

**RONALD REAGAN CHARTER SCHOOL ALLIANCE**

**Sycamore Academy of Science and Cultural Arts**

**REGULAR Board Meeting Agenda**

Renaissance Plaza

32326 Clinton Keith Road, Suite 202

Wildomar, CA 92595

Phone: (951) 678-5217

**January 28, 2014 TIME @ 6:00 p.m.**

Board Members Participating by Teleconference:

NONE

**Board Members**

William Sampson, President

Roland Skumawitz, Secretary/Treasurer

Ingrid Flores

Craig Richter

**1.0 CALL TO ORDER**

Introduction of Guests

The meeting was called to order by the \_\_\_\_\_ at \_\_\_\_\_.

**2.0 OPEN GENERAL SESSION**

**ROLL CALL**

**Present**

**Absent**

Mr. William Sampson

\_\_\_\_\_

Mr. Roland Skumawitz

\_\_\_\_\_

Dr. Ingrid Flores

\_\_\_\_\_

Mr. Craig Richter

\_\_\_\_\_

Other guests present:

**3.0 INVITATION TO ADDRESS THE BOARD, CLOSED SESSION ITEMS:** Comments

should be limited to 3 minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

**4.0 CLOSED SESSION:**

Adjourn to Closed Session at \_\_\_\_\_(time).

**5.0 RECONVENE OPEN GENERAL SESSION:**

The board reconvened to General Session at \_\_\_\_\_(time).

**ROLL CALL**

**Present**

**Absent**

Mr. William Sampson

\_\_\_\_\_

Mr. Roland Skumawitz

\_\_\_\_\_

Dr. Ingrid Flores \_\_\_\_\_  
 Mr. Craig Richter \_\_\_\_\_

Other guests present:

**6.0 PLEDGE OF ALLEGIANCE**

**7.0 APPROVAL OF THE AGENDA**

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

| ROLL CALL            | Aye   | Nay   | Abstentions |
|----------------------|-------|-------|-------------|
| Mr. William Sampson  | _____ | _____ | _____       |
| Mr. Roland Skumawitz | _____ | _____ | _____       |
| Dr. Ingrid Flores    | _____ | _____ | _____       |
| Mr. Craig Richter    | _____ | _____ | _____       |

**8.0 REPORT OUT OF CLOSED SESSION, IF APPLICABLE:**

**9.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:** Comments should be limited to 3 minutes. Unless an item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. The Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer the matter to the next agenda.

**10.0 INFORMATION ITEMS:**

**10.1 School Report**

Teachers will update the board on school activities.

Presented by: Sycamore Academy Teachers.

**10.2 Disclosure of Purchase and Sale Agreement for the Purchase of Real Property**

Pursuant to Cal. Govt. Code section 54957.1(a)(1)(B), the Governing Board of Ronal Reagan Charter School Alliance hereby discloses the Board's approval of an Agreement for the Purchase and Sale of Real Property located at 23151 Palomar Street, Wildomar, California. Final approval of the Agreement was made by the other party to the Agreement on or about January 17, 2014.

The Board vote to approve the Purchase and Sale Agreement was as follows:

| ROLL CALL            | Aye    | Nay   | Abstentions |
|----------------------|--------|-------|-------------|
| Mr. William Sampson  | X_____ | _____ | _____       |
| Mr. Roland Skumawitz | X_____ | _____ | _____       |
| Dr. Ingrid Flores    | X_____ | _____ | _____       |
| Mr. Craig Richter    | X_____ | _____ | _____       |

**10.3 Ed Tec Financial Update Report (Attachment 10.3)**

Presentation of the status of our school's finances

Presented by: Jennie Bartkowiak, Ed Tec, client manager

**10.4 Director Report/Special Education Report**

Report on school business and Special Education

Presented by: Barbara Hale, Director/Principal and SASCA's Special Education Liaison

**10.5 Enrollment Data and Attendance Report (Attachment 10.5)**

Current enrollment data submissions.

Presented by: Laura Girard, Secretary

**11.0 CONSENT CALENDAR**

**11.1 Approval of the Minutes: November 19, 2013 (Attachment 11.1)**

**11.2 Approval of the Minutes: December 19, 2013 (Attachment 11.2)**

**11.3 Approval of the Check Register for November 2013 and December 2013 (Attachment 11.3)**

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

**ROLL CALL**

Mr. William Sampson

Mr. Roland Skumawitz

Dr. Ingrid Flores

Mr. Craig Richter

**Aye**

**Nay**

**Abstentions**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

**12.0 PRESENTATION ITEMS:**

**12.1 Presentation of the School Site Committee Regarding the Slate of Proposed Board Members Presented to the Governing Board**

Pursuant to the Ronald Reagan Charter School Alliance, Articles of Incorporation and Bylaws, the School Site Committee Chair will present the proposed slate of board member candidates to the Governing Board members for consideration and action.

**13.0 ACTION ITEMS:**

**13.1 Board Member Election for Ronald Reagan Charter School Alliance, Inc.**

**Presented by: Barbara Hale, Director/Principal**

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

| <b>ROLL CALL</b>     | <b>Aye</b> | <b>Nay</b> | <b>Abstentions</b> |
|----------------------|------------|------------|--------------------|
| Mr. William Sampson  | _____      | _____      | _____              |
| Mr. Roland Skumawitz | _____      | _____      | _____              |
| Dr. Ingrid Flores    | _____      | _____      | _____              |
| Mr. Craig Richter    | _____      | _____      | _____              |

**13.2 SARC (Attachment 13.2)**

**Review and approve SARC (School Accountability Report Card) for 2013/14**

**Presented by: Barbara Hale, Director/Principal**

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

| <b>ROLL CALL</b>     | <b>Aye</b> | <b>Nay</b> | <b>Abstentions</b> |
|----------------------|------------|------------|--------------------|
| Mr. William Sampson  | _____      | _____      | _____              |
| Mr. Roland Skumawitz | _____      | _____      | _____              |
| Dr. Ingrid Flores    | _____      | _____      | _____              |
| Mr. Craig Richter    | _____      | _____      | _____              |

**14.0 BOARD COMMENTS**

The Governing Board will take comments/updates from fellow board members, and the Director/Principal for future agenda issues.

**15.0 ADJOURNMENT**

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

| <b>ROLL CALL</b>     | <b>Aye</b> | <b>Nay</b> | <b>Abstentions</b> |
|----------------------|------------|------------|--------------------|
| Mr. William Sampson  | _____      | _____      | _____              |
| Mr. Roland Skumawitz | _____      | _____      | _____              |
| Dr. Ingrid Flores    | _____      | _____      | _____              |
| Mr. Craig Richter    | _____      | _____      | _____              |

The meeting was adjourned at \_\_\_\_\_.

**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

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

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

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

**SPECIAL PRESENTATIONS MAY BE MADE**

Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Sycamore Academy of Science and Cultural Arts

Telephone, (951) 678-5217;

**FOR MORE INFORMATION**

For more information concerning this agenda, please contact Sycamore Academy of Science and Cultural Arts

Telephone, (951) 678-5217.

# Sycamore Academy of Science & Cultural Arts

## Financial Update



January 28, 2014

Jennie Bartkowiak

# Agenda

- ▣ CA State Budget Update
- ▣ P1 ADA
- ▣ Current Revenue Forecast
- ▣ Current Expense Forecast
- ▣ YTD Actuals
- ▣ Cash Flow Forecast
- ▣ Exhibits
  - ▣ Cash Flow
  - ▣ Dec. 2013 YTD Financials
  - ▣ Nov. & Dec. 2013 Check Registers

# State Budget Update

Governor's budget proposal for 2014-15 includes huge improvements for education funding.

- **Total increase of nearly \$10 billion dollars for education funding**
- **Increase in funding will primarily be used to implement the Local Control Funding Formula and to pay down deferrals**
  - The state would allocate \$4.5B towards implementation of the LCFF
    - Would close 28% of the remaining gap towards school's target rate
    - Combined with 2013-14, schools will be 36.5% of the way to reaching target funding rate
    - Funding rate for SASCAs would increase to **\$6,548** per ADA, an increase of **\$530** over the 2013-14 rates
    - A very strong start towards reaching full target rate of \$7,925 over eight years as was originally planned
- **State would completely eliminate the remaining deferrals that currently exist in April, May, and June (details included on next slide)**
  - California would be deferral free for the first time in over ten years



# State Budget Update

State cash flow is significantly healthier this year than previous years.

- State cash flow is much improved this year due to reduction in deferrals and the quarterly EPA payment

Expected 13-14 Cash Flow

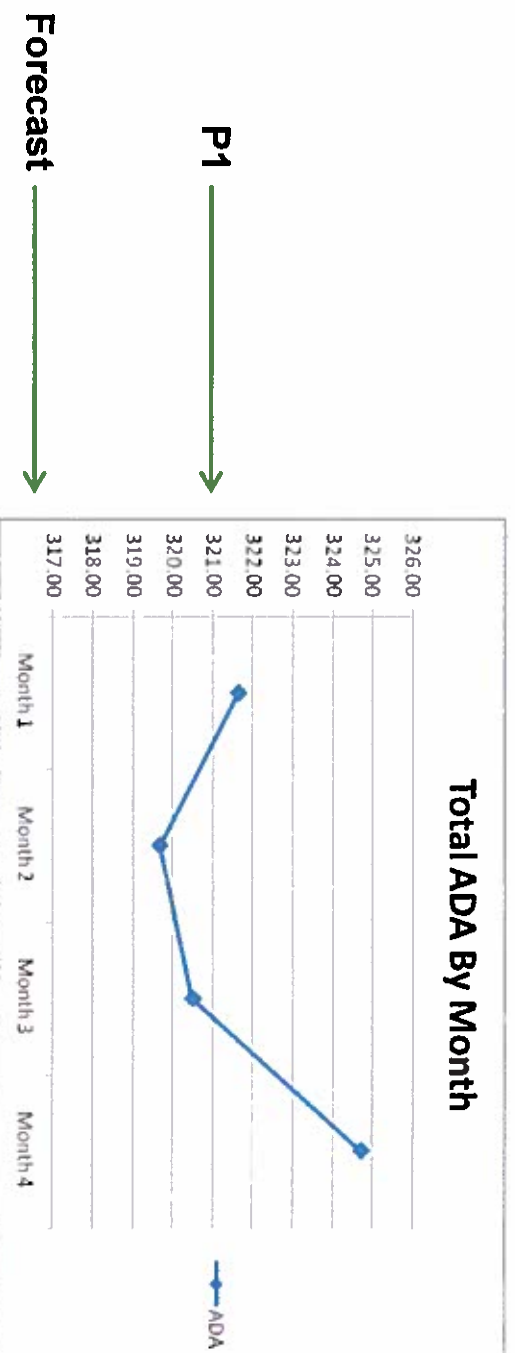
| General Purpose      | Jul                             | Aug   | Sep    | Oct   | Nov   | Dec   | Jan   | Feb   | Mar    | Apr                  | May    | Jun    | July     |
|----------------------|---------------------------------|-------|--------|-------|-------|-------|-------|-------|--------|----------------------|--------|--------|----------|
| State Aid - Standard | 5.00%                           | 5.00% | 9.00%  | 9.00% | 9.00% | 9.00% | 9.00% | 9.00% | 9.00%  | 9.00%                | 9.00%  | 9.00%  | 3.42%    |
| Deferral             |                                 |       |        |       |       |       |       |       |        | -3.42%               | -8.82% | -9.00% | 8.82%    |
| Deferral             |                                 |       |        |       |       |       |       |       |        |                      |        |        | 9.00%    |
| Deferral             |                                 |       |        |       |       |       |       |       |        |                      |        |        | 9.00%    |
| State Aid - Adjusted | 5.00%                           | 5.00% | 9.00%  | 9.00% | 9.00% | 9.00% | 9.00% | 9.00% | 9.00%  | 5.58%                | 0.18%  | 0.00%  | 21.24%   |
| EPA                  | 0%                              | 0%    | 25%    | 0%    | 0%    | 25%   | 0%    | 0%    | 25%    | 0%                   | 0%     | 25%    | 7.00%    |
| Property Tax         | 0.00%                           | 6.00% | 12.00% | 8.00% | 8.00% | 8.00% | 8.00% | 8.00% | 14.00% | 7.00%                | 7.00%  | 7.00%  | 7.00%    |
|                      | Payments Based of Prior Year P2 |       |        |       |       |       |       |       |        | Payments Based on P1 |        |        | P2 Final |

- For SASCA, the reduced deferrals result in about \$35K increased cash in May and June
  - Note: Exact impact of deferrals will depend on exact cash flow numbers, which will be released when the CDE certifies P1 around Feb 20<sup>th</sup>
- Possible that deferral schedule could change, but unlikely to be worse than currently projected given the state's strong cash position
- The preliminary projections for 2014-15 are that there will be no deferrals and that cash flow will follow the standard schedule

# 2013-14 P1 ADA Update

SASCA's P1 ADA was 321.3. ADA increased from the second attendance month until the P1 cutoff.

- ❑ SASCA's P1 ADA of 321.3 is slightly higher than the forecasted ADA of 313.6.
  - ❑ Enrollment increased by 11 (325 to 336)
  - ❑ Attendance rate is consistent with forecast of 96.5%, slightly higher in some months
- ❑ SASCA experienced an increase in ADA since M2. In the past, however, ADA typically levels off or declines throughout the school year.



Enrollment & Attendance Rate decreased slightly in M2, then increased in M3 and M4

SASCA's ADA forecast will remain conservative at 316.8 to allow for possible attrition, however, spring cash payments will be based on 321.3.

# Current Revenue Forecast: Dec. YTD Update

The revenue forecast has increased this month, due to increasing the ADA forecast.

- ❑ **Increases to Revenue Forecast = \$21.1K**
  - Current enrollment from P1 is 336; we conservatively budgeted for 325
  - This month we increased the forecast to 330 enrolled (still conservative)
  - Forecasted revenues have increased \$21K as a result
- ❑ **Decreases to Revenue Forecast = \$0**

## Current Revenue Forecast

- + \$21.1K more than last month's forecast
- + \$51.4K more than board approved budget (Oct.)

# Current Expense Forecast: Dec. YTD Update

Expenses have increased since last month's update, due to substitutes and marketing expense.

- **Increases to Expense Forecast: \$15K**
  - \$7.5K: Increased forecast for substitutes due to high sub use in Nov and Dec
  - \$4.6K: Increased forecast for line items running over budget
    - Security
    - Marketing (specifically JD Promotions)
  - \$3K: Due to revenue and/or enrollment dependent expenses such as Special Education Encroachment, District Oversight, Business Services
- **Decreases to Expense Forecast: \$0**

## Current Expense Forecast

- + \$15K more than last month's forecast
- + \$20K more than board approved budget (Oct.)

