

**Language Academy of Sacramento/Academia de Idiomas de Sacramento**  
 A Two-Way Spanish Immersion Public Charter School/Una Escuela Pública de Inmersión Dual en Español  
 2850 49<sup>th</sup> Street, Sacramento, CA 95817

Agenda/Agenda

**BOARD MEETING/REUNIÓN DE LA MESA DIRECTIVA**

Friday, April 26, 2019/viernes, 26 de abril del 2019

**5:30pm in ROOM 9/5:30PM en el salón 9**

**I. PRELIMINARY/PRELIMINARIO**

**A. CALL TO ORDER/Convocatoria**

Meeting was called to order by/La junta fue convocada por \_\_\_\_\_ at \_\_\_\_:\_\_\_\_ p.m.

**B. ROLL CALL/Asistencia**

	<b>Name/Nombre</b>	<b>Role/Miembro</b>	<b>Present/ Presente</b>	<b>Absent/ Ausente</b>
1.	Lourdes Gómez	Parent/Madre (18-19)		
2.	Kathy Petree	Parent/Madre (17-20)		
3.	Jennifer Bacsafrá	Parent/Madre (16-19) Secretary/Secretaria		
4.	Gemma Jáuregui	Teacher/Maestra (18-21)		
5.	Adriana Yáñez-Gutiérrez	Staff/Personal (17-20)		
6.	Perla Campos	Teacher/Maestra (16-19)		
7.	Nadeen Ruíz	Community Member/Miembro Comunitario (18-21)		
8.	Araceli Campa	Community Member/Miembro Comunitario (17-20) Treasurer/Tesorero		
9.	Erandi Zamora	Community Member/Miembro Comunitario (16-19) Vice President/Vice Presidente		
10.	Student Representative	Student Council President/Presidente del Concilio Estudiantil		
11.	Eduardo de León	Academic Director/Director Académico		
12.	Teejay Bersola	Academic Accountability Specialist/Especialista de Responsabilidad Académica		
13.	Judy Morales	Business and Operations Officer/Oficial de Negocios y Operaciones		

**C. APPROVAL OF AGENDA/Aprobación de la Agenda**

**D. APPROVAL OF BOARD MEETING MINUTES/Aprobación de las Minutas de la Mesa Directiva**

a. March 22, 2019 minutes/minutas de 22 de marzo del 2019

**E. MISSION/Misión**

The LAS mission is to create a learning environment where students: 1) **Utilize bilingualism and biliteracy (Spanish and English) to achieve academic excellence and apply skills** in real-world situations and diverse settings. (BILITERACY); 2) Develop and exhibit positive self-esteem, pride, confidence, and respect for themselves and others. (CONFIDENCE AND LIFE SKILLS); and, 3) Demonstrate leadership skills in order to build bridges between communities and apply critical thinking skills to solve problems, promote social justice, and create change in society. (LEADERSHIP AND CRITICAL THINKING)

*La misión de LAS es crear un ambiente de aprendizaje donde los estudiantes: 1) **Utilicen el bilingüismo y la alfabetización bilingüe (español e inglés) para alcanzar la excelencia académica y aplicar destrezas** en situaciones del mundo real y en entornos diversos. (ALFABETIZACIÓN BILINGÜE); 2) **Desarrollar y mostrar una autoestima positiva, orgullo, confianza y respeto por sí mismos y por los demás.** (CONFIANZA Y DESTREZAS DE LA VIDA); y, 3) **Demostrar destrezas de liderazgo para construir puentes entre las comunidades y aplicar destrezas de pensamiento crítico para resolver problemas, promover la justicia social y crear un cambio en la sociedad.** (LIDERAZGO Y PENSAMIENTO CRÍTICO)*

**II. COMMUNICATIONS NORMS/NORMAS DE COMUNICACION**

- A. ORAL COMMUNICATIONS/Comunicaciones Verbales: Non-agenda items: no individual presentation shall be for more than three (3) minutes and **the total time for this purpose shall not exceed fifteen (15) minutes**. Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation. /*Temas no presentados en la agenda: Ningún individuo presentará por más de tres (3) minutos y **el tiempo total para este segmento no pasará de quince (15) minutos**. Los miembros de la Mesa Directiva no contestarán preguntas y ningún voto tomará acabo. Sin embargo, los Miembros de la Mesa Directiva pueden dar instrucciones al personal presentando los temas.*

- 1. Public Comments (**maximum of three (3) minutes per speaker**)/*Comentarios Públicos (máximo de 3 minutos por persona)*

**III. INFORMATIONAL ITEMS/Artículos de Información:**

- 1. Student Council/*Concilio estudiantil* – Representative/*representante* (5 min)
- 2. Parent Council/Association/*Concilio y asociación de padres* – Representative/*representante* (5 min)
- 3. LAS Charter Renewal/Renovación de la Constitución de LAS – School Leadership/*Liderazgo escolar* (5 min)
- 4. Federal Program Monitoring Update/*Actualización del monitoreo de programa federal* – Bersola (10 min)

**IV. ITEMS SCHEDULED FOR DISCUSSION AND/OR ACTION – ARTICULOS PROGRAMADOS PARA DISCUSIÓN Y/O ACCIÓN**

**A. SCUSD Memorandum of Understanding/Memorándum de Entendimiento del Distrito SCUSD - School Leadership/Liderazgo escolar (10 min.)**

- i. Public Comments (maximum of three (3) minutes per speaker)/*Comentarios Públicos (máximo de 3 minutos por persona)*

It is recommended that the Board discuss and/or approve Agenda Item IVA/*Se recomienda que la Mesa Directiva discuta y/o apruebe IVA.*

Motion:\_\_\_\_ Second:\_\_\_\_ Vote:\_\_\_\_

**B. Monthly Financials/ *Financieros de enero* – EdTec/Morales (10 min)**

- i. Public Comments (maximum of three (3) minutes per speaker)/*Comentarios Públicos (máximo de 3 minutos por persona)*

It is recommended that the Board discuss and/or approve Agenda Item IVB/*Se recomienda que la Mesa Directiva discuta y/o apruebe IVB.*

Motion:\_\_\_\_ Second:\_\_\_\_ Vote:\_\_\_\_

**C. Finance Committee – Preliminary Review 19-20 Budget/Comité de Finanzas – *Reviso preliminar del presupuesto 19-20*– Campa, Morales (10 min) i. Public Comments (maximum of three (3) minutes per speaker)/*Comentarios Públicos (máximo de 3 minutos por persona)***

It is recommended that the Board discuss and/or approve Agenda Item IVC/*Se recomienda que la Mesa Directiva discuta y/o apruebe IVC.*

Motion:\_\_\_\_ Second:\_\_\_\_ Vote:\_\_\_\_

**D. March Check Register/*Registro de la cuenta bancaria de marzo* – School Leadership/Liderazgo escolar (5 min.)**

- i. Public Comments (maximum of three (3) minutes per speaker)/*Comentarios Públicos (máximo de 3 minutos por persona)*

It is recommended that the Board discuss and/or approve Agenda Item IVD/*Se recomienda que la Mesa Directiva discuta y/o apruebe IVD*

Motion:\_\_\_\_ Second:\_\_\_\_ Vote:\_\_\_\_

**E. Bylaws/Policy 1) Governing Board Election Timeline / Estatutos/Póliza: 1) Línea cronológica para elecciones de miembros de la mesa directiva – Zamora (15 min)**

- i. Public Comments (maximum of three (3) minutes per speaker)/Comentarios Públicos (máximo de 3 minutos por persona)

It is recommended that the Board discuss and/or approve Agenda Item IVE/Se recomienda que la Mesa Directiva discuta y/o apruebe IVE.

Motion:\_\_\_\_\_ Second:\_\_\_\_\_ Vote:\_\_\_\_\_

**F. Facilities Committee/Comité de Plantel Escolar (Morales, 10min)**

- i. Public Comments (maximum of three (3) minutes per speaker)/Comentarios Públicos (máximo de 3 minutos por persona)

It is recommended that the Board discuss and/or approve Agenda Item IVF/Se recomienda que la Mesa Directiva discuta y/o apruebe IVF.

Motion:\_\_\_\_\_ Second:\_\_\_\_\_ Vote:\_\_\_\_\_

**V. INFORMATIONAL ITEMS - ARTICULOS DE INFORMACIÓN**

**A. Curriculum Design Team/Comité de desarrollo de currículo – Jáuregui (5 min)**

**VI. FUTURE MEETINGS/Próxima Junta**

1. Friday, May 24, 2019 Regular Board Meeting/viernes 24 de mayo de 2019 Junta Regular de la Mesa

**VII. FUTURE AGENDA ITEMS/Temas para agendas futuras**

**VIII. ADJOURNMENT/Clausura** The meeting was adjourned at \_\_\_\_:\_\_\_\_p.m./La junta terminó a las \_\_\_\_:\_\_\_\_ p.m.

Motion:\_\_\_\_\_ Second:\_\_\_\_\_ Vote:\_\_\_\_\_

*In compliance with the Americans with Disabilities Act (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modifications of the agenda in order to participate in Board meetings are invited to contact the LAS office. En conformidad con la Acta de Americanos Incapacitados (ADA) y con el pedido formal, la escuela puede proveer servicios o la ayuda a individuos con incapacidades. Individuos que requieren servicios especiales para participar en la junta de la Mesa Directiva están invitados comunicarse con la directora para hacer arreglos.*



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 2850 49th Street, Sacramento, CA 95817

**Minutes/Minutas**  
**BOARD MEETING/REUNIÓN DE LA MESA DIRECTIVA**  
**Friday, March 22, 2019/viernes, 22 de marzo del 2019**  
**5:30 pm in ROOM 9/5:30PM en el salon 9**

**I. PRELIMINARY/PRELIMINARIO**

<b>I.A &amp; B</b>	Meeting was called to order by Adriana Yañez-Gutiérrez at 5:44 PM. Roll call was taken. / <i>La junta fue convocada por Adriana Yañez-Gutiérrez a las 5:44PM. Se tomó lista.</i>			
	<b>Name/Nombre</b>	<b>Role/Papel</b>	<b>Present/ Presente</b>	<b>Absent/ Ausente</b>
	1. Lourdes Gómez	Parent/Madre (18-19)	X	
	2. Kathy Petree	Parent/Madre (17-20) Vice President/Vice Presidente	X 7:08pm	X
	3. Jennifer Bacsafra	Parent/Madre (16-19) Secretary/Secretaria	X	
	4. Gemma Jáuregui	Teacher/Maestra (18-21)	X	
	5. Adriana Yañez-Gutiérrez	Staff/Personal (17-20)	X	
	6. Perla Campos	Teacher/Maestra (16-19)	X	
	7. Nadeen Ruiz	Community Member (18-21)/Miembro Comunitario (18-21)		X
	8. Aracely Campa	Community Member/Miembro Comunitario (17-20) Treasurer/Tesorero	X	
	9. Erandi Zamora	Community Member/Miembro Comunitario (16-19) President/Presidente		X
	10. Student Representative	Student Council Representative/Representante Concilio Estudiantil	X	
	11. Eduardo de León	Executive Director/Director Ejecutivo	X	
	12. Teejay Bersola	Academic Accountability Specialist/Especialista de Responsabilidad Académica	X	
	13. Judy Morales	Business and Operations Officer/Oficer/Oficial de Negocios y Operaciones	X	
	<b>Agenda/Agenda</b>	<b>Action/Acción</b>		
<b>I.C</b>	<b>Approval of Agenda</b> <i>Aprobación de la Agenda</i>	<p>A motion was made to approve the March 22, 2019 agenda, with the amendment of tabling the Executive Director evaluation update.  <i>Se hizo una moción para aprobar la agenda del 22 de marzo de 2019, con la modificación de posponer la actualización de la evaluación del Director Ejecutivo.</i></p> <p>1st Motion/<i>1a Moción</i>: Gemma Jáuregui          2nd Motion/<i>2a Moción</i>: Perla Campos          Absences/<i>Ausencias</i>: Kathy Petree, Erandi Zamora, Nadeen Ruiz          Abstentions/<i>Abstenciones</i>: None          Motion passed with six votes. / <i>La moción pasó con seis votos.</i></p>		
<b>I.D</b>	<b>Approval of Board Meeting Minutes</b> <i>Aprobación de los Minutos de la Mesa Directiva</i>	<p>A motion was made to approve the February 22, 2019 minutes.  <i>Se hizo una moción para aprobar las minutas del 22 de febrero de 2019.</i></p> <p>1st Motion/<i>1a Moción</i>: Perla Campos          2nd Motion/<i>2a Moción</i>: Aracely Campa          Absences/<i>Ausencias</i>: Kathy Petree, Erandi Zamora, Nadeen Ruiz          Abstentions/<i>Abstenciones</i>: Adriana Yañez-Gutiérrez          Motion passed with five votes. / <i>La moción pasó con cinco votos.</i></p>		
<b>I.E</b>	<b>Mission</b> <i>Misión</i>	The LAS mission was read aloud. / <i>La misión de LAS fue leída en voz alta.</i>		
<b>II. COMMUNICATIONS NORMS/NORMAS DE COMUNICACIÓN</b>				
<b>II.A.</b>	<b>Public Comments</b>	1) None/ <i>Ninguno</i>		

<i>Comentarios Públicos</i>		
<b>III. INFORMATIONAL ITEMS/ARTÍCULOS DE INFORMACIÓN:</b>		
<b>III.1.</b>	<b>Student Council Representative</b> <i>Concilio estudiantil representante</i>	Student Council executive vice president and secretary reviewed their recent meeting discussions./ <i>El vicepresidente ejecutivo y el secretario del Concilio Estudiantil revisaron las discusiones de la junta reciente.</i>
<b>III.2</b>	<b>Parent Council/Association/ ELAC Representative</b> <i>Concilio y asociación de padres/ELAC representante</i>	The Parent Council/Association/ELAC report was provided by staff member, Claudia Ochoa. Ms. Ochoa reviewed the most recent meeting agenda items. Parent Council members were also recognized for their service to LAS: Stefanie Esparza (TK), Xochith Laredo (K), Fabiola Flores (1), Veronica Heredia Corona (2), Lorena Rosas (3), Alma Garcia Gutierrez (4), Wendy Aguilar (5), Liz Kennish (6), Lucian Romero (7), Virginia Diaz (8), Erika Vasquez (President), Jorge Santana (VP), Stacy Miller (Treasurer), and Alexa Garza (Secretary). Members will also be recognized at the next Parent Association meeting. Potential new parent board members are being recruited./ <i>El informe del Concilio y Asociación de Padres/ ELAC fue proporcionado por la miembro del personal, Claudia Ochoa. La Sra. Ochoa revisó los puntos más recientes de la agenda de la reunión. Los miembros del Concilio de Padres también fueron reconocidos por su servicio a LAS: Stefanie Esparza (TK), Xochith Laredo (K), Fabiola Flores (1), Veronica Heredia Corona (2), Lorena Rosas (3), Alma García Gutiérrez (4), Wendy Aguilar (5), Liz Kennish (6), Lucian Romero (7), Virginia Díaz (8), Erika Vasquez (Presidenta), Jorge Santana (VP), Stacy Miller (Tesorera) y Alexa Garza (Secretaria). Los miembros también serán reconocidos en la próxima reunión de la Asociación de Padres. Se está reclutando a nuevos padres potenciales para la Mesa Directiva.</i>
<b>III.3</b>	<b>LAS Staff Mission Statement Discussion Circle Summary</b> <i>Resumen del círculo de discusión sobre la misión de LAS por parte del personal de LAS</i>	Mr. de Leon shared the Circle Up process as part of LAS staff professional development. It is the second year of program implementation. Staff recently reflected on the different components of the LAS mission statement. / <i>El Sr. de León compartió el proceso de Circle Up como parte del desarrollo profesional del personal de LAS. Es el segundo año de implementación del programa. El personal recientemente reflexionó sobre los diferentes componentes de la declaración de misión de LAS.</i>
<b>III.4</b>	<b>CAASPP Calendar</b> <i>Calendario de CAASPP</i>	Ms. Bersola reviewed the state testing calendar. <ul style="list-style-type: none"> <li>● CAASPP: April 10- May 15 (for grades 3-8) in English, Math, Science, and Spanish.</li> <li>● Physical Fitness Test: Start date is April 3 (5th and 7th grades)</li> <li>● Summative ELPAC: February 24-April 28, 2019 (TK-Gr8 English Learners)</li> </ul> <i>La Sra. Bersola revisó el calendario de exámenes estatales.</i> <ul style="list-style-type: none"> <li>● CAASPP: del 10 de abril al 15 de mayo (para los grados 3-8) en inglés, matemáticas, ciencias y español.</li> <li>● Examen de aptitud física: la fecha de inicio es el 3 de abril (5º y 7º grado)</li> <li>● ELPAC sumativo: del 24 de febrero al 28 de abril de 2019 (Aprendices de inglés de TK-Gr8)</li> </ul>
<b>III.5</b>	<b>Federal Program Monitoring Update</b> <i>Actualización del monitoreo de programa federal</i>	The California Department of Education will begin a 4 year period of monitoring LAS categorical programs (Title 1, Title 2, and Title 4). The FPM Team will conduct an onsite visit April 16, 17, & 18, 2019 to observe classrooms, review program evidence, and interview pertinent LAS stakeholders, such as members of the School Site Council (SSC), ELAC, Middle School Team, staff, parents, School Leadership, and Title 1, 2, & 4 funded personnel. / <i>El Departamento de Educación de California comenzará un período de 4 años de supervisión de los programas categóricos de LAS (Título 1, Título 2 y Título 4). El equipo de FPM realizará una visita al sitio el 16, 17 y 18 de abril de 2019 para observar los salones, revisar las pruebas del programa y entrevistar a las partes interesadas pertinentes de LAS, como los miembros del Concilio del sitio escolar (SSC),</i>

		<i>ELAC, el equipo de la secundaria, el personal, padres, liderazgo escolar y personal financiado por los Títulos 1, 2 y 4.</i>
<b>IV. ITEMS SCHEDULED FOR DISCUSSION AND/OR ACTION</b> <b>ARTICULOS PROGRAMADOS PARA DISCUSIÓN Y/O ACCIÓN</b>		
<b>IV.A</b>	<b>LAS Charter Renewal</b> <i>Renovación de la Constitución de LAS</i>	Mr. de Leon shared that the SCUSD board voted unanimously to approve the new LAS charter last night (March 21, 2019). / <i>El Sr. de León compartió que la Mesa de SCUSD votó por unanimidad aprobar el nuevo chárter de LAS anoche (21 de marzo de 2019).</i>
	<b>Public Comments</b> <i>Comentarios Públicos</i>	None / <i>Ninguno</i>
<b>IV.B</b>	<b>Monthly Financials</b> <i>Financieros de enero</i>	Brian Holmes from Ed Tec provided a monthly financial update. Ms. Morales shared that our attendance is projected to be 95-96% this year. Each percentage point of attendance is equivalent to \$70-100K. / <i>Brian Holmes de Ed Tec proporcionó una actualización financiera mensual. La Sra. Morales compartió que se proyecta que nuestra asistencia será del 95-96% este año. Cada punto porcentual de asistencia es equivalente a \$70-100K.</i>
	<b>Public Comments</b> <i>Comentarios Públicos</i>	There was a public comment regarding the importance of recognizing parents for their role in student attendance, and how recognition motivates both parents and students to continue. / <i>Hubo un comentario público sobre la importancia de reconocer a los padres por su papel en la asistencia de los estudiantes, y cómo el reconocimiento motiva a los padres y los estudiantes a continuar.</i>
<b>IV.C</b>	<b>February Check Register</b> <i>Registro de la cuenta bancaria de febrero</i>	A motion was made to approve the March 2019 check register. / <i>Se hizo una moción para aprobar el registro de la cuenta bancaria de marzo de 2019.</i>  1st Motion/ <i>1a Moción</i> : Gemma Jáuregui 2nd Motion/ <i>2a Moción</i> : Aracely Campa Absences/ <i>Ausencias</i> : Kathy Petree, Erandi Zamora, Nadeen Ruiz Abstentions/ <i>Abstenciones</i> : None Motion passed with six votes. / <i>La moción pasó con seis votos.</i>
	<b>Public Comments</b> <i>Comentarios Públicos</i>	None/ <i>Ninguno</i>
<b>IV.D</b>	<b>Bylaws/Policy 1) Governing Board Election Timeline</b> <i>Estatutos/Póliza: 1) Línea cronológica para elecciones de miembros de la mesa directiva</i>	Mr. de Leon reviewed the governing board election timelines, Plan A and Plan B. There will be one community board member position, two parent board member positions, and one certificated staff member position open. / <i>El Sr. de León repasó las líneas cronológicas de elección de la Mesa Directiva, el Plan A y el Plan B. Habrá un puesto de representante de la comunidad, dos puestos de representantes de padres y un puesto de representante del personal certificado abierto.</i>  A motion was made to approve the proposed board election timeline for community, parent and staff positions. / <i>Se hizo una moción para aprobar la línea cronológica de elección de la Mesa propuesta para los puestos de la comunidad, los padres y el personal.</i>  1st Motion/ <i>1a Moción</i> : Aracely Campa 2nd Motion/ <i>2a Moción</i> : Perla Campos Absences/ <i>Ausencias</i> : Kathy Petree, Erandi Zamora, Nadeen Ruiz Abstentions/ <i>Abstenciones</i> : None Motion passed with six votes. / <i>La moción pasó con seis votos.</i>
	<b>Public Comments</b> <i>Comentarios Públicos</i>	None/ <i>Ninguno</i>
<b>V. INFORMATIONAL ITEMS - ARTICULOS DE INFORMACIÓN</b>		

<b>V.A</b>	<b>Executive Director's Evaluation Committee</b> <i>Comité de la Evaluación del Director Ejecutivo</i>	Tabled. / <i>Pospuesto.</i>
<b>V.B</b>	<b>Finance Committee – Preliminary Review 19-20 Budget</b> <i>Comité de Finanzas – Revisión preliminar del presupuesto 19-20</i>	Ms. Campa reviewed the most recent Finance committee meeting updates. Ms. Morales reviewed the facilities budget for the upcoming construction of the LAS library, adjacent bathrooms, and office bathrooms (Phase 1). There is a \$75,000 difference in the proposal due to inflation and new code compliances (requirement for voice alerts). The project remains within budget. A preliminary 2019-2020 school budget will be available at the April board meeting. / <i>La Sra. Campa revisó las últimas actualizaciones de la junta del comité de Finanzas. La Sra. Morales revisó el presupuesto de las instalaciones para la próxima construcción de la biblioteca de LAS, los baños adyacentes y los baños de las oficinas (Fase 1). Hay una diferencia de \$75,000 en la propuesta debido a la inflación y el nuevo cumplimiento de los códigos (requisito para alertas de voz). El proyecto se mantiene dentro del presupuesto. Un presupuesto escolar preliminar de 2019-2020 estará disponible en la reunión de la Mesa de abril.</i>
<b>V.C</b>	<b>Curriculum Design Team</b> <i>Comité de desarrollo de currículo</i>	Ms. Jauregui reviewed the meeting agenda from 3/7/19. The committee reviewed the state testing calendar, backwards curriculum planning, year long plans and assessments, academic interventions, and the intervention plan and process as it relates to Title I funding. The committee also reviewed the upcoming pilot of NGSS science curriculum, professional development, and the upcoming federal program audit. / <i>La Maestra Jáuregui revisó la agenda de la reunión del 3/7/19. El comité revisó el calendario de exámenes estatales, la planificación del plan de estudios hacia atrás, los planes y evaluaciones de todo el año, las intervenciones académicas y el plan y proceso de intervención en relación con los fondos del Título I. El comité también revisó el próximo piloto del plan de estudios de ciencias de NGSS, el desarrollo profesional y la próxima auditoría del programa federal.</i>
<b>V.D</b>	<b>Facilities Committee</b> <i>Comité de Instalaciones</i>	Ms. Yanez reviewed Phase 1 construction, including library modernization, relocating entrance gates, and student/staff bathrooms. The proposal was approved and LAS will go to bid next Monday. The timeline was reviewed - construction is scheduled to start in June but may run into September. If the library and restroom construction is not complete by the first day of school, portable bathrooms will be provided for students. The LAS E-Rate status will save and estimated \$78,000 for this project. The total cost of Phase 1 is \$1,434,875. / <i>La Sra. Yáñez revisó la construcción de la Fase 1, incluida la modernización de la biblioteca, la reubicación de las puertas de entrada y los baños de los estudiantes y el personal. La propuesta fue aprobada y LAS se licitará el próximo lunes. La línea cronológica fue revisado: la construcción está programada para comenzar en junio, pero puede durar hasta septiembre. Si la construcción de la biblioteca y los baños no está completa el primer día de clases, se proporcionarán baños portátiles para los estudiantes. El estado de LAS E-Rate ahorrará y estimará \$78,000 para este proyecto. El costo total de la Fase 1 es de \$1,434,875.</i>
<b>VI. CLOSED SESSION/SESIÓN CERRADA</b>		
<b>VI</b>	<b>Closed Session Potential Litigation</b> <i>Sesión Cerrada Litigios Potenciales</i>	Time entered: 7:15 pm / <i>Hora que se comenzó: 7:15 pm</i>  Time exited: 7:41pm / <i>Hora que se terminó: 7:41 pm</i>
<b>V.I</b>	<b>Open Session: Announcement of Closed Session Board Action</b> <i>Sesión abierta: Anuncio de la acción tomada durante la sesión cerrada</i>	No action was taken during closed session. / <i>No se tomó ninguna acción durante la sesión cerrada.</i>

**VII. FUTURE MEETINGS/PRÓXIMA JUNTA**

1. Friday, April 26, 2019 Regular Board Meeting/*viernes 26 de abril de 2019 Junta Regular de la Mesa*

**VIII. FUTURE AGENDA ITEMS/TEMAS PARA AGENDAS FUTURAS**

- 1) Attendance update / *Actualización de asistencia*

**IX. ADJOURNMENT/CLAUSURA**

A motion was made to adjourn the board meeting. / *Se hizo una moción para clausurar la reunión de la Mesa.*

1<sup>st</sup> Motion/*1<sup>ra</sup> Moción*: Perla Campos

2<sup>nd</sup> Motion/*2<sup>a</sup> Moción*: Gemma Jáuregui

Absences/*Ausencias*: Erandi Zamora, Nadeen Ruiz

Abstentions/*Abstenciones*: None/*Ninguno*

The motion passed with seven votes. / *La moción pasó con siete votos.*

The board meeting was adjourned at 7:42 PM. / *La reunión de la Mesa se terminó a las 7:42pm.*





**Board Meeting Date:** April 26, 2019

**Subject:** Student Council

- (X) Information Item Only
- ( ) Approval on Consent Agenda
- ( ) Conference (for discussion only)
- ( ) Conference/First Reading (Action Anticipated \_\_\_\_\_:)
- ( ) Conference/Action
- ( ) Action

**Committee/Staff:** Student Council

**Information:**

**Student Council Reports:**

Student Council meeting called to order with one public comment regarding the possibility of promoting 5th grade's compost project.

The meeting continued with proposal of upcoming end of the year dance. Executive member Teaghan proposed the possibility of a family silent disco, the votes were not in favor for a silent disco but a traditional end of the year dance.

The council selected themes for end of the year dance  
 3rd-5th grade members created an outline for the Tk-5th event.

Future items on the agenda:

- Spirit Week
- Family movie night
- Student Council Elections

**Estimated Time of Presentation:** 5 min.  
**Submitted By:** Luna  
**Date:** 04.22.2019

**Pertinent Pages in**  
 ( ) Charter, pages \_\_\_\_ ( ) Bylaws, pages \_\_\_\_  
 ( ) Policy, \_\_\_\_ ( ) MOU, pages \_\_\_\_



**Board Meeting Date:** 26 de abril de 2019

**Tema:** Concilio Estudiantil

- (X) Artículo de información
- ( ) Aprobación en la Agenda de Consentimiento
- ( ) Conferencia (para discusión solamente)
- ( ) Conferencia/Primera lectura (Acción Anticipada: )
- ( ) Conferencia/Acción
- ( ) Acción

**Comité/Personal:** Concilio Estudiantil

**Información:**

**Informes del Concilio Estudiantil:**

Se convocó una reunión del Cocilio Estudiantil con un comentario público sobre la posibilidad de promover el proyecto de abono para 5to grado.

