FY 2014-15	0.0	FTE	FY 2015-16	3.7	FTE
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**Section V. Nonclassroom-Based Virtual or On-Line Charters** (Complete lines 1 and 2. If applicable)

1. Is this charter school a virtual or on-line charter school as defined pursuant to 5 CCR Section 11963.5? (A virtual or on-line charter school is one in which at least 80 percent of teaching and student interaction occurs via the Internet)

No  Yes 5 CCR 11963.5

2. If Yes to line V.1., can the charter school demonstrate compliance with 5 CCR Section 11963.5 (b) (2) to (8)?

Yes  No Regulations are available at: <http://www.cde.ca.gov/sp/cs/tr/csregsmar04.asp>

**California Department of Education  
Nonclassroom-Based Funding Determination Form (FDF)  
Fiscal Year 2015-16**

**Section VI. Calculated Funding Determination Percentage**

Ch.#	1719	Charter:	Ingenuity Charter School
62.80%	<b>1. Percent spent on Certificated Employee Salaries &amp; Benefits to Total Public Revenues</b> Source: 5 CCR 11963.3 (c) (1) Formula: Certificated S&B costs Line B.1.a (1) / Federal Revenues Lines A.1.a - PCSGP A.1.a (i) + State Revenues A.1.b.		
81.79%	<b>2. Percent spent on Instruction &amp; Instruction-Related Services to Total Revenues</b> Source: 5 CCR 11963.3 (c) (2) Formula: Instructional & Related Services costs. Line B.1.d. + Allowable Facilities costs 2.f.(iv) / Total Revenues Line A.1.e.		
<b>Funding Determination Criteria</b>		If the percentages from lines VI.1 OR VI.2 do not meet the minimum spending criteria required of the funding level requested, a Mitigating Circumstances Request Summary Sheet may be filed with the CDE along with the FDF for the request to be considered by the Advisory Commission on Charter Schools. Mitigating worksheet is available at: <a href="http://www.cde.ca.gov/sp/cs/as/nclrfunddet.asp">http://www.cde.ca.gov/sp/cs/as/nclrfunddet.asp</a>	
<b>100%</b>	1) Line VI.1. equals or exceeds 40 percent, 2) Line VI.2 equals or exceeds 80 percent, AND 3) Line IV.1.a., charter school's PTR cannot exceed of 25:1 OR the PTR on Line IV.1.c., largest unified school district in the county or counties in which the charter school operates, the ACCS shall recommend approval at 100%, unless there is a reasonable basis to recommend otherwise. [5 CCR 11963.4 (a) (3)]		
<b>85%</b>	1) Line VI.1. equals or exceeds 40 percent, AND 2) Line VI.2 equals or exceeds 70 percent but less than 80 percent, the ACCS shall recommend approval at 85 percent, unless there is a reasonable basis to recommend otherwise. [5 CCR 11963.4 (a) (2)]		
<b>70%</b>	1) Line VI.1. equals or exceeds 35 percent, AND 2) Line VI.2 equals or exceeds 60 percent but less than 70 percent, the ACCS shall recommend approval at 70%, unless there is a reasonable basis to recommend otherwise. [5 CCR 11963.4 (a) (1)]		
<b>Denied</b>	1) Line VI.1. is less than 35 percent, OR 2) Line VI.2 is less than 60 percent, the ACCS shall recommend that the SBE deny the request, unless there is a reasonable basis to recommend otherwise. [5 CCR 11963.4 (a) (4)]		