# 2013-14 Current Forecast: Dec. Update

The current forecast for operating income is \$231K after depreciation.

|   | Approved<br>Budget (Oct) | Current<br>Forecast | Variance<br>(Previous vs.<br>Current Forecast) | Variance<br>(Budget vs.<br>Current Forecast) |
|---|--------------------------|---------------------|--|--|
| <b>SUMMARY</b>                                      |                          |                     |  |  |
| <b>Revenue</b>                                      |                          |                     |  |  |
| General Block Grant                                 | 1,856,000                | 1,904,670           | 19,533   | 48,671                                       |
| Federal Revenue                                     | -                        | -                   | -  | -  |
| Other State Revenues                                | 110,678                  | 113,025             | 1,536  | 2,346  |
| Local Revenues                                      | 206,221                  | 206,571             | -  | 350  |
| Fundraising and Grants                              | 26,189                   | 26,189              | -  | -  |
| <b>Total Revenue</b>                                | <b>2,199,088</b>         | <b>2,250,455</b>    | <b>21,069</b>                                  | <b>51,367</b>                                |
| <b>Expenses</b>                                     |                          |                     |  |  |
| Compensation and Benefits                           | 1,067,282                | 1,074,759           | (7,476)  | (7,476)                                      |
| Books and Supplies                                  | 102,970                  | 102,971             | (1)  | (1)  |
| Services and Other Operating Expenditures           | 785,733                  | 798,271             | (7,748)  | (12,539)                                     |
| Capital Outlay                                      | -                        | -                   | -  | -  |
| <b>Total Expenses</b>                               | <b>1,955,985</b>         | <b>1,976,001</b>    | <b>(15,226)</b>                                | <b>(20,016)</b>                              |
| <b>Operating Income (excluding Depreciation)</b>    | <b>243,104</b>           | <b>274,454</b>      | <b>5,843</b>                                   | <b>31,351</b>                                |
| <i>Operating Income (including Depreciation)</i>    | 200,427                  | 231,777             | 5,843  | 31,351                                       |
| <b>Fund Balance</b>                                 |                          |                     |  |  |
| Beginning Balance (Audited)                         | 658,425                  | 658,425             |  |  |
| Operating Income (including Depreciation)           | 200,427                  | 231,777             |  |  |
| <b>Ending Fund Balance (including Depreciation)</b> | <b>858,852</b>           | <b>890,202</b>      |  |  |
| Ending Fund Balance as % of Operating Expenditures  | 44%                      | 45%                 |  |  |



# 2013-14 YTD Actuals: Dec. Update

SASCA is tracking approximately \$12K ahead of the board approved budget (ahead = more positive).

- **Revenues: \$17K behind board approved budget**
  - District is behind on Property Tax payments for Nov and Dec.
  - 2<sup>nd</sup> apportionment for Common Core received a month earlier than expected
- **Expenses: \$29K slower than board approved budget**
  - Slower than planned spending on some books and supplies, including computers and textbooks

## YTD Actuals

**+ \$12K** ahead of board approved budget  
[Only impacts timing, not overall forecast]

# 2013-14 YTD Actuals: Dec. Update

SASCA is tracking approximately \$12K ahead of the board approved budget (ahead = more positive).

|  | Budget vs. Actual |                  |                                  |
|--|-------------------|------------------|----------------------------------|
|  | Actual YTD        | Budget YTD       | Variance<br>(YTD less<br>Budget) |
| <b>SUMMARY</b>                                   |                   |                  |                                  |
| <b>Revenue</b>                                   |                   |                  |                                  |
| General Block Grant                              | 558,744           | 615,308          | (56,564)                         |
| Federal Revenue                                  | -                 | -                | -                                |
| Other State Revenues                             | 70,559            | 29,400           | 41,159                           |
| Local Revenues                                   | 4,745             | 6,043            | (1,298)                          |
| Fundraising and Grants                           | 10,086            | 10,476           | (389)                            |
| <b>Total Revenue</b>                             | <b>644,134</b>    | <b>661,227</b>   | <b>(17,093)</b>                  |
| <b>Expenses</b>                                  |                   |                  |                                  |
| Compensation and Benefits                        | 467,475           | 476,032          | 8,557                            |
| Books and Supplies                               | 54,975            | 72,676           | 17,701                           |
| Services and Other Operating Expenditures        | 366,638           | 369,434          | 2,796                            |
| Capital Outlay                                   | -                 | -                | -                                |
| <b>Total Expenses</b>                            | <b>889,088</b>    | <b>918,142</b>   | <b>29,054</b>                    |
| <b>Operating Income (excluding Depreciation)</b> | <b>(244,954)</b>  | <b>(256,915)</b> | <b>11,962</b>                    |
| <b>Operating Income (including Depreciation)</b> | <b>(244,954)</b>  | <b>(256,915)</b> | <b>11,962</b>                    |

# Cash Flow Forecast

**Based on current assumptions, Sycamore Academy is still expected to have a positive cash balance in all months this school year.**

- Under current assumptions, SASCA will not have a cash need in 13-14
- Currently, the average ending cash balance in Jan – June is about \$545K
- \$195K is expected from LEUSD in June for the in-lieu agreement
- State will certify P1 apportionments (March-June) around Feb 20th; our cash flow forecast is conservative and we do not expect Sycamore to incur a cash need
- SASCA has started to incur Pre-Construction Costs; while the cash flow can handle these costs, it is preferred that the school secure short term financing (approximately 6 months) that will roll over to bond



- Cash Flow
- December 2013 YTD Financials
- November & December Check Registers

## EXHIBITS

Sycamore Academy  
Monthly Cash Forecast  
As of most recent monthly close

|                                     | 2013/14            |               |               |               |               |               |                  |                  |                  |                  |                  |                  |           |         | Forecast | AP/R |
|-------------------------------------|--------------------|---------------|---------------|---------------|---------------|---------------|------------------|------------------|------------------|------------------|------------------|------------------|-----------|---------|----------|------|
|                                     | Actual & Projected |               |               |               |               |               |                  |                  |                  |                  |                  |                  |           |         |          |      |
|                                     | Jul<br>Actual      | Aug<br>Actual | Sep<br>Actual | Oct<br>Actual | Nov<br>Actual | Dec<br>Actual | Jan<br>Projected | Feb<br>Projected | Mar<br>Projected | Apr<br>Projected | May<br>Projected | Jun<br>Projected |           |         |          |      |
| Beginning Cash                      | \$216,813          | 609,672       | 673,766       | 607,736       | 519,446       | 517,657       | 469,339          | 499,638          | 481,643          | 521,096          | 631,323          | 608,475          |           |         |          |      |
| Revenue                             |                    |               |               |               |               |               |                  |                  |                  |                  |                  |                  |           |         |          |      |
| General Block Grant                 | -                  | 56,992        | 57,105        | 167,305       | 174,298       | 102,934       | 256,351          | 124,883          | 183,323          | 251,877          | 107,613          | 27,659           | 1,904,670 | 392,021 |          |      |
| Federal Income                      | -                  | -             | -             | -             | -             | -             | -                | -                | -                | -                | -                | -                | -         | -       |          |      |
| Other State Income                  | -                  | 844           | 29,400        | 5,991         | 719           | 33,604        | (6,750)          | 11,306           | 86               | 86               | 11,306           | 86               | 113,025   | 26,346  |          |      |
| Local Revenues                      | -                  | 1,950         | 1,671         | (376)         | 1,500         | -             | 1,878            | 990              | 990              | 990              | 990              | 990              | 195,860   | -       |          |      |
| Fundraising and Grants              | 15                 | 85            | 308           | 5,413         | 745           | 3,521         | 3,006            | 2,619            | 2,619            | 2,619            | 2,619            | 2,619            | 206,571   | -       |          |      |
| Total Revenue                       | 15                 | 69,871        | 88,584        | 178,333       | 177,232       | 140,069       | 266,488          | 139,797          | 187,918          | 256,571          | 122,527          | 226,663          | 2,250,456 | 418,367 |          |      |
| Expenses                            |                    |               |               |               |               |               |                  |                  |                  |                  |                  |                  |           |         |          |      |
| Compensation & Benefits             | 15,472             | 85,465        | 88,418        | 91,472        | 84,999        | 101,646       | 107,675          | 89,809           | 89,909           | 87,605           | 87,605           | 144,760          | 1,074,759 | -       |          |      |
| Books & Supplies                    | 8,127              | 11,978        | 10,383        | 10,224        | 6,554         | 7,708         | 24,852           | 4,629            | 4,629            | 4,629            | 4,629            | 4,629            | 102,871   | -       |          |      |
| Services & Other Operating Expenses | 83,812             | 53,374        | 41,137        | 60,865        | 50,322        | 67,129        | 78,868           | 51,110           | 51,110           | 51,110           | 51,110           | 148,327          | 799,271   | -       |          |      |
| Capital Outlay                      | -                  | -             | -             | -             | -             | -             | -                | -                | -                | -                | -                | -                | -         | -       |          |      |
| Total Expenses                      | 117,410            | 160,819       | 139,938       | 162,661       | 141,876       | 176,486       | 211,396          | 145,548          | 145,548          | 143,344          | 143,344          | 297,736          | 1,976,001 | -       |          |      |
| Operating Cash Inflow (Outflow)     | (117,396)          | (90,948)      | (61,372)      | 15,622        | 36,368        | (36,426)      | 45,093           | (6,751)          | 41,670           | 113,228          | (20,816)         | (71,183)         | 274,454   | 418,367 |          |      |
| Revenues - Prior Year Accruals      | 556,598            | 146,593       | -             | 7,879         | 242           | -             | -                | -                | -                | -                | -                | -                | -         | -       |          |      |
| Expenses - Prior Year Accruals      | (10,082)           | (3,725)       | (108,970)     | -             | -             | -             | -                | -                | -                | -                | -                | -                | -         | -       |          |      |
| Accounts Receivable - Current Year  | -                  | -             | -             | -             | -             | -             | -                | -                | -                | -                | -                | -                | -         | -       |          |      |
| Accounts Payable - Current Year     | (23,389)           | 13,530        | 96,251        | (89,453)      | (25,216)      | 41            | (2,510)          | -                | -                | -                | -                | -                | -         | -       |          |      |
| Summer/holdback for Teachers        | (37,525)           | 3,340         | 2,786         | 3,070         | 3,070         | 3,349         | 3,000            | 3,000            | 3,000            | 3,000            | 3,000            | 3,000            | 3,000     | -       |          |      |
| Loans Payable (Current)             | -                  | -             | -             | -             | -             | -             | -                | -                | -                | -                | -                | -                | -         | -       |          |      |
| Loans Payable (Long Term)           | (4,628)            | (4,706)       | (4,706)       | (25,619)      | (15,242)      | (15,282)      | (15,284)         | (15,324)         | (4,948)          | (4,990)          | (5,031)          | (5,073)          | -         | -       |          |      |
| Capital Leases Payable              | -                  | -             | -             | -             | -             | -             | -                | -                | -                | -                | -                | -                | -         | -       |          |      |
| Other Long Term Debt                | -                  | -             | -             | -             | -             | -             | -                | -                | -                | -                | -                | -                | -         | -       |          |      |
| Capital Expenditure & Depreciation  | -                  | -             | -             | -             | -             | -             | -                | -                | -                | -                | -                | -                | -         | -       |          |      |
| Other Balance Sheet Changes         | 30,281             | -             | -             | -             | -             | -             | -                | -                | -                | -                | -                | -                | -         | -       |          |      |
| Ending Cash                         | \$609,672          | 673,766       | 607,736       | 519,446       | 517,657       | 469,339       | 499,638          | 481,643          | 521,096          | 631,323          | 608,475          | 608,475          | 636,220   |         |          |      |

# Sycamore Academy

Budget vs. Actuals  
As of most recent monthly close

| SUMMARY  | Actual  |          |           |           |            |           |            |           |                            |          | Budget vs. Actual      |           |                           |  |                  |  |  |  |  |  | Budget           |  |                    |  |  |  |  |  |  |  |
|--|---------|----------|-----------|-----------|------------|-----------|------------|-----------|----------------------------|----------|------------------------|-----------|---------------------------|--|------------------|--|--|--|--|--|------------------|--|--------------------|--|--|--|--|--|--|--|
|  | Now     |          | Dec       |           | Actual YTD |           | Budget YTD |           | Variance (YTD less Budget) |          | Approved Budget (Oct.) |           | Previous Month's Forecast |  | Current Forecast |  | Variance (Previous vs. Current Forecast) |  | Variance (Budget vs. Current Forecast) |  | Budget Remaining |  | Forecast Remaining |  |  |  |  |  |  |  |
|  |         |          |           |           |            |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Revenue  |         |          |           |           |            |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| General Block Grant                                | 174,258 | 102,904  | 559,744   | 615,308   | (55,564)   | 1,856,000 | 1,895,138  | 1,904,670 | 19,533                     | 48,671   | 1,297,256              | 1,246,926 |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Federal Revenue                                    | -       | -        | -         | -         | -          | -         | -          | -         | -                          | -        | -                      | -         |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Other State Revenues                               | 719     | 33,604   | 70,559    | 29,400    | 41,159     | 110,678   | 111,489    | 113,025   | 1,356                      | 2,346    | 40,120                 | 42,466    |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Local Revenues                                     | 1,500   | -        | 4,745     | 6,043     | (1,298)    | 206,221   | 206,571    | 206,571   | -                          | 350      | 201,476                | 201,836   |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Fundraising and Grants                             | 745     | 3,521    | 10,086    | 10,476    | (389)      | 26,189    | 26,189     | 26,189    | -                          | -        | 16,103                 | 16,103    |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Total Revenue                                      | 177,232 | 140,069  | 644,134   | 661,227   | (17,093)   | 2,193,088 | 2,229,387  | 2,250,465 | 21,069                     | \$1,367  | 1,564,964              | 1,606,321 |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Expenses   |         |          |           |           |            |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Compensation and Benefits                          | 84,999  | 101,648  | 467,475   | 478,032   | 8,557      | 1,087,282 | 1,087,282  | 1,074,759 | (7,476)                    | (7,476)  | 599,807                | 607,284   |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Books and Supplies                                 | 6,554   | 7,708    | 54,975    | 72,676    | 17,701     | 102,970   | 102,970    | 102,971   | (1)                        | (1)      | 47,995                 | 47,996    |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Services and Other Operating Expenditures          | 50,322  | 67,129   | 366,638   | 369,434   | 2,796      | 785,733   | 790,524    | 798,271   | (7,748)                    | (12,539) | 419,095                | 431,634   |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Capital Outlay                                     | -       | -        | -         | -         | -          | 1,956,586 | 1,960,776  | 1,976,001 | (15,228)                   | (20,016) | 1,065,837              | 1,086,913 |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Total Expenses                                     | 141,875 | 176,485  | 889,068   | 918,142   | 29,064     | 2,853,586 | 2,868,511  | 2,744,484 | 5,643                      | 31,361   | 488,067                | \$19,408  |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Operating Income (excluding Depreciation)          | 35,358  | (36,426) | (244,934) | (256,915) | 11,982     | 243,104   | 268,611    | 274,484   | 5,643                      | 31,361   | 458,067                | 476,731   |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Operating Income (including Depreciation)          | 35,358  | (36,426) | (244,934) | (256,915) | 11,982     | 200,427   | 225,934    | 231,777   | 5,643                      | 31,361   | 445,381                | 476,731   |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Fund Balance                                       |         |          |           |           |            |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Beginning Balance (Audited)                        |         |          | 658,425   | 658,425   |            | 658,425   | 658,425    | 658,425   |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Operating Income (including Depreciation)          | 35,358  | (36,426) | (244,934) | (256,915) |            | 200,427   | 225,934    | 231,777   |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Ending Fund Balance (including Depreciation)       | 449,837 | 413,471  | 413,471   | 401,509   |            | 858,852   | 884,359    | 890,202   |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Ending Fund Balance as % of Operating Expenditures |         |          |           |           |            | 44%       | 45%        | 45%       |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Detail   |         |          |           |           |            |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Enrollment Summary                                 |         |          |           |           |            |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| K-3  |         |          | 202       | 207       | 215        | 5         | 13         |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| 4-6  |         |          | 118       | 118       | 115        | (3)       | -          |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| 7-8  |         |          | -         | -         | -          | -         | -          |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| 9-12   |         |          | -         | -         | -          | -         | -          |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Total Enrolled                                     |         |          | 320       | 326       | 330        | 8         | 10         |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| ADA %  |         |          |           |           |            |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| K-3  |         |          | 96.5%     | 96.5%     | 96.0%      |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| 4-6  |         |          | 96.5%     | 96.5%     | 96.0%      |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| 7-8  |         |          | 95.0%     | 95.0%     | 95.0%      |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| 9-12   |         |          | 96.0%     | 95.0%     | 95.0%      |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Average  |         |          | 96.6%     | 96.6%     | 96.0%      |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| ADA  |         |          |           |           |            |           |            |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| K-3  |         |          | 194.9     | 199.8     | 206.4      | 6.6       | 11.5       |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| 4-6  |         |          | 113.9     | 113.9     | 110.4      | -3.5      | -3.5       |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| 7-8  |         |          | 0.0       | 0.0       | 0.0        | 0.0       | 0.0        |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| 9-12   |         |          | 0.0       | 0.0       | 0.0        | 0.0       | 0.0        |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |
| Total ADA  |         |          | 208.8     | 213.6     | 216.8      | 3.2       | 8.0        |           |                            |          |                        |           |                           |  |                  |  |  |  |  |  |                  |  |                    |  |  |  |  |  |  |  |

