



## Environmental Charter Schools Board of Directors' Meeting

September 22, 2014 - 5:00 PM

The meeting will be held at ECMS-Gardena 812 W. 165<sup>th</sup> Place, Gardena, CA 90247

### 1. Call to Order and Attendance

The meeting is called to order by the Board President at \_\_\_\_\_

5:00 PM

<u>Board Terms</u>	<u>Years</u>	<u>Ends</u>	<u>Present</u>	<u>Absent</u>
Mr. Ken Deemer, President	Renewed, three years	Term ends 06/30/2016	_____	_____
Mr. Bradley Jewett, Treasurer	3 years	Term ends 06/30/2016	_____	_____
Mr. Jorge Arroyo	2 years	Term ends 06/30/2015	_____	_____
Mr. Bruce Greenspon, VP & Secretary	Renewed, one year	Term ends 06/30/2015	_____	_____
Mr. William Robertson	3 years	Term ends 06/30/2017	_____	_____
Ms. Amy Johnson	3 years	Term ends 06/30/2017	_____	_____
Dr. Jenni Taylor	3 years	Term ends 06/30/2017	_____	_____
Dr. Denise Berger	3 years	Term ends 06/30/2017	_____	_____

<u>Staff</u>	<u>Present</u>	<u>Absent</u>
Ms. Alison Diaz - Executive Director	_____	_____
Ms. Mandy Breuer - Principal ECHS	_____	_____
Ms. Debbie Dempsey - Principal ECMS-G	_____	_____
Ms. Beth Bernstein-Yamashiro - Principal ECMS-I	_____	_____
Ms. Kami Cotler - Leader Extraordinaire	_____	_____
Ms. Amy Frame - Dir. Curriculum & Instruction	_____	_____
Ms. Tracy Eichorn - Director of Finance/Ops	_____	_____

### 2. Review and Approval of Agenda

5:05 PM

Motion to approve the agenda by \_\_\_\_\_

Seconded by \_\_\_\_\_

All in favor \_\_\_\_\_ Against \_\_\_\_\_ Abstaining \_\_\_\_\_

Motion Carries / Fail

### 3. Introductory Activity

5:10 PM

### 4. Presentations from the floor

5:20 PM

PRESENTATIONS FROM THE FLOOR - At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the Board of Directors.

PRESENTATION ON AGENDA ITEMS - Any person wishing to speak to any item on the agenda will be granted five minutes to make a presentation.

### 5. Executive Reports

5:25 PM

a. Welcome to New staff

5:25 PM

b. Committee Updates:



## Environmental Charter Schools Board of Directors' Meeting

September 22, 2014 - 5:00 PM

- School Site Committees (ECHS, ECMSG & ECMS I) 5:35 PM
- Governance Committee - 5:45 PM
  1. Review Strategic Plan draft
  2. Review expectation board doc, self-assess, board assessment tool, hand-out board expectation, and revisit CCAT and board dashboard,
  3. Recommend approval of revised Employee and Student / Parent Handbooks,
  4. Revised School Safety Policy, and revised Organizational Chart.
  5. Recommend approval of Discipline Committee, Compensation Committee, and Instructional Technology committee
- Development Committee 6:25
  1. Development Team's goals for 2014-15
  2. Upcoming Events and Programs
  3. Joana Brody PR Report
- Facilities Committee 6:30
  1. ECMSI - CUP Application, New Building development - Consideration of Growth Point Structures versus stick build for ECMS Inglewood facilities expansion
  2. ECMSG - Phase II, Phase III, Prop K, Recommend Approval of One Point Development Prop K Construction Management contract
  3. ECHS - Update
- Finance Committee - Unaudited Actuals review, July YTD Update 6:50
- Compensation Committee - no official updates
- Next Committee Meetings: 10/3 Facilities and Finance, 10/10 Governance and Development, 10/15 Compensation and Technology
- c. Executive Director Update 7:00PM
  - Important Dates:
    - Moth Story Telling Sept 19
    - Ice Skating October 19
    - Career Day November 7, 2014
    - Green Apple Day of Service December 6, 2014
    - Holiday Party December 13
- d. Cabinet Reports and Other Updates 7:05PM
  - Principal Reports Out - Attendance Updates and other new school happenings and Principal Improvement Plan Presentation - A response to the data presented in July
- 6. Consent Agenda 7:40PM
  - a. ECS Board Meeting Minutes:
    - Regular Meeting May 21, 2014
    - Special Meetings June 6, 2014; June 11, 2014
  - b. Board Committee Meeting Minutes Accepted:
    - Compensation committee meeting on 6/17
    - Facilities Committee Meeting on 6/19



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- Governance Committee meeting on 6/6, 9/5
- Finance Committee meeting on 9/5
- Ad Hoc Committee meeting on 9/8
- c. Check Registers: July, August 2014
- d. Private Donations
- e. Approve contracts with Nature Bridge for unbudgeted Outdoor Ed Field Trips for ECMS G due to higher enrollment and higher funding formula as recommended by Finance
- f. Approve amended Financial Policies as recommended by Finance
- g. Approve Executive Director Job Description as recommended by Governance
- h. Approve revised Employee Handbook as recommended by Governance
- i. Approve revised Student / Parent Handbook as recommended by Governance
- j. Approve revised School Safety Policy as recommended by Governance
- k. Approve Organizational Chart as recommended by Governance
- l. Approve Grant with Kaboom to build a playground at ECMS Inglewood.

### 7. Action Items

7:45 PM

- a. Approve the negotiation of a development contract and lease arrangement with Yukon properties so to create a permanent facility for ECMS Inglewood, not to exceed monthly lease costs of more than \$20k monthly.
- b. Approve the following members to the Disciplinary Hearing Committee pending their LiveScan clearance:
  - Jennifer Moon-Briseno (ECMSG)
  - Marco Hernandez (ECMSI)
  - Teri Tillman (ECMSI)
  - Veronica Rodriguez (ECMSI)
  - Maricel Carde (ECMSI)
  - Marco Hernandez (ECMSI)
  - Evelin Rivera (ECMSI)
  - Amber Balloue (ECMSI)
  - Rebecca Diaz (ECMSI)
  - Rhonda Gorman (ECHS)
- c. Approve the following members to the Compensation Committee:
  - Elizabeth Stenbakken (ECMS-I)
  - Amy Johnson (ECHS)
  - Otto Cifuentes (ECHS)
  - Sophie Korn (ECMSG)
  - Ken Deemer
  - Alison Diaz (ECS)
  - Kami Cotler (ECS)
  - Amy Frame (ECS)
- d. Approve the following members to the Instructional Technology Committee:
  - Olivia Rotondi (ECMS G)
  - Torry Thompson (ECMS G)
  - Kashif Ross (ECMS-I)
  - Anna Barber



**Environmental Charter Schools  
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- Fady Habib
- Ken Deemer
- Amy Frame (ECS)
- e. Re-approve membership on standing Committees Finance, Governance, Facilities and Development
  - i. Need Lists
- f. Approve Bruce Greenspon as Treasurer
- g. Approve Brad Jewett as Board Secretary
- h. Approve One Point Development contract for Prop K Construction Management service for \$24,700 as recommended by the facilities committee. Money comes from Prop K budget.

**8. Closed Session**

7:50 PM

The Board Meets in Closed Session for the Following:

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54956.9:  
CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (1 potential case)

Motion to move into closed session by \_\_\_\_\_ Seconded by \_\_\_\_\_

All in favor \_\_\_\_\_ Against \_\_\_\_\_ Abstaining \_\_\_\_\_

Motion Carries / Fail

- b. Report Out of Closed Session Action

**9. Reflection and Adjournment**

7:55 PM

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 ECS at 16315 Grevillea Ave., Lawndale, CA, 90260; telephone (310) 214-3400; fax (310) 214-3410.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at 16315 Grevillea Ave., Lawndale, CA, 90260; telephone (310) 214-3400; fax (310) 214-3410.



# Committee Updates

# FINAL





*An agency with a conscience*

## MEMORANDUM

To: Board of Directors, Environmental Charter Schools  
From: Joanna Brody  
Date: September 6, 2014  
Re: ECS Quarterly PR Status Report

Outlined below are the PR tasks performed on behalf of Environmental Charter Schools from April 1 – September 1, 2014.

- Reviewed all ECS background material including website, fundraising decks, past press, etc.
- Edited Board recruitment collateral piece.
- Reviewed and edited BBPR's LA Times "How I Made It" pitch on Alison starting ECS.
- Attended Black Tie, LAGBC Municipal Green Building Conference, LA's Green Business Conference.
- Invited key media and community leaders to Black Tie event.
- Participated in bi-weekly development committee meetings.
- Wrote post-event photo releases for each Superhero award from Black Tie event. Sent to each partner organization for review, and posting on their social media: Mayor Garcetti's Office; AAA Flag & Banner; Annenberg Foundation; Mannatt Phelps; Be Green; Earth Friendly Products.
- Reviewed and edited EmpowHER STEM DAY press release to better showcase ECS. A story ran on CBS LA's TV newscast and website on June 4, 2014, with lead mention of Environmental Charter Schools and link to ECS website.
- Wrote press release about ECHS student Anisa Anorve's receipt of Audience Award for NFTE. Pitched to local media. *Daily Breeze* ran an article on June 22, 2014.
- Edited Culture of Sustainability article for inclusion in ECS newsletter.
- Flagged *Pediatric Journal's* study on the health benefits of high-performing charter schools for promotion to ECS community.

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Culver City CA 90232  
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[www.brody-pr.com](http://www.brody-pr.com)

- After July 26<sup>th</sup> story ran in *LA Times* on ECS students' participation in The Nature Conservancy's LEAF program (pitched by TNC's national PR team), followed up with TNC to ensure ECS was appropriately represented in additional publicity efforts. Also will contact LA Times reporter about ECS specific story.
- All PR successes posted to ECS social media channels.
- Pitched LA Register on general ECS story.
- Collaborating with The Moth PR team to promote the launch of The Moth StorySlam high school program at ECHS.
- Began planning PR for December 6th ribbon cutting at ECMS-Gardena, including touring site and interviewing architects about design and environmental features of the project.

Next Steps:

- Pitching the September 19th The Moth Story Slam event at ECHS.
- Assisting with planning and outreach for November 7<sup>th</sup> Career Day.
- Planning and pitching PR for December 6th ribbon cutting at ECMS-Gardena.
- Individual media pitches (LA Times, LA Register, EdSource, environmental media, etc.).
- Look for additional PR opportunities and respond to any opportunities that arise.

## DIGITAL JOURNAL: AAA Flag & Banner Receives Superhero Award from Environmental Charter Schools



AS FEATURED IN DIGITAL JOURNAL

## DIGITAL JOURNAL

By Matthew Flowers

Published: May 20, 2014

Los Angeles, CA — Craig Furst, president of AAA Flag & Banner, accepted a Superhero Award from Alison Suffet Diaz, founder and director of Environmental Charter Schools (ECS), during the organization's Black Tie Benefit at the Annenberg Space for Photography – Skylight Studios on May 10th. Suffet Diaz called AAA a leader in the industry due to their PlanItGreen line of sustainable signage and Green Policy. AAA has donated custom banners and signage to ECS' two middle and one high school campuses, which are located in the South Los Angeles underserved communities in Gardena, Hawthorne and Inglewood. The national flag and banner manufacturer continues to collaborate with ECS including hiring Environmental Charter High School students as junior consultants to help AAA green their operations and create a culture of sustainability with their team members.

### About Environmental Charter Schools (ECS)

Environmental Charter Schools (ECS) is a network of free public schools in underserved communities of South Los Angeles. It prepares students for 4-year colleges through a unique

## UPCOMING EVENTS

# ECS EVENTS

### Upcoming ECS Events

With the new school year just around the corner, don't forget to mark your calendars for some of our most signature events!



### Green Apple Day of Service - September 27, 2014

Click to find out more info on how you can get involved!



### Water is Life: A Student-Led Forum June 7, 2014 [PHOTO GALLERY] (PAST EVENT)

Learn about ECHS 11th grade presentations exploring water through the lenses of history, film, art, literature, & science.

## ECS FAMILY

★ ECHS

★ ECMS



program that focuses on experiential learning and uses the environment as a way to both engage students and prepare them to become leaders in their communities. The neighborhoods served by ECS have crime rates that are twice that of the national average, low levels of educational attainment, and high levels of poverty. Even so, 98% of ECS High School graduates complete the coursework necessary for admission to a four-year college or university compared to about 35% statewide. For more information, visit <http://www.ecsonline.org> (<http://www.ecsonline.org>)



### About AAA Flag & Banner

Over the past 40 years, AAA Flag & Banner has grown from a one-man operation to one of the nation's leading manufacturers of corporate and special event promotional materials, including customized car wraps. They have built their reputation on exceptional customer service and superior quality, making them one of the most trusted flag and banner companies in the industry.

By providing state-of-the-art printing technologies and easy access to their knowledgeable staff, AAA Flag & Banner consistently provides exceptional quality and customer service. They also provide complete shipping and delivery services. If you require installation services, their expert installation team will make certain every custom advertising sign and project, including customized car wraps, will look its best. For more information, please visit <http://www.aaafalg.com/> (<http://www.aaafalg.com/>).

For more information on this press release visit: [www.sbwire.com](http://www.sbwire.com) (<http://www.sbwire.com/press-releases/aaa-flag-banner-receives-superhero-award-from-environmental-charter-schools-509443.htm>).

FINAL

### WHAT PEOPLE ARE SAYING

#### SIGN UP TO OUR NEWSLETTER

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### ANNOUNCEMENT

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(<http://ecsonline.org/tour>)



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## EmpowHer STEM DAY Bringing Science and Technology to Low-Income Students in Los Angeles; Funding for Stem Programs Grows (PAST EVENT)



BY Heather Sheldon

Los Angeles, CA, June 04, 2014 — Sixty students of the EmpowHer Institute participated in a UCLA hosted event designed to expose middle-school girls to career opportunities in STEM (science, technology, engineering and mathematics) on Tuesday, May 28, 2014. The event was captured on CBS Los Angeles [STEM Video](http://empowher.org/ucla-hosts-event-to-highlight-career-opportunities-for-women-in-science-technology-cbs-los-angeles/) (<http://empowher.org/ucla-hosts-event-to-highlight-career-opportunities-for-women-in-science-technology-cbs-los-angeles/>). The girls who took part are all students at Environmental Charter Middle Schools, located in the underserved communities of Gardena and Inglewood. Environmental Charter Schools currently offer the EmpowHer program.

AWiSE – Advancing Women in Science and Engineering, along with UCLA Brain Research Institute and EmpowHer Institute sponsored the event with the goal of inspiring young girls to graduate high school and attend college in the pursuit of achieving self-sustaining careers in STEM-based fields. The day featured twenty-one interactive informational stations operated by UCLA graduate students, who demonstrated concepts in human brain research, computer science, nanoscience, physics, environmental science and other STEM-related disciplines.

According to the U.S. Department of Commerce, men represent 76 percent of the total STEM jobs compared to 24 percent of women. Even though more women attend and graduate college, as well as attend post-college programs compared to their male counterparts. The report shows that women remain significantly underrepresented in science, technology, engineering and math – both in jobs and degrees.

“EmpowHer is looking to change this stark contrast to these trends. Our girls, who are 7th and 8th graders from low-income, underserved communities in Los Angeles, had an amazing time discovering careers in science, technology, engineering and math,” said Betty LaMarr, EmpowHer Institute Founder and CEO. “They received hands-on exposure that included

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launching a rocket and dissecting a human brain.” Ms. LaMarr concluded, “Partnering with UCLA is demonstrative of the work we are doing with our girls in expanding their minds and experiences, which we hope leads to productive lives.”



The EmpowHer curriculum is a comprehensive program that focuses on developing the girls’ emotional well-being by building their self-awareness and self-confidence. This foundation is vital to their development and necessary to obtaining the skills they will need to graduate high school, go onto college and achieve a self-sustaining career in their chosen fields.

“You always hear about the men of science,” said Grace Velasco, a 7th grader from the Inglewood campus of Environmental Charter Middle School who attended STEM DAY. “I want to be the woman of science.”

In addition to EmpowHer and UCLA’s efforts, the Reginald Van Lee Foundation generously donated \$25,000 to continue their support of our STEM programs. These initiatives are vital to the development of underprivileged young women.

### **About EmpowHer**

EmpowHer Institute is a non-profit 501(c) (3) organization whose mission is to empower girls and young women by helping them gain the skills necessary through education, training and mentorship to seek fulfilling and productive lives. The goal is to reduce the high school dropout rate for low-income middle and high school girls who are at risk of educational failure due to teen pregnancy, truancy, and juvenile delinquency. The strategy is to provide sisterhood, relevant training, choice in decision-making, and to demonstrate resiliency as a means to overcome poverty and meaningfully serve their communities. To learn about future events and opportunities to volunteer or donate, please call 310.574.9181 or visit [www.empowher.org](http://www.empowher.org) ([www.empowher.org](http://www.empowher.org)).

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## **WHAT PEOPLE ARE SAYING**

AT ECS, TEACHERS GO ABOVE  
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# FINAL

## **Environmental Charter student wins opportunity to launch her nontoxic nail polish**

*By Rob Kuznia, The Daily Breeze  
Sunday, June 22, 2014*

DailyBreeze.com

The Daily Breeze (<http://www.dailybreeze.com>)

### **Environmental Charter student wins opportunity to launch her nontoxic nail polish**

Anisa Anorve, 17, a senior at Environmental Charter High School in Lawndale, is getting an early start in her international business career.

As the recent first-place winner of Network For Teaching Entrepreneurship's Audience Choice Fast Pitch, Anorve will spend her summer between high school graduation and freshman year at college in NFTE's Start Up Summer program, officially launching her eco-friendly, nontoxic nail polish.

Anorve was inspired to create the line, called L'essential, when she learned about the potentially harmful ingredients in traditional nail polishes. In addition to using nontoxic ingredients, Anorve plans to package her polish in bottles made from recycled materials.

A Gardena resident, Anorve's environmental awareness was honed at Environmental Charter High School.

Anorve was the only girl in the May 20 Fast Pitch competition, during which four semifinalists pitched their unique business ideas in one minute and the audience voted via text message. As the Fast Pitch winner, Anorve received \$250 for L'essential and her educational ventures. As a part of the Start Up Summer Program, Anorve will also receive \$1,000 to invest in her business, \$1,000 for participating, and a new laptop.

This is the pilot year of the Los Angeles NFTE Summer Start Up program, which will take place on the campus of Environmental Charter High School.

**URL:**  
**<http://www.dailybreeze.com/social-affairs/20140622/environmental-charter-student-wins-opportuniti>**

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## Low-Income Students in High-Performing High Schools Less Likely to Engage in Risky Behaviors



By: Enrique Rivero

Published: July 21, 2014

“Low-income minority students admitted to high-performing public charter high schools in Los Angeles were significantly less likely to engage in risky health behaviors.”

Low-income minority adolescents who were admitted to high-performing public charter high schools in Los Angeles were significantly less likely to engage in risky health behaviors than their peers who were not admitted to those schools, according to a new UCLA-led study.

These students also scored significantly better on California state standardized math and English tests.

## UPCOMING EVENTS

### ECS EVENTS

#### Upcoming ECS Events

With the new school year just around the corner, don't forget to mark your calendars for some of our most signature events!

**GREEN APPLE DAY OF SERVICE** SEPT 27, 2014  
8 am - 2pm  
JOIN US FOR A DAY OF SERVICE & FUN  
Environmental Charter Middle School - 812 West 155th Place Gardena, CA 90247



#### Green Apple Day of Service - September 27, 2014

Click to find out more info on how you can get involved!



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While numerous previous studies have shown a link between health and K-12 education, the new study, published online

(<http://pediatrics.aappublications.org/content/early/2014/07/16/peds.2013-3573.abstract>.)

July 21 in the peer-reviewed journal *Pediatrics*, is the first to examine how the quality of education influences the rate of high school students' risky health behaviors, said Dr. Mitchell Wong, the study's lead investigator.

