



SPECIAL BOARD MEETING AGENDA

5/23/2022, 5:30 PM

info@creteacademy.org (323-791-1600)

Zoom Conference Link:

<https://ucihealth.zoom.us/j/96464242159?pwd=SjhvVG9pVjJlajZtb3k2cmhFQ0ZLUT09&from=addon>

Dial: +1 669 900 9128

Meeting ID: 964 6424 2159/ Passcode: 054748

6103 Crenshaw Boulevard, Los Angeles, CA

- **Welcome**
- **Public Comment** info@creteacademy.org (323-791-1600)
- **Adoption of AB361 findings to conduct Board meetings via Teleconference:**
 - a) Consideration of emergency circumstances due to Covid-19;
 - b) State and local officials' continuance of social distancing recommendation
- **Review and Approval of Board Meeting Minutes** **Board Vote**
Regular Board Meeting: April 5, 2022
Regular Board Meeting: May 3, 2022
- **Back Office Provider** **Board Vote**
1. Exed 2. Charter Impact
- **Commercial Lease Agreement: 4717 Crenshaw** **Board Vote**
- **Great Minds Curriculum** **Board Vote**
- **Designate Fund Balance** **Board Vote**
- **Budget Revision 2021-2022** **Board Vote**
- **Budget Adoption 2022-2023** **Board Vote**
- **One-time stipend for Crete employees** **Board Discussion & Vote**
- **LCAP Public Hearing** **Board Discussion**

Public Comment: the meeting location is wheelchair accessible. Speakers needing any disability related or language accommodation should notify the board Secretary a minimum of 24 hours in advance of the meeting to arrange for accommodations, and inform the staff upon arrival.



REGULAR BOARD MEETING AGENDA

4/5/2022, 5:00 PM

info@creteacademy.org (323-791-1600)

Zoom Conference Link:

<https://ucihealth.zoom.us/j/93278974046?pwd=QWh6UUxycWVnam9KbXJ2RmFDeG5CZz09&from=addon>

Dial: +1 669 900 9128

Meeting ID: 932 7897 4046/ Passcode: 881669

6103 Crenshaw Boulevard, Los Angeles, CA

- **Welcome**
A welcome from board president was provided- The regular board meeting commenced at 5:00 p.m. with quorum.
- **Public Comment** info@creteacademy.org (323-791-1600)
No member of the public was present for this meeting.
- **Adoption of AB361 findings to conduct Board meetings via Teleconference:**
 - a) **Consideration of emergency circumstances due to Covid-19;**
 - b) **State and local officials' continuance of social distancing recommendation**
Due to COVID-19 and the Omicron variant, the board is being extremely cautious in minimizing exposure in continuing to host board meetings via teleconference.
- **Review and Approval of Board Meeting Minutes** **Board Review and Vote**
Regular Board Meeting: February 7, 2022
Regular board meeting minutes from February 7, 2022 were **approved by unanimous vote**.
Special Board Meeting: March 14, 2022
Special board meeting minutes from March 14, 2022 were **approved by majority vote**.
- **Renewal for Audit Services** **Board Review and Vote**
The board discussed the renewal of audit services for Crete which has been performed in the past by Christy White; a Certified Public Accountant. The board is continually pleased with the services rendered and voted to **approve the renewal of services by unanimous vote**.
- **One time stipend for Crete employees** **Board Vote**
The board discussed the consideration of a one-time stipend for Crete employees with consideration of Crete budget, enrollment growth, morale, and the opportunity to acknowledge the continued commitment of teachers and staff in particular their efforts during the pandemic. After discussion, the board **approved by unanimous vote** in support of Crete Leadership, the Board President, and Board Treasurer to propose a recommendation for a bonus option to be discussed and up for vote at the May 3 Regular Board Meeting.
- **Charter School Facilities Program Funding Board Resolution** **Board Vote**
The board **approved by unanimous vote** for the submission of an application for Charter School Facilities Program Funding to support the goal of securing a permanent facility.
- **Fiscal Budgets/Reporting Items for Board Review/Vote:**
 - a. **FY23 Budget** **Board Discussion**

- b. **FY22-24 LCAP**
- c. **FY22-23 Budget Overview for Parents**
- d. **FY20 and FY21 Annual Update**

Presented for Public Feedback

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The board engaged in a discussion and review of current financials, discussed fundraising goals, and practices that have continued to support Crete's fiscal health. A representative from CSMC was instrumental in providing guiding the board through touchpoints in the data and fielding questions.

- **Closed Session - Personnel Matter**

Board Discussion

The board engaged in a closed session to discuss a personnel matter and the impact to current and future strategic plans for Crete Academy. Following closed session, the board returned to the public forum and closed out the meeting.

Public Comment: the meeting location is wheelchair accessible. Speakers needing any disability related or language accommodation should notify the board Secretary a minimum of 24 hours in advance of the meeting to arrange for accommodations, and inform the staff upon arrival.



REGULAR BOARD MEETING AGENDA

5/3/2022, 5:00 PM

info@creteacademy.org (323-791-1600)

Zoom Conference Link:

<https://ucihealth.zoom.us/j/97664226775?pwd=ZVZNTVplU1J3N21QaE41eVAXSityQT09&from=addon>

Dial: +1 669 900 9128

Meeting ID: 976 6422 6775/ Passcode: 694493

6103 Crenshaw Boulevard, Los Angeles, CA

- **Welcome**

A welcome from board president was provided- The regular board meeting commenced at 5:00 p.m. with anticipation of having quorum, however, due to unforeseen circumstances, the final voting board member was not able to attend the meeting. Present board members agreed to move forward with discussion items (only) as noted within the minutes. The board will schedule a follow-up meeting to present items for board vote.

- **Public Comment** info@creteacademy.org (323-791-1600)

No member of the public was present for this meeting.

- **Adoption of AB361 findings to conduct Board meetings via**

Teleconference:

- a) Consideration of emergency circumstances due to Covid-19;
- b) State and local officials' continuance of social distancing recommendation

Due to COVID-19 and the Omicron variant, the board is being extremely cautious in minimizing exposure in continuing to host board meetings via teleconference.

- **Review and Approval of Board Meeting Minutes**

Board Vote

Regular Board Meeting: April 5, 2022

This item will move to a subsequent board meeting for vote as quorum was not established.

- **Back Office Provider**

Board Vote

1. Exed 2. Charter Impact

This item will move to a subsequent board meeting for vote as quorum was not established.

- **Updated lease for 4717 Crenshaw**

Board Vote

This item will move to a subsequent board meeting for vote as quorum was not established.

- **Budlong Elementary site**

Board Discussion

The board discussed the Budlong Elementary site plans for the 22-23 academic year per our Prop 39 application. As a result of the expansion, Crete and the board engaged in discussions regarding the utilization of both sites, recruitment efforts, and additional staffing for support.

- **School Leader Update**

Board Discussion

Brett Mitchell and Tanisha McGregor

Crete School Leaders Mr. Mitchell and Ms. McGregor shared information with the board to include upcoming events: End of Year Picnic, Donor Appreciation, Science Fair, and Open House. Additionally a discussion was had regarding yearly testing and the goal of having all students' reading levels (on grade level) by the time they matriculate from one grade to the next. In prep for the second Crete site, school leaders discussed the need to hire for teaching staff and or fellows.

- MTD Financial Review** **Board Discussion**
 The board engaged in a discussion and review of current financials and practices that have continued to support Crete’s fiscal health. A representative from CSMC was instrumental in providing guiding the board through touchpoints in the data and fielding questions.
- Designate Fund Balance** **Board Vote**
 This item will move to a subsequent board meeting for vote as quorum was not established.
- Budget Revision 2021-2022** **Board Vote**
 This item will move to a subsequent board meeting for vote as quorum was not established.
- Budget Adoption 2022-2023** **Board Vote**
 This item will move to a subsequent board meeting for vote as quorum was not established.
- Proposal for one-time stipend/bonus for Crete employees** **Board Discussion & Vote**
 This item will move to a subsequent board meeting for vote as quorum was not established.
- LCAP Annual Update** **Board Discussion**
 This board discussed the upcoming next steps for the LCAP Annual update to include a public hearing and follow up documentation of LCAT adoption. This item and the LCAP Funding Hearing will be addressed at the subsequent board meeting.
- LCAP Funding Hearing** **Board Review**
 This board discussed the upcoming next steps for the LCAP Annual update to include a public hearing and follow up documentation of LCAT adoption.

Public Comment: the meeting location is wheelchair accessible. Speakers needing any disability related or language accommodation should notify the board Secretary a minimum of 24 hours in advance of the meeting to arrange for accommodations, and inform the staff upon arrival.

Proposal for Business Management Services



CHARACTER ● EQUALITY ● EXCELLENCE
RESPONSIBILITY ● TEACHABILITY



April 28, 2022

Ms.Hattie Mitchell, Founder; and the Board of Directors
Crete Academy
6103 Crenshaw Blvd.
Los Angeles, CA 90043

Dear Hattie and Members of the Board:

Thank you for the opportunity to submit a proposal for business management services for Crete Academy. We are thrilled at the possibility of working with you. Charter Impact provides a variety of business management services to charter schools and non-profit organizations nationally and we pride ourselves on our hands-on approach and top-notch customer service.

Our team is well-versed and experienced with the needs of charter schools, CMO's and complex organizational structures and we offer customized solutions accordingly. The company's style combines a professional and friendly feel, with personalized service being our number one priority. Our goal is to provide timely and accurate financial reporting as well as insight and guidance in a way that only an experienced financial professional and CPA can. We also focus on providing the professional development and tools necessary to empower board members and executives to make the best business decisions possible for their organization.

As Crete Academy experiences not only great successes but also inevitable challenges in the future, we would love the opportunity to support you with the most accurate and efficient advisement and service. We believe that utilizing our deep, nuanced expertise would be an asset, especially as the school navigates potential enrollment, funding, and facilities turns. We feel confident that Charter Impact would be an excellent partner for Crete, and that we can provide a competitively priced service offering with the highest qualifications and service capabilities.

Please contact me with any questions or comments regarding our proposal or our services. We are very excited about the opportunity to partner with your organization and greatly look forward to hearing back from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Spencer C. Styles'.

Spencer C. Styles, C.P.A., M.P.A.
President and CEO
Charter Impact, Inc.

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The Charter Impact team has an uncanny ability to break down complex financial information. They do a great job balancing prudent fiscal management with creative problem-solving.

VALERIE BRAIMAH

EXECUTIVE DIRECTOR, CITY CHARTER SCHOOLS (LOS ANGELES)



Collaboration as a Management Solution

Managing a charter school and providing specialized education to your local community is a righteous endeavor and one that only a team of highly qualified educators can tackle. However, navigating the financial and operational side of the organization can be a daunting task. School funding, regulations and reporting are constantly changing. Managing and monitoring these areas while staying in compliance with internal controls and avoiding audit findings is labor intensive, and it takes your time away from the classroom. **We can help.**

Charter Impact is a mission-driven business partner dedicated to empowering charter schools and non-profits with professional, personalized financial management and operational support. Our number one priority is to provide **timely, accurate financial information** with **dependable, responsive customer service** at an affordable cost.

Our model of service resembles more of a hand-in-hand partnership than a “back” office company. We stand with our clients, not behind them, and help navigate from start-up through strategic growth and into long-term sustainability. We believe that what separates us from other firms is our ability to go a step beyond producing financial statements. As a team of experienced CPA's, finance experts, and other business professionals focused on nothing but charter school and non-profit business management, we can offer the type of high-level professional and personal support that no one else can.

As **Crete Academy** continues its strategic focus on long-term sustainability and stability, it will be critical to have support from a team of professionals experienced in managing charter schools as well as affiliated non-profit organizations such as CMO's, facility holding companies and foundations. Having our team at your disposal will allow you to manage changes on the Crete horizon effectively and efficiently, and we will work with you and your board to assist in the long-term strategic planning of the organization to ensure success.

We highly encourage you to contact our references.

From the perspective of a school leader, they can speak very clearly about what it means to work with a business management firm as a true partner to their mission.

Mission Statement

Our Vision

Charter Impact empowers mission-driven organizations to achieve their goals through personalized support in finance, operations and business management.

We accomplish this through enthusiastic collaboration within our team and with our clients to support their communities.

Core Values

DO GOOD

Make sure it's right for you, the client, and the company.

BE HONEST

Communicate with integrity and speak the truth.

SUPPORT EACH OTHER

Your teammates are as important as your clients.

SHARE YOUR IDEAS

Every one of us brings unique experiences to the team.

DEBATE IS HEALTHY

Speak up, presume positive intent, seek clarity, and work toward resolution.

GET UNCOMFORTABLE

Growth happens outside your comfort zone.

FOCUS

Distractions are ever-present; don't let them become stumbling blocks.

QUESTION THE STATUS QUO

Ask questions, present solutions, push the envelope, and then push it again.

EMBRACE CHANGE

This is not a static task, job or company, and you are not a static person.

KEEP LEARNING

Continuously expanding your abilities and skill-sets keeps you sharp and motivated.

START STRONG; FINISH STRONG

Give it your all and present your finished product with pride.

HAVE FUN

Your job is a worthy pursuit that impacts everyone around you. Enjoy yourself.

Client Success Stories

The stories below provide a recent sample of what we help our clients accomplish.



New \$38.5M School Facility

In the Fall of 2017, the *Palmdale Aerospace Academy* moved into its new 165,000 sq. ft. facility serving grades 6–12. Additional community demand for the school's innovative programs led to the planned addition of a new elementary school. Through Charter Impact's leadership and process management, the school secured a second tax-exempt bond issuance prior to opening the expanded grade levels and only a year after the initial bond issuance for the first facility. After successfully receiving a "BB" rating from Standard & Poor's, we achieved a 4.40% interest rate for the 30-year term. This is the equivalent of "BBB-" or "investment-grade" security. As a result, the school **funded \$350,000 in needed equipment without increasing its monthly payments**. The elementary school broke ground in October 2018 and began serving grades K-5 in the fall of 2019.



\$1.5M in Debt Reduced to \$0

Life Source International Charter School joined Charter Impact in September 2015 carrying \$1,500,000 in revenue anticipation notes due on September 20, 2015. Through a detailed review of the school's operations and a revision to the budget, we created and implemented a refinancing plan and monthly cash management tool which enabled the school to **completely eliminate its debt by May 31, 2016**. The school is now pursuing permanent financing to purchase a facility — something that was not previously possible.



Successful Appeals

College Preparatory Middle School — La Mesa faced an uphill battle on approval of their new charter petition for the 2018–19 school year. After being denied at the local level, we stood and fought with the *College Prep* team, creating detailed financial plans, responding to multiple inquiries and presenting to the State Board in Sacramento — the eventual authorizer. **College Prep Middle School - La Mesa won their appeal and are in the fourth year of serving their community.**

References

KALIN BALCOMB, ED.D.