# Sycamore Academy

Budget vs. Actuals  
As of most recent monthly close

## REVENUE

### General Purpose/Local Control Entitlement

8012 Education Protection Account  
8015 General Purpose/Local Control  
8019 State Aid - Prior Years  
8096 Charter Schools in Lieu of Prop. Taxes

### Other State Revenues

8010 Other State Appropriations - Current Year  
8011 Other State Appropriations - Prior Years  
8080 Special Ed  
8081 Special Education - Entitlement (State)  
8082 Special Education Reimbursement (State)  
8434 Class Size Reduction, Grades K-3  
8520 Child Nutrition - State  
8545 School Facilities Appropriations  
8550 Allocated Cost Reimbursements  
8560 State Lottery Revenue  
8590 All Other State Revenue  
8594 Common Core

### SUBTOTAL - Other State Income

### Other Local Revenues

8534 Food Service Sales  
8550 Leases and Rentals  
8593 Field Trips  
8599 All Other Local Revenue  
8701 In Lieu of Prop 39  
8999 Unclassified Revenue

### SUBTOTAL - Local Revenues

### Donations/Fundraising

8800 Donations - Private  
8802 Fundraising  
8903

### SUBTOTAL - Fundraising and Grants

### TOTAL REVENUE

|  | Actual  |         | Budget vs. Actual |            | Variance          |                       | Budget                    |                  | Variance                                 |                            | Forecast         |                    |
|--|---------|---------|-------------------|------------|-------------------|-----------------------|---------------------------|------------------|--|----------------------------|------------------|--------------------|
|  | Nov     | Dec     | Actual YTD        | Budget YTD | (YTD less Budget) | Approved Budget (Oct) | Previous Month's Forecast | Current Forecast | Variance (Previous vs. Current Forecast) | Budget vs Current Forecast | Budget Remaining | Forecast Remaining |
| General Purpose/Local Control Entitlement      |         |         |                   |            |                   |                       |                           |                  |  |                            |                  |                    |
| 8012 Education Protection Account              | -       | -       | 64,431            | 76,905     | (12,474)          | 332,595               | 337,817                   | 341,317          | 3,500                                    | 8,722                      | 268,164          | 276,886            |
| 8015 General Purpose/Local Control             | 102,534 | 102,904 | 423,172           | 423,172    | 0                 | 1,220,919             | 1,240,100                 | 1,253,023        | 12,922                                   | 32,112                     | 797,738          | 829,851            |
| 8019 State Aid - Prior Years                   | -       | -       | (193)             | -          | (193)             | -                     | -                         | -                | -  | -                          | 193              | 193                |
| 8096 Charter Schools in Lieu of Prop. Taxes    | 71,334  | -       | 71,334            | 115,232    | (43,898)          | 302,494               | 307,221                   | 310,331          | 3,110                                    | 7,837                      | 231,160          | 238,997            |
|  | 174,268 | 102,904 | 556,744           | 615,308    | (58,564)          | 1,856,000             | 1,885,138                 | 1,904,670        | 19,533                                   | 48,671                     | 1,297,256        | 1,345,926          |
| Other State Revenues                           |         |         |                   |            |                   |                       |                           |                  |  |                            |                  |                    |
| 8010 Other State Appropriations - Current Year | -       | -       | -                 | -          | -                 | -                     | -                         | -                | -  | -                          | -                | -                  |
| 8011 Other State Appropriations - Prior Years  | -       | -       | 6,835             | -          | 6,835             | -                     | -                         | -                | -  | -                          | (6,835)          | (6,835)            |
| 8080 Special Ed                                | -       | -       | -                 | -          | -                 | -                     | -                         | -                | -  | -                          | -                | -                  |
| 8081 Special Education - Entitlement (State)   | -       | -       | -                 | -          | -                 | -                     | -                         | -                | -  | -                          | -                | -                  |
| 8082 Special Education Reimbursement (State)   | -       | -       | -                 | -          | -                 | -                     | -                         | -                | -  | -                          | -                | -                  |
| 8434 Class Size Reduction, Grades K-3          | -       | -       | -                 | -          | -                 | -                     | -                         | -                | -  | -                          | -                | -                  |
| 8520 Child Nutrition - State                   | -       | -       | -                 | -          | -                 | -                     | -                         | -                | -  | -                          | -                | -                  |
| 8545 School Facilities Appropriations          | -       | -       | -                 | -          | -                 | -                     | -                         | -                | -  | -                          | -                | -                  |
| 8550 Allocated Cost Reimbursements             | -       | -       | 3,921             | -          | 3,921             | 4,323                 | 4,391                     | 4,435            | 44                                       | 112                        | 402              | 514                |
| 8560 State Lottery Revenue                     | -       | -       | 719               | -          | 719               | 47,555                | 48,286                    | 48,787           | 489                                      | 1,232                      | 47,555           | 48,787             |
| 8590 All Other State Revenue                   | 719     | -       | 719               | -          | 719               | 58,800                | 58,900                    | 59,083           | 719                                      | 719                        | (719)            | -                  |
| 8594 Common Core                               | -       | -       | 29,683            | 29,400     | 29,683            | -                     | -                         | -                | 283                                      | 283                        | (283)            | -                  |
|  | 719     | 33,604  | 70,559            | 29,400     | 41,159            | 110,678               | 111,489                   | 113,025          | 1,536                                    | 2,346                      | 40,120           | 42,466             |
| SUBTOTAL - Other State Income                  |         |         |                   |            |                   |                       |                           |                  |  |                            |                  |                    |
| Other Local Revenues                           |         |         |                   |            |                   |                       |                           |                  |  |                            |                  |                    |
| 8534 Food Service Sales                        | -       | -       | 100               | -          | 100               | -                     | 100                       | 100              | -  | 100                        | (100)            | -                  |
| 8550 Leases and Rentals                        | 1,500   | -       | 4,395             | 5,155      | (759)             | 9,000                 | 9,000                     | 9,000            | -  | -                          | 4,605            | 4,605              |
| 8593 Field Trips                               | -       | -       | -                 | 888        | (888)             | 2,221                 | 2,221                     | 2,221            | -  | -                          | 2,221            | 2,221              |
| 8599 All Other Local Revenue                   | -       | -       | 250               | -          | 250               | -                     | 250                       | 250              | -  | 250                        | (250)            | -                  |
| 8701 In Lieu of Prop 39                        | -       | -       | -                 | -          | -                 | 195,000               | 195,000                   | 195,000          | -  | -                          | 195,000          | 195,000            |
| 8999 Unclassified Revenue                      | -       | -       | -                 | -          | -                 | -                     | -                         | -                | -  | -                          | -                | -                  |
|  | 1,500   | -       | 4,745             | 6,043      | (1,298)           | 206,221               | 206,571                   | 206,571          | -  | 350                        | 201,476          | 207,826            |
| SUBTOTAL - Local Revenues                      |         |         |                   |            |                   |                       |                           |                  |  |                            |                  |                    |
| Donations/Fundraising                          |         |         |                   |            |                   |                       |                           |                  |  |                            |                  |                    |
| 8800 Donations - Private                       | -       | -       | 862               | 3,132      | (2,270)           | 7,829                 | 7,829                     | 7,829            | -  | -                          | 6,977            | 6,977              |
| 8802 Fundraising                               | 745     | 3,521   | 9,234             | 7,344      | 1,890             | 18,360                | 18,360                    | 18,360           | -  | -                          | 9,126            | 9,126              |
| 8903   | -       | -       | -                 | -          | -                 | -                     | -                         | -                | -  | -                          | -                | -                  |
|  | 745     | 3,521   | 10,096            | 10,476     | (380)             | 26,189                | 26,189                    | 26,189           | -  | -                          | 16,103           | 16,103             |
| SUBTOTAL - Fundraising and Grants              |         |         |                   |            |                   |                       |                           |                  |  |                            |                  |                    |
|  | 745     | 3,521   | 10,096            | 10,476     | (380)             | 26,189                | 26,189                    | 26,189           | -  | -                          | 16,103           | 16,103             |
| TOTAL REVENUE                                  | 174,232 | 140,689 | 644,134           | 681,227    | (37,093)          | 2,159,088             | 2,228,387                 | 2,250,465        | 21,087                                   | 67,367                     | 1,664,364        | 1,696,321          |

# Sycamore Academy

Budget vs Actuals  
As of most recent monthly close

| EXPENSES   | Budget vs. Actual |               |                |                |                   |                    |                          |                  |  |                  |
|--|-------------------|---------------|----------------|----------------|-------------------|--------------------|--------------------------|------------------|--|------------------|
|  | Actual            |               | Budget         |                | Variance          |                    | Budget                   |                  | Variance                                 |                  |
|  | Nov               | Dec           | Actual YTD     | Budget YTD     | (YTD less Budget) | Approved (YTD Oct) | Previous Months Forecast | Current Forecast | Variance (Previous vs. Current Forecast) | Budget Remaining |
| <b>Compensation &amp; Benefits</b>                         |                   |               |                |                |                   |                    |                          |                  |  |                  |
| 1000 Certified Salaries                                    | -                 | -             | 245,744        | 234,916        | (10,828)          | 516,816            | 516,816                  | 516,816          | -  | 271,072          |
| 1100 Teachers Salaries                                     | 46,552            | 56,249        | 8,640          | 8,545          | (2,085)           | 14,400             | 14,400                   | 14,400           | -  | 5,760            |
| 1103 Teacher - Substitute Pay                              | 2,310             | 2,080         | 42,364         | 42,955         | 591               | 94,500             | 94,500                   | 94,500           | -  | 52,136           |
| 1300 Certified Supervisor & Administrator Salaries         | 8,273             | 9,273         | -              | -              | -                 | 55,000             | 55,000                   | 55,000           | -  | 55,000           |
| 1400 Certified Bonuses & Extra Pay                         | -                 | -             | -              | -              | -                 | -                  | -                        | -                | -  | -                |
| <b>SUBTOTAL - Certified Employees</b>                      | <b>67,135</b>     | <b>67,601</b> | <b>296,748</b> | <b>284,416</b> | <b>(12,331)</b>   | <b>680,716</b>     | <b>680,716</b>           | <b>680,716</b>   | <b>-</b>                                 | <b>383,968</b>   |
| <b>Classified Salaries</b>                                 |                   |               |                |                |                   |                    |                          |                  |  |                  |
| 2000 Classified Instructional Aide Salaries                | 8,483             | 8,494         | 34,230         | 32,727         | (1,503)           | 72,000             | 72,000                   | 86,000           | (13,000)                                 | 37,769           |
| 2100 Classified Clerical & Office Salaries                 | 3,182             | 4,182         | 16,509         | 21,818         | 4,909             | 48,000             | 48,000                   | 36,000           | 13,000                                   | 31,091           |
| 2600 Classified Bonuses & Extra Pay                        | -                 | -             | -              | -              | -                 | 6,000              | 6,000                    | 6,000            | -  | 6,000            |
| 2900 Classified Other Salaries                             | 2,062             | 3,062         | 11,309         | 10,309         | (1,000)           | 22,680             | 22,680                   | 22,680           | -  | 11,371           |
| 2935 Other Classified - Substitute                         | 734               | 832           | 4,461          | 727            | (3,734)           | 1,600              | 1,600                    | 7,600            | (6,000)                                  | (2,861)          |
| <b>SUBTOTAL - Classified Employees</b>                     | <b>14,470</b>     | <b>16,650</b> | <b>66,510</b>  | <b>64,892</b>  | <b>(1,720)</b>    | <b>160,280</b>     | <b>160,280</b>           | <b>166,280</b>   | <b>(6,000)</b>                           | <b>83,379</b>    |
| <b>Employee Benefits</b>                                   |                   |               |                |                |                   |                    |                          |                  |  |                  |
| 3000 PERS  | 4,657             | 5,508         | 24,237         | 21,588         | (2,688)           | 51,622             | 51,622                   | 51,622           | -  | 27,386           |
| 3100 PERS  | 600               | 600           | 3,000          | 2,851          | (149)             | 6,766              | 6,766                    | 7,453            | (686)                                    | 3,768            |
| 3300 CASDI-Medicaid-Alternative                            | 1,924             | 2,246         | 9,329          | 10,479         | 1,150             | 24,987             | 24,987                   | 26,446           | (459)                                    | 15,658           |
| 3400 Health & Welfare Benefits                             | 6,178             | 7,444         | 52,482         | 73,500         | 21,038            | 126,000            | 126,000                  | 128,000          | -  | 73,538           |
| 3500 Unemployment Insurance                                | 35                | 42            | 245            | 3,859          | 3,694             | 7,797              | 7,797                    | 7,992            | (194)                                    | 7,552            |
| 3600 Workers Comp Insurance                                | -                 | 1,438         | 14,345         | 13,737         | (607)             | 19,113             | 19,113                   | 19,251           | (138)                                    | 4,768            |
| 3700 Retiree Benefits                                      | -                 | -             | -              | -              | -                 | -                  | -                        | -                | -  | -                |
| 3800 PERS Reduction  | -                 | -             | -              | -              | -                 | -                  | -                        | -                | -  | -                |
| 3900 Other Employee Benefits                               | -                 | 200           | 200            | -              | (200)             | -                  | -                        | -                | -  | (200)            |
| <b>SUBTOTAL - Employee Benefits</b>                        | <b>13,384</b>     | <b>17,477</b> | <b>103,817</b> | <b>126,064</b> | <b>22,217</b>     | <b>236,286</b>     | <b>236,286</b>           | <b>237,763</b>   | <b>(1,476)</b>                           | <b>137,489</b>   |
| <b>Books &amp; Supplies</b>                                |                   |               |                |                |                   |                    |                          |                  |  |                  |
| 4000 Approved Textbooks & Core Curricula Materials         | -                 | -             | 4,192          | 13,062         | 8,869             | 15,060             | 15,060                   | 15,060           | -  | 10,868           |
| 4100 Books & Other Reference Materials                     | 135               | 337           | 906            | 894            | (24)              | 1,000              | 1,000                    | 1,000            | -  | 112              |
| 4315 Catalogal Supplies                                    | 344               | 1,307         | 5,047          | 2,272          | (2,775)           | 4,544              | 4,544                    | 7,047            | (2,503)                                  | (500)            |
| 4320 Educational Software                                  | -                 | -             | 2,529          | 2,192          | (338)             | 2,529              | 2,529                    | 2,529            | (0)                                      | (0)              |
| 4325 Instructional Materials & Supplies                    | 2,498             | 1,086         | 7,888          | 6,477          | (1,511)           | 16,193             | 16,193                   | 13,690           | 2,503                                    | 5,702            |
| 4330 Office Supplies                                       | 696               | 933           | 6,316          | 6,396          | 51                | 12,733             | 12,733                   | 12,733           | -  | 6,417            |
| 4345 PE Supplies   | -                 | -             | 1,585          | 1,374          | (212)             | 1,585              | 1,585                    | 4,833            | (3,248)                                  | (0)              |
| 4345 Non Instructional Student Materials & Supplies        | 1,244             | 486           | 4,662          | 4,189          | (473)             | 4,833              | 2,500                    | 4,833            | -  | 171              |
| 4352 SCENL Conference Expenses                             | -                 | -             | -              | 1,000          | 1,000             | 3,570              | 3,466                    | 3,466            | -  | 2,500            |
| 4410 Classroom Furniture, Equipment & Supplies             | 150               | -             | 3,356          | 3,064          | (162)             | 35,175             | 35,175                   | 35,175           | -  | 314              |
| 4420 Computers (individual items less than \$50)           | 1,341             | 3,178         | 16,114         | 30,465         | 14,371            | 49                 | 163                      | 163              | (114)                                    | 19,061           |
| 4430 Non Classroom Related Furniture, Equipment & Supplies | 146               | 381           | 2,215          | 1,272          | (943)             | 3,179              | 3,179                    | 3,179            | -  | 964              |
| <b>SUBTOTAL - Books and Supplies</b>                       | <b>5,564</b>      | <b>7,788</b>  | <b>54,976</b>  | <b>72,678</b>  | <b>17,701</b>     | <b>102,970</b>     | <b>102,970</b>           | <b>102,971</b>   | <b>(1)</b>                               | <b>47,206</b>    |