"These students' higher cognitive skills may lead them to better health literacy and decision-making. They may be exposed to less negative peer pressure, and the school environment may promote the resilience that steers them away from these risky behaviors," said Wong, who is a professor of medicine in the division of general internal medicine and health services research (<http://gim.med.ucla.edu/>). "In addition, in a better academic environment students spent more time studying, leaving them less time to engage in risky behaviors."

Wong's team examined students' likelihood to engage in behaviors that the researchers divided into two categories: risky and very risky.

"Risky behavior" was defined as any use of tobacco, alcohol and marijuana within the past 30 days. "Very risky behavior" included:

- Binge drinking, defined as five or more drinks on one occasion
- Alcohol use in school
- Use of any drug other than marijuana
- Carrying a weapon to school in the prior 30 days
- Gang membership in the prior 12 months
- Current pregnancy
- Multiple sex partners
- Sex without condoms or use of any other contraceptives
- Sex while under the influence of drugs or alcohol in the prior three months

The researchers compared two groups of high school students from low-income neighborhoods in Los Angeles — 521 students who were offered admission to high-performing public charter schools through the district lottery, and 409 who were not. Both groups were surveyed about their health behaviors, and their standardized test scores were compared.

Those students who were admitted to the high-performing schools went on to perform much better on standardized tests. In addition, significantly fewer of the charter school attendees — 36 percent versus 42 percent of those who did not attend charter schools — engaged in any very risky behaviors. But the researchers found no significant difference in whether students in the two groups engaged in other risky behaviors, such as alcohol and marijuana use.

The researchers also noted that students who changed schools or dropped out were more likely to engage in the very risky behaviors.

The authors concluded that successful public charter high schools in low-income neighborhoods can have beneficial health effects, and could help to close the growing academic achievement gap between wealthy and poor students.

From previous studies, it was difficult to determine whether poverty-related factors or quality of education were more responsible for determining students' health and health behaviors, Wong said.



“In other words, high school graduates may appear healthier than high school dropouts, not because of their schooling or school environment, but because high school dropouts are much more likely to be poor,” he said.

There were some weaknesses to the study. For instance, the researchers focused mostly on low-income Latino students who applied to one of three public charter schools in Los Angeles, so the findings may not be applicable to other students, including those who do not apply to charter schools or those living in different areas. In addition, the authors had difficulty finding and interviewing students who were not accepted into charter schools.

The study co-authors are Karen Coller, Rebecca Dudovitz, Martin Shapiro, Sheryl Kataoka, Arleen Brown, Chi-Hong Tseng and Paul Chung of UCLA; David Kennedy of RAND Corporation; Richard Buddin of Act, Inc., and Peter Bergman of Columbia University.

The study was funded by National Institutes of Health/National Institute on Minority Health and Health Disparities grant RC2MD004770.

[Click to see study in “The Journal of the American Academy of Pediatrics.”](http://pediatrics.aappublications.org/content/early/2014/07/16/peds.2013-3573.abstract)

[http://pediatrics.aappublications.org/content/early/2014/07/16/peds.2013-3573.abstract.](http://pediatrics.aappublications.org/content/early/2014/07/16/peds.2013-3573.abstract)

## WHAT PEOPLE ARE SAYING

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# Students grow a bond with nature through environmental internship



Emmy Rodriguez, 16, left, splashes Julie Anaya, 17, as they kayak along the L.A. River as part of their LEAF internship. (Robert Gauthier / Los Angeles Times)

By **SARA HAYDEN**

JULY 26, 2014, 4:50 PM

**W**here the Los Angeles River's concrete channels give way to soft riverbed, hawks, swifts and warblers fly overhead while ibises, owls and larks glide by once in a while. On Friday morning, a different species appeared: students kayaking through the water.

Three weeks ago, six Environmental Charter High School students abandoned their native urban home of Lawndale for the Santa Rosa Plateau to be immersed in nature. It was at first exotic ("Some of these girls have never seen stars in the sky or slept without hearing an airplane overhead," said Lisa Park of the Nature Conservancy), but it soon began to feel like home.

"All of us rely on nature for the food we eat, the water we drink and the air we breathe. It's one of our goals to show young people that connection," said Brigitte Griswold, director of the group's Leaders in Environmental Action for the Future.

The Nature Conservancy, based in Arlington, Va., runs a national program that has sent 150 students every summer since 1995 to conservation sites across the United States for paid internships intended to expose them to environmental careers.

Kaela Chantawansri, 17, gave it a go to see whether she wants to study environmental science in college.

"I'm not the type of person to sit in the office and do the same thing day after day," Kaela said. "It's really challenging, because sometimes it's 100 degrees. It's really hard, but it's strengthening because of it."

Through LEAF, the students have set traps for mountain lions to be caught, tagged and studied. They've hiked for miles, posted signs advising against illegal deer hunting and removed the slender green reeds known as *Arundo donax*, an invasive species.

They've also picked up life skills along the way; they now know how to clean, cook and budget money. For many of the students, it's their first time living away from home.

On Friday, they found themselves near the intersection of Dover Street and Legion Lane in Atwater Village for a kickoff event to study the river's biodiversity. The goal was to catalog water samples that will be compared with data collected from other ecosystems in cities such as Hong Kong, Jakarta, London and New York City.

Findings of the local ecosystem's health will help guide a restoration plan following the U.S. Army Corps of Engineers' **recent recommendation** to use \$1 billion from federal, state and city governments to restore 11 miles of the river.

"We're going to create what is ours. We're going to create an oasis," Democratic state Sen. Kevin de León said in remarks to the students on Friday.

He said it takes citizens to carry on the legacy as stewards of the land.

A survey from the Nature Conservancy found that one in three LEAF alumni go on to obtain degrees in environmental studies; the demand for environmental specialists is expected to grow 15% between 2012 and 2022, outpacing the national employment average, according to the U.S. Department of Labor.

"It shows students there's actually work in this, and we're not just crazy, tree-loving hippies, so they're pursuing these fields," said Mandy Breuer, assistant principal of Environmental Charter High.

Fostering a fondness for nature early in life helps achieve this, Griswold said.

"Young people are not exposed to nature in the same way as older generations," she said. "When I was growing up, I had a cow named Hamburger. I always knew where my food was coming from. That's not the world we live in anymore. You ask a young person where water comes from, they'll probably say 'The tap.'"

That's not so for 18-year-old Michelle Cornejo, who sees the water of the Los Angeles River flowing from underground springs, urban runoff and melting snowpack. She's solidified her bond with nature during her internship, learning how to take care of a brush with poison oak and an uncomfortable cut on her hand. She's grown a lot, she said.

"If I step out of my comfort zone, I can learn something new," Cornejo said. "I know so much more about myself."

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# Environmental Charter Schools

Finance Committee

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Business and Development Specialists  
for Charter Schools

September 5, 2014

Dorothy Lee

# Agenda



- Unaudited Actuals Reconciliation
- ECHS
  - 2013-14 Forecast vs Expected Final Income Statement
  - 2014-15 Forecast
- ECMS-G
  - 2013-14 Forecast vs Expected Final Income Statement
  - 2014-15 Forecast
- ECMS-I
  - 2013-14 Forecast vs Expected Final Income Statement
  - 2014-15 Forecast
- Cash Flow

# Unaudited Actuals Reconciliation

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# Reconciliation between Unaudited Actuals & Current Income Statement



	ECHS	ECMS-G	ECMS-I
Unaudited Actuals Operating Income	371,594	188,531	317,810
Federal Child Nutrition Adj	(75,286)	81,743	35,865
State Child Nutrition Adj	(5,781)	5,698	2,914
State SPED Adj	(25,268)	(28,714)	(12,309)
<b>Updated Operating Income</b>	<b>265,260</b>	<b>247,258</b>	<b>344,281</b>

- **Child Nutrition adjustment due to reallocation of revenue from HS to the other schools and addition of April and June revenues**
- **SELPA State entitlements were not released until after the UAs were submitted; the SELPA's estimated entitlements were used**





ECHS

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# ECCHS 2013-14: Expected Final IS

## Estimated Operating Income of \$265k



### Item

#### Local Control Funding:

- -\$12k variance from the last forecast due to Prior Year State Aid adjustment

#### Federal Funding:

- -\$39k variance due to \$43k better than forecasted Child Nutrition and -\$82k worse due to no accrual for Facilities Incentive Grant

#### Other State Funding:

- \$5k variance due to lower SPED of (-\$37k), Selpa entitlements released after UA were submitted, Lottery (-\$7k), BTSA (-\$12k). Positive variances are due to Prop 39 Clean Energy (\$56k), Child Nutrition (\$3k)

#### Local Revenues and Fundraising:

- Local Revenues are higher due to \$23k write off for over accrued prior year expenses and \$10k E-rate refund.
- \$26k variance due to higher than forecasted Parent Donations and Fundraising.

**ECCHS Revenues are better by \$19k compared to the last forecast**

# ECCHS 2013-14: Expected Final IS

## Estimated Operating Income of \$265k



### Item

#### **Compensation & Benefits:**

- Final income statement showed \$70k decrease in expenses compared to the forecast, same amount was estimated at the July board meeting.

#### **Books & Supplies:**

- Final income statement showed \$77k decrease in expenses. \$43k was estimated, the forecasted computer expense did not occur.

#### **Services & Other Operation:**

- Final income statement showed \$38k decrease in expenses, forecast had estimated \$75k decrease in expenses. This decrease is skewed since \$68k in Uncategorized Expenses are included here.

#### **Depreciation:**

- Actual depreciation was \$72k less than what was forecasted; forecast was based on prior year

**ECCHS expenses were \$257k better than forecasted; the July board meeting estimated \$237k in savings**

# ECHS 2014-15: Forecast Changes

## Estimated Operating Income of \$193k before depreciation

		Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)
<b>SUMMARY</b>					
<b>Revenue</b>					
	General Block Grant	4,461,491	4,461,491	4,500,265	38,774
	Federal Revenue	439,232	439,232	439,232	-
	Other State Revenues	268,658	268,658	290,745	22,087
	Local Revenues	-	-	-	-
	Fundraising and Grants	161,440	161,440	161,440	-
	<b>Total Revenue</b>	<b>5,330,821</b>	<b>5,330,821</b>	<b>5,391,682</b>	<b>60,861</b>
<b>Expenses</b>					
	Compensation and Benefits	3,457,093	3,457,093	3,436,813	20,280
	Books and Supplies	281,965	281,965	281,965	-
	Services and Other Operating Expenditures	1,379,462	1,379,462	1,353,525	25,936
	Capital Outlay	126,000	126,000	126,000	-
	<b>Total Expenses</b>	<b>5,244,520</b>	<b>5,244,520</b>	<b>5,198,304</b>	<b>46,217</b>
	<b>Operating Income (excluding Depreciation)</b>	<b>86,301</b>	<b>86,301</b>	<b>193,378</b>	<b>107,077</b>

ECHS' current forecast is \$107k higher than the board approved budget. LCFF implementation was higher than budgeted (\$39k) and forecast includes Mandate Block Grant (\$22k). \$17k savings in Benefits with lower STRS rate and \$22k decrease in District Oversight.

ECMS-G

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# ECMS-G 2013-14: Expected Final IS

## Estimated Operating Income of \$247k



	ECMS-G		
	Last Forecast	Expected Final	Variance
Revenue			
General Block Grant	2,100,442	2,100,198	(244)
Federal Revenue	257,157	263,103	5,946
Other State Revenues	653,766	653,637	(130)
Local Revenues	39,528	60,804	21,276
Fundraising and Grants	162,521	170,906	8,385
Total Revenue	<b>3,213,414</b>	<b>3,248,648</b>	<b>35,233</b>
Expenses			
Certificated Salaries	1,035,088	1,044,979	(9,891)
Classified Salaries	313,493	313,058	435
Employee Benefits	299,885	253,537	46,348
Books and Supplies	262,508	265,253	(2,745)
Services and Other Operating Expenditures	1,032,398	1,083,275	(50,877)
Depreciation	39,300	41,288	(1,988)
Total Expenses	<b>2,982,671</b>	<b>3,001,390</b>	<b>(18,719)</b>
Operating Income (including Depreciation)	<b>230,743</b>	<b>247,258</b>	<b>16,514</b>

**ECMS-G's Operating Income is better by \$17k  
compared to the last forecast**

# ECMS-G 2013-14: Expected Final IS

## Estimated Operating Income of \$247k



### Item

#### Local Control Funding:

- \$242 variance from last forecast

#### Federal Funding:

- \$6k variance from last forecast – Child Nutrition (-\$2k), Title II (-\$2k), PY Federal SPED (\$10k)

#### Other State Funding:

- \$130 variance from last forecast; Added Prop 39 Clean Energy (\$54k), Decreased PY State Apportionments (-\$25k) due to recoding and State SPED (-23k) due to late release of entitlements

#### Local Revenues and Fundraising:

- \$21k variance with Local Revenues, STELLAR refund (\$14k) and balance sheet clean up (\$10k)
- \$8k variance with higher donations

**ECMS-G Revenues are \$35k better than the last forecast**



# ECMS-G 2013-14: Expected Final IS

## Estimated Operating Income of \$247k



### Item

#### **Compensation & Benefits:**

- Final income statement showed \$37k decrease in expenses, same amount estimated at the July board meeting

#### **Books & Supplies:**

- Final income statement showed \$2k increase in expenses, July estimated \$18k increase in expenses. Forecasted Student Food Service was lower than actual.

#### **Services & Other Operation:**

- Final income statement showed \$51k increase in expenses, July estimated \$16k increase in expenses. This total is skewed since there are \$32k in Uncategorized Expenses included here.

#### **Depreciation:**

- Variance of -\$2k from the forecast

**ECMS-G Expenses increased by \$19k compared to the last forecast**

# ECMS-G 2014-15: Forecast Changes

## Estimated Operating Income of \$294k before depreciation

		Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)
<b>SUMMARY</b>					
<b>Revenue</b>					
	General Block Grant	2,311,884	2,311,884	2,487,479	175,595
	Federal Revenue	267,326	267,326	267,326	-
	Other State Revenues	571,767	571,767	583,284	11,517
	Local Revenues	-	-	-	-
	Fundraising and Grants	80,351	80,351	80,351	-
	<b>Total Revenue</b>	<b>3,231,328</b>	<b>3,231,328</b>	<b>3,418,440</b>	<b>187,112</b>
<b>Expenses</b>					
	Compensation and Benefits	1,820,093	1,820,093	1,815,876	4,217
	Books and Supplies	205,340	205,340	205,340	-
	Services and Other Operating Expenditures	1,082,694	1,082,694	1,103,197	(20,503)
	Capital Outlay	-	-	-	-
	<b>Total Expenses</b>	<b>3,108,127</b>	<b>3,108,127</b>	<b>3,124,412</b>	<b>(16,285)</b>
	<b>Operating Income (excluding Depreciation)</b>	<b>123,201</b>	<b>123,201</b>	<b>294,028</b>	<b>170,827</b>

ECMS-G's Operating Income has increased by \$171k compared to the board approved version. \$176k due to LCFF implementation and ADA increase of 12.61. \$6k of expense increase due to ADA/revenue change, \$12k due to actual spending over the forecast, \$6k savings with lower STRS rate.

ECMS-I

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# ECMS-I 2013-14: Expected Final IS

## Estimated Operating Income of \$344k



	ECMS-I		
	Last Forecast	Expected Final	Variance
Revenue			
General Block Grant	910,756	910,756	-
Federal Revenue	420,526	399,048	(21,478)
Other State Revenues	141,972	102,518	(39,454)
Local Revenues	979	1,034	55
Fundraising and Grants	132,798	218,677	85,879
Total Revenue	<b>1,607,031</b>	<b>1,632,033</b>	<b>25,002</b>
Expenses			
Certificated Salaries	445,934	419,665	26,269
Classified Salaries	110,000	141,767	(31,767)
Employee Benefits	130,973	103,225	27,748
Books and Supplies	277,433	221,204	56,229
Services and Other Operating Expenditures	407,495	401,891	5,604
Depreciation			-
Total Expenses	<b>1,371,835</b>	<b>1,287,753</b>	<b>84,082</b>
Operating Income (including Depreciation)	235,196	<b>344,280</b>	109,085

**ECMS-I's Operating Income increased by \$109k  
compared to the last forecast**

# ECMS-I 2013-14: Expected Final IS

## Estimated Operating Income of \$344k



### Item

#### Local Control Funding:

- No variance from last forecast

#### Federal Funding:

- -\$21k variance from last forecast, Child Nutrition actuals higher than forecast (\$17k), deferred \$37k in PCSGP to 2014-15

#### Other State Funding:

- -\$39k variance from last forecast, \$12k variance due to lower SPED entitlement, \$28k due to lower SB740

#### Local Revenues and Fundraising:

- \$86k variance from last forecast, \$35k from Marcled Foundation, \$20k from Baxter Foundation, \$29k from Black Tie Gala

**ECMS-I Revenues are \$25k higher than the last forecast**

# ECMS-I 2013-14: Expected Final IS

## Estimated Operating Income of \$344k



### Item

#### **Compensation & Benefits:**

- Final income statement showed \$22k decrease in expenses, same amount estimated at the July board meeting

#### **Books & Supplies:**

- Final income statement showed \$56k decrease in expenses, which was on par with the Forecast Remaining

#### **Services & Other Operation:**

- Final income statement showed \$6k decrease in expenses compared to the estimated \$33k decrease. This is skewed with \$19k in Uncategorized Expenses included here.

**ECMS-I Expenses decreased by \$84k compared to the last forecast**

# ECMS-I 2014-15: Forecast Changes

## Estimated Operating Income of \$13k before depreciation

		Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)
<b>SUMMARY</b>					
<b>Revenue</b>					
	General Block Grant	1,449,294	1,449,294	1,472,530	23,236
	Federal Revenue	431,848	431,848	431,848	-
	Other State Revenues	312,985	312,985	314,822	1,837
	Local Revenues	-	-	-	-
	Fundraising and Grants	45,709	45,709	45,709	-
	<b>Total Revenue</b>	<b>2,239,835</b>	<b>2,239,835</b>	<b>2,264,909</b>	<b>25,073</b>
<b>Expenses</b>					
	Compensation and Benefits	1,121,018	1,121,018	1,114,893	6,125
	Books and Supplies	227,701	227,701	227,701	-
	Services and Other Operating Expenditures	703,818	703,818	702,400	1,418
	Capital Outlay	207,000	207,000	207,000	-
	<b>Total Expenses</b>	<b>2,259,537</b>	<b>2,259,537</b>	<b>2,251,994</b>	<b>7,543</b>
	<b>Operating Income (excluding Depreciation)</b>	<b>(19,702)</b>	<b>(19,702)</b>	<b>12,914</b>	<b>32,616</b>

ECMS-I's Operating Income has increased by \$33k compared to the board approved version. Better than budgeted LCFF rates increased revenue by \$23k. Lower STRS rate decreased expenses by \$4k.

