



Ronald Reagan Charter School Alliance

Regular Board Meeting Agenda

23151 Palomar Street
Wildomar, CA 92595
Phone: (951) 678-5217

<u>Board Members</u>
Roland Skumawitz, President
Ingrid Flores
Elizabeth Halikis
Daniel Leavitt, Secretary/Treasurer
Matthew Roberson

September 12, 2016 @6:00 p.m.

1.0 CALL TO ORDER

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

2.0 OPEN GENERAL SESSION

Establishment of a Quorum

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

Other guests present:

Ericka Klein, Hansberger and Klein, LLC
John Arndt, Savantco

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF THE AGENDA

Motion: _____ Second: _____ Vote: _____

5.0 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.

6.0 INFORMATION SESSION:

6.1 Teacher’s Report

Report on classroom activities and events.

Presented by: Sycamore Academy Teachers

6.2 Financial Report (Attachment 6.2)

Presentation of the status of Sycamore Academy finances.

Presented by: John Arndt, SavantCo Education

6.3 Special Education Report

Report on Sycamore Academy’s Special Education Program including current data, services and needs.

Presented by: Lisa Fortin and Jennifer Smith, Education Specialists and Tess Brown, Student Support Services Coordinator

6.4 Operations Report

Presentation on enrollment and attendance data. Operations status report.

Presented by: Laura Girard, Operations Coordinator

6.5 Director’s Report

Presentation regarding school administration, material revision and update on current legislation that may impact the school.

Presented by: Barbara Hale, Executive Director/Principal

6.6 School Report

Update on Sycamore’s education program, assessments, WASC and professional development.

Presented by: Jeff Morabito, Assistant Principal

6.7 Quarterly Report (Attachment 6.7)

Presentation of the report presented to our bond holders.

Presented by: Barbara Hale, Executive Director/Principal

6.8 SB 740

Presentation on SB 740. SB 740 is a grant opportunity for charter schools to receive reimbursement for facilities lease.

Presented by: Barbara Hale, Executive Director/Principal

7.0 ACTION ITEMS:

7.1 Attendance Policy (Attachment 7.1)

The board will review and consider the updated Attendance Policy.

Staff recommendation: The board approves the updated Attendance Policy. Staff recommends approval.

Presented by: Jeff Morabito, Assistant Principal

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

7.2 Smokey Mountain Catering (Attachment 7.2)

The board will review and consider ratifying the agreement with Smokey Mountain Catering.

Staff recommendation: The board approves the ratification of the agreement with Smokey Mountain Catering. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

7.3 EcoMotion Agreement (Attachment 7.3)

The board will review and consider ratifying the agreement with EcoMotion. This agreement will use Prop 39 funds to install solar at the school site to increase our energy efficiency.

Staff recommendation: The board approves the ratification of the agreement with EcoMotion to use our Prop 39 Energy Efficiency funding to put solar on our school. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

8.0 CONSENT CALENDAR

Consent Calendar Items are considered routine and may be enacted by a single motion.

8.1 Approval of the Minutes: August 15, 2016 (Attachment 8.1)

8.2 Check Register for July 2016 (Attachment 8.2)

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____

9.0 BOARD COMMENTS:

10.0 ADJOURNMENT

Motion: _____ Second: _____ Vote: _____

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____	_____
Dr. Ingrid Flores	_____	_____
Mrs. Elizabeth Halikis	_____	_____
Mr. Daniel Leavitt	_____	_____
Mr. Matthew Roberson	_____	_____


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
and Cultural Arts
Financial Report as of July 31, 2016


fppt.com



Balance Sheet


- 2015 to 2016 Assets increased over 74%
 - Cash fiscal management
 - Increase in fixed assets
- 2015 to 2016 Liabilities increased over 120%
 - Due to Cash Management
 - Costs on Construction & LLC

fppt.com



Profit & Loss

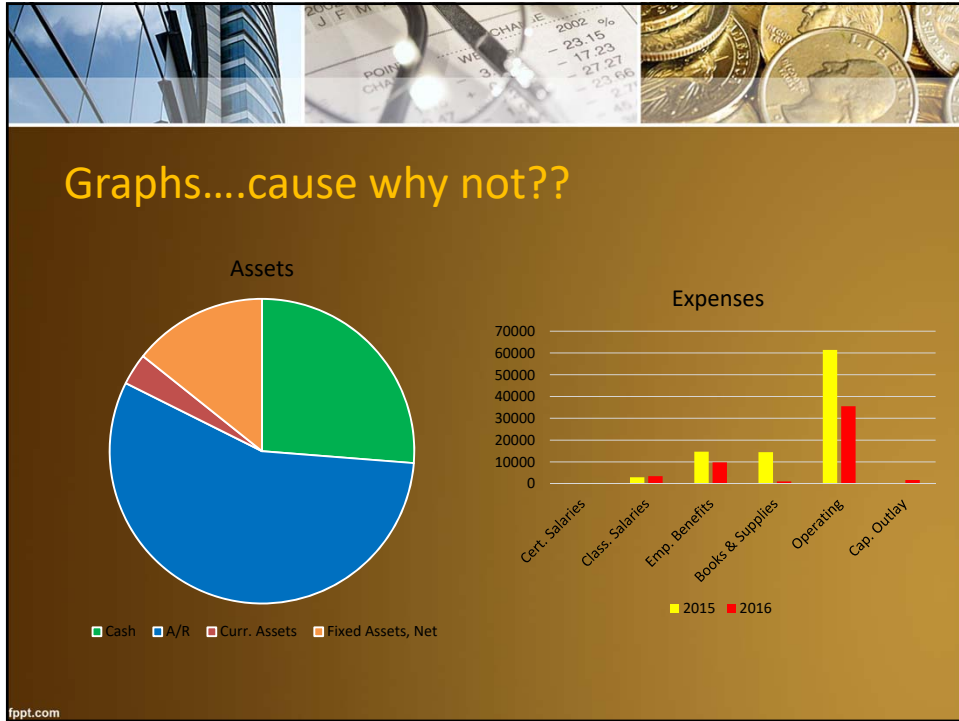
- New look to Financial Statements
 - Better to line with System Financial Reports
 - Better analysis
- Due to increase ADA, LCFF Revenue higher
- 2nd Year of SELPA, receive money sooner.
- No teachers working in July
- Normal business practices for July (nothing out of ordinary)



Check Register

Noted Items

- Hamel Contracting – Pay off rest of amount owed
- CalSTRS – Paying for previous month liability
- US National Bank – Paying off Loan payment as well as paying for month in advance



Sycamore Academy of Science and Cultural Arts
Profit and Loss Statement
Year-to-date Comparison
July 2016