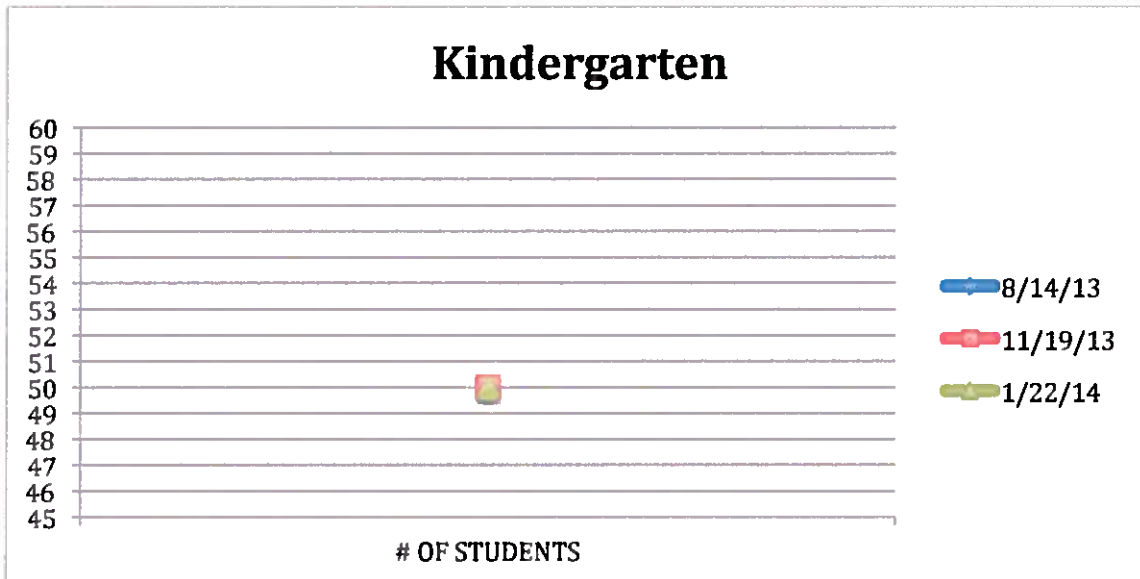
# Sycamore Academy

Budget vs Actuals  
As of most recent monthly close

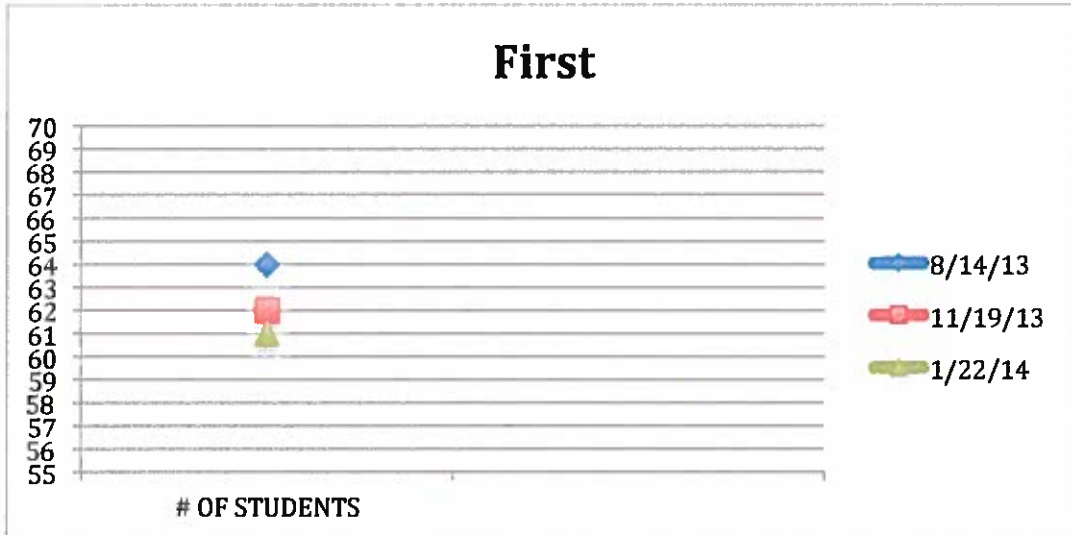
|  | Budget vs. Actual |         |            |            |                   |                        |                           |                  |  |                             |
|--|-------------------|---------|------------|------------|-------------------|------------------------|---------------------------|------------------|--|-----------------------------|
|  | Actual            |         | Budget     |            | Variance          |                        | Budget                    |                  | Variance                                 |                             |
|  | Nov               | Dec     | Actual YTD | Budget YTD | (YTD less Budget) | Approved Budget (Oct.) | Previous Month's Forecast | Current Forecast | Variance (Previous vs. Current Forecast) | Budget vs. Current Forecast |
| Services & Other Operating Expenses            |                   |         |            |            |                   |                        |                           |                  |  |                             |
| 5210 Conference Fees                           | -                 | 208     | -          | 255        | 255               | 638                    | 638                       | 638              | -  | 638                         |
| 5215 Travel - Mileage, Parking, Tolls          | 87                | 567     | 567        | 998        | 372               | 2,347                  | 2,347                     | 2,347            | -  | 1,780                       |
| 5220 Travel and Lodging                        | -                 | 806     | 1,130      | 2,320      | 1,190             | 5,800                  | 5,800                     | 5,800            | -  | 4,670                       |
| 5225 Travel - Meals & Entertainment            | -                 | 308     | 308        | 976        | 668               | 2,439                  | 2,439                     | 2,439            | -  | 2,131                       |
| 5305 Dues & Membership - Professional          | 975               | -       | 1,525      | 2,244      | 719               | 5,611                  | 5,611                     | 5,611            | -  | 4,086                       |
| 5310 Subscriptions                             | -                 | -       | 130        | 122        | (7)               | 306                    | 306                       | 306              | -  | 176                         |
| 5450 Insurance - Other                         | -                 | -       | 12,381     | 15,234     | 2,853             | 17,311                 | 17,311                    | 17,311           | -  | 4,000                       |
| 5510 Utilities - Gas and Electric              | -                 | 1,943   | 10,614     | 12,000     | 1,386             | 24,000                 | 24,000                    | 24,000           | -  | 13,386                      |
| 5515 Janitorial, Gardening Services & Supplies | 1,178             | 819     | 5,410      | 6,304      | 893               | 12,607                 | 12,607                    | 12,607           | -  | 7,197                       |
| 5520 Security                                  | 137               | 2,169   | 2,169      | 912        | (1,257)           | 1,824                  | 1,824                     | 2,880            | (1,056)                                  | 711                         |
| 5605 Equipment Leases                          | 746               | 939     | 4,657      | 2,840      | (1,818)           | 5,679                  | 5,679                     | 5,679            | -  | 1,022                       |
| 5610 Rent                                      | 25,384            | 25,384  | 177,689    | 177,689    | -                 | 304,610                | 304,610                   | 304,610          | -  | 126,921                     |
| 5615 Repairs and Maintenance - Building        | 112               | -       | 2,621      | 5,050      | 2,430             | 11,111                 | 11,111                    | 11,111           | -  | 8,490                       |
| 5617 Repairs and Maintenance - Other Equipment | -                 | -       | 80         | 601        | 520               | 1,502                  | 1,502                     | 1,502            | -  | 1,422                       |
| 5699 Other Rentals, Leases and Repairs         | -                 | -       | -          | 188        | 188               | 420                    | 420                       | 420              | -  | 420                         |
| 5803 Accounting Fees                           | 4,782             | -       | -          | 3,060      | (1,722)           | 7,660                  | 7,660                     | 7,660            | -  | 2,868                       |
| 5809 Banking Fees                              | -                 | -       | 12         | 86         | 74                | 216                    | 216                       | 216              | -  | 204                         |
| 5812 Business Services                         | -                 | 19,544  | 59,889     | 63,940     | 5,072             | 127,880                | 129,263                   | 130,796          | (1,533)                                  | 69,012                      |
| 5824 District Oversight Fees                   | 5,966             | -       | 5,966      | 9,280      | 3,324             | 18,560                 | 18,561                    | 19,047           | (487)                                    | 12,604                      |
| 5830 Field Trips Expenses                      | -                 | 2,713   | 2,735      | 1,414      | (1,321)           | 3,534                  | 3,534                     | 3,534            | -  | 799                         |
| 5833 Fines and Penalties                       | -                 | -       | 110        | 1,200      | 1,090             | 3,000                  | 3,000                     | 3,000            | -  | 2,890                       |
| 5836 Fringe/Printing                           | 135               | -       | 360        | 74         | (286)             | 180                    | 225                       | 380              | (135)                                    | (180)                       |
| 5839 Fundraising Expenses                      | 1,999             | 968     | 3,563      | 5,255      | 1,692             | 13,137                 | 13,137                    | 13,137           | -  | 9,574                       |
| 5843 Interest - Loans less than 1 Year         | 869               | 829     | 6,577      | 5,717      | (860)             | 9,897                  | 9,897                     | 9,897            | -  | 3,320                       |
| 5845 Legal Fees                                | 2,170             | 1,985   | 8,678      | 6,665      | (1,723)           | 15,300                 | 15,300                    | 15,300           | -  | 6,623                       |
| 5848 Licenses and Other Fees                   | -                 | -       | 26         | 1,723      | 1,697             | 4,307                  | 4,307                     | 4,307            | -  | 4,281                       |
| 5851 Marketing and Student Recruiting          | 3,717             | 304     | 5,749      | 1,052      | (4,697)           | 2,630                  | 2,630                     | 6,230            | (3,600)                                  | 4,261                       |
| 5854 Consultants - Other 1                     | -                 | 296     | 5,750      | 3,018      | (2,732)           | 7,546                  | 7,546                     | 7,546            | -  | 481                         |
| 5857 Payroll Fees                              | 171               | 110     | 1,231      | 1,606      | 375               | 4,015                  | 4,015                     | 4,015            | -  | 1,796                       |
| 5860 Printing and Reproduction                 | -                 | 110     | 110        | 400        | 311               | 1,051                  | 1,051                     | 1,051            | -  | 2,784                       |
| 5862 Professional Development                  | 2,650             | 1,700   | 15,355     | 9,000      | (6,355)           | 18,000                 | 18,000                    | 18,000           | -  | 941                         |
| 5872 Special Education Enrichment              | -                 | -       | -          | 381        | 381               | 119,506                | 121,373                   | 122,602          | (1,229)                                  | 2,645                       |
| 5875 Staff Recruiting                          | -                 | -       | 4,214      | 4,202      | (12)              | 963                    | 963                       | 963              | -  | 119,506                     |
| 5878 Student Assessment                        | -                 | 4,486   | 11,388     | 15,234     | 3,846             | 4,214                  | 4,214                     | 15,234           | -  | 963                         |
| 5881 Technology Services                       | -                 | -       | 423        | 571        | 148               | 1,141                  | 1,141                     | 1,141            | -  | (12)                        |
| 5887 Internet/Website consulting               | -                 | -       | 3,600      | 3,600      | -                 | 3,600                  | 3,600                     | 3,600            | -  | 3,846                       |
| 5889 Miscellaneous Operating Expenses          | (1,319)           | 2,454   | 4,946      | -          | (4,946)           | -                      | -                         | -                | -  | 718                         |
| 5910 Communications - Internet/ Website Fees   | -                 | 23      | 546        | 132        | 412               | 263                    | 263                       | 263              | -  | 176                         |
| 5915 Postage and Delivery                      | -                 | -       | 949        | 949        | -                 | 1,897                  | 1,897                     | 1,897            | -  | 4,946                       |
| 5920 Communications - Telephone & Fax          | 374               | 527     | 2,378      | 2,914      | 536               | 5,828                  | 5,828                     | 5,828            | -  | 263                         |
| SUBTOTAL - Services & Other Operating Exp.     | 60,322            | 67,129  | 366,638    | 389,634    | 2,796             | 786,733                | 790,624                   | 798,271          | (7,748)                                  | 1,351                       |
| TOTAL EXPENSES                                 | 141,976           | 176,486 | 889,088    | 916,142    | 23,064            | 1,986,986              | 1,980,776                 | 1,978,001        | (2,785)                                  | 1,086,897                   |
| 6390 Total Depreciation (includes Prior Years) | -                 | -       | -          | -          | -                 | 42,677                 | 42,677                    | 42,677           | -  | 1,086,913                   |
| TOTAL EXPENSES including Depreciation          | 141,976           | 176,486 | 889,088    | 916,142    | 23,064            | 1,986,651              | 2,003,462                 | 2,018,678        | (15,226)                                 | 1,108,674                   |
|  |                   |         |            |            |                   |                        |                           |                  |  | 1,123,690                   |