# Cash Flow

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# ECS Cash Flow

## Positive cash flow forecasted for 2014-15



### Item

#### **ECHS:**

- Lowest cash balance of \$1.3 million expected in December 2014

#### **ECMS-G:**

- Lowest cash balance of \$358k expected in December 2014

#### **ECMS-I:**

- Lowest cash balance of \$265k expected in September 2014

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# Environmental Charter High School

Budget vs. Actuals

As of most recent monthly close

	Actual		Budget vs. Actual				Budget				
	Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)	Budget Remaining	Forecast Remaining
<b>SUMMARY</b>											
<b>Revenue</b>											
General Block Grant	-	-	-	-	4,461,491	4,461,491	4,500,265	38,774	38,774	4,461,491	4,500,265
Federal Revenue	-	-	-	-	439,232	439,232	439,232	-	-	439,232	439,232
Other State Revenues	270	270	-	270	268,658	268,658	290,745	22,087	22,087	268,388	290,475
Local Revenues	72	72	-	72	-	-	-	-	-	(72)	(72)
Fundraising and Grants	20,332	20,332	-	20,332	161,440	161,440	161,440	-	-	141,108	141,108
<b>Total Revenue</b>	<b>20,675</b>	<b>20,675</b>	<b>-</b>	<b>20,675</b>	<b>5,330,821</b>	<b>5,330,821</b>	<b>5,391,682</b>	<b>60,861</b>	<b>60,861</b>	<b>5,310,147</b>	<b>5,371,007</b>
<b>Expenses</b>											
Compensation and Benefits	150,453	150,453	166,189	15,735	3,457,093	3,457,093	3,436,813	20,280	20,280	3,306,640	3,286,360
Books and Supplies	1,331	1,331	23,497	22,167	281,965	281,965	281,965	-	-	280,634	280,634
Services and Other Operating Expenditures	122,648	122,648	120,183	(2,465)	1,379,462	1,379,462	1,353,525	25,936	25,936	1,256,814	1,230,878
Capital Outlay	2,950	2,950	-	(2,950)	126,000	126,000	126,000	-	-	123,050	123,050
<b>Total Expenses</b>	<b>277,382</b>	<b>277,382</b>	<b>309,868</b>	<b>32,487</b>	<b>5,244,520</b>	<b>5,244,520</b>	<b>5,198,304</b>	<b>46,217</b>	<b>46,217</b>	<b>4,967,139</b>	<b>4,920,922</b>
<b>Operating Income (excluding Depreciation)</b>	<b>(256,707)</b>	<b>(256,707)</b>	<b>(309,868)</b>	<b>53,161</b>	<b>86,301</b>	<b>86,301</b>	<b>193,378</b>	<b>107,077</b>	<b>107,077</b>	<b>343,008</b>	<b>450,085</b>
<i>Operating Income (including Depreciation)</i>											
<b>Fund Balance</b>											
Beginning Balance (Unaudited)					2,514,029	2,514,029	2,904,631				
Audit Adjustment					-	-	-				
Beginning Balance (Audited)					2,514,029	2,514,029	2,904,631				
Operating Income (including Depreciation)					-	(114,844)	-				
<b>Ending Fund Balance (including Depreciation)</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>2,514,029</b>	<b>2,399,185</b>	<b>2,904,631</b>				

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Environmental Charter High School

Budget vs. Actuals  
As of most recent monthly close

Detail	Actual	Budget vs. Actual				Budget					
	Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)	Budget Remaining	Forecast Remaining
Enrollment Summary											
9-12					533	533	533	-	-		
Total Enrolled					533	533	533				
ADA %											
9-12					98%	98%	98%				
Average					98%	98%	98%				
ADA											
9-12					522.8	522.8	522.8				
Total ADA					522.8	522.8	522.8				

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# Environmental Charter High School

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget					
				Variance (YTD less Budget)				Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)		
		Jul	Actual YTD	Budget YTD	Approved Budget	Previous Month's Forecast	Current Forecast			Budget Remaining	Forecast Remaining
REVENUE											
General Purpose Entitlement											
8011	Charter Schools General Purpose Entitlement - State Aid	-	-	-	3,323,858	3,323,858	3,435,300	111,442	111,442	3,323,858	3,435,300
8012	Education Protection Account Entitlement	-	-	-	811,545	811,545	710,094	(101,451)	(101,451)	811,545	710,094
8019	State Aid - Prior Years	-	-	-	-	-	-	-	-	-	-
8096	Charter Schools in Lieu of Prop. Taxes (was 8780)	-	-	-	326,087	326,087	354,870	28,783	28,783	326,087	354,870
		-	-	-	4,461,491	4,461,491	4,500,265	38,774	38,774	4,461,491	4,500,265
8100 Federal Revenue											
8181	Special Education - Entitlement	-	-	-	25,749	25,749	25,749	-	-	25,749	25,749
8220	Child Nutrition Programs	-	-	-	110,000	110,000	110,000	-	-	110,000	110,000
8291	Title I	-	-	-	160,303	160,303	160,303	-	-	160,303	160,303
8292	Title II	-	-	-	3,464	3,464	3,464	-	-	3,464	3,464
8299	All Other Federal Revenue	-	-	-	139,716	139,716	139,716	-	-	139,716	139,716
SUBTOTAL - Federal Income		-	-	-	439,232	439,232	439,232	-	-	439,232	439,232
8300 Other State Revenues											
8311	Other State Apportionments - Current Year	-	-	-	-	-	-	-	-	-	-
8319	Other State Apportionments - Prior Years	270	270	-	270	-	-	-	-	(270)	(270)
8381	Special Education - Entitlement (State)	-	-	-	178,784	178,784	178,784	-	-	178,784	178,784
8520	Child Nutrition - State	-	-	-	9,500	9,500	9,500	-	-	9,500	9,500
8550	Mandated Cost Reimbursements	-	-	-	-	-	21,956	21,956	21,956	-	21,956
8560	State Lottery Revenue	-	-	-	80,374	80,374	80,505	131	131	80,374	80,505
8590	All Other State Revenue	-	-	-	-	-	-	-	-	-	-
SUBTOTAL - Other State Income		270	270	-	270	268,658	290,745	22,087	22,087	268,388	290,475
8600 Other Local Revenue											
8660	Interest	71	71	-	71	-	-	-	-	(71)	(71)
8699	All Other Local Revenue	2	2	-	2	-	-	-	-	(2)	(2)
8999	Uncategorized Revenue	-	-	-	-	-	-	-	-	-	-
SUBTOTAL - Local Revenues		72	72	-	72	-	-	-	-	(72)	(72)
8800 Donations/Fundraising											
8801	Donations - Parents	200	200	-	200	-	-	-	-	(200)	(200)
8802	Donations - Individuals/Corporations	20,020	20,020	-	20,020	57,500	57,500	-	-	37,480	37,480
8803	Fundraising	112	112	-	112	103,940	103,940	-	-	103,828	103,828
8804	Donations - Board	-	-	-	-	-	-	-	-	-	-
8811	Donations - Foundations	-	-	-	-	-	-	-	-	-	-
SUBTOTAL - Fundraising and Grants		20,332	20,332	-	20,332	161,440	161,440	-	-	141,108	141,108
TOTAL REVENUE		20,675	20,675	-	20,675	5,330,821	5,391,682	60,861	60,861	5,310,147	5,371,007

# Environmental Charter High School

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget vs. Actual				Budget					
				Variance (YTD less Budget)				Variance (Previous vs. Current Forecast)		Variance (Budget vs. Current Forecast)					
		Jul	Actual YTD	Budget YTD		Approved Budget	Previous Month's Forecast	Current Forecast			Budget Remaining	Forecast Remaining			
EXPENSES															
Compensation & Benefits															
1000	Certificated Salaries														
1100	Teachers Salaries	-	-	-	-	1,801,403	1,801,403	1,695,052	106,351	106,351	1,801,403	1,695,052			
1101	Teacher - Stipends	-	-	-	-	13,240	13,240	13,240	-	-	13,240	13,240			
1103	Teacher - Substitute Pay					22,428	22,428	22,428	-	-	22,428	22,428			
1111	Teacher - Elective	11,879	11,879	9,656	(2,223)	115,875	115,875	115,875	-	-	103,996	103,996			
1148	Teacher - Special Ed	-	-	-	-	-	-	106,351	(106,351)	(106,351)	-	106,351			
1150	Teacher - Custom 1	25,655	25,655	26,523	868	26,523	26,523	26,523	-	-	868	868			
1300	Certificated Supervisor & Administrator Salaries	25,791	25,791	21,450	(4,341)	275,978	275,978	274,610	1,368	1,368	250,188	248,820			
1900	Certificated Other Salaries	3,117	3,117	3,120	3	37,440	37,440	37,440	-	-	34,323	34,323			
1930	Other Cert - Counselor	4,953	4,953	4,640	(314)	109,014	109,014	109,014	-	-	104,061	104,061			
SUBTOTAL - Certificated Employees		71,394	71,394	65,388	(6,006)	2,401,901	2,401,901	2,400,533	1,368	1,368	2,330,507	2,329,139			
2000	Classified Salaries														
2103	Classified - Custom 1	9,265	9,265	8,157	(1,108)	97,889	97,889	97,889	-	-	88,624	88,624			
2300	Classified Supervisor & Administrator Salaries	11,566	11,566	15,657	4,091	173,619	173,619	172,577	1,042	1,042	162,053	161,011			
2904	Other Classified - Security/yard duty	8,684	8,684	1,619	(7,065)	106,096	106,096	106,096	-	-	97,412	97,412			
2908	Other Classified - Custom 1	-	-	1,545	1,545	18,540	18,540	18,540	-	-	18,540	18,540			
SUBTOTAL - Classified Employees		29,515	29,515	26,978	(2,537)	396,145	396,145	395,102	1,042	1,042	366,630	365,587			
3000	Employee Benefits														
3100	STRS	5,233	5,233	10,699	5,466	230,401	230,401	213,740	16,661	16,661	225,168	208,507			
3200	PERS	3,190	3,190	3,096	(94)	37,153	37,153	38,098	(945)	(945)	33,963	34,909			
3300	OASDI-Medicare-Alternative	4,195	4,195	3,165	(1,031)	64,104	64,104	65,104	(1,000)	(1,000)	59,908	60,908			
3400	Health & Welfare Benefits	20,860	20,860	39,417	18,556	236,500	236,500	236,500	-	-	215,640	215,640			
3500	Unemployment Insurance	46	46	658	613	11,582	11,582	13,141	(1,558)	(1,558)	11,537	13,095			
3600	Workers Comp Insurance	15,290	15,290	16,788	1,498	71,808	71,808	67,095	4,713	4,713	56,518	51,805			
3700	Retiree Benefits	730	730	-	(730)	-	-	-	-	-	(730)	(730)			
3800	PERS Reduction	-	-	-	-	-	-	-	-	-	-	-			
3900	Other Employee Benefits	-	-	-	-	7,500	7,500	7,500	-	-	7,500	7,500			
SUBTOTAL - Employee Benefits		49,544	49,544	73,823	24,279	659,048	659,048	641,178	17,870	17,870	609,504	591,634			

# Environmental Charter High School

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget vs. Actual						Budget			
				Variance (YTD less Budget)		Previous Month's Forecast		Current Forecast		Variance (Previous vs. Current Forecast)		Variance (Budget vs. Current Forecast)		Forecast Remaining	
		Jul	Actual YTD	Budget YTD	Approved Budget										
<b>4000</b>	<b>Books &amp; Supplies</b>														
4100	Approved Textbooks & Core Curricula Materials	-	-	2,500	2,500	30,000	30,000	30,000	-	-	-	30,000	30,000		
4315	Custodial Supplies	(65)	(65)	1,000	1,065	12,000	12,000	12,000	-	-	-	12,065	12,065		
4320	Educational Software	-	-	517	517	6,200	6,200	6,200	-	-	-	6,200	6,200		
4325	Instructional Materials & Supplies	225	225	3,917	3,691	47,000	47,000	47,000	-	-	-	46,775	46,775		
4330	Office Supplies	48	48	833	785	10,000	10,000	10,000	-	-	-	9,952	9,952		
4345	Non Instructional Student Materials & Supplies	574	574	858	285	10,300	10,300	10,300	-	-	-	9,726	9,726		
4410	Classroom Furniture, Equipment & Supplies	-	-	333	333	4,000	4,000	4,000	-	-	-	4,000	4,000		
4420	Computers (Individual items less than \$5k)	-	-	2,083	2,083	25,000	25,000	25,000	-	-	-	25,000	25,000		
4430	Non Classroom Related Furniture, Equipment & Supplies	135	135	167	32	2,000	2,000	2,000	-	-	-	1,865	1,865		
4710	Student Food Services	-	-	9,958	9,958	119,500	119,500	119,500	-	-	-	119,500	119,500		
4720	Other Food	414	414	1,330	916	15,965	15,965	15,965	-	-	-	15,551	15,551		
<b>SUBTOTAL - Books and Supplies</b>		<b>1,331</b>	<b>1,331</b>	<b>23,497</b>	<b>22,167</b>	<b>281,965</b>	<b>281,965</b>	<b>281,965</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>280,634</b>	<b>280,634</b>		

FINAL

# Environmental Charter High School

Budget vs. Actuals

As of most recent monthly close

		Budget vs. Actual				Budget				
				Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)	Forecast Remaining
Actual	Jul	Actual YTD	Budget YTD							
<b>5000</b>										
<b>Services &amp; Other Operating Expenses</b>										
5200	-	-	1,288	1,288	15,450	15,450	15,450	-	-	15,450
5215	551	551	-	(551)	-	-	-	-	-	(551)
5220	376	376	-	(376)	-	-	-	-	-	(376)
5305	-	-	-	-	9,000	9,000	9,000	-	-	9,000
5310	-	-	-	-	500	500	500	-	-	500
5400	-	-	-	-	24,401	24,401	24,401	-	-	24,401
5510	2,670	2,670	2,575	(95)	30,900	30,900	30,900	-	-	28,230
5515	5,775	5,775	6,807	1,032	81,688	81,688	81,688	-	-	75,913
5520	450	450	292	(158)	3,500	3,500	3,500	-	-	3,050
5525	1,302	1,302	383	(919)	4,596	4,596	4,596	-	-	3,294
5530	424	424	328	(97)	3,934	3,934	3,934	-	-	3,509
5605	3,264	3,264	4,583	1,319	55,000	55,000	55,000	-	-	51,736
5610	34,069	34,069	36,325	2,256	217,951	217,951	217,951	-	-	183,882
5615	-	-	-	-	30,900	30,900	30,900	-	-	30,900
5616	-	-	-	-	3,090	3,090	3,090	-	-	3,090
5617	-	-	-	-	1,338	1,338	1,338	-	-	1,338
5618	674	674	-	(674)	7,426	7,426	7,426	-	-	6,752
5803	-	-	-	-	5,000	5,000	5,000	-	-	5,000
5809	20	20	-	(20)	618	618	618	-	-	598
5812	4,489	4,489	4,489	0	53,871	53,871	53,220	651	651	49,382
5815	2,400	2,400	2,500	100	30,000	30,000	30,000	-	-	27,600
5824	-	-	-	-	44,615	44,615	22,501	22,114	22,114	44,615
5830	34,175	34,175	40,000	5,825	120,000	120,000	120,000	-	-	85,825
5833	83	83	-	(83)	-	-	-	-	-	(83)
5836	-	-	-	-	1,200	1,200	1,200	-	-	1,200
5839	-	-	-	-	2,000	2,000	2,000	-	-	2,000
5845	-	-	-	-	15,450	15,450	15,450	-	-	15,450
5848	-	-	-	-	4,500	4,500	4,500	-	-	4,500
5851	1,048	1,048	-	(1,048)	70,788	70,788	70,083	705	705	69,740
5854	1,205	1,205	13,605	12,400	163,258	163,258	161,645	1,613	1,613	162,053
5857	432	432	583	151	7,000	7,000	7,000	-	-	6,568
5860	283	283	2,083	1,801	25,000	25,000	25,000	-	-	24,717
5861	1,250	1,250	-	(1,250)	-	-	-	-	-	(1,250)
5863	-	-	-	-	32,500	32,500	32,500	-	-	32,500
5874	617	617	-	(617)	51,500	51,500	51,500	-	-	50,883
5875	-	-	-	-	1,545	1,545	1,545	-	-	1,545
5878	-	-	-	-	50,171	50,171	50,171	-	-	50,171
5881	1,134	1,134	-	(1,134)	21,000	21,000	21,000	-	-	19,866
5884	-	-	-	-	30,900	30,900	30,900	-	-	30,900
5887	4,297	4,297	-	(4,297)	70,730	70,730	69,875	855	855	66,433
5893	-	-	-	-	25,750	25,750	25,750	-	-	25,750
5899	21,464	21,464	833	(20,630)	10,000	10,000	10,000	-	-	(11,464)
5910	196	196	1,602	1,407	19,227	19,227	19,227	-	-	19,031
5915	-	-	429	429	5,150	5,150	5,150	-	-	5,150
5920	-	-	1,476	1,476	17,716	17,716	17,716	-	-	17,716
0000	-	-	-	-	10,300	10,300	10,300	-	-	10,300
<b>SUBTOTAL - Services &amp; Other Operating Exp.</b>	<b>122,648</b>	<b>122,648</b>	<b>120,183</b>	<b>(2,465)</b>	<b>1,379,462</b>	<b>1,379,462</b>	<b>1,353,525</b>	<b>25,936</b>	<b>25,936</b>	<b>1,256,814</b>
<b>6000</b>										
<b>Capital Outlay</b>										
6100	2,950	2,950	-	(2,950)	126,000	126,000	126,000	-	-	123,050
6200	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Capital Outlay</b>	<b>2,950</b>	<b>2,950</b>	<b>-</b>	<b>(2,950)</b>	<b>126,000</b>	<b>126,000</b>	<b>126,000</b>	<b>-</b>	<b>-</b>	<b>123,050</b>
<b>TOTAL EXPENSES</b>	<b>277,382</b>	<b>277,382</b>	<b>309,868</b>	<b>32,487</b>	<b>5,244,520</b>	<b>5,244,520</b>	<b>5,198,304</b>	<b>46,217</b>	<b>46,217</b>	<b>4,967,139</b>

# Environmental Charter High School

Monthly Cash Forecast

As of most recent monthly close

	2014/15													
	Actual & Projected													
	Jul Actual	Aug Projected	Sep Projected	Oct Projected	Nov Projected	Dec Projected	Jan Projected	Feb Projected	Mar Projected	Apr Projected	May Projected	Jun Projected	Forecast	AP/AR
Beginning Cash	\$1,384,868.61	1,826,852	1,595,635	1,397,252	1,503,228	1,432,338	1,361,447	1,528,331	1,456,784	1,449,053	1,666,460	1,640,836		
Revenue														
General Block Grant	-	192,653	213,945	514,362	336,838	336,838	514,362	336,838	359,749	512,432	334,908	334,908	4,500,265	512,432
Federal Income	-	-	24,972	24,972	24,972	24,972	90,478	24,972	30,121	95,628	30,121	30,121	439,232	37,903
Other State Income	270	(270)	3,146	3,146	3,146	3,146	3,146	3,146	38,902	38,902	38,902	38,902	290,745	116,262
Local Revenues	72	(74)	-	-	-	-	-	-	-	-	-	-	-	-
Fundraising and Grants	20,332	(20,332)	16,144	16,144	16,144	16,144	16,144	16,144	16,144	16,144	16,144	16,144	161,440	-
Total Revenue	20,675	171,976	258,206	558,623	381,100	381,100	624,130	381,100	444,917	663,106	420,076	420,076	5,391,682	666,597
Expenses														
Compensation & Benefits	150,453	339,745	299,786	295,844	295,187	295,187	300,443	295,844	295,844	288,897	288,897	269,189	3,436,813	21,496
Books & Supplies	1,331	45,664	23,497	23,497	23,497	23,497	23,497	23,497	23,497	23,497	23,497	23,497	281,965	-
Services & Other Operating Expenses	122,648	21,015	120,986	120,986	120,986	120,986	120,986	120,986	120,986	120,986	120,986	120,986	1,353,525	-
Capital Outlay	2,950	(2,950)	12,600	12,600	12,600	12,600	12,600	12,600	12,600	12,600	12,600	12,600	126,000	-
Total Expenses	277,382	403,474	456,870	452,927	452,270	452,270	457,527	452,927	452,927	445,980	445,980	426,272	5,198,304	21,496
Operating Cash Inflow (Outflow)	(256,707)	(231,498)	(198,664)	105,696	(71,171)	(71,171)	166,603	(71,828)	(8,011)	217,126	(25,904)	(6,196)	193,378	645,101
Revenues - Prior Year Accruals	878,494	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenses - Prior Year Accruals	(59,820)	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable - Current Year	(101,030)	-	-	-	-	-	-	-	-	-	-	-	-	-
Summerholdback for Teachers	(35,556)	281	281	281	281	281	281	281	281	281	281	281	-	-
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Leases Payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure & Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Balance Sheet Changes	16,602	-	-	-	-	-	-	-	-	-	-	-	-	-
Ending Cash	1,826,852	1,595,635	1,397,252	1,503,228	1,432,338	1,361,447	1,528,331	1,456,784	1,449,053	1,666,460	1,640,836	1,634,921		