	Prior July 2015	Actual July 2016
Assets		
9120 General Operating Account	956,103.00	644,984.67
9121 BofA Checking	-	-
9122 BofA Petty Cash	4,156.87	5,767.86
9123 Paypal Account	-	-
9200 Accounts Receivable	65,706.93	693,149.41
9290 Due from Grantor Governments	238,029.00	646,883.04
9299 Inter-Resource Receivable	11,549.25	51,284.67
9330 Prepaid Expenditures (Expenses)	1,710.34	20,879.98
9340 Other Current Assets	-	-
9341 Deposits	135,000.00	62,216.78
9420 Land Improvements	204,660.05	547,698.93
9425 Accumulated Depreciation - Land Improvements	(192,097.61)	(202,681.08)
9440 Equipment	-	10,378.04
9445 Accumulated Depreciation - Equipment	-	(1,556.73)
Total Assets	1,424,817.83	2,479,005.57
Liabilities & Fund Balance		
9500 Accounts Payable (Current Liabilities)	43,351.64	391,674.60
9501 Accrued Liabilities	10,837.22	10,837.22
9502 Accrued Payroll	-	-
9503 Accrued Payroll Taxes	1.47	-
9504 PERS Payable	-	5,699.38
9505 STRS Payable	-	23,990.06
9506 403(b) Payable	91.40	1,281.40
9507 Garnishment Payable	-	-
9508 Summer Holdback	-	74,914.86
9510 Credit Card Payable	18,144.23	36,220.88
9590 Due to Grantor Governments	274,673.04	-
9599 Inter-Resource Payable	11,549.25	51,284.67
9640 Current Loans	-	193,038.88
9669 Other General Long-Term Debt	-	-
Total Liabilities	358,648.25	788,941.95
9791 Beginning Fund Balance	1,066,169.58	1,690,063.62
Total Fund Balance	1,066,169.58	1,690,063.62
Total Liabilities and Fund Balance	1,424,817.83	2,479,005.57

**Sycamore Academy of Science and Cultural Arts
Profit and Loss Statement
Year-to-date Comparison
July 2016**

Object Description	Prior July 2015	Actual July 2016	Actual YTD Jul - Jun 2017	Preliminary Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
8011 LCFF State Aid - Current Year	92,058	117,714	117,714	2,649,860	4.44%	Higher due to ADA growth
8012 Education Protection Account State Aid - Current Year	-	-	-	679,247	0.00%	
8096 Transfers to Charter Schools in Lieu of Property Taxes	-	-	-	765,749	0.00%	
8000-8099 Revenue Limit Sources	92,058	117,714	117,714	4,094,856	2.87%	
8181 Special Education Entitlements	-	-	-	66,144	0.00%	2nd Year
8290 All Other Federal Revenue	-	-	-	62,500	0.00%	
8100-8299 Federal Revenue	-	-	-	128,644	0.00%	
8311 Other State Apportionments - Current Year	-	11,203	11,203	264,575	4.23%	
8550 Mandated Cost Reimbursements	-	-	-	132,817	0.00%	
8560 State Lottery Revenue	-	-	-	85,722	0.00%	
8590 All Other State Revenue	-	-	-	-	#DIV/0!	
8300-8599 Other State Revenue	-	11,203	11,203	483,114	2.32%	
8640 Donations - Private	2,863	-	-	-	#DIV/0!	
8699 All Other Local Revenue	4,357	-	-	-	#DIV/0!	
8600-8799 Other Local Revenue	7,220	-	-	-	#DIV/0!	
Total Revenue	99,278	128,917	128,917	4,706,614	2.74%	
1100 Certificated Teachers' Salaries	(110)	-	-	1,380,242	0.00%	
1200 Certificated Pupil Support Salaries	-	-	-	47,139	0.00%	
1300 Certificated Supervisors' and Administrators' Salaries	-	-	-	237,908	0.00%	
1000 Certificated Salaries	(110)	-	-	1,665,289	0.00%	

	Prior July 2015	Actual July 2016	Actual YTD Jul - Jun 2017	Preliminary Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
2100 Classified Instructional Salaries	-	954	954	142,797	0.67%	
2200 Classified Support Salaries	-	665	665	49,054	1.36%	
2300 Classified Supervisors' and Administrators' Salaries	-	-	-	164,152	0.00%	
2400 Clerical, Technical, and Office Staff Salaries	-	1,833	1,833	56,511	3.24%	
2900 Other Classified Salaries	2,955	-	-	26,203	0.00%	
2000 Classified Salaries	2,955	3,452	3,452	438,717	0.79%	
3101 State Teachers' Retirement System, certificated positions	(60)	-	-	209,493	0.00%	
3102 State Teachers' Retirement System, classified positions	-	-	-	3,249	0.00%	
3202 Public Employees' Retirement System, classified positions	358	-	-	15,119	0.00%	
3301 OASDI/Medicare/Alternative, certificated positions	(447)	-	-	24,147	0.00%	
3302 OASDI/Medicare/Alternative, classified positions	226	264	264	27,200	0.97%	
3401 Health & Welfare Benefits, certificated positions	6,933	-	-	192,397	0.00%	
3402 Health & Welfare Benefits, classified positions	1,381	7,030	7,030	57,815	12.16%	
3501 State Unemployment Insurance, certificated positions	185	-	-	20,483	0.00%	
3502 State Unemployment Insurance, classified positions	1	35	35	12,679	0.28%	
3601 Workers' Compensation Insurance, certificated positions	-	-	-	24,979	0.00%	
3602 Workers' Compensation Insurance, classified positions	6,088	2,418	2,418	6,581	36.74%	
3902 Other Benefits, classified positions	-	-	-	-	#DIV/0!	
3000 Employee Benefits	14,665	9,747	9,747	594,142	1.64%	
4000 Books and Supplies	-	-	-	-	#DIV/0!	
4100 Approved Textbooks and Core Curricula Materials	-	-	-	244	0.00%	
4200 Books and Other Reference Materials	-	-	-	736	0.00%	
4300 Materials and Supplies	334	997	997	100,298	0.99%	
4301 Office Supplies	301	-	-	-	#DIV/0!	
4302 Classroom Supplies	-	-	-	-	#DIV/0!	
4303 Janitorial Supplies	-	-	-	-	#DIV/0!	
4304 Educational Software	-	-	-	-	#DIV/0!	
4305 Instructional Materials and Supplies	-	-	-	-	#DIV/0!	
4306 PE Supplies	-	-	-	-	#DIV/0!	
4307 Non-Instructional Materials and Supplies	122	-	-	-	#DIV/0!	
4310 Uniforms	-	-	-	-	#DIV/0!	
4320 Test Administration	-	-	-	-	#DIV/0!	

	Prior July 2015	Actual July 2016	Actual YTD Jul - Jun 2017	Preliminary Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
4400 Noncapitalized Equipment	-	-	-	159,126	0.00%	
4410 Classroom Furniture and Equipment	-	-	-	-	#DIV/0!	
4420 Computers and Computer Equipment	11,138	-	-	-	#DIV/0!	
4430 All Other Noncapitalized Furniture and Equipment	2,506	-	-	-	#DIV/0!	
4700 Food	69	-	-	8,768	0.00%	
4000 Books and Supplies	14,470	997	997	269,172	0.37%	
5000 Services and Other Operating Expenditure	-	-	-	-	#DIV/0!	
5100 Subagreements for Services	-	-	-	51,868	0.00%	
5110 District Oversight Fee	-	-	-	-	#DIV/0!	
5200 Travel and Conferences	4,155	-	-	-	#DIV/0!	
5210 Travel	10	-	-	23,621	0.00%	
5212 Travel - Lodging	-	-	-	-	#DIV/0!	
5213 Travel - Meals & Entertainment	1,917	-	-	-	#DIV/0!	
5220 Conferences, Conventions and Meetings	-	1,155	1,155	3,005	38.44%	
5300 Dues and Memberships	610	-	-	77,056	0.00%	
5301 Dues and Memberships - Professionals	-	-	-	-	#DIV/0!	
5302 Subscriptions	-	383	383	-	#DIV/0!	
5310 Licenses and Fees	-	250	250	-	#DIV/0!	
5400 Insurance	-	7,828	7,828	32,884	23.80%	
5450 Other Insurance	4,274	8,899	8,899	-	#DIV/0!	
5500 Operations and Housekeeping Services	-	331	331	13,319	2.49%	
5510 Janitorial & Gardening Services	-	-	-	-	#DIV/0!	
5520 Security	-	-	-	-	#DIV/0!	
5530 Technology Services	-	-	-	-	#DIV/0!	
5600 Rentals, Leases, Repairs, and Noncapitalized Improvements	380	1,440	1,440	-	#DIV/0!	
5605 Equipment Lease	31,906	-	-	-	#DIV/0!	
5610 Rent, Parking, & Other Occupancy	-	-	-	424,485	0.00%	
5620 Utilities	-	5,432	5,432	43,319	12.54%	
5630 Real Estate Taxes	-	-	-	1,783	0.00%	
5640 Repairs & Maintenance - Buildings	-	-	-	23,043	0.00%	
5641 Repairs & Maintenance - Equipment	-	-	-	-	#DIV/0!	
5800 Professional/Consulting Services and Operating Expenditures	4,715	-	-	73,860	0.00%	
5810 Accounting	-	-	-	8,809	0.00%	
5812 Accreditation/Third Party Review	-	-	-	800	0.00%	