La reunión continuó con la propuesta del próximo baile de fin de año. Miembro ejecutivo Teaghan propuso la posibilidad de una discoteca silenciosa familiar, los votos no fueron a favor de una discoteca silenciosa sino un baile tradicional de fin de año.

El concilio seleccionó temas para el baile de fin de año.

Los miembros de 3er a 5to grado crearon un esquema para el evento de Tk-5to.

Artículos futuros en la agenda:

- Semana de espíritu
- Noche de cine familiar
- Elecciones del Concilio estudiantil

**Estimated Time of Presentation:** 5 min.  
**Submitted By:** Luna  
**Date:** 04.22.2019

**Pertinent Pages in**  
( ) Charter, pages \_\_\_\_ ( ) Bylaws, pages \_\_\_\_  
( ) Policy, \_\_\_\_ ( ) MOU, pages \_\_\_\_



**Board Meeting Date:** April 26<sup>th</sup>, 2019

**Subject:** Parent Council

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action

**Committee:** Parent Council, Parent Association, ELAC Advisory Councils -Other Parent Items

**Parent Council:** The Parent Council met on Monday, April 8<sup>th</sup>. The following reflects agenda items reviewed during the April meeting:

- **Governing Board Update-** The Charter renewal was accepted with a unanimous vote by SCUSD on March 21<sup>st</sup> which approved us for another 5 years. The Governing Board is has posted the current vacant positions for needed for: two Parent Representatives, one Community Representative and one Certificated staff member to serve for the following academic school year 2019/2020. The process for elections has been sent out to parents via monthly newsletter and as well as posted on our school website. Brian Holmes from Ed Tech provided a summary of our monthly finances. Ms. Morales gave an update on the construction updates that will be taking place on our school site during the summer. The construction updates will be for the library, student’s bathrooms and office bathrooms. The construction updates will meet ADA approval.
- **Administration Update-**An update on SCUSD strikes, reassuring parents that LAS teachers will not be participating in this strike. Oak Park Smart Celebration will be held on Saturday, April 13<sup>th</sup> and everyone is invited to this community event. CAASPP testing schedule was shared, which will run from the week of April 8<sup>th</sup> to the week of May 13<sup>th</sup>. Enrollment Lottery for the 2019/2020 school year will be going through their lottery process on Tuesday, April 23<sup>rd</sup> at 4:00pm in the Cafeteria and everyone is welcomed. Poem in your Pocket will be celebrated on Thursday, April 25<sup>th</sup> from 8:30-12pm.
- **Grade Level Update-** TK: TK has a field trip to UC Davis Student Farm.  
K: Kinder has an upcoming snack sale programed. A field trip on May 21<sup>st</sup> to Funderland.  
1<sup>st</sup>: First grade has a fieldtrip scheduled to Old Sacramento School House.  
2<sup>nd</sup>: Second grade has a field trip to Bishops Hamburger Farm on April 24<sup>th</sup>.  
3<sup>rd</sup> -5<sup>th</sup> grades: No new updates to report.  
6<sup>th</sup> grade: 3 field trips scheduled for May 1<sup>st</sup> – May 3<sup>rd</sup>.



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7<sup>th</sup> grade: Selling chocolates from now until April 19<sup>th</sup>, field trip scheduled for May 1<sup>st</sup> – 3<sup>rd</sup>.  
8<sup>th</sup> grade: Organizing graduation day and picnic day. A field trip has also been scheduled for May 1<sup>st</sup>- May 3<sup>rd</sup>.

Meetings with teachers will be ongoing or as needed with their PC Representatives.

- **Budget** – Budget report on Arden Fair School Cents was given.
- **Bylaws**-The PC Bylaws committee presented items suggested for changes and PC Grade Level Representatives were able to vote for suggested changes. A new Bylaws Document will be provided with all of the updated changes during the next PC meeting.
- **Day of the child**-This event will be held on April 26<sup>th</sup>. The budget approval for this event was \$1,400. There will be a variety of activities for all grade level that will include prizes and snacks. Some of the activities planned include: Inflatable Houses, Photo Booth, DJ, food, and desserts. The celebration will take place from 8:30am – 12:30pm.
- **Carnaval**-A flyer will be used to promote this event. The activities that have been suggested so far are: Performers, stands, food, set schedule, flyers, activities, donations. This event is programmed for Saturday, May 18<sup>th</sup>, 2019.

**Parent Association/ELAC:** Our meeting took place on Wednesday, April 10<sup>th</sup> at 5:30pm. The agenda items that were addressed included:

- Governing Board/Administration Update, School Report (Newsletter, Website, K/WTK, Key Documents), Parent Council Report and School Calendar 2019/2020.
- Parent Communication at LAS (Presentation was also shared on our LAS website)

**Estimated Time of Presentation:** 5 minutes  
**Submitted By:** Ochoa  
**Date:** 03.18.2019

**Pertinent Pages in**  
( ) Charter, pages \_\_\_\_\_  
( ) MOU, pages \_\_\_\_\_



**Fecha de la Reunión:** 26 de abril del 2019

**Tema:** Concilio de padres

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: \_\_\_\_\_)
- Conferencia/Acción
- Acción

**Comité:** Concilio de padres, Asociación de padres, Comité Asesor de Padres para Aprendices de Inglés (ELAC por sus siglas en Inglés) - Otros artículos para padres

**Concilio de padres:** El concilio de padres se reunió el lunes, 8 de abril. Lo siguiente refleja los artículos que se repasaron durante la reunión de febrero:

- **Actualización de la Mesa Directiva-** La renovación de nuestra escuela autónoma fue aprobada por una decisión unánime por el Distrito Escolar Unificado de Sacramento el cual nos aprovo por 5 años más. La Mesa Directiva anunció las posiciones vacantes para: dos padres representantes, un representante de la comunidad y un miembro del personal certificado para el siguiente año escolar 2019/2020. El proceso de la elección ya fue compartida con los padres a través del Boletín Mensual y la página de internet de LAS. Brian Holmes del departamento de finanzas compartió el reporte financiero mensual. Ms. Morales compartió una actualización de la construcción del plantel escolar que se llevará a cabo durante este verano. La construcción cumplirá con la aprobación de la ADA en las áreas de la biblioteca, el baño de los estudiantes, y el baño de los adultos.
- **Actualización de Administración-** La huelga del Distrito Escolar Unificado de Sacramento no estará afectando a nuestra escuela ya que nuestros maestros no estarán participando en dichas huelgas. Oak Park Smart tendrá una celebración a la comunidad el sábado 13 de abril y todos están invitados a participar. Los exámenes estatales de CAASPP estarán tomando lugar desde la semana del 8 de abril a la semana del 13 de mayo. Sorteo de Matriculación para el año escolar 2019/2020 se llevará a cabo el martes 23 de abril a las 4:00pm en la cafetería de la escuela y todos están invitados. Celebraremos Poema en el bolsillo el jueves 25 de abril de las 8:30 – 12pm.
- **Actualizaciones de Nivel de Grado TK:** Tienen un paseo programado al UC Davis Student Farm la fecha no estaba confirmada.  
K: Tienen una venta de bocadillos programada próximamente y el 21 de mayo tendrán un paseo al parque de Funderland.



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1<sup>ro</sup>: Tienen un paseo programado proximately para la escuelita de Viejo Sacramento, la fecha no estaba confirmada.

2<sup>do</sup>: Tienen un paseo a programado para el 24 de abril para Bishops Hamburger Farm.

3<sup>ro</sup> -5<sup>to</sup> No tienen actualizaciones por el momento.

6<sup>to</sup> grado: Tienen 3 paseos programados del primero de mayo al 3 de mayo.

7<sup>vo</sup> grado: Estarán vendiendo chocolates desde ahorita hasta el 19 de abril. Tienen un paseo programado del primero de mayo al 3 de mayo.

8<sup>vo</sup> grado: Están actualmente organizando el día de graduación y un día de excursión al campo. Tienen un paseo programado del primero de mayo al 3 de mayo.

Los representantes del Concilio de padres de grados TK- 8vo se reunirán con los maestros de su nivel de grado cuando vean la necesidad de la reunión.

- **Presupuesto-** Se compartió un reporte financiero de Arden Fair School Cents.
- **Estatutos-** El comité de Estatutos de PC presentó las sugerencias de cambios y los Representantes de nivel de grado tuvieron la oportunidad de votar para los cambios expuestos. El Nuevo documento de los Estatutos con los dichos cambios se actualizará y se compartirá durante la siguiente junta del concilio de padres.
- **Día del niño-** Este evento se a programado para el 26 de abril. El presupuesto que se aprobó para este evento fue de \$1,400. Se incluirán una variedad de actividades para todos los niveles de grado, incluyendo premios y meriendas. Algunas de las actividades planeadas incluyen: Brincolin, cabina de fotos, DJ, comida y meriendas. La celebración se llevara acabo de las 8:30am – 12:30pm
- **Carnaval-** Se usarán volantes para promover este evento. Las actividades sugeridas asta ahora son: Presentaciones, puestos, comida, volantes, actividades, donaciones. Este evento esta programado para el sábado, 18 de mayo del 2019. No se compartió nueva información.

**Asociación de padres /ELAC:** La reunión tomo lugar el miércoles, 10 de abril a las 5:30pm. Los artículos incluidos en la agenda incluyeron:

- Actualización de Mesa Directiva/Administración, Reporte Escolar (Hoja informativa, sitio web, lo que sé / lo que quiero saber, documentos claves), Reporte de Concilio de padres y Calendario escolar de 2019/2020.
- Comunicación con los padres de LAS (La presentación fue compartida en nuestra página web)

**Tiempo estimado para la presentación:** 5 min  
**Entregado por:** Ochoa  
**Fecha:** 03.18.2019

**Páginas pertinentes en:**  
 La constitución, páginas \_\_\_\_\_  
 MOU, páginas \_\_\_\_\_



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Agenda Item# III3

**Board Meeting Date:** April 26, 2019

**Subject:** LAS Charter Renewal

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action

**Committee:** School Leadership

**Information:**

On Thursday, March 21, 2019, the SCUSD Governing Board unanimously approved the renewal charter petition for LAS with all board members present.

**Estimated Time of Presentation:** 5 min  
**Submitted By:** School Leadership  
**Date:** 4.22.19

**Pertinent Pages in**  
( ) Charter, pages \_\_\_\_\_  
( ) MOU, pages \_\_\_\_\_



A California Public School

Agenda Artículo# III3

**Fecha de la Reunión:** 26 de abril de 2019

**Tema:** Renovación de la Constitución de LAS

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: \_\_\_\_\_)
- Conferencia/Acción
- Acción

**Comité:** Liderazgo Escolar

**Información:**

El jueves, 21 de marzo, 2019, la mesa directiva de SCUSD aprobó unánimemente con todos los miembros en asistencia para renovar la constitución de LAS.

**Tiempo estimado para la presentación:** 5 min  
**Entregado por:** Liderazgo Escolar  
**Fecha:** 4.22.19

**Páginas pertinentes en:**  
( ) La constitución, páginas \_\_\_\_\_  
( ) MOU, páginas \_\_\_\_





A California Public School

Agenda Item# III4

**Board Meeting Date:** April 27, 2019

**Subject: Federal Program Monitoring (FPM) Update**

- Information Item Only
- Approval on Consent Agenda
- Conference/First Reading (Action Anticipated: October/November)
- Conference (for discussion only)
- Conference/Action
- Action

**Background:**

On April 16-18, 2019, CDE staff members visited LAS to conduct a Federal Program Monitoring (FPM) process and to learn about the school's allocation of federal Title 1, Title 2, and Title 4 funding and their aligned program implementation as approved by the LAS School Site Council, ELAC, and the LAS Governing Board.

At the end of the visit, LAS received an official Notification of Findings (NOF) report of the review (see attached). Overall, LAS did well with only one identified finding regarding a need to adopt an ELD curriculum- a task which is already on CDT's work in progress list.

Attachment:

- 1) FPM NOF Letter

<p><b>Estimated Time of Presentation:</b> 15 minutes</p> <p><b>Submitted By:</b> Bersola</p> <p><b>Date:</b> 04/23/19</p>
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<p><b>Pertinent Pages in</b></p> <p>( ) Charter, pages _____</p> <p>( ) MOU, pages _____</p>
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**Fecha de la Reunión:** 27 de abril de 2019

**Tema:** Actualización de Supervisión de Programas Federales

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia/Primera lectura (Acción Anticipado: octubre/noviembre)
- Conferencia (solo para discutir)
- Conferencia/Acción
- Acción

**Contexto:**

El 16 al 18 de abril de 2019, los miembros del personal de CDE visitaron LAS para realizar un proceso de Supervisión de Programas Federales (FPM) y aprender sobre la asignación de fondos federales de Título 1, Título 2 y Título 4 de la escuela y su implementación del programa alineado según lo aprobado por el Concilio de Sitio Escolar de LAS, ELAC y la Mesa Directiva de LAS.

Al final de la visita, LAS recibió un informe oficial de la Notificación de los Resultados (NOF) de la revisión (ver adjunto). En general, a LAS le fue bien con solo un hallazgo identificado con respecto a la necesidad de adoptar un currículo ELD, una tarea que ya se encuentra en la lista de trabajos en progreso de CDT.

Adjunto:

- 1) Carta FPM NOF

**Tiempo estimado para la presentación:** 15 min.  
**Entregado por:** Bersola  
**Fecha:** 04/23/19

**Páginas pertinentes en:**  
( ) Constitución, páginas \_\_\_\_\_ ( ) Estatutos, páginas \_\_\_\_  
( ) MOU, páginas \_\_\_\_\_ ( ) Póliza \_\_\_\_\_



# California Department of Education Federal Program Monitoring 2018-19 Notification of Findings

April 18, 2019

This is the official Notification of Findings (NOF) report of the review visit conducted by the California Department of Education (CDE). Because the methodology of the review involves sampling, it is not an assessment of all legal requirements. Nevertheless, the local educational agency (LEA) is responsible for operating its federal categorical programs in compliance with all applicable laws and regulations.

**Local Educational Agency:** The Language Academy of Sacramento (34674390106 898)

**Review Date(s):** 04/16/2019 - 04/18/2019

**Regional Team Leader(s):** Ben Kingsbury, 916-319-0321

**FPM Coordinator(s):** Judy Morales, 916-277-7137  
Eduardo de Leon, 916-277-7137  
Teejay Bersola, 916-277-7137

Program Reviewed	Program Reviewer	Total Findings
Compensatory Education (CE)	Monique Moton	0
English Learner (EL)	Ron Addington	1

The LEA is required to resolve each Federal Program Monitoring (FPM) finding within 45 calendar days which ends on 06/02/2019. Corrective actions made to resolve findings must be implemented at all sites in the LEA and the new procedures must be used in the future.

When a FPM finding cannot be resolved within this 45 calendar day period, the LEA submits a resolution agreement request using the "Resolution Agreement" process via CMT. Authorized LEA staff may request suggestions from CDE staff on the resolution of findings.

NOTE: Copies of this report were distributed to the Agency. This is a public report and must be made available upon request. (California Public Records Act, Government Code section 6250)

Sites Reviewed	Programs Reviewed
No sites included in this review.	

## Monitoring Results by Program

### Compensatory Education

No program findings resulted from this monitoring review. No further action is required.



**Federal Program Monitoring 2018-19**  
**Notification of Findings**  
The Language Academy of Sacramento (34674390106898)

## English Learner

1. EL 14: ELD

As part of the core program provided through general funds, all identified ELs must receive a program of ELD instruction, in order to develop proficiency in English as rapidly and effectively as possible and meet state priorities for ELs. Each LEA must take appropriate action to overcome language barriers that impede equal participation by its students in its instructional programs.

A review of documentation, interviews with LEA staff, and classroom visitations, shows that the Language Academy of Sacramento (LAS) does not have core ELD curriculum materials for grades K-8 that completely address the California ELD Standards and ELA/ELD Framework.

LAS must upload evidence of a plan to provide core ELD curriculum materials for grades K-8 that completely address the California ELD Standards and ELA/ELD Framework. This plan must include professional development regarding the curriculum materials, integration of the curriculum within its dual immersion program, and a time line for full implementation of the plan. In addition, it will include a letter of assurance from the academic director stating that LAS will adhere to the LEA's plan for providing K-8 ELD curriculum and timeline for completing the plan.

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*The means by which a finding is resolved is the responsibility of the LEA unless specified in law. Authorized LEA staff may request suggestions from CDE staff on the resolution of findings.*



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Agenda Item# IVA

**Board Meeting Date:** April 26, 2019

**Subject:** SCUSD Operational and Special Education MOU

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action

**Committee:** School Leadership

**Information:**

The Sacramento City Unified School District (SCUSD) puts forth an Operational and Special Education Memorandum of Understanding in line with charter submission and renewal. These agreements should delineate the following requirements in correspondence with State Law:

- 1) Fiscal
- 2) Programmatic
- 3) Support Services (if any)
- 4) Oversight and Renewal
- 5) Special Education Services or Requirements – limited due to the fact that the El Dorado County Office of Education is LAS’s SELPA

**Summary:**

Following renewal, school leadership has collaborated closely with SCUSD and LAS legal counsel to review and revise the Operational and Special Education MOU.

**Recommendation:**

It is the recommendation of School Leadership to approve the Operational and Special Education MOU.

**Documents Attached:**

1. Operational Memorandum of Understanding
2. Special Education Memorandum of Understanding

<p><b>Estimated Time of Presentation:</b> 10 min  <b>Submitted By:</b> School Leadership  <b>Date:</b> 4.22.19</p>
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<p><b>Pertinent Pages in</b>  <b>( ) Charter, pages</b> _____  <b>( ) MOU, pages</b> _____</p>
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A California Public School

Agenda Artículo# IVA

**Fecha de la Reunión:** 26 de abril de 2019

**Tema:** Contrato Operativo & de Educación Especial con el Distrito

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: \_\_\_\_\_)
- Conferencia/Acción
- Acción

**Comité:** Liderazgo Escolar

**Información:**

El Distrito Escolar Unificado de Sacramento (SCUSD) provee un Contrato Operativo y de Educación Especial de acuerdo con la constitución y renovación de LAS. Estos acuerdos deben delinear los siguientes requisitos que corresponden a deberes legales a nivel estatal:

- 1) Fiscal
- 2) Programático
- 3) Servicios de apoyo (si lo hay)
- 4) Supervisión y Renovación
- 5) Servicios de Educación Especial o Requisitos – limitados debido a que LAS contrata con el Condado de Educación de El Dorado como nuestro SELPA

**Resumen:**

A partir de la renovación de LAS, el liderazgo escolar ha colaborado estrechamente con el distrito y un asesor legal para repasar y revisar el contrato operativo y de educación especial.

**Recomendación:**

El Liderazgo Escolar recomienda que la Mesa Directiva apruebe el contrato MOU Operativo y de Educación Especial.

**Documentos adjuntos:**

1. Memorándum de Entendimiento: Operativo
2. Memorándum de Entendimiento: Educación Especial

**Tiempo estimado para la presentación:** 10 min  
**Entregado por:** Liderazgo Escolar  
**Fecha:** 4.22.19

**Páginas pertinentes en:**  
 ( ) La constitución, páginas \_\_\_\_\_  
 ( ) MOU, páginas \_\_\_\_

**OPERATIONAL MEMORANDUM OF UNDERSTANDING BETWEEN  
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
AND  
Language Academy of Sacramento**

This Operational Memorandum of Understanding (“Agreement”) is entered into as of July 1, 2019, by and between the Board of Trustees of the Sacramento City Unified School District (“District”) and The Language Academy of Sacramento (“Non-Profit”), a California non-profit public benefit corporation, operating Language Academy of Sacramento (“Charter School”), a public charter school chartered by the District. The District, the Non-Profit and the Charter School are collectively referred to as the “Parties.” This Agreement shall be enforceable only following execution by both Parties and ratification or approval by the governing boards of each of the Parties.

**RECITALS:**

- A. The District is the granting agency of the Charter School. The District *initially* approved the charter on February 19, 2004. The District previously renewed the Charter School’s charter on January 24, 2014 for a term of five years, beginning on July 1, 2014 and expiring June 30, 2019. The District once again renewed the charter on March 21, 2019 for a term of five years, beginning on July 1, 2019 and expiring on June 30, 2024. The Charter School is operated by the Non-Profit.
- B. By approving the charter petition, the District assumed certain oversight responsibilities of the Charter School pursuant to the California’s Charter Schools Act (Cal. Ed. Code, § 47600 *et seq.*). This Agreement is intended to outline the Parties’ agreements governing their respective fiscal and administrative responsibilities, their legal relationship, and other matters of mutual interest not otherwise addressed or resolved in the terms of the Charter School’s charter.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements herein set forth, the Non-Profit and the District do hereby agree as follows:

- 1. Use of Terms.** Unless otherwise stated, for the purposes of this Agreement, the terms Charter School and Non-Profit may be used interchangeably, with the duties and responsibilities of the Charter School and Non-Profit being the same under this Agreement.
- 2. Term and Renewal.** This Agreement shall commence on the date upon which it is executed by both Parties, but shall not be effective absent ratification or approval by the governing boards of each of the Parties. The Agreement shall cover the remaining term of the charter, expiring on June 30, 2024. If the Charter School’s charter is revoked or the Charter School ceases operations prior to the expiration of the term of the Agreement, the Agreement shall immediately terminate. The Agreement is also subject to termination in accordance with the processes as set forth in this Agreement or as otherwise permitted by law. Renewal or extension of the charter and this Agreement shall be based, in part, on compliance with the terms set forth in this Agreement, District policy, and applicable law.

**3. Designation of School.** The Charter School shall be known as Language Academy of Sacramento. The Charter School may not change its name, nor operate under any other name, without the prior express written approval of the District. The Non-Profit shall be responsible for all functions of the Charter School pursuant to the terms and conditions set forth in this Agreement and its charter. The Charter School shall not be located at more than one school site without the prior express written approval of the District. The Charter School shall not change locations without the prior express written approval of the District. Any change of location shall be considered a material revision of the charter petition under Education Code sections 47605 and 47607 and shall not be denied unless there are sufficient findings per these statutes.

**4. School Accountability.**

(a) Annual LCAP. The Charter School shall comply with Education Code section 47606.5, as that statute may be amended from time to time, as well as its implementing regulations, if any. The Charter School’s Local Control and Accountability Plan (“LCAP”), and annual updates thereto as required by law, shall be annually provided to the District by July 1, unless a different date is established by law. The Charter School will utilize the State Board of Education’s template to submit its LCAP pursuant to this section. To the extent practicable, the Charter School shall report LCAP data in a manner consistent with how information is reported on a school accountability report card.

(b) Performance Report. The Charter School will provide an Annual Performance Report to the District, completed by the Charter School, no later than the October 1st that immediately follows each respective school year. From time to time, and as may be necessary in the District’s sole discretion, the District reserves the right to revise the content requested in, and format of, the Annual Performance Report. The District will provide the Charter School with notice at least thirty (30) days prior to the implementation of changes to the Annual Performance Report.

(c) Corrective Action. The Charter School must comply with the terms and conditions specified in the Corrective Action Plan, attached to this Agreement as Appendix B and incorporated to this Agreement by reference.

**5. Funding.**

(a) Basic Funding. The Charter School shall receive its funding in accordance with applicable law. Should anything in this MOU require revision based upon changes in law or regulation, the Parties shall meet without delay to cooperatively revise the MOU to ensure consistency with the law. Any future revision of the Charter Schools Act to revise the manner in which charter schools are funded shall not be interpreted to prevent the Charter School’s direct receipt of full funding in accordance with applicable law.

The Charter School is eligible for a general-purpose entitlement and supplemental funding allocated through the Local Control Funding Formula (“LCFF”) under Education Code sections 42388 *et seq.* Except as otherwise noted in this Agreement, it shall be the responsibility



of the Charter School to apply for funding due to the Charter School under LCFF.

The Charter School has elected to receive funding from the State directly, pursuant to Education Code section 47651. The District shall comply with Education Code section 47635 in providing the Charter School with its share of local funding. However, the Parties understand that in the event that such funds are not timely received by the District due to processing delays at either the state or county level, such funds shall be provided to the Charter School as soon as practicable after such funds are made available to the District. The District recognizes the authority of the Charter School to pursue additional sources of funding. Any application for funding by the Charter School that depends on the support or creditworthiness of the District shall be presented to the District for its prior written approval.

(b) District Applications for Funding. When the District applies for additional sources of funding in the form of grants and/or categorical funding at the request of and for the benefit of the Charter School, the District will receive one percent (1%) of such funds at the time they are paid to the Charter School. Such funds shall not be considered revenue for purposes of the District's oversight fee set forth in section 8(b).

(c) Expenditure of Funds. The Charter School agrees to comply with all regulations related to expenditures and receipt of its funds (including compliance with federal and state compliance regulations and certifications). Without limitation to the foregoing, the Charter School agrees that all revenue received from the District and the State shall only be used as outlined herein and in the charter for the provision of educational services for school age children enrolled in and attending the Charter School and shall not be used for purposes other than those set forth in the Charter School's charter and any authorized amendments. The Charter School will provide the District with written monthly notice when the Charter School withdraws funds deposited by the Sacramento County Superintendent of Schools in the Sacramento County Treasury for the account of the Charter School and re-deposits those funds in a financial institution selected by the Charter School. Such notice is provided when the Charter School provides the District with monthly bank statements from the banks where all the Charter School's accounts are held. Within fifteen calendar days of opening an account at a bank or other financial institution, the Charter School will provide written notice to the District of the commencement of that account, the type of account, the financial institution or bank and any identifying account numbers.

(d) Compliance with Procedures. To the extent that the Charter School is required to submit records or information to the District or the County Office of Education in order to confirm funding, including but not limited any audit requirements under LCFF, those records must be prepared by the Charter School in compliance with applicable laws.

**6. Legal Relationship.** Pursuant to its charter and Education Code section 47604, the Charter School is operated by the Non-Profit. The Charter School and the Non-Profit are separate legal entities from the District. As such, the District shall not be liable for the debts or obligations of the Charter School or the Non-Profit to the maximum extent permitted by applicable law. It is agreed that it is the Parties' intent that the District shall incur no unreimbursed cost or expenses of any type whatsoever as a result of its relationship with the

Charter School. The Charter School may not enter into a contract or agreement to be managed or operated by any other non-profit public benefit corporation (or any other corporation or entity) without the express written prior approval of the District. The obligations of the Charter School under such agreement or contract are solely the responsibility of the Charter School and are not the responsibility of the District.

**7. Complaints.** The Charter School shall inform the District of any complaints submitted or filed against it, including complaints filed with any governmental entity other than the District, which the District is obligated to respond to using its own complaint resolution processes, or under any state or federal law, including but not limited to complaint submitted pursuant to uniform complaint procedures. Copies of such complaints must be provided to the District within three (3) working days of receipt by the Charter School. If any such complaint raises an issue or issues that may be grounds for revocation or non-renewal of the charter, the District may request that the Charter School report to the District on how such complaints are being addressed, and the Charter School agrees to provide such information upon the District's request. The Charter School shall make such information available to the District for inspection and copying upon request during regular business hours or, upon request, the Charter School shall deliver to the District within ten (10) business days a current copy of any requested records or information. Under all circumstances, the Charter School will cooperate fully in the release of information to the District to assist in the District's oversight obligations.

**8. Fiscal Relationship.**

(a) Administrative Services. The District's most recent available fee schedule for services to the Charter School ("Letter of Intent/Fee Schedule") is attached hereto for reference as Appendix C. Appendix C provides an initial estimated fee schedule, subject to amendment when the fiscal year's fees become final. The Charter School may purchase any of the "Optional Administrative Services" designated by the District. If the Charter School elects to purchase such services, the District's agreement to provide those services shall be reduced to writing and signed by the Parties in a separate agreement. The District reserves the right to annually revise the Letter of Intent/Fee Schedule to reflect the District's then-calculated rates, and the rates stated by each such revision shall apply to services the Charter School is purchasing from the District. If the Charter School contracts for services that require the District to provide labor beyond the current work and vacation calendars of District employees, then the Charter School shall pay the actual cost of these services.