# Environmental Charter Middle School - Gardena

Budget vs. Actuals

As of most recent monthly close

	Actual		Budget vs. Actual				Budget		
	Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)
<b>SUMMARY</b>									
<b>Revenue</b>									
General Block Grant	-	-	-	-	2,311,884	2,311,884	2,487,479	175,595	175,595
Federal Revenue	-	-	-	-	267,326	267,326	267,326	-	-
Other State Revenues	210	210	-	210	571,767	571,767	583,284	11,517	11,517
Local Revenues	7,880	7,880	-	7,880	-	-	-	-	-
Fundraising and Grants	100	100	-	100	80,351	80,351	80,351	-	-
<b>Total Revenue</b>	<b>8,190</b>	<b>8,190</b>	<b>-</b>	<b>8,190</b>	<b>3,231,328</b>	<b>3,231,328</b>	<b>3,418,440</b>	<b>187,112</b>	<b>187,112</b>
<b>Expenses</b>									
Compensation and Benefits	86,030	86,030	110,083	24,053	1,820,093	1,820,093	1,815,876	4,217	4,217
Books and Supplies	-	-	-	-	205,340	205,340	205,340	-	-
Services and Other Operating Expenditures	114,111	114,111	109,467	(4,644)	1,082,694	1,082,694	1,103,197	(20,503)	(20,503)
Capital Outlay	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>200,141</b>	<b>200,141</b>	<b>219,550</b>	<b>19,409</b>	<b>3,108,127</b>	<b>3,108,127</b>	<b>3,124,412</b>	<b>(16,285)</b>	<b>(16,285)</b>
<b>Operating Income (excluding Depreciation)</b>	<b>(191,951)</b>	<b>(191,951)</b>	<b>(219,550)</b>	<b>27,599</b>	<b>123,201</b>	<b>123,201</b>	<b>294,028</b>	<b>170,827</b>	<b>170,827</b>
<i>Operating Income (including Depreciation)</i>					83,901	83,901	254,728	170,827	170,827
<b>Fund Balance</b>									
Beginning Balance (Unaudited)					1,571,195	1,571,195	1,577,365		
Audit Adjustment					-	-	-		
Beginning Balance (Audited)					1,571,195	1,571,195	1,577,365		
Operating Income (including Depreciation)					83,901	83,901	254,728		
<b>Ending Fund Balance (including Depreciation)</b>					<b>1,655,096</b>	<b>1,655,096</b>	<b>1,832,093</b>		

# Environmental Charter Middle School - Gardena

Budget vs. Actuals

As of most recent monthly close

Detail	Actual		Budget vs. Actual			Budget			
	Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)
Enrollment Summary									
4-6					117	117	119	2	2
7-8					217	217	228	11	11
Total Enrolled					334	334	347		
ADA %									
4-6					97%	97%	97%		
7-8					97%	97%	97%		
Average					97%	97%	97%		
ADA									
4-6					113.5	113.5	115.4		
7-8					210.5	210.5	221.2		
Total ADA					324.0	324.0	336.6	12.61	

FINAL

# Environmental Charter Middle School - Gardena

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget vs. Actual		Budget		
		Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)
<b>REVENUE</b>										
<b>General Purpose Entitlement</b>										
8011	Charter Schools General Purpose Entitlement - State	-	-	-	-	1,388,610	1,388,610	1,592,898	204,288	204,288
8012	Education Protection Account Entitlement	-	-	-	-	420,532	420,532	391,585	(28,947)	(28,947)
8019	State Aid - Prior Years	-	-	-	-	-	-	-	-	-
8096	Charter Schools in Lieu of Prop. Taxes (was 8780)	-	-	-	-	502,742	502,742	502,997	254	254
		-	-	-	-	2,311,884	2,311,884	2,487,479	175,595	175,595
<b>8100 Federal Revenue</b>										
8181	Special Education - Entitlement	-	-	-	-	33,880	33,880	33,880	-	-
8220	Child Nutrition Programs	-	-	-	-	125,926	125,926	125,926	-	-
8291	Title I	-	-	-	-	104,160	104,160	104,160	-	-
8292	Title II	-	-	-	-	3,360	3,360	3,360	-	-
<b>SUBTOTAL - Federal Income</b>		-	-	-	-	267,326	267,326	267,326	-	-
<b>8300 Other State Revenues</b>										
8311	Other State Apportionments - Current Year	-	-	-	-	-	-	-	-	-
8319	Other State Apportionments - Prior Years	210	210	-	210	-	-	-	-	-
8381	Special Education - Entitlement (State)	-	-	-	-	113,551	113,551	113,551	-	-
8520	Child Nutrition - State	-	-	-	-	10,883	10,883	10,883	-	-
8545	School Facilities Apportionments	-	-	-	-	242,985	242,985	252,443	9,458	9,458
8550	Mandated Cost Reimbursements	-	-	-	-	4,536	4,536	4,573	37	37
8560	State Lottery Revenue	-	-	-	-	49,812	49,812	51,835	2,023	2,023
8590	All Other State Revenue	-	-	-	-	150,000	150,000	150,000	-	-
<b>SUBTOTAL - Other State Income</b>		210	210	-	210	571,767	571,767	583,284	11,517	11,517
<b>8600 Other Local Revenue</b>										
8660	Interest	25	25	-	25	-	-	-	-	-
8699	All Other Local Revenue	59	59	-	59	-	-	-	-	-
8999	Uncategorized Revenue	7,796	7,796	-	7,796	-	-	-	-	-
<b>SUBTOTAL - Local Revenues</b>		7,880	7,880	-	7,880	-	-	-	-	-
<b>8800 Donations/Fundraising</b>										
8801	Donations - Parents	-	-	-	-	-	-	-	-	-
8802	Donations - Individuals/Corporations	100	100	-	100	-	-	-	-	-
8803	Fundraising	-	-	-	-	64,416	64,416	64,416	-	-
8804	Donations - Board	-	-	-	-	-	-	-	-	-
8811	Donations - Foundations	-	-	-	-	15,935	15,935	15,935	-	-
<b>SUBTOTAL - Fundraising and Grants</b>		100	100	-	100	80,351	80,351	80,351	-	-
<b>TOTAL REVENUE</b>		<b>8,190</b>	<b>8,190</b>	-	<b>8,190</b>	<b>3,231,328</b>	<b>3,231,328</b>	<b>3,418,440</b>	<b>187,112</b>	<b>187,112</b>

# Environmental Charter Middle School - Gardena

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget vs. Actual		Budget		
		Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)
EXPENSES										
Compensation & Benefits										
1000	Certificated Salaries									
1100	Teachers Salaries	5,319	5,319	37,089	31,770	740,001	740,001	740,001	-	-
1101	Teacher - Stipends	-	-	-	-	18,982	18,982	18,982	-	-
1103	Teacher - Substitute Pay	-	-	-	-	14,269	14,269	14,269	-	-
1148	Teacher - Special Ed	-	-	-	-	104,486	104,486	104,486	-	-
1300	Certificated Supervisor & Administrator Salaries	23,235	23,235	13,820	(9,415)	177,811	177,811	178,226	(414)	(414)
1920	Other Cert - Summer	1,500	1,500	423	(1,077)	10,000	10,000	10,000	-	-
1930	Other Cert - Counselor	4,669	4,669	2,385	(2,284)	56,027	56,027	56,027	-	-
SUBTOTAL - Certificated Employees		34,723	34,723	53,716	18,993	1,121,576	1,121,576	1,121,990	(414)	(414)
2000 Classified Salaries										
2100	Classified Instructional Aide Salaries	2,633	2,633	1,024	(1,609)	105,919	105,919	105,919	-	-
2300	Classified Supervisor & Administrator Salaries	19,308	19,308	12,820	(6,488)	142,161	142,161	143,363	(1,202)	(1,202)
2904	Other Classified - Security/yard duty	4,946	4,946	1,535	(3,411)	100,587	100,587	100,587	-	-
SUBTOTAL - Classified Employees		26,886	26,886	15,379	(11,508)	348,667	348,667	349,869	(1,202)	(1,202)
3000 Employee Benefits										
3100	STRS	2,777	2,777	5,035	2,258	106,550	106,550	100,756	5,793	5,793
3300	OASDI-Medicare-Alternative	2,760	2,760	2,037	(723)	43,265	43,265	42,523	742	742
3400	Health & Welfare Benefits	10,926	10,926	24,750	13,824	143,000	143,000	148,500	(5,500)	(5,500)
3500	Unemployment Insurance	30	30	346	316	10,166	10,166	6,913	3,253	3,253
3600	Workers Comp Insurance	7,928	7,928	8,821	893	36,870	36,870	35,325	1,545	1,545
3900	Other Employee Benefits	-	-	-	-	10,000	10,000	10,000	-	-
SUBTOTAL - Employee Benefits		24,422	24,422	40,989	16,567	349,850	349,850	344,016	5,834	5,834

# Environmental Charter Middle School - Gardena

Budget vs. Actuals

As of most recent monthly close

		Actual		Budget vs. Actual				Budget	
		Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)
									Variance (Budget vs. Current Forecast)
<b>4000</b>	<b>Books &amp; Supplies</b>								
4100	Approved Textbooks & Core Curricula Materials	-	-	-	-	10,300	10,300	10,300	-
4315	Custodial Supplies	-	-	-	-	3,090	3,090	3,090	-
4320	Educational Software	-	-	-	-	6,217	6,217	6,217	-
4325	Instructional Materials & Supplies	-	-	-	-	16,480	16,480	16,480	-
4330	Office Supplies	-	-	-	-	14,028	14,028	14,028	-
4335	PE Supplies	-	-	-	-	2,060	2,060	2,060	-
4345	Non Instructional Student Materials & Supplies	-	-	-	-	2,452	2,452	2,452	-
4410	Classroom Furniture, Equipment & Supplies	-	-	-	-	2,500	2,500	2,500	-
4420	Computers (individual items less than \$5k)	-	-	-	-	5,000	5,000	5,000	-
4423	Classroom Noncapitalized items 1	-	-	-	-	5,150	5,150	5,150	-
4710	Student Food Services	-	-	-	-	136,809	136,809	136,809	-
4720	Other Food	-	-	-	-	1,254	1,254	1,254	-
	<b>SUBTOTAL - Books and Supplies</b>	-	-	-	-	<b>205,340</b>	<b>205,340</b>	<b>205,340</b>	-
<b>5000</b>	<b>Services &amp; Other Operating Expenses</b>								
5200	Travel & Conferences	-	-	738	738	8,856	8,856	8,856	-
5305	Dues & Membership - Professional	820	820	215	(605)	2,575	2,575	2,575	-
5400	Insurance	-	-	858	858	10,300	10,300	10,300	-
5510	Utilities - Gas and Electric	1,824	1,824	4,120	2,296	49,440	49,440	49,440	-
5515	Janitorial, Gardening Services & Supplies	-	-	3,090	3,090	37,080	37,080	37,080	-
5520	Security	551	551	43	(508)	515	515	515	-
5525	Utilities - Waste	304	304	86	(219)	1,030	1,030	1,030	-
5530	Utilities - Water	286	286	86	(201)	1,030	1,030	1,030	-
5605	Equipment Leases	1,944	1,944	1,661	(284)	19,928	19,928	19,928	-
5610	Rent	64,167	64,167	62,513	(1,654)	375,077	375,077	375,077	-
5615	Repairs and Maintenance - Building	-	-	-	-	25,750	25,750	25,750	-
5617	Repairs and Maintenance - Other Equipment	2,707	2,707	86	(2,621)	1,030	1,030	3,500	(2,470)
5699	Other Rentals, Leases and Repairs 6	-	-	-	-	2,060	2,060	2,060	-

# Environmental Charter Middle School - Gardena

Budget vs. Actuals

As of most recent monthly close

		Actual	Budget vs. Actual			Budget				
					Variance (YTD less Budget)		Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)
		Jul	Actual YTD	Budget YTD		Approved Budget				
5803	Accounting Fees	-	-	-	-	4,635	4,635	4,635	-	-
5809	Banking Fees	30	30	-	(30)	247	247	247	-	-
5812	Business Services	2,782	2,782	2,782	(0)	33,387	33,387	34,267	(880)	(880)
5815	Consultants - Instructional	-	-	6,701	6,701	80,416	80,416	80,416	-	-
5824	District Oversight Fees	-	-	-	-	23,119	23,119	24,875	(1,756)	(1,756)
5830	Field Trips Expenses	-	-	1,373	1,373	16,480	16,480	16,480	-	-
5833	Fines and Penalties	183	183	-	(183)	-	-	-	-	-
5836	Fingerprinting	-	-	-	-	3,090	3,090	3,090	-	-
5839	Fundraising Expenses	-	-	-	-	-	-	-	-	-
5841	Party Expense	-	-	-	-	-	-	-	-	-
5842	Grant Writer	-	-	-	-	-	-	-	-	-
5843	Interest - Loans Less than 1 Year	-	-	-	-	193	193	193	-	-
5845	Legal Fees	-	-	-	-	2,575	2,575	2,575	-	-
5848	Licenses and Other Fees	-	-	-	-	1,906	1,906	1,906	-	-
5851	Marketing and Student Recruiting	700	700	-	(700)	24,846	24,846	24,546	300	300
5854	Consultants - Other 1	805	805	14,975	14,170	179,697	179,697	184,238	(4,541)	(4,541)
5857	Payroll Fees	290	290	515	225	6,180	6,180	6,180	-	-
5860	Printing and Reproduction	-	-	508	508	6,095	6,095	6,095	-	-
5861	Prior Yr Exp (not accrued)	1,250	1,250	-	(1,250)	-	-	-	-	-
5863	Professional Development	22,000	22,000	-	(22,000)	16,400	16,400	26,400	(10,000)	(10,000)
5875	Staff Recruiting	-	-	-	-	1,030	1,030	1,030	-	-
5878	Student Assessment	-	-	721	721	8,649	8,649	8,649	-	-
5881	Student Information System	1,677	1,677	-	(1,677)	7,568	7,568	7,568	-	-
5884	Substitutes	-	-	-	-	25,750	25,750	25,750	-	-
5887	Technology Services	2,870	2,870	3,653	783	43,835	43,835	44,990	(1,156)	(1,156)
5893	Transportation - Student	-	-	-	-	5,000	5,000	5,000	-	-
5899	Miscellaneous Operating Expenses	552	552	172	(381)	2,060	2,060	2,060	-	-
5905	Communications - Cell Phones	-	-	172	172	2,060	2,060	2,060	-	-
5910	Communications - Internet / Website Fees	7,771	7,771	3,061	(4,710)	36,737	36,737	36,737	-	-
5915	Postage and Delivery	145	145	309	164	3,708	3,708	3,708	-	-
5920	Communications - Telephone & Fax	451	451	1,030	579	12,360	12,360	12,360	-	-
SUBTOTAL - Services & Other Operating Exp.		114,111	114,111	109,467	(4,644)	1,082,694	1,082,694	1,103,197	(20,503)	(20,503)
6000	Capital Outlay									
6100	Sites & Improvement of Sites	-	-	-	-	-	-	-	-	-
SUBTOTAL - Capital Outlay		-	-	-	-	-	-	-	-	-
TOTAL EXPENSES		200,141	200,141	219,550	19,409	3,108,127	3,108,127	3,124,412	(16,285)	(16,285)

# Environmental Charter Middle School - Gardena

Monthly Cash Forecast

As of most recent monthly close

	2014/15													
	Actual & Projected													
	Jul Actual	Aug Projected	Sep Projected	Oct Projected	Nov Projected	Dec Projected	Jan Projected	Feb Projected	Mar Projected	Apr Projected	May Projected	Jun Projected	Forecast	AP/AR
Beginning Cash	\$453,391.61	587,738	452,387	371,942	430,656	394,716	358,777	458,080	421,795	465,340	622,592	633,146		
Revenue														
General Block Grant	-	106,300	135,587	272,672	177,673	177,673	272,672	177,673	222,447	289,489	185,799	185,799	2,487,479	283,695
Federal Income	-	-	12,593	12,593	12,593	12,593	55,601	12,593	19,369	62,377	19,369	19,369	267,326	28,280
Other State Income	210	(210)	41,790	41,790	41,790	41,790	41,790	41,790	64,500	64,500	64,500	64,500	583,284	74,545
Local Revenues	7,880	(15,735)	-	-	-	-	-	-	-	-	-	-	-	-
Fundraising and Grants	100	(100)	8,035	8,035	8,035	8,035	8,035	8,035	8,035	8,035	8,035	8,035	80,351	-
Total Revenue	8,190	90,255	198,004	335,090	240,091	240,091	378,098	240,091	314,351	424,400	277,702	277,702	3,418,440	386,520
Expenses														
Compensation & Benefits	86,030	182,694	158,743	156,670	156,324	156,324	159,089	156,670	156,670	153,012	153,012	140,637	1,815,876	-
Books & Supplies	-	-	20,534	20,534	20,534	20,534	20,534	20,534	20,534	20,534	20,534	20,534	205,340	-
Services & Other Operating Expenses	114,111	43,818	94,522	94,522	94,522	94,522	94,522	94,522	94,507	94,507	94,507	94,507	1,103,197	108
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	200,141	226,512	273,799	271,725	271,380	271,380	274,145	271,725	271,711	268,054	268,054	255,679	3,124,412	108
Operating Cash Inflow (Outflow)	(191,951)	(136,257)	(75,795)	63,365	(31,289)	(31,289)	103,953	(31,635)	42,640	156,347	9,649	22,024	294,028	386,412
Revenues - Prior Year Accruals	435,670	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenses - Prior Year Accruals	(46,377)	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable - Current Year	(88,156)	-	-	-	-	-	-	-	-	-	-	-	-	-
Summerholdback for Teachers	(8,422)	906	906	906	906	906	906	906	906	906	906	906	-	-
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Long Term)	-	-	(5,556)	(5,556)	(5,556)	(5,556)	(5,556)	(5,556)	-	-	-	-	-	-
Capital Leases Payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure & Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Balance Sheet Changes	33,582	-	-	-	-	-	-	-	-	-	-	-	-	-
Ending Cash	587,738	452,387	371,942	430,656	394,716	358,777	458,080	421,795	465,340	622,592	633,146	656,076		

# Environmental Charter Middle School - Inglewood

Budget vs. Actuals

As of most recent monthly close

		Actual	Budget vs. Actual			Budget						
		Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)	Budget Remaining	Forecast Remaining
SUMMARY												
Revenue												
	General Block Grant	-	-	-	-	1,449,294	1,449,294	1,472,530	23,236	23,236	1,449,294	1,472,530
	Federal Revenue	11,397	11,397	-	11,397	431,848	431,848	431,848	-	-	420,451	420,451
	Other State Revenues	-	-	-	-	312,985	312,985	314,822	1,837	1,837	312,985	314,822
	Local Revenues	168	168	-	168	-	-	-	-	-	(168)	(168)
	Fundraising and Grants	25,000	25,000	-	25,000	45,709	45,709	45,709	-	-	20,709	20,709
	Total Revenue	36,565	36,565	-	36,565	2,239,835	2,239,835	2,264,909	25,073	25,073	2,203,270	2,228,344
Expenses												
	Compensation and Benefits	42,120	42,120	70,314	28,195	1,121,018	1,121,018	1,114,893	6,125	6,125	1,078,898	1,072,773
	Books and Supplies	922	922	10,639	9,717	227,701	227,701	227,701	-	-	226,779	226,779
	Services and Other Operating Expenditures	39,290	39,290	49,386	10,096	703,818	703,818	702,400	1,418	1,418	664,528	663,110
	Capital Outlay	-	-	-	-	207,000	207,000	207,000	-	-	207,000	207,000
	Total Expenses	82,332	82,332	130,339	48,007	2,259,537	2,259,537	2,251,994	7,543	7,543	2,177,205	2,169,662
Operating Income (excluding Depreciation)		(45,767)	(45,767)	(130,339)	84,572	(19,702)	(19,702)	12,914	32,616	32,616	26,065	58,681
Operating Income (including Depreciation)						145,898	145,898	178,514	32,616	32,616	191,665	224,281
Fund Balance												
	Beginning Balance (Unaudited)							317,810				
	Audit Adjustment							-				
	Beginning Balance (Audited)							317,810				
	Operating Income (including Depreciation)							178,514				
Ending Fund Balance (including Depreciation)								496,325				