# January 24, 2014 Enrollment Data Report

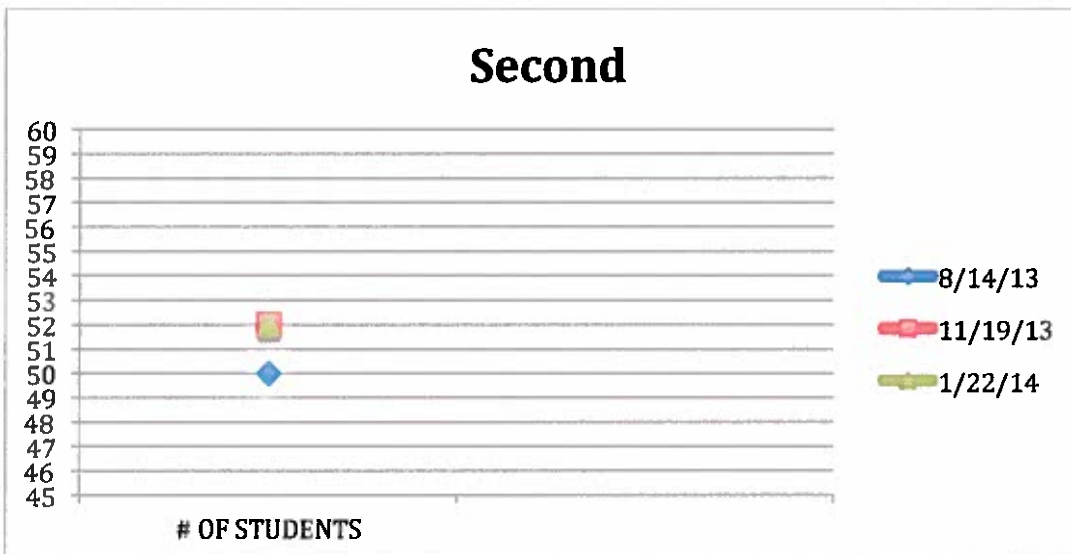
|               | 8/14/13 | 11/19/13 | 1/22/14 |
|---------------|---------|----------|---------|
| # OF STUDENTS | 50      | 50       | 50      |



|               |         |          |         |
|---------------|---------|----------|---------|
|               | 8/14/13 | 11/19/13 | 1/22/14 |
| # OF STUDENTS | 64      | 62       | 61      |

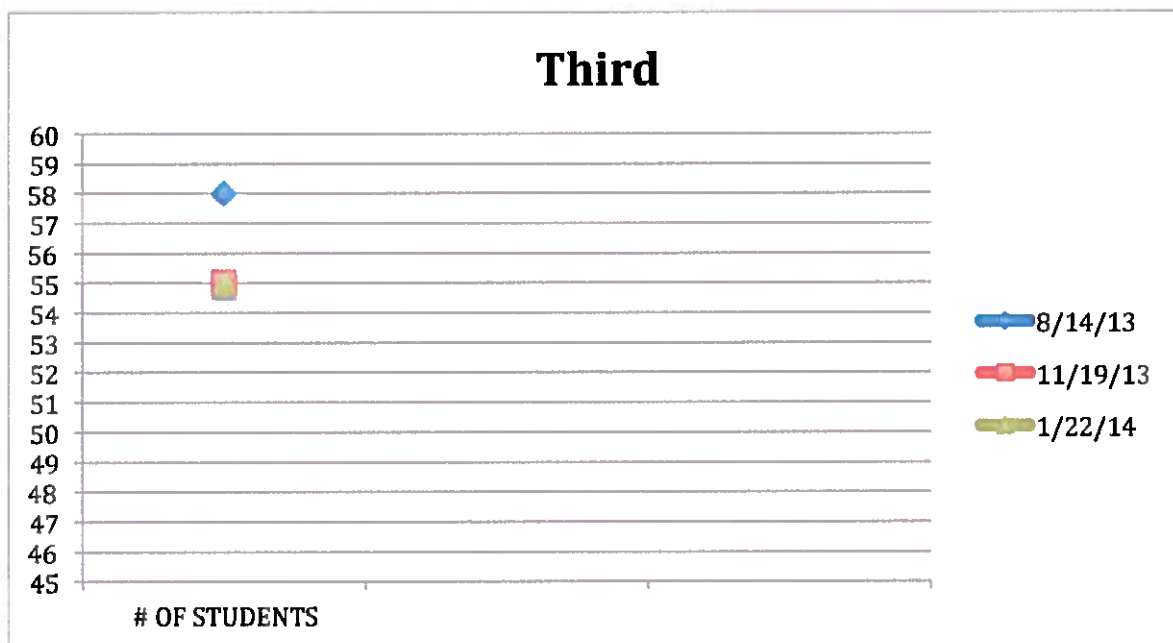


|               |         |          |         |
|---------------|---------|----------|---------|
|               | 8/14/13 | 11/19/13 | 1/22/14 |
| # OF STUDENTS | 50      | 52       | 52      |

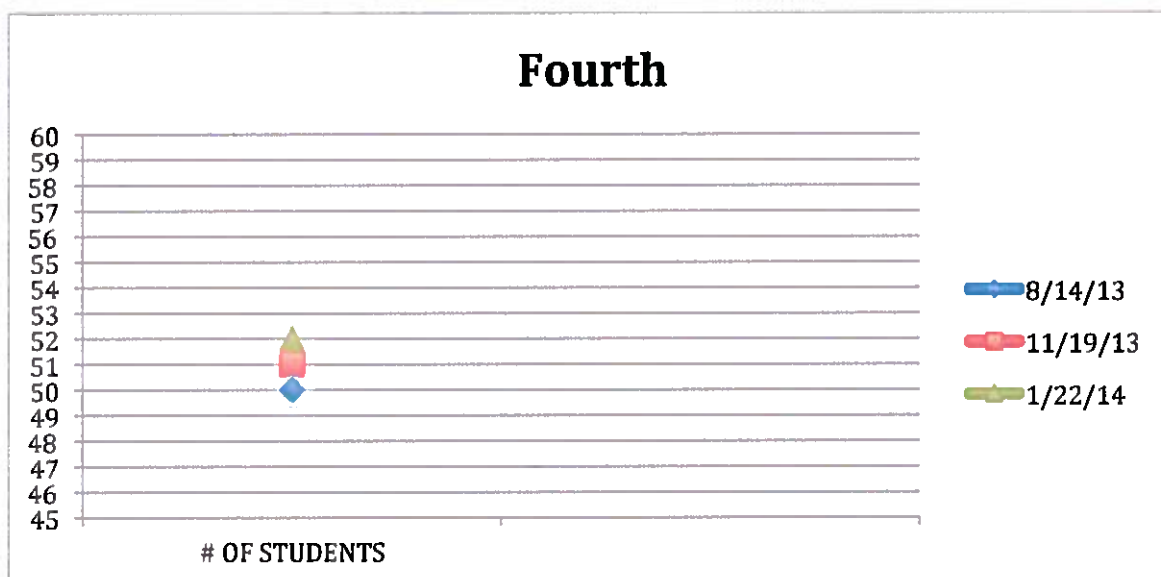




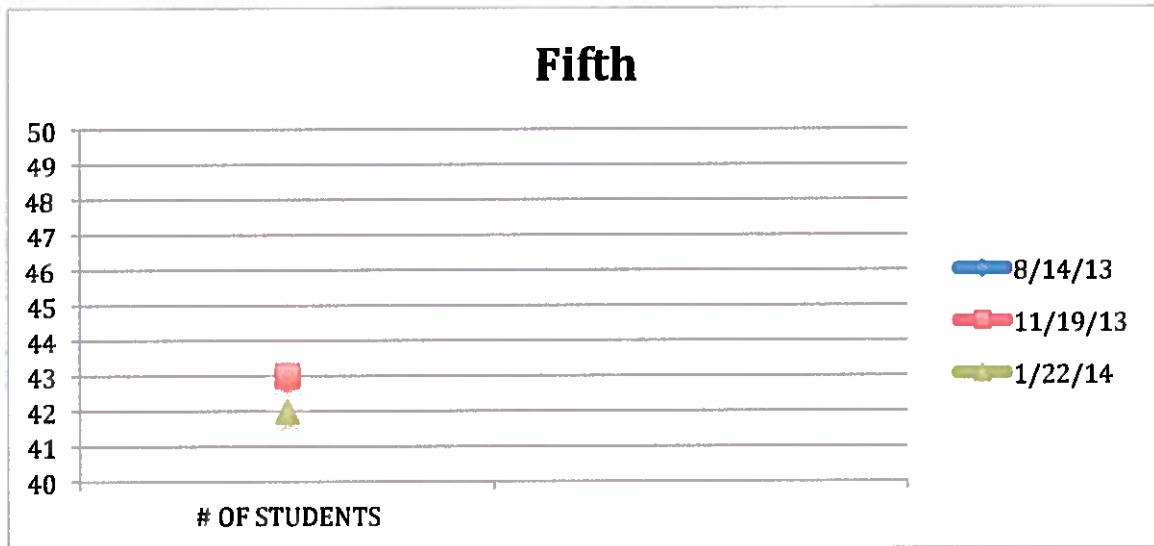
|               | 8/14/13 | 11/19/13 | 1/22/14 |
|---------------|---------|----------|---------|
| # OF STUDENTS | 58      | 55       | 55      |



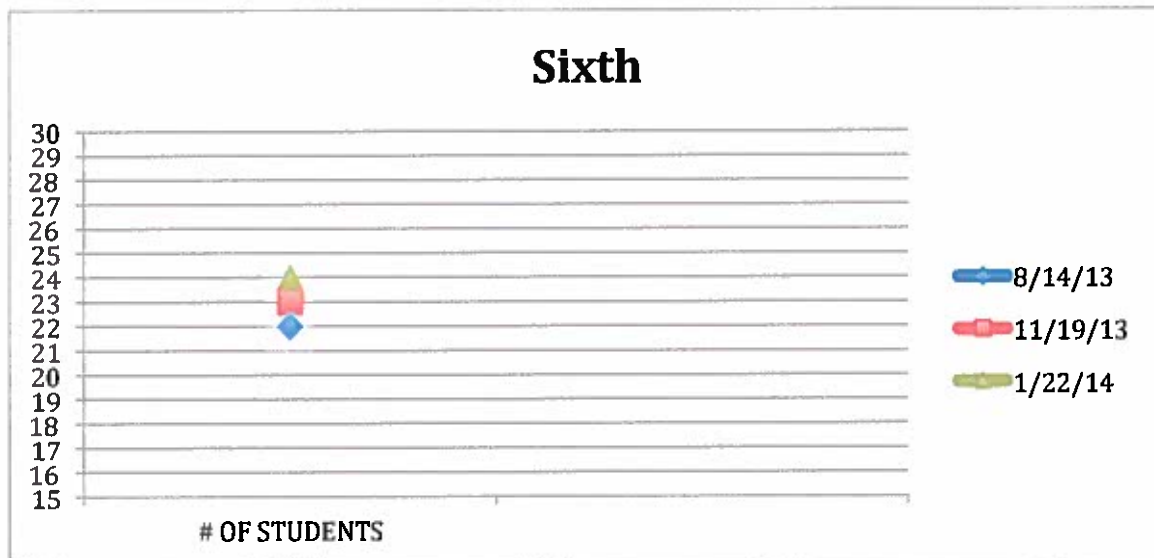
|               | 8/14/13 | 11/19/13 | 1/22/14 |
|---------------|---------|----------|---------|
| # OF STUDENTS | 50      | 51       | 52      |



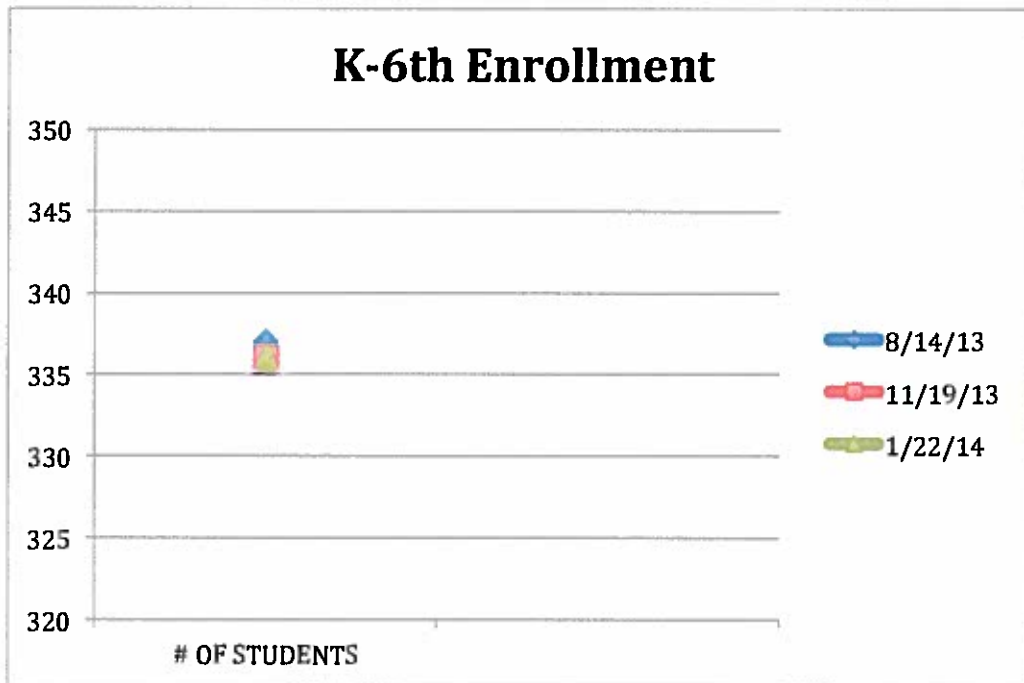
|               | 8/14/13 | 11/19/13 | 1/22/14 |
|---------------|---------|----------|---------|
| # OF STUDENTS | 43      | 43       | 42      |



|               | 8/14/13 | 11/19/13 | 1/22/14 |
|---------------|---------|----------|---------|
| # OF STUDENTS | 22      | 23       | 24      |