	Prior July 2015	Actual July 2016	Actual YTD Jul - Jun 2017	Preliminary Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
5813 Business Services	12,000	7,800	7,800	120,000	6.50%	
5815 Bank Charges	279	773	773	1,743	44.35%	
5816 Payroll Fees	-	316	316	9,652	3.27%	
5817 Education Consultants	-	-	-	-	#DIV/0!	
5820 Computer Services	-	-	-	9,191	0.00%	
5830 Legal	-	-	-	45,796	0.00%	
5833 Fines and Penalties	-	-	-	-	#DIV/0!	
5836 Fingerprinting	-	-	-	-	#DIV/0!	
5840 Professional Development	-	-	-	44	0.00%	
5843 Student Field Trips	-	-	-	-	#DIV/0!	
5852 Contract Labor	960	-	-	150,851	0.00%	
5870 Special Education Encroachment	-	-	-	-	#DIV/0!	
5900 Communications	-	-	-	17,706	0.00%	
5910 Outreach & Communications	-	100	100	-	#DIV/0!	
5911 Recruitment Advertising	-	-	-	-	#DIV/0!	
5912 Enrollment Outreach	-	-	-	-	#DIV/0!	
5914 External Communications	85	-	-	-	#DIV/0!	
5920 Postage, Shipping, and Delivery	59	-	-	-	#DIV/0!	
5930 Printing & Copying	-	-	-	-	#DIV/0!	
5940 Telephone & Telecommunications	12	792	792	-	#DIV/0!	
5950 Fundraising	-	-	-	-	#DIV/0!	
5000 Other Services and Operations	61,362	35,499	35,499	1,132,835	3.13%	
6170 Land Improvements	-	-	-	-	#DIV/0!	
6200 Buildings and Improvements of Buildings	-	-	-	-	#DIV/0!	
6400 Equipment	-	-	-	-	#DIV/0!	
6900 Depreciation Expense	53	1,655	1,655	-	#DIV/0!	
6000 Capital Outlay	53	1,655	1,655	-	#DIV/0!	
7438 Debt Service - Interest	-	-	-	-	#DIV/0!	
7500 District Oversight Fee	-	-	-	40,949	0.00%	
7000 Other / Direct / Indirect	-	-	-	40,949	0.00%	
Total Expenditures	93,395	51,350	51,350	4,141,104	1.24%	

NET INCOME (LOSS)

Prior July 2015	Actual July 2016	Actual YTD Jul - Jun 2017	Preliminary Budget 2016-2017	Actual YTD to Budget %	Description of mthly Income & Expenses
5,883	77,567	77,567	565,510	13.72%	

Quarterly Report



SYCAMORE ACADEMY
of Science and Cultural Arts

June 30, 2016

Executive Summary - Professional Development

The pictures represent our pre-school year professional development.



*Review and refinement of strategies, interventions and processes for managing special needs.

*Training in Environmental Science instruction with an emphasis on real-world application.

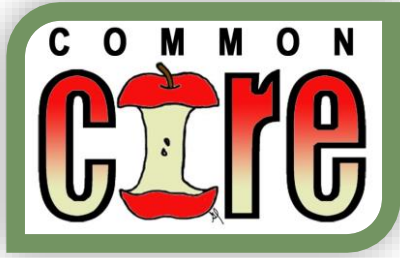
*Raising the bar on Physical Education expectations.

Technology/Infrastructure: We will be adding additional computers to our current collection, once again reducing our student:computer ratio. Presently, we have 2:1 in grades 2-8.

Facility Safety and Maintenance: We have had no major facility maintenance issues this quarter. We have one pending change from our contractor. The relocation of a drinking fountain on the playground that was not placed according to the plan. This will not have a cost to the school.

Curriculum and Instruction: We have changed our online supplemental support from MobyMax to IXL and teachers received training last week. We have changed our math curriculum from Singapore to Jump Math. We are continuing with Learning A to Z for a digital library. We now have a full time Curriculum Specialist and a full time Assistant Principal. The primary responsibility of the Curriculum Specialist is to provide support, resources and coaching for our faculty and staff. The primary responsibility for the Assistant Principal is data analysis, assessment and accountability.





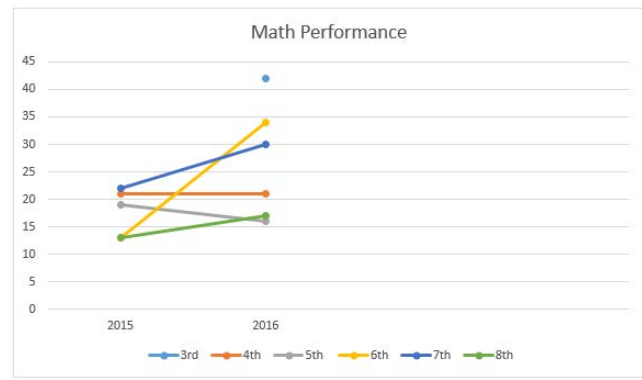
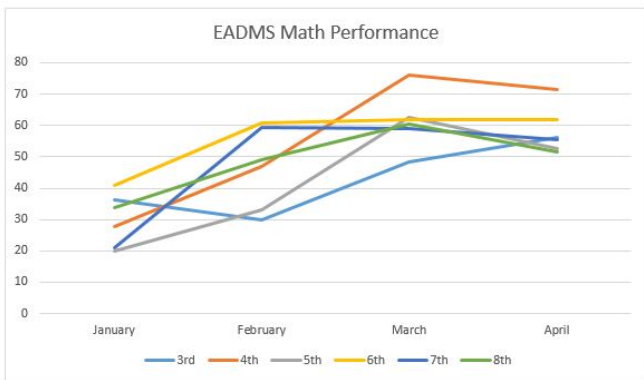
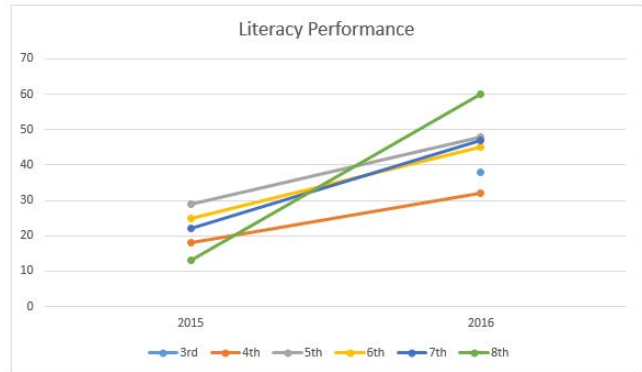
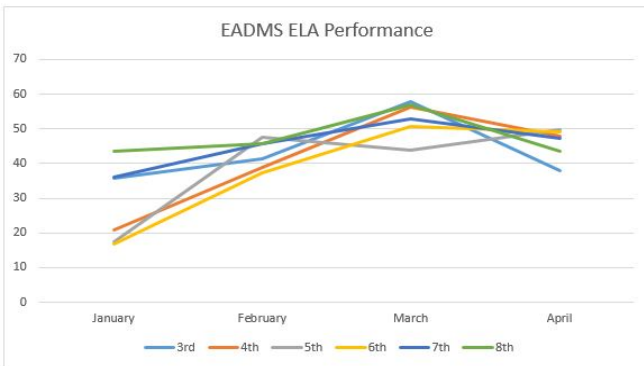
Academic Performance Summary