# Environmental Charter Middle School - Inglewood

Budget vs. Actuals

As of most recent monthly close

	Actual		Budget vs. Actual			Budget				
	Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)	Forecast Remaining
Detail										
Enrollment Summary										
4-6					60	60	60	-	-	
7-8					130	130	130	-	-	
Total Enrolled					190	190	190			
ADA %										
4-6					97%	97%	97%			
7-8					97%	97%	97%			
Average					97%	97%	97%			
ADA										
4-6					58.2	58.2	58.2			
7-8					126.1	126.1	126.1			
Total ADA					184.3	184.3	184.3			

FINAL

# Environmental Charter Middle School - Inglewood

Budget vs. Actuals

As of most recent monthly close

		Actual					Budget vs. Actual					Budget			
		Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)	Budget Remaining	Forecast Remaining			
<b>REVENUE</b>															
<b>General Purpose Entitlement</b>															
8011	Charter Schools General Purpose Entitlement - State	-	-	-	-	981,079	981,079	987,914	6,834	6,834	981,079	987,914			
8012	Education Protection Account Entitlement	-	-	-	-	263,627	263,627	272,476	8,850	8,850	263,627	272,476			
8019	State Aid - Prior Years	-	-	-	-	-	-	-	-	-	-	-			
8096	Charter Schools in Lieu of Prop. Taxes (was 8780)	-	-	-	-	204,588	204,588	212,140	7,553	7,553	204,588	212,140			
		-	-	-	-	1,449,294	1,449,294	1,472,530	23,236	23,236	1,449,294	1,472,530			
<b>8100 Federal Revenue</b>															
8181	Special Education - Entitlement	-	-	-	-	14,870	14,870	14,870	-	-	14,870	14,870			
8220	Child Nutrition Programs	-	-	-	-	90,032	90,032	90,032	-	-	90,032	90,032			
8291	Title I	-	-	-	-	75,000	75,000	75,000	-	-	75,000	75,000			
8292	Title II	-	-	-	-	1,946	1,946	1,946	-	-	1,946	1,946			
8298	Implementation Grant	11,397	11,397	-	11,397	250,000	250,000	250,000	-	-	238,603	238,603			
	<b>SUBTOTAL - Federal Income</b>	11,397	11,397	-	11,397	431,848	431,848	431,848	-	-	420,451	420,451			
<b>8300 Other State Revenues</b>															
8311	Other State Apportionments - Current Year	-	-	-	-	-	-	-	-	-	-	-			
8319	Other State Apportionments - Prior Years	-	-	-	-	-	-	-	-	-	-	-			
8381	Special Education - Entitlement (State)	-	-	-	-	35,108	35,108	35,108	-	-	35,108	35,108			
8520	Child Nutrition - State	-	-	-	-	5,002	5,002	5,002	-	-	5,002	5,002			
8545	School Facilities Apportionments	-	-	-	-	94,539	94,539	94,539	-	-	94,539	94,539			
8550	Mandated Cost Reimbursements	-	-	-	-	-	-	1,791	1,791	1,791	-	1,791			
8560	State Lottery Revenue	-	-	-	-	28,336	28,336	28,382	46	46	28,336	28,382			
8590	All Other State Revenue	-	-	-	-	150,000	150,000	150,000	-	-	150,000	150,000			
	<b>SUBTOTAL - Other State Income</b>	-	-	-	-	312,985	312,985	314,822	1,837	1,837	312,985	314,822			
<b>8600 Other Local Revenue</b>															
8660	Interest	16	16	-	16	-	-	-	-	-	(16)	(16)			
8699	All Other Local Revenue	152	152	-	152	-	-	-	-	-	(152)	(152)			
8999	Uncategorized Revenue	-	-	-	-	-	-	-	-	-	-	-			
	<b>SUBTOTAL - Local Revenues</b>	168	168	-	168	-	-	-	-	-	(168)	(168)			
<b>8800 Donations/Fundraising</b>															
8801	Donations - Parents	-	-	-	-	-	-	-	-	-	-	-			
8802	Donations - Individuals/Corporations	-	-	-	-	-	-	-	-	-	-	-			
8803	Fundraising	-	-	-	-	36,644	36,644	36,644	-	-	36,644	36,644			
8804	Donations - Board	-	-	-	-	-	-	-	-	-	-	-			
8811	Donations - Foundations	25,000	25,000	-	25,000	9,065	9,065	9,065	-	-	(15,935)	(15,935)			
	<b>SUBTOTAL - Fundraising and Grants</b>	25,000	25,000	-	25,000	45,709	45,709	45,709	-	-	20,709	20,709			
<b>TOTAL REVENUE</b>		36,565	36,565	-	36,565	2,239,835	2,239,835	2,264,909	25,073	25,073	2,203,270	2,228,344			

# Environmental Charter Middle School - Inglewood

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget vs. Actual		Budget				
		Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)	Budget Remaining	Forecast Remaining
EXPENSES												
Compensation & Benefits												
1000	Certificated Salaries											
1100	Teachers Salaries	6,631	6,631	22,743	16,112	453,768	453,768	453,768	-	-	447,137	447,137
1101	Teacher - Stipends	-	-	-	-	3,472	3,472	3,472	-	-	3,472	3,472
1103	Teacher - Substitute Pay	-	-	-	-	14,000	14,000	14,000	-	-	14,000	14,000
1148	Teacher - Special Ed	775	775	-	(775)	48,410	48,410	48,410	-	-	47,635	47,635
1300	Certificated Supervisor & Administrator Salaries	7,725	7,725	13,129	5,404	168,920	168,920	168,920	-	-	161,195	161,195
1920	Other Cert - Summer	-	-	436	436	10,300	10,300	10,300	-	-	10,300	10,300
1930	Other Cert - Counselor	1,400	1,400	2,060	660	48,410	48,410	48,410	-	-	47,010	47,010
SUBTOTAL - Certificated Employees		16,531	16,531	38,367	21,836	747,280	747,280	747,280	-	-	730,749	730,749
2000 Classified Salaries												
2100	Classified Instructional Aide Salaries	290	290	309	19	32,000	32,000	32,000	-	-	31,710	31,710
2300	Classified Supervisor & Administrator Salaries	8,776	8,776	6,966	(1,810)	77,250	77,250	77,250	-	-	68,474	68,474
2904	Other Classified - Security/yard duty	3,894	3,894	800	(3,094)	52,440	52,440	52,440	-	-	48,546	48,546
SUBTOTAL - Classified Employees		12,960	12,960	8,076	(4,884)	161,690	161,690	161,690	-	-	148,730	148,730
3000 Employee Benefits												
3100	STRS	1,118	1,118	3,338	2,220	70,992	70,992	66,737	4,254	4,254	69,874	65,619
3300	OASDI-Medicare-Alternative	1,489	1,489	1,116	(373)	23,359	23,359	23,099	259	259	21,870	21,610
3400	Health & Welfare Benefits	4,772	4,772	13,750	8,978	82,500	82,500	82,500	-	-	77,728	77,728
3500	Unemployment Insurance	93	93	214	121	5,882	5,882	4,271	1,611	1,611	5,789	4,178
3600	Workers Comp Insurance	5,097	5,097	5,454	357	21,815	21,815	21,815	-	-	16,719	16,719
3700	Retiree Benefits	60	60	-	(60)	-	-	-	-	-	(60)	(60)
3900	Other Employee Benefits	-	-	-	-	7,500	7,500	7,500	-	-	7,500	7,500
SUBTOTAL - Employee Benefits		12,629	12,629	23,871	11,243	212,048	212,048	205,923	6,125	6,125	199,419	193,294

# Environmental Charter Middle School - Inglewood

Budget vs. Actuals

As of most recent monthly close

		Actual					Budget vs. Actual					Budget			
		Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)	Budget Remaining	Forecast Remaining			
4000	<b>Books &amp; Supplies</b>														
4100	Approved Textbooks & Core Curricula Materials	-	-	1,667	1,667	20,000	20,000	20,000	-	-	20,000	20,000			
4200	Books & Other Reference Materials	-	-	833	833	10,000	10,000	10,000	-	-	10,000	10,000			
4315	Custodial Supplies	831	831	-	(831)	-	-	-	-	-	(831)	(831)			
4320	Educational Software	-	-	417	417	5,000	5,000	5,000	-	-	5,000	5,000			
4325	Instructional Materials & Supplies	11	11	1,667	1,656	20,000	20,000	20,000	-	-	19,989	19,989			
4330	Office Supplies	58	58	1,250	1,192	15,000	15,000	15,000	-	-	14,942	14,942			
4335	PE Supplies	-	-	376	376	4,516	4,516	4,516	-	-	4,516	4,516			
4345	Non Instructional Student Materials & Supplies	-	-	1,500	1,500	18,000	18,000	18,000	-	-	18,000	18,000			
4410	Classroom Furniture, Equipment & Supplies	-	-	1,667	1,667	20,000	20,000	20,000	-	-	20,000	20,000			
4420	Computers (individual items less than \$5k)	-	-	833	833	10,000	10,000	10,000	-	-	10,000	10,000			
4430	Non Classroom Related Furniture, Equipment & Supplies	-	-	429	429	5,150	5,150	5,150	-	-	5,150	5,150			
4710	Student Food Services	-	-	-	-	100,035	100,035	100,035	-	-	100,035	100,035			
4720	Other Food	22	22	-	(22)	-	-	-	-	-	(22)	(22)			
<b>SUBTOTAL - Books and Supplies</b>		<b>922</b>	<b>922</b>	<b>10,639</b>	<b>9,717</b>	<b>227,701</b>	<b>227,701</b>	<b>227,701</b>	<b>-</b>	<b>-</b>	<b>226,779</b>	<b>226,779</b>			

FINAL

# Environmental Charter Middle School - Inglewood

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget vs. Actual		Budget					
		Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)	Budget Remaining	Forecast Remaining	
5000	Services & Other Operating Expenses												
5200	Travel & Conferences	-	-	500	500	6,000	6,000	6,000	-	-	6,000	6,000	
5220	Travel and Lodging	653	653	-	(653)	-	-	-	-	-	(653)	(653)	
5305	Dues & Membership - Professional	-	-	-	-	1,229	1,229	1,229	-	-	1,229	1,229	
5400	Insurance	-	-	-	-	9,500	9,500	9,500	-	-	9,500	9,500	
5510	Utilities - Gas and Electric	-	-	172	172	2,060	2,060	2,060	-	-	2,060	2,060	
5515	Janitorial, Gardening Services & Supplies	858	858	1,545	687	18,540	18,540	18,540	-	-	17,682	17,682	
5605	Equipment Leases	2,374	2,374	1,667	(707)	20,000	20,000	20,000	-	-	17,626	17,626	
5610	Rent	21,647	21,647	21,009	(638)	126,052	126,052	126,052	-	-	104,405	104,405	
5615	Repairs and Maintenance - Building	1,291	1,291	1,050	(241)	12,605	12,605	12,605	-	-	11,314	11,314	
5616	Repairs and Maintenance - Computers	-	-	-	-	928	928	928	-	-	928	928	
5617	Repairs and Maintenance - Other Equipment	-	-	-	-	1,159	1,159	1,159	-	-	1,159	1,159	
5803	Accounting Fees	-	-	-	-	3,090	3,090	3,090	-	-	3,090	3,090	
5809	Banking Fees	60	60	-	(60)	-	-	-	-	-	(60)	(60)	
5812	Business Services	1,583	1,583	1,583	0	18,992	18,992	18,763	229	229	17,410	17,180	
5815	Consultants - Instructional	100	100	472	372	5,665	5,665	5,665	-	-	5,565	5,565	
5824	District Oversight Fees	-	-	-	-	14,493	14,493	14,725	(232)	(232)	14,493	14,725	
5830	Field Trips Expenses	-	-	3,325	3,325	39,900	39,900	39,900	-	-	39,900	39,900	
5833	Fines and Penalties	194	194	-	(194)	-	-	-	-	-	(194)	(194)	
5836	Fingerprinting	-	-	-	-	288	288	288	-	-	288	288	

FINAL

# Environmental Charter Middle School - Inglewood

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget vs. Actual				Budget			
		Jul	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Variance (Budget vs. Current Forecast)	Budget Remaining	Forecast Remaining	
5843	Interest - Loans Less than 1 Year	-	-	-	-	528	528	528	-	-	528	528	
5845	Legal Fees	-	-	-	-	2,168	2,168	2,168	-	-	2,168	2,168	
5848	Licenses and Other Fees	51	51	-	(51)	1,906	1,906	1,906	-	-	1,855	1,855	
5851	Marketing and Student Recruiting	252	252	-	(252)	33,966	33,966	34,704	(737)	(737)	33,714	34,452	
5854	Consultants - Other 1	290	290	11,902	11,613	142,828	142,828	140,971	1,857	1,857	142,538	140,682	
5855	Consultants - Other 2	-	-	-	-	150,000	150,000	150,000	-	-	150,000	150,000	
5857	Payroll Fees	230	230	305	75	3,659	3,659	3,659	-	-	3,429	3,429	
5860	Printing and Reproduction	149	149	515	366	6,180	6,180	6,180	-	-	6,031	6,031	
5861	Prior Yr Exp (not accrued)	1,250	1,250	-	(1,250)	-	-	-	-	-	(1,250)	(1,250)	
5875	Staff Recruiting	-	-	-	-	1,931	1,931	1,931	-	-	1,931	1,931	
5878	Student Assessment	-	-	-	-	9,875	9,875	9,875	-	-	9,875	9,875	
5881	Student Information System	71	71	391	320	4,697	4,697	4,697	-	-	4,626	4,626	
5884	Substitutes	-	-	-	-	6,180	6,180	6,180	-	-	6,180	6,180	
5887	Technology Services	1,033	1,033	2,078	1,045	24,936	24,936	24,635	301	301	23,903	23,601	
5899	Miscellaneous Operating Expenses	2,827	2,827	429	(2,398)	5,150	5,150	5,150	-	-	2,323	2,323	
5910	Communications - Internet / Website Fees	3,759	3,759	1,654	(2,106)	19,845	19,845	19,845	-	-	16,086	16,086	
5915	Postage and Delivery	500	500	-	(500)	-	-	-	-	-	(500)	(500)	
5920	Communications - Telephone & Fax	118	118	789	671	9,468	9,468	9,468	-	-	9,350	9,350	
SUBTOTAL - Services & Other Operating Exp.		39,290	39,290	49,386	10,096	703,818	703,818	702,400	1,418	1,418	664,528	663,110	
6000	Capital Outlay												
6100	Sites & Improvement of Sites	-	-	-	-	207,000	207,000	207,000	-	-	207,000	207,000	
SUBTOTAL - Capital Outlay		-	-	-	-	207,000	207,000	207,000	-	-	207,000	207,000	
TOTAL EXPENSES		82,332	82,332	130,339	48,007	2,259,537	2,259,537	2,251,994	7,543	7,543	2,177,205	2,169,662	
6900	Total Depreciation (includes Prior Years)	-	-	-	-	41,400	41,400	41,400	-	-	41,400	41,400	
TOTAL EXPENSES including Depreciation		82,332	82,332	130,339	48,007	2,093,937	2,093,937	2,086,394	7,543	7,543	2,011,605	2,004,062	

# Environmental Charter Middle School - Inglewood

Monthly Cash Forecast

As of most recent monthly close

	2014/15												
	Actual & Projected												
	Jul Actual	Aug Projected	Sep Projected	Oct Projected	Nov Projected	Dec Projected	Jan Projected	Feb Projected	Mar Projected	Apr Projected	May Projected	Jun Projected	Forecast
AP/AR													
<b>Beginning Cash</b>	<b>\$364,318.49</b>	<b>511,385</b>	<b>346,907</b>	<b>265,532</b>	<b>423,320</b>	<b>371,424</b>	<b>319,527</b>	<b>402,098</b>	<b>349,988</b>	<b>311,042</b>	<b>479,833</b>	<b>426,280</b>	
<b>Revenue</b>													
General Block Grant	-	51,177	60,011	297,893	87,995	87,995	193,392	87,995	82,770	257,469	65,904	65,904	1,472,530
Federal Income	11,397	(11,397)	34,003	34,003	34,003	34,003	64,782	34,003	36,977	67,756	36,977	36,977	431,848
Other State Income	-	-	25,133	25,133	25,133	25,133	25,133	25,133	32,155	32,155	32,155	32,155	314,822
Local Revenues	168	(320)	-	-	-	-	-	-	-	-	-	-	-
Fundraising and Grants	25,000	(25,000)	4,571	4,571	4,571	4,571	4,571	4,571	4,571	4,571	4,571	4,571	45,709
<b>Total Revenue</b>	<b>36,565</b>	<b>14,460</b>	<b>123,719</b>	<b>361,600</b>	<b>151,702</b>	<b>151,702</b>	<b>287,878</b>	<b>151,702</b>	<b>156,473</b>	<b>361,951</b>	<b>139,607</b>	<b>139,607</b>	<b>2,264,909</b>
<b>Expenses</b>													
Compensation & Benefits	42,120	125,426	97,826	96,544	96,331	96,331	98,039	96,544	96,544	94,286	94,286	87,411	1,114,893
Books & Supplies	922	20,355	20,642	20,642	20,642	20,642	20,642	20,642	20,642	20,642	20,642	20,642	227,701
Services & Other Operating Expenses	39,290	38,075	62,511	62,511	62,511	62,511	62,511	62,511	62,451	62,451	62,451	62,451	702,400
Capital Outlay	-	-	20,700	20,700	20,700	20,700	20,700	20,700	20,700	20,700	20,700	20,700	207,000
<b>Total Expenses</b>	<b>82,332</b>	<b>183,856</b>	<b>201,679</b>	<b>200,398</b>	<b>200,184</b>	<b>200,184</b>	<b>201,893</b>	<b>200,398</b>	<b>200,337</b>	<b>198,079</b>	<b>198,079</b>	<b>191,204</b>	<b>2,251,994</b>
<b>Operating Cash Inflow (Outflow)</b>	<b>(45,767)</b>	<b>(169,396)</b>	<b>(77,961)</b>	<b>161,202</b>	<b>(48,482)</b>	<b>(48,482)</b>	<b>85,985</b>	<b>(48,695)</b>	<b>(43,865)</b>	<b>163,872</b>	<b>(58,472)</b>	<b>(51,597)</b>	<b>12,914</b>
Revenues - Prior Year Accruals	239,220	-	-	-	-	-	-	-	-	-	-	-	-
Expenses - Prior Year Accruals	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable - Current Year	(40,430)	-	-	-	-	-	-	-	-	-	-	-	-
Summerholdback for Teachers	(5,407)	4,919	4,919	4,919	4,919	4,919	4,919	4,919	4,919	4,919	4,919	4,919	-
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Long Term)	-	-	(8,333)	(8,333)	(8,333)	(8,333)	(8,333)	(8,333)	-	-	-	-	-
Capital Leases Payable	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Balance Sheet Changes	(550)	-	-	-	-	-	-	-	-	-	-	-	-
<b>Ending Cash</b>	<b>511,385</b>	<b>346,907</b>	<b>265,532</b>	<b>423,320</b>	<b>371,424</b>	<b>319,527</b>	<b>402,098</b>	<b>349,988</b>	<b>311,042</b>	<b>479,833</b>	<b>426,280</b>	<b>379,602</b>	



# Consent Agenda

# FINAL





# Environmental Charter Schools Board of Directors' Meeting

May 21, 2014 - 5:00 PM

The meeting will be held at **16315 Grevillea Ave, Lawndale, CA 90260 (Library)**

