

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
March 18, @6:00 p.m.

Board Members

William Sampson, President
Roland Skumawitz, Secretary/Treasurer
Ingrid Flores
Craig Richter
Elizabeth Halikis

1.0 CALL TO ORDER

Introduction of Guests

The meeting was called to order by the Board Chair at _____.

2.0 OPEN GENERAL SESSION

ROLL CALL	Present	Absent
Mr. William Sampson	_____	_____
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mr. Craig Richter	_____	_____
Mrs. Elizabeth Halikis	_____	_____

Other guests present:

3.0 BOARD COMMENTS

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

4.0 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.

5.0 CLOSED SESSION

Adjourn to Closed Session at _____(time).

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.

5.1 Lease Negotiations Pursuant to Government Code Section 54956.8

Property: 32326 Clinton Keith Road, Wildomar, CA 92595

Agency Negotiator: Barbara Hale, Director/Principal

Negotiating Parties: Kathy Everhart, Ortega Trails Youth Center

Under Negotiation: Instructions to agency negotiator regarding price and terms of payment.

5.2 Public Employment pursuant to Cal. Govt. Code Section 54945.5

Certificated Teacher(s)

6.0 RECONVENE OPEN GENERAL SESSION:

The board reconvened to General Session at _____(time).

7.0 PLEDGE OF ALLEGIANCE

8.0 APPROVAL OF THE AGENDA

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Present	Absent
Mr. William Sampson	_____	_____
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mr. Craig Richter	_____	_____
Mrs. Elizabeth Halikis	_____	_____

9.0 REPORT OUT OF CLOSED SESSION, IF APPLICABLE:

10.0 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.

11.0 INFORMATION SESSION:

11.1 Ed Tec Financial Update Report (Attachment 11.1)

Presentation of the status of our school's finances.

Presented by: Jennie Bartkowiak, Ed Tec, Client Manager

11.2 School Report/Special Education Report

Report on school business and Special Education.

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

12.0 ACTION ITEMS:

12.1 Approve Records Retention Policy (Attachment 12.1)

Review and approve Records Retention Policy

Presented by: Barbara Hale, Director/Principal

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Present	Absent
Mr. William Sampson	_____	_____
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mr. Craig Richter	_____	_____
Mrs. Elizabeth Halikis	_____	_____

12.2 Approve Attendance Policy (Attachment 12.2)

Review and approve Attendance Policy

Presented by: Barbara Hale, Director/Principal

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Present	Absent
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Mr. William Sampson	_____	_____
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mr. Craig Richter	_____	_____
Mrs. Elizabeth Halikis	_____	_____

13.0 CONSENT CALENDAR

- 13.1 Approval of the Minutes: February 18, 2014 (Attachment 13.1)
- 13.2 Approval of the Minutes: March 1, 2014 (Attachment 13.2)
- 13.2 Approval of the Check Register for February 2014 (Attachment 13.2)

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Present	Absent
Mr. William Sampson	_____	_____
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mr. Craig Richter	_____	_____
Mrs. Elizabeth Halikis	_____	_____

14.0 ADJOURNMENT

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Present	Absent
Mr. William Sampson	_____	_____
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mr. Craig Richter	_____	_____
Mrs. Elizabeth Halikis	_____	_____

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



Business and Development Specialists
for Charter Schools

March 18, 2014

Jennie Bartkowiak & Karen Huynh

Agenda



- P-1 Certification Update
- 2014-15 Budget Development Overview
- LCAP: Recent Updates
- Forecast Update
- Exhibits
 - ▣ Cash Flow
 - ▣ Feb. 2014 YTD Financials
 - ▣ Feb. 2014 Check Register



P-1 Certification



P-1 Certification Results

P-1 was certified on February 20th. The CDE still has not calculated LCFF, but continues to use a 4.6% increase over 12-13 rates to recognize gap funding.

□ P-1 Certification highlights:

- CDE will not calculate LCFF until P-2
- CDE continues to use 2012-13 rates increased by 4.6%
 - Advanced Apportionment rates were 4.62% higher than 12-13 P-2
 - P-1 rates are 4.63% higher than 12-13 P-A
 - As a result, funding rates have changed by only \$1 to \$3 per ADA at P-1

Funding Rates	K-3	4-6	7-8	9-12
2012-13 P2 Certified	\$5,109	\$5,187	\$5,346	\$6,188
2013-14 Adv. App Certified	\$5,345	\$5,427	\$5,593	\$6,474
2012-13 P- Annual Certified	\$5,109	\$5,186	\$5,343	\$6,185
2013-14 P1 Certified	\$5,346	\$5,426	\$5,590	\$6,471

- School funding amounts have been adjusted for P-1 ADA

P-1 Certification Results

The P-1 Apportionment reflects adjustments to prior year funding as well as adjustments to current year Local Control funding sources.

□ Prior Year Adjustments at P-1:

- Schools may have been over/under paid in 12-13 due to the following:
 - Approximately \$3 difference between 2012-13 P-2 and P-Annual funding rates
 - Slight change in the EPA percentage from 21.39% at P-2 to 21.51% at P-Annual
 - Increase in local property tax rates from P-2 to P-Annual
 - Adjustments from state aid overpayments in later months of 12-13
- The above adjustments are included in the P-1 apportionment calculation; these changes should result in little-to-no net change in total state aid

□ Current Year Adjustments at P-1:

- The % funded by EPA is slightly higher than expected (from 17.9% to 18.1%)
- Change in local property tax rate will shift funding to state aid

Overall, no change to total Local Control funding forecast; only shifts between Local Control funding sources.

P-1 Certification Results: Cash Flow

With the certification of P-1, the cash payment schedule has been published for the remainder of this school year.

April and May deferrals are slightly higher than expected based on the information available at the Governor's January proposal; updated schedule:

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL	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%	100.00%	
Deferral										-3.80%	-9.00%	-9.00%		3.80%
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%	5.20%	0.00%	0.00%	78.20%	21.80%
EPA	0%	0%	25%	0%	0%	25%	0%	0%	25%	0%	0%	25%	100.00%	
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%	93.00%	7.00%

	Feb	Mar	Apr	May	Jun	TOTAL	July
	9.00%	9.00%	9.00%	9.00%	9.00%	100.00%	
			-3.80%	-9.00%	-9.00%		3.80%
							9.00%
							9.00%
	9.00%	9.00%	5.20%	0.00%	0.00%	78.20%	21.80%
	0%	25%	0%	0%	25%	100.00%	
	8.00%	14.00%	7.00%	7.00%	7.00%	93.00%	7.00%



2014-15 Budget Development

2014-15 Budget Development

The following depicts the overall expected schedule for 2014-15 budget development.