(b) Oversight Fee. The Parties agree that the District will incur costs in connection with its performance of supervisory oversight of the Charter School as required by law, and that it is not in the best interests of either Party to require a mechanical assessment, accounting, billing and payment process to compensate the District for such costs.

The Parties further agree that the District is not providing the Charter School with substantially rent-free facilities as referenced by Education Code section 47613(b). Therefore, the Parties agree that the actual cost of the District's supervisory oversight of the Charter School is one percent (1%) of all "Revenue of the Charter School" (excluding grants, loans, and private donations), as defined in Education Code sections 47613(f) as the amount received in the current

fiscal year from the Local Control Funding Formula calculated pursuant to Education Code Section 42238.02, as implemented by Education Code Section 42238.03.

Should anything in this provision require revision based upon a change in the law or regulation, the Parties shall meet without delay to cooperatively revise the MOU to ensure that the fees for oversight are consistent with the law. The Parties further agree that should the District be required by law or requested by the Charter School to perform services on behalf of the Charter School outside of its supervisory oversight functions and other than as outlined above regarding administrative services, it will incur additional costs or expenses, which the Charter School agrees are not included within the services under the Oversight Fee. However, no cost will be imposed upon or accrued by the Charter School without prior negotiation and agreement between the Charter School and the District of the terms and cost of said services.

“Supervisory Oversight,” as used in the Education Code section 47613, is defined in Education Code sections 47604.32 and 47604.33 to mean the District’s performance of duties to include the following:

- Identification of at least one (1) staff member as contact person for the Charter School.
- Visiting the Charter School at least annually.
- Ensuring that the Charter School complies with all reports required of charter schools by law, including the annual update required pursuant to Education Code section 47606.5.
- Monitoring the fiscal condition of the Charter School.
- Providing timely notification, in accordance with the law, regarding whether the charter’s renewal is granted or denied, the charter is revoked, or the charter will cease operation for any reason.
- Reviewing annual reports and assessing the fiscal condition of the Charter School pursuant to Education Code section 47604.33.

(c) Payment for Administrative Services, Oversight Fee and Expenses. On a quarterly basis, the District shall provide a written invoice and, as necessary, supporting expense information, to the Charter School detailing the amount due for services performed by the District, the oversight fee due pursuant to section 8(b), and any expenses paid by the District on the Charter School’s behalf, with the exception of special education encroachment fees, if any which shall be computed and charged in accordance with the Special Education Memorandum Of Understanding between the Parties (Special Education MOU).

Payment on invoices provided to the Charter School pursuant to this section shall be due within thirty (30) calendar days of receipt unless the Charter School has provided written notice to District that it disagrees with invoiced charges. Payments shall be made to the District’s Business Services Department. The Charter School may only withhold payment for services, fees or expenses that it has specifically contested. The Charter School shall make payment by

check.

(d) Distribution of Assets Upon Revocation or Closure. Should the Charter School, as an entity separate from the Non-Profit, cease to exist (by revocation or nonrenewal of its charter or by voluntary closure), and upon a final audit and the payment of, or provision for payment of, all debts and liabilities of the Charter School, any public funds held by or for the Charter School and any assets of the Charter School purchased with public funds shall be distributed in accordance with the terms of the Charter.

## **9. Fiscal Controls.**

(a) Fiscal Policies. The Charter School shall adopt and meet generally accepted accounting principles and shall adopt policies to ensure the Charter School's funds are used to most effectively support the Charter School's mission and to ensure that funds are budgeted, accounted for, expended, and maintained in an appropriate fashion. Such policies will include, but not be limited to the following:

- (1) Expenditures shall be made in accordance with amounts specified in the annual budget or budgetary revisions adopted by the Charter School's governing board;
- (2) The Charter School's funds shall be managed and held in a manner that provides a high degree of protection of the Charter School's assets; and
- (3) All transactions shall be recorded and documented in an appropriate manner that allows reporting to the State, the District, and/or the County Office of Education.

(b) Attendance Accounting. The Charter School shall establish and maintain an appropriate attendance accounting system to record the number of days students are actually in attendance and engaged in activities required of them by the Charter School. The annual audit (see section 9(c) below) will review actual attendance accounting records and practices to ensure compliance. The Charter School's attendance accounting practices will be in conformance with the Charter Schools Act, the California Administrative Code sections defining charter school average daily attendance, and other applicable law.

(c) Annual Financial Audit. The Charter School's governing board will annually appoint an external fiscal auditor. Said external fiscal auditor must be listed on the State Controller's Office website as approved to conduct such audits. The audit shall include, but not be limited to:

- (1) An audit of the accuracy of the Charter School's financial statements;
- (2) An audit of the Charter School's attendance accounting and revenue claims practices; and
- (3) An audit of the Charter School's internal control practices.

The Charter School shall complete its audit within ninety (90) days of the close of the fiscal year. A copy of the audit report shall be submitted to the District within thirty (30) days of completion,

and no later than December 15 of the fiscal year following the fiscal year for which the audit was performed. The Charter School agrees to implement all audit recommendations to the District's satisfaction, unless other terms are agreed to between the District and the Charter School.

(d) Financial Reports. In addition to the foregoing requirements and as specified in Education Code section 47604.33, the Charter School shall annually prepare and submit the following reports to the District and the County Superintendent of Schools:

- (1) On or before July 1, an adopted budget;
- (2) On or before December 15, a first interim financial report, reflecting changes through October 31;
- (3) On or before March 15, a second interim financial report, reflecting changes through January 31; and
- (4) On or before September 15, a final unaudited report for the full prior fiscal year.

In addition to the reports required by this section, the Charter School must submit all reports indicated in Appendix D (Calendar of Annual Charter Due Dates), incorporated to this Agreement by reference. From time to time, and as may be necessary in the District's sole discretion, the District reserves the right to revise the content and format of the Calendar of Annual Charter Due Dates. Whenever the District makes a substantive revision to the Calendar of Annual Charter Due Dates, the District will provide notice to the Charter School, within thirty (30) calendar days of the substantive revision, and provide a copy of the updated version to the Charter School. Failure to submit accurate and complete financial information as required hereby shall be considered grounds for revocation of the charter, subject to reasonable opportunity on the part of the Charter School to amend and rectify findings of the above reports.

The District may request, and the Charter School and Non-Profit agree to obtain and provide, additional documentation and information from the Charter School, the Non-profit, and all other non-profit and for-profit entities affiliated with the Non-Profit that provide services to the Charter School or control the assets of the Non-Profit or Charter School ("Other Entities"), for the purpose of review and oversight of the fiscal soundness, operation, and governance of the Charter School or the Non-Profit. Such documents and information must be reasonably related to the operation, educational services, management, finances, personnel, procurement, facilities, financing, or programmatic services of the Charter School and the Non-Profit.

(e) [Reserved.]

(f) Loans.

The Charter School agrees that it shall establish a fiscal plan for repayment of any loans received by the Charter School in advance of receipt of such loans. It is agreed that all loans sought by the Charter School shall be authorized in advance by the governing board of the Charter School and shall be the sole responsibility of the Charter School. The Charter School shall notify the District, in writing, no later than 10 days prior to entering into any debt whatsoever. Advance notice shall include the amount of the loan, a description of the need for the loan, its terms, and the plan for

repayment, including a cash flow schedule. The District will have no obligation with respect to any loans received by the Charter School to finance its operations, and any such loan shall be the sole responsibility of the Charter School. Upon request, the Charter School shall provide information regarding any such loan to the requesting agency pursuant to Education Code section 47604.3.

It is further agreed that all loans distributed by the Charter School to any other entity, including the Non-Profit, shall be authorized in advance by the governing board of the Charter School and shall be the sole responsibility of the Charter School. The Charter School shall notify the District, in writing, no later than 10 days prior to providing loan funding to any other entity, including the Non-Profit. Advance notice shall include the amount of the loan, a description of terms of the loan, and the plan for repayment, including a cash flow schedule. Upon request, the Charter School shall provide information regarding any such loan to the requesting agency pursuant to Education Code section 47604.3.

(g) Advance of Funds. The District may in its sole discretion advance funds to the Charter School. In addition, the District may in its sole discretion provide a line of credit for the Charter School.

(h) Cash Flow and Reserve. The Parties agree that the maintenance of a sufficient level of funding reserve is in the best interest of the Charter School and its successful operation. Accordingly, the Charter School shall maintain reserves of no less than three percent (3%). An explanation of any projected drop in reserves below the three percent (3%) level must be included in the Charter School's assumptions in the adopted budget for the fiscal year.

(i) Third Party Debts and Liabilities. Assets or funds allocated or held by the Charter School for provision of its educational services shall not be used to satisfy any third party debts or liabilities, including those of the Non-Profit. Without limitation to the foregoing, no Charter School monies shall be allocated or spent on the debts or liabilities of any party or organization that is associated with founding this Charter School.

(j) Banking Arrangements. The Charter School's Business Officer or designee will reconcile the Charter School's ledger(s) with its bank accounts or accounts in the County Treasury on a monthly basis and prepare (1) a balance sheet, (2) a comparison of budgeted to actual revenues and expenditures to date, and (3) a cash flow statement, which will be submitted with the reports listed above in section 9(d). The Charter School will deposit all funds received as soon as practical upon receipt. A petty cash fund, not to exceed two hundred dollars (\$200), may be established with an appropriate ledger to be reconciled twice monthly by the Non-Profit Business Officer or designee, who shall not be authorized to expend petty cash.

(k) Property Inventory. Within thirty (30) days of receipt of a written request by the District, the Charter School's head of school or his or her designee, shall provide the District with a written inventory of all Charter School purchases of non-consumable goods and equipment that were: 1) valued at five-thousand dollars (\$5,000.00) or more, and, 2) made in that fiscal year, and, 3) made in whole or in part with public funds. This inventory shall include the original purchase price and date, a brief description of the item(s), and other information

appropriate for documenting the Charter School's assets, including identifying information reasonably available to (or reasonably used by) the Charter School, such as serial numbers or Charter School tracking numbers. As the chartering authority, the District may make other reasonable queries to the Charter School, in order to ensure that the Charter School in compliance with the law with regard to tracking items and property that are purchased, in whole or in part, with public funds.

(l) Payroll. The Charter School will prepare payroll checks, tax and retirement withholdings, tax statements, and perform other payroll support functions. The President of the Charter School's governing board or his or her designee will establish and oversee a system to prepare time and attendance reports and submit payroll check requests. The Charter School's Business Officer or designee will review payroll statements monthly to ensure that (1) the salaries are consistent with staff contracts and personnel policies and (2) the proper tax, retirement, disability, and other withholdings have been deducted and forwarded to the appropriate authority. All staff expense reimbursements will be on checks separate from payroll checks. Upon hiring of staff, a personnel file will be established with all appropriate payroll-related documentation including a federal I-9 form, tax withholding forms, retirement data and use of sick leave.

(m) Other Fiscal Control Policies. The Charter School shall develop and maintain other fiscal control policies as recommended by independent certified public accountants retained by the Charter School to advise it on fiscal control policy matters. Updated fiscal policies of the Charter School shall be provided to the District annually.

## **10. Reporting to the District.**

### (a) Enrollment.

1. Annual enrollment reporting. The Charter School recognizes the need to achieve sufficient enrollment each year so that the Charter School remains fiscally viable. On an annual basis and no later than January 15 of each year, the Charter School shall provide the District a copy of its estimated maximum enrollment plans and anticipated grade level offerings for the following school year. In addition, the Charter School shall provide documentation showing the number and percentage of its enrollment that resides within the District's boundaries by grade level and the number and percentage of its enrollment that resides outside of the District's boundaries by grade level. Upon the District's request, the Charter School shall provide additional information regarding its enrolled students, including their name, residential address, school district of residence, and telephone number. The Charter School recognizes that this information is critical to District planning for the next year. District agrees not to use student data information for marketing and/or recruiting purposes.

2. Monthly enrollment reporting. No later than the 15th calendar day of every month, the Charter School shall provide the District with a copy of its student enrollment numbers for the prior month, including the name, residential address, residential telephone number, and school district of residence for each newly enrolled

students, as well as for each student who has exited or been disenrolled from the Charter School program. In the alternative, the Charter School may provide the District with access to the enrollment attendance data program of the Charter School.

(b) Reporting to Public Agencies. The Charter School shall submit to the District a copy of all reports or other documents that the Charter School is required to submit to any state or other public agency in the State of California. Such reports will be submitted to the District, when submitted to the state or other public agency.

(c) Notification to District Regarding Governing Body Composition. The Charter School shall annually (on or before August 1) send to the District a list of its directors and officers. The District shall be provided with immediate notice of any change in the composition of these directors or officers.

(d) School Calendar and Schedules. The Charter School shall provide by May 31 of each year the school calendar and bell schedule for the following school year, including calculation of instructional minutes. If summer school, extended day or intersession is offered, the Charter School shall provide calendars and bell schedules for such programs.

(e) Cumulative File Information. The District and the Charter School shall promptly forward to each other all cumulative file information, including, but not limited to, information regarding special education and related services, whenever a student transfers from a District school to the Charter School, or vice versa.

(f) Performance Assessments. The Charter School shall forward results from statewide assessments to the District promptly upon receipt by the Charter School, but in no event later than October 1.

(g) Student Records. To the extent necessary to discharge its reasonable supervisory oversight activities, the Charter School hereby designates the employees of the District as having a legitimate educational interest such that they are entitled upon request access to the Charter School's education records under the Federal Educational Rights and Privacy Act ("FERPA") and related state laws regarding student records. At a minimum, such records include emergency contact information, health and immunization data, attendance summaries, and academic performance data from all statewide student assessments pursuant to Education Code sections 60600, *et seq.* and 60851. The District, Charter School, and their officers and employees shall comply with FERPA and state laws regarding student records at all times.

(h) AB1360. No later than June 6, 2019, the Charter School shall provide the District with updated policies and procedures that comply with the newly adopted requirements of Assembly Bill ("AB") 1360, which include, but are not limited to the following:

(1) A comprehensive description of procedures by which a pupil can be suspended, expelled or otherwise involuntarily removed from the Charter School, including an explanation of how the Charter School will comply with the federal and state constitutional due process requirements specified in AB 1360.



(2) A comprehensive description of procedures the Charter School will implement to notify parents and guardians, of both applicant pupils and currently enrolled pupils, that parental involvement is not a requirement for acceptance to, or continued enrollment at, the Charter School.

**11. Special Education and Related Services; English Learners.** The Parties will enter into a Special Education MOU. In addition to the terms thereof, the following terms govern the provision of special education and related services to Charter School students.

(a) Compliance with Applicable Law. All children will have access to the Charter School and no student shall be denied admission due to disability. The Charter School shall be solely responsible for compliance with Section 504 of the Rehabilitation Act of 1973 (“Section 504”) (29 U.S.C. § 794 *et seq.*) and the Americans with Disabilities Act of 1990 (“ADA”) (42 U.S.C. § 12101 *et seq.*). The Parties further agree to implement and comply with the Individuals with Disabilities Education Act (“IDEA”) (20 U.S.C. § 1400 *et seq.*) as specified in the Special Education MOU.

(b) Student Study Team. The Charter School agrees to implement a Student Study Team (“SST”) Process, a general education function that develops strategies for students in the general education classroom. The SST shall develop and monitor implementation of Section 504 plans for eligible students as appropriate.

(c) English Learners. The Charter School will annually administer the English Language Proficiency Assessments for California (“ELPAC”) to all eligible students. The Charter School will be responsible for all applicable state and federal requirements for testing and reporting of English Learners.

**12. Human Resources Management.**

(a) Charter School Exclusive Employer. All employees of the Charter School are employees of the Non-Profit and shall have no right to employment by the District. The Non-Profit shall have sole responsibility for employment, management, dismissal and discipline of employees of the Charter School.

(b) Compliance with Fingerprinting Requirements. Throughout the term of the Charter and this Agreement, all employees of the Charter School, parent volunteers who will be performing services that are not under the direct supervision of a certificated teacher, and onsite vendors having unsupervised contact with students, will submit to background checks and fingerprinting in accordance with the provisions of Education Code section 45125.1. The Charter School will provide certification to the District that all employees and volunteers or vendors have clear criminal records summaries prior to their having any unsupervised contact with students. The Charter School will maintain on file and have available for inspection, during District site visits, evidence that the Charter School has performed criminal background checks for all employees and documentation that vendors have conducted required criminal background checks for their employees prior to any unsupervised contact with students.

(c) Compliance with Health and Safety Laws. Throughout the term of the Charter and this Agreement, the Charter School and all employees to which each law applies shall comply with the following legal provisions. The Charter School shall maintain a written policy or administrative regulation regarding each legal provision, below, provide the District with a copy of such policy or administrative regulation, and provide the District with a copy if amended.

- (1) Education Code Section 49423 regarding the administration of medication in school;
- (2) Education Code Section 49414 regarding the provision, storage, and administration of epinephrine pens;
- (3) Education Code Section 49406 and Health and Safety Code Sections 121525 – 121555 requiring all employees who work in contact with students to obtain tuberculosis screenings or tests, as specified in law; and
- (4) Penal Code Section 11164, *et seq.* and Education Code Section 44691 regarding employee mandated reporter obligations and training.

(d) STRS/PERS. If the Charter School decides to offer existing or new employees of the Charter School the opportunity to participate in the State Teachers' Retirement System ("STRS") or the Public Employees' Retirement System ("PERS"), the Charter School shall be responsible for entering into a contract with STRS and/or PERS or the District. At the request of the Charter School, the District shall create any reports required by STRS or PERS and may charge the Charter School for the actual costs of such reporting services.

(e) ESSA & Education Code section 47605(l). The Charter School will be responsible for ensuring its staff is compliant with all applicable provisions of the federal Every Student Succeeds Act ("ESSA") and Education Code section 47605(l).

**13. Indemnification.** The Non-Profit shall promptly defend, indemnify, and hold harmless the District, its officers, directors, employees, agents, representatives, volunteers, administrators, successors, and assigns (collectively hereinafter the "Indemnified Parties") from and against any and all alleged or actual breach of any obligation imposed under this Agreement, or any other actual or alleged breach of any duty or obligation owed to the District or any third party, including any Charter School student (including any student placed with a school other than the Charter School, or in any nonpublic, nonsectarian school or in other special services to address special need or disability situations) or employee, by the Non-Profit or its officers, directors, employees, agents, representatives, volunteers, guests, students, administrators or trustees, successors or assigns.

The District shall promptly defend, indemnify, and hold harmless the Non-Profit, its officers, directors, employees, agents, representatives, volunteers, administrators, successors, and assigns (collectively hereinafter the "Charter Indemnified Parties") from and against any and all alleged or actual breach of any obligation imposed on the District under this Agreement, or any other actual or alleged breach of any duty or obligation owed to the Charter School or any third party, arising from the District's sole or separate negligence.

In the event of a third party claim or potential claim covered by these provisions, the Parties agree to take all steps reasonable or necessary to cooperate in defending and protecting their joint interests, and in expediting all reasonable or necessary efforts to gain coverage for the Parties under any liability policy or indemnity agreement issued in favor of the Non-Profit and/or District, including indemnity rights or agreements existing in contracts between the Non-Profit and/or District and any third party (such as contract with a supplier of goods or services), and further including efforts to reduce defense costs (through joint representation whenever possible), expenses and potential liability exposures.

**14. Insurance and Risk Management.** The Non-Profit shall, for itself and the Charter School, and at its sole cost and expense, purchase and maintain during the entirety of this Agreement, insurance or indemnity protection as follows, as well as any additional insurance as may be required by law:

(a) Liability Insurance. Occurrence-based liability indemnity protection, having a combined limit of liability of no less than five million dollars (\$5,000,000) per claim and in the aggregate, and a per occurrence deductible of no greater than five thousand dollars (\$5,000), whether purchased in the form of a single policy/agreement or by way of multiple policies/agreements, including excess or umbrella policies or agreements, that extends coverage for, among other things, educators' legal liability, property damage liability, employment practices liability, automobile (owned, non-owned, and hired) liability, personal injury and advertising injury liability, directors and officers, and errors and omissions liability, with such coverage extended to the Charter School, its governing board, its officers, agents, employees, and volunteers. To the fullest extent allowed by law, and in keeping with the Non-Profit's indemnity obligations described above, the Indemnified Parties shall be included as "additional insureds" or "additional covered parties" under each of the Non-Profit's liability policies or agreements, with such coverage evidenced by duly issued "additional insured" or "additional covered party" endorsement(s) and/or duly issued certificate(s) of insurance, which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

(b) Workers' Compensation. In accordance with the California Labor Code, the Non-Profit shall purchase and maintain workers' compensation and employers liability insurance or indemnity protection adequate to protect the Charter School from claims under California's Workers' Compensation Act, with a limit of liability no less than \$500,000, and that extends coverage and protection to Charter School employees and volunteers. Evidence of such coverage shall be provided in the form of a duly issued certificate of insurance which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

(c) Property Insurance. The District will maintain insurance for facilities, consistent with the Facilities Use Agreement. This includes property damage coverage sufficient to replace, at current market value and in compliance with any enhanced building codes or disability access ordinances, regulations or laws, all personal property, fixtures, and property owned or under the care, custody, or control of the Charter School. Evidence of such coverage shall be provided in the form of a duly issued certificate of insurance or

coverage which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

(d) Bond. Fidelity and crime coverage extending to wrongful acts with respect to money or property owned by or under the care, custody or control of any Charter School employee, volunteer, agent or representative. Evidence of such coverage shall be provided in the form of a duly issued certificate of insurance or coverage which must affirmatively state that the required coverage shall not be reduced or prematurely terminated or cancelled absent 30-days notice to District.

**15. Compliance with Law Applicable to Public Agencies.** The Charter School agrees to comply at all times with laws which generally apply to public agencies and to comply with federal or state laws (which may be amended from time to time), including but not limited to the following:

- The Ralph M. Brown Act (“Brown Act”) (Cal. Gov. Code, § 54950 *et seq.*);
- The California Public Records Act (Cal. Gov. Code, § 6250 *et seq.*);
- State conflict of interest laws applicable to charter schools operated by nonprofit corporations, including but not limited to the Political Reform Act (Gov. Code, § 87100 *et seq.*);
- The Child Abuse and Neglect Reporting Act (Cal. Penal Code, § 11164 *et seq.*);
- The Individuals with Disabilities Education Rights Act (“IDEA”) (20 U.S.C. § 1400 *et seq.*);
- The Americans with Disabilities Act (“ADA”) (42 U.S.C. § 12101 *et seq.*);
- The U.S. Civil Rights Acts, including Title VII of the 1964 Civil Rights Act;
- The California Fair Employment and Housing Act (“FEHA”) (Cal. Gov. Code, § 12900 *et seq.*);
- The Age Discrimination in Employment Act (“ADEA”) (29 U.S.C. § 621 *et seq.*);
- Section 504 of the Rehabilitation Act of 1973 (“Section 504”) (29 U.S.C. § 794 *et seq.*);
- Education Code sections 220 *et seq.*;
- The Uniform Complaint Procedure (5 Cal. Code Regs., tit. 5, § 4600 *et seq.*);
- The Family Educational Rights and Privacy Act (“FERPA”) (20 U.S.C. § 1232g *et seq.*);
- Local Control Funding Formula (Cal. Ed. Code, § 42238, *et seq.*); and
- All applicable state and federal laws and regulations concerning the improvement of student achievement, including but not limited to any applicable provisions of the Elementary and Secondary Education Act of 1965 (20 U.S.C. § 6301 *et seq.*) as amended by the Every Student Succeeds Act of 2015 (“ESSA”) (20 U.S.C. § 6301 *et seq.*).

(a) Brown Act and Governing Board Meetings. During the term of the Charter, the Charter School agrees to comply with key terms of the Brown Act and shall conduct the meetings of its governing board in accordance with the Brown Act, including making public the agendas of such meetings in advance, as required by the Brown Act. Prior to opening, the Charter School will provide verification by letter to the District that all members of the

Governing Board, administrative staff, and any other staff deemed appropriate by the Charter School have participated in Brown Act training. The governing board of the Charter School shall conduct public meetings at such intervals as are necessary to ensure that the board is providing sufficient direction to the Charter School through implementation of effective policies and procedures. The District reserves the right to appoint a representative to the Charter School's governing board in accordance with the provisions of Education Code section 47604. The Charter School agrees to provide to the District's representative on the governing board a complete board packet of information being submitted to the board before each meeting, in sufficient time for review. Governing board adopted policies, meeting agendas and minutes shall be maintained and shall be available for public inspection and to the District during site visits (or upon request).

(b) Public Records Act. The Charter School agrees that all of its records that relate in any way to the operation of the Charter School shall be treated as public records subject to the requirements of the Public Records Act (Cal. Gov. Code, § 6250 *et seq.*) as well as Education Code section 47604.3.

#### **16. Participation in Special Programs and Services; Transportation.**

(a) Sports and Other Activities; Student Insurance. In the event that the Charter School wishes to have its students or staff participate in a program or service offered by the District other than those specified by this Agreement, advance approval and arrangements must be made and confirmed in writing, and expenses for such participation may be charged to the Charter School. The District has sole discretion whether to allow the Charter School to participate in such District programs or services, including California Interscholastic Federation ("CIF") activities. Charter School participation in CIF activities and sports are subject to the rules and regulations of CIF. Charter School students may participate at their own expense in student insurance coverage programs offered by the District.

(b) Transportation. Unless otherwise agreed with the District, the Charter School shall be responsible for any transportation offered to students who enroll in the Charter School.

**17. Amendments to Charter.** Changes to the Charter deemed to be material amendments may not be made without District consideration and approval. Amendments to the Charter considered to be material changes include, but are not limited to, the following:

- (a) Substantial changes to the educational program (including the addition or deletion of an educational program), mission, or vision;
- (b) Changing to (or adding) a non-classroom-based program, if originally approved as a classroom-based program;
- (c) Proposed changes in enrollment that differ by more than 10 percent +/- of the enrollment originally projected in the charter petition;
- (d) Addition or deletion of grades or grade levels to be served;
- (e) The addition of facilities and/or new sites not previously approved by the District
- (f) Admission preferences;
- (g) Changes to the governance structure, including but not limited to amendments to:

- The Non-Profit’s articles of incorporation
  - The Non-Profit’s corporate bylaws;
  - The Non-Profit’s conflict of interest policy (and the Charter School Board’s conflict of interest policy, if different); and
- (h) Name changes of the Charter School.

**18. Amendments to Agreement.** The Updates and Revisions to the Memorandum of Understanding (“Appendix A”), incorporated by reference, are amendments to this Agreement, as mutually agreed to by the Parties. To the extent that the terms of Appendix A and the Agreement conflict with one another, the terms of Appendix A shall control and supersede the term(s) with which they conflict. The remaining terms of the Agreement shall not be affected there by and shall remain valid and fully enforceable.

Any other modification of this Agreement must be in writing and executed by duly authorized representatives of both Parties specifically indicating the intent of the Parties to modify this Agreement. No such modification or amendment shall be effective absent approval or ratification by the governing boards of both Parties.

In the event of changes in laws, the District and the Charter School agree to negotiate modifications to this Agreement as required by applicable law.

**19. Dispute Resolution.** Any and all disputes arising out of the interpretation or performance of this Agreement shall be subject to the following procedure until a resolution is reached. Once the Parties have exhausted the procedures stated in (a)-(c), below, each may pursue a remedy as entitled to them by law. Notwithstanding the foregoing, if any such dispute concerns facts or circumstances that may be cause for revocation of the Charter, the District shall not be obligated by the terms of this section as a precondition to revocation.

(a) The disputing party shall provide written notice of the dispute to the other party. Thereafter, the Charter School’s designee shall meet with the District’s Superintendent or designee within thirty (30) days to attempt informal resolution of the dispute.

(b) In the event this informal meeting fails to resolve the dispute, both Parties or their designees, within sixty (60) days counting from the initial informal meeting date, shall identify two governing board members from their respective boards who shall jointly meet with the Charter School’s designee and the District’s Superintendent or designee and attempt to resolve the dispute.