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ANDREW CROWE

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ANITA RAVI

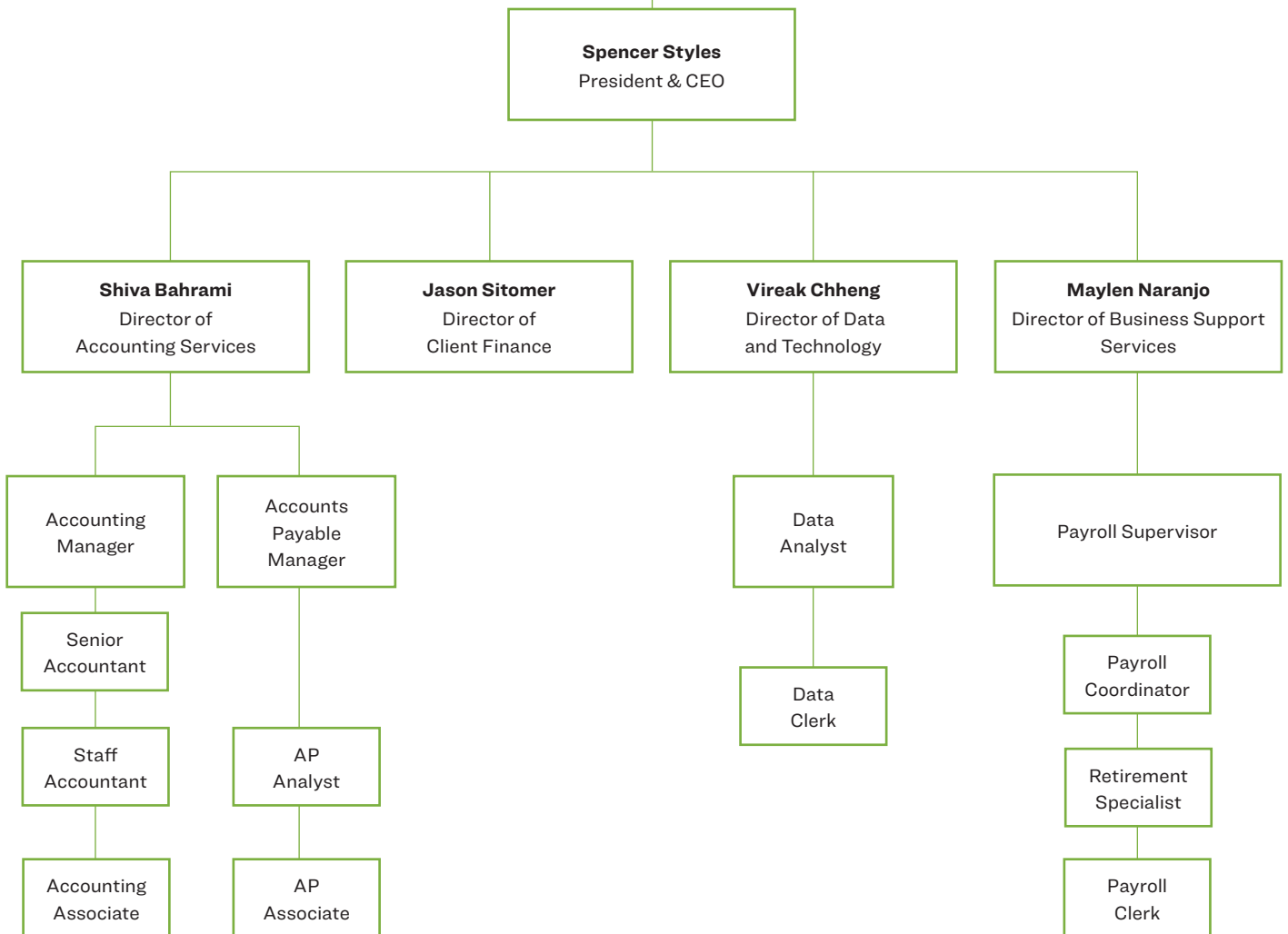
Executive Director, We the People High School
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Financials are accurate and on-time. District and State compliance reporting has never been submitted past a deadline. Charter Impact is prompt and extremely professional.

TERRI MARTIN

BUSINESS DIRECTOR, ASPEN PUBLIC SCHOOLS (FRESNO)

School's Proposed Support Team



Team Bios

Below you will find bios for members of our team who will be working directly with your organization. For more information on the rest of our leadership team, please visit our website at www.charterimpact.com.

SPENCER STYLES, C.P.A., M.P.A.

President & CEO



As President and CEO, Spencer spearheads Charter Impact's initiatives and is responsible for the long-term growth and sustainability of the company. In addition to internal operations oversight, Spencer guides new schools through the start-up and

grant application process, directs and manages the strategic growth of existing schools, and bolsters established schools in their navigation and execution of facility financing.

Prior to Charter Impact, Spencer was the Vice President of Finance for Alliance College-Ready Public Schools, a network of 28 free public high schools and middle schools serving over 12,000 students in low-income communities in California with historically under-performing schools. His primary areas of concentration included maintaining all accounting systems, designing and implementing the internal control framework, developing cash flow projections and forecasts for organizational growth, and providing guidance on fiscal best practices.

Before working in the charter school world, Spencer was a practitioner in public accounting for several years and has experience leading audits and reviews of privately-held companies, publicly-traded companies, governmental agencies, not-for-profit organizations and employee benefit plans. He has also provided a wide variety of technical consulting including litigation support, due diligence testing for mergers and acquisitions, internal control design and implementation, stock option valuation and Sarbanes Oxley Section 404 compliance and implementation.

Spencer earned a Bachelor of Business Administration in Accounting with a minor in Mathematics, and a Master of Professional Accountancy degree with an emphasis in Finance, both from the University of Wisconsin-Whitewater. He is an actively licensed CPA.

JASON SITOMER, M.B.A.

Director of Client Finance



Jason comes to Charter Impact with over a decade of experience in finance, process improvement, planning and analysis. Most recently, Jason was a Senior Director of Finance for Lifelong Learning Administration Corporation (LLAC), providing

financial services to the Learn4Life network of charter schools. During his 4 ½ years there, he was responsible for the financial projections, cash management, banking relationships, funding determination form applications, and ad hoc analysis and reporting for 20 California charter schools. While there, he found his passion and drive for giving back to the community by helping charter schools utilize the resources available to them and create the most robust charter school programming possible. He is a strong advocate for school choice to all those looking for additional options outside of the traditional public schools currently available to students.

Some of Jason's major achievements at LLAC include 1) the creation of a procurement department, which saved the managed charter schools over \$2M during the department's first year of operation, 2) obtained \$50M+ in new lines of credit to assist with cash flow constraints across the many entities, resulting in 3) the reduction of combined interest expense during his 4 years of cash management, from \$4.85M in FY17-18 down to \$406K in FY20-21.

Prior to LLAC, Jason worked at a variety of entertainment companies (Sony, Fox, Universal, and Disney) in various roles focused on analysis and process improvement. He brings his working knowledge from the for-profit world to ensure that the same principles can be applied to the non-profit educational world so its leaders and organizations can achieve sustainable long-term success.

Jason earned his Bachelor of Science in Business Administration from San Francisco State University and his Master of Business Administration from Pepperdine University.

VIREAK CHHENG

Director of Data and Technology



Vireak brings 15 years of charter-specific data and tech experience to Charter Impact. In his current role, he oversees attendance, CALPADS, information technology and student data services.

Vireak began his career with charter schools in 2002 at Camino Nuevo Charter Academy (CNCA), a community of high-performing public schools serving students in historically underserved neighborhoods of Central Los Angeles. Vireak spent 5 years working as a Data Systems Administrator and Information Technology (IT) Coordinator.

After his time at CNCA, Vireak joined the Alliance College-Ready Public Schools. The Alliance is currently the largest charter school network in Los Angeles, and larger than 75% of all school districts in California. During his 10 years at Alliance, he served multiple roles in which he oversaw technical design, data collection, reporting, and analysis functions for the organization. In his most recent role, as Senior Vice President of Technology, he was responsible for developing strategic priorities and operating plans for IT, Student Information Systems (SIS) and Research, Assessment and Data teams.

As the accountability landscape becomes more demanding, charter schools must demonstrate their student information and achievement in more sophisticated ways. A key part of Vireak's work with Charter Impact is focused on guiding clients to make data-informed decisions to impact and highlight the success of their schools and students. Vireak is passionate about ensuring that all students have an opportunity to experience high-quality education and is thrilled to use his expertise to continue serving the charter community.

Vireak earned a Bachelor of Science in Computer Engineering from California State University, Northridge.

SHIVA BAHRAMI, M.B.A.

Director of Accounting Services



Shiva brings over 25 years of finance and accounting experience to Charter Impact. In her current role, she spearheads Charter Impact's core service model, by leading all accounting and reporting related functions with a focus on team leadership

and development, quality, timeliness, and process improvement.

Prior to Charter Impact, Shiva was the Director of Financial Services for California State University of Northridge, where they serve over 40,000 students. Although her priority focus was mainly to oversee accounting, payables, receivables, payroll, funds and cash management, Shiva also served as the treasurer of the board for CSUN's real estate business and a member of BASC (Business Administration of Systems Committee), where she developed and implemented automated workflows to aid in efficiencies.

Prior to CSUN, Shiva served as the Chief Financial Officer at Parsons Federal Credit Union, overseeing assets of over \$250 million. During her almost five-year tenure there, she helped the credit union increase their annual investment income by \$1M by adding new investment instruments and increased the credit union's loan portfolio by 9%. While there, she was also the chairman of both ALCO (Asset and Liability Committee), and the Pricing Committee.

For the past six years, Shiva has been personally involved with charter world, as her two young children attend a local charter school. She is a passionate supporter of the charter concept and its potential to make a positive difference in the lives and outcomes of students, and she is proud to vigorously support her school and charter community.

Shiva earned a Bachelor of Science in Accounting from DeVry University and a Master of Business Administration with an emphasis in Finance from Keller Graduate School in Long Beach, CA.

MAYLEN NARANJO

Director of Business Support Services



Maylen is responsible for leading Charter Impact's efforts in maintaining process efficiency and transparency through hands on, in-depth, personalized support of our clients.

Her role includes significant face time with client staff, providing training and obtaining feedback/suggestions about ways to best utilize and improve services.

She has been working with charter schools in several capacities for over a decade. In 2007, she joined the charter world as a payroll administrator at Partnerships to Uplift Communities (PUC), a non-profit charter school organization consisting of 16 schools serving the Northeast San Fernando Valley and Northeast Los Angeles. While there, she advanced to become the manager of PUC's Accounting department.

After her time at PUC, Maylen joined the team at a financial management services provider specializing in charter schools, where she played a leading role in managing both client services and personnel.

She continues that work at Charter Impact today, where she oversees and implements efficient operational systems, processes and policies in support of our growing company's mission and our expanding team.

Maylen is passionate about providing excellent service and personalized support to the great organizations we serve, and is confident that the work we do helps these schools offer the best possible education to underserved students.

Maylen earned a Bachelor of Science in Accounting and a Master of Business Administration from the University of Phoenix.

Services Proposed

Charter Impact's array of services provides all of the support that you would expect from an in-house finance/accounting department, plus student data services. Our services include not only the accounting, accounts payable and payroll departments, but also assistance with reviewing contracts, ad hoc financial analysis, support with vendor negotiations, assistance with facility financing, management of lender relationships, and much more.

A basic description of our services are as follows:

Business Management Services

1. IMPLEMENTATION AND TRAINING

- + Create a customized accounting database based specifically on the school's reporting needs (both internal and external)
- + Import historical data to the extent possible (typically monthly balances as far back as data is available) to allow for maximum comparability of financial information
- + Review existing contracts for terms, requirements and school responsibilities
- + Create, refine or replace existing processes and procedures to increase efficiency and improve the strength of internal controls
- + Provide training in specific processes and procedures to school site staff including: accounts payable, accounts receivable/deposits, petty cash accounts, student stores, payroll, etc.
- + Provide training to new and/or existing board members on:
 - Charter school funding - including drivers, calculations, restrictions and cash flow timing,
 - Reading and interpreting financial reports, and
 - Internal controls and the board's responsibility for oversight and maintenance

2. ACCOUNTS PAYABLE PROCESSING

- + Review all invoices sent to Charter Impact for proper approval and coding
- + Enter invoices for each reporting entity, process check payments, and send checks directly to vendors to reduce turn-around time
- + Provide weekly check registers, accounts payable aging reports, vendor payment history or other ad hoc reports on a recurring or as needed basis
- + On an emergency basis, same day payments can be processed in addition to the weekly cycle (*additional processing fees apply).

3. ACCOUNTS RECEIVABLE PROCESSING

- + Monitor the receipt of State approved ADA funding amounts and verify balances paid are correct
- + Work directly with governmental agencies to resolve any issues or discrepancies identified

- + Review all donor letters and grant agreements for proper coding and revenue recognition in accordance with GAAP
- + Maintain independent records, as necessary, for both public and private sources to ensure accurate reporting and compliance

4. BANK RECONCILIATION AND GENERAL LEDGER MAINTENANCE

- + Reconcile all bank accounts on a weekly basis for a heightened level of security and monitoring
- + Alert management to any irregularities, un-reconciled amounts, or missing documentation
- + Maintain general ledger in accordance with GAAP on an ongoing basis, ensuring all revenues and expenses are recorded and reported accurately
- + Maintain an inventory of fixed assets over the school-designated capitalization threshold and calculate depreciation on a monthly basis

5. CASH MANAGEMENT

- + On a weekly basis, use reconciled bank balance to project daily cash balances for 30 days (for analysis of cash for any period of time over 30 days, the monthly forecast will be utilized)
- + On a weekly basis, provide schools with amount of cash available for accounts payable or other discretionary spending while ensuring sufficient funds for regularly recurring transactions such as payroll, taxes, rent, insurance, etc.
- + Plan and manage payment of outstanding debt as needed
- + Prepare all financial reporting necessary for renewal of loans or lines of credit
- + Present line of credit status to board and obtain board resolutions as needed
- + Monitor compliance with all debt covenants as a part of the ongoing budgeting and forecasting process
- + Analyze future cash flow and determine whether schools need to make adjustments to spending or seek other funding options.

6. MONTHLY FINANCIAL REPORTING

- + Provide a monthly reporting package by the 20th day of the following month, assuming all necessary data is received from the school site on a timely basis, to ensure management has the necessary information to make sound business decisions
- + Create financial reporting package based on customized business segments. This includes budgets and forecasts as well.
- + Offer a menu of report options for the monthly financial reports including, but not limited to:
 - Monthly summary by financial section with bulleted highlights for presentation purposes
 - Monthly Cash Flow Forecast and comparison to approved budget
 - Budget vs. Actual Report (both current month and year-to-date)
 - Schedule of Revenue and Expenses by Period
 - Comparative Statement of Financial Position

- Combining/Consolidating Statements of Activities and Financial Position
- Statement of Cash Flows (both current month and year-to-date)
- Accounts Payable/Receivable Aging
- Check Register(s)
- General Ledger Detail
- Other customized reports as requested by the school, executive team or board
- + On a monthly basis, review and present the financial package with the school staff and/or board members to assess the current fiscal condition of the school
- + Provide access to the accounting database via a VPN connection allowing school staff to run reports and see real-time data as it exists in the system
- + On an as needed basis, provide or present financial information or training to lenders, board members, community members, parents or other external parties as requested by the school.

7. COMPLIANCE AND GRANT REPORTING

- + Support school with LCAP development, including preparation of the budget, ensuring adherence to Supplemental and Concentration funding requirements and integrating the LCAP budget into the overall school operating budget
- + Assist the school with grant applications including the development of grant-specific budgets as well as school long-term projections
- + Track all restricted revenues (both public and private) to ensure compliance with governmental and donor-required restrictions
- + Provide financial information and reporting to governmental entities, donors, and other supporting organizations for grant compliance

8. CHARTER AUTHORIZER SUPPORT

- + Support the school with all financial and business communications with the charter authorizer. This includes, but is not limited to:
 - Prepare regular financial reporting (budget and interims)
 - Provide ad hoc financial documents and reports as requested
 - Partner with school leaders to meet with authorizer staff to discuss fiscal health and outlook of the school
- + Assist in the renewal process by preparing and/or reviewing fiscal narratives, preparing the required forecasts and cash flow projections, and calculating the LCFF with assumptions.

9. ANNUAL BUDGET CREATION AND REVISIONS

- + Work with school staff on an annual basis to create a 5-year budget and cash flow projection to ensure proper future planning
- + Provide a monthly budget and cash flow report to monitor the cash balance and protect against the gap caused by revenue and expenditure seasonality
- + Revise the annual forecasts on an as-needed basis (but at least monthly) to provide school

staff and board members with accurate year-end projections and the information necessary in a constantly changing environment

10. AUDIT PREPARATION AND OVERSIGHT WITH AUTHORIZERS

- + Maintain electronic records of all transaction support
- + Work directly with the independent auditors to provide information, thereby reducing client time commitment and audit fees
- + Participate in, and support all oversight reviews from charter authorizers and governmental agencies to improve outcomes

11. TAX PREPARATION AND SUPPORT

- + Prepare and electronically submit Form 1096 (summary of all 1099 forms) to the IRS for all required vendors and service providers
- + Prepare and report sales and use tax returns
- + Provide any and all information necessary for the preparation and submission of Form 990

NOTE: Payroll tax reporting is included in the payroll processing section below

12. STRATEGIC PLANNING

- + Work with school management and the Board of Directors to develop long-term strategies to ensure the school's prosperity
- + Provide second opinions and act as sounding board for school management and the Board on business and financial matters

From day one, Charter Impact has been extremely patient in listening to and serving our needs. They are second to none and I cannot overstate how appreciative everyone from the Allegiance team is to be partnering with them.

ANDREW VESTEY
BOARD CHAIRMAN, ALLEGIANCE STEAM ACADEMY (CHINO)

Payroll Processing and Retirement Reporting

Payroll is one of the most critical areas of an organization's business office. Our payroll team is well versed in charter school payroll issues and has the depth of experience to handle any and all processing nuances that inevitably arise.