When	What	Key Inputs / Notes
March	Initial draft	▪ Enrollment plan (school leaders) ▪ Revenue assumptions (edtec; Governor's Proposal) ▪ Baseline expenditures based on 13-14, growing with enrollment and/or other known changes
March & April	Draft revisions	▪ Scenario analysis (edtec and school leaders) ▪ Stakeholder input (staff, parents, etc.) ▪ Align with LCAP where necessary
April &/or May Board Meeting	Board Update	▪ Key assumptions and decision points to date
April & May	Final Draft for Approval	▪ May Revise – updates to revenue expectations ▪ Stakeholder input, LCAP
May or June Board Meeting	Board Approval	▪ This budget is submitted to authorizer
June	State Budget is passed	▪ Any changes will be incorporated in the Summer; board typically approves a new budget in Sept/Oct with these and other changes (i.e. actual enrollment)



LCAP: Recent Updates

LCAP: Recent Updates

□ **Minimum Proportionality Percentage (MPP)**

- Potential for charters to use \$0 for 12-13 and/or 13-14 spending on high need pupils. This would lower the MPP and the amount to invest in high need pupils in 14-15

□ **Schoolwide Spending**

- Charter schools should be able to designate schoolwide spending of supplemental and concentration grant funds - with justification - in the LCAP
- This means that while the school must calculate MPP, the actual tracking of these dollars may be less of an issue (thus ensuring school specific “local control”)

□ **LCAP & 14-15 Budget**

- The school must show how supplemental/concentration grant funds will be spent to increase/improve services to high need pupils (per MPP)
- The school must also attach dollar figures to all goals and actions articulated in the LCAP, regardless of source of funds (base, supplemental, or concentration)
 - So far, no need to articulate how every LCFF dollar will be spent; just those that support the goals laid out in the LCAP

LCAP: Recent Updates

□ **Public Hearing: Do Charters Need This?**

- Per CDE: The statute is silent; however, charter schools are encouraged to follow a similar process that is required for a school district, which would be to present to the charter school governing board in a public meeting before submitting the adopted LCAP to the charter authorizer

□ **Does the authorizer approve the LCAP?**

- Per CDE: No. However, as is the case with charter school budgets and audits, a charter school must prepare and submit the LCAP to the chartering authority and the county superintendent of schools by July 1 of each year; the chartering authority reviews the LCAP as part of its regular oversight duties; there is not an explicit requirement that the authorizer approve the LCAP

LCAP: Recent Updates

□ Accountability

- The law establishes a new agency called the Collaborative for Education Excellence to "advise and assist" school districts and charter schools in achieving the goals of their accountability plan
- Schools will have their performance measured against sets of criteria or rubrics that the State Board will adopt by the fall of 2015
- Persistently failing charter schools must receive help either from the district that granted them their charter or, at the discretion of the state superintendent of public instruction, from the California Collaborative for Educational Excellence
 - A school will require intervention if it fails to improve the performance of its students in three out of four years for three or more subgroups of students in more than one of the eight state priority areas
- Whichever agency granted a charter school its charter can consider revoking it upon the recommendation of the Collaborative for Educational Excellence based on one of two findings:
 - The school has not been able to carry out the Collaborative's recommendations
 - The school's performance is persistently poor



Forecast Update



Current Revenue Forecast: Jan. YTD Update

Revenues have slightly increased since last month's update

▣ **Increases to Revenue Forecast = \$1k**

- ▣ Estimated P2 ADA is 321.06. Enrollment forecast did not change from 316.8 to remain conservative.
- ▣ \$787 from LEUSD for substitute reimbursements

▣ **Decreases to Revenue Forecast = \$0**

Current Revenue Forecast

- + \$1** more than last month's forecast
- + \$52K** more than board approved budget (Oct.)

Current Expense Forecast: Jan. YTD Update

Expenses have slightly increased since last month's update

▣ Increases to Expense Forecast: \$2K

- ▣ Books & Supplies increased: \$1.6k for art supplies and other classroom expenses
- ▣ Services & Operating Expenses: minor increases to several budget categories
- ▣ Capital Outlay: \$250K added to reflect pre-construction costs; depreciation expense will not hit until building is complete, so no operating income impact in 13-14

▣ Decreases to Expense Forecast: \$0

Current Expense Forecast

- + \$2K more than last month's forecast
- + \$26K more than board approved budget (Oct.)

2013-14 Current Forecast: Jan. Update

The current forecast for operating income is \$226K after depreciation.

	Approved Budget (Oct.)	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)
SUMMARY				
Revenue				
General Block Grant	1,856,000	1,904,670	-	48,671
Federal Revenue	-	-	-	-
Other State Revenues	110,678	113,811	787	3,133
Local Revenues	206,221	206,571	-	350
Fundraising and Grants	26,189	26,189	-	-
Total Revenue	2,199,088	2,251,242	787	52,154
Expenses				
Compensation and Benefits	1,067,282	1,074,759	-	(7,476)
Books and Supplies	102,970	104,859	(1,616)	(1,889)
Services and Other Operating Expenditures	785,733	802,796	(265)	(17,064)
Capital Outlay	-	250,000	(250,000)	(250,000)
Total Expenses	1,955,985	2,232,414	(251,881)	(276,429)
Operating Income (excluding Depreciation)	243,104	18,828	(251,095)	(224,275)
<i>Operating Income (including Depreciation)</i>	200,427	226,151	(1,095)	25,725
Fund Balance				
Beginning Balance (Audited)	658,425	658,425		
Operating Income (including Depreciation)	200,427	226,151		
Ending Fund Balance (including Depreciation)	858,852	884,576		
Ending Fund Balance as % of Operating Expenditures	44%	40%		

2013-14 YTD Actuals: Feb. Update

SASCA is tracking approximately \$68K ahead of the board approved budget, including depreciation (ahead = more positive).