(c) If this joint meeting fails to resolve the dispute, the District and the Charter School shall enter into non-binding mediation before a mutually agreed upon mediator, with the costs of the non-binding mediation to be split evenly between the Parties. The format of the mediation shall be developed jointly by the District and the Charter School, and shall incorporate informal rules of evidence and procedure, unless both Parties agree otherwise. Notwithstanding the foregoing, the findings or recommendations of the mediator shall be non-binding, unless the governing boards of the Non-Profit and the District jointly agree to bind themselves.

Exercise of any dispute mechanism authorized by this Agreement shall not, in and of itself, constitute a material violation of the charter or otherwise be grounds for revocation.

**20. Severability.** If any provision or any part of this Agreement is for any reason held to be invalid or unenforceable or contrary to law, the remainder of this Agreement shall not be affected thereby and shall remain valid and fully enforceable.

**21. Venue.** The Parties agree that any legal action to enforce the terms of this Agreement shall be brought in the appropriate court in Sacramento County, California.

**22. Governing Law and Authority.** In the event of a conflict between the law and terms of this Agreement, the law shall prevail, and any such conflicting terms shall be severed from this Agreement and nullified. To the extent that this Agreement is inconsistent with any of the terms of the Charter, the terms of this Agreement shall supersede the terms of the Charter. The Parties further agree to jointly make any modification of this Agreement or the Charter needed to effectuate changes in state or federal laws following the execution of this Agreement.

**23. Notices.** All notices, requests, and other communications under this Agreement shall be in writing and submitted in writing to the addresses set forth below. Notice shall be deemed given on the second day following the mailing of notice by certified mail.

To the District at: Sacramento City Unified School District  
Attn: Charter Department  
5735 47th Avenue  
Sacramento, CA 95824  
Facsimile: (916) 399 - 2058

To the Non-Profit and Charter School at: Language Academy of Sacramento  
Attn: Eduardo de León, Executive Director  
2850 49<sup>th</sup> Street  
Sacramento, CA 95817  
Facsimile: (916) 277-7141

**24. Entire Agreement.** This Agreement contains the entire agreement of the Parties with respect to the matters covered hereby, and supersedes any oral or written understandings or agreements between the Parties with respect to the subject matter of this Agreement.

**25. Conflicts.** If any provision of this Agreement is inconsistent with the charter, the terms of the Agreement shall prevail.

**26. Counterparts.** This Agreement may be executed in counterparts, each of which shall constitute an original. Facsimile or scanned emailed copies of signature pages transmitted to other Parties to this Agreement shall be deemed equivalent to original signatures on counterparts.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Eduardo de León  
Executive Director  
Language Academy of Sacramento

Dated: \_\_\_\_\_

\_\_\_\_\_  
Jorge Aguilar  
Superintendent  
Sacramento City Unified School District



**Appendix A**  
**Language Academy of Sacramento**  
**Updates and Revisions to the Memorandum of Understanding**

**I. Recitals**

- a. This Updates and Revisions to the Memorandum of Understanding (“Appendix A”) provides amendments to the operational memorandum of understanding (“Agreement”) between The Language Academy of Sacramento (“Non-Profit”), as operator of Language Academy of Sacramento (“Charter School”), and the Sacramento City Unified School District (“District”).
- b. To the extent that the terms of Appendix A and the Agreement conflict with one another, the terms of Appendix A shall control and supersede the term(s) with which they conflict. The remaining terms of the Agreement shall not be affected thereby and shall remain valid and fully enforceable.
- c. All terms not otherwise defined herein shall have the meaning ascribed to them in the Agreement.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements set forth herein and in the Agreement, the Charter School agrees to the following updates, revisions, terms, or conditions of this Agreement.

**II. Updates, Revisions, Terms, or Conditions**

- a. Provision 6 of this Agreement is amended to read:

**6. Legal Relationship.** Pursuant to its charter and Education Code section 47604, the Charter School is operated by the Non-Profit. The Charter School and the Non-Profit are separate legal entities from the District. As such, the District shall not be liable for the debts or obligations of the Charter School or the Non-Profit to the maximum extent permitted by applicable law. It is agreed that it is the Parties’ intent that the District shall incur no unreimbursed cost or expenses of any type whatsoever as a result of its relationship with the Charter School. The Charter School may not enter into a contract or agreement to be managed or operated by any other non-profit public benefit corporation (or any other corporation or entity) without the express written prior approval of the District. The obligations of the Charter School under such agreement or contract are solely the responsibility of the Charter School and are not the responsibility of the District. The Charter School shall not be liable for the debts or obligations of the District to the maximum extent permitted by applicable law.

- b. Provision 7 of this Agreement is amended to read:

**7. Complaints.** The Charter School shall inform the District of any complaints submitted or filed against it, including complaints filed with any governmental entity other than the District, which the District is obligated to respond to using its own complaint resolution processes, or under any state or federal law, including but not limited to complaint submitted pursuant to uniform

complaint procedures. Copies of such complaints must be provided to the District within three (3) working days of receipt by the Charter School. If any such complaint raises an issue or issues that may be grounds for revocation or non-renewal of the charter, the District may request that the Charter School report to the District on how such complaints are being addressed, and the Charter School agrees to provide such information upon the District's request. The Charter School shall make such information available to the District for inspection and copying upon request during regular business hours or, upon request, the Charter School shall deliver to the District within ten (10) business days a current copy of any requested records or information. In compliance with Education Code section 47604.3, the Charter School will cooperate fully in the release of information to the District to assist in the District's oversight obligations.

c. Provision 10 (b) of this Agreement is amended to read:

**(b) Reporting to Public Agencies.** The Charter School shall submit to the District a copy of all reports or other documents that the Charter School is required to submit to any state or other public agency in the State of California. Such reports will be submitted to the District, when submitted to the state or other public agency as required by law.

**Appendix B**  
Language Academy of Sacramento  
Corrective Action Plan for 2019-2020 School Year

**I. Recitals**

- A. This corrective action plan is an appendix to the operational memorandum of understanding (MOU) between The Language Academy of Sacramento, as operators of Language Academy of Sacramento (Charter School), and the Sacramento City Unified School District (District.)
- B. On January 22, 2019, the District received a renewal charter petition from Language Academy of Sacramento. The District's Board of Trustees approved the Charter School's petition on March 21, 2019 contingent upon the terms and conditions to be agreed upon in the MOU.
- C. This corrective action plan identifies areas that District staff identified during their review of the petition and establishes corrective steps that the District and the Charter School agree to remedy.
- D. The Language Academy of Sacramento, Charter School, and the District shall annually review the progress made towards achieving the terms of this corrective action plan.

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements set forth herein and in the MOU, the Charter School agrees to the following terms and conditions:

Charter school will immediately address and plan for the improvement of the below areas of concern.

1. SBAC academic achievement increases schoolwide with due consideration to the three stages of planned growth critical to the dual immersion program.
2. Development, implementation, and monitoring of a detailed recruitment and admissions plan to increase the racial and ethnic balance of the Charter School.
3. Monitor application and lottery process to ensure admittance for all pupils who wish to attend.



**Independent Charter School**  
**Letter of Intent (LOI)**

SCUSD Services and Fees for 2018-19 School Year

Charter School Name \_\_\_\_\_

Contact Name and Phone \_\_\_\_\_

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

***(This agreement is required for every charter school.)***  
***Please sign and return all pages no later than Monday, July 2, 2018 to:***

*Business Services*  
*Attn: Erika Zavaleta*  
*5735 47<sup>th</sup> Avenue, Box 800*  
*Sacramento, CA 95824*

*Erika-Zavaleta@scusd.edu/916-643-9055 (tel)*

\*\*\*\*\*

**Service upon mutual agreement of contract terms and capacity to deliver.**

Service		Method of Cost Calculation	2018-19 (Projected)	2018-19 (Actual: TBD – Provided May 2019)
Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.				
<b>A.</b>	<b>REQUIRED IF NOT PROVIDED BY SCUSD</b>			
	1. Special Education Program Encroachment (if not own LEA)	Per Current Enrollment	\$911.21	
	2. Special Education Transportation Encroachment (if used)	Per Special Education Student Transported	\$2,723.07	
✓	3. Utilities/Telecommunications	Actual Costs		
✓	4. Facility Use - Pro Rata Share (if using District facility)	Per Square Foot of Facility	\$2.08	
✓	5. State-Required Reserve for Economic Uncertainties	2% - 4% of Revenues per MOU		
✓	6. Oversight (if using a District Facility)	1% - 3% of Revenues per MOU	1%	
✓	7. SPOM or Custodian (if using a District Facility)	Actual Cost		
✓	8. Security: Covers patrol of Facility only - (Service must be selected unless your site has a contracted security company that has been approved by the District) - (All contracts must be submitted to the District for Approval)	Per Site	\$2,879.89	
✓	9. Security Monitoring – Astro Security	Per Panel	\$59.28	



# Independent Charter School Letter of Intent (LOI)

## SCUSD Services and Fees for 2018-19 School Year

	Service <i>Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.</i>	Method of Cost Calculation	2018-19 (Projected)	2018-19 (Actual: TBD – Provided May 2019)
<b>B.</b>	<b>ADMINISTRATIVE</b>			
	1. Accounting ( <i>Must be on Escape System</i> )	Per Current Enrollment	\$28.33	
	- Student Body (Not to exceed 20 checks/month. There will be a \$2.50 per check fee in excess of 20 checks).	Per Current Enrollment	\$5.25	
	2. Budget – Including Student Attendance ( <i>Must be on Infinite Campus System</i> )	Per Current Enrollment	\$27.13	
	3. Nutrition Services (Service provided if receiving meals sponsored by SCUSD Nutrition Services Department)	Actual Costs		
	4. Human Resources	Per Current Enrollment	\$88.21	
	5. Employee Compensation (Payroll)/Employee Benefits	Per Current Enrollment	\$24.33	
	6. Risk Management	Per Current Enrollment	\$10.73	
	7. Property/Liability Insurance	Per Current Enrollment	\$39.06	
	8. Purchasing/Warehousing ( <i>Must be on Escape System</i> )	Per Current Enrollment	\$36.97	
	- Mail Services (Intradistrict)	Per Current Enrollment	\$5.02	
	9. Contact LCAP Coordinator	TBD		
	10. Contact SPSA Coordinator	TBD		
	11. Internal Audit	Per Current Enrollment	\$3.29	
<b>C.</b>	<b>FACILITIES (In addition to Facilities Use Agreement)</b>			
	1. Additional Custodial	Actual Costs		
	- Custodial Supervisor Assistance	Per Hour	\$35.49	
	2. Landscaping (Basics: Mowing & Blowing)	Actual Costs		
	3. Repair and Maintenance (Beyond Routine)	Actual Costs		
	4. Planning and Construction			
	- Project Management	Per Hour	\$100 per hour	
	- SPR CID Request Management	Per Hour	\$62.56	
	- Architect, Engineering, DSA Inspection, Consultation	Market Rate		
	5. Safe Schools Coordination	Per Current Enrollment	\$39.95	
<b>D.</b>	<b>STUDENT SUPPORT &amp; HEALTH SERVICES</b>			
	1. Health Services (Nurses)	Actual Cost		
	2. Health Screening (Vision and Hearing)	Actual Cost		
	3. Student Support Services	Actual Cost		
<b>E.</b>	<b>TECHNOLOGY SERVICES</b>			
	1. Network Infrastructure and Hardware/Support/Training ( <i>Does Not Include Items 2-7. You may add on Outlook, Escape, Infinite Campus, Illuminate, Shout Point or Tableau. Your fees will be <u>increased</u> by the amounts specified in items 2-7 if selected.</i> )	Per Current Enrollment	\$127.29	



# Independent Charter School Letter of Intent (LOI)

## SCUSD Services and Fees for 2018-19 School Year

Service	Method of Cost Calculation	2018-19 (Projected)	2018-19 (Actual: TBD – Provided May 2019)
<b>Please place a ✓ check mark next to each service you would like to purchase from the district to provide to your school.</b>			
2. Outlook (select to add on)	Per Current Enrollment	\$0.56	
3. Escape On-line (select to add on)	Per Current Enrollment	\$9.15	
4. Infinite Campus (Software/Scan) (select to add on)	Per Current Enrollment	\$10.62	
5. Illuminate	Per Current Enrollment	\$5.46	
6. Shout Point	Per Current Enrollment	\$1.40	
7. Tableau	Per Current Enrollment	\$1.37	
8. Frontline (sub mgt. system)	Per Current Enrollment	\$0.52	
<b>F. INSTRUCTIONAL SUPPORT</b>			
1. Staff/Professional Development	Per Current Enrollment	\$1.20	
- Elec. notification/registration, Recordkeeping of 18 hrs.	Per Teacher	\$21.00	
2. State and Federal Programs (On-site Technical Assist)	Per Hour	\$61.95	
3. Grant Development	Per Current Enrollment	\$3.68	
4. Standards and Curriculum	Per Current Enrollment	\$21.00	
5. Library/Textbook Services			
- Destiny (Library Software) (One-time initial cost)	Elem/Mid/High School (Flat Fee)	\$7,350.00	
- Destiny (On-going support after first initial year)	Per Site	\$1,971	
- Library/Textbook Svs. (includes ordering textbooks)	Per Student Enrollment	\$11.73	
6. Assessment, Research and Evaluation	Per Current Enrollment	\$16.71	
7. Student Svs./Hearing Office/Child Welfare & Attendance	Per Current Enrollment	\$16.91	
8. GATE Identification (Booklets, Scoring, Analysis, and Parent Notification)	Per 1st grader	\$ 12.50	
	Per 3rd grader	\$ 11.50	
9. Gifted Education Professional Learning	Contact GATE Coordinator	TBD	
<b>G. MULTILINGUAL LITERACY</b>			
1. Professional Development for Large and Small Groups	Time and Materials	Call for pricing	
2. On-site Technical Assistance	Per Hour	\$53.55	
3. Compliance Support	Per Hour	\$53.55	
<b>H. EMPLOYEE RELATIONS</b>			
1. Negotiations	Per Hour	\$54.60-\$89.25	
2. CBA Advisory for Certificated and Classified	Per Hour	\$34.89	

# Sacramento City Unified School District: Charter Department



Calendar of Annual Charter Due Dates: 2018-19

Deadlines subject to change as needs arise. Changes will be communicated as soon as they are known.

Annual Information Due from Charter Schools	Office Responsible for Collecting	Deadlines (no later than)											
		July	August	September	October	November	December	January	February	March	April	May	June
* If due date falls on a weekend or holiday, submission is due on the next charter school business day (except LCAP and Prop 39 Facilities Request). ** Please submit ONLY to the person/s listed in the "Office Responsible for Collecting" column and cc individuals as noted.													
LCAP: 2018-19 and proof of SCOE Submission <b>(All) (Simply add CM and JK to the cc when submitting to SCOE.)</b>	CM/ JK (cc)	1											
Letter of Intent (LOI) services elected by the charter school to be provided by the District with signature <b>(All)</b>	EZ	1											
ADA: P-Annual with original signatures (for 2017-18) <b>(Independent only)</b>	MC/ NW (cc)	1											
Charter School Contact Information and Board Dates <b>(All)</b> (Update in School's Google Drive)	JK			1									
Unaudited Actual (UA) Data with original signatures and Excel Due: Prior Year <b>(Independent only)</b>	EZ			15									
Annual Performance Reports (APR) for school year 2017-18 <b>(All)</b>	JK				1								
CBED Submission Confirmation (Email) <b>(Independent only)</b>	JK				30								
Audit Report <b>(Independent only)</b> (Tracking Note: Do not use "X" for submission. Instead, use "Y" for Yes and "N" for No Audit Findings.)	EZ/ KW (cc)						15						

CM – Cathy Morrison, LCAP/SPSA 643-9222 [Cathy-Morrison@scusd.edu](mailto:Cathy-Morrison@scusd.edu)  
 EZ – Erika Zavaleta, Business Services 643-9055 [Erika-Zavaleta@scusd.edu](mailto:Erika-Zavaleta@scusd.edu)  
 JK – Jack Kraemer, Charter Oversight 643-9079 [Jack-Kraemer@scusd.edu](mailto:Jack-Kraemer@scusd.edu)  
 KW – Karen Wiker, Internal Audit 643-7975 [WikerK@scusd.edu](mailto:WikerK@scusd.edu)

GC – Gloria Chung, Budget Svcs. 643-9405 [Gloria@scusd.edu](mailto:Gloria@scusd.edu)  
 MC – Merilee Carrasco, Budget Svcs. 643-7869 [CarrascM@scusd.edu](mailto:CarrascM@scusd.edu)  
 NW – Nancy Wheelhouse, Budget Svcs. 643-7845 [WheelhoN@scusd.edu](mailto:WheelhoN@scusd.edu)

**Calendar of Annual Charter Due Dates: 2018-19**

**Deadlines subject to change as needs arise. Changes will be communicated as soon as they are known.**

Annual Information Due from Charter Schools	Office Responsible for Collecting	Deadlines (no later than)											
		July	August	September	October	November	December	January	February	March	April	May	June
* If due date falls on a weekend or holiday, submission is due on the next charter school business day (except LCAP and Prop 39 Facilities Request). ** Please submit ONLY to the person/s listed in the "Office Responsible for Collecting" column and cc individuals as noted.													
First Interim Due plus Actual Cash Flow with original signatures: as of Oct. 31 <sup>st</sup> <b>(Independent only)</b>	EZ						15						
ADA: P1 with original signatures <b>(Independent only)</b> (Note: This is in addition to and not in lieu of the monthly attendance reports that are submitted to SCUSD)	MC/ NW (cc)							8					
Audit Information <b>(Independent only)</b> - Approved Board agenda item for Audit Report - Declaration of deficiency or not (state in email) - CDE letter of notification for Corrective Action Plans for Audit Deficiencies (response due to CDE within 3 weeks from date of letter)	EZ/ KW (cc)							31					
Second Interim Due with original signatures <b>(Independent only)</b>	EZ									15			
Charter school's Board approval of independent auditor selection & Proof of SCOE Submission <b>(Independent only)</b>	EZ/ KW (cc)									15			

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**Calendar of Annual Charter Due Dates: 2018-19**

**Deadlines subject to change as needs arise. Changes will be communicated as soon as they are known.**

Annual Information Due from Charter Schools	Office Responsible for Collecting	Deadlines (no later than)											
		July	August	September	October	November	December	January	February	March	April	May	June
<p>* If due date falls on a weekend or holiday, submission is due on the next charter school business day (except LCAP and Prop 39 Facilities Request).            ** Please submit ONLY to the person/s listed in the "Office Responsible for Collecting" column and cc individuals as noted.</p> <p><b>Audit Corrective Action Plan Items: (Only Charters with Deficiencies) (Independent only)</b></p> <ul style="list-style-type: none"> <li>- Proof of SCOE Submission</li> <li>- Minutes from Audit Report Board approval meeting</li> <li>- "Certification of Corrective Action Audit Findings and Recommendations" form</li> <li>- "Audit Certification-Financial Report Audit" form</li> <li>- CDE letter of notification for Corrective Action Plans for Audit Deficiencies (response due to CDE within 3 weeks from date of letter)</li> </ul>	EZ/ KW (cc)									15			
<b>SPSA: 2019-20 (Dependent only)</b>	CM/ JK (cc)									31			
<b>ADA (P2) with original signatures (Independent only)</b> (Note: This is in addition to and not in lieu of the monthly attendance reports that are submitted to SCUSD)	MC/ NW (cc)										15		
<b>Calendars and Bell Schedules: 2019-2020 (All) (Put in School's Google Drive "Out Box to SCUSD")</b>	JK											31	
<b>Cash Flow Projections for 2019-20 (Independent only)</b>	GC												30
<b>Adopted 2019-20 Budget with Budget Assumptions (Independent only)</b>	GC												30

CM – Cathy Morrison, LCAP/SPSA 643-9222

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[WikerK@scusd.edu](mailto:WikerK@scusd.edu)

**Calendar of Annual Charter Due Dates: 2018-19**

**Deadlines subject to change as needs arise. Changes will be communicated as soon as they are known.**

Annual Information Due from Charter Schools (Below information is only for schools submitting Prop 39 requests)	Office Responsible for Collecting	Deadlines (no later than)											
		July	August	September	October	November	December	January	February	March	April	May	June
Proposition 39 Facility Request for 2018-19 expirations <b>(Independent only)</b> - Charter school’s written request for facilities for 2019-20	JK					1							
Proposition 39 Facility Request for 2018-19 expirations <b>(Independent only)</b> - District’s initial response to Nov. 1st facilities request	JK						1						
Proposition 39 Facility Request for 2018-19 expirations <b>(Independent only)</b> - Charter school provides further information in response to District’ December 1 <sup>st</sup> initial response	JK							2					
Proposition 39 Facility Request for 2018-19 expirations <b>(Independent only)</b> - District’s preliminary offer/response to Charter school’s written request	JK								1				
Proposition 39 Facility Request for 2018-19 expirations <b>(Independent only)</b> - Charter school’s response to District’s preliminary offer/response *or 30 days after receipt of District’s offer (whichever is earliest)	JK									1*			
Proposition 39 Facility Request for 2018-19 expirations <b>(Independent only)</b> - District’s final offer/response to Charter school’s written response to District	JK										1		
Proposition 39 Facility Request for 2018-19 expirations <b>(Independent only)</b> - Charter school’s response to District’s final offer/response	JK											1	

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**Calendar of Annual Charter Due Dates: 2018-19**

**Deadlines subject to change as needs arise. Changes will be communicated as soon as they are known.**

Annual Information Due from SCUSD	Office Responsible for Providing	Deadlines (no later than)											
		July	August	September	October	November	December	January	February	March	April	May	June
* If due date falls on a weekend or holiday, submission is due on the next district school business day (except Prop 39 Facilities Request).													
- Annual Performance Report (APR) Written Response for 2017-18 school year	JK							15					
- Annual Performance Report (APR) template for 2018-19 school year	JK											15	
- Statement of Actual Costs for 2018-19 - Letter of Intent (LOI) for 2019-20	EZ											15	

CM – Cathy Morrison, LCAP/SPSA 643-9222 [Cathy-Morrison@scusd.edu](mailto:Cathy-Morrison@scusd.edu)  
 EZ – Erika Zavaleta, Business Services 643-9055 [Erika-Zavaleta@scusd.edu](mailto:Erika-Zavaleta@scusd.edu)  
 JK – Jack Kraemer, Charter Oversight 643-9079 [Jack-Kraemer@scusd.edu](mailto:Jack-Kraemer@scusd.edu)  
 KW – Karen Wiker, Internal Audit 643-7975 [WikerK@scusd.edu](mailto:WikerK@scusd.edu)

GC – Gloria Chung, Budget Svcs. 643-9405 [Gloria@scusd.edu](mailto:Gloria@scusd.edu)  
 MC – Merilee Carrasco, Budget Svcs. 643-7869 [CarrascM@scusd.edu](mailto:CarrascM@scusd.edu)  
 NW – Nancy Wheelhouse, Budget Svcs. 643-7845 [WheelhoN@scusd.edu](mailto:WheelhoN@scusd.edu)

**SPECIAL EDUCATION MEMORANDUM OF UNDERSTANDING  
BETWEEN SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
AND  
Language Academy of Sacramento**

This Memorandum of Understanding (“Agreement”) is entered into as of July 1, 2019, (“Effective Date”), by and between the Board of Trustees of the Sacramento City Unified School District (“District”) and The Language Academy of Sacramento (“Non-Profit”), a California non-profit public benefit corporation, operating Language Academy of Sacramento (“Charter School”), a public charter school chartered by the District. This Agreement will set forth the responsibilities of the Parties with respect to the delivery and financing of special education services to children enrolled in the Charter School. The Charter School and the District are collectively referred to as the “Parties.”

**I. RECITALS**

- A. The District is the granting agency of the Charter School. The District *initially* approved the charter on February 19, 2004. The District previously renewed the Charter School’s charter on January 24, 2014 for a term of five years, beginning on July 1, 2014 and expiring June 30, 2019. The District once again renewed the charter on March 21, 2019 for a term of five years, beginning on July 1, 2019 and expiring June 30, 2024. The Charter School is operated by the Non-Profit.
- B. The Charter School is a school operated by Non-Profit, a non-profit public benefit corporation. All obligations imposed hereby on the Charter School are equally imposed on Non-Profit.
- C. This Agreement has the purpose of clarifying the roles and responsibilities of the Parties with regard to students who are enrolled and attend the Charter School and are or may be eligible for special education and related services under the Individuals with Disabilities Education Act (“IDEA”) (20 U.S.C. § 1400 *et seq.*).

NOW, THEREFORE, in consideration of the promises and the mutual covenants and agreements herein set forth, the Charter School and the District do hereby agree as follows:

**II. USE OF TERMS**

The Parties agree that unless otherwise stated herein, for the purposes of this Agreement, the terms “Charter School” and “Non-Profit” may be used interchangeably, with the duties and responsibilities of the Charter School and Non-Profit being the same under this Agreement.

**III. PROVISION OF SPECIAL EDUCATION AND RELATED SERVICES**

- A. It is the intent of the Parties that the Charter School shall be its own local educational agency (“LEA”), pursuant to California Education Code section

47641, subdivision (a). The Charter School has obtained membership as an independent LEA in the El Dorado County Office of Education SELPA (“SELPA”). The Charter School has provided the District with verifiable written assurances that they have been accepted to participate as an LEA in the SELPA.

- B. The Charter School will serve as its own LEA for the purposes of special education, and as such, the Charter School is solely responsible, at its own expense, for insuring that all children with disabilities enrolled in the Charter School receive special education and designated instruction and services in conformity with their individualized education programs and in compliance with the IDEA (20 U.S.C. § 1400 *et seq.*), its implementing regulations and all applicable state and federal law. (34 C.F.R. § 300.209(c); Ed. Code, § 47646(a).)

#### **IV. TERM**

The term of this Agreement shall be from the Effective Date to June 30, 2024. This Agreement may be amended by mutual written agreement of the Parties at any time. This Agreement is subject to termination during the term as permitted by law.

#### **V. SECTION 504 OF THE REHABILITATION ACT OF 1973 AND THE AMERICANS WITH DISABILITIES ACT**

The Parties agree that this Agreement is intended to address the responsibilities of the Parties with respect to the provision and financing of special education services under the IDEA and does not cover services or accommodations required under Section 504 of the Rehabilitation Act of 1973 (“Section 504”) (29 U.S.C. § 794 *et seq.*), or under the Americans with Disabilities Act of 1990 (“ADA”) (42 U.S.C. § 12101 *et seq.*). The Charter School shall be solely responsible, at its own expense, for compliance with Section 504 and the ADA.

#### **VI. INDEMNIFICATION, INSURANCE AND RISK MANAGEMENT**

- A. The Non-Profit shall comply with the terms set forth in paragraph 13 of the Operational Memorandum of Understanding between Sacramento City Unified School District and the Non-profit dated July 1, 2019, which terms are incorporated as if fully set forth herein.
- B. The Non-Profit shall, for itself and the Charter School, comply with the terms set forth in paragraph 14 of the Operational MOU, which terms are incorporated as if fully set forth herein.

#### **VII. MISCELLANEOUS PROVISIONS**

- A. **Venue.** The validity of this Agreement and any of its terms or provisions as well as the rights and duties of the Parties shall be governed by the laws of the state of California, and venue shall lie only in Sacramento County Superior Court.