We have received the results of the Spring SBAC assessments. 97% of our students completed all elements of the tests.

Preliminary review of the data shows significant improvement in literacy in all grades and improvement in math in most grades. We have targetted 4th and 5th grade mathematics as our greatest area for improvement. We will be analysing our student achievement by sub-group over the next month and comparing SBAC performance data to beginning of the year in-house assessment data.

Assessment Performance Summary

EADMS represents our in-house assessment tool used throughout the year to guide instruction toward achieving the Common Core State Standards. The charts labeled "Literacy Performance" and "Math Performance" represent the movement for the student group from the 2015 assessment to the 2016 assessment. *Note - 3rd grade is represented as a single dot. 3rd grade is the first year that students take the assessment.



Charter Compliance:

Sycamore Academy remains in good standing with Lake Elsinore Unified School district Governing Board. The Deputy Superintendent, the liaison to the District, has left the District's employment. We have not been assigned a new liaison.



Enrollment

As of June 30, 2016 we had 560 students enrolled for the 2016-2017 school year and 82 students on the waitlist. We had 14 students enrolled in our Home Study program and had not marketed the program.

	TK	K	1	2	3	4	5	6	7	8	Total
Enrolled	11	57	66	67	67	66	68	66	59	33	560
Waitlist	7	14	9	5	8	11	8	4	7	9	82

Looking ahead:

This year our focus will be on another year of significant improvement as demonstrated by state testing. We are focused on improving the choices and quality of the electives we offer our students including adding a Spanish course and additional classes related to technology such as a coding course. We have change our math curriculum and will ensure that all teachers receive appropriate training followed up with coaching from our Curriculum Specialist.

A note from the Director: On June 7, 2016 I won the election for Riverside County Board of Education, Trustee Area 7. This Trustee Area represents Temecula, Murrieta and Lake Elsinore school districts. I was sworn in on July 13. I have also begun working toward my Doctorate with an emphasis on Charter School Administration through William Howard Taft University.



Sycamore Academy of Science and Cultural Arts

This charter school uses the following basis of accounting:

- Accrual Basis (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)**
- Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)**

Adopted Budget - July 1st						
Description	Object Code	Adopted Budget (6/30/15)	Revised Budget 1st Interim (11/01/15)	Revised Budget 2nd Interim (2/01/16)	Year To Date Actuals (06/30/16)	% of Budget
A. REVENUES						
1. LCFF Sources						
State Aid - Current Year	8011	2,375,416.00	2,282,825.54	2,268,616.00	2,051,422.00	90.43%
Education Protection Account (EPA) - Current Year	8012	560,958.00	607,973.73	603,789.00	692,596.00	114.71%
Transfers to Charter Schools in Lieu of Property Taxes	8096	553,565.00	582,090.74	578,084.00	712,922.00	123.32%
Total, LCFF Sources		3,489,939.00	3,472,890.01	3,450,489.00	3,456,940.00	100.19%
2. Federal Revenues						
Special Education - Federal	8181, 8182	-	59,019.00	46,500.00	49,250.00	105.91%
Other Federal Revenues		-	-	-	-	#DIV/0!
Title I	8110, 8260-8299	-	-	61,000.00	48,742.00	79.90%
Title II		-	-	1,500.00	1,280.00	0.00%
Total, Federal Revenues		-	59,019.00	109,000.00	99,272.00	0.00%
3. Other State Revenues						
Special Education - State	8311	237,500.00	238,435.75	187,860.00	208,232.00	110.84%
Mandated Cost Reimbursement	8550	6,650.00	5,344.08	5,424.00	5,424.00	100.00%
Mandated Cost Reimbursement - One Time Discretionary	8550	-	-	202,034.00	202,034.00	100.00%
State Lottery Revenue	8560	76,950.00	76,215.30	84,804.00	87,531.90	103.22%
All Other State Revenue	8590	-	-	19,365.00	55,965.23	289.00%
All Other State Revenues - One Time Discretionary	8590	-	202,311.60	-	-	#DIV/0!
All Other State Revenues - Educator Effectiveness	8590	-	21,999.00	21,998.00	21,998.00	100.00%
Total, Other State Revenues		321,100.00	544,305.73	521,485.00	581,185.13	111.45%
4. Other Local Revenues						
Donations	8682	-	-	3,078.00	13,686.43	444.65%
All Other Local Revenues	8699	-	33,765.00	47,402.00	64,314.06	135.68%
In Lieu of Prop 39	8701	195,000.00	-	-	-	#DIV/0!
Total, Local Revenues		195,000.00	33,765.00	50,480.00	78,000.49	154.52%
5. TOTAL REVENUES						
		4,006,039.00	4,109,979.74	4,131,454.00	4,215,397.62	102.03%

Sycamore Academy of Science and Cultural Arts

This charter school uses the following basis of accounting:

- Accrual Basis (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)**
- Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)**