□ **Revenues: \$17K behind board approved budget**

- EPA payments were slightly less than predicted
- District in-lieu property tax payments are caught up

□ **Expenses: \$85K slower than board approved budget**

- Slower than planned spending on some books and supplies, including computers and textbooks, SIS, etc
- Excludes Pre-Construction expenses in Capital Outlay, which will eventually be capitalized and rolled into bond financing

YTD Actuals

+ \$68K ahead of the board approved budget
[Only impacts timing, not overall forecast]

2013-14 YTD Actuals: Jan. Update

	Actual YTD	Budget YTD	Variance (YTD less Budget)
SUMMARY			
Revenue			
General Block Grant	916,839	941,978	(25,139)
Federal Revenue	-	-	-
Other State Revenues	81,532	70,689	10,843
Local Revenues	6,885	7,769	(884)
Fundraising and Grants	14,233	15,713	(1,481)
Total Revenue	1,019,489	1,036,149	(16,660)
Expenses			
Compensation and Benefits	631,616	658,083	26,467
Books and Supplies	61,250	82,774	21,524
Services and Other Operating Expenditures	440,177	477,051	36,874
Capital Outlay	67,359	-	(67,359)
Total Expenses	1,200,402	1,217,908	17,506
Operating Income (excluding Depreciation)	(180,913)	(181,759)	846
Operating Income (including Depreciation)	(113,554)	(181,759)	68,205

Cash Flow Forecast

After updating for P1, SASCA is still expected to have a positive cash balance in all months of the school year.

- Cash flow has been updated with P-1 certified apportionments
- Under current assumptions, SASCA will not have a cash need in 13-14
- \$195K is expected from LEUSD in June for the in-lieu agreement
- Construction Impact:
 - Cash flow has been updated to assume \$250K cash outlay for pre-construction costs through June 30
 - This results in average ending cash balance of \$390K in March-June, without Community Bank loan
 - Cash flow will be updated with pre-construction financing when loan is deposited
 - The loan will be booked as a liability on the balance sheet and will be zeroed out when the bond closes; bond will become a new liability

- Cash Flow
- February 2014 YTD Financials
- February Check Register

EXHIBITS

Sycamore Academy
Monthly Cash Forecast
As of most recent monthly close

2013/14													
	Actual				Projected				Forecast				APIAR
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Beginning Cash	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Projected	Projected	Projected	
Revenue	5215,813	600,672	673,766	607,751	619,748	517,957	460,640	523,781	507,690	417,369	471,780	386,793	
General Block Grant	-	56,962	57,195	107,365	174,203	102,934	211,293	146,632	228,128	246,621	103,652	24,648	384,551
Federal Income	-	-	-	-	-	-	-	-	-	-	-	-	-
Other State Income	-	844	29,420	5,991	719	33,604	10,187	787	(5,673)	129	11,349	129	26,346
Local Revenues	-	1,950	1,671	(376)	1,500	-	-	2,140	1,367	1,108	1,108	196,108	206,571
Fundraising and Grants	15	95	308	5,413	746	3,521	3,575	561	4,100	2,819	2,819	26,169	-
Total Revenue	15	56,881	86,564	178,383	177,232	140,659	225,025	160,320	227,922	250,475	118,756	223,702	410,898
Expenses	15,472	85,465	88,418	91,472	84,999	101,648	79,981	85,180	124,170	87,286	87,286	144,440	-
Compensation & Benefits	8,127	10,861	10,383	10,224	6,630	7,708	3,928	3,390	32,048	3,854	3,854	3,854	-
Books & Supplies	93,812	52,836	41,122	60,590	50,248	67,129	36,610	34,844	109,171	52,077	52,077	149,294	-
Services & Other Operating Expenses	-	-	-	-	-	-	48,759	19,000	45,990	45,990	45,990	45,990	-
Capital Outlay	117,410	149,162	138,928	182,276	141,875	176,485	171,278	141,984	311,047	188,857	188,857	343,249	-
Total Expenses	(117,398)	(98,261)	(51,359)	(18,117)	(36,358)	(36,428)	(53,747)	(8,325)	(85,125)	(61,617)	(70,101)	(119,547)	-
Operating Cash Inflow (Outflow)	556,598	(10,583)	(108,976)	7,879	242	(3,769)	(28,368)	8,325	(57,197)	(13,142)	(48,345)	(195,849)	410,898
Revenues - Prior Year Actuals	(10,062)	-	-	-	-	-	-	-	(5,574)	(5,574)	(3,221)	-	-
Accounts Receivable - Current Year	(23,369)	11,802	96,251	(88,453)	(25,216)	41	9,390	(7,740)	-	-	-	-	-
Summerholdback for Teachers	(37,525)	3,340	2,798	3,070	3,070	3,349	3,356	1,655	3,356	3,356	3,356	3,356	-
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Long Term)	(4,628)	(4,709)	(4,709)	(25,619)	(15,242)	(15,282)	(15,322)	(15,381)	(4,946)	(4,960)	(5,031)	(5,073)	-
Capital Leases Payable	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure & Depreciation	30,291	-	-	-	-	-	-	-	-	-	-	-	-
Other Balance Sheet Changes	-	-	-	-	-	-	-	-	-	-	-	-	-
Ending Cash	8609,672	673,766	607,751	518,745	517,957	460,640	523,781	507,690	417,369	471,780	386,793	275,518	