- B. **Modifications.** No modifications, amendments, changes, or variations or any kind to this Agreement are authorized without written consent, evidenced by execution of an amendment by an authorized representative of each Party.
- C. **Interpretation.** The language herein shall be construed as jointly proposed and jointly accepted, and in the event of any subsequent determination of ambiguity, all Parties shall be treated as equally responsible for such ambiguity.
- D. **Integrated Agreement.** This Agreement is intended by the Parties as the final expression of their agreement with respect to such terms as are included herein and as the complete and exclusive statement of its terms and may not be contradicted by evidence of any prior agreement or of a contemporaneous oral agreement, nor explained or supplemented by evidence of consistent additional terms. Each of the Parties acknowledges that no one has made any promise, representation or warranty whatsoever, express or implied, written or oral, not contained herein to induce them to execute this Agreement, and that this Agreement is not executed in reliance upon any such promise, representation or warranty.
- E. **Non-Assignability.** This Agreement may not be assigned by the Parties.
- F. **Binding Effect.** This Agreement is binding upon the successors and assigns of the Parties, subject to the non-assignability restrictions set forth in subsection E above.
- G. **Survival of Covenants.** Notwithstanding termination of the Agreement, the indemnification provisions shall survive and be fully enforceable notwithstanding the termination date of the Agreement.
- H. **Notices.** All notices required by this Agreement may be sent by United States mail; postage pre-paid, to the Parties as follows:

To the District at:

Sacramento City Unified School District  
Attn: Charter Department  
5735 47th Avenue  
Sacramento, CA 95824  
Facsimile: (916) 399 - 2058

To Non-Profit and Charter School at:  
Language Academy of Sacramento  
Attn: Eduardo de León, Executive Director  
2850 49<sup>th</sup> Street  
Sacramento, CA 95817  
Facsimile: (916) 277-7141

Any notices required by this Agreement sent by facsimile transmission or electronic mail to the facsimile and electronic mail addresses above shall be considered received on the business day they are sent, provided they are sent during the receiving Party's business hours and provided receipt is confirmed by telephone, facsimile, or electronic mail, and further provided the original is promptly placed into the United States mail, postage pre-paid, and addressed as indicated above.

- I. **Warranty.** Each person below warrants and guarantees that s/he is legally authorized to execute this Agreement on behalf of the designated entity and that such execution shall bind the designated entity to the terms of this Agreement.
  
- J. **Counterparts.** This Agreement may be signed in counterpart such that the signatures may appear on separate signature pages. Facsimile or photocopy signatures shall have the same force and effect as original signatures.
  
- K. **Ratification.** This Agreement shall not be effective until this Agreement has been ratified or approved by the governing boards of each of the Parties

Dated: \_\_\_\_\_

\_\_\_\_\_  
Eduardo de León  
Executive Director  
Language Academy of Sacramento

Dated: \_\_\_\_\_

\_\_\_\_\_  
Jorge Aguilar  
Superintendent  
Sacramento City Unified School District

# LAS Financial Updates

APRIL 26, 2019



BRIAN HOLMES







- 1. 2018-19 Financial Update**
  - A. Forecast Updates
  - B. Cash Flow Projection
- 2. 2019-20 Assumptions & Multi-year Projection**

# 2018-19 Financial Update



# 2018-19 Forecast Update

	2018-19 Previous Forecast	2018-19 Current Forecast	Variance	
Revenue	LCFF Entitlement	5,733,574	71,519	
	Federal Revenue	284,250	8,395	
	Other State Revenues	943,401	14,139	
	Local Revenues	380,300	-	
	Fundraising and Grants	70,000	75,000	
<b>Total Revenue</b>	<b>7,325,866</b>	<b>7,424,919</b>	<b>99,053</b>	
Expenses	Compensation and Benefits	4,200,593	(8,325)	
	Books and Supplies	325,135	-	
	Services and Other Operating	1,372,432	1,389,752	
	Depreciation	555,000	555,000	
	Other Outflows	-	-	
	<b>Total Expenses</b>	<b>6,444,835</b>	<b>6,470,480</b>	<b>(25,645)</b>
	<b>Operating Income</b>	<b>881,032</b>	<b>954,439</b>	<b>73,408</b>
Beginning Balance (Unaudited)	8,340,720	8,340,720	-	
Operating Income	881,032	954,439	73,408	
<b>Ending Fund Balance (incl. Depreciation)</b>	<b>9,221,751</b>	<b>9,295,159</b>	<b>73,408</b>	
<b>Ending Fund Balance as % of Expenses</b>	<b>143.1%</b>	<b>143.7%</b>	<b>0.6%</b>	

# 2018-2019 Cash Update



## Projecting to end FY19 with approx. \$5.6M in cash reserves



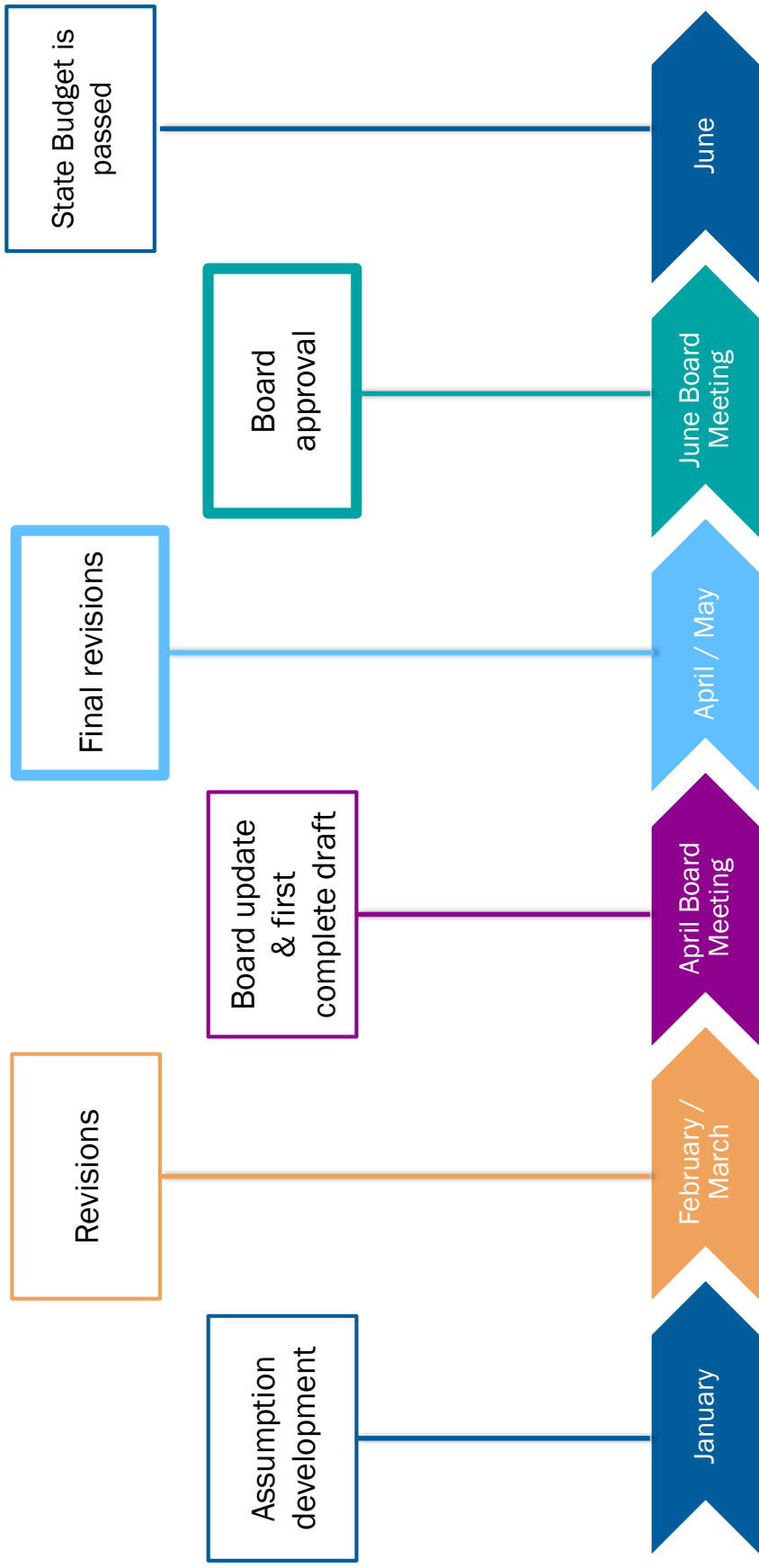
# 2019-20 Assumptions & Multi-year Projection



# Budget Development



**Process begins in late winter/early spring with budget approval by June 30**



**Engage stakeholders via LCAP development**

# 2019-20 Budget Drafts: Assumptions



	2018-19	2019-20
<b>Enrollment/ADA</b>	605/582	612/588
<b>LCFF Rate</b>	\$9,851	\$10,192
<b>One Time Funding</b>	\$170 per PY ADA	\$0 per PY ADA
<b>Total Compensation</b>	\$4.201M	\$4.597M
<b>Benefits</b>	\$1.061M	\$1.161M
<b>Computers &amp; Tech. Services</b>	\$128K	\$53K

# Multi-year Projections



**2019-2020 projected Operating Income is \$214k and remains steady through FY22**

	2018-19	2019-20	2020-21	2021-22
	<b>Current Forecast</b>	<b>Projected Budget</b>	<b>Projected Budget</b>	<b>Projected Budget</b>
Revenue				
LCFF Entitlement	5,733,574	6,000,697	6,172,072	6,352,016
Federal Revenue	292,645	287,250	287,625	287,625
Other State Revenues	943,401	614,273	614,383	614,383
Local Revenues	380,300	46,300	46,300	46,300
Fundraising and Grants	75,000	55,000	55,000	55,000
<b>Total Revenue</b>	<b>7,424,919</b>	<b>7,003,520</b>	<b>7,175,380</b>	<b>7,355,324</b>
Expenses				
Compensation and Benefits	4,200,593	4,596,804	4,755,643	4,906,281
Books and Supplies	325,135	303,132	309,194	315,378
Services and Other Operating	1,389,752	1,334,466	1,359,365	1,385,218
Depreciation	555,000	555,000	555,000	555,000
Other Outflows	-	-	-	-
<b>Total Expenses</b>	<b>6,470,480</b>	<b>6,789,402</b>	<b>6,979,203</b>	<b>7,161,877</b>
<b>Operating Income</b>	<b>954,439</b>	<b>214,119</b>	<b>196,177</b>	<b>193,447</b>
Beginning Balance (Audited)	8,340,720	9,295,159	9,509,278	9,705,455
Operating Income	954,439	214,119	196,177	193,447
<b>Ending Fund Balance (incl. Depreciation)</b>	<b>9,295,159</b>	<b>9,509,278</b>	<b>9,705,455</b>	<b>9,898,902</b>
<b>Ending Fund Balance as % of Expenses</b>	<b>143.7%</b>	<b>140.1%</b>	<b>139.1%</b>	<b>138.2%</b>



# Thank you!

**ADDITIONAL QUESTIONS? CONTACT US:**

Brian Holmes: [Brian.Holmes@edtec.com](mailto:Brian.Holmes@edtec.com)



510.663.3500 • [askus@edtec.com](mailto:askus@edtec.com) • [edtec.com](http://edtec.com)



Language Academy  
Income Statement  
As of Mar FY2019

	Actual			YTD	Budget						
	Jan	Feb	Mar	Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
<b>SUMMARY</b>											
<b>Revenue</b>											
LCFF Entitlement	-	1,050,137	577,948	3,635,366	5,608,464	5,662,055	5,733,574	71,519	125,110	2,098,208	63%
Federal Revenue	-	90,182	-	142,269	244,555	284,250	292,645	8,395	48,090	150,376	49%
Other State Revenues	25,219	85,205	97,956	687,709	683,303	929,261	943,401	14,139	260,097	255,691	73%
Local Revenues	1,537	5,856	1,132	30,823	371,000	380,300	380,300	-	9,300	349,477	8%
Fundraising and Grants	-	4,983	5,707	58,516	55,000	70,000	75,000	5,000	20,000	16,484	78%
<b>Total Revenue</b>	<b>26,756</b>	<b>1,236,363</b>	<b>682,743</b>	<b>4,554,684</b>	<b>6,962,322</b>	<b>7,325,866</b>	<b>7,424,919</b>	<b>99,053</b>	<b>462,597</b>	<b>2,870,236</b>	<b>61%</b>
<b>Expenses</b>											
Compensation and Benefits	377,179	365,405	412,787	3,017,427	4,227,634	4,192,268	4,200,593	(8,325)	27,041	1,183,165	72%
Books and Supplies	23,623	7,011	10,519	244,026	267,812	325,135	325,135	-	(57,323)	81,109	75%
Services and Other Operating Expenditures	131,016	54,993	82,023	780,238	1,333,106	1,372,432	1,389,752	(17,320)	(56,646)	609,514	56%
Depreciation	17,497	-	4,800	35,284	555,000	555,000	555,000	-	-	519,716	6%
Other Outflows	6,149	-	2,805	72,227	-	-	-	-	-	(72,227)	
<b>Total Expenses</b>	<b>555,463</b>	<b>427,409</b>	<b>512,934</b>	<b>4,149,203</b>	<b>6,383,552</b>	<b>6,444,835</b>	<b>6,470,480</b>	<b>(25,645)</b>	<b>(86,928)</b>	<b>2,321,277</b>	<b>64%</b>
<b>Operating Income</b>	<b>(528,708)</b>	<b>808,954</b>	<b>169,809</b>	<b>405,481</b>	<b>578,770</b>	<b>881,032</b>	<b>954,439</b>	<b>73,408</b>	<b>375,669</b>	<b>548,958</b>	
<b>Fund Balance</b>											
Beginning Balance (Unaudited)					-	8,340,720	8,340,720				
Operating Income					578,770	881,032	954,439				
<b>Ending Fund Balance</b>					<b>578,770</b>	<b>9,221,751</b>	<b>9,295,159</b>				
Fund Balance as a % of Expenses					9%	143%	144%				

Language Academy  
Income Statement  
As of Mar FY2019

	Actual			YTD	Budget						
	Jan	Feb	Mar	Actual YTD	Approved	Previous	Current	Previous	Approved	Current	% Current
					Budget v1	Forecast		Forecast vs. Current	Budget v1 vs. Current		
<b>KEY ASSUMPTIONS</b>											
<b>Enrollment Summary</b>											
K-3					283	279	279	-	(4)		
4-6					198	198	198	-	-		
7-8					128	128	128	-	-		
<b>Total Enrolled</b>					<b>609</b>	<b>605</b>	<b>605</b>	-	(4)		
<b>ADA %</b>											
K-3					95.0%	95.0%	96.2%	1.2%	1.2%		
4-6					95.0%	95.0%	96.2%	1.2%	1.2%		
7-8					95.0%	95.0%	96.2%	1.2%	1.2%		
<b>Average ADA %</b>					<b>95.0%</b>	<b>95.0%</b>	<b>96.2%</b>	<b>1.2%</b>	<b>1.2%</b>		
<b>ADA</b>											
K-3					268.85	265.05	268.40	3.35	(0.45)		
4-6					188.10	188.10	190.48	2.38	2.38		
7-8					121.60	121.60	123.14	1.54	1.54		
<b>Total ADA</b>					<b>578.55</b>	<b>574.75</b>	<b>582.01</b>	<b>7.26</b>	<b>3.46</b>		

**Language Academy**  
**Income Statement**  
**As of Mar FY2019**

		Actual			YTD	Budget						
		Jan	Feb	Mar	Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
<b>REVENUE</b>												
<b>LCFF Entitlement</b>												
8011	Charter Schools General Purpose Entitlement - State Aid	-	649,332	336,285	2,320,355	3,801,497	3,682,123	3,728,632	46,509	(72,865)	1,408,277	62%
8012	Education Protection Account Entitlement	-	205,476	-	410,952	673,037	848,698	859,418	10,720	186,381	448,466	48%
8096	Charter Schools in Lieu of Property Taxes	-	195,329	241,663	904,059	1,133,929	1,131,234	1,145,524	14,289	11,595	241,465	79%
<b>SUBTOTAL - LCFF Entitlement</b>		-	<b>1,050,137</b>	<b>577,948</b>	<b>3,635,366</b>	<b>5,608,464</b>	<b>5,662,055</b>	<b>5,733,574</b>	<b>71,519</b>	<b>125,110</b>	<b>2,098,208</b>	<b>63%</b>
<b>Federal Revenue</b>												
8181	Special Education - Entitlement	-	-	-	-	73,125	73,125	81,520	8,395	8,395	81,520	0%
8291	Title I	-	81,849	-	125,584	151,900	177,789	177,789	-	25,889	52,205	71%
8292	Title II	-	5,833	-	11,685	19,530	23,336	23,336	-	3,806	11,651	50%
8294	Title IV	-	2,500	-	5,000	-	10,000	10,000	-	10,000	5,000	50%
<b>SUBTOTAL - Federal Revenue</b>		-	<b>90,182</b>	-	<b>142,269</b>	<b>244,555</b>	<b>284,250</b>	<b>292,645</b>	<b>8,395</b>	<b>48,090</b>	<b>150,376</b>	<b>49%</b>
<b>Other State Revenue</b>												
8311	Other State Apportionments - Current Year	-	-	-	-	-	4,047	4,047	-	4,047	4,047	0%
8319	Other State Apportionments - Prior Years	-	4,050	1,392	11,213	-	5,771	11,220	5,449	11,220	7	100%
8381	Special Education - Entitlement (State)	25,219	-	55,614	209,731	302,003	300,020	307,301	7,282	5,298	97,570	68%
8550	Mandated Cost Reimbursements	-	51,994	-	61,221	61,221	105,278	105,278	-	17	44,057	58%
8560	State Lottery Revenue	-	29,161	-	29,161	112,239	111,502	112,910	1,408	671	83,749	26%
8590	All Other State Revenue	-	-	-	9,880	-	19,760	19,760	-	19,760	9,880	50%
8593	Other State Revenue 3	-	-	-	219,084	-	219,084	219,084	-	219,084	-	100%
8596	Other State Revenue 6	-	-	40,950	147,420	163,800	163,800	163,800	-	-	16,380	90%
<b>SUBTOTAL - Other State Revenue</b>		<b>25,219</b>	<b>85,205</b>	<b>97,956</b>	<b>687,709</b>	<b>683,303</b>	<b>929,261</b>	<b>943,401</b>	<b>14,139</b>	<b>260,097</b>	<b>255,691</b>	<b>73%</b>
<b>Local Revenue</b>												
8636	Uniforms	-	-	20	11,970	6,000	12,000	12,000	-	6,000	30	100%
8638	Merchandise Sales	-	-	-	1,029	1,000	1,300	1,300	-	300	271	79%
8660	Interest	1,429	467	503	6,738	4,000	7,000	7,000	-	3,000	262	96%
8670	Fees and Contracts	-	1,000	500	3,500	6,000	6,000	6,000	-	-	2,500	58%
8693	Field Trips	-	-	-	-	15,000	15,000	15,000	-	-	15,000	0%
8699	All Other Local Revenue	-	-	-	300	5,000	5,000	5,000	-	-	4,700	6%
8781	All Other transfers from Districts or Charter Schools	-	-	-	-	334,000	334,000	334,000	-	-	334,000	0%
8999	Uncategorized Revenue	108	4,389	109	7,286	-	-	-	-	-	(7,286)	
<b>SUBTOTAL - Local Revenue</b>		<b>1,537</b>	<b>5,856</b>	<b>1,132</b>	<b>30,823</b>	<b>371,000</b>	<b>380,300</b>	<b>380,300</b>	<b>-</b>	<b>9,300</b>	<b>349,477</b>	<b>8%</b>
<b>Fundraising and Grants</b>												
8801	Donations - Parents	-	1,782	1,133	8,969	15,000	15,000	15,000	-	-	6,031	60%
8802	Donations - Private	-	305	-	3,840	15,000	15,000	15,000	-	-	11,160	26%
8803	Fundraising	-	2,896	4,574	45,707	25,000	40,000	45,000	5,000	20,000	(707)	102%
<b>SUBTOTAL - Fundraising and Grants</b>		-	<b>4,983</b>	<b>5,707</b>	<b>58,516</b>	<b>55,000</b>	<b>70,000</b>	<b>75,000</b>	<b>5,000</b>	<b>20,000</b>	<b>16,484</b>	<b>78%</b>
<b>TOTAL REVENUE</b>		<b>26,756</b>	<b>1,236,363</b>	<b>682,743</b>	<b>4,554,684</b>	<b>6,962,322</b>	<b>7,325,866</b>	<b>7,424,919</b>	<b>99,053</b>	<b>462,597</b>	<b>2,870,236</b>	<b>61%</b>

**Language Academy**  
**Income Statement**  
**As of Mar FY2019**

	Actual			YTD	Budget							
	Jan	Feb	Mar	Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent	
<b>EXPENSES</b>												
<b>Compensation &amp; Benefits</b>												
<b>Certificated Salaries</b>												
1100 Teachers Salaries	161,248	172,304	172,148	1,174,094	1,745,625	1,679,077	1,679,077	-	66,548	504,983	70%	
1101 Teacher - Stipends	6,970	1,250	-	14,520	25,800	32,300	32,300	-	(6,500)	17,780	45%	
1103 Teacher - Substitute Pay	6,318	5,179	3,397	41,988	89,900	39,963	46,963	(7,000)	42,937	4,975	89%	
1300 Certificated Supervisor & Administrator Salaries	9,135	9,135	9,135	82,219	107,675	107,675	107,675	-	-	25,456	76%	
1311 Cert Admin - Custom 1	32,360	32,360	32,360	250,074	250,644	301,656	301,656	-	(51,012)	51,581	83%	
1920 Other Cert - Summer	-	-	-	-	18,200	18,200	18,200	-	-	18,200	0%	
1940 Academic Accountability & Intervention	10,213	10,213	10,213	95,289	191,675	193,163	193,163	-	(1,488)	97,873	49%	
<b>SUBTOTAL - Certificated Salaries</b>	<b>226,244</b>	<b>230,441</b>	<b>227,254</b>	<b>1,658,185</b>	<b>2,429,518</b>	<b>2,372,033</b>	<b>2,379,033</b>	<b>(7,000)</b>	<b>50,485</b>	<b>720,848</b>	<b>70%</b>	
<b>Classified Salaries</b>												
2100 Classified Instructional Aide Salaries	1,803	2,570	2,684	17,747	29,735	30,665	30,665	-	(930)	12,918	58%	
2103 SPED Classified	6,896	8,657	8,920	64,381	83,138	89,944	89,944	-	(6,806)	25,563	72%	
2200 Classified Support Salaries	5,781	6,639	9,129	54,537	93,080	94,213	94,213	-	(1,133)	39,675	58%	
2202 SES Tutoring	-	-	-	-	15,171	7,875	7,875	-	7,296	7,875	0%	
2300 Classified Supervisor & Administrator Salaries	10,806	11,330	10,581	105,192	136,342	136,342	136,342	-	-	31,150	77%	
2400 Classified Clerical & Office Salaries	5,598	8,123	9,385	73,687	105,380	106,380	106,380	-	(1,000)	32,693	69%	
2900 Classified Other Salaries	4,028	4,028	3,392	11,448	-	-	-	-	-	(11,448)	-	
2905 Other Classified - After School	14,513	18,652	18,889	138,898	184,998	187,379	187,379	-	(2,381)	48,481	74%	
2908 Climate	-	-	-	-	1,260	1,260	1,260	-	-	1,260	0%	
2925 Other Classified - Childcare	113	40	-	208	2,313	2,313	2,313	-	-	2,105	9%	
2930 Other Classified - Maintenance/grounds	6,722	7,925	8,582	70,641	87,828	104,402	104,402	-	(16,574)	33,761	68%	
<b>SUBTOTAL - Classified Salaries</b>	<b>56,260</b>	<b>67,963</b>	<b>71,561</b>	<b>536,739</b>	<b>739,245</b>	<b>760,773</b>	<b>760,773</b>	<b>-</b>	<b>(21,528)</b>	<b>224,034</b>	<b>71%</b>	
<b>Employee Benefits</b>												
3100 STRS	35,077	37,306	36,850	261,170	385,342	376,146	377,285	(1,140)	8,056	116,115	69%	
3300 OASDI-Medicare-Alternative	7,698	8,559	8,841	66,927	93,303	94,315	94,416	(102)	(1,113)	27,489	71%	
3400 Health & Welfare Benefits	43,399	19,276	66,386	444,759	512,988	520,800	520,800	-	(7,812)	76,041	85%	
3500 Unemployment Insurance	140	149	149	1,091	17,234	18,054	18,054	-	(821)	16,963	6%	
3600 Workers Comp Insurance	6,877	-	-	33,479	38,025	37,594	37,678	(84)	347	4,199	89%	
3700 Retiree Benefits	-	1,711	1,745	3,456	-	-	-	-	-	(3,456)	-	
3900 Other Employee Benefits	1,484	-	-	11,621	11,980	12,554	12,554	-	(574)	933	93%	
<b>SUBTOTAL - Employee Benefits</b>	<b>94,675</b>	<b>67,000</b>	<b>113,972</b>	<b>822,504</b>	<b>1,058,871</b>	<b>1,059,462</b>	<b>1,060,787</b>	<b>(1,325)</b>	<b>(1,916)</b>	<b>238,284</b>	<b>78%</b>	
<b>Books &amp; Supplies</b>												
4100 Approved Textbooks & Core Curricula Materials	14,943	-	174	29,127	53,322	32,670	32,670	-	20,652	3,543	89%	
4101 SPED Textbooks	-	218	672	891	7,000	7,000	7,000	-	-	6,109	13%	
4200 Books & Other Reference Materials	2,828	602	2,136	46,495	55,005	68,365	68,365	-	(13,360)	21,870	68%	
4201 Library Resources	3,079	-	900	6,235	12,180	12,100	12,100	-	80	5,865	52%	
4315 Custodial Supplies	219	2,748	427	11,994	18,000	18,000	18,000	-	-	6,006	67%	
4325 Instructional Materials & Supplies	1,005	489	736	20,433	15,225	26,620	26,620	-	(11,395)	6,187	77%	
4330 Office Supplies	863	859	1,699	15,849	18,000	18,000	18,000	-	-	2,151	88%	
4335 PE Supplies	18	-	6	2,999	6,090	6,090	6,090	-	-	3,091	49%	
4340 Professional Development Supplies	263	20	326	3,217	4,700	4,700	4,700	-	-	1,483	68%	
4352 Garden	-	-	-	467	2,000	2,000	2,000	-	-	1,533	23%	
4354 ASES Materials	198	231	185	6,338	2,000	6,800	6,800	-	(4,800)	462	93%	
4355 Summer Preschool	-	-	-	45	1,200	1,200	1,200	-	-	1,155	4%	
4356 SPED Consumables	207	393	937	8,674	9,590	9,590	9,590	-	-	916	90%	
4410 Classroom Furniture, Equipment & Supplies	-	-	-	4,645	10,000	10,000	10,000	-	-	5,355	46%	
4420 Computers (individual items less than \$5k)	-	-	-	65,546	46,000	75,000	75,000	-	(29,000)	9,454	87%	