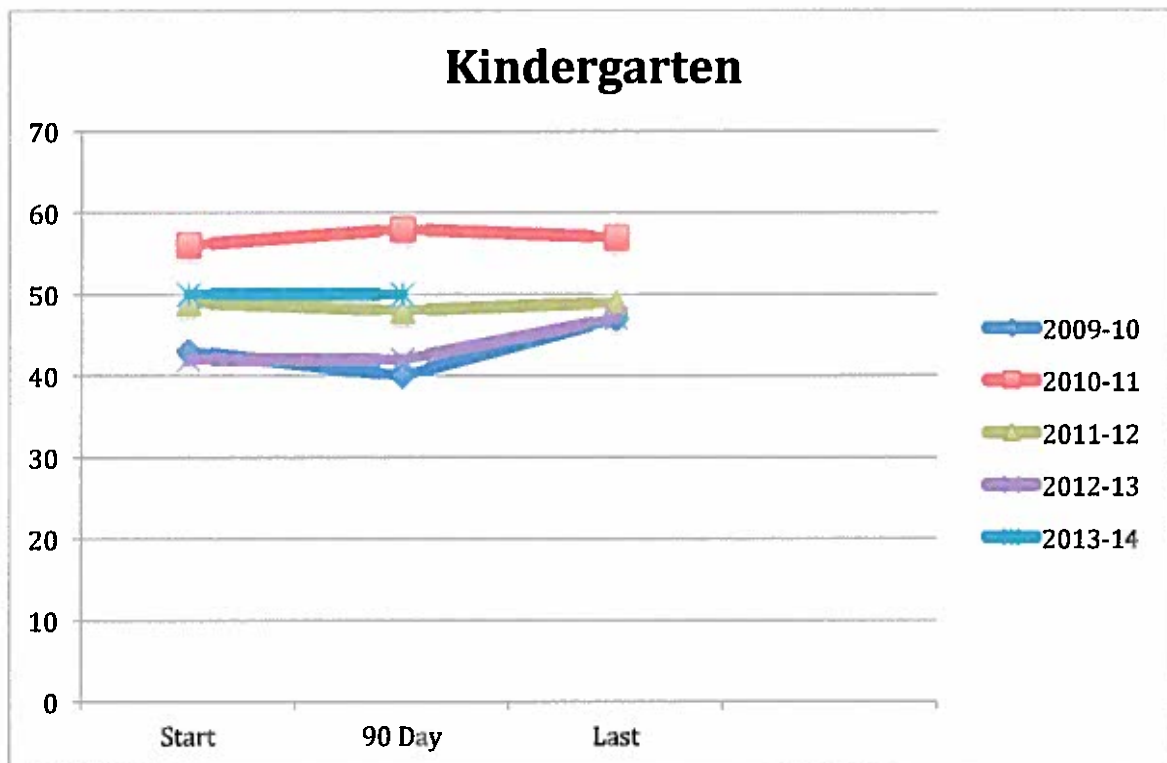


|               | 8/14/13 | 11/19/13 | 1/22/14 |
|---------------|---------|----------|---------|
| # OF STUDENTS | 337     | 336      | 336     |

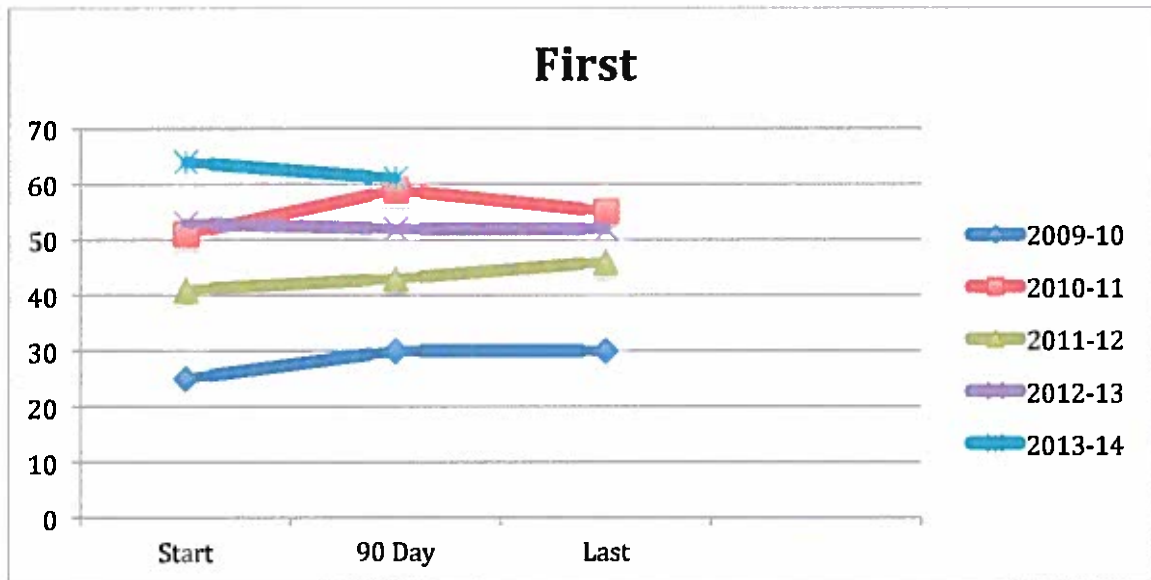


# January 24, 2014 Enrollment Comparison Report

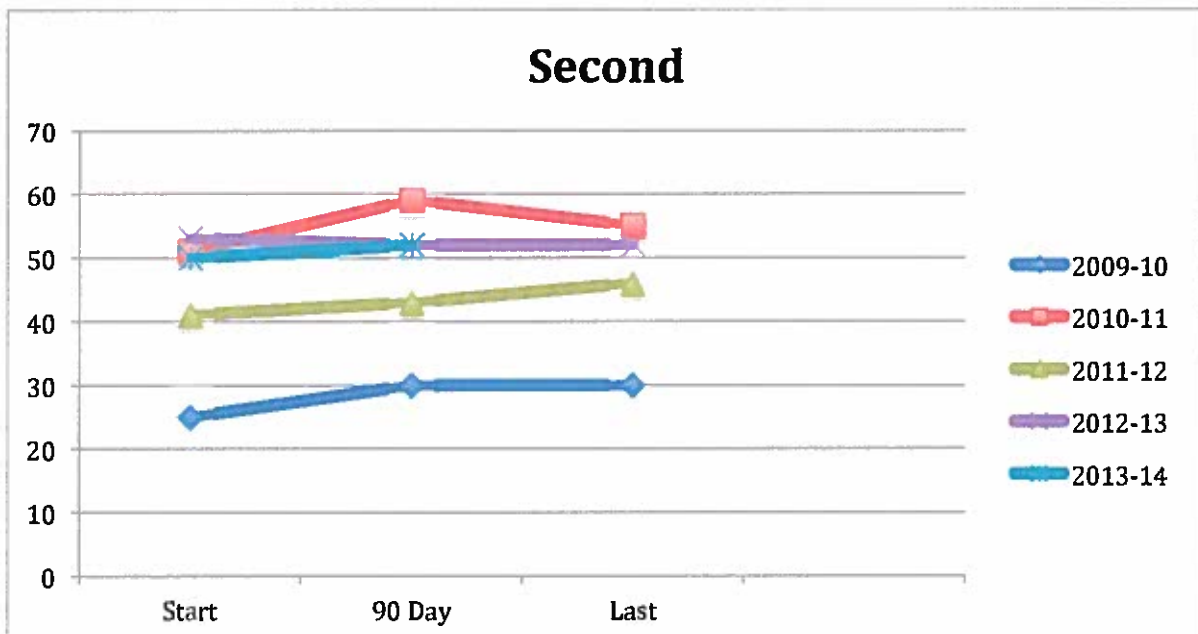
|        | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 |
|--------|---------|---------|---------|---------|---------|
| Start  | 43      | 56      | 49      | 42      | 50      |
| 90 Day | 40      | 58      | 48      | 42      | 50      |
| Last   | 47      | 57      | 49      | 47      |         |



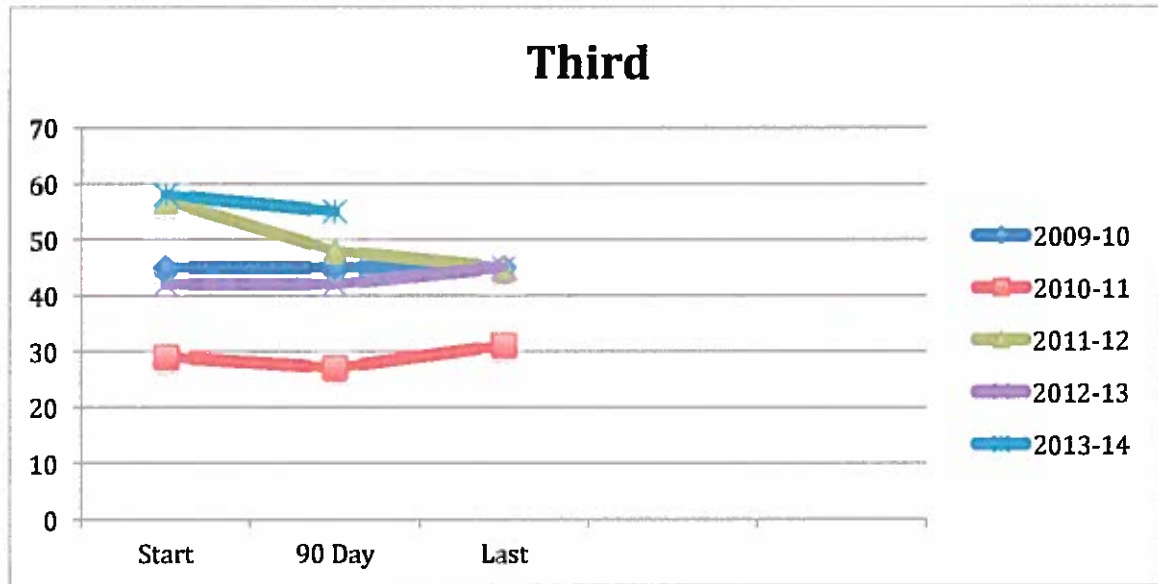
|        | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 |
|--------|---------|---------|---------|---------|---------|
| Start  | 43      | 53      | 55      | 53      | 64      |
| 90 Day | 48      | 52      | 54      | 52      | 61      |
| Last   | 52      | 52      | 54      | 53      |         |



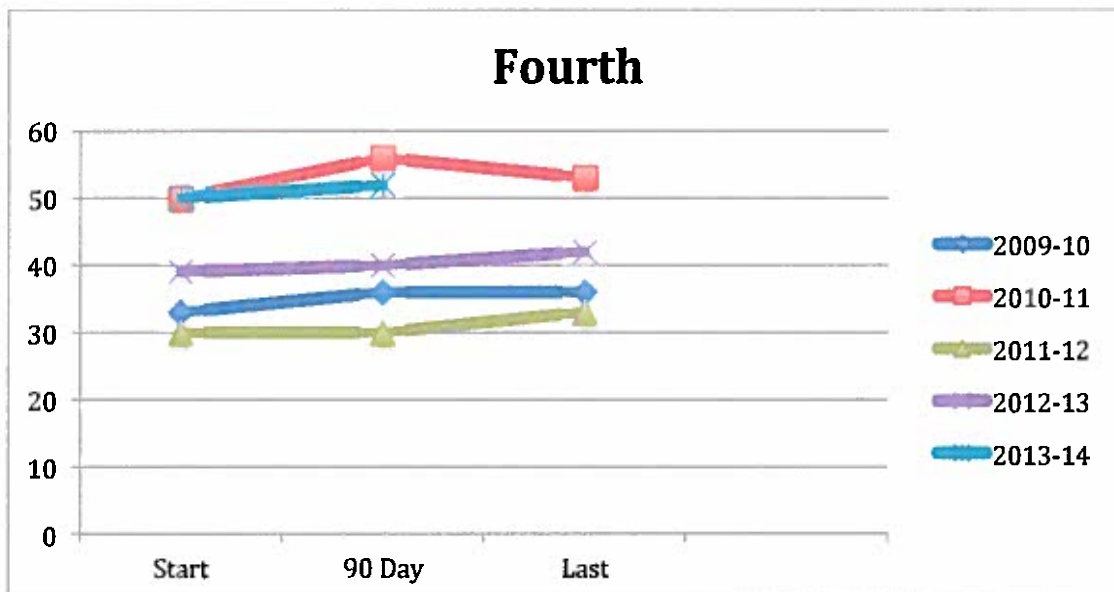
|        | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 |
|--------|---------|---------|---------|---------|---------|
| Start  | 25      | 51      | 41      | 53      | 50      |
| 90 Day | 30      | 59      | 43      | 52      | 52      |
| Last   | 30      | 55      | 46      | 52      |         |



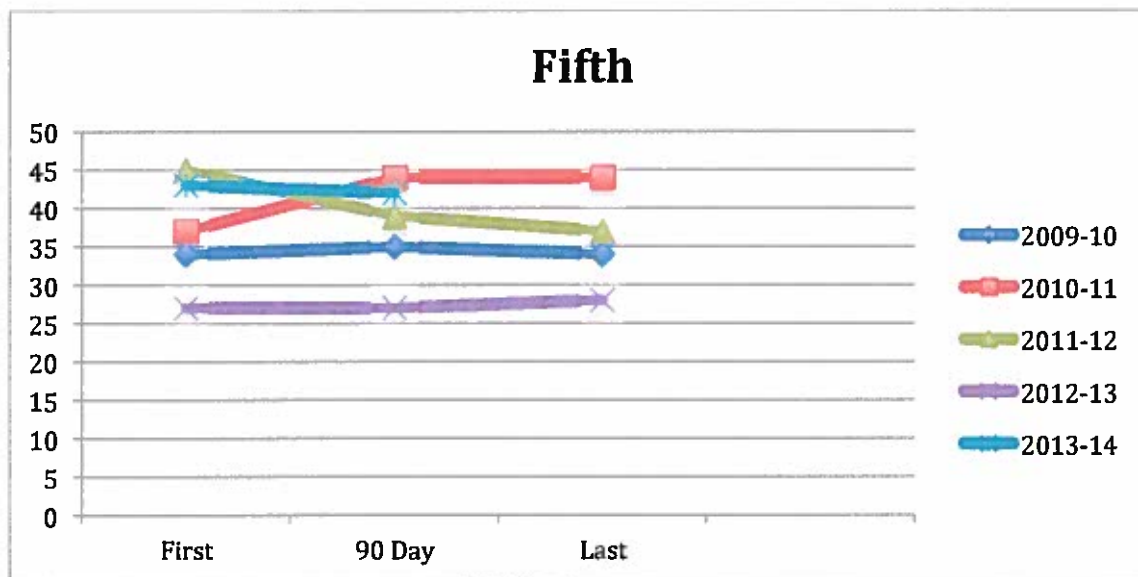
|        | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 |
|--------|---------|---------|---------|---------|---------|
| Start  | 45      | 29      | 57      | 42      | 58      |
| 90 Day | 45      | 27      | 48      | 42      | 55      |
| Last   | 45      | 31      | 45      | 45      |         |