Sycamore Academy

Budget vs. Actuals

As of most recent monthly close

	Actual				Budget vs. Actual				Budget			
	Dec	Jan	Feb	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)	Forecast Remaining
SUMMARY												
Revenue												
General Block Grant	102,934	211,263	146,832	916,839	941,978	(25,139)	1,856,000	1,904,670	1,904,670	-	48,871	987,831
Federal Revenue	-	-	-	-	-	-	-	-	-	-	-	-
Other State Revenues	33,604	10,187	787	81,532	70,689	10,843	110,678	113,025	113,811	787	3,133	32,279
Local Revenues	-	-	2,140	6,885	7,769	(884)	206,221	206,571	206,571	-	350	199,696
Fundraising and Grants	3,521	3,575	561	14,233	15,713	(1,481)	26,189	26,189	26,189	-	-	11,956
Total Revenue	140,059	225,025	150,320	1,019,489	1,038,149	(18,660)	2,199,088	2,250,465	2,251,242	787	52,184	1,231,753
Expenses												
Compensation and Benefits	101,648	78,981	85,160	631,616	658,083	26,467	1,067,282	1,074,759	1,074,759	-	(7,476)	443,143
Books and Supplies	7,708	3,928	3,390	61,250	82,774	21,524	102,970	103,243	104,859	(1,616)	(1,889)	43,609
Services and Other Operating Expenditures	67,129	38,610	34,844	440,177	477,051	36,874	785,733	802,531	802,786	(265)	(17,054)	362,619
Capital Outlay	-	-	18,600	67,359	-	(67,359)	-	-	250,000	(250,000)	(250,000)	182,641
Total Expenses	176,485	121,519	138,604	1,100,192	1,217,908	117,716	1,853,995	1,880,533	2,232,414	(251,881)	(278,439)	1,032,012
Operating Income (excluding Depreciation)	(36,426)	93,506	11,716	(180,703)	(181,759)	946	243,104	269,822	18,828	(251,886)	(234,276)	199,741
Operating Income (including Depreciation)	(36,426)	102,506	26,926	(113,554)	(181,759)	68,205	200,427	227,246	226,151	(1,085)	25,725	338,706
Fund Balance												
Beginning Balance (Audited)												
Operating Income (including Depreciation)	(36,426)	102,506	26,926	(113,554)	(181,759)	68,205	658,425	658,425	658,425			
Ending Fund Balance (including Depreciation)	415,038	517,945	544,871	544,871	478,698		658,425	658,425	658,425			
Ending Fund Balance as % of Operating Expenditures							44%	45%	40%			

Detail

Enrollment Summary

K-3	202	215
4-6	118	115
7-8	-	-
9-12	-	-
Total Enrolled	320	330

ADA %

K-3	96.5%	96.0%
4-6	96.5%	96.0%
7-8	96.0%	96.0%
9-12	96.0%	96.0%
Average	96.5%	96.0%

ADA

K-3	184.9	206.4
4-6	113.9	110.4
7-8	0.0	0.0
9-12	0.0	0.0
Total ADA	300.8	316.8

Sycamore Academy

Budget vs. Actuals
As of most recent monthly close

REVENUE	Actual				Budget vs. Actual				Budget			
	Dec	Jan	Feb	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)	Forecast Remaining
General Purpose/Local Control Entitlement												
8012 Education Protection Account	-	64,431	-	128,862	153,809	(24,947)	332,595	341,317	341,317	-	8,772	212,455
8015 General Purpose/Local Control	102,934	102,934	102,934	628,040	629,039	(999)	1,220,910	1,253,023	1,259,460	6,437	38,550	630,420
8019 State Aid - Prior Years	-	-	-	(193)	-	(193)	-	-	-	-	-	193
8096 Charter Schools in Lieu of Prop. Taxes	-	43,898	43,898	159,130	159,129	1	302,494	310,331	303,804	(6,437)	1,369	144,764
102,934	211,263	146,832		916,839	941,978	(25,139)	1,868,000	1,904,670	1,904,670	0	48,671	967,831
Other State Revenues												
8300 Other State Appropriations - Current Year	-	-	-	-	-	-	-	-	-	-	-	-
8311 Other State Appropriations - Prior Years	-	-	-	-	-	-	-	-	-	-	-	-
8390 Special Ed	-	(1,034)	-	5,801	-	5,801	-	-	-	-	-	(5,801)
8381 Special Education - Entitlement (State)	-	-	-	-	-	-	-	-	-	-	-	-
8382 Special Education Reimbursement (State)	-	-	-	-	-	-	-	-	-	-	-	-
8434 Class Size Reduction, Grades K-3	-	-	-	-	-	-	-	-	-	-	-	-
8520 Child Nutrition - State	-	-	-	-	-	-	-	-	-	-	-	-
8545 School Facilities Appropriations	-	-	-	-	-	-	-	-	-	-	-	-
8550 Mandated Cost Reimbursements	3,921	-	-	3,921	-	3,921	4,323	4,435	4,435	-	112	514
8560 State Lottery Revenue	-	11,220	-	11,220	11,869	(649)	47,595	48,787	48,787	-	1,232	37,567
8590 All Other State Revenue	-	-	787	1,506	-	1,506	-	719	1,506	787	1,506	-
SUBTOTAL - Other State Income	33,604	10,187	787	81,532	70,669	10,863	110,878	113,025	113,811	787	3,133	32,279
Other Local Revenue												
8600 Food Service Sales	-	-	-	100	-	100	-	100	100	-	100	-
8634 Leases and Rentals	-	-	1,068	5,464	6,436	(973)	9,000	9,000	9,000	-	-	3,536
8693 Field Trips	-	-	1,072	1,333	(261)	(261)	2,221	2,221	2,221	-	-	1,150
8699 All Other Local Revenue	-	-	-	250	250	-	-	250	250	-	250	-
8701 In Lieu of Prop 30	-	-	-	-	-	-	195,000	195,000	195,000	-	-	195,000
8899 Unclassified Revenue	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL - Local Revenues	-	-	2,140	6,885	7,769	(884)	208,221	208,571	208,571	-	350	189,686
Donations/Fundraising												
8800 Donations - Private	-	2,090	-	2,952	4,697	(1,745)	7,629	7,629	7,629	-	-	4,877
8803 Fundraising	3,521	1,496	561	11,281	11,016	265	18,360	18,360	18,360	-	-	7,079
SUBTOTAL - Fundraising and Grants	3,521	3,575	561	14,233	15,713	(1,481)	26,189	26,189	26,189	-	-	11,956
TOTAL REVENUE	140,059	226,025	160,320	1,019,489	1,008,149	(18,660)	2,199,089	2,250,465	2,251,242	787	82,154	1,231,753