**Language Academy**  
**Income Statement**  
**As of Mar FY2019**

	Actual			YTD	Budget						
	Jan	Feb	Mar	Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs.	Approved Budget v1 vs.	Current Forecast	% Current Forecast Spent
								Current Forecast	Current Forecast	Remaining	
4423 Classroom Noncapitalized items 1	-	-	2,320	2,515	5,000	5,000	5,000	-	-	2,485	50%
4430 Non Classroom Related Furniture, Equipment & Supplies	-	1,451	-	18,557	2,500	22,000	22,000	-	(19,500)	3,443	84%
<b>SUBTOTAL - Books and Supplies</b>	<b>23,623</b>	<b>7,011</b>	<b>10,519</b>	<b>244,026</b>	<b>267,812</b>	<b>325,135</b>	<b>325,135</b>	<b>-</b>	<b>(57,323)</b>	<b>81,109</b>	<b>75%</b>
<b>Services &amp; Other Operating Expenses</b>											
5210 Conference Fees	2,912	682	-	7,589	35,250	35,250	35,250	-	-	27,661	22%
5215 Travel - Mileage, Parking, Tolls	18	130	728	2,897	9,400	9,400	9,400	-	-	6,503	31%
5220 Travel and Lodging	859	1,718	2,042	11,704	23,500	23,500	23,500	-	-	11,796	50%
5305 Dues & Membership - Professional	-	198	16	9,707	5,000	10,000	10,000	-	(5,000)	293	97%
5450 Insurance - Other	13,082	-	-	49,742	50,000	50,000	50,000	-	-	258	99%
5515 Janitorial, Gardening Services & Supplies	26,707	-	13,173	70,613	161,847	161,847	161,847	-	-	91,234	44%
5535 Utilities - All Utilities	-	-	-	36,298	54,000	54,000	54,000	-	-	17,702	67%
5605 Equipment Leases	5,223	-	2,612	23,506	27,600	27,600	27,600	-	-	4,094	85%
5610 Rent	-	-	-	-	97,265	97,265	97,265	-	-	97,265	0%
5615 Repairs and Maintenance - Building	200	-	-	5,874	10,000	10,000	10,000	-	-	4,126	59%
5616 Repairs and Maintenance - Computers	-	-	-	2,095	2,500	2,500	2,500	-	-	405	84%
5617 Repairs and Maintenance - Other Equipment	66	-	-	1,781	2,500	2,500	2,500	-	-	719	71%
5803 Accounting Fees	-	-	-	3,499	11,000	11,000	11,000	-	-	7,501	32%
5804 Parent Trainings	-	-	-	-	1,000	1,000	1,000	-	-	1,000	0%
5805 Administrative Fees	5,700	2,240	-	16,931	18,756	18,756	18,756	-	-	1,826	90%
5806 Assemblies	2,500	-	-	2,500	3,000	3,000	3,000	-	-	500	83%
5809 Banking Fees	4	19	20	231	420	420	420	-	-	189	55%
5812 Business Services	7,917	7,917	7,917	59,818	95,000	95,000	95,000	-	-	35,182	63%
5813 Board Development	-	-	-	-	2,000	2,000	2,000	-	-	2,000	0%
5818 SPED Legal Fees	3,180	4,500	1,080	8,760	1,000	12,000	12,000	-	(11,000)	3,240	73%
5820 Title I SES	-	-	-	-	15,190	15,190	15,190	-	-	15,190	0%
5824 District Oversight Fees	-	-	-	-	56,085	56,621	57,336	(715)	(1,251)	57,336	0%
5830 Field Trips Expenses	6,835	11,734	4,887	44,848	54,810	54,450	54,450	-	360	9,602	82%
5833 Fines and Penalties	-	-	-	218	552	552	552	-	-	334	39%
5836 Fingerprinting	52	222	-	670	500	800	800	-	(300)	130	84%
5839 Fundraising Expenses	6,374	768	3,328	39,233	36,000	36,000	43,000	(7,000)	(7,000)	3,767	91%
5843 Interest - Loans Less than 1 Year	-	-	-	-	108,206	108,206	108,206	-	-	108,206	0%
5845 Legal Fees	-	1,287	1,111	6,707	7,800	10,000	10,000	-	(2,200)	3,294	67%
5851 Marketing and Student Recruiting	-	-	-	116	1,200	1,200	1,200	-	-	1,084	10%
5857 Payroll Fees	2,143	1,315	1,305	11,841	15,000	15,000	15,000	-	-	3,159	79%
5860 Printing and Reproduction	3,638	966	2,946	25,642	24,000	24,000	33,000	(9,000)	(9,000)	7,358	78%
5861 Prior Yr Exp (not accrued)	-	-	-	216	-	-	-	-	-	(216)	-
5863 Professional Development	1,257	1,075	500	13,487	11,750	16,000	16,000	-	(4,250)	2,513	84%
5864 Professional Development - Other	-	-	-	13,400	13,500	13,500	13,500	-	-	100	99%
5866 Common Core Professional Development	-	-	-	200	3,500	3,500	3,500	-	-	3,300	6%
5869 Special Education Contract Instructors	25,781	12,659	25,360	132,714	216,700	160,700	160,700	-	56,000	27,986	83%
5874 Sports	2,974	354	1,174	9,203	15,225	15,225	15,225	-	-	6,022	60%
5875 Staff Recruiting	750	-	-	750	1,000	1,000	1,000	-	-	250	75%
5878 Student Assessment	-	-	897	8,953	12,180	12,100	12,100	-	80	3,147	74%
5880 Student Health Services	-	-	-	-	3,045	3,025	3,025	-	20	3,025	0%
5881 Student Information System	-	-	886	15,785	15,225	15,125	15,730	(605)	(505)	(55)	100%
5884 Substitutes	3,533	-	5,223	38,607	-	50,000	50,000	-	(50,000)	11,393	77%
5887 Technology Services	-	3,624	1,758	42,941	30,000	52,600	52,600	-	(22,600)	9,659	82%
5893 Transportation - Student	2,275	3,575	2,600	33,288	50,000	50,000	50,000	-	-	16,712	67%
5899 Miscellaneous Operating Expenses	-	-	-	2,198	-	-	-	-	-	(2,198)	-
5910 Communications - Internet / Website Fees	165	10	40	2,334	4,800	4,800	4,800	-	-	2,466	49%
5915 Postage and Delivery	9	-	-	817	1,800	1,800	1,800	-	-	983	45%
5920 Communications - Telephone & Fax	6,862	-	2,420	22,526	24,000	24,000	24,000	-	-	1,474	94%
<b>SUBTOTAL - Services &amp; Other Operating Exp.</b>	<b>131,016</b>	<b>54,993</b>	<b>82,023</b>	<b>780,238</b>	<b>1,333,106</b>	<b>1,372,432</b>	<b>1,389,752</b>	<b>(17,320)</b>	<b>(56,646)</b>	<b>609,514</b>	<b>56%</b>

**Language Academy**  
**Income Statement**  
**As of Mar FY2019**

	Actual			YTD	Budget						
	Jan	Feb	Mar	Actual YTD	Approved Budget v1	Previous Forecast	Current Forecast	Previous Forecast vs. Current Forecast	Approved Budget v1 vs. Current Forecast	Current Forecast Remaining	% Current Forecast Spent
<b>Capital Outlay &amp; Depreciation</b>											
6100 Sites & Improvement of Sites	17,497	-	-	17,497	-	-	-	-	-	(17,497)	
6200 Buildings & Improvement of Buildings	-	-	4,800	17,788	-	-	-	-	-	(17,788)	
6900 Depreciation	-	-	-	-	555,000	555,000	555,000	-	-	555,000	0%
<b>SUBTOTAL - Capital Outlay &amp; Depreciation</b>	<b>17,497</b>	<b>-</b>	<b>4,800</b>	<b>35,284</b>	<b>555,000</b>	<b>555,000</b>	<b>555,000</b>	<b>-</b>	<b>-</b>	<b>519,716</b>	<b>6%</b>
<b>Other Outflows</b>											
7438 Long term debt - Interest	-	-	-	53,814	-	-	-	-	-	(53,814)	
7998 Temporary JE Clearing	3,994	-	-	3,994	-	-	-	-	-	(3,994)	
7999 Uncategorized Expense	2,155	-	2,805	14,419	-	-	-	-	-	(14,419)	
<b>SUBTOTAL - Other Outflows</b>	<b>6,149</b>	<b>-</b>	<b>2,805</b>	<b>72,227</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(72,227)</b>	
<b>TOTAL EXPENSES</b>	<b>555,463</b>	<b>427,409</b>	<b>512,934</b>	<b>4,149,203</b>	<b>6,383,552</b>	<b>6,444,835</b>	<b>6,470,480</b>	<b>(25,645)</b>	<b>(86,928)</b>	<b>2,321,277</b>	<b>64%</b>

**Language Academy**  
**Monthly Cash Forecast**  
**As of Mar FY2019**

	2018-19													Remaining Balance
	Actuals & Forecast													
	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Forecast	May Forecast	Jun Forecast	Forecast	
<b>Beginning Cash</b>	<b>5,073,794</b>	<b>5,442,183</b>	<b>5,070,038</b>	<b>5,089,392</b>	<b>5,564,108</b>	<b>5,952,058</b>	<b>5,883,153</b>	<b>5,389,462</b>	<b>6,227,926</b>	<b>6,397,969</b>	<b>5,785,541</b>	<b>5,754,255</b>		
<b>REVENUE</b>														
LCFF Entitlement	-	-	360,740	530,142	613,803	502,596	-	1,050,137	577,948	641,340	405,990	405,990	5,733,574	644,889
Federal Revenue	-	-	-	-	49,587	2,500	-	90,182	-	4,053	52,781	-	292,645	93,541
Other State Revenue	14,011	-	14,011	269,522	137,460	44,326	25,219	85,205	97,956	13,691	63,882	33,017	943,401	145,101
Other Local Revenue	1,510	2,880	32,772	(21,870)	4,754	2,252	1,537	5,856	1,132	228,883	60,297	60,297	380,300	-
Fundraising & Grants	-	41	5,157	7,253	22,706	12,670	-	4,983	5,707	1,484	7,500	7,500	75,000	-
<b>TOTAL REVENUE</b>	<b>15,521</b>	<b>2,921</b>	<b>412,680</b>	<b>785,047</b>	<b>828,309</b>	<b>564,344</b>	<b>26,756</b>	<b>1,236,363</b>	<b>682,743</b>	<b>889,451</b>	<b>590,450</b>	<b>506,804</b>	<b>7,424,919</b>	<b>883,531</b>
<b>EXPENSES</b>														
Certificated Salaries	20,675	43,257	223,771	230,135	230,521	225,887	226,244	230,441	227,254	240,283	240,283	240,283	2,379,033	0
Classified Salaries	27,450	60,845	62,467	68,014	81,348	40,831	56,260	67,963	71,561	74,678	74,678	74,678	760,773	-
Employee Benefits	50,595	84,815	109,986	100,530	75,412	125,520	94,675	67,000	113,972	81,140	78,572	78,572	1,060,787	-
Books & Supplies	61,952	54,395	26,776	27,980	18,158	13,610	23,623	7,011	10,519	27,036	27,036	27,036	325,135	-
Services & Other Operating Expenses	56,669	77,228	69,940	102,421	76,118	129,831	131,016	54,993	82,023	201,167	201,167	201,167	1,389,752	6,014
Capital Outlay & Depreciation	-	-	-	-	8,595	4,393	17,497	-	4,800	462,500	46,250	46,250	555,000	(35,284)
Other Outflows	7,897	-	112	(112)	-	55,376	2,155	-	2,805	(68,233)	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>225,238</b>	<b>320,539</b>	<b>493,052</b>	<b>528,967</b>	<b>490,153</b>	<b>595,448</b>	<b>551,469</b>	<b>427,409</b>	<b>512,934</b>	<b>1,018,570</b>	<b>667,986</b>	<b>667,986</b>	<b>6,470,480</b>	<b>(29,270)</b>
<b>Operating Cash Inflow (Outflow)</b>	<b>(209,716)</b>	<b>(317,619)</b>	<b>(80,372)</b>	<b>256,080</b>	<b>338,157</b>	<b>(31,104)</b>	<b>(524,714)</b>	<b>808,954</b>	<b>169,809</b>	<b>(129,119)</b>	<b>(77,536)</b>	<b>(161,182)</b>	<b>954,439</b>	<b>912,801</b>
Revenues - Prior Year Accruals	863,954	-	78,382	197,542	29,095	16,380	-	-	(42,858)	77,994	-	-	-	-
Other Assets	(2,805)	-	68,322	-	-	-	-	-	-	-	-	-	-	-
Fixed Assets	-	-	-	-	-	-	-	-	-	462,500	46,250	46,250	-	-
Expenses - Prior Year Accruals	(44,174)	-	-	-	-	-	-	-	34,287	(70,933)	-	-	-	-
Accounts Payable - Current Year	(131,117)	52,158	(67,976)	(2,176)	(2,186)	2,460	9,128	6,162	(14,336)	13,896	-	-	-	-
Summerholdback for Teachers	(107,753)	(106,684)	20,998	23,269	22,884	22,767	21,895	23,348	23,141	-	-	-	-	-
Loans Payable (Long Term)	-	-	-	-	-	(79,408)	-	-	-	-	-	-	-	-
Other Liabilities	-	-	-	-	-	-	-	-	-	(966,766)	-	-	-	-
<b>Ending Cash</b>	<b>5,442,183</b>	<b>5,070,038</b>	<b>5,089,392</b>	<b>5,564,108</b>	<b>5,952,058</b>	<b>5,883,153</b>	<b>5,389,462</b>	<b>6,227,926</b>	<b>6,397,969</b>	<b>5,785,541</b>	<b>5,754,255</b>	<b>5,639,323</b>		





A California Public School

Agenda Item# IVC

**Board Meeting Date:** April 26, 2019

**Subject: Finance Committee**

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action

**Finance Committee Members:** M. Pérez, A. Hubbell, G. Castañeda, X. Macías, E. de León, J. Morales.  
Board members present A. Campa,

**Summary:** The Finance Committee met on Friday, April 19, 2019. The following is a summary of the discussion that took place at the meetings:

- 1) Reviewed Financial Summary highlights of activity through March 2019
  - a) Apportionment report Certified at 96.4%. This is 1.4 percentage points higher than budgeted.  
Estimated gain of 75K
- 2) Reviewed Preliminary 2019-2020 Budget
  - a) Several items from the Teacher Stakeholder feedback that was shared at the March meeting was incorporated in the 4000 series increasing the operating income by 18K.
    - (1) Several items are still pending and are scheduled to be discussed and approved in the Curriculum Design Team (CDT)

**Recommendation:**

None at this time. Committee will continue to fine tune the budget with a preliminary read at the May Board Meeting. Final Budget must be approved no later than June 30, 2019.

**Estimated Time of Presentation:** 15 min  
**Submitted By:** School Leadership  
**Date:** 04.22.2019

**Pertinent Pages in**  
**( ) Charter, pages** \_\_\_\_\_  
**( ) MOU, pages** \_\_\_\_\_



**Fecha de la Reunión:** 26 de abril de 2019

**Tema: Comité de finanzas**

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: \_\_\_\_\_)
- Conferencia/Acción
- Acción

**Miembros del Comité de Finanzas:** M. Pérez, A. Hubbell, G. Castañeda, X. Macías, E. de León, J. Morales. Miembros de la Mesa presente A. Campa,

**Resumen:** El Comité de Finanzas se reunió el viernes, 19 de abril de 2019. A continuación se presenta un resumen de la discusión que tuvo lugar en las reuniones:

- 1) Resumen financiero resumido de la actividad hasta marzo de 2019
  - a) Informe de asignación Certificado al 96.4%. Esto es 1.4 puntos porcentuales más alto que lo presupuestado. Ganancia estimada de 75K
- 2) Presupuesto preliminar revisado 2019-2020
  - a) Comentarios de las partes interesadas - Compartida en la reunión de marzo se incorporó a la serie 4000. Incrementando los ingresos operativos por 18K.
    - (1) Varios elementos pendientes para ser discutidos y decididos en el Equipo de Diseño Curricular (CDT)

**Recomendación:**

Ninguno en este momento. El comité continuará ajustando el presupuesto con una lectura preliminar en la reunión de la Mesa de mayo. El presupuesto final debe ser aprobado a más tardar el 30 de junio de 2019.

**Documentos adjuntos:**

1. Desglose de la serie 4000

**Tiempo estimado para la presentación:** 5 min.  
**Entregado por:** Liderazgo Escolar  
**Fecha:** 04.22.2019

**Páginas pertinentes en:**  
( ) La constitución, páginas \_\_\_\_\_  
( ) MOU, páginas \_\_\_\_

**Language Academy  
Multi-year Projection  
As of Mar FY2019**

	<b>Year 1 2018-19</b>	<b>Year 2 2019-20</b>	<b>Year 3 2020-21</b>	<b>Year 4 2021-22</b>	<b>Assumptions</b>
<b>SUMMARY</b>					
<b>Revenue</b>					
LCFF Entitlement	5,733,574	6,000,697	6,172,072	6,352,016	
Federal Revenue	292,645	287,250	287,625	287,625	
Other State Revenues	943,401	614,273	614,383	614,383	
Local Revenues	380,300	46,300	46,300	46,300	
Fundraising and Grants	75,000	55,000	55,000	55,000	
<b>Total Revenue</b>	<b>7,424,919</b>	<b>7,003,520</b>	<b>7,175,380</b>	<b>7,355,324</b>	
<b>Expenses</b>					
Compensation and Benefits	4,200,593	4,596,804	4,755,643	4,906,281	
Books and Supplies	325,135	303,132	309,194	315,378	
Services and Other Operating Expenditures	1,389,752	1,334,466	1,359,365	1,385,218	
Depreciation	555,000	555,000	555,000	555,000	
Other Outflows	-	-	-	-	
<b>Total Expenses</b>	<b>6,470,480</b>	<b>6,789,402</b>	<b>6,979,203</b>	<b>7,161,877</b>	
<b>Operating Income</b>	<b>954,439</b>	<b>214,119</b>	<b>196,177</b>	<b>193,447</b>	
<b>Fund Balance</b>					
Beginning Balance (Unaudited)	8,340,720	9,295,159	9,509,278	9,705,455	
Audit Adjustment					
Beginning Balance (Audited)	8,340,720	9,295,159	9,509,278	9,705,455	
Operating Income	954,439	214,119	196,177	193,447	
<b>Ending Fund Balance</b>	<b>9,295,159</b>	<b>9,509,278</b>	<b>9,705,455</b>	<b>9,898,902</b>	
Restricted Net Position	(228,387)	(121,608)	-	-	
Unrestricted Net Position	1,182,826	1,290,166	1,364,735	1,558,183	
<b>Total Revenue Per ADA</b>	12,757	11,896	12,188	12,493	
<b>Total Expenses Per ADA</b>	11,117	11,532	11,854	12,165	
<b>Operating Income Per ADA</b>	1,640	364	333	329	
<b>Fund Balance as a % of Expenses</b>	144%	140%	139%	138%	

**Language Academy  
Multi-year Projection  
As of Mar FY2019**

	<b>Year 1 2018-19</b>	<b>Year 2 2019-20</b>	<b>Year 3 2020-21</b>	<b>Year 4 2021-22</b>	<b>Assumptions</b>
<b>Key Assumptions</b>					
<b>Enrollment Summary</b>					
K-3	279	282	282	282	
4-6	198	198	198	198	
7-8	128	132	132	132	
<b>Total Enrolled</b>	<b>605</b>	<b>612</b>	<b>612</b>	<b>612</b>	
<b>ADA %</b>					
K-3	96.2%	96.2%	96.2%	96.2%	
4-6	96.2%	96.2%	96.2%	96.2%	
7-8	96.2%	96.2%	96.2%	96.2%	
<b>Average ADA %</b>	<b>96.2%</b>	<b>96.2%</b>	<b>96.2%</b>	<b>96.2%</b>	
<b>ADA</b>					
K-3	268.4	271.3	271.3	271.3	
4-6	190.5	190.5	190.5	190.5	
7-8	123.1	127.0	127.0	127.0	
<b>Total ADA</b>	<b>582.0</b>	<b>588.7</b>	<b>588.7</b>	<b>588.7</b>	
<b>Demographic Information</b>					
CALPADS Enrollment (for unduplicated % calc)	609	612	612	612	
# Unduplicated (CALPADS)	490	492	492	492	
# Free & Reduced Lunch (CALPADS)	452	454	454	454	
# ELL (CALPADS)	249	250	250	250	
New Students	24	3	-	-	
<b>School Information</b>					
FTE's	732	568	568	568	
Teachers	40	42	42	42	
Certificated Pay Increases		3%	3%	3%	
Classified Pay Increases		3%	3%	3%	
# of school days	179	179	179	179	
Default Expense Inflation Rate		2%	2%	2%	

**Language Academy  
Multi-year Projection  
As of Mar FY2019**

		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Assumptions</b>
		<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	
<b>REVENUE</b>						
<b>LCFF Entitlement</b>						
8011	Charter Schools General Purpose Entitlement - State Aid	3,728,632	4,053,832	4,225,207	4,405,151	
8012	Education Protection Account Entitlement	859,418	788,087	788,087	788,087	
8096	Charter Schools in Lieu of Property Taxes	1,145,524	1,158,778	1,158,778	1,158,778	
<b>SUBTOTAL - LCFF Entitlement</b>		<b>5,733,574</b>	<b>6,000,697</b>	<b>6,172,072</b>	<b>6,352,016</b>	
<b>Federal Revenue</b>						
8181	Special Education - Entitlement	81,520	76,125	76,500	76,500	
8291	Title I	177,789	177,789	177,789	177,789	
8292	Title II	23,336	23,336	23,336	23,336	
8294	Title IV	10,000	10,000	10,000	10,000	
<b>SUBTOTAL - Federal Revenue</b>		<b>292,645</b>	<b>287,250</b>	<b>287,625</b>	<b>287,625</b>	
<b>Other State Revenue</b>						
8311	Other State Apportionments - Current Year	4,047	-	-	-	
8319	Other State Apportionments - Prior Years	11,220	-	-	-	
8381	Special Education - Entitlement (State)	307,301	320,865	320,865	320,865	
8550	Mandated Cost Reimbursements	105,278	9,504	9,614	9,614	
8560	State Lottery Revenue	112,910	120,104	120,104	120,104	
8590	All Other State Revenue	19,760	-	-	-	
8593	Other State Revenue 3	219,084	-	-	-	
8596	Other State Revenue 6	163,800	163,800	163,800	163,800	
<b>SUBTOTAL - Other State Revenue</b>		<b>943,401</b>	<b>614,273</b>	<b>614,383</b>	<b>614,383</b>	
<b>Local Revenue</b>						
8636	Uniforms	12,000	12,000	12,000	12,000	
8638	Merchandise Sales	1,300	1,300	1,300	1,300	
8660	Interest	7,000	7,000	7,000	7,000	
8670	Fees and Contracts	6,000	6,000	6,000	6,000	
8693	Field Trips	15,000	15,000	15,000	15,000	
8699	All Other Local Revenue	5,000	5,000	5,000	5,000	
8781	All Other transfers from Districts or Charter Schools	334,000	-	-	-	
<b>SUBTOTAL - Local Revenue</b>		<b>380,300</b>	<b>46,300</b>	<b>46,300</b>	<b>46,300</b>	
<b>Fundraising and Grants</b>						
8801	Donations - Parents	15,000	15,000	15,000	15,000	
8802	Donations - Private	15,000	15,000	15,000	15,000	
8803	Fundraising	45,000	25,000	25,000	25,000	
<b>SUBTOTAL - Fundraising and Grants</b>		<b>75,000</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>	
<b>TOTAL REVENUE</b>		<b>7,424,919</b>	<b>7,003,520</b>	<b>7,175,380</b>	<b>7,355,324</b>	

**Language Academy  
Multi-year Projection  
As of Mar FY2019**

	<b>Year 1 2018-19</b>	<b>Year 2 2019-20</b>	<b>Year 3 2020-21</b>	<b>Year 4 2021-22</b>	<b>Assumptions</b>
<b>EXPENSES</b>					
<b>Compensation &amp; Benefits</b>					
<b>Certificated Salaries</b>					
1100 Teachers Salaries	1,679,077	1,904,416	1,952,026	2,000,827	
1101 Teacher - Stipends	32,300	29,520	30,258	31,014	
1103 Teacher - Substitute Pay	46,963	89,900	92,148	94,451	
1300 Certificated Supervisor & Administrator Salaries	107,675	110,905	113,678	116,520	
1311 Cert Admin - Custom 1	301,656	310,162	317,916	325,863	
1920 Other Cert - Summer	18,200	18,655	19,121	19,599	
1940 Academic Accountability & Intervention	193,163	198,914	203,887	208,984	
<b>SUBTOTAL - Certificated Salaries</b>	<b>2,379,033</b>	<b>2,662,472</b>	<b>2,729,033</b>	<b>2,797,259</b>	
<b>Classified Salaries</b>					
2100 Classified Instructional Aide Salaries	30,665	31,585	32,532	33,508	
2103 SPED Classified	89,944	96,798	99,702	102,693	
2200 Classified Support Salaries	94,213	96,833	99,738	102,730	
2202 SES Tutoring	7,875	15,626	16,095	16,578	
2300 Classified Supervisor & Administrator Salaries	136,342	140,443	144,656	148,996	
2400 Classified Clerical & Office Salaries	106,380	109,584	112,871	116,258	
2905 Other Classified - After School	187,379	174,140	179,364	184,745	
2908 Climate	1,260	1,298	1,337	1,377	
2925 Other Classified - Childcare	2,313	2,080	2,142	2,207	
2930 Other Classified - Maintenance/grounds	104,402	104,819	107,964	111,203	
<b>SUBTOTAL - Classified Salaries</b>	<b>760,773</b>	<b>773,206</b>	<b>796,402</b>	<b>820,294</b>	
<b>Employee Benefits</b>					
3100 STRS	377,285	444,285	482,024	507,724	
3300 OASDI-Medicare-Alternative	94,416	100,355	102,906	105,527	
3400 Health & Welfare Benefits	520,800	546,840	574,182	602,891	
3500 Unemployment Insurance	18,054	18,618	18,697	18,779	
3600 Workers Comp Insurance	37,678	41,228	42,305	43,411	
3900 Other Employee Benefits	12,554	9,800	10,094	10,397	
<b>SUBTOTAL - Employee Benefits</b>	<b>1,060,787</b>	<b>1,161,126</b>	<b>1,230,208</b>	<b>1,288,728</b>	
<b>Books &amp; Supplies</b>					
4100 Approved Textbooks & Core Curricula Materials	32,670	61,000	62,220	63,464	
4101 SPED Textbooks	7,000	7,140	7,283	7,428	
4200 Books & Other Reference Materials	68,365	60,141	61,344	62,571	
4201 Library Resources	12,100	12,485	12,734	12,989	
4315 Custodial Supplies	18,000	18,360	18,727	19,102	
4325 Instructional Materials & Supplies	26,620	29,040	29,621	30,213	
4330 Office Supplies	18,000	18,360	18,727	19,102	
4335 PE Supplies	6,090	6,090	6,212	6,336	
4340 Professional Development Supplies	4,700	4,794	4,890	4,988	

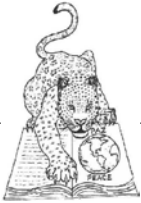
**Language Academy  
Multi-year Projection  
As of Mar FY2019**

	<b>Year 1 2018-19</b>	<b>Year 2 2019-20</b>	<b>Year 3 2020-21</b>	<b>Year 4 2021-22</b>	<b>Assumptions</b>
4352 Garden	2,000	2,000	2,040	2,081	
4354 ASES Materials	6,800	2,000	2,040	2,081	
4355 Summer Preschool	1,200	1,200	1,224	1,248	
4356 SPED Consumables	9,590	9,782	9,977	10,177	
4410 Classroom Furniture, Equipment & Supplies	10,000	10,200	10,404	10,612	
4420 Computers (individual items less than \$5k)	75,000	33,000	33,660	34,333	
4423 Classroom Noncapitalized items 1	5,000	5,100	5,202	5,306	
4430 Non Classroom Related Furniture, Equipment & Supplies	22,000	22,440	22,889	23,347	
<b>SUBTOTAL - Books and Supplies</b>	<b>325,135</b>	<b>303,132</b>	<b>309,194</b>	<b>315,378</b>	
<b>Services &amp; Other Operating Expenses</b>					
5210 Conference Fees	35,250	35,955	36,674	37,408	
5215 Travel - Mileage, Parking, Tolls	9,400	9,588	9,780	9,975	
5220 Travel and Lodging	23,500	23,970	24,449	24,938	
5305 Dues & Membership - Professional	10,000	10,200	10,404	10,612	
5450 Insurance - Other	50,000	51,000	52,020	53,060	
5515 Janitorial, Gardening Services & Supplies	161,847	165,084	168,386	171,753	
5535 Utilities - All Utilities	54,000	55,080	56,182	57,305	
5605 Equipment Leases	27,600	28,152	28,715	29,289	
5610 Rent	97,265	99,210	101,195	103,218	
5615 Repairs and Maintenance - Building	10,000	10,200	10,000	10,200	
5616 Repairs and Maintenance - Computers	2,500	2,550	2,601	2,653	
5617 Repairs and Maintenance - Other Equipment	2,500	2,550	2,601	2,653	
5803 Accounting Fees	11,000	11,220	11,444	11,673	
5804 Parent Trainings	1,000	1,020	1,040	1,061	
5805 Administrative Fees	18,756	19,132	19,514	19,904	
5806 Assemblies	3,000	3,060	3,121	3,184	
5809 Banking Fees	420	428	437	446	
5812 Business Services	95,000	95,000	95,000	95,000	
5813 Board Development	2,000	2,040	2,081	2,122	
5818 SPED Legal Fees	12,000	1,000	1,020	1,040	
5820 Title I SES	15,190	15,494	15,804	16,120	
5824 District Oversight Fees	57,336	60,007	61,721	63,520	
5830 Field Trips Expenses	54,450	56,182	57,305	58,451	
5833 Fines and Penalties	552	563	574	586	
5836 Fingerprinting	800	816	832	849	
5839 Fundraising Expenses	43,000	36,700	37,434	38,183	
5843 Interest - Loans Less than 1 Year	108,206	110,370	112,578	114,829	
5845 Legal Fees	10,000	10,200	10,404	10,612	
5851 Marketing and Student Recruiting	1,200	1,224	1,248	1,273	
5857 Payroll Fees	15,000	15,300	15,606	15,918	
5860 Printing and Reproduction	33,000	28,000	28,560	29,131	
5863 Professional Development	16,000	16,320	16,646	16,979	
5864 Professional Development - Other	13,500	13,770	14,045	14,326	
5866 Common Core Professional Development	3,500	3,570	3,641	3,714	
5869 Special Education Contract Instructors	160,700	163,914	167,192	170,536	
5874 Sports	15,225	15,530	15,840	16,157	

**Language Academy  
Multi-year Projection  
As of Mar FY2019**

	<b>Year 1 2018-19</b>	<b>Year 2 2019-20</b>	<b>Year 3 2020-21</b>	<b>Year 4 2021-22</b>	<b>Assumptions</b>
5875 Staff Recruiting	1,000	1,020	1,040	1,061	
5878 Student Assessment	12,100	12,485	12,734	12,989	
5880 Student Health Services	3,025	3,121	3,184	3,247	
5881 Student Information System	15,730	16,230	16,555	16,886	
5884 Substitutes	50,000	25,000	25,500	26,010	
5887 Technology Services	52,600	20,000	20,400	20,808	
5893 Transportation - Student	50,000	51,000	52,020	53,060	
5910 Communications - Internet / Website Fees	4,800	4,896	4,994	5,094	
5915 Postage and Delivery	1,800	1,836	1,873	1,910	
5920 Communications - Telephone & Fax	24,000	24,480	24,970	25,469	
<b>SUBTOTAL - Services &amp; Other Operating Exp.</b>	<b>1,389,752</b>	<b>1,334,466</b>	<b>1,359,365</b>	<b>1,385,218</b>	
<b>Depreciation Expense</b>					
6900 Depreciation	555,000	555,000	555,000	555,000	
<b>SUBTOTAL - Depreciation Expense</b>	<b>555,000</b>	<b>555,000</b>	<b>555,000</b>	<b>555,000</b>	
<b>Other Outflows</b>					
<b>SUBTOTAL - Other Outflows</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL EXPENSES</b>	<b>6,470,480</b>	<b>6,789,402</b>	<b>6,979,203</b>	<b>7,161,877</b>	





A California Public School

Agenda Item# IVD

**Board Meeting Date:** April 26, 2019

**Subject: March 2019 Check Register**

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action

**Committee:** School Leadership

**Recommendation:**

School Leadership requests that the Governing Board review and approve the March 2019 check register.