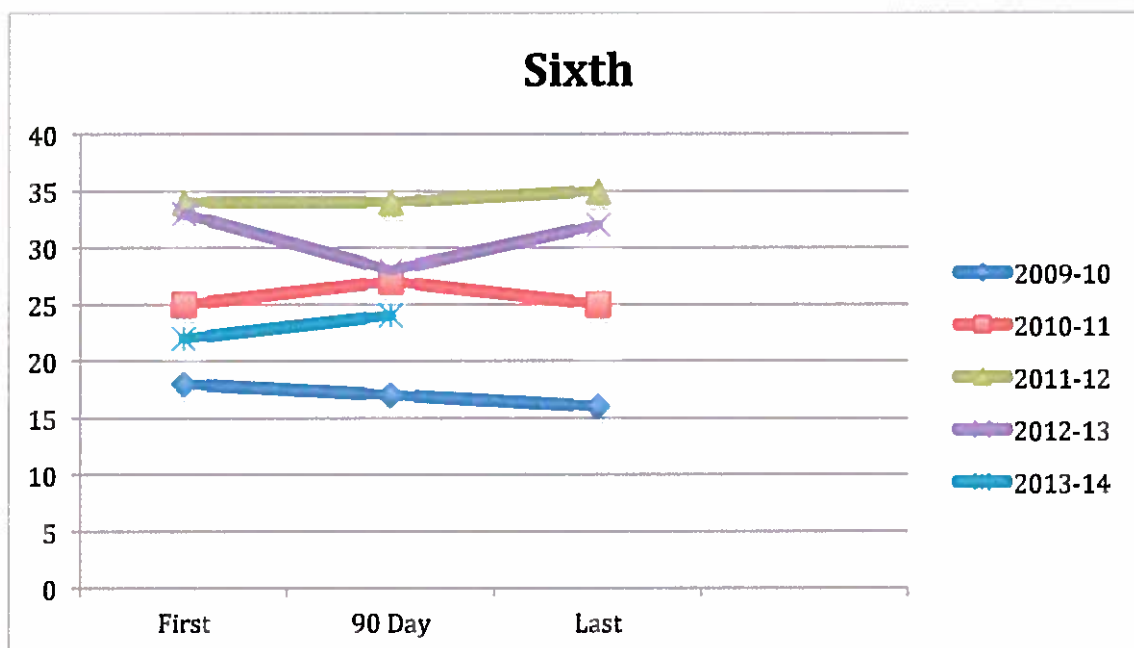
|        | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 |
|--------|---------|---------|---------|---------|---------|
| Start  | 33      | 50      | 30      | 39      | 50      |
| 90 Day | 36      | 56      | 30      | 40      | 52      |
| Last   | 36      | 53      | 33      | 42      |         |



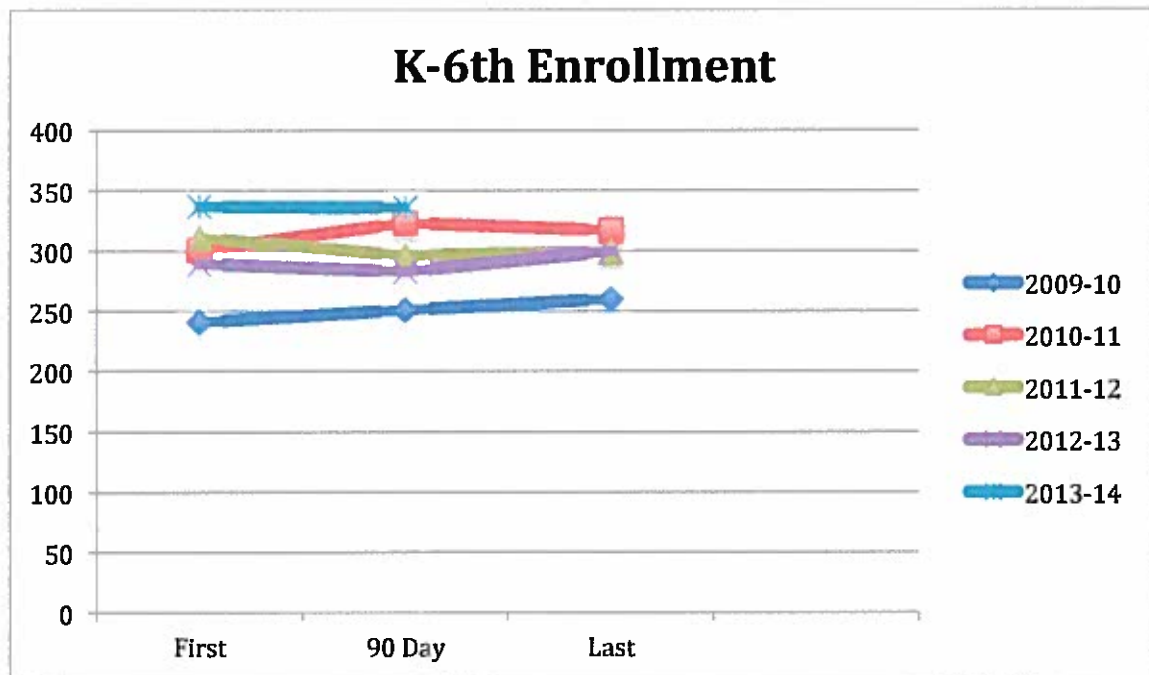
|        | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 |
|--------|---------|---------|---------|---------|---------|
| First  | 34      | 37      | 45      | 27      | 43      |
| 90 Day | 35      | 44      | 39      | 27      | 42      |
| Last   | 34      | 44      | 37      | 28      |         |



|        | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 |
|--------|---------|---------|---------|---------|---------|
| First  | 18      | 25      | 34      | 33      | 22      |
| 90 Day | 17      | 27      | 34      | 28      | 24      |
| Last   | 16      | 25      | 35      | 32      |         |



|        | 2009-10 | 2010-11 | 2011-12 | 2012-13 | 2013-14 |
|--------|---------|---------|---------|---------|---------|
| First  | 241     | 301     | 311     | 289     | 337     |
| 90 Day | 251     | 323     | 296     | 283     | 336     |
| Last   | 260     | 317     | 299     | 299     |         |





## **RONALD REAGAN CHARTER SCHOOL ALLIANCE**

**Sycamore Academy of Science and Cultural Arts**

### **Regular Board Meeting Agenda**

Renaissance Plaza

32326 Clinton Keith Road, Suite 202

Wildomar, CA 92595

Phone: (951) 678-5217

**November 19, 2013, @6:00 p.m.**

### **Board Members**

William Sampson, President

Roland Skumawitz, Secretary/Treasurer

Ingrid Flores

Craig Richter

Vacant seat

### **1.0 CALL TO ORDER**

Introduction of Guests

The meeting was called to order by the Board Chair at 6:00 p.m.

### **2.0 OPEN GENERAL SESSION**

#### **ROLL CALL**

|                      | Present  | Absent        |
|----------------------|----------|---------------|
| Mr. William Sampson  | <u>X</u> | <u>      </u> |
| Mr. Roland Skumawitz | <u>X</u> | <u>      </u> |
| Dr. Ingrid Flores    | <u>X</u> | <u>      </u> |
| Mr. Craig Richter    | <u>X</u> | <u>      </u> |

Other guests present: Joe Ledesma, Tom Kruse, Karen Huynh, Jeff Morabito, Morgan Williams, Aimee DeLaCruz, Richard Hansberger, Erika Klein

### **3.0 PLEDGE OF ALLEGIANCE**

### **4.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS: None**

### **5.0 APPROVAL OF THE AGENDA**

Motion: Mr. Skumawitz Second: Dr. Flores Vote: 4 - 0

### **6.0 INFORMATION SESSION:**

#### **6.1 School Report**

Teachers updated the board on school activities.

Presented by: Jeff Morabito and Morgan Williams

#### **6.2 Ledesma and Meyer Construction Co. Inc.**

Presentation of proposed costs, timeline and other matters concerning construction of a new school facility.

Presented by: Mr. Joe Ledesma, General Contractor

#### **6.3 PJHM Architects**

Presentation of proposed costs, timeline and other matters concerning construction of a new school facility.

Presented by: Mr. Thomas Kruse

#### **6.4 Ed Tec Financial Update Report (Attachment 6.4)**

Presentation of the status of our school's finances.

Presented by: Jennie Bartkowiak, Ed Tec, Client Manager

- 6.5 Director Report/Special Education Report**  
Report on school business and Special Education.

Presented by: Barbara Hale, Director/Principal and SASCA's Special Education Liaison

- 6.6 Enrollment Data and Attendance Report (Attachment 6.6)**  
Current enrollment data submission.

Presented by: Laura Girard, Secretary

## **7.0 CONSENT CALENDAR**

- 7.1 Approval of the Minutes: October 10, 2013 (Attachment 7.1)**  
**7.2 Approval of the Minutes: November 9, 2013 (Attachment 7.2)**  
**7.3 Approval of the Check Register for October 2013 (Attachment 7.3)**

Motion: Mr. Skumawitz Second: Dr. Flores Vote: 4 - 0

## **8.0 ACTION ITEMS:**

- 8.1 Approve Resolution 2013-14-0001 (Attachment 8.1)**  
Approved the Education Protection Account Resolution.

Presented by: Jennie Bartkowiak, Ed Tec, Client Manager.

Motion: Mr. Sampson Second: Mr. Skumawitz Vote: 4 - 0

- 8.2 Review and Approve Financial Policy (Attachment 8.2)**  
Reviewed and approved the Financial Policy.

Presented by: Barbara Hale, Director/Principal.

Motion: Mr. Sampson Second: Mr. Skumawitz Vote: 4 - 0

- 8.3 Approve Annual Audit (Attachment 8.3)**  
Reviewed and approved annual financial audit.

Presented by: Barbara Hale, Director/Principal

Motion: Mr. Sampson Second: Mr. Richter Vote: 4 - 0

- 8.4 Review and Approve Updated Bylaws (Attachment 8.4)**  
Reviewed and approved updated bylaws.

Presented by: Barbara Hale, Director/Principal

Motion: Mr. Sampson Second: Dr. Flores Vote: 4 - 0

- 8.5 Approve 1<sup>st</sup> Interim Report (Attachment 8.5)**  
Reviewed and approved 1<sup>st</sup> Interim Report

Motion: Mr. Sampson Second: Mr. Skumawitz Vote: 4 - 0

- 8.6 2012/2013 Annual Tax Return (Attachment 8.6)**  
Approved Form 990 Annual Tax Return for the 2012/2013 school year.

Motion: Mr. Skumawitz Second: Mr. Sampson Vote: 4 - 0

- 8.7 Re-Election of Governing board member**  
Re-Elect Dr. Ingrid Flores, Governing board member, in compliance with the RRCSA Bylaws and the RRCSA Charter.

Motion: Mr. Sampson Second: Mr. Richter Vote: 4 - 0

- 8.8 Approve Resolution 2013-14-0002 (Attachment 8.8)**  
The board will select a trustee from a slate of qualified candidates or absent such a slate, through a process of the board's design. Resolution appointing one or more board members to the Board of Trustees of Ronald Reagan Charter School Alliance. Split decision, resolution tabled until next meeting.

**9.0 RRCSA GOVERNANCE AND MANAGEMENT TRAINING (Attachment 9.0)**  
Podcast training for Governing Boards by Dr. Carpenter. (1) Where the Heck Are We?

Short Recess taken

Adjournment: 7:26 p.m.

Reconvened at: 7:33 p.m.

**10.0 INVITATION TO ADDRESS THE BOARD, CLOSED SESSION ITEMS:**  
None

**11.0 CLOSED SESSION:**

Adjourn to closed session at 7:33 p.m.

The Governing Board will meet in Closed Session to consider matters of student discipline, personnel matters, labor negotiations, litigation and facilities and/or land acquisition.

**11.1 CONFERENCE WITH REAL PROPERTY NEGOTIATORS**  
**(Pursuant to Government Code Section 54956.8)**  
Property: 23151 Palomar, Murrieta, CA 92562  
Agency Negotiators: Barbara Hale, Director/Principal of Sycamore Academy of Science and Cultural Arts, Richard J. Hansberger, Counsel to Ronald Reagan Charter School Alliance  
Negotiating Parties: Dr. Mario Ybarra  
Under Negotiation: Price and terms of payment

**12.0 RECONVENE OPEN GENERAL SESSION:**

The board reconvened to General Session at 7:44 p.m.

| <b>ROLL CALL</b>     | <b>Aye</b> | <b>Nay</b>        | <b>Abstentions</b> |
|----------------------|------------|-------------------|--------------------|
| Mr. William Sampson  | <u>X</u>   | <u>          </u> | <u>          </u>  |
| Mr. Roland Skumawitz | <u>X</u>   | <u>          </u> | <u>          </u>  |
| Dr. Ingrid Flores    | <u>X</u>   | <u>          </u> | <u>          </u>  |
| Mr. Craig Richter    | <u>X</u>   | <u>          </u> | <u>          </u>  |

Other guests present:

**13.0 REPORT OUT OF CLOSED SESSION, IF APPLICABLE:** None

**14.0 BOARD COMMENTS**

Mr. Sampson stated that when the board makes decisions it is not personal and should always be in the best interest of the school.

**15.0 ADJOURNMENT**

Motion: Mr. Sampson Second: Dr. Flores Vote: 4 - 0

The meeting was adjourned at 7:46 p.m.

**RONALD REAGAN CHARTER SCHOOL ALLIANCE**

**Sycamore Academy of Science and Cultural Arts**

**SPECIAL Board Meeting Agenda**

Renaissance Plaza

32326 Clinton Keith Road, Suite 202

Wildomar, CA 92595

Phone: (951) 678-5217

**December 19, 2013 TIME @ 6:00 p.m.**

Board Members Participating by Teleconference:

NONE

**Board Members**

William Sampson, President

Roland Skumawitz, Secretary/Treasurer

Ingrid Flores

Craig Richter

**1.0 CALL TO ORDER**

Introduction of Guests

The meeting was called to order by Mr. Skumawitz at 6:02 p.m.

**2.0 OPEN GENERAL SESSION**

**ROLL CALL**

Mr. William Sampson

Mr. Roland Skumawitz

Dr. Ingrid Flores

Mr. Craig Richter

Present

Absent

\_\_\_\_\_ X \_\_\_\_\_

\_\_\_\_\_ X \_\_\_\_\_

\_\_\_\_\_ X \_\_\_\_\_

\_\_\_\_\_ X \_\_\_\_\_

Other guests present: None

**3.0 INVITATION TO ADDRESS THE BOARD, CLOSED SESSION ITEMS: None**

**4.0 CLOSED SESSION:**

**Adjourn to Closed Session at 6:03 p.m.**

Pursuant to Cal.Govt.Code section 54956.8, the Governing Board will meet in closed session on the following matters:

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Properties:

**STREET ADDRESS/PARCEL # PROPERTY ONE: 23151 Palomar St., Wildomar, CA / 380-170-020**

Agency negotiators:

- Benson Sainsbury
- Barbara Hale
- Richard J. Hansberger

Negotiating parties:

PROPERTY ONE: Mario Ybarra

Under negotiation: The Board will instruct the negotiators as to matters concerning the price of the property and the terms of payment.