Sycamore Academy

Budget vs. Actuals
As of most recent monthly close

EXPENSES	Actual				Budget vs. Actual				Budget			
	Dec	Jan	Feb	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)	Forecast Remaining
Compensation & Benefits												
1000 Certified Salaries	-	-	-	-	-	-	516,816	516,816	516,816	-	-	179,908
1100 Teachers Salaries	56,249	45,146	48,019	336,908	328,883	(8,026)	14,400	14,400	14,400	-	-	2,670
1103 Teacher - Substitute Pay	2,080	600	2,480	11,730	9,164	(2,566)	94,500	94,500	94,500	-	-	35,591
1300 Certified Supervisor & Administrator Salaries	9,273	8,273	8,273	58,908	60,136	1,227	55,000	55,000	55,000	-	-	55,000
1400 Certified Bonuses & Extra Pay	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL - Certified Employees	67,601	54,018	58,781	407,548	398,183	(9,365)	680,716	680,716	680,716	-	-	273,189
Classified Salaries												
2000 Classified Salaries	8,464	3,469	8,234	45,934	45,818	(116)	72,000	85,000	85,000	-	(13,000)	39,086
2100 Classified Instructional Aide Salaries	4,182	3,182	3,182	23,273	30,545	7,273	48,000	35,000	35,000	-	13,000	11,727
2400 Classified Clerical & Office Salaries	-	-	-	-	-	-	6,000	6,000	6,000	-	-	6,000
2600 Classified Bonuses & Extra Pay	3,062	2,062	2,062	15,433	14,433	(1,000)	22,680	22,680	22,680	-	-	7,247
2900 Classified Other Salaries	832	242	981	5,694	1,018	(4,676)	7,600	7,600	7,600	-	(6,000)	1,505
2935 Other Classified - Substitute	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL - Classified Employees	16,569	8,695	14,459	90,324	91,814	1,481	180,280	184,280	158,280	-	(16,000)	85,946
Employee Benefits												
3000 Employee Benefits	5,508	4,427	4,400	33,083	30,196	(2,887)	51,622	51,622	51,622	-	-	18,338
3100 STRS	600	599	600	4,199	3,891	(308)	6,768	7,453	7,453	-	(685)	3,255
3200 OASDI-Medicare-Alternative	2,246	1,438	2,004	12,770	14,671	1,900	24,967	25,446	25,446	-	(469)	12,675
3400 Health & Welfare Benefits	7,444	8,068	6,861	67,389	94,500	27,111	126,000	126,000	126,000	-	-	58,611
3500 Unemployment Insurance	42	31	35	311	7,407	7,097	7,797	7,992	7,992	-	(194)	7,691
3600 Workers Comp Insurance	1,408	1,438	-	15,783	17,321	1,538	19,113	19,251	19,251	-	(138)	3,468
3700 Retiree Benefits	-	-	-	-	-	-	-	-	-	-	-	-
3800 PERS Reduction	-	-	-	-	-	-	-	-	-	-	-	-
3900 Other Employee Benefits	200	-	-	200	-	(200)	-	-	-	-	-	(200)
SUBTOTAL - Employee Benefits	17,477	15,969	13,820	133,726	168,086	34,361	228,288	237,763	237,763	-	(1,476)	104,026
Books & Supplies												
4000 Books & Supplies	-	-	-	4,268	13,721	9,454	15,060	15,060	15,060	-	-	10,792
4100 Approved Textbooks & Core Curricula Materials	-	-	-	596	929	(333)	1,020	1,020	1,020	-	-	24
4200 Books & Other Reference Materials	337	32	56	5,576	3,029	(2,547)	4,544	7,047	7,047	-	(2,503)	1,470
4315 Custodial Supplies	1,307	395	186	2,829	2,304	(525)	2,529	2,529	2,529	-	(0)	-
4320 Educational Software	-	-	-	9,990	9,716	(274)	18,193	13,680	13,680	-	2,503	4,130
4325 Instructional Materials & Supplies	1,086	447	1,338	7,156	8,489	1,333	12,733	12,689	12,689	-	44	5,533
4330 PE Supplies	933	301	540	1,807	1,444	(363)	1,596	1,630	1,630	-	(45)	22
4335 Non Instructional Student Materials & Supplies	-	-	-	5,719	4,403	(1,316)	4,833	4,833	4,833	-	(886)	-
4345 SCEWL Conference Expenses	488	1,282	429	-	1,500	1,500	2,500	2,500	2,500	-	-	2,500
4410 Classroom Furniture, Equipment & Supplies	-	-	900	4,186	3,253	(933)	3,570	3,466	3,466	-	(616)	-
4420 Computers (individual items less than \$5k)	3,178	-	-	16,114	32,048	15,934	35,175	35,175	35,175	-	-	19,061
4430 Non Classroom Related Furniture, Equipment & Supplies	-	-	-	163	29	(134)	163	163	163	-	(114)	-
4720 Other Food	381	1,466	(76)	3,375	1,907	(1,467)	3,450	3,450	3,450	-	(271)	76
SUBTOTAL - Books and Supplies	7,708	3,928	3,860	61,260	82,774	21,514	102,970	103,243	104,190	(1,816)	(1,889)	43,809