1. PAYROLL PROCESSING

- + Maintain employee static pay information in a payroll database
- + Process status updates, new hires, terminations, and/or informational changes in payroll system
- + Assist in the development of a regular payroll schedule that is compliant with State labor laws and consistent with employee contracts
- + Process supplemental payroll runs such as the following:
 - Involuntary termination - the check will be prepared ahead of time and provided to the school on the termination date
 - Voluntary termination without notice - the check will be prepared and delivered to the employee within the time frame required by the State
 - Scheduled bonuses/stipends
 - Additional unscheduled/emergency payroll runs
- + Process and pay all federal and state payroll tax payments according to required guidelines
- + Prepare the state payroll tax filing report annually, and quarterly for federal and state agencies
- + Prepare, review, and distribute W-2s to all employees

2. RETIREMENT REPORTING

- + Process and submit monthly STRS and PERS reports to the third-party administrator (i.e. Hess and Assoc.) or County office
- + Submit payment via ACH or cashier's check within the requisite timeframe for pension contributions
- + Process 403(b) retirement plan deductions, if applicable, and in compliance with State and Federal laws submit payments and provide 403(b) census information to the third-party administrator
- + Submit compensation reports to State Controller and Bureau of Labor Statistics, if applicable

3. WEB-BASED EMPLOYEE TIMEKEEPING SYSTEM

- + All employees can be given online access to a streamlined, secure electronic timekeeping system which is fully integrated into our accounting system and eliminates the need for paper timesheets.
- + In addition to entering time, employees can also electronically:
 - request time off
 - make changes to their addresses and W2s
 - access their historical paystubs

4. GENERAL SUPPORT

- + Provide support with creation of internal processes and procedures, forms and tracking systems

Student Data Support

With the introduction of the Local Control Funding Formula, student data reporting has taken an increasingly important role in determining school funding. Charter Impact has experts on staff who can support you when questions arise or help you select and design a data system that works best for you and ensures maximum school funding.

1. CALPADS REPORTING

- + Reconcile all attendance data on a monthly basis
- + CALPADS Fall 1 Data submission, including SSID Enrollment, Student Information Record, English Learner Program Record and Student Program Records
- + CALPADS Fall 2 Data submission, including Staff Assignment, Staff Demographics, Course Section and Student Course Section
- + CALPADS EOY 1-3 submission, including Student Discipline, Student Waiver, Student CTE and Student Absence
- + Maintain monthly enrollment synchronization with CALPADS and SIS retrieval
- + Report CALPADS anomalies to school management
- + Report development, including transcripts, report cards and custom reports

2. ATTENDANCE TRACKING AND REPORTING

- + Monthly attendance reconciliation
- + Independent Studies setup
- + Revised monthly submission
- + Attendance audit report tracking
- + Monthly ADA calculation
- + Prepare Monthly, P-1, P-2 and Annual attendance reports from school-provided records, and submit to the chartering agency
- + Attendance alerts
- + Report all requisite attendance data to the charter authorizer and State agencies

3. STUDENT INFORMATION SYSTEM (SIS) SUPPORT

- + Conduct multiple trainings for various school staff as needed:
 - Initial product training, including but not limited to system navigation, student and staff account management, student scheduling task management, and import and export of data and reports
 - Client Counselor and Registrar/Office Manager trainings on system components, including but not limited to entering and managing historical grades, graduation progress tracking,

student demographic data entry (including state required fields), parent/emergency contact data entry, and data quality checks to run student data audits/exception reports to identify missing data.

- SIS trainings as needed for school staff on entering attendance, attendance changes, and running attendance reports, working with attendance data grid, truancy reports/letters, and attendance audits.
- PowerLunch, Admin and PowerTeacherPro trainings

+ System Setup

- Assist with Beginning of Year and End of Year tasks such as: importing student records, create years/terms, final grade setup, create sections, etc.
- Configure bell schedules and calendars that mirror regular, minimum and assembly day bell schedules
- Configure adequate attendance, incident, entry and exit codes that capture data at a desired level of granularity
- Track student activities such as: Independent Studies, Basketball team, academic decathlon, etc.
- Setup teacher grading environment via grade scales, assignment categories, standards, teacher comments, etc.
- Perform System Administrative tasks such as integration with 3rd party software providers, maintain security groups and new school setup.

4. DATA AND ANALYSIS

- + Generate standard reports based on available data in support of multiyear and subgroup analysis of CAASPP, English Learner, graduation rates, suspension rates, college/career readiness and chronic absenteeism data
- + Perform ongoing data validation to find and flag missing or incorrect data for correction purposes
- + Correlation analysis to validate or invalidate assumptions or expected academic achievement impact
- + Generate grade distribution report by section, teacher and/or course names
- + Produce English Learner reclassification candidate list based on available data and school criteria
- + Benchmark data analysis in support of identifying reteaching opportunities
- + Create perfect attendance, at-risk of chronic absenteeism, attendance rates by subgroups reports

Term and Fees

The term of the initial contract would be from July 1, 2022 through June 30, 2023. Proposed fees for services are as follows:

1

Implementation and Set-Up

For time spent on the initial set up, accounting system customization, updated cash flow forecast and process implementation, there is a one-time fee of \$1,000.

2

Business Management Services

Variable fee of 1.75% of total revenue for each reporting entity.

For example, if Client's total annual revenues are \$3.8M, our annual fees for Business Management Services would be \$66,500.

3

Student Data Support

Hourly fee of \$130 as support is needed or fixed fee of \$30 per pupil, per year.

4

Payroll Processing and Retirement Reporting

Payroll processing	\$100 base plus \$2.75 per employee per pay period
Garnishment reporting	\$2.50 per occurrence
New employee reporting	\$3.50 per occurrence
Payroll delivery via FedEx	\$35.00 per occurrence per 50
Quarterly/Annual Reporting	\$20.00 per occurrence
Form W-2 or 1099 (for contractors paid via payroll)	\$5.75 each

*Note: For 26 employees paid semi-monthly, costs would average \$435 per month.
For 40 employees paid semi-monthly, costs would average \$515 per month.*

This proposal is valid for 90 days.



SAMPLE Charter School

Monthly Financial Presentation –April 2020

April Highlights

- SAMPLE remains financially stable with substantial projected surplus, positive cash balance and positive net asset balance forecasted @ year-end.
- P2 reports submitted to CDE- P2 ADA @1555.13 down by 14.34 from P-1 ADA @ 1569.47

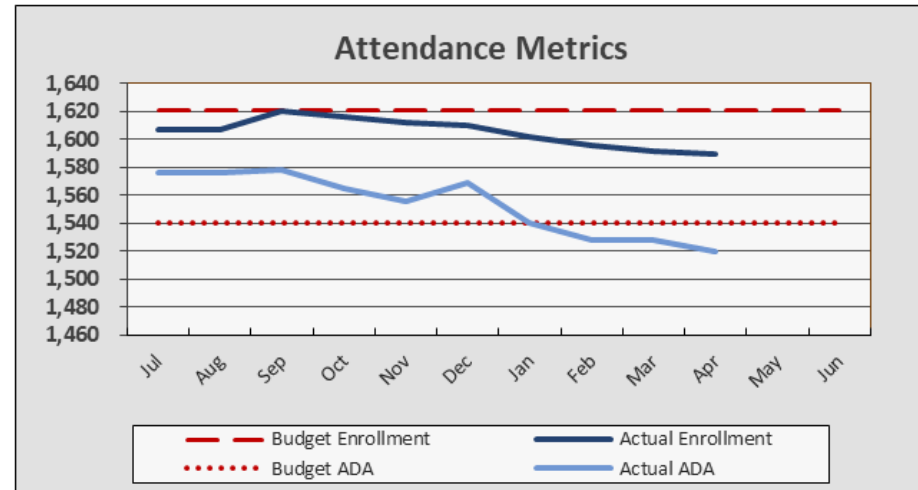
Attendance Data and Metrics



Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	Avg-YTD	Forecast @ P2	Budget
Average Enrollment	1605	1612	1621
ADA	1553	1555	1540
Attendance Rate	96.7%	96.5%	95.0%
Unduplicated %	81.0%	81.0%	81.0%
Revenue per ADA		\$13,627	\$12,672
Expenses per ADA		\$12,183	\$11,967

Attendance Metrics



Revenue



	<i>Year-to-Date</i>			<i>Annual</i>		
	Actual	Budget	Fav/ (UnFav)	Forecast @6/30/2020	Budget	Fav/ (UnFav)
Revenue						
State Aid-Rev Limit	\$ 11,305,547	\$ 11,226,194	\$ 79,353	\$ 16,084,732	\$ 15,791,793	\$ 292,939
Federal Revenue	1,167,770	724,109	443,661	1,441,385	1,125,157	316,229
Other State Revenue	1,931,897	1,349,471	582,427	3,400,535	2,356,572	1,043,964
Other Local Revenue	248,633	209,824	38,810	265,133	241,062	24,071
Total Revenue	\$ 14,653,847	\$ 13,509,597	\$ 1,144,250	\$ 21,191,786	\$ 19,514,583	\$ 1,677,203

- State Aid-Rev increase of \$292K as a result of increase of 15 in ADA;
- Federal Revenue increase mainly due to increased nutrition participation (\$66K impact) and an increase Title I and II apportionments (\$218K impact).
- Other State Revenue increase of \$1.04M and is mainly due to SB740 rate increase after budget approval from \$750 to \$1,117; One-Time Mandate increased from \$45 to \$147 per ADA, an increase of \$121K subsequent to budget approval, recognition of deferred Private Foundation funds of \$121K.



Expenses



Expenses

	<i>Year-to-Date</i>		
	Actual	Budget	Fav/ (UnFav)
Certificated Salaries	\$ 4,866,895	\$ 4,675,922	\$ (190,973)
Classified Salaries	2,081,146	2,034,558	(46,588)
Benefits	2,617,854	2,623,289	5,435
Books and Supplies	1,353,552	2,044,651	691,099
Subagreement Services	244,223	159,509	(84,714)
Professional Services	327,678	498,779	171,100
Facilities	2,598,947	2,601,129	2,182
Operations	755,527	742,940	(12,587)
Depreciation	264,757	126,978	(137,779)
Interest	837	-	(837)
Total Expenses	<u>\$ 15,111,417</u>	<u>\$ 15,507,755</u>	<u>\$ 396,338</u>

	<i>Annual</i>		
	Forecast @6/30/2020	Budget	Fav/ (UnFav)
Certificated Salaries	\$ 5,823,084	\$ 5,617,037	\$ (206,047)
Classified Salaries	2,535,560	2,449,669	(85,892)
Benefits	3,168,261	3,146,499	(21,762)
Books and Supplies	2,204,789	2,238,888	34,099
Subagreement Services	284,066	195,000	(89,066)
Professional Services	565,276	627,918	62,642
Facilities	3,150,476	3,121,355	(29,121)
Operations	889,842	880,328	(9,513)
Depreciation	323,869	152,374	(171,495)
Interest	1,337	-	(1,337)
Total Expenses	<u>\$ 18,946,561</u>	<u>\$ 18,429,068</u>	<u>\$ (517,493)</u>

Expenses (continued)

- Salaries & Benefits increase of \$313K is due to summer hours & new hires. Certificated Pupil increase of \$108K; Cert Admin increase of \$126K, Classified Instructional & Support combined decrease of \$111K while Other Classified and Office staff salaries increased \$197K.
- Books and Supplies increase of \$34K mainly due to food service increase of \$34K due to higher participation. Other actual expenditures line items in this cluster are below budget and are forecasted at max -there's an approx. combined \$715K that can be spent from May –June 2018 for student expenditures.
- Subagreement Services increase of \$89K is mainly due to transportation increase of \$57K as transportation cost for field trips were transferred from Special Activities and an increase of \$37K in Special Education.
- Professional services decrease of \$62K due to \$32K increase in general consulting fees for graphic design & installation and decrease in professional development of \$91K.
- Depreciation Expense increase of \$171K due to increase in fixed asset purchases, mainly laptops/computers, furniture&/fixtures, & transportation vehicles; see detail in attachments.

Fund Balance

- The debt service coverage ratio is currently 1.64, bond requirement is 1.20.
- Fund balance is fairly liquid inclusive of projected cash of \$4.4M and \$1.90M of projected AR

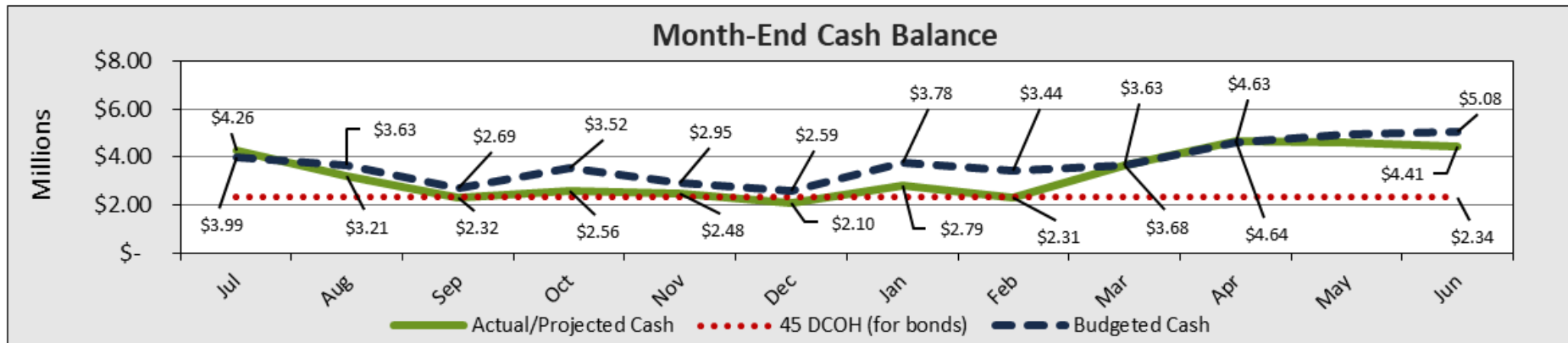
	<i>Year-to-Date</i>		
	Actual	Budget	Fav/ (UnFav)
Total Surplus(Deficit)	\$ (457,570)	\$ (1,998,158)	\$ 1,540,588
Beginning Fund Balance	<u>7,650,147</u>	<u>7,650,147</u>	
Ending Fund Balance	<u>\$ 7,192,577</u>	<u>\$ 5,651,989</u>	
<i>As a % of Annual Expenses</i>	38.0%	30.7%	

	<i>Annual</i>		
	Forecast @6/30/2020	Budget	Fav/ (UnFav)
	\$ 2,245,225	\$ 1,085,515	\$ 1,159,710
	<u>7,650,147</u>	<u>7,650,147</u>	
	<u>\$ 9,895,372</u>	<u>\$ 8,735,662</u>	
	52.2%	47.4%	

Cash Balance



- Positive Cash Balance projected at year-end at \$4.41M/123-ADCOH well above the 45-DCOH bond requirement.