**5.0 RECONVENE OPEN GENERAL SESSION:**

The board reconvened to General Session at 6:36 p.m.

| ROLL CALL            | Present | Absent  |
|----------------------|---------|---------|
| Mr. William Sampson  | _____   | ___X___ |
| Mr. Roland Skumawitz | ___X___ | _____   |
| Dr. Ingrid Flores    | ___X___ | _____   |
| Mr. Craig Richter    | ___X___ | _____   |

Other guests present:

**6.0 PLEDGE OF ALLEGIANCE**

**7.0 APPROVAL OF THE AGENDA**

Motion: Dr. Flores Second: Mr. Richter Vote: 3 - 0

| ROLL CALL            | Aye     | Nay   | Abstentions |
|----------------------|---------|-------|-------------|
| Mr. William Sampson  | _____   | _____ | ___X___     |
| Mr. Roland Skumawitz | ___X___ | _____ | _____       |
| Dr. Ingrid Flores    | ___X___ | _____ | _____       |
| Mr. Craig Richter    | ___X___ | _____ | _____       |

**8.0 REPORT OUT OF CLOSED SESSION, IF APPLICABLE: None**

**9.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS: None**

**10.0 ACTION ITEMS:**

**10.1 Approve Revised Bylaws for the Ronald Reagan Charter School Alliance (Attachment 10.1)**

**Presented by: Barbara Hale, Director/Principal**

Motion: Dr. Flores Second: Mr. Richter Vote: 3 - 0

| ROLL CALL           | Aye   | Nay   | Abstentions |
|---------------------|-------|-------|-------------|
| Mr. William Sampson | _____ | _____ | ___X___     |

|                      |              |                   |                   |
|----------------------|--------------|-------------------|-------------------|
| Mr. Roland Skumawitz | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Dr. Ingrid Flores    | <u>  X  </u> | <u>          </u> | <u>          </u> |
| Mr. Craig Richter    | <u>  X  </u> | <u>          </u> | <u>          </u> |

# **11.0 BOARD COMMENTS**

None

# **12.0 ADJOURNMENT**

Motion: Dr. Flores Second: Mr. Richter Vote: 3 - 0

| <b>ROLL CALL</b>     | <b>Aye</b>        | <b>Nay</b>        | <b>Abstentions</b> |
|----------------------|-------------------|-------------------|--------------------|
| Mr. William Sampson  | <u>          </u> | <u>          </u> | <u>  X  </u>       |
| Mr. Roland Skumawitz | <u>  X  </u>      | <u>          </u> | <u>          </u>  |
| Dr. Ingrid Flores    | <u>  X  </u>      | <u>          </u> | <u>          </u>  |
| Mr. Craig Richter    | <u>  X  </u>      | <u>          </u> | <u>          </u>  |

The meeting was adjourned at 6:41 p.m.

# Check Register

Sycamore Academy of Science and Cultural Arts



November 2013

Grand Total 97,770.19

| Vendor  | Check Number | Date       | Description  | Check Amount |
|---|--------------|------------|--|--------------|
| Southern California Edison                        | 2236         | 11/1/2013  | Cust Acct: 2-31-916-7565, Gas & Elect Svc : 09/17/13 - 10/17/13      | 2,254.22     |
| Southwest Business Products                       | 2237         | 11/1/2013  | Svc. Rolls - Laminating Film   | 378.00       |
| Staples Advantage                                 | 2238         | 11/1/2013  | Acct#1008311; Office Supplies  | 764.46       |
| Verizon California                                | 2241         | 11/1/2013  | Acct: 01 2571 1196681580 10; Internet & Phn Svc 10/13 -              | 373.10       |
| Michelle Watters                                  | 2242         | 11/1/2013  | Reimb: Classroom Supplies  | 109.99       |
| Barney & Barney LLC                               | 2227         | 11/1/2013  | Policy: BBVWVK00105960, Cust: 18485, Workers Comp                    | 1,438.00     |
| California Charter Schools Conference             | 2228         | 11/1/2013  | CA Charter 2014; PO 5005   | 400.00       |
| Gabe Campos                                       | 2229         | 11/1/2013  | Power Washing 1st & 2nd stories                                      | 60.00        |
| EdTec Inc   | 2230         | 11/1/2013  | Oct 2013 Svc   | 9,950.93     |
| Eduneeing, Inc                                    | 2231         | 11/1/2013  | Data Svc: Aug 21 to Sept 27, 2013                                    | 3,000.00     |
| Guardian  | 2232         | 11/1/2013  | Group ID: 00488212; Premium: OCT 2013                                | 1,244.08     |
| Lakeshore Learning Materials                      | 2233         | 11/1/2013  | Order #:5004; Materials  | 44.46        |
| Prudential Overall Supply                         | 2234         | 11/1/2013  | Janitorial/Restroom Supplies   | 642.86       |
| Angela Putulowski                                 | 2235         | 11/1/2013  | Reimb: Supplies  | 4,494.90     |
| Mary Bedley                                       | 2243         | 11/6/2013  | Reimb: Instructional Materials                                       | 187.36       |
| Sycamore Academy of Science and Cultural Arts dba | 2244         | 11/12/2013 | PC reimb: 11/8/13  | 384.46       |
| ACME Screenprinting                               | 2245         | 11/12/2013 | PC reimb: 11/1/13  | 544.44       |
| US Healthworks Medical Group PC                   | 2246         | 11/13/2013 | T-Shirt Screenprinting   | 300.00       |
| Hosaka, Rotherham & Co                            | 2258         | 11/13/2013 | Acct#: 174158, Health Test - Weeks, Tanya 10/18/13                   | 45.00        |
| INK 4 LESS  | 2247         | 11/13/2013 | Audit Svc for the Year ended June 2013                               | 4,782.00     |
| Inland Valley Mechanical, Inc.                    | 2248         | 11/13/2013 | New Generic Toner  | 215.78       |
| Prudential Overall Supply                         | 2249         | 11/13/2013 | A/C outdoor fan  | 112.01       |
|   | 2254         | 11/13/2013 | Janitorial/Restroom Supplies   | 70.50        |
| JD Promotions                                     | 2250         | 11/13/2013 | Svc: Adult Warning Track Piped & Sport-Tek - Youth Colorblock Raglan | 506.73       |
| Kaiser  | 2251         | 11/13/2013 | Cust ID: 000336803-0000, Billing Period: 09/26/13 -                  | 7,440.00     |
| Lake Elsinore Unified School District             | 2252         | 11/13/2013 | Acct: 8699 July-Oct 2013 Oversight fee                               | 4,801.20     |
| Jack Marcus                                       | 2253         | 11/13/2013 | Janitorial Svc: Oct 2013   | 1,177.60     |
| Angela Putulowski                                 | 2255         | 11/13/2013 | Reimb: Supplies  | 2,158.80     |
| Staples Advantage                                 | 2256         | 11/13/2013 | Acct#1008311; Office Supplies  | 961.86       |
| TBH Technology LLC                                | 2257         | 11/13/2013 | Insights to Behavior Workshops 11/01/13 - 10/31/14                   | 1,650.00     |

Note: Multiple expenses or "Itemized/Invoice Amounts" may be paid by one check. The total "Check Amount" will appear for each "Itemized/Invoice Amount" paid by the check.



| Vendor                                   | Check Number | Date       | Description   | Check Amount |
|--|--------------|------------|---|--------------|
| Julie Miranda                            | 2259         | 11/14/2013 | Reimb: Instructional Materials  | 31.06        |
| Blake Bedley                             | 2260         | 11/21/2013 | Set up leap readers for K-1   | 60.00        |
| California Charter Schools Conference    | 2261         | 11/21/2013 | CA Charter 2014; PO 5005  | 1,200.00     |
| Cambium Learning Inc                     | 2262         | 11/21/2013 | Cust# 676776, Materials & Supplies                                    | 1,120.53     |
| Charter School Development Ctr           | 2263         | 11/21/2013 | CSDC 1year Membership   | 975.00       |
| Laura Girard                             | 2264         | 11/21/2013 | Reimb: Board Meeting Food & Snacks                                    | 48.57        |
| The Law Offices of Richard J. Hansberger | 2265         | 11/21/2013 | Cust: RRCSA, Legal Svcs' Fee  | 1,220.00     |
| Hosaka, Rotherham & Co                   | 2266         | 11/21/2013 | Prep of 2012 Tax Return Form 990 & 199                                | 950.00       |
| INK 4 LESS                               | 2267         | 11/21/2013 | New Generic Toner   | 613.71       |
| JD Promotions                            | 2268         | 11/21/2013 | T-Shirt Screenprinting & Set Up Screens / Films                       | 2,909.97     |
| Lake Elsinore Unified School District    | 2269         | 11/21/2013 | Acct: 8699; Oversight Fee: June 2013                                  | 1,155.00     |
| Jeff Morabito                            | 2270         | 11/21/2013 | Reimb: Math Resource & Workbooks, Parking and Mileage                 | 297.58       |
| Original Works Yours, Inc.               | 2271         | 11/21/2013 | Order # 4102410; Office Supplies                                      | 1,853.40     |
| Pacific Alarm Service                    | 2272         | 11/21/2013 | Acct: SYCA; Alarm Equip Rent/Svc/Monitor & CCTV Svc: 11/01 - 11/30/13 | 136.50       |
| Prudential Overall Supply                | 2273         | 11/21/2013 | Janitorial/Restroom Supplies  | 273.76       |
| Southwest Business Products              | 2274         | 11/21/2013 | Svc: Rolls - Laminating Film  | 540.00       |
| Trumpet Behavioral Health, LLC           | 2275         | 11/21/2013 | Insights to Behavior Workshops  | 1,650.00     |
| US Healthworks Medical Group PC          | 2276         | 11/21/2013 | Acct#: 174158; Health Test - K. Daddanc, B. McCourt 10/10 & 10/14/13  | 90.00        |
| Verizon California                       | 2277         | 11/21/2013 | Acct: 01 2571 1196681580 10; Internet & Phn Svc 11/13 - 12/12/13      | 373.61       |
| Xerox Corporation                        | 2278         | 11/21/2013 | Acct: 718368558; Base Charge: Oct 2013 & Meter Usage 9/21 - 10/20/13  | 746.01       |
| Wildomar Renaissance Plaza Inc.          | 2279         | 11/25/2013 | Dec tenant improvement loan 2013                                      | 31,032.75    |

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# Check Register



Sycamore Academy of Science and  
Cultural Arts  
December 2013

Grand Total 90,184.89

| Vendor  | Check Number | Date       | Description  | Check Amount |
|---|--------------|------------|--|--------------|
| Nona Jones  | 2280         | 12/6/2013  | Reimb. Science supplies  | 329.82       |
| Julie Miranda                                     | 2281         | 12/6/2013  | Reimb. Science supplies  | 14.56        |
| Sycamore Academy of Science and Cultural Arts dba | 2332         | 12/6/2013  | PC reimb. 120613   | 477.31       |
| Monica Smith                                      | PC-M1329     | 12/6/2013  | PC-M1329   | 37.75        |
| Ca Public Employees' Retirement System            | 2282         | 12/17/2013 | CalPERS ID#4178963334 Fee ID14172548                           | 200.00       |
| Laura Girard                                      | 2283         | 12/19/2013 | Reimb. Board Meeting Food & Snacks                             | 48.57        |
| ACME Screenprinting                               | 2308         | 12/20/2013 | T-Shirt Screenprinting- remaining balance                      | 303.72       |
| At & t  | 2309         | 12/20/2013 | Acct#: 287256546226; Telephone Svc: 11/05 - 11/30/13           | 194.33       |
| Barney & Barney LLC                               | 2310         | 12/20/2013 | Policy: BBWWK00105961; Cust: 18485; Workers Comp               | 1,438.00     |
| Original Works Yours, Inc.                        | 2322         | 12/20/2013 | Order # 4102410; Office Supplies                               | 39.42        |
| Pacific Alarm Service                             | 2323         | 12/20/2013 | Acct: SYCA; Alarm Equip Rent/Svc/Monitor & CCTV Svc:           | 136.50       |
| Prudential Overall Supply                         | 2324         | 12/20/2013 | 12/01 - 12/31/13 Janitorial/Restroom Supplies                  | 385.02       |
| Angela Putulowski                                 | 2325         | 12/20/2013 | Reimb. Supplies  | 6,668.37     |
| SchoolAdmin LLC                                   | 2326         | 12/20/2013 | Subscription Fee Due - 12/1/13                                 | 4,400.00     |
| Smart Card  | 2327         | 12/20/2013 | Fundraiser membership: 12/05                                   | 600.00       |
| Southern California Edison                        | 2328         | 12/20/2013 | Cust Acct: 2-31-916-7565; Gas & Elect Svc: 10/17/13 -          | 1,942.89     |
| Staples Advantage                                 | 2329         | 12/20/2013 | Acct#1008311; Office Supplies                                  | 1,408.54     |
| Xerox Corporation                                 | 2330         | 12/20/2013 | Acct: 718368558; Base Charge: Nov 2013 & Meter Usage           | 939.26       |
| YMCA Camp Surf                                    | 2331         | 12/20/2013 | 10/20 - 11/21/13 Fundraising trip 06/02/13 - 06/04/13- DEPOSIT | 2,712.50     |
| California Charter Schools Association            | 2311         | 12/20/2013 | Member ID: 51157; Membership dues 1/1/14-12/31/14              | 1,700.00     |
| Edtec Inc   | 2312         | 12/20/2013 | Dec 2013 Svc   | 19,653.17    |
| Guardian  | 2313         | 12/20/2013 | Group ID: 00488212; Premium: Nov 2013                          | 622.04       |
| Barbara Hale                                      | 2314         | 12/20/2013 | Reimb. Supplies  | 193.91       |
| The Law Offices of Richard J. Hansberger          | 2315         | 12/20/2013 | Cust: RRCSA; Legal Svcs' Fee                                   | 1,995.00     |
| INK 4 LESS  | 2316         | 12/20/2013 | New Generic Toner  | 275.13       |
| Kaiser  | 2317         | 12/20/2013 | Cust ID: 000336803-0000; Billing Period: 10/26/13 -            | 8,084.00     |
| Lake Elsinore Unified School District             | 2318         | 12/20/2013 | Acct: 8699; Oversight Fee: Nov/Dec 2013                        | 2,400.60     |
| Lakeshore Learning Store                          | 2319         | 12/20/2013 | Cust# 151577 PO: 5004; Supplies/Materials 12/10/13             | 155.44       |
| Jack Marcus                                       | 2320         | 12/20/2013 | Janitorial Svc: School cleaning                                | 1,740.80     |
| Jeff Morabito                                     | 2321         | 12/20/2013 | Reimb. Science Project   | 55.50        |
| Wildomar Renaissance Plaza Inc.                   | 2333         | 12/23/2013 | Jan 2014 Loan  | 31,032.74    |

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