Sycamore Academy

Budget vs. Actuals

As of most recent monthly close

	Actual				Budget vs. Actual				Budget			
	Dec	Jan	Feb	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)	Forecast Remaining
Services & Other Operating Expenses												
5000 Conference Fees	-	-	420	420	383	(37)	638	638	638	-	-	218
5210 Travel - Mileage, Parking, Tolls	208	-	-	567	1,406	841	2,347	2,347	2,347	-	-	1,780
5220 Travel and Lodging	806	-	538	1,668	3,480	1,812	5,800	5,800	5,800	-	-	4,132
5225 Travel - Meals & Entertainment	-	-	-	306	1,463	1,156	2,439	2,439	2,439	-	-	2,131
5305 Dues & Membership - Professional	-	-	-	1,525	3,367	1,842	5,611	5,611	5,611	-	-	4,086
5310 Subscriptions	-	-	-	130	184	54	306	306	306	-	-	176
5450 Insurance - Other	-	-	-	12,381	15,906	3,525	17,311	17,311	17,311	-	-	4,930
5510 Utilities - Gas and Electric	1,943	3,527	337	14,479	16,000	1,521	24,000	24,000	24,000	-	-	9,521
5515 Janitorial, Gardening Services & Supplies	819	483	1,075	6,646	8,405	1,759	12,607	12,607	12,607	-	-	5,762
5520 Security	1,101	171	176	2,481	1,216	(1,265)	1,824	2,880	2,880	(1,056)	-	399
5605 Equipment Leases	939	869	505	6,031	3,785	(2,245)	5,679	9,938	9,938	(4,260)	-	3,908
5610 Rent	25,384	25,384	25,384	228,458	228,458	-	304,610	304,610	304,610	-	-	76,153
5615 Repairs and Maintenance - Building	-	1,483	22	4,035	7,071	3,036	11,111	11,111	11,111	-	-	7,076
5617 Repairs and Maintenance - Other Equipment	-	-	-	80	301	221	1,502	1,502	1,502	-	-	1,422
5669 Other Rentals, Leases and Repairs	-	-	-	-	252	252	420	420	420	-	-	420
5903 Accounting Fees	-	-	-	4,782	4,590	(192)	7,650	7,650	7,650	-	-	2,898
5909 Banking Fees	-	19	-	31	130	99	216	216	216	-	-	185
5912 Business Services	19,544	27	2,159	61,055	85,253	24,198	127,880	130,796	130,796	(2,916)	-	69,798
5924 District Oversight Fees	-	-	-	5,565	12,373	6,817	18,560	19,047	19,047	(487)	-	13,091
5930 Field Trips Expenses	2,713	130	-	2,895	2,120	(774)	3,534	3,534	3,534	-	-	669
5933 Fines and Penalties	-	-	-	110	1,600	1,490	3,000	3,000	3,000	-	-	2,890
5936 Fundraising Expenses	-	-	-	360	108	(252)	180	360	360	(180)	-	-
5939 Interest - Loans Less than 1 Year	958	2,537	681	6,781	7,882	1,101	13,137	13,137	13,137	-	-	6,356
5943 Legal Fees	829	787	748	8,113	7,335	(777)	9,897	9,897	9,897	-	-	1,784
5945 Licenses and Other Fees	1,985	530	828	10,436	9,756	(680)	15,300	15,300	15,300	-	-	4,864
5948 Marketing and Student Recruiting	-	1,136	-	1,162	2,594	1,432	4,307	4,307	4,307	-	-	3,143
5951 Consultants - Other 1	304	297	382	6,438	1,578	(4,860)	2,630	6,230	6,438	(208)	-	266
5954 Payroll Fees	296	584	198	7,250	4,528	(2,722)	7,546	7,546	7,546	-	-	2,004
5957 Printing and Reproduction	110	-	-	110	631	521	1,051	1,051	1,051	-	-	941
5960 Professional Development	1,700	130	108	15,593	12,000	(3,593)	18,000	18,000	18,000	-	-	2,407
5972 Special Education Enrichment	-	-	-	-	-	-	119,506	122,602	122,602	(3,096)	-	122,602
5975 Staff Recruiting	-	-	-	-	-	-	953	953	953	-	-	953
5978 Student Assessment	-	-	-	-	572	572	4,214	4,214	4,214	(12)	-	-
5981 Student Information System	-	-	-	4,214	4,202	(12)	4,202	4,214	4,214	-	-	3,673
5987 Technology Services	4,486	-	173	11,361	15,234	3,873	15,234	15,234	15,234	-	-	718
5989 Internet/Website consulting	-	-	-	423	761	338	1,141	1,141	1,141	-	-	-
5999 Miscellaneous Operating Expenses	-	-	-	3,600	3,600	-	3,600	3,600	3,600	-	-	(3,459)
5910 Communications - Internet / Website Fees	2,454	(1,500)	626	3,459	-	(3,459)	-	-	-	-	-	(320)
5915 Postage and Delivery	23	62	99	583	1,265	610	263	263	263	-	-	1,242
5920 Communications - Telephone & Fax	527	853	375	3,224	3,885	662	5,628	5,628	5,628	-	-	2,804
SUBTOTAL - Services & Other Operating Exp.	67,129	38,610	34,844	440,177	477,051	36,874	785,728	802,631	802,798	(265)	(17,064)	262,819
6000 Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-
6100 Sites & Improvement of Sites	-	48,759	18,600	67,359	-	(67,359)	-	-	250,000	(250,000)	(250,000)	182,641
SUBTOTAL - Capital Outlay	-	48,759	18,600	67,359	-	(67,359)	-	-	250,000	(250,000)	(250,000)	182,641
TOTAL EXPENSES	176,485	171,278	141,984	1,200,402	1,217,008	17,506	1,668,685	1,680,553	2,282,414	(251,851)	(278,429)	1,029,012
6900 Total Depreciation (includes Prior Years)	-	-	-	-	-	-	42,677	42,677	42,677	-	-	42,677
TOTAL EXPENSES including Depreciation	176,485	122,519	122,384	1,193,043	1,217,008	84,965	1,688,961	2,023,239	2,025,090	(1,891)	(28,429)	862,941

Ronald Reagan Charter School Alliance
Sycamore Academy of Science and Cultural Arts

Attendance Policy

Sycamore Academy has a commitment to provide a quality education in a highly collaborative environment, therefore we are all concerned when a student misses school for any reason. Students who are excessively absent from school are not able to fully participate in our program and accomplish their educational goals.

According to the California Compulsory Attendance Laws (Education Code 48200), parents and students are responsible for regular school attendance.

A. Attendance Records

School officials will keep an accurate record of attendance, including accurate attendance records for each class. Such records will be maintained by the classroom teacher and office staff. Absences must be reported to the school office. Attendance records will be used to enforce the Compulsory Attendance Law. If truancy is suspected, the case must be investigated by school personnel and may be referred to local police and/or the local district attorney.

B. Lawful Absences

1. Personal illness (MD note required after 3 consecutive days ill, or more than 10 illnesses during the school year.)
2. Quarantine under the direction of a health officer.
3. Personal medical or dental appointment (MD note required).
4. Funeral services of a parent, sibling, grandparent, brother-in-law, sister-in-law, or any other immediate family member.
5. Observance of an event required or suggested by the religion of the student or the student's parents.