Questions & Discussion

Appendix follows, including:

- Monthly Cash Flow / Forecast 19/20
- Budget vs. Actual
- Statement of Financial Position
- AP Aging
- Monthly Check Register
- 60-Day Compliance Calendar

SAMPLE Charter School

Monthly Cash Flow/Forecast FY17-18

Revised 4/30/20

ADA = 1555.13



	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Revenues															ADA = 1540.00	
State Aid - Revenue Limit																
8011 LCFF State Aid	-	498,255	498,255	1,235,053	896,859	896,859	1,061,385	896,859	1,427,620	1,427,620	1,427,619	1,427,619	1,283,019	12,977,022	12,911,904	65,118
8012 Education Protection Account	-	-	-	396,379	-	-	396,379	-	776,876	-	-	-	507,768	2,077,402	1,954,425	122,977
8019 State Aid - Prior Year	-	(6,239)	-	-	-	-	-	115,676	(19,178)	103,981	(28,267)	(28,267)	(28,267)	109,438	-	109,438
8096 In Lieu of Property Taxes	-	-	-	-	-	-	-	-	476,454	226,454	-	-	217,962	920,870	925,464	(4,594)
	-	492,016	498,255	1,631,432	896,859	896,859	1,457,764	1,012,535	2,661,772	1,758,055	1,399,352	1,399,352	1,980,482	16,084,732	15,791,793	292,939
Federal Revenue																
8181 Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	-	46,654	139,962	186,616	184,794	1,822
8220 Federal Child Nutrition	-	60,908	71,630	76,098	58,231	37,521	53,675	60,763	54,396	72,280	72,000	15,000	-	632,501	565,845	66,657
8290 Title I, Part A - Basic Low Income	-	-	113,830	-	-	412,645	-	-	-	-	-	-	-	526,475	369,993	156,482
8291 Title II, Part A - Teacher Quality	-	-	13,655	-	-	52,389	-	-	-	-	-	-	-	66,044	4,525	61,519
8296 Other Federal Revenue	-	7,040	-	115,398	2,397	(117,364)	3,526	870	11,848	1,348	-	-	-	25,062	-	25,062
8299 Prior Year Federal Revenue	-	-	-	4,688	-	-	-	-	-	-	-	-	-	4,688	-	4,688
	-	67,948	199,115	196,184	60,627	385,191	57,201	61,632	66,244	73,628	72,000	61,654	139,962	1,441,385	1,125,157	316,229
Other State Revenue																
8311 State Special Education	29,308	29,308	52,755	52,755	52,755	52,755	52,755	89,158	89,158	89,158	89,158	89,158	3,661	771,842	764,308	7,534
8520 Child Nutrition	-	4,894	5,868	6,324	4,786	3,088	4,401	5,026	4,501	5,982	5,982	2,500	-	53,352	52,025	1,327
8545 School Facilities (SB740)	-	-	-	-	-	453,539	-	-	-	226,769	-	-	1,056,772	1,737,080	1,154,963	582,118
8550 Mandated Cost	-	-	-	-	-	97,934	-	-	-	58,958	-	-	58,959	215,851	94,225	121,626
8560 State Lottery	-	-	520	-	-	-	68,919	-	-	62,033	-	-	162,448	293,920	291,051	2,869
8598 Prior Year Revenue	-	-	-	(9,579)	-	-	31,744	(1,158)	-	6	-	-	-	21,012	-	21,012
8599 Other State Revenue	-	8,082	-	-	-	121,175	-	729	-	177,492	-	-	-	307,478	-	307,478
	29,308	42,284	59,143	49,500	57,541	728,491	157,819	93,755	93,659	620,398	95,140	91,658	1,281,840	3,400,535	2,356,572	1,043,964
Other Local Revenue																
8634 Food Service Sales	173	5,968	5,772	6,780	4,196	6,780	3,388	4,907	6,137	6,007	6,000	3,000	-	59,108	59,018	90
8660 Interest Revenue	-	-	-	-	9	488	-	34	-	-	-	-	-	530	-	530
8689 Other Fees and Contracts	-	-	-	-	250	-	-	-	-	-	-	-	-	250	-	250
8698 ASB Fundraising	12,439	4,373	16,337	17,715	-	28,167	9,610	23,866	23,876	19,137	5,000	-	-	160,520	134,188	26,331
8699 School Fundraising	-	3,148	2,242	920	2,648	3,534	3,495	3,887	11,406	5,597	2,500	-	-	39,375	47,855	(8,480)
8980 Contributions, Unrestricted	350	-	-	5,000	-	-	-	-	-	-	-	-	-	5,350	-	5,350
	12,963	13,489	24,351	30,415	7,102	38,969	16,494	32,693	41,419	30,740	13,500	3,000	-	265,133	241,062	24,071
Total Revenue	42,271	615,737	780,863	1,907,531	1,022,129	2,049,510	1,689,277	1,200,615	2,863,093	2,482,821	1,579,992	1,555,664	3,402,284	21,191,786	19,514,583	1,677,203
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	343,991	434,523	346,234	337,613	335,107	338,719	318,859	331,020	342,950	340,765	341,975	341,975	-	4,153,730	4,216,861	63,131
1170 Teachers' Substitute Hours	1,317	12,293	18,038	25,503	25,878	10,770	23,450	24,270	32,321	25,842	24,303	24,303	-	248,290	217,337	(30,953)
1175 Teachers' Extra Duty/Stipends	-	7,700	9,988	10,280	9,955	10,528	12,280	8,806	8,543	9,993	9,895	9,895	-	107,862	108,846	985
1200 Pupil Support Salaries	37,365	54,652	46,623	46,255	46,828	44,303	44,763	39,521	38,755	42,249	45,966	45,966	-	533,244	424,511	(108,733)
1300 Administrators' Salaries	65,930	73,377	65,811	65,757	65,846	65,846	65,696	65,696	65,696	64,132	55,956	55,956	-	775,697	649,482	(126,214)
1900 Other Certificated Salaries	-	-	-	-	-	-	173	539	696	2,855	-	-	-	4,262	-	(4,262)
	448,603	582,545	486,693	485,407	483,613	470,166	465,221	469,851	488,960	485,836	478,095	478,095	-	5,823,084	5,617,037	(206,047)
Classified Salaries																
2100 Instructional Salaries	6,382	33,197	39,091	40,395	32,093	23,505	32,921	41,252	38,111	31,019	35,995	35,995	-	389,957	450,949	60,993
2200 Support Salaries	27,978	40,782	36,716	37,514	38,230	34,872	39,025	36,444	40,702	41,349	40,000	40,000	-	453,613	504,184	50,571
2400 Clerical and Office Staff Salaries	58,850	80,849	70,865	74,680	75,201	70,737	82,107	74,634	78,604	78,976	78,030	78,030	-	901,564	871,363	(30,201)
2900 Other Classified Salaries	34,752	68,299	65,931	65,812	64,537	58,165	67,138	67,701	78,382	73,347	73,181	73,181	-	790,427	623,172	(167,255)
	127,961	223,126	212,603	218,400	210,061	187,280	221,192	220,031	235,800	224,691	227,207	227,207	-	2,535,560	2,449,669	(85,892)

SAMPLE Charter School

Monthly Cash Flow/Forecast FY17-18

Revised 4/30/20

ADA = 1555.13



	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Benefits																
3101 STRS	64,221	82,469	68,600	31,642	80,113	66,994	62,644	68,641	69,115	74,852	67,566	67,566	-	804,422	810,538	6,116
3301 OASDI	7,969	11,803	13,423	13,735	13,330	11,751	13,788	13,776	14,429	15,442	14,948	14,948	-	159,340	151,879	(7,461)
3311 Medicare	8,348	11,670	10,127	10,162	10,015	9,489	9,909	9,959	10,465	10,259	10,269	10,269	-	120,941	116,967	(3,974)
3401 Health and Welfare	137,137	160,599	152,913	162,521	160,421	159,162	164,770	150,448	168,056	168,414	167,000	167,000	-	1,918,441	1,914,000	(4,441)
3501 State Unemployment	288	717	300	349	449	327	342	343	291	354	2,015	2,015	-	7,791	40,180	32,389
3601 Workers' Compensation	10,763	10,763	10,763	10,763	10,763	10,763	8,634	8,634	18,412	12,472	10,905	10,905	-	134,540	112,934	(21,606)
3901 Other Benefits	2,125	2,972	1,820	2,260	1,275	1,124	1,254	1,426	1,780	1,750	2,500	2,500	-	22,786	-	(22,786)
	230,851	280,993	257,945	231,431	276,365	259,610	261,341	253,228	282,548	283,542	275,203	275,203	-	3,168,261	3,146,499	(21,762)
Books and Supplies																
4100 Textbooks and Core Materials	14,316	14,398	-	-	-	-	-	-	-	482	85,402	85,402	-	200,000	200,000	(0)
4200 Books and Reference Materials	5,639	15,005	2,422	8,600	799	4,468	7,983	1,740	725	725	38,446	38,446	-	124,999	125,000	1
4302 School Supplies	16,295	4,766	9,758	17,615	20,692	32,410	(24,624)	3,521	3,365	33,526	41,338	41,338	-	200,000	200,000	0
4303 Special Activities/Field Trips	-	6,463	(651)	10,732	12,461	14,203	9,912	8,372	18,726	(36,594)	23,261	23,261	-	90,145	150,000	59,856
4304 Uniforms	-	-	5,264	875	987	2,048	6,522	3,685	4,658	4,010	5,000	-	-	33,050	25,000	(8,050)
4305 Software	12,303	7,645	17,033	5,670	4,098	7,119	4,411	7,139	7,513	7,569	7,500	7,500	-	95,499	112,000	16,501
4400 Noncapitalized Equipment	40,938	224,550	31,303	43,233	64,237	17,593	8,883	10,305	3,105	(13,041)	159,448	159,448	-	750,000	750,000	(0)
4700 Food Services	-	50	64,611	148,776	84,744	60,251	41,304	55,330	64,654	55,929	67,724	67,724	-	711,097	676,888	(34,209)
	89,492	272,876	129,740	235,502	188,017	138,090	54,391	90,092	102,746	52,606	428,119	423,119	-	2,204,789	2,238,888	34,099
Subagreement Services																
5101 Nursing	-	-	-	-	-	8,464	-	-	700	-	-	-	-	9,164	-	(9,164)
5102 Special Education	-	-	-	-	-	94,555	32,973	1,375	7,364	21,184	15,000	10,000	-	182,451	145,000	(37,451)
5104 Transportation	-	556	279	754	652	1,257	579	1,186	902	49,782	5,000	5,000	-	65,946	8,000	(57,946)
5105 Security	-	1,739	2,221	4,377	2,221	2,221	2,221	2,221	2,221	2,221	2,221	2,221	-	26,105	40,000	13,895
5106 Other Educational Consultants	-	-	-	-	-	-	-	-	-	-	200	200	-	400	2,000	1,600
	-	2,294	2,500	5,131	2,873	106,496	35,773	4,782	11,186	73,187	22,421	17,421	-	284,066	195,000	(89,066)
Professional/Consulting Services																
5801 IT	4,200	-	23,254	(23,254)	-	-	-	-	-	-	1,000	1,000	-	6,201	25,000	18,799
5802 Audit & Taxes	-	-	5,113	-	10,500	-	5,120	-	-	-	-	-	-	20,733	14,000	(6,733)
5803 Legal	-	3,077	-	3,641	8,225	1,774	8,484	4,921	575	268	2,000	2,000	-	34,965	25,000	(9,965)
5804 Professional Development	11,339	9,112	4,288	17,045	3,504	1,164	6,272	490	2,106	8,475	10,000	10,000	-	83,795	175,000	91,205
5805 General Consulting	-	28,350	1,000	1,000	2,068	2,000	1,000	8,244	8,950	(5,080)	8,500	8,500	-	64,531	32,000	(32,531)
5810 Payroll Service Fee	45	1,235	2,356	634	1,271	2,336	442	3,402	1,188	668	2,000	2,000	-	17,575	24,000	6,426
5811 Management Fee	13,917	13,917	13,917	13,917	13,917	13,917	13,917	15,042	13,917	13,917	14,000	14,000	-	168,295	168,000	(295)
5812 District Oversight Fee	-	-	-	-	-	-	-	-	-	-	13,994	13,994	132,860	160,847	157,918	(2,929)
5813 County Fees	-	-	-	-	2,944	-	-	3,642	-	-	-	-	1,750	8,336	7,000	(1,336)
	29,501	55,690	49,927	12,983	42,428	21,190	35,235	35,740	26,736	18,248	51,494	51,494	134,610	565,276	627,918	62,642
Facilities, Repairs and Other Leases																
5601 Rent	236,988	236,988	236,988	236,988	236,988	236,988	236,988	236,988	236,988	236,988	236,988	236,988	-	2,843,851	2,843,855	4
5602 Additional Rent	10,150	10,555	11,033	10,555	10,555	3,682	10,855	10,555	16,055	10,555	10,000	10,000	-	124,550	120,000	(4,550)
5603 Equipment Leases	1,748	-	8,245	4,062	3,979	682	3,344	2,851	3,570	4,200	3,333	3,333	-	39,347	40,000	653
5604 Other Leases	420	-	478	421	1,492	421	843	421	421	421	421	421	-	6,181	-	(6,181)
5605 Real/Personal Property Taxes	-	-	-	-	-	38,795	-	-	-	-	38,795	-	-	77,590	50,000	(27,590)
5610 Repairs and Maintenance	1,550	7,498	6,161	4,327	4,527	2,676	7,377	6,683	4,778	2,129	5,625	5,625	-	58,956	67,500	8,544
	250,856	255,040	262,905	256,353	257,541	283,244	259,407	257,498	261,812	254,293	295,162	256,367	-	3,150,476	3,121,355	(29,121)

SAMPLE Charter School

Monthly Cash Flow/Forecast FY17-18

Revised 4/30/20

ADA = 1555.13



	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Operations and Housekeeping																
5201 Auto and Travel	10,124	1,669	2,975	306	8,834	14,139	16,907	5,593	4,162	10,973	5,500	5,500	-	86,682	70,000	(16,682)
5203 Business Meals	217	688	652	451	2,003	920	893	1,367	610	1,785	1,500	1,500	-	12,585	10,000	(2,585)
5300 Dues & Memberships	1,030	5,335	265	4,494	1,168	91	3,209	984	2,041	2,083	2,500	2,500	-	25,700	30,000	4,300
5400 Insurance	27,340	27,340	(7,651)	10,144	10,832	11,884	23,574	(3,323)	10,107	10,107	10,107	10,107	-	140,567	140,000	(567)
5501 Utilities	14,056	14,056	42,430	23,849	5,778	11,423	11,430	11,161	12,921	12,250	15,000	15,000	-	189,356	232,140	42,784
5502 Janitorial/Trash Removal	-	18,133	6,836	10,512	4,893	2,674	2,149	4,727	10,717	7,605	8,000	8,000	-	84,245	40,000	(44,245)
5510 Office Expense	5,332	5,435	12,049	3,763	7,965	6,401	5,111	7,001	5,699	7,882	8,000	8,000	-	82,638	70,000	(12,638)
5511 Postage and Shipping	22	951	387	1,036	472	628	458	1,523	811	488	600	600	-	7,975	6,000	(1,975)
5512 Printing	425	1,878	-	754	219	-	-	-	683	359	650	650	-	5,618	6,500	882
5513 Other taxes and fees	3	874	2,059	1,637	4,226	159	1,393	2,577	8,006	696	700	700	-	23,030	25,000	1,970
5514 Bank Charges	-	-	(231)	-	(40)	145	65	-	(295)	1	100	100	-	(155)	2,500	2,655
5515 Public Relations/Recruitment	220	265	1,418	4,207	632	236	1,755	2,232	403	1,556	1,500	1,500	-	15,923	30,000	14,077
5516 Miscellaneous Expense	-	-	-	-	-	-	-	-	390	-	-	-	-	390	-	(390)
5520 Scholarship Expense	-	5,000	-	-	-	-	1,000	-	-	25,272	-	-	-	31,272	-	(31,272)
5530 School Fundraising Expense	-	2,275	345	1,499	449	-	-	-	6,706	493	1,500	1,500	-	14,767	37,000	22,233
5531 ASB Fundraising Expense	523	4,283	21,197	16,356	1,907	17,393	5,102	25,562	17,139	9,103	8,000	8,000	-	134,563	134,188	(375)
5900 Communications	5,054	3,655	3,282	(3,309)	150	3,340	4,087	4,068	3,795	3,564	3,500	3,500	-	34,686	47,000	12,314
	64,345	91,835	86,014	75,698	49,487	69,431	77,133	63,472	83,896	94,217	67,157	67,157	-	889,842	880,328	(9,513)
Depreciation																
6900 Depreciation Expense	13,795	20,179	20,318	37,590	27,779	27,474	29,556	29,195	29,289	29,581	29,556	29,556	-	323,869	152,374	(171,495)
	13,795	20,179	20,318	37,590	27,779	27,474	29,556	29,195	29,289	29,581	29,556	29,556	-	323,869	152,374	(171,495)
Interest																
7438 Interest Expense	-	-	43	313	457	-	-	-	25	-	250	250	-	1,337	-	(1,337)
	-	-	43	313	457	-	-	-	25	-	250	250	-	1,337	-	(1,337)
Total Expenses	1,255,405	1,784,579	1,508,687	1,558,807	1,538,621	1,562,981	1,439,249	1,423,888	1,522,998	1,516,201	1,874,664	1,825,869	134,610	18,946,561	18,429,068	(517,493)
Monthly Surplus (Deficit)	(1,213,134)	(1,168,842)	(727,824)	348,724	(516,492)	486,529	250,028	(223,273)	1,340,095	966,619	(294,673)	(270,206)	3,267,674	2,245,225	1,085,515	1,159,710
														12%		
Cash Flow Adjustments																
Monthly Surplus (Deficit)	(1,213,134)	(1,168,842)	(727,824)	348,724	(516,492)	486,529	250,028	(223,273)	1,340,095	966,619	(294,673)	(270,206)	3,267,674	2,245,225	1.79	
Cash flows from operating activities															Coverage - 1.20	
Depreciation/Amortization	13,795	20,179	20,318	37,590	27,779	27,474	29,556	29,195	29,289	25,240	29,556	29,556	-	319,528		
Public Funding Receivables	1,559,715	217,170	(220,348)	178,054	14,481	(558,398)	645,762	(97,362)	69,378	(19,366)	167,420	-	(3,402,284)	(1,445,778)		
Grants and Contributions Rec.	738	-	75	-	-	11,854	-	-	-	-	-	-	-	12,667		
Prepaid Expenses	(381,205)	165,899	187,163	(185,430)	210,338	(40,889)	(22,481)	(4,234)	9,373	(790)	-	-	-	(62,257)		
Other Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Accounts Payable	(40,718)	(428)	(1,312)	1,118	23,709	(27,697)	50,389	(37,064)	(13,291)	416	-	-	134,610	89,730		
Accrued Expenses	(997,192)	76,713	(44,876)	93,607	235,249	(303,094)	69,210	(29,038)	(7,852)	11,815	-	-	-	(895,458)		
Deferred Revenue	-	-	-	(121,175)	-	-	-	-	-	-	-	-	-	(121,175)		
Other Liabilities	53,299	53,299	53,299	53,299	53,299	53,299	53,299	53,299	53,299	53,299	53,299	53,299	-	639,588		
Purchases of Prop. And Equip.	(12,510)	(406,619)	(157,369)	(162,733)	(135,830)	(30,173)	(381,475)	(170,620)	(116,503)	(67,680)	-	-	-	(1,641,511)		
Total Change in Cash	(1,017,212)	(1,042,630)	(890,873)	243,052	(87,468)	(381,096)	694,288	(479,096)	1,363,788	969,553	(44,398)	(187,351)				
Cash, Beginning of Month	5,272,309	4,255,097	3,212,467	2,321,594	2,564,646	2,477,179	2,096,083	2,790,371	2,311,275	3,675,063	4,644,616	4,600,218				
Cash, End of Month	4,255,097	3,212,467	2,321,594	2,564,646	2,477,179	2,096,083	2,790,371	2,311,275	3,675,063	4,644,616	4,600,218	4,412,867	123.17	ADCOH - 45		