## 1. Call to Order and Attendance

The meeting is called to order by Bruce Greenspon at

6:00 PM

<u>Board Terms</u>	<u>Years</u>	<u>Ends</u>	<u>Present Absent</u>	
Mr. Ken Deemer, President	Renewed, three years	Term ends 06/30/2016	_____	<u>x</u> _____
Mr. Bradley Jewett, Treasurer	3 years	Term ends 06/30/2016	<u>x</u> _____	_____
Mr. Jorge Arroyo <b>left at 6:17pm</b>	2 years	Term ends 06/30/2015	<u>x</u> _____	_____
Mr. Bruce Greenspon, VP & Secretary	Renewed, three years	Term ends 06/30/2014	<u>x</u> _____	_____
Mr. William Robertson	3 years	Term ends 06/30/2014	<u>x</u> _____	_____
Ms. Amy Johnson	3 years	Term ends 06/30/2017	_____	<u>x</u> _____
Ms. Jenni Taylor <b>-listed below</b>	3 years, effect 7/14	Term ends 06/30/2017	_____	_____

### Cabinet Members

	<u>Present Absent</u>	
Ms. Alison Diaz - Executive Director	<u>x</u> _____	_____
Ms. Jenni Taylor - Principal ECHS	<u>x</u> _____	_____
Ms. Mandy Breuer - Asst. Principal ECHS	<u>x</u> _____	_____
Ms. Kami Cotler - Principal ECMS-G	_____	<u>x</u> _____
Mr. Robert Gloria - Asst. Principal ECMS-G	<u>x</u> _____	_____
Ms. Beth Bernstein-Yamashiro - Principal ECMS-I	<u>x</u> _____	_____
Ms. Mary Mouring - Asst. Principal ECMS-I	<u>x</u> _____	_____
Ms. Amy Frame - Dir. Curriculum & Instruction	<u>x</u> _____	_____
Ms. Marcela Paez - Human Relations Specialist	<u>x</u> _____	_____
Ms. Dorothy Lee - EdTec	<u>x</u> _____	_____
Ms. Sandy Rodriguez - Accounting Admin	<u>x</u> _____	_____
Ms. Tracy Eichorn - Operations	<u>x</u> _____	_____

### STAFF

Geneva Dowdy - Counselor ECMS-I	x	_____
Fabian Ponciano -Para Educator	x	_____
Christian Hernandez - Para Eucator	X	_____
Lucy Tseng -Social Enterprise Coordinator		_____

### Guest

Present Absent

*ECS's mission is to create and deliver vibrant, innovative, interdisciplinary learning opportunities using the environment to engage students and connect them to the wider world.*

Fady Habib                      x          \_\_\_\_\_  
 Denise Berger                  x          \_\_\_\_\_  
 Veronica Fuentes ECHS Site Council    X  
 Marco Hernandez, ECMS-Inglewood Site Council  
 Shirlene Maheia, ECHS Site Council  
 Alma, student  
 Amuki, student  
 Adolfo, student

## 2. Review and Approval of Agenda

Motion to approve the agenda by \_\_\_\_\_

Seconded by \_\_\_\_\_

All in favor \_\_\_\_\_ Against \_\_\_\_\_ Abstaining \_\_\_\_\_

Motion Carries / Fail

Moving some items off consent to action items and move up Approval of Denise Berger as Board Member and ECMS-I Expulsion Student #13154

Motion		2nd Fav	or Aga	inst
Ken Deemer				
Bradley Jewett		x	X	
Amy Johnson				
Jorge Arroyo	X			
Bruce Greenspon	X		X	
William Robertson	X			

## 3. Presentations from the floor

PRESENTATIONS FROM THE FLOOR - At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the Board of Directors.

PRESENTATION ON AGENDA ITEMS - Any person wishing to speak to any item on the agenda will be granted five minutes to make a presentation.

NONE

Action Item: Recommend the Approval of Denise Berger as an ECS board member effective immediately for a three year term ending July 2017

Motion		2nd Fav	or Aga	inst
Ken Deemer				
Bradley Jewett		X	X	
Amy Johnson				
Jorge Arroyo	X			
Bruce Greenspon	x		X	
William Robertson	X			

*ECS's mission is to create and deliver vibrant, innovative, interdisciplinary learning opportunities using the environment to engage students and connect them to the wider world.*

#### Approval of ECMS-I Expulsion Student #13154

Motion		2nd	Favor	Against
Ken Deemer				
Bradley Jewett	X			
Amy Johnson				
Jorge Arroyo		x	X	
Denise Berger	X			
Bruce Greenspon	X		X	
William Robertson	X			

#### 4. Public Hearing - LCAP (Local Control Accountability Plans for each ECS school)

No public hearing tonight since the LCAP is not yet available.

ECHS: The school reached out to parents/site council, staff and students. Each group had an opportunity to share what they felt the additional funds should be spent on. The goals were also discussed. Priorities include adding a counselor.

ECMS-I: Parent forums were held. Written surveys were also shared. Priorities include facilities and training.

ECMS-G: We completed a similar process as Inglewood. Priorities include technology, library books, and instructional resources

The public hearing will be on June 6 at 7:30am.

#### 5. Executive Reports

6:32 PM

##### a. Committee Updates:

- School Site Committees (ECHS, ECMS-G & ECMS I): ECMS-I: We are planning a Welcome party for new students and looking for a restaurant to hold the fundraiser. ECHS: We oversaw two expulsions and the lottery. We had 265 applications. The first 120 were brought in for 9<sup>th</sup> grade. We are adding two additional members, who are teachers.
- Governance Committee -
  1. Currently Discussed Evaluation Process, Board recruitment and scorecard alignment, Reboot of Technology Board Committee and Compensation and Benefit Board Committee, Strategic Planning Update, Board Expectations and Commitment Documents
  2. Next up to discuss: Proposed Policies including
    - a. Discipline Committee Selection and Hearing Process
    - b. Proposed Uniform Complaint Policy
    - c. Proposed Public Info Requests
- Development Committee
  - Black Tie Benefit Results & Bowling Fundraiser Updates: The final numbers aren't in, but we estimate \$30-35k in income.
- Facilities Update (Prop K, ECMS I [GPS] vs Stick, ECHS): This update will occur at the facilities meeting in June. We are exploring a stick build vs the portable build in Inglewood. Either project will cost \$2.6 million. We are about to sign our lease agreement for 20 years. Ms. Diaz estimates it will be necessary to raise \$500k in 8 months. Phase II at Gardena looks good and is moving along. It is on track and under budget. We are thinking about a Ribbon Cutting event in late September. The high school has been exploring new portables on the back part of the campus.
- Finance Committee

*ECS's mission is to create and deliver vibrant, innovative, interdisciplinary learning opportunities using the environment to engage students and connect them to the wider world.*

- EdTec's Financial Summary: ECHS' Operating Income is \$192k before depreciation. ECMS-G's Operating Income is \$140k before depreciation, ECMS-I's Operating Income before depreciation is \$231k. Cash flow looks strong for each school for the rest of the fiscal year.
- Review Draft Budgets per school site: The May Revise was reviewed. ADA changes as well as major expense assumptions were shared. Waterfall graphs were shared for each school bridging the revenue and expenses from this year to next year.
- Next Committee Meetings: 6/6 Finance and Governance 6/20 Facilities and Development

**b. ED Update**

- Excellence in Operations Budget Recommendation after study of current and prior year costs. Ms. Eichorn aligned the school's strategic plan with the proposed changes in operations, which include:
  - Outsource Technology
  - Increase Operation Director from two to three days a week
  - Already Hired Facilities Project Director
  - Analysis of Comparable expenses 2013-14
  - Review of EdTec Services Agreement
  - Former Staffing Costs for similar services
- ECMS-G Petition Renewed by LACOE in April 2014: We appreciate the hard work of the LACOE staff.
- ECHS Petition Renewal update - supporting docs version 5: There were three areas that had to be worked out with LESD: bylaws, oversight fee and lottery.
- Concordia 20 Year Lease Ready to Sign

**c. Principal Reports**

7:00 PM

- Enrollment updates
- Lottery Updates
- HS Stem Report by Christian
- HS College and Graduation Update

**d. Other Updates**

**6. Consent Agenda**

7:00 PM

- a. ECS Board Meeting Minutes:
  - Regular Meeting on March 19, 2014
  - Special Board Meeting on April 7, 2014 (Strategic Planning)
  - Special Meeting on May 14, 2014
- b. Board Committee Meeting Minutes Accepted:
  - Development Committee meeting on April 11, 2014
  - Facilities Committee Meeting on April 11, 2014
  - Governance Committee meeting on May 9, 2014
  - Finance Committee meeting on May 9, 2014
- c. Check Registers: March, April 2014
- d. Private Donations
- e. In an effort to further the Excellence in Operations Strategic Goal, ECS Board to Approve the Reboot of the Technology Adhoc Board Committee with the following representatives: Ken Deemer, Fady Habib and school site members
- f. Approve ECS Education Protection Account Resolution
- g. Approve EPA Spending for each school site.

*ECS's mission is to create and deliver vibrant, innovative, interdisciplinary learning opportunities using the environment to engage students and connect them to the wider world.*

Motion		2nd	Favor Aga	inst
Ken Deemer				
Bradley Jewett		x	X	
Amy Johnson				
Jorge Arroyo				
Denise Berger	X			
Bruce Greenspon	X		X	
William Robertson	X			

## 7. Action Items

7:33 PM

- a. Approve Payment to Manatt Phelps and Phillips for Legal Services rendered in the amount of \$10,000

Motion		2nd	Favor Aga	inst
Ken Deemer				
Bradley Jewett		x	X	
Amy Johnson				
Jorge Arroyo				
Denise Berger	X			
Bruce Greenspon	X		X	
William Robertson	X			

- b. In an effort to further the its strategic goals a. Master of it own best practices and Excellence in Operations, ECS Board to approve the Reboot of the Compensation and Benefit Subcommittee with the following representatives: Amy Frame, Ken Deemer, up to 3 credentialed teachers from each school site, up to two classified staff members from each school site.

Motion		2nd Fav	or Aga	inst
Ken Deemer				
Bradley Jewett		x	X	
Amy Johnson				
Jorge Arroyo				
Denise Berger	X			
Bruce Greenspon	X		X	
William Robertson	X			

- c. Approve Contract for TGC Technology Services with a start date of June 20, 2014

Motion		2nd	Favor Aga	inst
Ken Deemer				
Bradley Jewett		x	X	
Amy Johnson				
Jorge Arroyo				
Denise Berger	X			
Bruce Greenspon	X		X	
William Robertson	X			

- h. Approve Reduced Fee Ed Tec Contract

*ECS's mission is to create and deliver vibrant, innovative, interdisciplinary learning opportunities using the environment to engage students and connect them to the wider world.*

Motion		2nd	Favor	Against	inst
Ken Deemer					
Bradley Jewett		x	X		
Amy Johnson					
Jorge Arroyo					
Denise Berger	X				
Bruce Greenspon	X		X		
William Robertson	X				

- i. Approval of Graduation Waivers for the following 9 ECHS students #11712, 11715, 11515, 11771, 11741, 11752, 11543, 11857, 11807

Motion		2nd	Favor	Against	inst
Ken Deemer					
Bradley Jewett		x	X		
Amy Johnson					
Jorge Arroyo					
Denise Berger	X				
Bruce Greenspon	X		X		
William Robertson	X				

- h. Approval Addendum to existing Rev Food Contract

Motion		2nd	Favor	Against	inst
Ken Deemer					
Bradley Jewett		x	X		
Amy Johnson					
Jorge Arroyo					
Denise Berger	X				
Bruce Greenspon	x		X		
William Robertson	X				

- i. Approve VNS Janitorial Services Contract for the 2014-15

Motion		2nd	Favor	Against	inst
Ken Deemer					
Bradley Jewett		x	X		
Amy Johnson					
Jorge Arroyo					
Denise Berger	X				
Bruce Greenspon	X		X		
William Robertson	X				

- j. Approve Instructional Calendars for each school site for the 2014-15 school year

Motion		2nd	Favor	Against	inst
Ken Deemer					
Bradley Jewett		x	X		

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Amy Johnson				
Jorge Arroyo				
Denise Berger	X			
Bruce Greenspon	X		X	
William Robertson	X			

l. Clarify the Brad Jewett's role as a member of the finance

Motion		2nd Fav	or Aga	inst
Ken Deemer				
Bradley Jewett	X			
Amy Johnson				
Jorge Arroyo				
Denise Berger	X			
Bruce Greenspon	x		X	
William Robertson		x	X	

m. Approve Bruce Greenspon for an additional ONE year term. TABLED since no quorum without Bruce voting.

Motion		2nd Fav	or Aga	inst
Ken Deemer				
Bradley Jewett				
Amy Johnson				
Jorge Arroyo				
Denise Berger				
Bruce Greenspon				
William Robertson				

## 8. Closed Session at 8:03pm

7:45 PM

The Board Meets in Closed Session for the Following:

- With respect to every item of business to be discussed in closed session pursuant to Section 54956.9: CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (1 potential case)

No Report Out of Closed Session

## 9. Reflection and Adjournment

8:13PM

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# Environmental Charter Schools Special Board of Directors' Meeting Minutes

June 6, 2014 - 7:00 AM

The meeting was held at 16315 Grevillea Ave, Lawndale CA 90260 (Bungalow)  
and via teleconference: Dial-in Number: (605) 477-2100  
Host Access Code: 450515\* Participant Access Code: 450515#

## 1. Call to Order and Attendance

The meeting was called to order by the Board President at 7:11 AM.

<u>Board Terms</u>		<u>Years</u>	<u>Ends</u>
Mr. Ken Deemer		Renewed, three years	Term ends 06/30/2016
Mr. Bradley Jewett	Three	years Term	ends 06/30/2016
Mr. Jorge Arroyo		Two years	Term ends 06/30/2015
Mr. Bruce Greenspon	Renewed,	three years	Term ends 06/30/2014
Mr. William Robertson	Three	years	Term ends 06/30/2014
Ms. Amy Johnson	Three	years Term	ends 06/30/2017
Ms. Denise Berger	Thr	ee years	Term ends 06/30/2017
Ms. Jenni Taylor	Three	years, effect 07/2014	Term ends 06/30/2017

<u>Board Members</u>	<u>Pres</u>	<u>ent Absent</u>
Mr. Ken Deemer		XX
Mr. Bruce Greenspon		XX (via teleconference)
Mr. Bradley Jewett		XX (via teleconference)
Mr. Jorge Arroyo		XX
Mr. William Robertson	XX	XX (via teleconference)
Ms. Amy Johnson		XX
Ms. Denise Berger		

<u>Cabinet Members</u>	<u>Present</u>	<u>Absent</u>
Ms. Alison Diaz - Executive Director		XX
Ms. Jenni Taylor - Principal ECHS		XX
Ms. Mandy Breuer - Asst. Principal ECHS		XX
Ms. Kami Cotler - Principal ECMS-G		XX
Mr. Robert Gloria - Asst. Principal ECMS-G		XX
Ms. Beth Bernstein-Yamashiro - Principal ECMS-I	XX	
Ms. Mary Mouring - Asst. Principal ECMS-I		XX
Ms. Amy Frame - Dir. Curriculum & Instruction		XX

### Visitors

Ms. Marcela Paez - Human Relations Specialist  
Ms. Sandy Rodriguez - ECS Accounting  
Ms. Tracy Eichorn - Operations  
Ms. Debbie Dempsey  
Ms. Lucy Tseng

## 2. Review and Approval of Agenda

7:02 AM

Motion to approve the agenda by Mr. Robertson

Seconded by Ms. Berger

All in favor: Deemer, Greenspon, Jewett, Arroyo, Robertson, Johnson, Berger Against: None Abstaining: None

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**3. Presentations from the floor**

7:15 AM

Ms. Diaz introduced Ms. Dempsey to the Board. Ms. Dempsey is working with Ms. Cotler at ECMS Gardena. Ms. Taylor invited the Board to graduation June 23<sup>rd</sup> at 5 P M at the Marce y Auditorium. She asked th at they RSVP as ther e will be seat s avail able for them. The E CMS culmination is the same day at the Hawthorne Memorial Center at Prairie and El Segundo in the gym area from 1-3 PM.

**4. Public Hearing - LCAP (Local Control Accountability Plans for each ECS school)**

7:18 AM

Ms. Diaz presented an overview of the LCAP plans for 2014-2017 for the three Environmental Charter Schools. She discussed the eight state priorities around conditions of learning, pupil outcomes, and engagement as well as our local priorities: 1. ECS strategic plan goals: the right facilities for our schools, operational excellence, and mastering our Best Practices. 2. Our priorities outlined in our Single Plan for Student Achievement 3. Our charter petition goals 4. Our WASC priorities. Next Ms. Diaz outlined the stakeholder input collection process which included meetings with parents, students, Board, and staff as well as stakeholder surveys. Stakeholder priorities were facilities, salaries, and staffing. Next, Ms. Diaz presented the indicators ECS will use to track progress towards our goals. Some were not new goals - for example, attendance, highly qualified teachers, parent engagement. New indicators were also added around ELD standards and ELL subgroups, interdisciplinary units, and environmental service learning.

Ms. Diaz next presented the Budget portion of the LCAP. She described the different buckets of funding in the Local Control Funding Formula (LCFF): 1. the base grant for all students 2. the supplemental grant for ELL, Foster Youth, and Low Income students, and 3. the concentration grant, which our schools qualify for because they have a student population with more than 55% of these same socio-economically disadvantaged students. Specific expenditure items that are new for ECS thanks to greater LCFF funds were for a counselor, an ELD coordinator teacher, ELD materials, more outreach to Parents (through office assistant, translators, etc.), administrative oversight of ELL and ELD programs, a para-educator, additional field trips, and support for after school programs.

**5. Action Items**

- a. Approval of Bruce Greenspon for an additional one year term, term ending June 30, 2015  
The Board would approve this to be for a three year term and will actively work to encourage a longer term.
- b. Approval of William Robertson for an additional three year term, term ending June 30, 2017  
Motion to approve Mr. Greenspon for an additional one year term and Mr. Robertson for an additional three year term by Ms. Berger  
Seconded by Mr. Deemer  
All in favor: Deemer, Greenspon, Jewett, Robertson, Johnson, Berger      Against: None  
Abstaining: None      Absent: Mr. Arroyo (left the meeting at 7:55 AM)  
Motion Carries

**6. Adjournment**

8:05 AM

Motion to adjourn by Mr. Robertson  
Seconded by Ms. Berger  
All in favor: Deemer, Greenspon, Jewett, Robertson, Johnson, Berger      Against: None  
Abstaining: None      Absent: Mr. Arroyo  
Motion Carries

**Call in Locations**

623 S. Sycamore Ave., LA CA 90036  
2800 Neilson Way #1508, Santa Monica, CA 90405  
2000 E. Imperial Hwy, El Segundo, CA 90245

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## Environmental Charter Schools Special Board of Directors' Meeting

## Environmental Charter Schools Special Board of Directors' Meeting

June 11, 2014 - 5:00 PM

The meeting will be held at **16315 Grevillea Ave, Lawndale CA 90260 (Library)**  
and via teleconference: **Dial-in Number: (605) 477-2100**  
**Host Access Code: 450515\* Participant Access Code: 450515#**

### 1. **Call to Order and Attendance**

The meeting is called to order by the Board President at 5:14 PM.