Adopted Budget - July 1st						
Description	Object Code	Adopted Budget (6/30/15)	Revised Budget 1st Interim (11/01/15)	Revised Budget 2nd Interim (2/01/16)	Year To Date Actuals (06/30/16)	% of Budget
B. EXPENDITURES						
1. Certificated Salaries						
Certificated Teachers' Salaries	1100	955,000.00	1,001,000.00	1,136,158.00	1,174,095.75	103.34%
Certificated Stipends	1101	70,000.00	70,000.00	-	-	#DIV/0!
Certificated Pupil Support Salaries	1200	58,000.00	40,000.00	45,766.00	36,893.77	80.61%
Certificated Supervisors' and Administrators' Salaries	1300	146,000.00	186,000.00	187,289.00	174,507.25	93.18%
Certificated Bonuses	1400	94,400.00	91,200.00	-	-	#DIV/0!
Total, Certificated Salaries		1,323,400.00	1,388,200.00	1,369,213.00	1,385,496.77	101.19%
2. Non-certificated Salaries						
Non-certificated Instructional Aides' Salaries	2100	168,200.00	180,340.00	138,638.00	117,253.24	84.58%
Non-certificated Support Salaries	2200	-	-	47,625.00	82,495.03	173.22%
Non-certificated Supervisors' and Administrators' Sal.	2300	112,000.00	124,000.00	159,371.00	133,351.73	83.67%
Clerical and Office Salaries	2400	22,625.00	25,480.00	54,865.00	48,098.06	87.67%
Non-certificated Bonuses	2600	8,400.00	12,200.00	-	-	#DIV/0!
Other Non-certificated Salaries	2900	-	-	25,440.00	18,642.52	73.28%
Other Non-certificated Substitute	2935	9,280.00	9,975.00	-	-	#DIV/0!
Total, Non-certificated Salaries		320,505.00	351,995.00	425,939.00	399,840.58	93.87%
3. Employee Benefits						
State Teachers' Retirement System, certificated positions	3101	142,000.82	148,953.86	127,212.00	132,144.23	103.88%
State Teachers' Retirement System, classified positions	3102	-	-	2,771.00	2,300.05	83.00%
Public Employees' Retirement System, classified positions	3202	23,960.70	27,018.00	12,905.00	14,200.77	110.04%
OASDI/Medicare/Alternative, certificated positions	3301	19,189.30	20,128.90	25,669.00	26,466.73	103.11%
OASDI/Medicare/Alternative, classified positions	3302	19,871.31	21,823.69	33,288.00	30,147.75	90.57%
Health & Welfare Benefits, certificated positions	3401	220,000.00	190,000.00	120,932.00	119,458.86	98.78%
Health & Welfare Benefits, classified positions	3402	30,000.00	25,000.00	35,341.00	32,963.93	93.27%
State Unemployment Insurance, certificated positions	3501	16,277.82	17,074.86	1,184.00	184.25	15.56%
State Unemployment Insurance, classified positions	3502	9,262.59	10,172.66	126.00	1.48	1.17%
Workers' Compensation Insurance, certificated positions	3601	39,702.00	41,646.00	22,390.00	13,487.13	60.24%

Sycamore Academy of Science and Cultural Arts

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Adopted Budget - July 1st						
Description	Object Code	Adopted Budget (6/30/15)	Revised Budget 1st Interim (11/01/15)	Revised Budget 2nd Interim (2/01/16)	Year To Date Actuals (06/30/16)	% of Budget
Workers' Compensation Insurance, classified positions	3602	9,615.15	10,559.85	13,204.00	11,265.91	85.32%
Other Benefits, classified positions	3902	-	-	162.00	161.95	99.97%
Total, Employee Benefits		529,879.69	512,377.82	395,184.00	382,783.04	96.86%
4. Books and Supplies						
Approved Textbooks and Core Curricula Materials	4100	7,151.50	7,151.50	233.00	232.56	99.81%
Books and Other Reference Materials	4200	1,948.07	1,948.07	701.00	1,165.19	166.22%
Materials and Supplies	4300	60,747.70	60,747.70	97,377.00	110,513.14	113.49%
Noncapitalized Equipment	4400	36,208.04	268,208.04	103,929.00	104,285.39	100.34%
Food	4700	7,250.19	9,250.19	8,350.00	7,978.97	95.56%
Total, Books and Supplies		113,305.51	347,305.51	210,590.00	224,175.25	106.45%
5. Services and Other Operating Expenditures						
Subagreements for Services	5100	-	-	15,357.00	28,747.85	187.20%
Travel	5210	20,024.20	20,024.20	22,496.00	22,498.75	100.01%
Conference, Convention, Meeting	5220	-	-	2,862.00	10,955.08	382.78%
Dues and Memberships	5300	8,639.01	8,639.01	101,958.00	83,685.06	82.08%
Insurance	5400	102,990.18	103,990.18	32,239.00	28,234.05	87.58%
Operations and Housekeeping Services	5500	62,486.95	62,486.95	12,685.00	14,257.26	112.39%
Rent	5610	14,790.73	14,790.73	404,271.00	406,367.32	100.52%
Utilities	5620	62,486.95	62,486.95	42,469.00	45,878.00	108.03%
Real Estate Taxes	5630	-	-	1,748.00	3,495.80	199.99%
Repairs	5640	16,537.13	16,537.13	22,591.00	8,643.38	38.26%
Other Services & Operating Expenses	5800		57,596.49	70,343.00	111,930.00	159.12%
Accounting	5810	11,160.63	11,160.63	8,552.00	11,252.25	131.57%
Accreditation/Third Party Review	5812	-	-	800.00	1,250.00	156.25%
Business Services	5813	120,000.00	120,000.00	122,020.00	123,710.33	101.39%
Bank Charges	5815	929.70	929.70	1,660.00	5,916.08	356.39%
Payroll Fees	5816	-	-	9,192.00	9,614.58	104.60%
Education Consultants	5817	48,335.56	48,335.56	-	4,317.00	#DIV/0!
Computer Services	5820	-	-	8,924.00	13,068.54	146.44%

Sycamore Academy of Science and Cultural Arts

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Legal	5830	22,321.26	30,751.45	44,462.00	41,529.98	93.41%
Professional Development	5840	35,757.50	35,757.50	43.00	27,253.94	63381.26%
Substitute Teachers (Third Party Vendors)	5851	39,600.00	39,600.00	-	-	#DIV/0!
Contract Labor	5852	-	-	146,458.00	149,180.43	101.86%
Special Education Contractors	5869	33,251.12	30,077.40	-	-	#DIV/0!
Special Education Encroachment	5872	14,250.00	14,820.00	-	270.55	#DIV/0!
Communications	5900	14,210.03	14,210.03	17,190.00	29,001.08	168.71%
Total, Services and Other Operating Expenditures		627,770.94	692,193.90	1,088,320.00	1,181,057.31	108.52%
6. Capital Outlay <i>(Objects 6100-6170, 6200-6500 modified accrual basis only)</i>						
Land and Land Improvements	6100-6170	-	-	-	-	0.00%
Buildings and Improvements of Buildings	6200	-	250,000.00	-	74.79	0.00%
Equipment	6400	-	-	-	-	0.00%
Equipment Replacement	6500	-	-	-	-	0.00%
<i>Depreciation Expense (for full accrual only)</i>	6900	-	-	-	12,192.76	0.00%
Total, Capital Outlay		-	250,000.00	-	12,267.55	0.00%
7. Other Outgo						
Debt Service:		-	-	-	-	
Interest	7438	145,000.00	466,222.00	-	-	#DIV/0!
Principal	7439	508,606.00	212,103.00	-	-	#DIV/0!
District Oversight Fee	7500	-	36,332.74	35,000.00	-	0.00%
Total, Other Outgo		-	714,657.74	35,000.00	-	0.00%
8. TOTAL EXPENDITURES		3,568,467.14	4,256,729.96	3,524,246.00	3,585,620.50	101.74%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		437,571.86	(146,750.22)	607,208.00	629,777.12	
D. OTHER FINANCING SOURCES / USES						
1. Other Sources	8930-8979	-	-	-	-	