C. Truancies & Unexcused Absences

1. Going to work with parent or other family member
2. Visiting family
3. Going to medical appointments with siblings or any family member.
4. Babysitting, taking care of other family members.
5. Going on vacation
6. Personal problems
7. Waiting for service or repair people to arrive

D. Excessive Absences

1. Ten (10) or more days of excused absences within a school year are considered excessive and shall require a doctor's note to excuse subsequent absences.
2. Three (3) or more consecutive days of illness shall require a doctor's note upon return to school.

**Ronald Reagan Charter School Alliance
Sycamore Academy of Science and Cultural Arts**

Attendance Policy

3. After three (3) or more days of unexcused absences or tardies of more than a thirty (30) minutes period during the school day without a valid excuse on three occasions, or any combination thereof within a school year, will result in the school mailing the parent 1st Truancy Letter asking for the parent's help with their student's attendance and warning of consequences for further truancy.

4. After six (6) days of unexcused absences and/or tardies within a school year, the school will mail 2nd Truancy Letter and invite the family to a School Attendance Review Team (SART) meeting. The intent is to create and implement a written plan for improving attendance.

5. After nine (9) days of unexcused absence and /or tardies within a school year, the school will mail the parent letter to appear at a School Attendance Review Board (SARB) hearing. The Habitual Truancy Notice requires the student and parent to appear at the SARB hearing. Failure to appear may result in a citation to be issued to the parent. Parents and students who fail to abide by the SARB contract may also receive a citation.

6. After Fifteen (15) or more days of unexcused absences and/or tardies will be referred to the District Attorney.

7. Students who miss 5% or more of school for any reason, may be subject to retention.

8. After five (5) unexcused absences, your child may be dropped from the school's roster and you would need to reenroll. Admission will be based on availability at the time of re-enrollment.

Recognizing that regular school attendance is the foundation for learning and that California Attendance Law requires attendance of students between the ages of six and sixteen, students attending Sycamore Academy are required to be in attendance at least 94.5% of the school year in order to be promoted to the next grade. A student absent more than 10 days shall be referred to the principal/designee for possible retention. If the principal determines retention is necessary based on attendance, the parent/guardian will be notified in writing. The parent/guardian will have five (5) days to appeal the principal's decision.

Adopted: _____
Board Secretary Date

RONALD REAGAN CHARTER SCHOOL ALLIANCE
Sycamore Academy of Science and Cultural Arts
Regular Board Meeting Minutes
Renaissance Plaza
32326 Clinton Keith Road, Suite 202
Wildomar, CA 92595
Phone: (951) 678-5217
February 18, @6:00 p.m.

Board Members

William Sampson, President
Roland Skumawitz, Secretary/Treasurer
Ingrid Flores
Craig Richter
Elizabeth Halikis

1.0 CALL TO ORDER

Introduction of Guests

The meeting was called to order by the Board Chair at 6:08 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> </u>	<u> X </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>

Other guests present: Thomas Kruse and Joe Ledesma

3.0 PLEDGE OF ALLEGIANCE

4.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS: No comments.

5.0 APPROVAL OF THE AGENDA

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

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> </u>	<u> X </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>

6.0 INFORMATION SESSION:

6.1 Ed Tec Financial Update Report (Attachment 6.1)

Presentation of the status of our school's finances.

Presented by: Jennie Bartkowiak, Ed Tec, Client Manager

6.2 Ledesma & Meyer Construction Co. and PJHM Architects Update

Update on the status of our new property. Concerns being addressed prevention plan for storm pollution factors, fault finding, pulling permit through city.

Presented by: Joe Ledesma and Thomas Kruse

6.3 School Report/Special Education Report

Report on school business and Special Education.

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

7.0 ACTION ITEMS:

7.1 Approve 2nd Interim Report (Attachment 7.1)

Review and approve 2nd Interim Report

Presented by: Jennie Bartkowiak, Ed Tec, Client Manager

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

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> </u>	<u> X </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>

7.2 Approve Con App (Attachment 7.2)

Review and approve Con App

Presented by: Barbara Hale, Director/Principal

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

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> </u>	<u> X </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>

7.3 Approve Resolution to obtain pre construction loan (Attachment 7.3)

Review and approve resolution to obtain pre construction loan.

Presented by: Barbara Hale, Director/Principal

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

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> </u>	<u> X </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>

7.4 Approve loan terms and contract for construction loan (Attachment 7.4)

Review and approve loan terms and contract for construction loan.

Presented by: Barbara Hale, Director/Principal

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

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> </u>	<u> X </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>

- 7.5 Approve Resolution to move banks from Bank of America to Community Bank (Attachment 7.5)**
Review and approve resolution to move banks from Bank of America to Community Bank.

Presented by: Barbara Hale, Director/Principal

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

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> </u>	<u> X </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>

8.0 CONSENT CALENDAR

- 8.1 Approval of the Minutes: January 28, 2014 (Attachment 8.1)**
8.2 Approval of the Check Register for January 2014 (Attachment 8.2)

Motion: Mr. Skumawitz Second: Mrs. Halikis Vote: 4 - 0

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> </u>	<u> X </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>

9.0 BOARD COMMENTS

Welcome by all the board members present to Mrs. Halikis.

10.0 ADJOURNMENT

Motion: Mrs. Halikis Second: Dr. Flores Vote: 4 - 0

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> </u>	<u> X </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>

The meeting was adjourned at 7:48 p.m.

RONALD REAGAN CHARTER SCHOOL ALLIANCE**Sycamore Academy of Science and Cultural Arts****REGULAR Board Meeting Minutes**

Renaissance Plaza

32326 Clinton Keith Road, Suite 202

Wildomar, CA 92595

Phone: (951) 678-5217

March 1, 2014 TIME @ 9:00 a.m.

Board Members Participating by Teleconference:

NONE

Board Members

William Sampson, President

Roland Skumawitz, Secretary/Treasurer

Ingrid Flores

Craig Richter

Elizabeth Halikis

1.0 CALL TO ORDER

Introduction of Guests

The meeting was called to order by the board president at 9:15 a.m.