SAMPLE Charter School

Budget vs. Actual Report

For the period ended April 30, 2020

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenue							
State Aid-Revenue Limit							
LCFF Revenue	\$ 1,427,620	\$ 1,252,856	\$ 174,764	\$ 8,838,765	\$ 9,153,337	\$ (314,572)	12,911,904
Education Protection Account	-	619,301	(619,301)	1,569,634	1,465,819	103,815	1,954,425
State Aid - PY	103,981	-	103,981	194,240	-	194,240	-
In Lieu of Property Taxes	226,454	318,426	(91,972)	702,908	607,038	95,870	925,464
Total State Aid-Revenue Limit	1,758,055	2,190,582	(432,527)	11,305,547	11,226,194	79,353	15,791,793
Federal Revenue							
Federal Special Education - IDEA	-	-	-	-	92,397	(92,397)	184,794
Federal Child Nutrition	72,280	53,755	18,525	545,501	350,824	194,678	565,845
Title I, Part A - Basic Low Income	-	-	-	526,475	277,495	248,980	369,993
Title II, Part A - Teacher Quality	-	-	-	66,044	3,394	62,650	4,525
Other Federal Revenue	1,348	-	1,348	25,062	-	25,062	-
Federal - Prior Year Adjustments	-	-	-	4,688	-	4,688	-
Total Federal Revenue	73,628	53,755	19,873	1,167,770	724,109	443,661	1,125,157
Other State Revenue							
State Special Education - AB602	89,158	87,314	1,844	589,865	589,680	185	764,308
State - Child Nutrition	5,982	4,942	1,040	44,870	32,256	12,615	52,025
State - School Facilities Apportionment	226,769	-	226,769	680,308	577,481	102,827	1,154,963
Mandated Cost Reimbursement	58,958	-	58,958	156,892	36,596	120,296	94,225
State - State Lottery	62,033	56,729	5,304	130,952	113,458	17,494	291,051
State - Prior Year Revenue	6	-	6	21,532	-	21,532	-
State - Other State Revenue	177,492	-	177,492	307,478	-	307,478	-
Total Other State Revenue	620,398	148,985	471,412	1,931,897	1,349,471	582,427	2,356,572
Local Revenue							
Food Service Sales	5,137	5,607	(470)	44,564	47,805	(3,241)	59,018
Food Non-Program Breakfast Revenue	74	-	74	437	-	437	-
Food Non-Program Lunch Revenue	795	-	795	5,108	-	5,108	-
Interest Revenue	-	-	-	530	-	530	-
Other Fees and Contracts	-	-	-	250	-	250	-
ASB Fundraising	19,137	14,761	4,376	155,520	119,428	36,092	134,188
School Fundraising	5,597	5,264	332	36,875	42,591	(5,716)	47,855
Contributions, Unrestricted	-	-	-	5,350	-	5,350	-
Total Local Revenue	30,740	25,632	5,109	248,633	209,824	38,810	241,062
Total Revenue	\$ 2,482,821	\$ 2,418,954	\$ 63,867	\$ 14,653,847	\$ 13,509,597	\$ 1,144,251	\$ 19,514,583
Expenses							
Certificated Salaries							
Certificated Teachers' Salaries	\$ 340,765	\$ 351,405	\$ 10,640	\$ 3,469,781	\$ 3,514,051	\$ 44,270	4,216,861
Certificated Teachers' Substitute Hours	25,842	19,758	(6,085)	199,683	177,821	(21,862)	217,337
Certificated Teachers' Extra Duties	9,993	9,895	(98)	88,071	89,056	985	108,846
Certificated Pupil Support Salaries	42,249	35,376	(6,873)	441,313	353,759	(87,553)	424,511
Certificated Administrators' Salaries	64,132	54,124	(10,008)	663,785	541,235	(122,549)	649,482
Other Certificated Salaries	2,855	-	(2,855)	4,262	-	(4,262)	-
Total Certificated Salaries	485,836	470,558	(15,278)	4,866,895	4,675,922	(190,973)	5,617,037
Classified Salaries							
Classified Instructional Salaries	31,019	40,995	9,976	317,966	368,958	50,993	450,949
Classified Support Salaries	41,349	42,015	667	373,612	420,154	46,542	504,184
Clerical and Office Staff Salaries	78,976	72,614	(6,363)	745,503	726,136	(19,367)	871,363
Other Classified Salaries	73,347	51,931	(21,416)	644,065	519,310	(124,755)	623,172
Total Classified Salaries	224,691	207,555	(17,136)	2,081,146	2,034,558	(46,588)	2,449,669
Benefits							
State Teachers' Retirement System	74,852	67,901	(6,950)	669,291	674,736	5,445	810,538
OASDI/Medicare/Alternative	15,442	12,868	(2,574)	129,448	126,143	(3,306)	151,879
Medicare	10,259	9,833	(427)	100,403	97,302	(3,101)	116,967
Health and Welfare Benefits	168,414	159,500	(8,914)	1,584,441	1,595,000	10,559	1,914,000
State Unemployment Insurance	354	2,009	1,655	3,759	36,162	32,403	40,180
Workers' Compensation Insurance	12,472	9,494	(2,978)	112,729	93,947	(18,782)	112,934
Other Benefits, certificated positions	1,750	-	(1,750)	17,786	-	(17,786)	-
Total Benefits	283,542	261,605	(21,937)	2,617,858	2,623,289	5,431	3,146,499

SAMPLE Charter School

Budget vs. Actual Report

For the period ended April 30, 2020

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Curricula Materials	482	-	(482)	29,196	200,000	170,804	200,000
Books and Other Reference Materials	725	-	(725)	48,107	125,000	76,893	125,000
School Supplies	33,526	16,667	(16,859)	117,324	166,667	49,343	200,000
Special Activities/Field Trips	(36,594)	15,000	51,594	43,623	135,000	91,378	150,000
Uniforms	4,010	2,083	(1,927)	28,050	20,833	(7,217)	25,000
Software	7,569	9,333	1,764	80,499	93,333	12,834	112,000
Noncapitalized Equipment	(13,041)	-	13,041	431,105	750,000	318,895	750,000
Food Services	55,410	61,535	6,125	571,541	553,817	(17,723)	676,888
Food Non-Program Breakfast Expense	55	-	(55)	409	-	(409)	-
Food Non-Program Lunch Expense	464	-	(464)	3,700	-	(3,700)	-
Total Books & Supplies	52,606	104,619	52,012	1,353,552	2,044,651	691,099	2,238,888
Subagreement Services							
Nursing	-	-	-	9,164	-	(9,164)	-
Special Education	21,184	13,182	(8,002)	157,451	118,636	(38,814)	145,000
Transportation	49,782	727	(49,055)	55,946	6,545	(49,401)	8,000
Security	2,221	3,636	1,415	21,663	32,727	11,065	40,000
Other Educational Consultants	-	200	200	-	1,600	1,600	2,000
Total Subagreement Services	73,187	17,745	(55,441)	244,223	159,509	(84,714)	195,000
Professional & Consulting Services							
IT	-	2,083	2,083	4,200	20,833	16,633	25,000
Audit and Tax	-	4,667	4,667	20,733	14,000	(6,732)	14,000
Legal	268	2,083	1,815	30,965	20,833	(10,131)	25,000
Professional Development	8,475	17,500	9,025	63,795	140,000	76,205	175,000
General Consulting	(5,080)	3,200	8,280	47,531	25,600	(21,931)	32,000
Payroll Service Fee	668	2,000	1,332	13,575	20,000	6,426	24,000
Management Fee	13,917	14,000	83	140,295	140,000	(295)	168,000
District Oversight Fee	-	21,906	21,906	-	112,262	112,262	157,918
LACOE Fees	-	1,750	1,750	6,586	5,250	(1,336)	7,000
Total Professional & Consulting Services	18,248	69,189	50,941	327,678	498,779	171,100	627,918
Facilities, Repairs, & Other Leases							
Rent	236,988	236,988	0	2,369,875	2,369,879	4	2,843,855
Additional Rent	10,555	10,000	(555)	102,812	100,000	(2,812)	120,000
Equipment Leases	4,200	3,333	(867)	32,680	33,333	653	40,000
Other Leases	421	-	(421)	7,077	-	(7,077)	-
Real/Personal Property Taxes	-	4,167	4,167	38,795	41,667	2,872	50,000
Repairs and Maintenance	2,129	5,625	3,496	47,706	56,250	8,544	67,500
Total Facilities, Repairs, & Other Leases	254,293	260,113	5,820	2,598,947	2,601,129	2,182	3,121,355
Operations & Housekeeping							
Auto and Travel Expense	10,973	17,500	6,527	75,682	70,000	(5,682)	70,000
Business Meals	1,785	833	(951)	9,585	8,333	(1,252)	10,000
Dues & Memberships	2,083	2,500	417	20,700	25,000	4,300	30,000
Insurance	10,107	11,667	1,559	120,353	116,667	(3,686)	140,000
Utilities	12,250	19,345	7,095	159,356	193,450	34,094	232,140
Janitorial/Trash Removal	7,605	3,333	(4,272)	68,245	33,333	(34,912)	40,000
Office Expense	7,882	5,833	(2,048)	66,637	58,333	(8,304)	70,000
Postage and Shipping	488	600	112	6,775	4,800	(1,975)	6,000
Printing	359	650	291	4,318	5,200	882	6,500
Other taxes and fees	696	2,500	1,804	21,630	20,000	(1,630)	25,000
Bank Charges	1	250	249	(355)	2,000	2,355	2,500
Public Relations	1,556	3,000	1,444	12,923	24,000	11,077	30,000
Miscellaneous Expense	-	-	-	390	-	(390)	-
Scholarship Expense	25,272	-	(25,272)	31,272	-	(31,272)	-
School Fundraising Expense	493	3,083	2,590	11,767	30,833	19,066	37,000
ASB Expenses	9,103	11,182	2,079	118,563	111,824	(6,740)	134,188
Communications	3,564	3,917	353	27,686	39,167	11,481	47,000
Total Operations & Housekeeping	94,217	86,194	(8,023)	755,527	742,940	(12,587)	880,328

SAMPLE Charter School

Budget vs. Actual Report

For the period ended April 30, 2020

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Depreciation							
Depreciation Expense	29,581	12,698	(16,883)	264,757	126,978	(137,779)	152,374
Total Depreciation	29,581	12,698	(16,883)	264,757	126,978	(137,779)	152,374
Interest							
Interest Expense	-	-	-	837	-	(837)	-
Total Interest	-	-	-	837	-	(837)	-
Total Expenses	\$ 1,516,201	\$ 1,490,276	\$ (25,925)	\$ 15,111,421	\$ 15,507,755	\$ 396,334	\$ 18,429,068
Change in Net Assets	966,619	928,678	37,941	(457,574)	(1,998,158)	1,540,584	1,085,515
Net Assets, Beginning of Period	6,225,954			7,650,147			
Net Assets, End of Period	<u>\$ 7,192,574</u>			<u>\$ 7,192,574</u>			

SAMPLE Charter School

Statement of Financial Position

April 30, 2020

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 4,644,616	\$ 5,272,309	\$ (627,692)	-12%
Accounts Receivable	-	12,667	(12,667)	-100%
Public Funding Receivables	167,420	1,956,506	(1,789,086)	-91%
Prepaid Expenses	326,297	264,040	62,257	24%
Total Current Assets	5,138,334	7,505,521	(2,367,187)	-32%
Long Term Assets				
Property & Equipment, Net	3,109,345	1,728,251	1,381,094	80%
Deposits	10,000	10,000	-	0%
Total Long Term Assets	3,119,345	1,738,251	1,381,094	79%
Total Assets	\$ 8,257,679	\$ 9,243,772	\$ (986,093)	-11%
Liabilities				
Current Liabilities				
Accounts Payable	\$ 450	\$ 45,330	\$ (44,880)	-99%
Accrued Liabilities	353,641	1,249,095	(895,455)	-72%
Deferred Revenue	18,128	139,303	(121,175)	-87%
Deferred Rent, Current Portion	0	0	-	0%
Total Current Liabilities	372,219	1,433,728	(1,061,509)	-74%
Long Term Liabilities				
Deferred Rent, Net of Current Portion	692,887	159,897	532,990	333%
Total Long Term Liabilities	692,887	159,897	532,990	333%
Total Liabilities	1,065,106	1,593,625	(528,519)	-33%
Total Net Assets	7,192,574	7,650,147	(457,574)	-6%
Total Liabilities and Net Assets	\$ 8,257,679	\$ 9,243,772	\$ (986,093)	-11%

SAMPLE Charter School

Statement of Cash Flow

For the period ended April 30, 2020

	Month Ended 4/30/2020	YTD Ended 4/30/2020
Cash Flow From Operating Activities		
Changes in Net Assets:	\$ 966,619	\$ (457,574)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	25,241	260,417
Decrease/(increase) in Operating Assets:		
Public Funding Receivable	(19,366)	1,789,086
Grants, Contributions & Pledges Receivable	-	12,667
Prepaid Expenses	(790)	(62,257)
Accounts Payable	416	(44,880)
Accrued Expenses	11,815	(895,455)
Deferred Revenue	-	(121,175)
Other Liabilities	53,299	532,990
Total Cash Flow from Operating Activities	<u>70,615</u>	<u>1,471,393</u>
Cash Flows from Investing Activities		
Purchase of Property & Equipment	(67,680)	(1,641,511)
Total Cash Flows from Investing Activities	<u>(67,680)</u>	<u>(1,641,511)</u>
Change in Cash & Cash Equivalents	969,554	(627,692)
Cash & Cash Equivalents, Beginning of Period	3,675,063	5,272,309
Cash and Cash Equivalents, End of Period	<u>\$ 4,644,616</u>	<u>\$ 4,644,616</u>

SAMPLE Charter School

Accounts Payable Aging

April 30, 2020

Vendor Name	Invoice/Credit Number	Invoice/Credit Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Vendor Name	RELI042718	4/27/2020	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ 500.00
Vendor Name	SAMS032018	3/20/2020	<u>(50.00)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(50.00)</u>
Total Outstanding Invoices			<u>\$ 450.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 450.00</u>