<u>Board Terms</u>	<u>Years</u>	<u>Ends</u>
Mr. Ken Deemer	Renewed, three years	Term ends 06/30/2016
Mr. Bradley Jewett	Three years Term	ends 06/30/2016
Mr. Jorge Arroyo	Two years	Term ends 06/30/2015
Mr. Bruce Greenspon	Renewed, three years	Term ends 06/30/2015
Mr. William Robertson	Three years	Term ends 06/30/2017
Ms. Amy Johnson	Three years Term	ends 06/30/2017
Ms. Denise Berger	Three years	Term ends 06/30/2017
Ms. Jenni Taylor	Three years, effect 07/2014	Term ends 06/30/2017

<u>Board Members</u>	<u>Pres</u>	<u>ent Absent</u>
Mr. Ken Deemer	X	_____
Mr. Bruce Greenspon	X	_____
Mr. Bradley Jewett	X	_____
Mr. Jorge Arroyo	_____	X
Mr. William Robertson	X	_____
Ms. Amy Johnson	_____	X
Ms. Denise Berger	X	_____

<u>Cabinet Members</u>	
Ms. Alison Diaz - Executive Director	X _____
Ms. Jenni Taylor - Principal ECHS (arrival 5:22PM)	X _____
Ms. Mandy Breuer - Asst. Principal ECHS	_____ X
Ms. Kami Cotler - Principal ECMS-G	X _____
Mr. Robert Gloria - Asst. Principal ECMS-G	_____ X
Ms. Beth Bernstein-Yamashiro - Principal ECMS-I	X _____
Ms. Mary Mouring - Asst. Principal ECMS-I	_____ X
Ms. Amy Frame - Dir. Curriculum & Instruction	_____ X
Ms. Marcela Paez - Human Relations Specialist	_____ X
Ms. Dorothy Lee - EdTec	X _____
Ms. Sandy Rodriguez - ECS Accounting	X _____
Ms. Tracy Eichorn - Operations	X _____
Ms. Debbie Dempsey - Visitor	X _____

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2. **Review and Approval of Agenda** 5:14 PM  
Motion to approve the agenda by Mr. Robertson  
Seconded by Mr. Greenspon  
All in favor: Deemer, Greenspon, Jewett, Robertson, Berger. Against: None Abstaining: None Absent:  
Arroyo, Johnson.  
Motion Carries
3. **Presentations from the floor** 5:17 PM  
There were no presentations from the floor.
4. **Discussion Items:** 5:17 PM  
a. Calendar for HS Reviewed.  
Discussion of ECHS Calendar was tabled initially. Ms. Taylor joined the Board and discussion resumed at 5:28 PM. Mr. Greenspon is concerned about the reduction in minutes - he feels there is a reduction every year. Ms. Taylor noted that a couple years ago the decision was made to go to more PD time. Mr. Greenspon feels strongly about teacher collaboration time but also feels strongly that there needs to be more class time especially given the additional LCFF funds. Ms. Taylor also noted that two instructional days were added back to this calendar as a result of Board feedback. The Board would like more thorough explanation the next time the calendar is discussed. At next Board meeting, approve revised calendar.
5. **Action Items**  
a. Approve LCAP (Local Control Accountability Plans for each ECS school)  
  
Motion to approve the LCAP Plans for ECHS, ECMS-G, and ECMS-I by Mr. Greenspon  
Seconded by Ms. Berger  
All in favor: Deemer, Greenspon, Jewett, Robertson, Berger. Against: None Abstaining: None Absent:  
Arroyo, Johnson.  
Motion Carries
- b. Approve 2014-15 Budgets for each charter school.  
  
Motion to approve the Budgets for ECHS, ECMS-G, and ECMS-I by Mr. Robertson  
Seconded by Mr. Jewett  
  
Ms. Lee presented the budgets. Mr. Deemer was concerned about the reduction in net operating income at each site. Ms. Diaz took out the fundraising revenue - this was the main reason for the drop in net income. Another confounding factor is the loss of Common Core Implementation funding. There is also a requirement for spending the LCAP funding on supplemental and concentration grant target populations. So any additional LCFF funds were taken up primarily by these two drivers.  
  
All in favor: Deemer, Greenspon, Jewett, Robertson, Berger. Against: None Abstaining: None Absent:  
Arroyo, Johnson.  
Motion Carries
- c. Approve ByLaws as amended recommended by Governance Committee  
  
Motion to approve the amended Bylaws as further amended by governance committee by Mr. Greenspon  
Seconded by Mr. Jewett  
  
There was a required change that when there is a discrepancy between the bylaws and charter, the charter will be the document we will look at. ECS worked with LESD to determine the language to show that if there is a change in the bylaws, it would not happen for 30 days, giving LESD time to review and determine that it is not material. ECS also added language that states that if LESD is no longer the authorizer, then they no longer have to approve changes.

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All in favor: Deemer, Greenspon, Jewett, Robertson, Berger. Against: None Abstaining: None Absent:  
Arroyo, Johnson.  
Motion Carries

d. Approve UCP Code as amended and recommended by Governance Committee

Motion to approve the UCP code noting that it is Uniform Complaint Procedure by Mr. Greenspon

Seconded by Mr. Jewett

All in favor: Deemer, Greenspon, Jewett, Robertson, Berger. Against: None Abstaining: None Absent:  
Arroyo, Johnson.

Motion Carries

e. Approve Public Records request as recommended by Governance Committee

Motion to approve the Public Records request policy by Mr. Greenspon

Seconded by Mr. Jewett

All in favor: Deemer, Greenspon, Jewett, Robertson, Berger. Against: None Abstaining: None Absent:  
Arroyo, Johnson.

Motion Carries

f. Approve MOU for LACOE and ECMS G and ECMS I

Motion to approve the MOU for ECMS-G, and ECMS-I by Mr. Greenspon

Seconded by Mr. Robertson

ECS does not have a lot of negotiating power. Ms. Diaz will try to schedule a meeting with Judy regarding ECS's concerns, but she would like the Board to approve the MOUs for now and negotiate any differences later.

All in favor: Deemer, Greenspon, Jewett, Robertson, Berger. Against: None Abstaining: None Absent:  
Arroyo, Johnson.

Motion Carries

g. Approval of ECS Disciplinary Committee Procedures and Script as Recommended by Governance Committee

Motion to approve the ECS Disciplinary Committee Procedures and Script with changes discussed with Ms. Diaz regarding minimum 5, maximum 7 members and conflict of interest script by Mr. Greenspon

Seconded by Mr. Jewett

Mr. Greenspon noted that the three year term was long - Mr. Jewett agreed. The hard part is to make sure you have the minimum members - so stating that each site has to be represented complicates the membership. LACOE raised a question regarding whether it was a FERPA violation issue with regard to parents serving on the disciplinary committee. However, it was clarified that currently it is allowable for a parent to serve on a Governing Board, so therefore should be allowable, and Ms. Diaz ran by our attorneys as well. LACOE also wanted there to be a way for a parent to object to a given member.

All in favor: Deemer, Greenspon, Jewett, Robertson, Berger. Against: None Abstaining: None Absent:  
Arroyo, Johnson.

Motion Carries

h. Election of ECS Disciplinary Committee Members

Tabled.

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6. **Adjournment**

7:45 PM

Motion to adjourn by Mr. Robertson

Seconded by Mr. Deemer

All in favor: Deemer, Greenspon, Jewett, Robertson, Berger. Against: None Abstaining: None Absent:  
Arroyo, Johnson.

Motion Carries

FINAL

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## Environmental Charter Schools Board of Directors' Meeting

July 28, 2014 - 5:00 PM

The meeting will be held at ECMS-Gardena 812 W. 165<sup>th</sup> Place, Gardena, CA 90247

### 1. Call to Order and Attendance

The meeting is called to order by the Board President at 5:05 PM

<u>Board Terms</u>	<u>Years</u>	<u>Ends</u>	<u>Present</u>	<u>Absent</u>
Mr. Ken Deemer, President	Renewed, three years	Term ends 06/30/2016	XX	
Mr. Bradley Jewett, Treasurer	3 years	Term ends 06/30/2016		XX
Mr. Jorge Arroyo	2 years	Term ends 06/30/2015	XX (5:16 arrival)	
Mr. Bruce Greenspon, VP & Secretary	Renewed, one year	Term ends 06/30/2015	XX	
Mr. William Robertson	3 years	Term ends 06/30/2017	XX	
Ms. Amy Johnson	3 years	Term ends 06/30/2017		XX
Dr. Jenni Taylor	3 years	Term ends 06/30/2017	XX	
Dr. Denise Berger	3 years	Term ends 06/30/2017		XX

<u>Cabinet Members</u>	<u>Present</u>	<u>Absent</u>
Ms. Alison Diaz - Executive Director	XX	
Ms. Mandy Breuer - Principal ECHS	XX	
Ms. Katherine Villoria - Asst. Principal ECHS	XX	
Ms. Debbie Dempsey - Principal ECMS-G	XX	
Mr. Robert Gloria - Asst. Principal ECMS-G	XX	
Ms. Beth Bernstein-Yamashiro - Principal ECMS-I	XX	
Ms. Danielle Kelsick - Asst. Principal ECMS-I		XX
Ms. Kami Cotler - Leader Extraordinaire	XX	
Ms. Amy Frame - Dir. Curriculum & Instruction	XX	
Ms. Marcela Paez - Human Relations Specialist		XX
Ms. Dorothy Lee - EdTec	XX	
Ms. Sandy Rodriguez - ECS Accounting Admin	XX	
Ms. Tracy Eichorn - Director of Finance/Ops	XX	
Ms. Lucy Tseng - Assistant - Development / ED	XX	
Mrs. Megan Hadden - Facilities Consultant	XX	

<u>Guest</u>	<u>Present</u>	<u>Absent</u>
Fady Habib	X	X
Paul Costa, Boeing	XX	
Brian Pelham, ASCIP	XX	

### 2. Review and Approval of Agenda

5:05 PM

Motion to approve the agenda with the following changes by Mr. Greenspon:

- Move the Green Ambassadors presentation from Item 5C to item 5B
- Remove Items A. and b. from the consent agenda



## Environmental Charter Schools Board of Directors' Meeting

July 28, 2014 - 5:00 PM

- c. Move Item 8B to Item 9
- d. Move Item 5A to Item 2B

Seconded by Mr. Robertson

All in favor: Deemer, Greenspon, Robertson, Taylor Against: None Abstaining: None. Absent: Jewett, Arroyo, Johnson, Berger.

Motion Carries

2. B. ASCIP Training Pays Check Award Presentation - Brian Pelham presented the ASCIP Training Pays award to ECS for their usage of ASCIP training materials to help decrease risk. He presented ECS with a \$1500 award.

3. **Introductory Activity - led by Robert Gloria** 5:15 PM  
Mr. Gloria led the Board and visitors in an activity where they linked ESLRs, mission, vision of the schools with photos of activities at the schools.

4. **Presentations from the floor** 5:34 PM  
Mr. Robertson shared out that he would like peace in the Middle East. Ms. Frame noted that there was a harsh reminder recently that if there is lightning, one should get out of the water. No public presented on agenda items.

5. **Executive Reports** 5:35 PM

a. ASCIP Training Pays Check Award Presentation - Brian Pelham moved to Item 2.B.

b. Welcome to Debbie Dempsey, KC Villoria, and Danielle Kelsick

Ms. Diaz and the Board welcomed Debbie Dempsey, the new Principal at ECMS Gardena, Danielle Kelsick who was absent due to illness but is the new Assistant Principal at ECMS-Inglewood, and KC Villoria, who is the new Assistant Principal at ECHS.

- Green Ambassadors Institute Update - Sammy Lyon. Ms. Lyon presented a report regarding the Green Ambassadors Institute to the Board. Mr. Deemer asked if there is a way to do this without covering substitutes costs? Could it be done outside of school hours? Ms. Diaz noted that this is the cost for the teachers who attend - it is not for ECS teachers. The schools who send teachers charge the grant program back for the cost of the substitutes for their teachers to attend. Ms. Diaz noted that doing it after hours was attempted - and it wasn't very successful. And part of the offering is to see the curriculum in action.

c. Committee Updates:

- School Site Committees (ECHS, ECMSG & ECMS I) - No site committees presented.
- Governance Committee -
  - 1. Review expectation board doc, self-assess, board assessment tool, hand-out board expectation, and revisit CCAT and board dashboard,

Mr. Deemer noted that many new Board candidates have been identified and vetted. The plan will be to invite candidates to first join a committee, serve there for a period of time, and then make the decision as to whether they should join the Board. ECS has added several Board members this year - Amy Johnson, Denise Berger, and Jenni Taylor. Now Mr. Deemer





## Environmental Charter Schools Board of Directors' Meeting

July 28, 2014 - 5:00 PM

would like to identify a chair for each committee, have them draft an agenda for what they want to achieve during the year, and have them put forward each meeting agenda rather than Ms. Diaz having to do so. Mr. Deemer has been meeting with each Board member to discuss their thoughts with regard to committees in order to get it organized and kicked off. New Board members will fill out the assessment forms as well. They will report back at the next Governance Committee with regard to next steps.

### 2. Draft Organizational Chart for your review and feedback

Ms. Diaz presented the Organizational Chart to the Board. She will present the final version for approval at the next Board meeting. She asked that Board members provide feedback to her in advance for any changes needed. She noted that the Development Manager is in process of being hired. Ms. Taylor asked that Kami be added as well. Mr. Greenspon noted that Job Descriptions should be in place for each of these - Ms. Diaz agreed and stated that they are in process. Mr. Greenspon asked that those Job Descriptions be shared out in the Governance Committee. Site staff noted that there were additional fixes to what was presented. Ms. Diaz asked that any feedback be emailed to her and Ms. Eichorn.

- Development Committee
  - Black Tie Benefit Results & Bowling Fundraiser Updates  
Ms. Diaz presented the Development Committee report. The Black Tie event raised \$50k in revenues, and netted \$25k. The Bowl-a-Thon raised \$3k net, and this does not include the matching funds that Raytheon will give to ECS, which will probably be around \$1500.
- Facilities Committee (Prop K, ECMS I [GPS] vs Stick, ECHS)
  - Ms. Diaz introduced the Facilities Committee meeting. Ms. Hadden presented regarding Prop K. The Prop K grant agreement for \$649k was signed by the City Attorney. There are two more sub-agreements waiting for the signature - once those are signed, there is a 15 day bid period, and then building can begin. Phase 2 at Gardena is almost complete - all the final inspections are occurring this week and the expectation is that move-in can begin next week. Things are going well with the summer work at Inglewood. The Edison work to upgrade the electrical in order to allow for additional A/C is going more slowly than we had. We're stuck in the Edison queue, but once through the queue, the work should be done quickly - perhaps a week. The lease changes process with Concordia is going well - she expects the revised lease should be completed in about a week. With regard to future building, Growth Point Structures offered that if they do not get DSA approval to add a second story, then they will buy back the portables from ECS. It will be kicked back to the Facilities Committee for consideration. This is good news for the high school as well because if they are going to go with two story portables for their site, GPS would be a good option. Ms. Hadden is hopeful that by the time we get the CUP, they should be approved for a second story.
- Finance Committee - no update
- Compensation Committee - no official updates
- Next Committee Meetings: 9/3 Compensation and Technology 9/5 finance and governance 9/12





## Environmental Charter Schools Board of Directors' Meeting

July 28, 2014 - 5:00 PM

### Facilities and Development

#### d. ED Update

6:10 PM

- Strategic Plan Update and ECS Scorecard Update

Ms. Diaz has been working with Denise and each of the buckets - a draft will be to the Board at the next meeting, as will the scorecard.

- Executive Director Evaluation: Draft job description for review, survey share-out

Ms. Diaz is kicking this back to governance - through her work at City Scholars, looking at Job Descriptions for EDs in general, she developed this draft. Feedback she has received so far is that she needs to include more details for a charter school ED, and she agrees, so that will be reflected in the draft she works on with governance.

- Draft Financial Policies

The schools would like to work on opening a clearing account in order to pay shared expenses. Please share any feedback with Ms. Diaz and Ms. Eichorn.

- Board Calendar

The Board would like to keep the Board meetings on Mondays. Mr. Robertson will speak with Mr. Jewett to help make him feel comfortable with it. Mr. Greenspon proposed that the Board wait to determine exact committee dates based on incoming committee members. Mr. Deemer suggested that he would like to get a sense of people's preferences anyway. Ms. Tseng will distribute the poll during dinner to get preferences.

#### e. Cabinet Reports and Other Updates

7:00 PM

- NWEA Report and Principal Goals - Amy Frame

Ms. Frame presented to the Board. She first facilitated an activity in which each Principal, Assistant Principal, and Director presented to Board members on their goals that were set at their retreat. Mr. Robertson greatly appreciated this activity. Ms. Taylor appreciated the polished focus on the higher level goals. Ms. Frame next presented regarding students' improvement. Mr. Deemer asked why the norms referencing ends after 10<sup>th</sup> Grade. Ms. Frame explained that most schools don't care about testing their juniors and seniors in this sort of test, so NWEA doesn't have enough data past 10<sup>th</sup> grade to calculate norms.

Mr. Greenspon asked how are we benchmarking against our own standards? Against local schools? It was not enough data for Mr. Greenspon. Ms. Frame explained that she is trying not to get too "in the weeds." The test scores to look at for similar schools data would be the state data that is not being tested right now. Also, ECS will begin tracking against Synergy. Mr. Greenspon asked, "should I be looking at trend lines up? How should I look at it in reference to Common Core?" NWEA did a lot in the background to make scores aligned with Common Core. ECHS has had over 800 API for years. So, according to the State of California, the high school is doing well. However, when we look at the NWEA scores, we see that we have a ways to go. Mr. Deemer asked if there is enough data to know what the California norm would be. Ms. Frame said that there is but there will be at least a year or two before that's available given the new standards. Ms. Bernstein also noted that it is not good to set a national norm while so many schools are busy implementing. Mr. Greenspon asked, "how do we as a school communicate the importance of this test given that it has no direct impact on



## Environmental Charter Schools Board of Directors' Meeting

July 28, 2014 - 5:00 PM

graduation?" Ms. Frame explained that this happens at Parent Teacher Student conferences - they go over the test results and discuss progress. Also, kids will have to be in labs if they're not performing at the proper level, or they will be grouped in different ability levels based on it, and they do care about this. Ms. Taylor pointed out that the performance of 10<sup>th</sup> grade in math is really great - she was happy to see the results of some of the instructional changes that were implemented, such as technology additions and professional development around that technology.

Ms. Breuer shared that there are 26 ECMS students involved in the after school program at ECHS, and every one of them had an uptick in performance, and the vast majority of them had a 4.0. Mr. Greenspon asked how do we measure critical thinking? Ms. Frame noted that is an interesting question. Do kids have to think critically during NWEA tests? Yes. Do these assess critical thinking skills though really? No, but that is what our benchmarks are for. One great thing about NWEA is that you can get a report of scores within 24 hours which is very useful for teachers. There is also a feature that lets teachers know exactly what curriculum is at the students' ability level, above it, and below it. Mr. Greenspon noted that with regard to the Math scores of the middle schools, it is pretty noticeable that we are below the national norm. Ms. Frame explained that 5 points = a grade level. So the scale is a big step at each level. Ms. Cotler explained that it is difficult to see the fact that they started out with Gardena kids, then ended up with Inglewood kids, then got some more Gardena kids back. So it is difficult to get a good trend picture. Mr. Deemer said that this tells him that we are following the growth trend but that is not good enough - we're getting kids that are starting well below the norm. Ms. Frame noted that a new math program was implemented and she sees that it didn't really work. Perhaps it was due to implementation.

Big next steps - 1. implementing a department chair. This is not a FTE - this is a current teacher that will take on that role. 2. Buying some math textbooks. 3. Piloting Achieve 3000.

Internal Bench Marks - The middle schools have a long way to go to get to their proficiency rate goal. It doesn't show the kids' growth - we do expect that as the kids and teachers get used to it, the numbers will go up. They take three benchmarks per year and this is the average of the three of them. The next generation science standards are really hard - and this is why we're doing poorly in the science standards. But we're ahead of the curve on implementing these standards. They are relatively recently adopted by the state. They require argument with evidence - so this is a new skill for kids. Ms. Bernstein-Yamashiro noted that working with rookie teachers is a challenge. Research that is out there shows that the more prepared a teacher is, the better kids perform. To her, the answer to why our performance isn't stronger is the lack of veteran teachers.

Mr. Robertson asked what the general feelings about Common Core are. Ms. Bernstein-Yamashiro said that everyone pretty much accepts it. It has been here for years, it's aligned with what we already did. Ms. Diaz also noted that the conversation at ECS may be very different than other schools. For example, Palos Verdes has a pretty negative viewpoint about Common Core. Mr. Arroyo noted that this is probably a seasoned veteran speaking - those who have a long established system, had a lot of success with it, and they are the ones who have a big problem with getting used to a new system. In



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his district, administrators and teachers are retiring due to how difficult it is for them to make the paradigm shift. Ms. Taylor noted that she feels that everyone at ECHS is eager to make the switch - they want to be on top of it.