2.0 OPEN GENERAL SESSION**ROLL CALL**

Mr. William Sampson

Mr. Roland Skumawitz

Dr. Ingrid Flores

Mr. Craig Richter

Ms. Elizabeth Halikis

Present

Absent

<u> X </u>	<u> </u>
<u> X </u>	<u> </u>
<u> X </u>	<u> </u>
<u> </u>	<u> X </u>
<u> X </u>	<u> </u>

Other guests present: Richard Hansburger and Erica Klein

3.0 BOARD COMMENTS

No comments.

4.0 PLEDGE OF ALLEGIANCE**5.0 APPROVAL OF THE AGENDA**

Motion: Mr. Skumawitz Second: Dr. Flores

Vote: 4 - 0

ROLL CALL

Mr. William Sampson

Mr. Roland Skumawitz

Dr. Ingrid Flores

Mr. Craig Richter

Ms. Elizabeth Halikis

Aye

Nay

Abstentions

<u> X </u>	<u> </u>	<u> </u>
<u> X </u>	<u> </u>	<u> </u>
<u> X </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> X </u>	<u> </u>	<u> </u>

6.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS: No comments.**7.0 PRESENTATION ITEMS:**

7.1 Brown Act Training – HK School Law

The Board and Staff will participate in annual training regarding The Brown Act (Government Code section 54950 et seq.).

7.2 Political Reform Act Training – HK School Law

The Board and Staff will participate in annual training regarding The Political Reform Act (Government Code section 81000 et seq.).

8.0 ADJOURNMENT

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

ROLL CALL

	Aye	Nay	Abstentions
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> </u>	<u> </u>	<u> </u>
Ms. Elizabeth Halikis	<u> X </u>	<u> </u>	<u> </u>

The meeting was adjourned at 1:53 p.m.

Check Register

Sycamore Academy of Science and Cultural Arts
February 2014



Grand Total 77,684.79

Vendor	Check Number	Date	Description	Check Amount
Sycamore Academy of Science and Cultural Arts dba	2367	2/4/2014	PC reimb: 012814	188.49
Southern California Edison	2365	2/5/2014	Cust Acct: 2-31-916-7565; Gas & Elect Svc : 12/18/13 - 01/20/14 + Late Charges	1,730.36
Staples Advantage	2366	2/5/2014	Acct#1008311; Office Supplies	153.82
Verizon California	2368	2/5/2014	Acct: 01 2571 1196681580 10; Internet & Phn Svc 01/13 - 01/11/14	375.08
Xerox Corporation	2369	2/5/2014	Acct: 718368558; Base Charge: Dec 2013 & Meter Usage	868.68
Scholastic Book Fair -10	2364	2/5/2014	Acct: 1023882; Fair ID: 3150651; Book Fair: 11/18	2,063.21
Gabe Campos	2358	2/5/2014	Power Washing 1st & 2nd Floors, Windows Cleaning	360.00
EdTec Inc	2359	2/5/2014	Jan 2013 Svc	2,331.87
Guardian	2360	2/5/2014	Group ID: 00488212; Premium: Jan 2014	622.04
City of Temecula	2361	2/5/2014	Field Trip Expenses	130.00
Prudential Overall Supply	2362	2/5/2014	Janitorial/Restroom Supplies	334.82
Angela Putulowski	2363	2/5/2014	Reimb: Supplies	948.81
USPS	PC-M1279	2/5/2014	PC REIMB USPS PC-M1279	103.80
Nona Jones	2370	2/7/2014	Reimb: Calssroom supplies	821.17
SLR Civil Engineer	2371	2/7/2014	Topographic Survey	16,700.00
Faith Dalton	PC-M1280	2/10/2014	PC-M1280	28.06
Xerox Corporation	2387	2/11/2014	Acct: 718368558; Base Charge: Base Charge: Jan 2014 & Meter Usage 01/11 - 01/21/14	505.01
Mary Bedley	2372	2/11/2014	Reimb: Class Supplies	55.64
Sonya Ramsey	2373	2/11/2014	Reimb: Classroom Supplies	25.60
Mireya Spitsnaugle	2374	2/11/2014	Reimb: Classroom Supplies	38.97
Krsitian Dean	2375	2/11/2014	Luches	33.25
Laura Girard	2376	2/11/2014	Reimb: Board Meeting Food	79.82
The Law Offices of Richard J. Hansberger	2377	2/11/2014	Cust: RRCSA; Legal Svcs' Fee	828.40
INK 4 LESS	2378	2/11/2014	New Generic Toner	269.73
Kaiser	2379	2/11/2014	Cust ID: 000336803-0000; Billing Period: 12/26/13 - 01/11/14	8,123.00
Lake Elsinore Unified School District	2380	2/11/2014	Acct: 8650; Custodial Scs & MPR at Donal Graham ES,	340.00
Jack Marcus	2381	2/11/2014	Janitorial Svc: School cleaning	1,075.20
Prudential Overall Supply	2382	2/11/2014	Janitorial/Restroom Supplies	164.04

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
Angela Putulowski	2383	2/11/2014	Reimb: Supplies	1,881.86
Southwest Business Products	2384	2/11/2014	Svc: Rolls - Laminating Film	270.00
Staples Business Advantage	2385	2/11/2014	LA 1054289; Office Supplies	376.56
Denise Stearns	2386	2/11/2014	3 dozen custom cookies	108.00
Southern California Edison	EFT021114	2/11/2014	EFT021114	337.35
DJ Rob Dunn	PC-M1277	2/12/2014	PC-M1277 dated 1/29/14 dj for dance	150.00
Krsitian Dean	PC-M1282	2/12/2014	PC-M1282	1,237.86
Krsitian Dean	PC-M1283	2/19/2014	PC-M1283	28.15
Stephanie Lucas	2388	2/24/2014	Classroom Supplies	108.75
Tanya Meeks	2389	2/24/2014	Classroom Supplies	46.76
AAIEC	2390	2/24/2014	Environmental Study	1,900.00
Pacific Alarm Service	2391	2/28/2014	Acct: SYCA; Feb svc	136.50
			Acct: 01 2571 1196681580 10 Internet & Phn Svc 2/13/14 -	
Verizon California	2392	2/28/2014	3/12/14	375.08
Wildomar Renaissance Plaza Inc.	2393	2/28/2014	Mar Rent	31,032.74
Credit One Bank	EFT022814	2/28/2014	EFT022814	396.31

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.