SAMPLE Charter School

Check Register

For the period ended April 30, 2020

Check Number	Vendor Name	Description	Check Date	Check Amount
104905	Vendor Name	Copier contract 03/01/18-03/31/18	4/3/2020	3,569.74
104906	Vendor Name	April Storage	4/5/2020	555.00
104907	Vendor Name	Graduation Honor Cords	4/5/2020	189.00
104908	Vendor Name	Janitorial Supplies	4/5/2020	954.52
104909	Vendor Name	Jerseys and Shorts 3/18	4/5/2020	885.72
104910	Vendor Name	Kitchen Supplies	4/5/2020	59.84
104911	Vendor Name	Office Supplies 03/18	4/5/2020	3,211.46
104912	Vendor Name	Paper Rolls	4/5/2020	59.81
104913	Vendor Name	PSE - 02/01/18 - 02/28/18	4/5/2020	4,796.50
104914	Vendor Name	Shipping	4/5/2020	20.57
104915	Vendor Name	Textbooks	4/5/2020	481.80
104916	Vendor Name	Transportation Svcs - 3/12/18-3/15/18	4/5/2020	1,650.00
104917	Vendor Name	T-Shirts	4/5/2020	1,492.90
104918	Vendor Name	Augusta Fanatic Long Sleeve Shirts (30)	4/6/2020	767.30
104919	Vendor Name	Biology Supplies	4/6/2020	95.36
104920	Vendor Name	Classroom keys for backup inventory	4/6/2020	390.56
104921	Vendor Name	American Apparel USA-Made Jerseys (15)	4/12/2020	321.25
104922	Vendor Name	Electric Svcs 03/06/18-04/05/18	4/12/2020	9,360.97
104923	Vendor Name	Fire Alarm Monitoring	4/12/2020	65.00
104924	Vendor Name	Gas Svc 03/06/18-04/04/18	4/12/2020	1,304.42
104925	Vendor Name	Health Ins. 04/01/18-04/30/18	4/12/2020	171,307.00
104926	Vendor Name	Notary Service 04/04/18	4/12/2020	25.00
104927	Vendor Name	Pay period end 03/15/18, 11/30/17,3/31/18	4/12/2020	668.00
104928	Vendor Name	Waste Svcs 04/01/18-04/30/18	4/12/2020	2,149.40
104929	Vendor Name	Repair and Replacement Fund	4/16/2020	10,000.00
104930	Vendor Name	Annual Renewal Fee	4/19/2020	50.00
104931	Vendor Name	Copier Contract 05/01/18-05/31/18	4/19/2020	3,673.01
104932	Vendor Name	Cover: 8x6 Blue Royal (175)	4/19/2020	1,552.11
104933	Vendor Name	Drinking Water 03/18	4/19/2020	69.00
104934	Vendor Name	Equipment Installation Agreement	4/19/2020	29,540.53
104935	Vendor Name	E-rate services 01/18-03/18	4/19/2020	1,000.00
104936	Vendor Name	Fixed Monitoring Monthly Fee 04/18	4/19/2020	2,156.00
104937	Vendor Name	Master Lockbox	4/19/2020	54.75
104938	Vendor Name	Newspapers in Eductation 51 copies #8094N	4/19/2020	30.60
104939	Vendor Name	Office Supplies 03/18, 4/18	4/19/2020	2,094.94
104940	Vendor Name	Official for Boys Volleyball Game 04/10/18	4/19/2020	62.00
104941	Vendor Name	Official for Boys Volleyball Game 04/10/18	4/19/2020	72.00
104942	Vendor Name	Pick up and destroy - Security Cabinets	4/19/2020	70.00
104943	Vendor Name	Professional Services through 03/31/18	4/19/2020	267.90
104944	Vendor Name	Safety Supplies	4/19/2020	362.50
104945	Vendor Name	Shipping	4/19/2020	70.58
104946	Vendor Name	SLP Services 02/01/18-02/28/18	4/19/2020	8,437.50
104947	Vendor Name	Startech HDMI over Cat5 Extender	4/19/2020	225.57
104948	Vendor Name	Transportation 03/21/18-04/02/18	4/19/2020	5,105.00
104949	Vendor Name	WC Ins. PAWC914434 01/01/18-01/01/19	4/19/2020	12,898.18
104950	Vendor Name	Food Svc 03/18	4/20/2020	54,580.82

Total Disbursements Issued in April \$ 336,754.11

60-Day Compliance Reminders

Area	Due Date	Description	Completed By	Board Must Approve	Client Signature Required	Additional Information
DATA TEAM	May-31	<p>English Language Proficiency Assessments for California (ELPAC) - State and federal law require that local educational agencies administer a state test of English language proficiency (ELP) to eligible students in kindergarten through grade twelve. The CDE is transitioning from the CELDT to the ELPAC as the state ELP assessment by 2018. The ELPAC will be aligned with the 2012 California English Language Development Standards. It will be comprised of two separate ELP assessments: one for the initial identification of students as English learners (ELs), and a second for the annual summative assessment to measure a student's progress in learning English and to identify the student's level of ELP.</p> <p>The CELDT initial assessment can be administered from July 1 through June 30 and is given within 30 days of the student being determined eligible for initial testing. The annual assessment is administered through ELPAC between 2/1/2018 - 5/31/2018</p>	Client	No	No	http://www.cde.ca.gov/ta/tg/ep/
FINANCE	May-31	<p>Complete Consolidated Application reporting - Spring - The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California. Annually, in May, each local educational agency (LEA) submits the spring release of the application to document participation in these programs and provide assurances that the district will comply with the legal requirements of each program.</p>	Charter Impact with Client support	Yes	No	https://www.cde.ca.gov/fg/aa/co/index.asp
FINANCE	Jun-01	<p>Executive School Leadership Review Evaluation – The board of directors is responsible for hiring and establishing the compensation (salary and benefits) of the executive director by identifying compensation that is "reasonable and not excessive". The board conducting the review should document who was involved and the process used to conduct the review, as well as the disposition of the full board's decision to approve the executive director's compensation (minutes of a meeting are fine for this). The documentation should demonstrate that the board took the comparable data into consideration when it approved the compensation.</p>	Client with Charter Impact support	Yes	No	<p>This is an IRS requirement for Executive Director positions.</p> <p>If needed, Charter Impact can provide data on comparable salaries for your organization's Board of Directors.</p>
FINANCE	Jun-01	<p>SB 740 Charter School Facility Grant Program applications (Continuing Schools)- The SB740 Program is intended to provide grants to charter schools to assist with facilities' rent and lease costs associated with the school. Each year applicants must submit a new Application and the Authority will determine eligibility on an annual basis. Charter schools must also meet the FRPM Eligibility requirements each year.</p>	Charter Impact	No	Yes	http://www.treasurer.ca.gov/csfa/csfgp/index.asp
FINANCE	Jun-01	<p>Submit Preliminary Budget Plan to Authorizer - Charter Schools are required to submit their annual budgets to their authorizer by the authorizer-imposed deadline. Authorizers then use the budget to determine if the Charter School has reasonable financial health to sustain operations.</p>	Charter Impact	No	No	

60-Day Compliance Reminders

Area	Due Date	Description	Completed By	Board Must Approve	Client Signature Required	Additional Information
FINANCE	Jun-15	Submit Charter Schools Annual Information Survey - The Charter Schools Annual Information Survey has 5 sections: location and school contact information, authorizing agency, site, curriculum and governance information, facilities, retirement and services information, and funding. The funding selection impacts how your school receives revenue payments. All charter schools must be either directly or locally funded. For example: LCFF apportionment funds for a locally funded charter school flow through its local chartering authority whereas funds for a direct funded charter school may flow directly to the county treasurer and then to the charter school. However, the funding type decision may impact the amount of other state and federal funds that a charter school receives, outside the LCFF. This decision may be reconsidered on an annual basis.	Charter Impact	No	Yes	https://www.cde.ca.gov/sp/cs/ac/csinfosvy1617.asp
OPERATIONS	Jun-30	Approve school calendar and instructional minutes - 180/175 days charter schools and are allowed to shorten instructional year by 5 days without fiscal penalty. Kindergarten ~ 600 hours; Grades 1-3 ~ 840 hours; Grades 4-8 ~ 900 hours; Grades 9-12 ~ 1080 hours	Client with Charter Impact support	Yes	No	https://www.cde.ca.gov/fg/aa/pa/lcffitfaq.asp
GOVERNANCE	Jun-30	Review your Parental Involvement Policy - Every local educational agency (LEA) in California must have a parental involvement policy: Federal requirement (LEAs accepting Title I funds). State requirement (California Education Code [EC] for non-Title I schools). Parents must be involved in how the funds reserved for parental involvement will be allocated for parental involvement activities. Keep minutes and sign-in sheets documenting these discussions. The California Department of Education (CDE) reviews the Consolidated Application and Reporting System (CARS) to see if the required reservation has been made.	Client	Yes	No	https://www.cde.ca.gov/sp/sw/t1/parentfamilyinvolve.asp
GOVERNANCE	Jun-30	Review your Homeless Education Policy - A Homeless Education Policy is used to ensure that your school is compliant with key provisions of the Education for Homeless Children and Youths Act. It is also used to collect the contact information for your required designated homeless liaisons at your school. All schools are required to establish a board approved Homeless Education Policy.	Client	No	No	https://www.cde.ca.gov/sp/hs/cy/strategies.asp
DATA TEAM	Jun-30	CALPADS and CBEDS Charter School reporting status change - Existing charter schools may request a change to how they submit their data to CALPADS and CBEDS only between June 1 and June 30. Forms postmarked after that date are reviewed on a case-by-case basis and no forms will be processed after Census Day – the first Wednesday in October.	Client with Charter Impact support	No	No	https://www.cde.ca.gov/ds/sp/cl/documents/statuschgformv9.doc
FINANCE	Jun-30	School Nutrition Application Due to CDE - Funding supports five school meal and milk programs to assist schools, districts, and other nonprofit agencies in providing nutritious meals and milk to children at reasonable prices or free to qualified applicants. The five programs are the National School Lunch Program (NSLP), School Breakfast Program (SBP), Seamless Summer Feeding Option (SSFO), Special Milk Program (SMP), and State Meal Program (STMP)	Client	No	No	https://www.cde.ca.gov/fg/fo/profile.asp?id=5104
FINANCE	Jun-30	Educator Effectiveness Funds Deadline - The 2015-16 State Budget Act provided approximately \$1,466 per 2014-15 certificated, full-time equivalent employee for the Educator Effectiveness Program (Resource Code 6264). These funds must be spent or encumbered by this date.	Client	No	No	https://www.cde.ca.gov/fg/aa/ca/educatoreffectiveness.asp



COMMERCIAL LEASE AGREEMENT

Gross — Single Tenant

Prepared by: Agent _____
Broker _____

Phone _____
Email _____

NOTE: This form is used by a leasing agent or landlord when the entire space in a commercial property is leased by one tenant for a fixed-term, to grant the tenancy and set the terms for rent, impose payment of utilities and janitorial expenses on the tenant with the landlord responsible for maintenance and carrying costs of the property.

DATE: May 19 _____, 2022 _____, at 4717 Crenshaw Blvd. Los Angeles, _____, California.
Items left blank or unchecked are not applicable.

1. FACTS:

- 1.1 4717 Crenshaw LLC _____, as the Landlord, leases to Crete Academy _____, as the Tenant, the Premises referred to as 4717 Crenshaw Blvd. Suite C. Los Angeles, CA 90043 _____, which is part of the Project known as _____
1.2 Landlord acknowledges receipt of \$ 650.00 _____ to be applied as follows:
Security deposit \$ _____
✓ First month's rent \$ 650.00
\$ _____
1.3 The following checked addenda are part of this lease agreement:
Addendum — Lease/Rental [See RPI Form 550-1] Option to Renew/Extend Lease [See RPI Form 565]
Broker Fee Addendum [See RPI Form 273] [See RPI Form 565]
✓ Condition of Premises Addendum [See RPI Form 560] Option to Purchase [See RPI Form 161 & 161-1]
Tenant's Property Expense Profile [See RPI Form 562] Option to lease additional space
Property description Building rules
Plat map of leased space _____

2. TERM OF LEASE:

- 2.1 The lease granted commences June 1 _____, 2022 _____, and expires May 30 _____, 2023 _____.
a. The month of commencement is the anniversary month.
2.2 The lease terminates on the last day of the term without further notice.
2.3 If Tenant holds over, the monthly rent will be increased to 120% of the monthly rent applicable immediately preceding the termination of this lease agreement, prorated at 1/30th of the monthly rent for each day until the Premises is delivered to Landlord.
2.4 Tenant may surrender this lease only by a written surrender agreement with Landlord. [See RPI Form 587]
2.5 This lease agreement is a sublease of the Premises which is limited in its terms by the terms and conditions of the attached master lease agreement. _____

3. POSSESSION:

- 3.1 Possession to be delivered to Tenant and Tenant to take possession ✓ on commencement of the lease, or on _____, 20_____.
3.2 If Landlord is unable to recover and deliver possession of the Premises from the previous tenant, rent will not accrue and Tenant will not be liable for rent until possession is delivered.
3.3 Tenant may terminate the lease if Landlord does not deliver possession within 10 days after commencement of the lease.
3.4 If Landlord is unable to deliver possession of the Premises, Landlord will not be liable for any damages.

4. RENT:

- 4.1 Tenant to pay rent monthly, in advance, on the first day of each month, including rent for any partial month pro rated at 1/30th of the monthly rent per day.
a. Tenant to pay additional rent due as called for in this lease agreement
4.2 Rent to begin accruing on commencement of the lease, or on _____, 20_____.
4.3 FIXED RENT: ✓ Monthly rent for the entire term is fixed at \$ 7,800.00 _____.
4.4 GRADUATED RENT: Monthly rent, from year to year, is graduated on anniversary months as follows:
Initial year's monthly rent to be \$ _____, and continues until:
a. _____% increase in monthly rent over prior year's monthly rent for years _____ to _____,
_____ % increase in monthly rent over prior year's monthly rent for years _____ to _____,
_____ % increase in monthly rent over prior year's monthly rent for years _____ to _____,
b. Monthly rent commencing on the _____ anniversary to be \$ _____,
Monthly rent commencing on the _____ anniversary to be \$ _____,
Monthly rent commencing on the _____ anniversary to be \$ _____,

4.5 **CPI ADJUSTED RENT:** Monthly base rent for the initial 12 months of the term is the amount of \$ 650.00, adjusted annually on the first day of each anniversary month by increasing the initial monthly base rent by the percentage increase between the applicable Consumer Price Index for All Urban Consumers (CPI-U) figures published for the third month preceding the month of commencement and the third month preceding the anniversary month.

- a. The applicable CPI-U (1982-1984 = 100) is:
 Los Angeles-Riverside-Orange County, San Francisco-Oakland-San Jose
 San Diego, National, _____.
- b. Annual rent increases under CPI-U adjustments are limited to an increase of _____ %.
- c. On any anniversary adjustment, if the CPI-U has decreased below the CPI-U for the prior 12-month period, the monthly rent for the ensuing 12 months will remain the same as the rent during the prior 12 months.
- d. If the CPI-U is changed or replaced by the United States Government, the conversion factor published by the Government on the new Index will be used to compute annual adjustments
- e. Following each 1-year period after commencement, including any extensions and renewals, the monthly rent is to be adjusted upward to current market rental rates for comparable premises.

Computation of any future annual CPI-U adjustments in monthly rent on each anniversary month after adjustment to current market rental rates will treat the monthly rent for the initial 12 months of each market rent adjustment as the initial monthly base rent, and treat the first month of each market rent adjustment as the month of commencement for selecting the Index figures. Landlord to reasonably determine and advise Tenant of the adjusted rental rates no less than 3 months prior to the effective date of the adjustment.

4.6 Rent to be paid by:

- a. check, cash, or cashier's check, made payable to Landlord or Julio Cesar Gamboa.
 Personal delivery of rent to be during the hours of 8:30 a.m. to 5:00 p.m. at Payee's address 4717 Crenshaw Blvd. Los Angeles, CA 90043
 on the following days Monday thru Friday.
- b. credit card # _____ / _____ / _____ / _____; expiration date _____, 20____; security code _____ which Landlord is authorized to charge each month for rent due.
- c. deposit into account number _____
 routing number _____
 at _____ (Financial Institution)
 _____ (Address)
- d. _____

4.7 Tenant to pay a charge of \$ _____, or 5 % of the delinquent rent payment, as an additional amount of rent, due on demand, in the event rent is not received within 5 days, or _____ days, after the due date.