Sycamore Academy of Science and Cultural Arts

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Adopted Budget - July 1st						
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2. Less: Other Uses	7630-7699	-	-	-	-	
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	-	-	-	-	
4. TOTAL OTHER FINANCING SOURCES / USES		-	-	-	-	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		437,571.86	(146,750.22)	607,208.00	629,777.12	
F. FUND BALANCE, RESERVES						
1. Beginning Fund Balance						
a. As of July 1	9791	-	804,944.00	804,944.00	804,944.00	
b. Adjustments to Beginning Balance	9793, 9795	-	-	-	-	
c. Adjusted Beginning Balance		-	804,944.00	804,944.00	804,944.00	
2. Ending Fund Balance, June 30 (E + F.1.c.)		437,571.86	658,193.78	1,412,152.00	1,434,721.12	
Components of Ending Fund Balance (Optional):						
Nonspendable Revolving Cash (equals object 9130)	9711	-	-	-	-	
Nonspendable Stores (equals object 9320)	9712	-	-	-	-	
Nonspendable Prepaid Expenditures (equals object 9330)	9713	-	-	-	-	
Nonspendable All Others	9719	-	-	-	-	
Restricted Fund Balance	9740	-	-	-	-	
Committed Fund Balance	9750, 9760	-	-	-	-	
Assigned Fund Balance	9780	-	-	-	-	
Reserve for Economic Uncertainties	9789	-	-	-	-	
Undesignated/Unappropriated Amount	9790	437,571.86	658,193.78	1,412,152.00	1,434,721.12	



23890 Conestoga Ave., Murrieta, CA 92562
951-795-8671

www.cateringtemecula.com /E-mail - jennifer@cateringtemecula.com

This contract is entered into and between Smokey Mountain Catering and Sycamore Academy

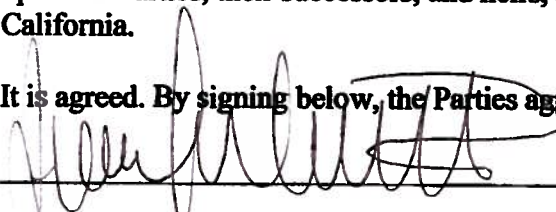
The term of this Agreement will become effective on 8/17/2016 and shall continue until 6/7/2017.

The specific terms of this Agreement are as follows:

1. Smokey Mountain Catering will provide students lunches that were ordered and paid for starting at 10:45 am to last serving time 12:00 pm. TK/Kinder \$4.00, First through Eighth \$5.00, Faculty and Faculty Students are \$3.00. Salad/Fruit Bar and Drink Station only for \$3.00.
2. Smokey Mountain Catering will provide all staff for set up & serving.
3. Smokey Mountain Catering will provide all equipment, utensils, plates, napkins, etc.
4. Smokey Mountain Catering will provide monthly copies of the menus for Sycamore Academy to have available.
5. Sycamore Academy agrees to electronically provide menus and correspondence to students.
6. Smokey Mountain Catering agrees to give a 30-day notice for termination of contract.
7. Sycamore Academy agrees to give a 30-day notice so Smokey Mountain Catering can resolve any issues.

This contract cannot be modified in any way unless such modifications are made in writing and signed by both Parties. This document constitutes the entire agreement between the Parties. This Contract is legally binding upon the Parties, their successors, and heirs, and will be enforced according to the laws of Riverside County, California.

It is agreed. By signing below, the Parties agree to be bound by the terms of this Agreement.



 Smokey Mountain Catering/Jennifer Thompson

8/16/16

 Date

23890 Conestoga Ave., Murrieta, CA 92562



 Sycamore Academy

8/16/16

 Date

23151 Palomar St., Wildomar, CA 92595



EcoMotion – Sustainability Solutions

601 Fifth Street, Suite 650 Los Angeles CA 90071 • (949) 450-7155 • www.EcoMotion.us

Contract for Services

Presented to the

Sycamore Academy of Science and Cultural Arts

Custom Proposition 39 Planning Services

**Benchmarking and Energy Intensity Analysis
Solar Potential Calculation and Implementation Strategy
Energy Expenditure Plan Submittal**

August 30, 2016

SYCAMORE ACADEMY
of Science and Cultural Arts

Table of Contents

**Cover Letter
Project Approach
Budget Summary
Signature Bar**

Cover Letter

Dear Ms. Hale:

Why is EcoMotion uniquely qualified to serve Sycamore Academy of Science and Cultural Arts?

1. We are an "honest broker" organization.
2. We have no ties to manufacturers, technologies, or supply lines.
3. We bring extensive experience in implementing smart energy management in schools.
4. We are nimble, responsive, flexible, and will work hard to meet your needs.
5. We have one goal: To help schools like yours maximize the value of Proposition 39 funds.

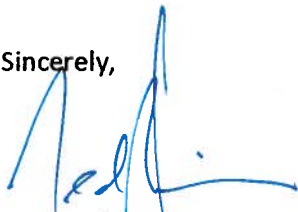
EcoMotion is delighted to submit this contract to Sycamore Academy. Our goal is to help Southern California school districts and charter schools to save the most money, and reap the greatest benefits from their allocations of the California Clean Energy Jobs Act (Proposition 39) funds.

EcoMotion has extensive experience in strategic planning, energy efficiency, solar, utility programs, and project management. Our team's strengths in policy, strategic planning, and energy management services will ensure wise management and propel your Charter's allocations.

EcoMotion will be 100% objective. We are technology and vendor neutral. We have no stake in any distribution channels whatsoever. We are also eager to work to find ways of leveraging the value of Proposition 39 through performance contracting.

EcoMotion since 2003 has been focused on delivering to our clients real and lasting value through efficiency, renewables, and community involvement. This is what we offer. We'd like to roll up our sleeves and work with you and the Sycamore Academy facilities staff in the coming months and coming years.

Sincerely,



Ted Flanigan
President, EcoMotion
(949) 450 - 7155

Project Approach

EcoMotion will follow a project approach that is at once expeditious and that fulfills all California Energy Commission (CEC) and California Department of Education program requirements. We'll work collaboratively with officials at Sycamore Academy to determine your priorities. Our goal will be to turn your aspirations into reality to the greatest degree possible for the remainder of the Prop 39 program.

Per CEC rules, we begin with benchmarking. We realize your facility is new and gorgeous! We assess efficiency and solar opportunities through a comprehensive campus energy assessment. We will prepare the Sycamore Academy's Energy Expenditure Plan within two months of contract signature and make plans for any subsequent submittals 2017.

Overall, our goal will be to incisive, quick, and effective. We intend to follow required procedures to secure allocated funds and to maximize the benefit of each dollar. We then aim to dig deeper and determine where additional opportunities lie for savings of energy and dollars, and what educational program benefits may be present.

Benchmarking and Energy Intensity Analysis

EcoMotion will analyze Sycamore Academy's utility bills to benchmark electricity usage. How does the brand new campus stack up regionally, nationally? We also look at energy usage intensity (EUI) on a per student basis. We will use the initial benchmarking data for ongoing tracking and analysis.

Solar System Technical and Financial Assessments

Our primary task will be the specification and complete build out for Sycamore Academy's solar roof top system. EcoMotion will begin this phase of the work with an analysis of baseline conditions and energy intensity. We then will explore the solar potential on site, and vis-a-vis the CEC Proposition 39 Handbook requirements. We'll evaluate cash deals, PPAs, and buy-down options. EcoMotion will analyze Sycamore's facilities for rooftop, ground-mounted, and solar port systems. After that, we will determine the Savings to Investment Ratio value for the preferred system. If need be, EcoMotion will size the system to meet both Option R requirements and to fulfill Sycamore's Proposition 39 requirements.

Energy Expenditure Plan Submittal

EcoMotion proposes that the Energy Expenditure Plan will be completed and submitted within two months of contract signature. We will be diligent in preparing a robust plan and courses of action. Then, the EcoMotion team will work with Sycamore Academy as required over the next year plus to prepare any additional documentation to close out the Proposition 39 funding.