**Documents Attached:**

1. March 2019 Check Register

March 2019				
Members	Aye	Nay	Abstain	Absent
Zamora, Erandi				
Campa, Aracely				
Ruiz, Nadeen				
Bacsafra, Jennifer				
Petree, Kathy				
Gómez, Lourdez				
Yañez Gutierrez, Adriana				
Campos, Perla				
Jáuregui, Gemma				
Totals:				

**Estimated Time of Presentation:** 5 min  
**Submitted By:** School Leadership  
**Date:** 4.22.2019

**Pertinent Pages in**  
 ( ) Charter, pages \_\_\_\_\_  
 ( ) MOU, pages \_\_\_\_\_



A California Public School

Agenda Artículo# IVD

**Fecha de la Reunión:** 26 de abril de 2019

**Tema: Registros de la cuenta bancaria: marzo 2019**

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: \_\_\_\_\_)
- Conferencia/Acción
- Acción

**Comité:** Liderazgo Escolar

**Recomendación:** El Liderazgo Escolar solicita que la Mesa Directiva revise y apruebe los registros de la cuenta bancaria del mes de marzo del 2019.

**Documentos adjuntos:**

1. Registros de la cuenta bancaria del mes de marzo del 2019

marzo 2019				
Miembros	Aye	Nay	Abstain	Absent
Zamora, Erandi				
Campa, Aracely				
Ruiz, Nadeen				
Bacsafra, Jennifer				
Petree, Kathy				
Gómez, Lourdez				
Yañez Gutierrez, Adriana				
Campos, Perla				
Jáuregui, Gemma				
Totales:				

**Tiempo estimado para la presentación:** 5 min.  
**Entregado por:** Liderazgo Escolar  
**Fecha:** 04.22.2019

**Páginas pertinentes en:**  
 ( ) La constitución, páginas \_\_\_\_\_  
 ( ) MOU, páginas \_\_\_\_\_

**Language Academy of Sacramento  
Check Register  
March 2019**

Check Date	Check Number	Vendor	Inv Description (Bill)	Amount
3/8/2019	7541	Pedro Aguilera	Reimb: Enrichment materials/Folklorico	219.00
3/8/2019	7542	Teadora-Jean A. Bersola-Isaguirre	Reimb: Conference travel	118.90
3/8/2019	7543	Blackboard Inc	Mass Notification	886.19
3/8/2019	7544	CABE	Conference Registration	350.00
3/8/2019	7545	Capitol Elementary	Nonpublic School	2,998.12
3/8/2019	7546	CCHAT Center	Student Sped Services	234.50
3/8/2019	7547	Center for the Collaborative Classroom	Core Curriculum	174.38
3/8/2019	7548	Charter Safe	Insurance Premium (Apr 2019)	6,652.00
3/8/2019	7549	De Lage Landen Financial Services, Inc	Copy Machine Lease	2,611.73
3/8/2019	7550	DirectEd	Substitute services	3,490.00
3/8/2019	7551	Diverse Network Associates, Inc.	Webhosting	198.00
3/8/2019	7552	Stephanie Dobkin	Reimb: Classroom materials	217.43
3/8/2019	7553	EdTec Inc.	Back Office February 2019	7,916.67
3/8/2019	7554	Gold Discovery Park Association	Field trip - 4th grade	1,212.00
3/8/2019	7555	Fagen Friedman & Fulfroost LLP	Legal counsel	1,080.00
3/8/2019	7556	Elizabeth Felix	Reimb: ASES materials	14.01
3/8/2019	7557	Chris Ferreira	Reimb: Basketball League, Conference travel/ lodging	167.44
3/8/2019	7558	Erica Frederiksen	Reimb: Math Night/ Classroom materials	58.85
3/8/2019	7559	Tiffany Gellie	Reimb: Conference travel/ lodging	1,823.23
3/8/2019	7560	Gopher	Basketball equipment	107.59
3/8/2019	7561	Rebecca Heredia	Reimb: Classroom libraries, Math PD	321.00
3/8/2019	7562	JCL Electronics, LLC	Tech service hours 2/1/19-2/28/19	1,560.00
3/8/2019	7563	K12 Health	Student Sped Services	1,264.00
3/8/2019	7564	Kaiser Foundation Health Plan Inc	Health Benefits (Apr2019)	20,593.76
3/8/2019	7565	Law Office of Jennifer McQuarrie	Legal counsel	1,111.00
3/8/2019	7566	Learningtech.org	Erate Installment fee 2	2,850.00
3/8/2019	7567	Lectorum Publications Inc.	Classroom libraries	32.81
3/8/2019	7568	Pedro Leon	Reimb: Science Materials	107.46
3/8/2019	7569	Michael's Transpiration Service	5th and 1st grade Field Trip Transportation, Daily Transportation	5,740.00
3/8/2019	7570	Ana Novoa	Reimb: Classroom materials	380.35
3/8/2019	7571	Occupational Therapy for Children	Student Sped Services	360.00
3/8/2019	7572	Office Depot	Copy paper, Office Supplies, Classroom/Instructional Materials	1,577.29
3/8/2019	7573	Ariana Pantoja	Reimb: Math Night materials	31.90
3/8/2019	7574	NCS Pearson, Inc.	Sped Curriculum	672.40
3/8/2019	7575	Pedro Miranda	Campus Beautification	1,500.00
3/8/2019	7576	Miguel Perez	Reimb: Math Night materials, Classroom Materials	40.21
3/8/2019	7577	Rosio Perez	Reimb: Classroom libraries, Classroom materials	334.48
3/8/2019	7578	Really Good Stuff, Inc.	Classroom material	23.12
3/8/2019	7579	Alba Rivera	Reimb: ASES materials	8.56
3/8/2019	7580	Lorena Rosas	Reimb: DDLM Decorations	33.00
3/8/2019	7581	Cynthia Suarez	Reimb: Library books/ Intervention/ PD	640.58
3/8/2019	7582	SupplyWorks	Custodial supplies	360.17
3/8/2019	7583	SYNCB/AMAZON	Sped/Office/Instructional supplies	681.96
3/8/2019	7584	Total Education Solutions	Student Sped Services	6,125.00
3/8/2019	7585	Wendy Aguilar	Reimb: Math Night materials	52.56
3/8/2019	7586	Wilson Trophy Co. of California	Literacy Incentives	110.09
3/8/2019	7587	Windstream/PAETEC	Telecom services	2,420.10
3/8/2019	7588	Rosario Adriana Yanez-Gutierrez	Reimb: Basketball equipment	81.21
3/11/2019	7589	Rudy O. Cuellar & Design	PC t-shirts	273.05
3/21/2019	7590	Colleen Conant	Reimb: Prof Dev material	150.00
3/20/2019	7591	Patelco Credit Union	HSA Contribution	1,215.00
3/21/2019	7591	Rosa De Solis	Reimb: 7th grade fundraiser supplies	36.77
3/21/2019	7592	Demco	Library supplies	561.06
3/21/2019	7593	DirectEd	Substitute services	608.00
3/21/2019	7594	EdTec Inc.	Back Office March 2019	7,916.67
3/21/2019	7595	Chris Ferreira	Reimb: Soccer supplies	86.17
3/21/2019	7596	JCL Electronics, LLC	Firewall subscription	2,320.00
3/21/2019	7597	Kaiser Foundation Health Plan Inc	Health Benefits (Apr2019)	20,593.76
3/21/2019	7598	Xochith Laredo	Reimb: Box tops incentives	16.35
3/21/2019	7599	Learning Solutions	Student Sped Services	8,278.78
3/21/2019	7600	Pedro Leon	Reimb: Classroom materials	26.00
3/21/2019	7601	Lincoln National Life Insurance Company	Health Benefits (Apr2019)	4,340.88
3/21/2019	7602	Literacy Resources, Inc.	Reading Intervention materials	311.93
3/21/2019	7602	Literacy Resources, Inc.	Kinder Curriculum	311.93
3/21/2019	7603	Susana Mercado	Reimb: Conference travel/ lodging	137.81
3/21/2019	7604	Michael's Transpiration Service	3/7/19 field trip transportation	729.00
3/21/2019	7605	Judy Morales	Reimb: Conference travel/ lodging	564.47

3/21/2019	7606	Network Office Systems	Copy machine meter	946.41
3/21/2019	7607	Office Depot	Sped/Office/Instructional supplies	2,297.18
3/21/2019	7608	Chris Pena	Reimb: Box tops incentives	63.87
3/21/2019	7609	Janette Perfecto	Reimb: Parking fee folklorico presentation	12.00
3/21/2019	7610	Rainforth Grau Architects	Architectural Services (Feb 2018)	4,800.00
3/21/2019	7611	Alba Rivera	Reimb: ASES materials	40.71
3/21/2019	7612	Sacramento City Unified School District/Accounting Services	Custodial Salaries/Benefits (Feb2019)	11,672.67
3/21/2019	7613	SYNCB/AMAZON	Sped/Office/Instructional supplies	1,837.75
3/21/2019	7615	Jorge Santana	Reimb: Math Night materials	36.56
3/21/2019	7616	Screaming Squeegee	Soccer/Student Council/Action Civics t-shirts	1,104.16
3/21/2019	7617	Cynthia Suarez	Reimb: Prof Dev course/library books	278.17
3/21/2019	7618	Sutter Health Plus	Health Benefits (Apr2019)	10,903.95
3/21/2019	7619	Total Education Solutions	Student Sped Services	6,100.00
3/21/2019	7620	Western Health Advantage	Health Benefits (Apr2019)	9,372.99
3/21/2019	7621	World's Finest Chocolate	Chocolate fundraiser	1,895.00
3/22/2019	7622	DirectEd	Substitute services	1,125.00
3/22/2019	7623	Gemma Jauregui	Reim: Student incentives	26.77
3/22/2019	7624	Office Depot	Copy paper/Office Supplies	756.29
3/22/2019	7625	Vision Service Plan - CA	Health Benefits (Mar & Apr 2019)	1,912.60
<b>Total</b>				<b>183,202.76</b>



A California Public School

Agenda Item# IVE

**Board Meeting Date:** April 26, 2019

**Subject:** Bylaws/Policy

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action

**Committee:** Bylaws/Policy – Zamora, Yañez-Gutiérrez, Campa, Heredia, Gutiérrez, de León, Bersola, Morales

**Information:** As of Monday, April 22<sup>nd</sup> at 5pm, no parent or community member board candidate applications were received. Given this outcome, the committee will now move to the Plan B timeline previously approved by the board.

**Documents Attached:**

1. Governing Board Election Timeline

**Estimated Time of Presentation:** 5 min  
**Submitted By:** Committee  
**Date:** 4.23.19

**Pertinent Pages in**  
**( ) Charter, pages** \_\_\_\_\_  
**( ) MOU, pages** \_\_\_\_\_



A California Public School

Agenda Artículo# IVE

**Fecha de la Reunión:** 26 de abril de 2019

**Tema: Estatutos/Póliza**

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: \_\_\_\_\_)
- Conferencia/Acción
- Acción

**Comité:** Estatutos/Póliza – Zamora, Yañez-Gutiérrez, Campa, Heredia, Gutiérrez, de León, Bersola, Morales

**Información:** Para el lunes, 22 de abril a las 5pm, ninguna aplicación para miembros representante de la mesa directiva para padres o de la comunidad se entregó. Basado en esto, seguiremos con la línea cronológica (Plan B) que se aprobó por la mesa directiva en la junta de marzo.

**Documentos adjuntos:**

1. Línea Cronológica de elecciones para la mesa directiva

<p><b>Tiempo estimado para la presentación:</b> 5 min  <b>Entregado por:</b> Committee  <b>Fecha:</b> 04.23.2019</p>
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<p><b>Páginas pertinentes en:</b>  ( ) La constitución, páginas _____  ( ) MOU, páginas ____</p>
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# Governing Board Election Timeline

## Community Board Member Election Timeline (Plan A)

<b>Step</b>	<b>Action</b>	<b>Approximate Dates</b>
1	Application Due Date	Monday, April 22 <sup>nd</sup>
2	Governing Board Meeting to include Candidate interview	Friday, April 26 <sup>th</sup> at 5:30pm
3	Community Town Hall	Tuesday, April 30 <sup>th</sup> at 8:45am and 5:30pm
4	Elections	Tuesday, April 30 <sup>th</sup> – Friday, May 10 <sup>th</sup> (or 17 <sup>th</sup> )
5	Election Announcement	Friday, May 31 <sup>st</sup>

## Community Board Member Election Timeline (Plan B)

<b>Step</b>	<b>Action</b>	<b>Approximate Dates</b>
1	Application Due Date	Tuesday, April 30 <sup>th</sup>
2	Special Governing Board Meeting to include Candidate Interview	Tuesday, May 7 <sup>th</sup> at 5:30pm
3	Community Town Hall	Wednesday, May 8 <sup>th</sup> at 8:45am and 5:30pm
4	Elections	Wednesday, May 8 <sup>th</sup> – Friday, May 17 <sup>th</sup>
5	Election Announcement	Friday, May 31 <sup>st</sup>

## Governing Board Election Timeline

### Parent\* Board Member Election Timeline (Plan A)

\*2 vacancies for parent board members

Step	Action	Approximate Dates
1	Application Due Date	Monday, April 22 <sup>nd</sup>
2	Community Town Hall	Tuesday, April 30 <sup>th</sup> at 8:45am and 5:30pm
3	Elections	Tuesday, April 30 <sup>th</sup> – Friday, May 10 <sup>th</sup> (or 17 <sup>th</sup> )
4	Election Announcement	Friday, May 31 <sup>st</sup>

### Parent\* Board Member Election Timeline (Plan B)

\*2 vacancies for parent board members

Step	Action	Approximate Dates
1	Application Due Date	Tuesday, April 30 <sup>th</sup>
2	Community Town Hall	Wednesday, May 8 <sup>th</sup> at 8:45am and 5:30pm
3	Elections	Wednesday, May 8 <sup>th</sup> – Friday, May 17 <sup>th</sup>
4	Election Announcement	Friday, May 31 <sup>st</sup>

### Staff (Certificated) Board Member Election Timeline

Step	Action	Approximate Dates
1	Application Due Date	Friday, May 3 <sup>rd</sup>
2	Elections	Friday, May 13 <sup>th</sup> – Friday, May 24 <sup>th</sup>
3	Election Announcement	Friday, May 31 <sup>st</sup>





A California Public School

Agenda Item# IVF

**Board Meeting Date:** April 10, 2019

**Subject: Facility Committee**

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action

**Committee:** Facility Committee is composed of Jennifer Bacsafrá, Lourdes Gomez, Tiffany Gellie, Karina Vargas, Erica Frederiksen, Rosio Pérez, Rosa Lomelí, and Judy Morales

**Information:**

The committee met on April 10<sup>th</sup>, 2019 and addressed the following items:

- 1) Phase 1 – Interior Design of the Library. Committee members were tasked with complying stakeholder feedback.
- 2) Phase 1 Schedule – LAS Leadership and RGA will hold a mandatory pre-bid construction meeting on Tuesday, April 16, 2019 for any interested general contractors. Final Bid Proposals are due Thursday, April 25, 2019.

Attachments:

- 1) Power Point Presentation



**Fecha de la Reunión:** 10 de abril de 2019

**Tema: Comité de Instalaciones**

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: \_\_\_\_\_)
- Conferencia/Acción
- Acción

**Comité:** El Comité de Instalaciones está compuesto por Jennifer Bacsafrá, Lourdes Gómez, Tiffany Gellie, Karina Vargas, Erica Frederiksen, Rosio Pérez, Rosa Lomelí y Judy Morales

**Información:**

El comité se reunió el 10 de abril de 2019 y abordó los siguientes temas:

- 1) Fase 1 - Diseño del interior de la biblioteca. Los miembros del comité fueron encargados de cumplir con los comentarios de las partes interesadas.
- 2) Calendario de Fase 1: Liderazgo de LAS y RGA tendrán una reunión obligatoria de construcción previa a la licitación el martes, 16 de abril de 2019 para cualquier contratista general interesado. Las propuestas de ofertas finales se recibirán el jueves, 25 de abril de 2019.

Archivos adjuntos:

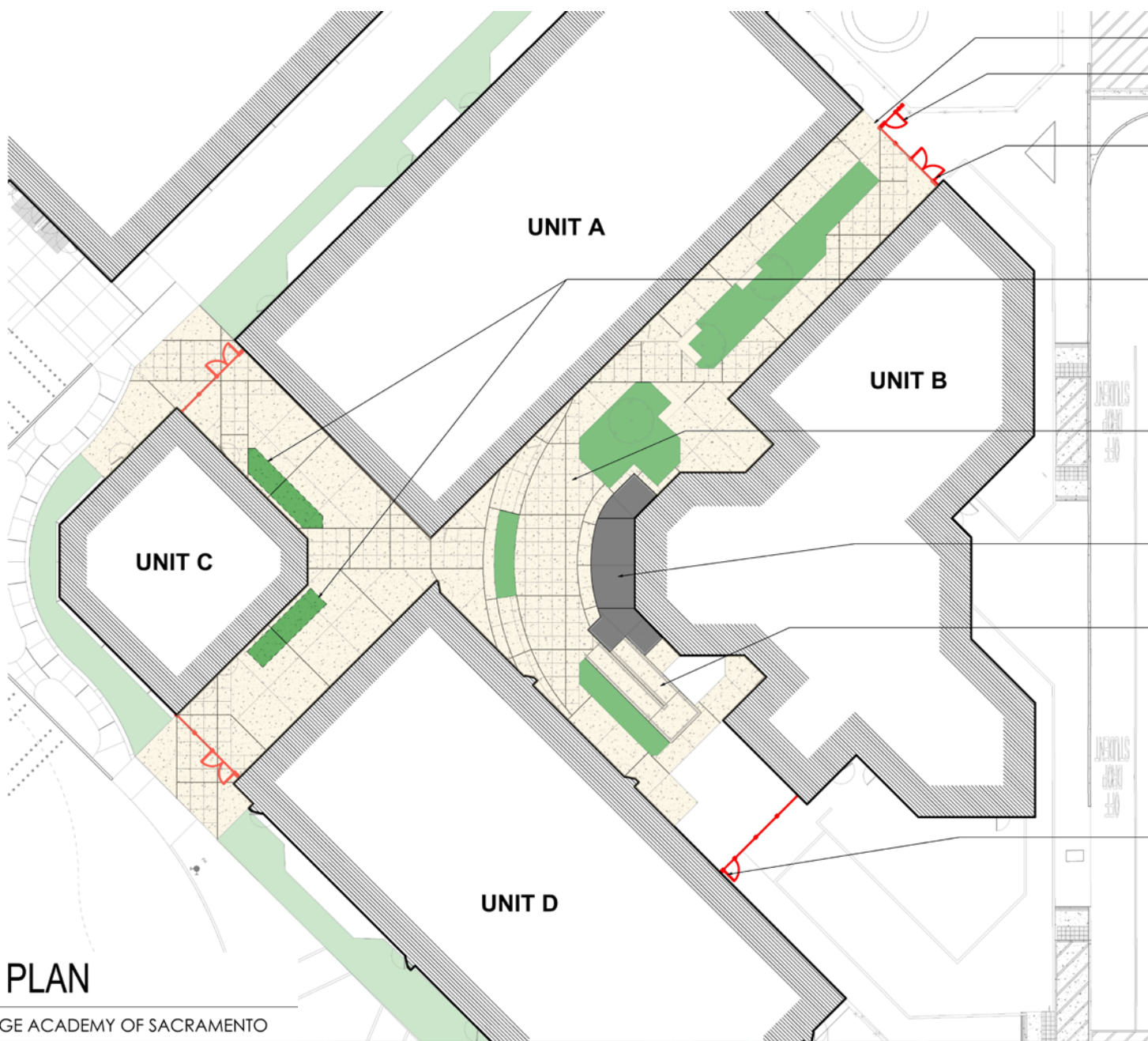
- 1) Presentación de Power Point

# LANGUAGE ACADEMY OF SACRAMENTO



Core Modernization – Phase 1





CONNECT TO CAMPUS  
NEW 42" GATE W/ FENCE

NEW PAIR OF 42" GATES W/ REMOVABLE  
LOCKABLE CENTER MULLION AND NEW  
FENCE. (3 LOCATIONS).

REMOVE SHEDS  
(POTENTIAL  
LANDSCAPE AREA)