4.8 If any rent or other amount due Landlord is not received within the grace period provided in Section 4.7, interest will accrue from the due date on the amount at 18% per annum until paid. On receipt of the payment of any delinquent rent, Landlord to promptly make a written demand for payment of the accrued interest which will be payable within 30 days of the demand.

4.9 Tenant to pay a charge of \$30.00 as an additional amount of rent, due on demand, for each rent check returned for insufficient funds or stop payment, in which event Tenant to pay rent when due for each of the 3 following months by cash or cashier's check.

5. OPERATING EXPENSES:

- 5.1 Tenant is responsible for payment of utility and service charges as follows: n/a
- 5.2 Landlord is responsible for payment of utility and service charges as follows: Electrical, Gas and Water
- 5.3 Tenant will, on request of Landlord, authorize their utility companies to release energy consumption data directly to Landlord for Landlord's Data Verification Checklist used for energy benchmarking purposes and, upon further request, provide energy consumption data on the Premises. [See **RPI** Form 552-9]
- 5.4 Tenant to pay all taxes levied on trade fixtures or other improvements Tenant installs on the Premises.
- 5.5 If Landlord pays any charge owed by Tenant, Tenant will pay, within 30 days of written demand, the charge as additional rent.
- 5.6 Landlord to pay all real property taxes and assessments levied by governments, for whatever cause, against the land, trees, tenant improvements and buildings within the Project containing the Premises, excluding those to be paid by Tenant under Section 5.4.

6. REPAIR AND MAINTENANCE:

- 6.1 The Premises are in good condition, ~~except as noted in an addendum.~~ [See **RPI** Form 550-1]

- 6.2 Tenant will keep the Premises and its improvements in good order, condition and repair, including all fixtures related to plumbing, HVAC components, electrical, lighting, and _____
- a. See attached maintenance modification addendum. [See **RPI** Form 552-6]
- 6.3 Except as stated in Section 6.2, Landlord will maintain in good order, condition and repair the structures and common area components and equipment within the Premises which exist on the commencement of this lease agreement, including but not limited to existing HVAC, plumbing and sewers, electrical systems, structural foundations, exterior walls, store front, plate glass in exterior walls, roof, government-mandated retrofitting, parking areas, lawns and shrubbery, sidewalks, driveways/right of ways, and _____

7. USE OF THE PREMISES:

- 7.1 The Tenant's use of the Premises will be office work related
- 7.2 No other use of the Premises is permitted.
 - a. Tenant may not conduct any activity which increases Landlord's insurance premiums.
- 7.3 Tenant will not use the Premises for any unlawful purpose, violate any government ordinance or building and tenant association rules, or create any nuisance.
- 7.4 Tenant will not destroy, damage, or remove any part of the Premises or equipment, or commit waste, or permit any person to do so.
- 7.5 Tenant will deliver the Premises, including tenant improvements as noted in Section 11.3 and all keys to the Premises, on expiration of the lease in as good a condition as when Tenant took possession, except for reasonable wear and tear.
- 7.6 Landlord warrants that the Premises comply with building codes, regulations and zoning that were in effect at the time each improvement, or portion thereof, was constructed. Said warranty does not apply to Tenant's intended use of the Premises, modifications which may be required by the Americans with Disabilities Act (ADA) or any similar laws as a result of Tenant's use.
- 7.7 Tenant is responsible for determining whether the building codes, zoning and regulations are appropriate for Tenant's intended use.
- 7.8 If the Premises do not comply with these warranties, Tenant is to give Landlord written notice specifying the nature and extent of such non-compliance, and Landlord is to promptly correct the non-compliance at Landlord's expense. If Tenant does not give Landlord written notice of the non-compliance with this warranty within 6 months following the commencement date, Tenant, at Tenant's expense, will correct the non-compliance
- 7.9 The Premises has, has not, been inspected by a Certified Access Specialist (CASp).
 - a. If inspected, the Premises has, has not, been determined to meet all applicable standards under Calif. Civil Code §1938 and §55.53.

8. APPURTENANCES:

- 8.1 Tenant has the right to use Landlord's access of ingress and egress.
- 8.2 Tenant has the use of the entire Premises within the property's legal description.

9. ASSIGNMENT, SUBLETTING AND ENCUMBRANCE: [Check only one]

- 9.1 Tenant may not assign this lease or sublet any part of the Premises, or further encumber the leasehold.
- 9.2 Tenant may not transfer any interest in the Premises without the prior consent of Landlord.
 - a. Consent may not be unreasonably withheld.
 - b. Consent is subject to the attached alienation provisions. [See **RPI** Form 552-7]

10. SIGNS AND ADVERTISING:

- 10.1 Tenant will not construct any sign or other advertising on the Premises without the prior consent of Landlord.
- 10.2 Landlord will maintain a directory in the lobby of the Premises displaying the name and suite number of Tenant. Landlord has the right to determine the size, shape, color, style and lettering of the directory.
- 10.3 Landlord will provide a sign to be placed on the primary door to Tenant's suite. The fees for the cost and installation will be paid by Tenant.

11. TENANT IMPROVEMENTS/ALTERATIONS:

- 11.1 Tenant may not alter or improve the Premises without Landlord's prior consent to include tenant improvements necessary for Tenant to occupy.
 - a. Tenant will keep the Premises free of all claims for any improvements and will timely notify Landlord to permit posting of Notices of Nonresponsibility. [See **RPI** Form 597]
- 11.2 Any increases in Landlord's property taxes caused by improvements made by Tenant will become additional rent due on demand.

11.3 On expiration of this lease, tenant improvements as authorized by Landlord are to:

- a. become fixtures and part of the Premises not to be removed by Tenant.
- b. ✓ be removed by Tenant in their entirety.
- c. be partially removed by Tenant as follows: _____

12. RIGHT TO ENTER:

12.1 Tenant agrees to make the Premises available on 24 hours' notice for entry by Landlord for necessary repairs, alterations, or inspections of the Premises.

13. LIABILITY INSURANCE:

13.1 Tenant will obtain and maintain commercial general liability and plate glass insurance coverage insuring Tenant and Landlord against all claims for bodily injury, personal injury and property damage arising out of Tenant's use of the Premises.

13.2 Tenant to obtain insurance for this purpose in the minimum amount of \$500,000 - per occurrence.

13.3 Tenant to provide Landlord with a Certificate of Insurance naming Landlord as an additional insured. The Certificate is to provide for written notice to Landlord if a change or cancellation of the policy occurs.

13.4 Each party waives all insurance subrogation rights they may have.

14. FIRE INSURANCE:

14.1 Tenant will obtain and maintain a standard fire insurance policy with extended coverage for theft and vandalism for 100% of the replacement value of all Tenant's personal property and the restoration of tenant improvements.

15. HOLD HARMLESS:

15.1 Tenant will hold Landlord harmless for all claims, damages or liability arising out of the Premises caused by Tenant or its employees or patrons.

16. DESTRUCTION:

16.1 In the event the Premises are totally or partially destroyed, Tenant agrees to repair the Premises if the destruction is caused by Tenant or covered by Tenant's insurance.

16.2 Landlord will repair the Premises if the cause is not covered by Tenant's insurance policy and is covered by Landlord's insurance policy.

16.3 This lease agreement may not be terminated due to any destruction of the Premises, unless:

- a. the repairs cannot be completed within 30 days;
- b. the cost of restoration exceeds 70% of the replacement value of the premises;
- c. the insurance proceeds are insufficient to cover the actual cost of the repairs; or
- d. the Premises may not be occupied by law.

17. SUBORDINATION:

17.1 ~~Tenant agrees to subordinate the leasehold estate to any new financing secured by the Premises which does not exceed 80% loan-to-value ratio, and interest of 2% over market, and not less than a 15-year monthly amortization and 5-year due date.~~

18. TENANT ESTOPPEL CERTIFICATES:

18.1 Within 10 days after notice, Tenant will execute a Tenant Estoppel Certificate verifying the existing terms of the lease agreement to be provided to prospective buyers or lenders. [See RPI Form 598]

18.2 Failure by Tenant to deliver the Certificate to Landlord will be conclusive evidence the information contained in the Certificate is correct.

19. EMINENT DOMAIN:

19.1 In the event a portion or all of the Premises is condemned for public use, Landlord may terminate the lease and Tenant's possession. If the lease is not terminated, Tenant will receive a rent abatement for the actual reduction (if any) in the value of the leasehold interest held by Tenant.

19.2 Tenant waives the right to any compensation awarded from the condemning authority for the whole or partial taking of the Premises.

19.3 Tenant to be compensated by the condemning authority only for the tenant improvements paid for by Tenant.

20. WAIVER:

20.1 Waiver of a breach of any provision in this lease agreement does not constitute a waiver of any subsequent breach.

20.2 Landlord's receipt of rent with knowledge of Tenant's breach does not waive Landlord's right to enforce the breach.

21. DEFAULT REMEDIES:

21.1 If Tenant breaches any provision of this lease agreement, Landlord may exercise its rights, including the right to collect future rental losses after forfeiture of possession.

22. BROKERAGE FEES:—

22.1 ~~Landlord and Tenant to pay Broker fees per the attached Schedule of Leasing Agent's Fee. [See RPI Form 113]~~

23. MISCELLANEOUS:

- 23.1 See attached addendum for additional terms. [See RPI Form 550-1]
- 23.2 In any action to enforce this lease agreement, the prevailing party is entitled to receive attorney fees.
- 23.3 This lease agreement is binding on all heirs, assigns and successors except as provided in Section 9.
- 23.4 This lease agreement is to be enforced under California law.
- 23.5 This lease agreement reflects the entire agreement between the parties.
- 23.6 This lease agreement is secured by a trust deed. [See RPI Form 451]
- 23.7 The performance of this lease agreement is assured by a Guarantee Agreement. [See RPI Form 553-1]
- 23.8 If lease exceeds one year, Tenant and Landlord acknowledge receipt of the Agency Law Disclosure. [See RPI Form 550-2]
- 23.9 Notice: Landlord has actual knowledge the property is located in a special flood hazard area or an area of potential flooding. Tenant may obtain information about flood and other hazards at <http://myhazards.caloes.ca.gov/>. Landlord's insurance does not cover Tenant's possessions. Tenant may purchase renter's insurance and flood insurance to insure their possessions from loss. Landlord is not required to provide additional information about flood hazards beyond this notice.

24. Address Item 8 - 8:1 & 8:2

Tenant has the right to access of ingress and egress of suite C

Tenant has 1 month from commencement date to provide liability insurance naming Julio Cesar/Landlord as trustee.

I agree to let on the terms stated above.

Date: May 19, _____, 2022

Landlord: Julio Cesar Gamboa

Signature: _____

Landord's Broker: _____

Broker's DRE #: _____

is the broker for: Landord
both Tenant and Landlord (dual agent)

Landord's Agent: _____

Agent's DRE #: _____

is Landord's agent (salesperson or broker-associate)
both Tenant's and Landlord's agent (dual agent)

Signature: _____

Address: 4717 Crenshaw Blvd
Los Angeles, CA 90043

Phone: 310-910-0425 Cell: 310-420-3517

Email: cesar@jcdrywall.com

I agree to occupy on the terms stated above.

Date: _____, 20_____

Tenant: _____

Signature: _____

Tenant: _____

Signature: _____

Tenant's Broker: _____

Broker's DRE #: _____

is the broker for: Tenant
both Tenant and Landlord (dual agent)

Tenant's Agent: _____

Agent's DRE #: _____

is Tenant's agent (salesperson or broker-associate)
both Tenant's and Landlord's agent (dual agent)

Signature: _____

Address: _____

Phone: _____ Cell: _____

Email: _____



every child
is capable of
greatness

Great Minds Quote

Date	May 11, 2022	Quote Number	00221052
Expiration Date		Contact Name	Hattie Mitchell
Prepared By	Colleen Burns	Phone Email	
Email	colleen.burns@greatminds.org	Ship to Name	Crete Academy Charter School
Bill to Name	Crete Academy Charter School	Ship To	5125 Crenshaw Blvd Los Angeles, CA 90043
Bill To	5125 Crenshaw Blvd Los Angeles, CA 90043		

Make Payment to:
Great Minds PBC Tax ID: 84-3785772
Mail payment to:
Great Minds PBC
P.O. Box 200283
Pittsburgh, PA 15251-0283

Phone: 202.223.1854
Email: ordertracking@greatminds.org

Wire/ACH details are available by visiting this link: <https://digitalsupport.greatminds.org/s/ach-instructions>

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Grade K Module 4 Asia	9780531292778	52.00	\$4.17	\$216.58
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Print	\$52,811.06
Solution Subtotal	\$52,811.06
Discount	(\$15,843.32)
Shipping and Handling	\$4,753.00
*Pre-Tax Solution Total	\$41,720.74
Estimated Sales Tax	\$3,511.94
Estimated S&H Tax	\$0.00
Total Solution:	\$45,232.68

This Quote is governed by the Terms and Conditions at <https://greatminds.org/customer-quote-terms> which are hereby incorporated by reference as if fully set forth herein.

***Tax Exemption: If Customer is exempt from paying any or all taxes, customer shall provide written evidence of such tax exemption issued by the applicable taxing authority.**



every child
is capable of
greatness

Great Minds Quote

Date	May 11, 2022	Quote Number	00220969
Expiration Date		Contact Name	Hattie Mitchell
Prepared By	Colleen Burns	Phone	
Email	colleen.burns@greatminds.org	Email	
Bill to Name	Crete Academy Charter School	Ship to Name	Crete Academy Charter School
Bill To	5125 Crenshaw Blvd Los Angeles, CA 90043	Ship To	5125 Crenshaw Blvd Los Angeles, CA 90043

Make Payment to:
Great Minds PBC Tax ID: 84-3785772
Mail payment to:
Great Minds PBC
P.O. Box 200283
Pittsburgh, PA 15251-0283

Phone: 202.223.1854
Email: ordertracking@greatminds.org

Wire/ACH details are available by visiting this link: <https://digitalsupport.greatminds.org/s/ach-instructions>

Wit and Wisdom - Print	ISBN	Quantity	Special Price	Total Price
Grade K				
Wit & Wisdom Grade K Teacher Edition Set (Books #1-4; Modules 1-4)	978-1-68386-600-8	2.00	\$150.00	\$300.00
Wit & Wisdom Grade K Student Edition Set (Modules 1-4; Books #1-4)	978-1-68386-609-1	52.00	\$19.00	\$988.00
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Wit & Wisdom Grade 1 Teacher Edition Set (Books #1-4; Modules 1-4)	978-1-68386-601-5	2.00	\$150.00	\$300.00
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Eureka - Online	ISBN	Quantity	Special Price	Total Price
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Eureka Math Digital Suite: PK-12, School Yr Subscription: Service End Date (6/30 of School Year 2022 - 2023 unless noted otherwise)	978-1-63255-219-8	14.00	\$190.00	\$2,660.00
Eureka Math, Affirm, School Yr Student License: Service End Date (6/30 of School Year 2022 - 2023 unless noted otherwise)	GM-01044	396.00	\$5.00	\$1,980.00
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Wit and Wisdom - Online	ISBN	Quantity	Special Price	Total Price
Grade Multiple				
Wit & Wisdom in Sync License (Print/Digital School Yr): Service End Date (6/30 of School Year 2022 - 2023 unless noted otherwise)	GM-01288	396.00	\$5.00	\$1,980.00
Wit & Wisdom in Sync DTE License (Not Available Standalone): Service End Date (6/30 of School Year 2022 - 2023 unless noted otherwise)	GM-01326	14.00	\$0.00	\$0.00

Print	\$31,191.06
Online	\$14,032.00
Solution Subtotal	\$45,223.06
Discount	(\$12,404.06)
Shipping and Handling	\$2,807.20
*Pre-Tax Solution Total	\$35,626.20
Estimated Sales Tax	\$2,300.77
Estimated S&H Tax	\$0.00
Total Solution:	\$37,926.97

This Quote is governed by the Terms and Conditions at <https://greatminds.org/customer-quote-terms> which are hereby incorporated by reference as if fully set forth herein.