Budget Summary

Sycamore Academy is entitled to approximately \$250,000 of Prop 39 funds. Since no Planning Funds were requested by Sycamore Academy, EcoMotion proposes to be paid through Prop 39's Energy Manager provision: Each year Sycamore Academy can request 10% of its Prop 39 allocation be used for an Energy Manager, either internally or externally. In this case, the Energy Manager funds can be used to retain EcoMotion.

To maximize the value of Prop 39 funds, EcoMotion proposes a total fee of \$25,000 spread over the life of the contract and paid based on receipt of funds from the California Department of Education. Only when Energy Expenditure Plans are approved and Sycamore Academy has received funds, will EcoMotion be paid.

EcoMotion is set up to track results, to assure savings, and to flag opportunities for even greater savings. Our team is exploring solar, energy storage, and Zero Net Energy for other clients, leveraging P39 allocations into greater savings values for all of our clients.

This scope of work is intended to "catch up" Sycamore Academy in terms of Prop 39. We'll assess, plan, and submit the Energy Expenditure Plan in Fall 2016, and to then continue to track your program for the remaining duration of the Prop 39 Program.

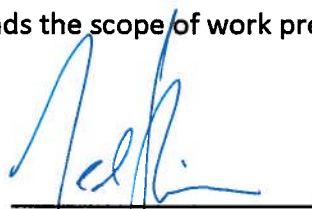
Our team is committed to bringing maximum value to your charter school, serving as your energy manager/planning consultant throughout the funding period. Our goal is to be highly cost-effective and to bring strategic value to Sycamore Academy.

Signature Bar

Through the signatures below, each party understands the scope of work presented and agrees to the financial terms stipulated.

 9/4/16

Barbara Hale Date
Executive Director / Principal
Sycamore Academy

 8/30/16

Ted Flanigan Date
President
EcoMotion



Ronald Reagan Charter School Alliance

Annual Board Meeting Minutes

23151 Palomar Street
Wildomar, CA 92595
Phone: (951) 678-5217

<u>Board Members</u>
Roland Skumawitz, President
Ingrid Flores
Elizabeth Halikis
Daniel Leavitt, Secretary/Treasurer
Matthew Roberson

August 15, 2016 @6:00 p.m.

1.0 CALL TO ORDER

The meeting was called to order by the Board Chair at 6:01 p.m.

2.0 OPEN GENERAL SESSION

Establishment of a Quorum

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

Other guests present:

Ericka Klein, Hansberger and Klein, LLC
John Arndt, Savantco

3.0 PLEDGE OF ALLEGIANCE

4.0 APPROVAL OF THE AGENDA

Motion: Dr. Flores Second: Mrs. Halikis Vote: 5 - 0

5.0 INVITATION TO ADDRESS THE BOARD, OPEN SESSION ITEMS:

No comments.

6.0 INFORMATION SESSION:

6.1 Financial Report (Attachment 6.1)

Presentation of the status of Sycamore Academy finances.
Presented by: John Arndt, SavantCo Education

6.2 Special Education Report

Report on Sycamore Academy’s Special Education Program including current data, services and needs.
Presented by: Lisa Fortin and Jennifer Smith, Education Specialists and Tess Brown, Student Support Services Coordinator

6.3 Operations Report

Presentation on enrollment and attendance data. Operations status report.
Presented by: Laura Girard, Operations Coordinator

6.4 Director’s Report

Presentation regarding school administration, facilities and update on current legislation that may impact the school.
Presented by: Barbara Hale, Executive Director/Principal

6.5 School Report

Update on Sycamore’s education program, assessments, WASC and professional development.
Presented by: Jeff Morabito, Assistant Principal and Mireya Gresham, TOSA

7.0 INVITATION TO ADDRESS THE BOARD, CLOSED SESSION ITEMS:

No comments.

8.0 CLOSED SESSION: Adjourn to closed session at 6:50 p.m.

8.1 Lease Negotiations pursuant to California Government Code 54956.8

Property: 23151 Palomar Street, Wildomar, CA 92595

Agency Negotiator: Barbara Hale, Executive Director/Principal

Negotiating Parties: Kathy Everhart, Ortega Trails Youth Center

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

9.0 RECONVENE OPEN GENERAL SESSION: 7:08 p.m.

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____X_____	_____
Dr. Ingrid Flores	_____X_____	_____
Mrs. Elizabeth Halikis	_____X_____	_____
Mr. Daniel Leavitt	_____X_____	_____
Mr. Matthew Roberson	_____X_____	_____

10.0 REPORT OUT OF CLOSED SESSION, IF APPLICABLE:

No report.

11.0 ACTION ITEMS:

11.1 Election of Governing Board Member

Per the Charter and Board Bylaws, the board will review and a trustee from a slate of qualified candidates or absent such a slate, through a process of the board’s design.

Current slate: Daniel Leavitt (eligible for his 2nd term)

Motion: Dr. Flores Second: Mrs. Halikis Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	_____X_____	_____
Dr. Ingrid Flores	_____X_____	_____
Mrs. Elizabeth Halikis	_____X_____	_____
Mr. Daniel Leavitt	_____X_____	_____
Mr. Matthew Roberson	_____X_____	_____

11.2 Annual Meeting

Per Section 7 of the RRCSA Bylaws, annually the Board shall meet for the purpose of organization and appointment of officers.

President: Roland Skumawitz

Motion: Mrs. Halikis Second: Dr. Flores Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

Secretary/Treasurer: Daniel Leavitt

Motion: Mr. Skumawitz Second: Mrs. Halikis Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.3 2016/17 Parent/Student Handbook (Attachment 11.3)

The board will review and consider the 2016/17 Parent/Student Handbook.

Staff recommendation: The board approves the 2016/17 Parent/Student Handbook. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Mrs. Halikis Second: Dr. Flores Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.4 2016/2017 Personnel Order (Attachment 11.4)

The board will review and consider the Personnel Order for the 2016/2017 school year.

Staff recommendation: The board approves the 2016/2017 Personnel Order. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Mrs. Halikis Second: Dr. Flores Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	<u> X </u>	<u> </u>
Dr. Ingrid Flores	<u> X </u>	<u> </u>
Mrs. Elizabeth Halikis	<u> X </u>	<u> </u>
Mr. Daniel Leavitt	<u> X </u>	<u> </u>
Mr. Matthew Roberson	<u> X </u>	<u> </u>

11.5 Commercial Sub-Lease Agreement (Attachment 11.5)

The board will review and consider the Commercial Sub-Lease with Ortega Trails Youth Centers.

Staff recommendation: The Commercial Sub-Lease with Ortega Trails Youth Center allow Sycamore families access to a much needed resource on our campus. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Dr. Flores Second: Mr. Leavitt Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	___X___	_____
Dr. Ingrid Flores	___X___	_____
Mrs. Elizabeth Halikis	___X___	_____
Mr. Daniel Leavitt	___X___	_____
Mr. Matthew Roberson	___X___	_____

11.6 Con App (Attachment 11.6)

The board will review and consider the Con App.

Staff recommendation: The board approves the Con App. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Mr. Leavitt Second: Dr. Flores Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	___X___	_____
Dr. Ingrid Flores	___X___	_____
Mrs. Elizabeth Halikis	___X___	_____
Mr. Daniel Leavitt	___X___	_____
Mr. Matthew Roberson	___X___	_____

11.7 Homeless Student Policy (Attachment 11.7)

The board will review and consider the Homeless Student Policy.