FLAT CONCRETE PLAZA

NEW STAGE LAYOUT

NEW RAMP

NEW 42" GATE W/ NEW FENCE

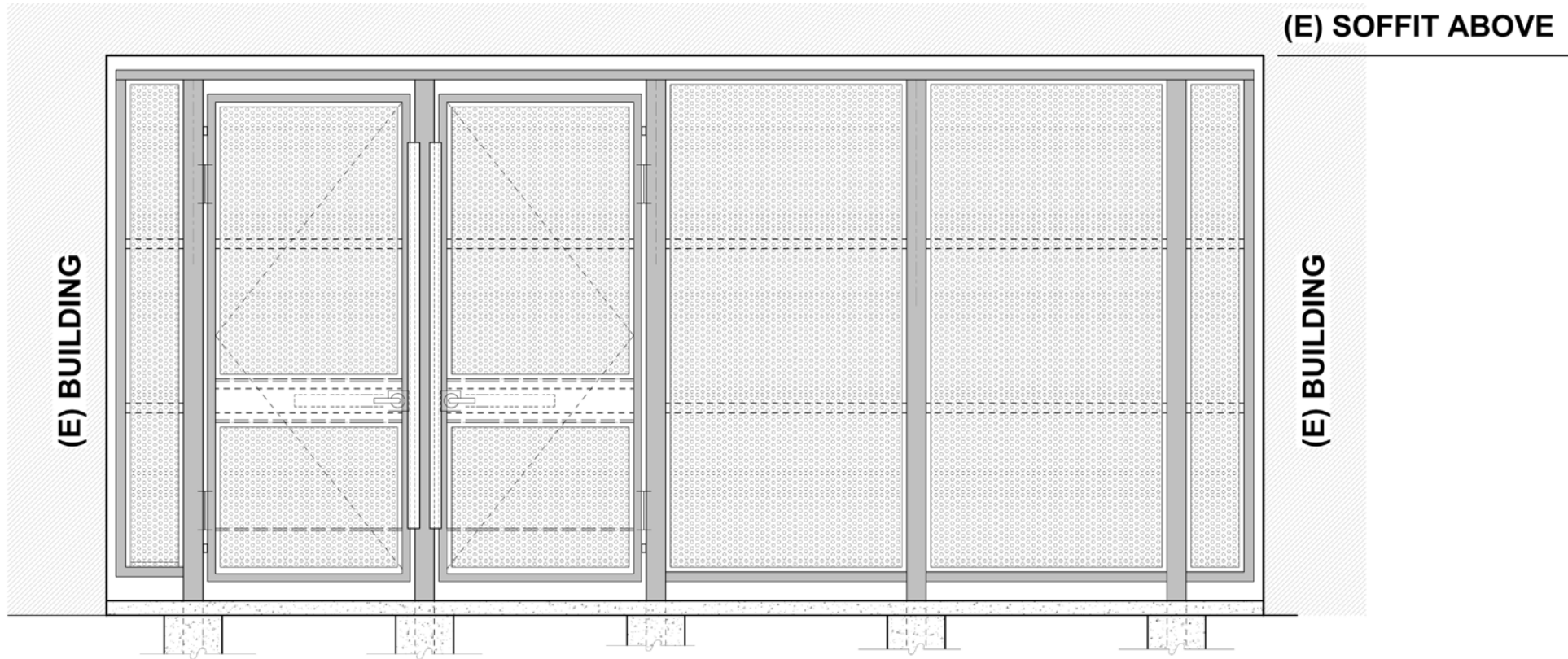


**SITE PLAN**

LANGUAGE ACADEMY OF SACRAMENTO



rainforth  
graubach  
architects



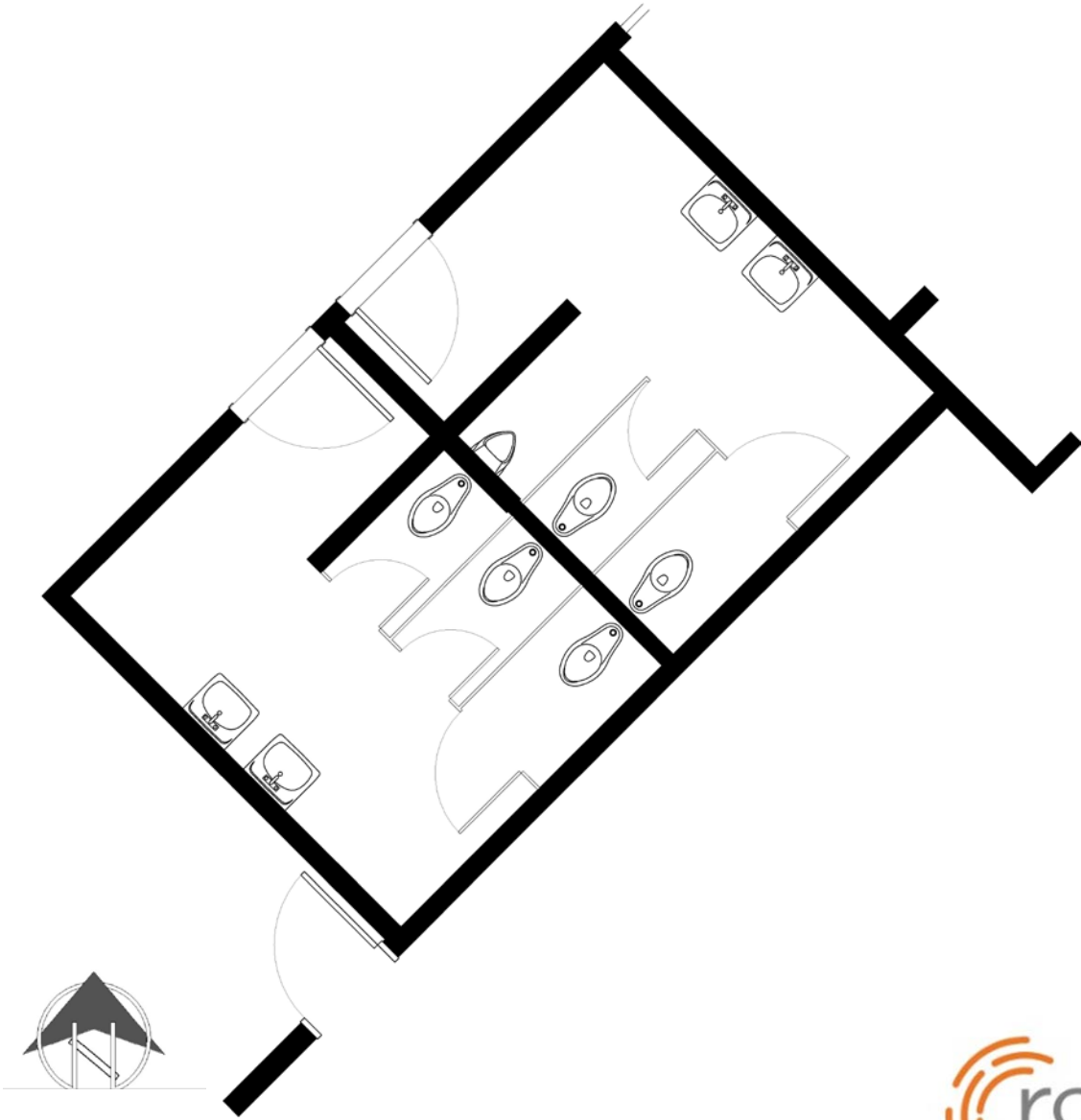
# NEW FENCE AND GATE

LANGUAGE ACADEMY OF SACRAMENTO



# UNIT B - FLOOR PLAN- EXISTING

LANGUAGE ACADEMY OF SACRAMENTO



**WALLS:** GYPSUM WALLBOARD  
WITH FRP WAINSCOT

**FLOORING:** SHEET VINYL

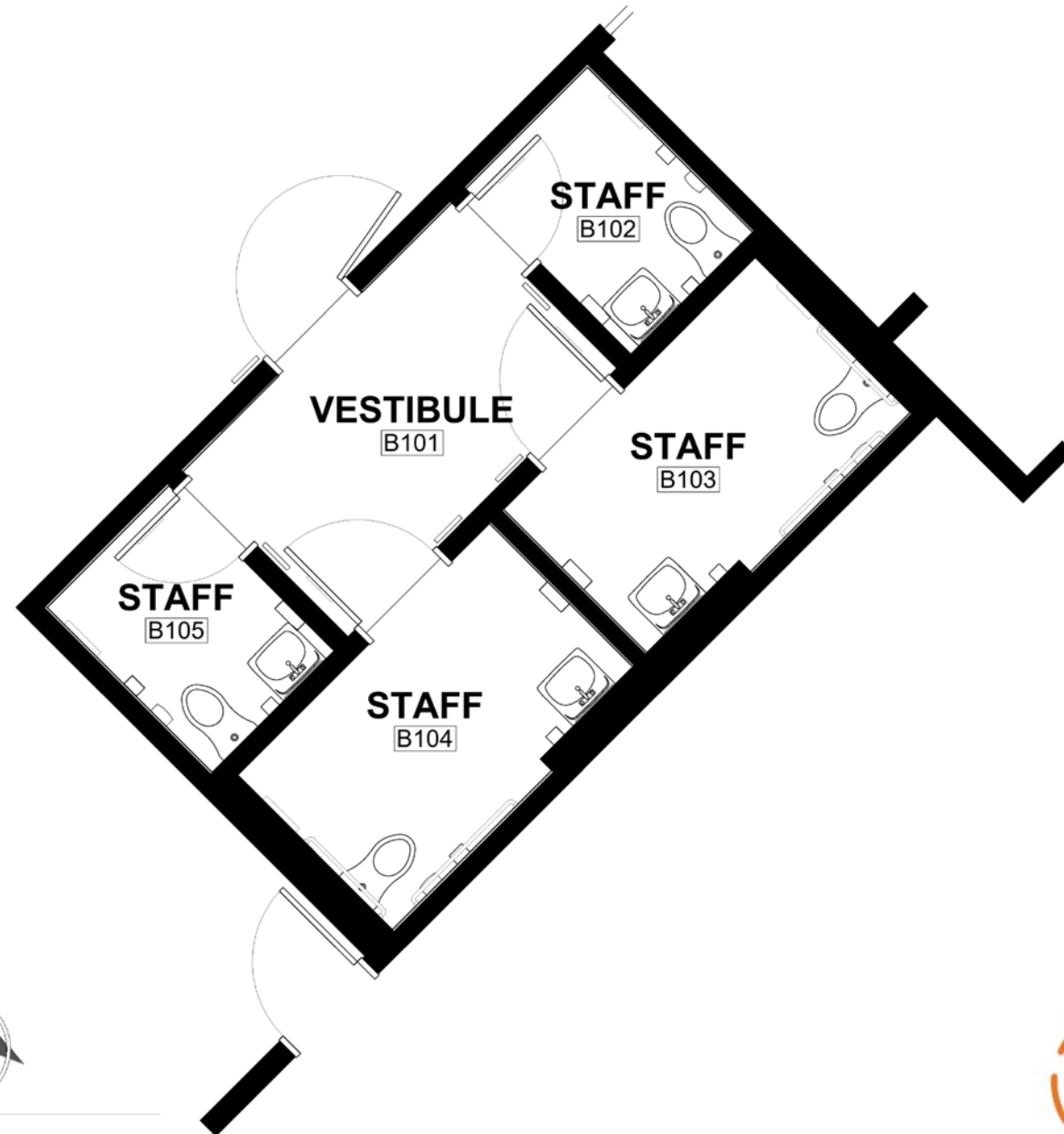
**FIXTURES AND ACCESSORIES:**  
WALL-MOUNTED TOILETS

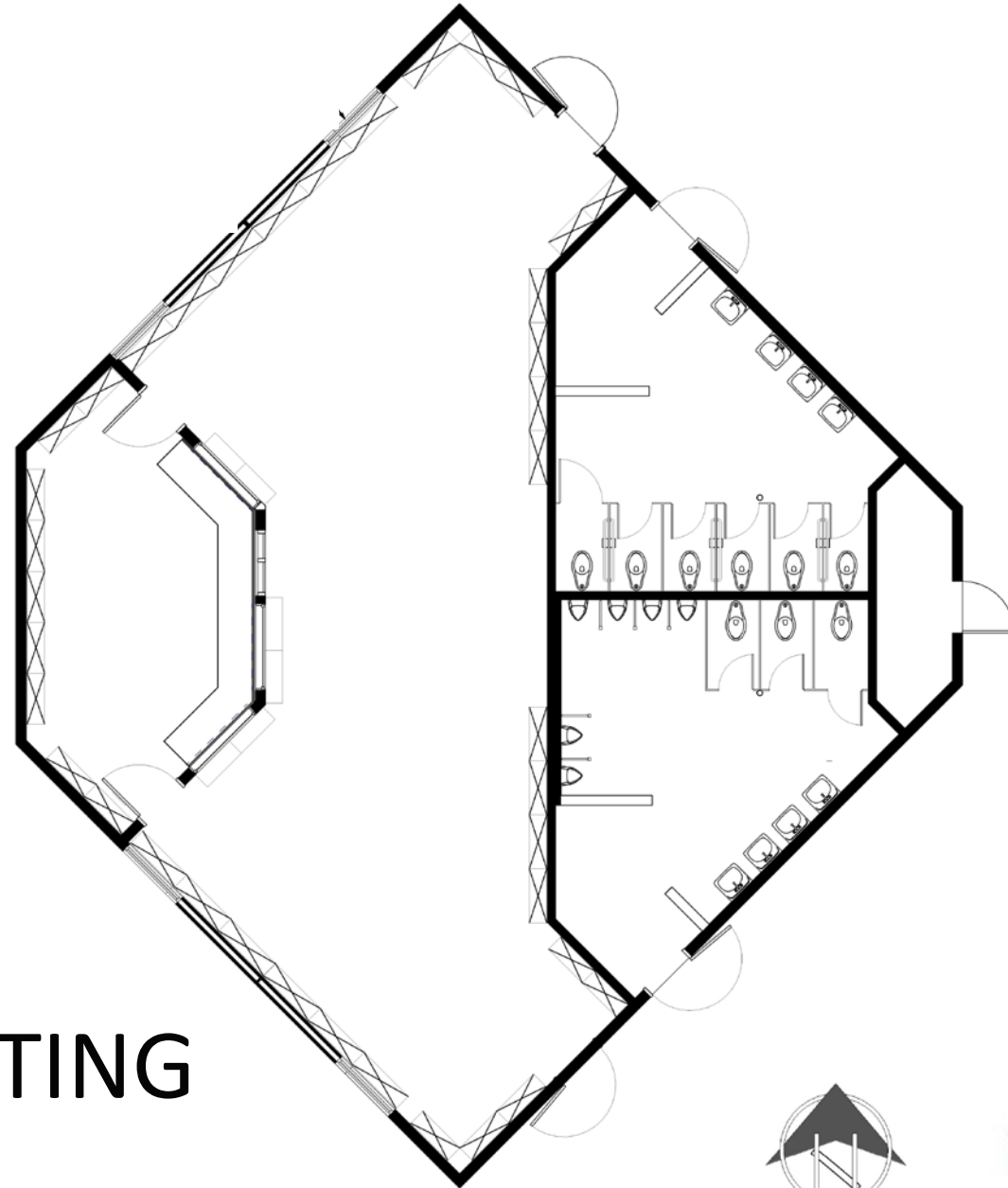
ELECTRIC HAND DRYER (OR PAPER  
TOWEL DISPENSER)

**ALL STAFF TOILETS ARE UNISEX**

## UNIT B - FLOOR PLAN

LANGUAGE ACADEMY OF SACRAMENTO





# UNIT C - FLOOR PLAN - EXISTING

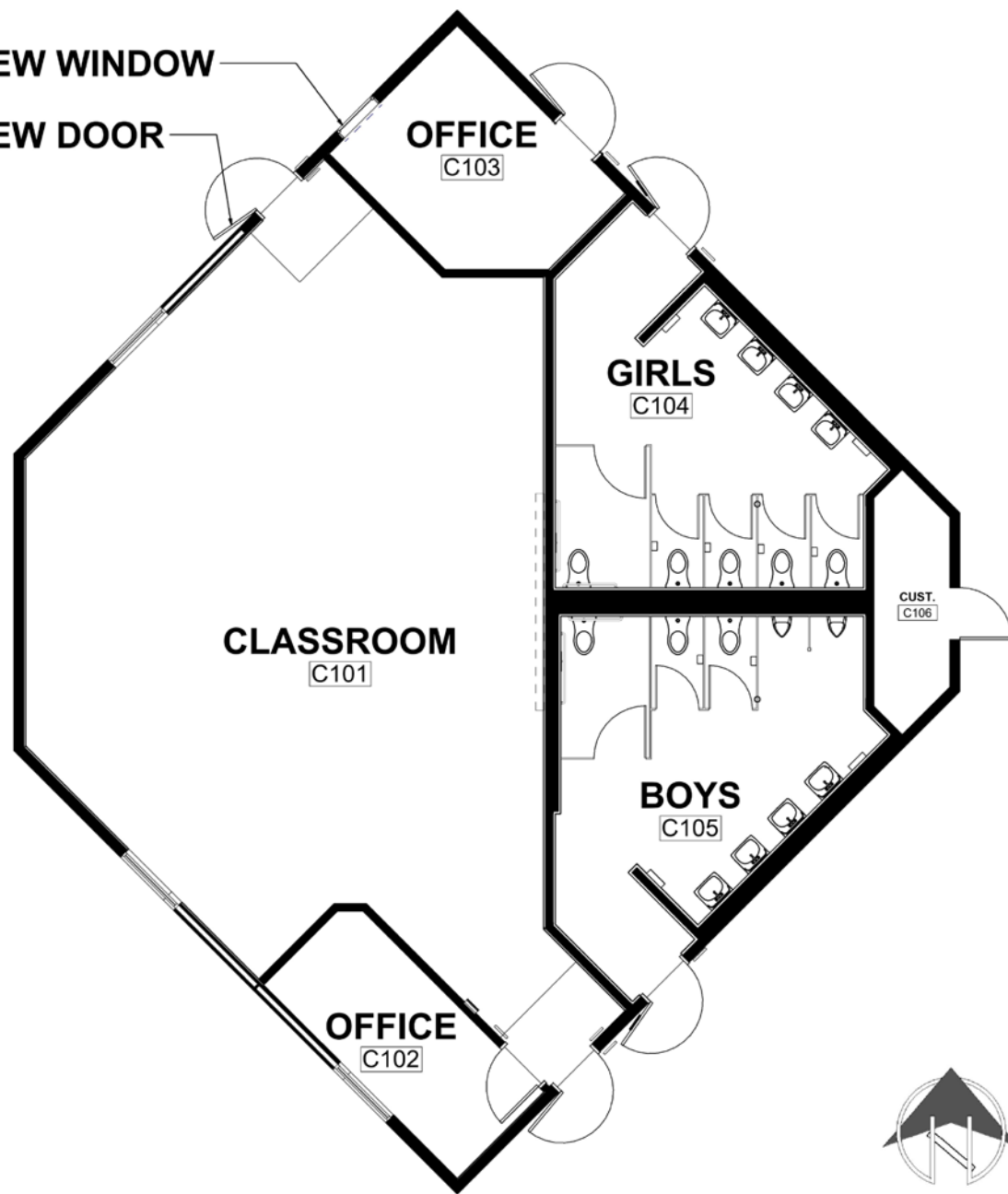
LANGUAGE ACADEMY OF SACRAMENTO





NEW WINDOW

NEW DOOR



**OFFICE:**

- TACKABLE WALL COVERING (2) WALLS
- SUSPENDED ACOUSTICAL CEILINGS WITH NEW LIGHTING
- CARPET TILE

**CLASSROOM / MEDIA:**

- TACKABLE WALL COVERINGS, (2) COLORS
- SUSPENDED ACOUSTICAL CEILING WITH NEW LIGHTING
- WALK-OFF CARPET AT DOORS
- SHELVING
- FURNITURE
- TECHNOLOGY / IDF

**BOYS / GIRLS TOILETS:**

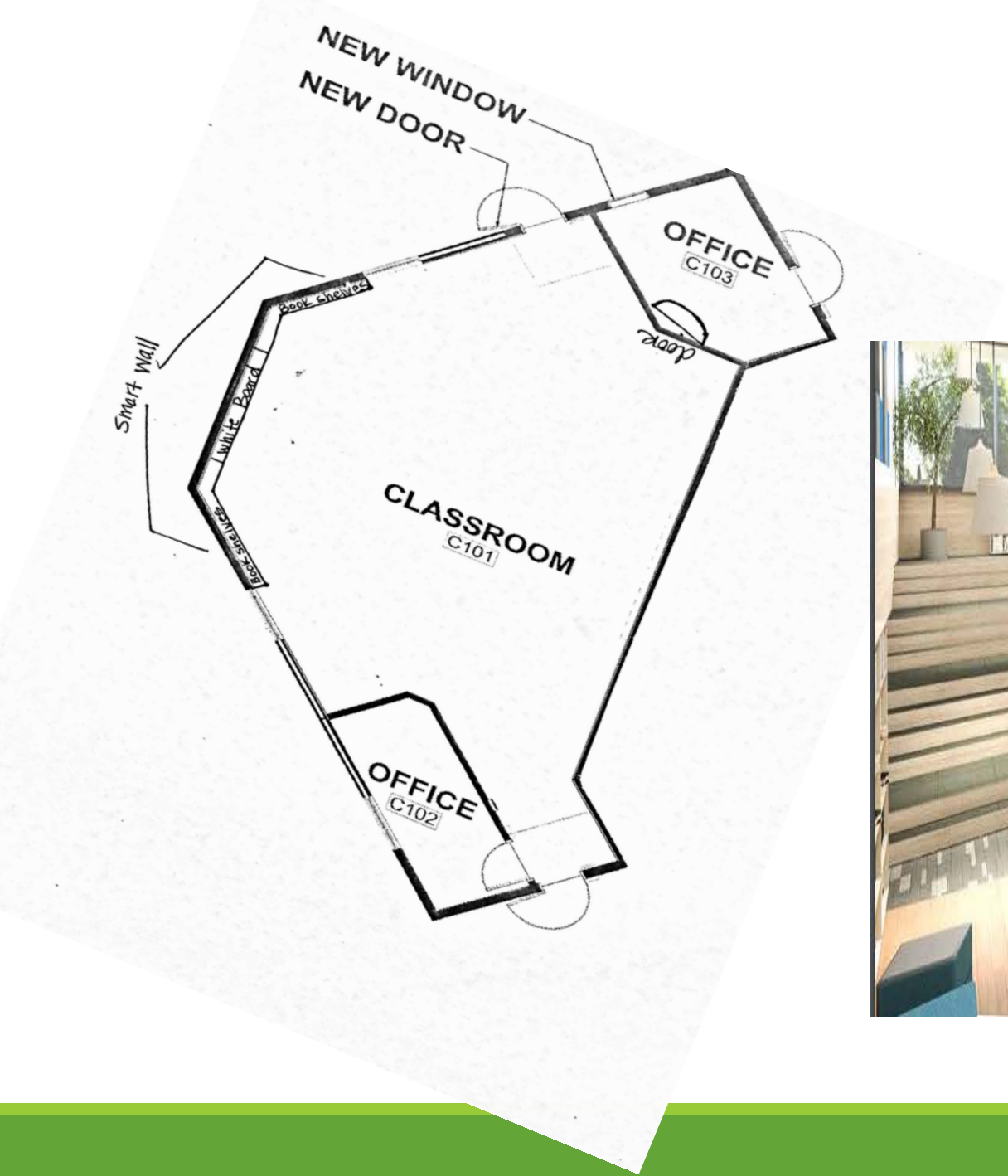
- CERAMIC TILE WALLS & FLOORS
- PAINT EXISTING CEILING; NEW LIGHTING
- WALL MOUNTED FIXTURES

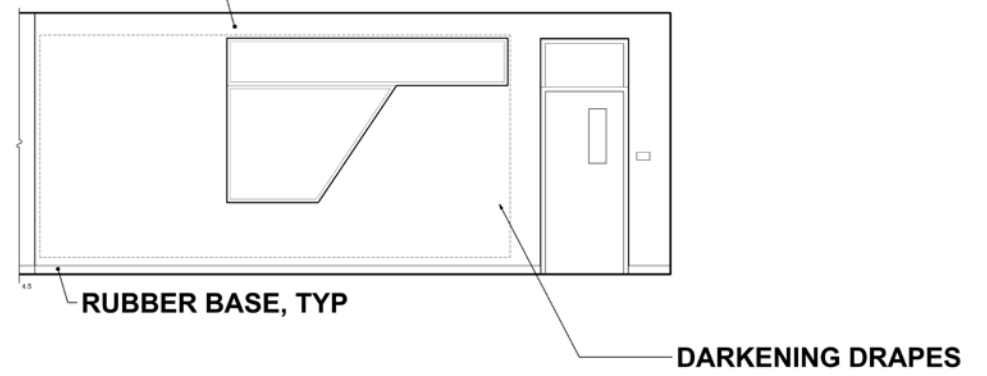
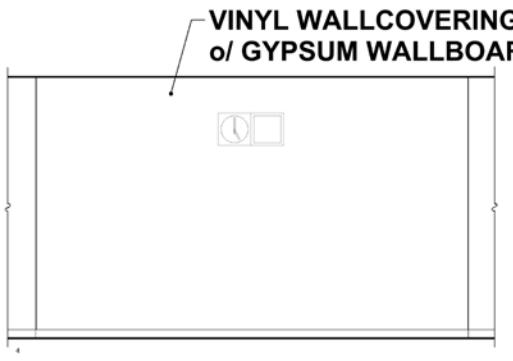
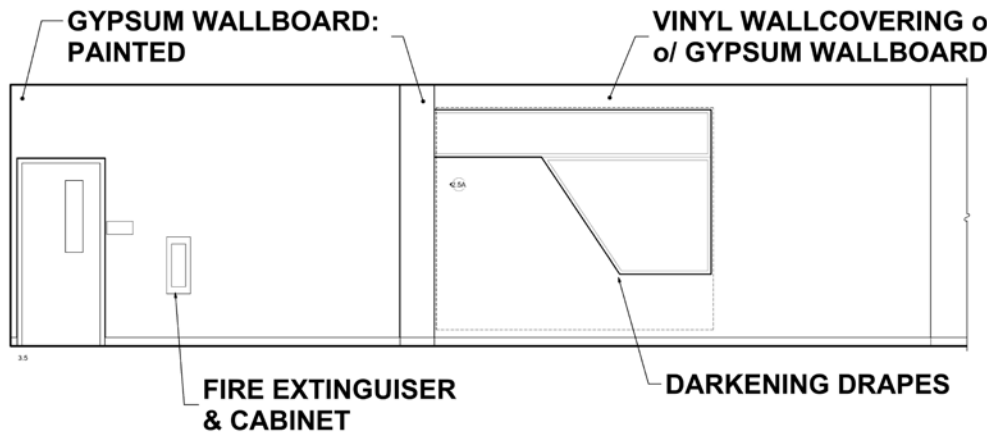
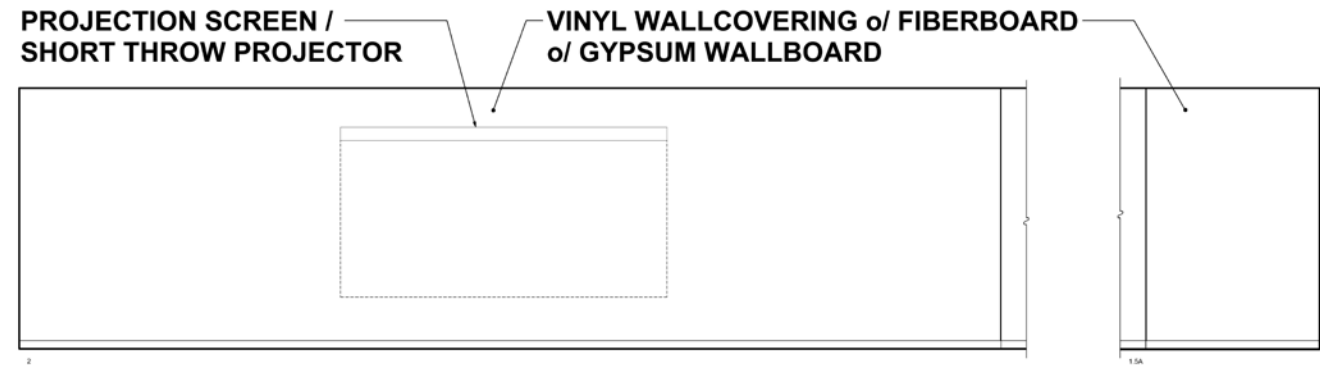
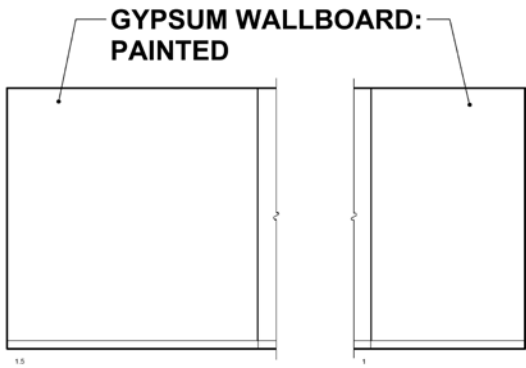


**UNIT C - FLOOR PLAN**

LANGUAGE ACADEMY OF SACRAMENTO







# CLASSROOM ELEVATIONS





A California Public School

Agenda Item# VC

**Board Meeting Date:** April 26, 2019

**Subject: Curriculum Design Team**

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action

**Committee:** Campos P., de Luna M., Conant C., Dobkin S., Jáuregui G., Suárez, C., Bacsafra J., Mendez I., Bersola T., de León E.,

**Information:**

The Curriculum Design Team (CDT) met on April 4, 2019, and addressed the following agenda items:

- Literacy Cabinet
  - Update
  - Plan
- Federal Program Monitoring and Federal Addendum
  - State visit 4/16-4/18 (T,W,Th) and interviews
  - FPM Classroom ELD Observations: Designated and Integrated
- RTI Model Reading
  - Read Chapter 7: Implementing the CIM as an RtI Method discussion
- Backwards Planning
  - Year long plans
  - Assessments
  - Report Cards
- Academic Intervention
  - Intervention Plan (IP) Template/Matrix
  - Current Year Update
  - RFEP Focus
  - SES After School Support
  - SES Summer School: LTELs and RFEPs at risk
  - Next Steps
- Curriculum
  - NGSS Curriculum Adoption Timeline (Fall 2019)
  - ELD
  - Social Science
  - Content Literacy Leads
- Professional Development
  - Reader's & Writer's Workshop
  - Math - Euereka (TK-5)
  - NGSS
  - Responsive Classroom

The next scheduled meeting will take place on Thursday, May 2, 2019 at 2:45pm.

**Estimated Time of Presentation:** 5 min  
**Submitted By:** Jáuregui  
**Date:** 04.26.2019

**Pertinent Pages in**  
 ( ) Charter, pages \_\_\_\_\_  
 ( ) MOU, pages \_\_\_\_\_



**Fecha de la Reunión:** 26 de abril de 2019

**Tema: Comité de Diseño Curricular**

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: \_\_\_\_\_)
- Conferencia/Acción
- Acción

**Comité:** Campos, P., Bacsafra, J., Conant, C., Suárez, C., Bersola T., de León E., Jáuregui G., de Luna M

**Información:**

El Comité de Diseño Curricular (CDT) se reunió el 4 de abril de 2019, y discutió los siguientes temas:

- Gabinete de alfabetización
  - Actualizar al comité
  - Planificar
- Progreso de Supervisión de Programas Federales (FPM) y Apéndice Federal
  - Visita del estado 4 /16 - 4 /18 (martes, miércoles, jueves) y entrevistas
  - Observaciones de Desarrollo de inglés en los salones: Designadas e integradas
- Modelo RTI de lectura
  - Leer Capítulo 7: Implementación de la CIM como una discusión del Método RtI
- Planificación hacia atrás
  - Planes del año escolar
  - Evaluaciones
  - Las boletas de calificaciones
- Intervención Académica
  - Plan de intervenciób (IP) / Matriz
  - Actualización del año actual
  - Enfoque RFEP
  - Apoyo después de la escuela SES
  - Escuela de verano SES: LTELs y RFEPs en riesgo
  - Próximos pasos
- Currículo 2018-19
  - NGSS – Ciencias (Otoño 2019)
  - Desarrollo de inglés (ELD por sus siglas en inglés)
  - Estudios Sociales
  - Líderes en alfabetización de contenido
- Desarrollo profesional
  - Taller de Lectores y Escritores
  - Matemáticas - Euereka (TK-5)
  - NGSS
  - Aula responsive

La próxima junta se llevará a cabo el 2 de mayo de 2019 a las 2:45pm.

**Tiempo estimado para la presentación:** 5 min.  
**Entregado por:** Jáuregui  
**Fecha:** 04.26.2019

**Páginas pertinentes en:**  
( ) La constitución, páginas \_\_\_  
( ) MOU, páginas \_\_\_\_\_