****Tax Exemption: If Customer is exempt from paying any or all taxes, customer shall provide written evidence of such tax exemption issued by the applicable taxing authority.***



every child
is capable of
greatness

Great Minds Quote

Date	May 11, 2022	Quote Number	00220972
Expiration Date		Contact Name	Hattie Mitchell
Prepared By	Colleen Burns	Phone	
Email	colleen.burns@greatminds.org	Email	
Bill to Name	Crete Academy Charter School	Ship to Name	Crete Academy Charter School
Bill To	5125 Crenshaw Blvd Los Angeles, CA 90043	Ship To	5125 Crenshaw Blvd Los Angeles, CA 90043

Make Payment to:
Great Minds PBC Tax ID: 84-3785772

Phone: 202.223.1854
Email: ordertracking@greatminds.org

Mail payment to:
Great Minds PBC
P.O. Box 200283
Pittsburgh, PA 15251-0283

Wire/ACH details are available by visiting this link: <https://digitalsupport.greatminds.org/s/ach-instructions>

Eureka - PD	ISBN	Quantity	Special Price	Total Price
Grade Multiple				
Eureka Math Asynchronous PL: License for 1-25 Teachers	GM-01502	1.00	\$600.00	\$600.00
Eureka Math PL: Launch Eureka Math K-5 (Virtual)	GM-01244	1.00	\$2,200.00	\$2,200.00
Eureka Math PL: Launch Eureka Math 6-12 (Virtual)	GM-01245	1.00	\$2,200.00	\$2,200.00

Wit and Wisdom - PD	ISBN	Quantity	Special Price	Total Price
Grade Multiple				
Humanities Professional Development: Launch Wit & Wisdom	GM-00930	1.00	\$3,500.00	\$3,500.00
Humanities Professional Development: Module and Lesson Study	GM-00932	1.00	\$3,500.00	\$3,500.00

	PD	\$13,400.00
Solution Subtotal		\$13,400.00
Discount		(\$1,400.00)
Shipping and Handling		\$0.00
*Pre-Tax Solution Total		\$12,000.00
Estimated Sales Tax		\$0.00
Estimated S&H Tax		\$0.00
Total Solution:		\$12,000.00

This Quote is governed by the Terms and Conditions at <https://greatminds.org/customer-quote-terms> which are hereby incorporated by reference as if fully set forth herein.

****Tax Exemption: If Customer is exempt from paying any or all taxes, customer shall provide written evidence of such tax exemption issued by the applicable taxing authority.***



2022-23 Adopted Budget - Draft



Crete Academy



	2022-23 ADOPTED	2022-23 REVISED	UNRESTRICTED	RESTRICTED	VARIANCE
NAME					
TOTAL ENROLLMENT	362	362			-
AVERAGE DAILY ATTENDANCE	343.9	343.9			-
REVENUE					
State LCFF Revenue	\$ 4,343,072	\$ 4,343,072	\$ 4,274,292	\$ 68,780	\$ -
Federal Revenue	\$ 224,303	\$ 224,303	\$ -	\$ 224,303	\$ -
Other State Revenue	\$ 474,238	\$ 474,238	\$ 196,786	\$ 277,452	\$ -
Local Revenue	\$ 518,606	\$ 518,606	\$ 518,606	\$ -	\$ -
TOTAL REVENUE	\$ 5,560,218	\$ 5,560,218	\$ 4,989,683	\$ 570,535	\$ -
EXPENSES					
Certificated Salaries	\$ 1,760,915	\$ 1,760,915	\$ 1,760,915	\$ -	\$ -
Classified Salaries	\$ 727,582	\$ 727,582	\$ 727,582	\$ -	\$ -
Benefits	\$ 478,297	\$ 478,297	\$ 370,618	\$ 107,678	\$ -
TOTAL PERSONNEL EXPENSES	\$ 2,966,794	\$ 2,966,794	\$ 2,859,115	\$ 107,678	\$ -
Books and Supplies	\$ 481,030	\$ 481,030	\$ 458,677	\$ 22,354	\$ -
Services and Other Operating Expenses	\$ 1,351,246	\$ 1,351,246	\$ 1,328,284	\$ 22,962	\$ -
Capital Outlay	\$ 30,363	\$ 30,363	\$ 30,363	\$ -	\$ -
Other Outgoing	\$ 215,713	\$ 215,713	\$ 215,713	\$ -	\$ -
TOTAL OTHER EXPENSES	\$ 2,078,352	2,078,351.80	\$ 2,033,036	\$ 45,315	\$ -
TOTAL EXPENSES	\$ 5,045,146	\$ 5,045,146	\$ 4,892,152	\$ 152,994	\$ -
SUMMARY					
SURPLUS\ (DEFICIT)	\$ 515,073	\$ 515,073	\$ 97,531	\$ 417,541	\$ -
<i>% of LCFF Revenue</i>	<i>11.9%</i>	<i>11.9%</i>			<i>0.0%</i>
BEGINNING FUND BALANCE	\$ 1,548,925	\$ 1,548,925			\$ -
ENDING BALANCE	\$ 2,063,998	\$ 2,063,998			\$ -
<i>% of LCFF Revenue</i>	<i>47.5%</i>	<i>47.5%</i>			

SALARIES AND BENEFITS - SUMMARIZED

DEPT	FULL NAME	FTE	TOTAL SALARY	TOTAL UNRESTRICTED	TOTAL RESTRICTIONS	STRS	3101	3202	3301	3302	3401	3501	3502	3601	3602	3901	3902	3903	TOTAL BENEFITS
							PERS	Certificated OASDI & Medicare	Classified OASDI & Medicare	Certificated Health and Welfare	Certificated SUI	Classified SUI	Certificated Worker's Comp	Classified Worker's Comp	Certificated Other Benefits	Classified Other Benefits	Other Benefits		
1100	Teacher Salaries	11.00	1,098,914.95	1,098,914.95	-	-	-	-	15,934.27	-	118,297.17	4,994.00	-	23,077.21	-	21,978.30	-	-	184,280.95
1120	Substitute Teachers	1.00	2,000.00	2,000.00	-	-	-	-	29.00	-	-	454.00	-	42.00	-	-	-	-	525.00
1200	Certificated Pupil Support Salaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1300	Certificated Supervisor and Administrator Salaries	6.00	660,000.00	660,000.00	-	-	-	-	9,570.00	-	65,489.58	2,724.00	-	13,860.00	-	13,200.00	-	-	104,843.58
1900	Other Certificated Salaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2100	Instructional Aide Salaries	8.00	217,320.00	217,320.00	-	-	-	-	-	16,624.98	-	-	3,632.00	-	4,563.72	-	4,346.40	-	79,278.67
2200	Classified Support Salaries	1.00	57,844.80	57,844.80	-	-	-	-	-	4,425.13	46.32	-	454.00	-	1,214.74	-	1,156.90	-	7,297.08
2300	Classified Supervisor and Administrator Salaries	3.00	328,000.00	328,000.00	-	-	-	-	-	25,092.00	-	-	1,362.00	-	6,888.00	-	6,560.00	-	71,144.54
2400	Clerical, Technical and Office Staff Salaries	2.00	75,124.80	75,124.80	-	-	-	-	-	5,747.05	-	-	908.00	-	1,577.62	-	1,502.50	-	24,134.45
2900	Other Classified Salaries	2.00	49,292.50	49,292.50	-	-	-	-	-	3,770.88	-	-	908.00	-	1,035.14	-	985.85	-	6,792.51
2XXX		0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
			34.00	2,488,497.05	2,488,497.05	-	-	-	25,533.27	55,660.03	183,833.07	8,172.00	7,264.00	36,979.21	15,279.22	35,178.30	14,551.64	-	478,296.79

GRADE	2022-23 ADOPTED	2022-23 REVISED
ENROLLMENT BY GRADE		
K	53	53
1	53	53
2	53	53
3	53	53
4	50	50
5	50	50
6	50	50
7	0	0
8	0	0
9	0	0
10	0	0
11	0	0
12	0	0
OTHER (CTC)	0	0
TOTAL	362	362

DAILY ATTENDANCE RATE		
K	95.00%	95.00%
1	95.00%	95.00%
2	95.00%	95.00%
3	95.00%	95.00%
4	95.00%	95.00%
5	95.00%	95.00%
6	95.00%	95.00%
7	95.00%	95.00%
8	95.00%	95.00%
9	95.00%	95.00%
10	95.00%	95.00%
11	95.00%	95.00%
12	95.00%	95.00%
OTHER (CTC)	95.00%	95.00%
TOTAL	95.0%	95.0000%

AVG DAILY ATTENDANCE BY GRADE		
K	50.4	50.35
1	50.4	50.35
2	50.4	50.35
3	50.4	50.35
4	47.5	47.50
5	47.5	47.50
6	47.5	47.50
7	-	-
8	-	-

9	-	-
10	-	-
11	-	-
12	-	-
OTHER (CTC)	-	-
TOTAL	343.90	343.90

AVG DAILY ATTENDANCE BY GRADE RANGE		
K-3	201.40	201.40
4-6	142.50	142.50
7-8	-	-
9-12	-	-
TOTAL	343.90	343.90

UNDUPLICATED %	85.62%	85.62%
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PY P2 ADA	205.80
PY P2 K-8	205.80
PY P2 9-12	

SPED COUNT		-
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PY ENROLLMENT	
PY UNDUPLICATED	

ACCT	\$perADA	ADA REV	ACCOUNT NAME	2022-23 ADOPTED	2022-23 REVISED	VARIANCE
LCFF						
8011	-	-	LCFF; state aid	3,210,241.00	3,210,241.00	-
8012	-	-	LCFF; EPA	68,780.00	68,780.00	-
8096	3,094.07	1,064,050.67	In-Lieu of Property Taxes	1,064,050.67	1,064,050.67	-
8019	-	-	Prior Year Income/Adjustments	-	-	-
80XX	-	-	0	-	-	-
TOTAL LCFF REVENUE				4,343,071.67	4,343,071.67	-
FEDERAL						
8183	-	-	Special Education - Federal	-	-	-
8220	-	-	Federal Child Nutrition	142,030.70	142,030.70	-
8290	-	-	All Other Federal Revenue	-	-	-
8291	-	-	Title I	63,956.82	63,956.82	-
8292	-	-	Title II	8,015.46	8,015.46	-
8293	-	-	Title III	0.00	0.00	-
8294	-	-	Title IV	10,300.00	10,300.00	-
8295	-	-	Title V	-	-	-
8299	-	-	Prior Year Federal Revenue	-	-	-
8181	203.72	-	SPED Mental Health - Federal	-	-	-
8296	-	-	Federal Charter School Facilities Incentive Grant Program	-	-	-
8XXX	-	-	0	-	-	-
TOTAL FEDERAL REVENUE				224,302.98	224,302.98	-
OTHER STATE						
8520	-	-	State Nutrition	11,348.70	11,348.70	-
8550	K-8 is 18.13 & 9-12 is 50.39	6,234.91	Mandate Block Grant	6,234.91	6,234.91	-
8560	163.00	56,055.70	Lottery	56,055.70	56,055.70	-
8561	65.00	22,353.50	Restricted Lottery	22,353.50	22,353.50	-
8590	-	-	Other State Revenue	134,495.00	134,495.00	-
8591	1,256.00	243,750.00	SB 740 Rent re-imbursement program	243,750.00	243,750.00	-
8599	-	-	Prior Year State Revenues	-	-	-
8792	688.90	236,912.71	Special Education - AB 602	-	-	-
8793	-	-	Special Education - ERMHS 2	-	-	-
8794	-	-	Special Education - ERMHS 3	-	-	-
8XXX	-	-	0	-	-	-
TOTAL OTHER STATE REVENUE				474,237.81	474,237.81	-
LOCAL						
8660	-	-	Interest	103.00	103.00	-
8682	-	-	Foundation Grants	500,000.00	500,000.00	-
8684	-	-	Student Body (ASB) Fundraising Revenue	-	-	-
8685	-	-	PAC Fundraising	3,052.88	3,052.88	-
8693	-	-	Field Trips	-	-	-
8699	-	-	All Other Local Revenue	15,450.00	15,450.00	-
8701	-	-	Foreign Exchange Program	-	-	-
8639	-	-	Student Lunch Revenue	-	-	-
8986	-	-	Rental Income	-	-	-
8910	-	-	Transfer in from LLC Charitable Contributions	-	-	-
8999	-	-	Revenue Suspense	-	-	-
8698	-	-	Erate Revenues	-	-	-
8688	-	-	In Kind Contributions	-	-	-
8683	-	-	Hawk Exchange	-	-	-
8686	-	-	Annual Campaign	-	-	-
8980	-	-	Student Lunch Revenue	-	-	-
8984	-	-	Student Body (ASB) Fundraising	-	-	-
8XXX	-	-	0	-	-	-
8XXX	-	-	0	-	-	-
8XXX	-	-	0	-	-	-
TOTAL LOCAL REVENUE				518,605.88	518,605.88	-
TOTAL REVENUE				5,560,218.34	5,560,218.34	-

ACCT	ACCOUNT NAME	2022-23 ADOPTED	2022-23 REVISED	VARIANCE
4000 - BOOKS AND SUPPLIES				
4100	Approved Textbooks and Core Curricula Materials	35,000.00	35,000.00	-
4200	Books and Other Reference Materials	20,000.00	20,000.00	-
4300	Materials and Supplies	75,000.00	75,000.00	-
4315	Classroom Materials and Supplies	20,000.00	20,000.00	-
4342	Materials for Athletics	-	-	-
4381	Materials for Plant Maintenance	35,000.00	35,000.00	-
4382	Transportaion Fuel	1,030.00	1,030.00	-
4400	Noncapitalized Equipment	50,000.00	50,000.00	-
4410	Software and Software License	50,000.00	50,000.00	-
4430	General Student Equipment	25,000.00	25,000.00	-
4700	Food and Food Supplies	170,000.00	170,000.00	-
4XXX	0	-	-	-
TOTAL BOOKS AND SUPPLIES		481,030.00	481,030.00	-
5000 - SERVICES AND OTHER OPEX				
5200	Travel and Conferences	20,000.00	20,000.00	-
5210	Professional Development	40,000.00	40,000.00	-
5300	Dues and Memberships	11,845.00	11,845.00	-
5400	Insurance	46,000.00	46,000.00	-
5450	Property Tax	-	-	-
5500	Operation and Housekeeping Services/Supplies	60,000.00	60,000.00	-
5501	Utilities	25,750.00	25,750.00	-
5505	Student Transportation / Field Trips	-	-	-
5600	Space Rental/Leases Expense	325,000.00	325,000.00	-
5601	Building Maintenance	15,000.00	15,000.00	-
5602	Other Space Rental	0.00	0.00	-
5605	Equipment Rental/Lease Expense	25,000.00	25,000.00	-
5610	Equipment Repair	0.00	0.00	-
5710	Other CRF Expenses	-	-	-
5800	Professional/Consulting Services and Operating Expenditures	90,000.00	90,000.00	-
5803	Banking and Payroll Service Fees	18,000.00	18,000.00	-
5805	Legal Services	10,000.00	10,000.00	-
5806	Audit Services	10,860.00	10,860.00	-
5807	Legal Settlements	-	-	-
5810	Educational Consultants	115,360.00	115,360.00	-
5811	Student Transportation / Events	0.00	0.00	-
5812	Other Student Activities	5,000.00	5,000.00	-
5815	Advertising / Recruiting	30,000.00	30,000.00	-
5820	Fundraising Expense	500.00	500.00	-
5830	Field Trips	150,000.00	150,000.00	-
5836	Transportation Services	50,000.00	50,000.00	-
5842	Services Student Athletics/Activities	1,500.00	1,500.00	-
5850	Scholarships	50,000.00	50,000.00	-
5873	Financial Services	100,000.00	100,000.00	-
5874	Personnel Services	1,000.00	1,000.00	-
5875	District Oversight Fee	43,430.72	43,430.72	-
5877	IT Services	60,000.00	60,000.00	-
5890	Interest Expense / Misc. Fees	2,000.00	2,000.00	-
5891	Sale of Revenues Fees and Discounts (CAM)	-	-	-
5900	Communications	45,000.00	45,000.00	-
5999	Expense Suspense	-	-	-
5XXX	0	-	-	-
TOTAL SERVICES AND OTHER OPEX		1,351,245.72	1,351,245.72	-
6000 - CAPITAL OUTLAY				
6900	Depreciation Expense	30,363.46	30,363.46	-
6XXX	0	-	-	-
TOTAL DEPRECIATION		30,363.46	30,363.46	-
7000 - OTHER OUTGOING				

7000	Misc Expense	-	-	-
7141	Special Education Encroachment	215,212.62	215,212.62	-
7438	Debt Service Interest	500.00	500.00	-
7XXX	0	-	-	-
<i>TOTAL OTHER OUTGOING</i>		215,712.62	215,712.62	-
<i>TOTAL EXPENSES</i>		2,078,351.80	2,078,351.80	-