Staff recommendation: The board approves the Homeless Student Policy. Staff recommends approval.

Presented by: Barbara Hale, Director/Principal

Motion: Mrs. Halikis Second: Mr. Leavitt Vote: 5 - 0

ROLL CALL	Aye	Nay
Mr. Roland Skumawitz	___X___	_____
Dr. Ingrid Flores	___X___	_____
Mrs. Elizabeth Halikis	___X___	_____
Mr. Daniel Leavitt	___X___	_____
Mr. Matthew Roberson	___X___	_____

12.0 CONSENT CALENDAR

Consent Calendar Items are considered routine and may be enacted by a single motion.

12.1 Approval of the Minutes: June 13, 2016 (Attachment 12.1)

12.2 Check Register for June 2016 (Attachment 12.2)

12.3 Job Description for Health Clerk/AP Clerk (Attachment 12.3)

12.4 Job Description for Records Clerk (Attachment 12.4)

12.5 Job Description for Mentor (Attachment 12.5)

Motion: Dr. Flores Second: Mr. Roberson Vote: 5 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____X_____	_____
Dr. Ingrid Flores	_____X_____	_____
Mrs. Elizabeth Halikis	_____X_____	_____
Mr. Daniel Leavitt	_____X_____	_____
Mr. Matthew Roberson	_____X_____	_____

13.0 BOARD COMMENTS:

No comment.

14.0 ADJOURNMENT

Motion: Mr. Leavitt Second: Mr. Roberson Vote: 5 - 0

ROLL CALL	Present	Absent
Mr. Roland Skumawitz	_____X_____	_____
Dr. Ingrid Flores	_____X_____	_____
Mrs. Elizabeth Halikis	_____X_____	_____
Mr. Daniel Leavitt	_____X_____	_____
Mr. Matthew Roberson	_____X_____	_____

The meeting was adjourned at 7:28 p.m.

Sycamore Academy

Check Listing

For Checks Dated 07/01/2016 through 07/31/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
07/01/2016	4571	R1	000181	Frontier		\$209.02
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	June - 2016 Phone Bill	209.02
07/01/2016	4572	R2	000006	Staples Advantage		\$472.85
	62-0000-0-0000-0000-4300-00			Materials and Supplies	Supplies	472.85
07/05/2016	4573	R4	000084	Hamel Contracting, Inc		\$193,038.88
	62-0000-0-0000-0000-9640-00			Current Loans	Final payment due for construction	193,038.88
07/06/2016	4574	R5	000105	Bolton & Company		\$553.00
	62-0000-0-0000-0000-5450-00			Other Insurance	Voluntary - P&C New Premium - 07-01-15	553.00
07/06/2016	4575	R3	000090	SELF		\$5,486.25
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Excess Liability Binder Coverage	5,486.25
07/06/2016	4576	R7	000033	Aflac		\$887.23
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Health Insurance - June 2016	887.23
07/06/2016	4577	R6	000074	Berkshire Hathaway Homestate Companies		\$7,254.85
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	Policy Premium - Down Payment	7,254.85
07/07/2016	4578	R8	000107	CalSTRS		\$23,990.06
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	CalSTRS - June 2016	23,990.06
07/12/2016	4579	R9	000169	Oxford Consulting Services, Inc		\$274.55
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Services Provided for June 2016	274.55
07/12/2016	4580	R10	000071	CalPERS		\$3,714.89
	62-0000-0-0000-0000-9504-00			PERS Payable	CalPERS - June 2016	3,714.89
07/15/2016	4581	R11	000001	Kaiser Foundation Health Plan		\$7,257.93
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	August 2016 Health Insurance	7,257.93
07/18/2016	4582	R12	000188	Midland National Life Insurance Company		\$100.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Nona Jones Policy #8500592405, SS#0183	100.00
07/18/2016	4583	R13	000189	Miland National Life Insurance Company		\$1,090.00
	62-0000-0-0000-0000-9506-00			403(b) Payable	Barbara Hale Policy #8500592563, SS#5156	1,090.00
07/21/2016	4584	R14	000060	Frontline Technologies Group, LLC		\$1,800.00
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	AESOP Subscrip.- 07-01-16 - 06-30-17	1,800.00

Sycamore Academy
Check Listing

For Checks Dated 07/01/2016 through 07/31/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
07/21/2016	4585	R15	000012	Hansberger & Klein, PLC		\$3,500.00
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Legal Services - June 2016	3,500.00
07/25/2016	4586	R17	000072	U.S. Bank National Association		\$181,734.90
	62-0000-0-0000-0000-9200-00			Accounts Receivable	June 2016 Bond Payment	60,022.74
	62-0000-0-0000-0000-9200-00			Accounts Receivable	July 2016 Bond Payment	60,856.08
	62-0000-0-0000-0000-9200-00			Accounts Receivable	August 2016 Bond Payment	60,856.08
07/25/2016	4587	R16	000071	CalPERS		\$1,930.49
	62-0000-0-0000-0000-9504-00			PERS Payable	Contrib. for Defined Benefit- CalPERS-2015/2016	1,930.49
07/25/2016	4588	R18	000190	Daniel Landscape Service		\$1,700.00
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Maintenance/Landscape - 05-01-16	850.00
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Maintenance/Landscape - 06-30-16	850.00
07/25/2016	4589	R19	000042	EdTec Inc.		\$92.83
	62-0000-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	State Reporting Support - June 2016	92.83
07/25/2016	4590	R20	000007	AT&T Mobility		\$480.86
	62-0000-0-0000-0000-5940-00			Telephone & Telecommunications	Telephone Service	480.86
07/25/2016	4591	R21	000129	CR&R, Inc.		\$330.64
	62-0000-0-0000-0000-5500-00			Operations and Housekeeping Services	July 2016 Services	330.64
07/25/2016	4592	R22	000020	Guardian		\$871.40
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	August 2016 Insurance	871.40
07/25/2016	4593	R24	000093	GREAT AMERICAN INSURANCE CO.		\$273.86
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	August 2016 Employee Insurance	273.86
07/25/2016	4594	R23	000186	Great American Insurance Co.		\$1,377.29
	62-0000-0-0000-0000-9330-00			Prepaid Expenditures (Expenses)	August 2016 Employee Insurance	1,377.29
07/29/2016	4595	R25	000175	Southern California Edison		\$3,657.53
	62-0000-0-0000-0000-5620-00			Utilities	Electric Bill From - 06-17-16 - 07-19-16	3,657.53
07/29/2016	4596	R26	000141	Specialized Therapy Services		\$1,062.50
	62-6500-0-0000-0000-9500-00			Accounts Payable (Current Liabilities)	Occupational Therapy - June 2016	1,062.50
07/29/2016	4597	R27	000160	Employment Development Department		\$35.49
	62-0000-0-0000-0000-3502-00			State Unemployment Insurance, classified positions	2nd Qtr Unemployment Insurance Tax	35.49

Fiscal Year: 2017
Report Date: 09/09/2016

Sycamore Academy

Check Listing

For Checks Dated 07/01/2016 through 07/31/2016

Check Date	Check#	Register #	Payee #	Payee Name	Description	Amount
PO #	Account #			Account Title		
27 Checks						\$443,177.30