Mr. Deemer asked - at the end of the year, how do we know if we're successful? Ms. Frame answered that the benchmark standards are our main goals. The goals for improvement are memorialized in the LCAP. Their student growth goal is another goal - it is calculated by NWEA. Ms. Bernstein-Yamashiro noted that her goal is "are they succeeding in high school?" They're getting good grades, they're not dropping out, they're getting involved, they're engaged, they're taking leadership positions. Mr. Deemer noted he thinks hers are great goals - he just wants to see evidence that we are tracking and reporting out our performance on those goals. Mr. Costa noted that you can track the process steps to reach those goals - and as you see your progress on those tasks, you should reach your goal. Mr. Greenspon wants to know if we are attracting, developing, and retaining talent - and this should be something that is on the Scorecard. Mr. Costa pointed out that you can't control that kid getting that additional 5% - you have control over the steps in getting there. That is what you need to prioritize, track, and manage.

- Green Ambassadors Institute Update - Sammy Lyon. - Moved to Item 5B.
- EdTec Report - Dorothy Lee  
Ms. Lee reported out on the ECS financials. The state budget was better than projected. The STRS employer percentage increase was a little lower than EdTec projected. The various changes in the projections led to an increased network operating income of \$270k. Current expectation is \$184k net income for ECHS for 2013-14. Current expectation is \$270k net income for ECMS for 2013-14. Current expectation is \$235k for ECMS-I for 2013-14. All schools look really strong in cash flow.

### 6. Consent Agenda

8:09 PM

- a. ECS Board Meeting Minutes:
    - Regular Meeting May 21, 2014
    - Special Meetings June 6, 2014; June 11, 2014
  - b. Board Committee Meeting Minutes Accepted:
    - Compensation committee meeting on 6/17
    - Facilities Committee Meeting on 6/19
    - Governance Committee meeting on 6/6
- Tabled to next Board meeting.
- c. Check Registers: May, June 2014
  - d. Private Donations
  - e. Approval of Consolidated Applications Submissions for 2014-15 for ECHS, ECMS-G and ECMS-I
  - f. Approval of Cal Recycle Grant 2014
  - g. Approval of Revised Document Retention Policy



## Environmental Charter Schools Board of Directors' Meeting

July 28, 2014 - 5:00 PM

Motion to approve Consent agenda items C-G: Mr. Robertson

Seconded by Mr. Greenspon

All in favor: Deemer, Greenspon, Arroyo, Robertson, Taylor Against: None Abstaining: None. Absent:

Jewett, Johnson, Berger.

Motion Carries

### 7. Action Items

7:15 PM

a. Approve Ken Deemer as Board President for one year term to expire 6/30/2015

Motion to approve: Mr. Robertson

Seconded by Mr. Greenspon

All in favor: Deemer, Greenspon, Arroyo, Robertson, Taylor Against: None Abstaining: None. Absent: Jewett, Johnson, Berger.

Motion Carries

b. Approve Bruce Greenspon as Board VP and Secretary for one year term to expire 6/30/2015

Motion to approve: Mr. Robertson

Seconded by Mr. Arroyo

All in favor: Deemer, Arroyo, Robertson, Taylor Against: None Abstaining: Mr. Greenspon. Absent: Jewett, Johnson, Berger.

Motion Carries

c. Approve depreciation of the ECMS-G cash transfer of \$440k to Menlo over the life of the lease rather than what the financial policy states (5 years)

This was what the auditors and LACOE recommended. We will depreciate both the cash and the improvements.

Motion to approve: Mr. Arroyo

Seconded by Mr. Greenspon

All in favor: Deemer, Greenspon, Arroyo, Robertson, Taylor Against: None Abstaining: None. Absent: Jewett, Johnson, Berger.

Motion Carries

d. Approve ECHS Academic Calendar

After the last version was approved, staff realized that their summer has been shortened dramatically over time. It has shortened - we added back instructional days and didn't take away any Professional Development days. So the compromise was taking away some Professional Development days in place of three instructional days. These are now vacation days in July.

Motion to approve: Mr. Robertson

Seconded by Mr. Arroyo

All in favor: Deemer, Greenspon, Arroyo, Robertson, Taylor Against: None Abstaining: None. Absent: Jewett, Johnson, Berger.



## Environmental Charter Schools Board of Directors' Meeting

July 28, 2014 - 5:00 PM

Motion Carries

e. Approve Mandy Breuer as signer on ECHS California Credit Union Bank Account and Credit Card

Motion to approve: Mr. Robertson

Seconded by Ms. Taylor

All in favor: Deemer, Greenspon, Arroyo, Robertson, Taylor Against: None Abstaining: None. Absent: Jewett, Johnson, Berger.

Motion Carries

f. Approve Debbie Dempsey as signer on ECMS-Gardena CCU Bank Account and Credit Card

Motion to approve: Mr. Robertson

Seconded by Ms. Taylor

All in favor: Deemer, Greenspon, Arroyo, Robertson, Taylor Against: None Abstaining: None. Absent: Jewett, Johnson, Berger.

Motion Carries

### 8. Closed Session

8:25 PM

The Board Meets in Closed Session for the Following:

a. With respect to every item of business to be discussed in closed session pursuant to Section 54956.9:

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (1 potential case)

Motion to approve: Mr. Robertson

Seconded by Ms. Taylor

All in favor: Deemer, Greenspon, Arroyo, Robertson, Taylor Against: None Abstaining: None. Absent: Jewett, Johnson, Berger.

Motion Carries

b. Report Out of Closed Session Action - Adjusted to item 9 in Open Session

### 9. Reconvene to Open Session

Report Out of Closed Session: No action was taken in closed session

### 10. Reflection and Adjournment

8:40PM

Motion to adjourn: Mr. Robertson

Seconded by Mr. Greenspon

All in favor: Deemer, Greenspon, Arroyo, Robertson, Taylor Against: None Abstaining: None. Absent: Jewett, Johnson, Berger.

Motion Carries



## Environmental Charter Schools Governance Committee Minutes

June 6, 2014 at 8:00AM

The meeting was held at 16315 Grevillea Ave, Lawndale, 90260 (ECHS Bungalow)

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### 1. Call to Order and Attendance

8:00 AM

Mr. Deemer called the meeting to order at 8:14 AM.

<u>Committee Members</u>	<u>Present</u>	<u>Absent</u>
Mr. Bruce Greenspon	XX	
Mr. Ken Deemer		XX
Mr. Brad Jewett		XX
Ms. Alison Diaz	XX	
Ms. Denise Berger	XX	

### Visitors

Ms. Tracy Eichorn  
Ms. Marcela Paez  
Ms. Sandy Rodriguez  
Ms. Lucy Tseng

### 2. Review and Approval of Agenda

8:15 AM

Motion to approve the agenda with the addendum that Ms. Johnson is not a member of the committee by Mr. Deemer

Seconded by Ms. Diaz

All in favor: Berger, Deemer, Diaz    Against: None    Abstaining: None    Absent: Greenspon, Jewett

Motion Carries

### 2. Discussion Items / Updates:

8:17 AM

#### a) Proposed 2014-2015 regular board meeting calendar

In order to have Ms. Taylor on the Board, the meetings need to be around a weekend. So Ms. Diaz is proposing Monday meetings. Ms. Diaz would also like to have a special board meeting to introduce new members to the educational program, Brown Act, charter school finance. Ms. Berger recommended the strategic plan also be introduced. The proposed date for this

#### b) Proposed 2014-2015 regular committee meeting calendar dates

Mr. Deemer proposed that each committee have a regular chair and committee they attend. For Finance, Ms. Eichorn was proposed. For Governance, Ms. Berger was proposed. For facilities, Mr. Robertson was proposed. For Development, Ms. Johnson was proposed. For the Compensation Committee, Mr. Deemer was proposed. The first two Compensation Committee meetings were rescheduled to Tuesday 6/17 and Wednesday 9/3. Ms. Eichorn suggested that the Technology Committee meeting be scheduled for the same days as the Compensation Committee, the hour prior to the Compensation Committee. With regard to the day of the week, Ms. Berger has a soft affinity for Thursday, but could do Friday as well. She suggested it be tabled to August as she will know more at that time.

#### c) Pipeline candidates next steps

Fady continues to be interested, though he did note that the length of the last meeting needed to be shorter. There are other interested candidates - an attorney, someone from CSU, Monica, Cheryl. Mr. Deemer will follow up with those. Ms. Berger will set up a coffee with Monica. Ms. Diaz would like to invite the potential members to a Board meeting.

#### d) Create task force for Score Card - Alison, Lindsey and Denise to meet - Amy also interested.

Ms. Diaz, Lindsey Jurca, and Ms. Berger have a meeting scheduled to work on the scorecard. Mr. Deemer would like to join as well.





- e) Review expectation board doc, self-assess, board assessment tool, hand-out board expectation revisits CCAT and board dashboard.

Mr. Deemer has received them back. He needs to compile all of them and then it should be reviewed. Mr. Deemer will propose a date for this. The governance committee would like a meeting from 12-3 on 8/4.

- f) Alison review and goals for 2014-2015

Ms. Diaz feels her goals are tied to the strategic plan. She would also like to set some around the evaluation. Mr. Deemer suggested she take a first pass at those and present them at the August Governance meeting. Ms. Diaz took fundraising dollars out of the budget, but she would like goals for the development team. She also feels she needs someone else to assist so that she has more time freed up to support other areas. She would like to hire a Development Director. She would also like Kami to assist with some internal communication. She would like to add \$100k into the budget for these types of things. It would include a data analyst, grant writer, assistant person, etc. Mr. Deemer suggested that Tracy and Alison dig into the Summit Prep document he sent. He also suggested speaking with Ms. Stern, who used to be with the CSGF and is now an independent consultant, as she might be able to help with exploring compensation schemes. Ms. Diaz would also like to get support with team building.

### 3. Action Items

9:18 AM

- a) Review and recommend Uniform Complaint Procedure
- b) Review and recommend Public Records Request Policy
- c) Review and recommend revised Bylaws after input from LACOE and Lawndale
- d) Review and recommend ECS Discipline Committee Operational Rule and Disciplinary Hearing Script
- e) Review and recommend MOU with LACOE

Motion to recommend the Board approve action items A-E with incorporation of Mr. Greenspon's proposed changed by Ms. Berger

Seconded by Mr. Deemer

All in favor: Berger, Deemer, Diaz    Against: None    Abstaining: None    Absent: Greenspon, Jewett

Motion Carries

### 4. Closed Session: The Board Meets in Closed Session for the Following:

Tabled

### 5. Adjournment

9:20 AM

Motion to adjourn by Ms. Berger

Seconded by Mr. Deemer

All in favor: Berger, Deemer, Diaz    Against: None    Abstaining: None    Absent: Greenspon, Jewett

Motion Carries





### **Compensation Committee, June 17, 2014**

Staff members present:

Alison Diaz- Executive Director  
Amy Frame-Director of Curriculum & Instruction  
Christian Hernandez-MESA Coordinator  
Mariana Trujillo-Special Education Coordinator  
Amy Johnson-Math Enrichment Teacher  
German Gallardo-US Government Teacher  
Don Sterrett-World History/AP Euro Teacher  
KC Villoria-Spanish 2 Teacher  
Naomi Tuinstra-Chemistry Teacher  
Sara Diaz-Spanish 1 Teacher  
Ken Deemer-ECS Board President

#### **Recap from previous Compensation meeting:**

The Compensation Committee's goals this year were to improve our certificated salary schedule so that folks on the lower end of the pay salary scale could be brought closer to competitive school districts.

Accomplished-the board approved the revised salary schedule in November 2013. All certificated staff members contracts were revised. All salary bumps were retroactive to July 1, 2013.

The evaluation process has evolved within the last three years. Almost everyone has gone through the evaluation process at all three school sites this school year.

#### **What are staff concerns?**

1. Lack of trust in leadership
2. Evaluation isn't consistent and fair
3. Communication needs to be better / consistent. (i.e. health benefit increase announcement) KC Villoria
4. Stipends - always keep as separate checks so it is not lumped up with regular salary and subject to higher deductions. KC Villoria
5. Stipends-inconsistency with what was originally promised (i.e. offered a co-teaching stipend for summer school. Enrollment was not met and stipend was cut in ½ + after taxes it was less than half) KC Villoria
6. What is expected of me? What happens when I go above and beyond? What happens if I don't meet those expectations? What happens if my colleagues don't meet those expectations? Feelings of not being valued. Expected to be the administrator on duty for sports game? (Naomi Tuinstra & Amy Johnson)
7. Bad experience w/ end-of-the- year evaluation. No one ever checked in with me the entire year. The scores that I gave myself were given right back to me. Christian Hernandez





8. Clarity with the little things. (i.e. learning targets due on XX date and then asked in one week where I was w/ them) This creates anxiety. Reprimanded for not turning things on time when the initial due date was different. German Gallardo
9. Fear of losing your job. Contracts not given on time-February 15<sup>th</sup>. If you are not returning, let the staff member know they are not returning as soon as possible. Don Sterrett
  - a. Outline contract process & dates
10. Minimum wage-revisit later. Don Sterrett
11. Instructional Coaches-clear expectations and additional support.
  - a. The load is way too much! Too many teachers for one person.
  - b. Not enough compensation. Not recognized for all the extra stuff.
  - c. What are the expectations? Sara Diaz
12. Lack of communication between Instructional Coach (IC) and Administration. Disconnect from what IC & administration observations. German Gallardo
  - a. we tend to mix evaluation and observation. KC Villoria
13. Team Leader structure-is it my job to do the entire workload?
  - a. Compensation isn't enough
14. You will get asked to do things until you are maxed out!
  - a. Workload is a lot!
  - b. You shouldn't need coffee at 3pm – you are working too much!
15. We are not ready to tie compensation to evaluation! Amy Johnson
  - a. We are setting ourselves for failure
16. We don't really measure how long it takes to do all the extra work we do-how do we SLOW DOWN?
17. Job descriptions & expectations for everyone

#### Next steps

1. Job Rewards Factor Survey-please take
2. Identify the extra things that “teachers” should be compensated for & create clear expectations.
3. Reconvene summer 2014



## Environmental Charter Schools Governance Committee Minutes

September 5, 2014 at 7:30 AM

The meeting will be held at 16315 Grevillea Ave, Lawndale, 90260 (ECHS)

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### 1. Call to Order and Attendance

7:30 AM

<u>Committee Members</u>	Present	Absent
Ms. Denise Berger (Chair)		XX
Mr. Ken Deemer		XX
Mr. Bruce Greenspon	XX	
Mr. Brad Jewett		XX
Ms. Alison Diaz	XX	

### 2. Review and Approval of Agenda

7:35 AM

Motion to approve the agenda by Alison Diaz

Seconded by Ken Deemer

All in favor: Berger, Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Jewett  
Motion Carries

### 2. Discussion Items / Updates:

7:38 AM

- a) Strategic Plan Update on finalization for Board review, action items, and progress - Denise Berger  
The committee reviewed a google doc of a Strategic Plan outline. The labeling of responsibilities is present in the project planning document. Once we have agreed on this outline, it will be incorporated into the presentation document. The goal is to present a draft of this document at the 9/22 Board meeting. Mr. Deemer noted that in the current version of the plan, there is no mention of Green Ambassadors in the plan. Also there is no mention of opening new schools. Ms. Berger noted that this is a 3 year plan - schools growth would be further out in time. With regard to Green Ambassadors, that is probably a question to consider at the retreat. Green Ambassadors is an external program - does it need to be included in here really? It's something to consider for funding considerations. Ms. Berger would like Lindsey to get a draft to the governance committee by Friday 9/12. Then it could go to the Board on Wed. 9/17. If there is something critical to ECS that is in the Green Ambassadors Program, then it should be included.
- b) Board Membership Pipeline update - Ken Deemer  
Mr. Deemer presented the pipeline and an update on their status.
- c) Score Card - Alison Diaz  
Tabled for October, and will be officially presented to the Board in November.
- d) Review expectation board doc, self-assess, board assessment tool, hand-out board expectation revisits CCAT and board dashboard - Alison Diaz  
Mr. Deemer presented a compilation of recent board members' assessment documents. Priorities for responsibilities are developing the CEO, assessing performance against mission and key program priorities, and building the size and diversity of the Board. Some things that became apparent to Ken is that the Board members are not following the education or charter school industry closely, and they don't do a ton of ambassadorship in the industry. It would be helpful to include information in Board meetings about industry important items, and to have Board members follow newsletters out there on either the national or local education scene, or the charter school world.

Mr. Deemer also presented draft versions of charters for each committee. He would like each committee to review, revise, and adopt the charters.

inspired learning



It makes sense for Bruce to be treasurer and Brad to be secretary as typically a secretary is an attorney.

### 3. Action Items

8:30 AM

#### a) Review and recommend Executive Director Job Description

Motion to approve the Executive Director job description with the addition of a need for a passion for public education by Denise Berger.

Seconded by Ken Deemer

All in favor: Berger, Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Jewett

Motion Carries

#### b) Review and recommend ECS Organizational Chart

Motion to approve the ECS organizational chart by Denise Berger

Seconded by Ken Deemer

All in favor: Berger, Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Jewett

Motion Carries

#### c) Review and recommend revised Employee Handbook

Motion to approve the revised Employee Handbook by Bruce Greenspon

Seconded by Ken Deemer

All in favor: Berger, Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Jewett

Motion Carries

#### d) Review and recommend revised Student - Parent Handbooks

Motion to approve the agenda by Denise Berger

Seconded by Ken Deemer

All in favor: Berger, Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Jewett

Motion Carries

#### e) Review and recommend Discipline Committee Members

Motion to recommend the five candidates subject to seeing the bios by Ken Deemer

Seconded by Bruce Greenspon

All in favor: Berger, Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Jewett

Motion Carries

#### f) Review and recommend revised ECS School Safety Policy template

Motion to approve the agenda by Ken Deemer

Seconded by Denise Berger

All in favor: Berger, Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Jewett

Motion Carries

#### g) Review and recommend proposed members for Technology and Compensation Committees

Motion to recommend the candidates subject to seeing bios by Ken Deemer

Seconded by Bruce Greenspon

All in favor: Berger, Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Jewett





Motion Carries  
Environmental  
Charter Schools

## 5. Adjournment

9:00 AM

Motion to adjourn by Alison Diaz

Seconded by Ken Deemer

All in favor: Berger, Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Jewett

Motion Carries

FINAL



## Environmental Charter Schools Finance Committee Meeting Minutes

September 5, 2014 at 9:00 AM

The meeting will be held at 16315 Grevillea Ave, Lawndale, 90260 (ECHS)

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### 1. Call to Order and Attendance

9:00 AM

Committee Members	Present	Absent
Mr. Brad Jewett (Chair)	XX	
Mr. Ken Deemer		XX
Mr. Bruce Greenspon	XX	
Mr. Jorge Arroyo		XX
Ms. Alison Diaz	XX	

### 2. Review and Approval of Agenda

9:05 AM

Motion to approve the agenda by Mr. Greenspon

Seconded by Mr. Deemer

All in favor: Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Arroyo, Jewett

Motion Carries

### 3. Discussion Items / Updates

9:06 AM

- a) Review FY 13/14 Unaudited Actuals Reports for each school
- b) Review July 2014 YTD forecast for each school

The board would like to see a proposed expenditures plan for extra funds. Specifically, additional funding for outdoor field trips will be an action item for approval at the next Board meeting. ECMS-Inglewood has budgeted \$200k for construction costs. In order to maintain its 5% fund reserve, ECMS-I could spend up to \$234k of its current fund balance. Ms. Diaz will be preparing a new budget to manage the cash needs for the facilities construction being planned.

### 4. Action Items

- a) Review and recommend Revised ECS Fiscal Policies for Board Approval

Motion to recommend the revised ECS fiscal policies for Board approval by Mr. Greenspon

Second: Mr. Deemer

All in favor: Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Arroyo, Jewett

Motion Carries

### 5. Adjournment

10:20 AM

Motion to Adjourn: Mr. Greenspon

Second: Mr. Deemer

All in favor: Deemer, Greenspon, Diaz    Against: None    Abstaining: None    Absent: Arroyo, Jewett

Motion Carries





## Environmental Charter Schools Board of Directors' Ad Hoc Committee Meeting

September 8, 2014 - 6:00 PM

The meeting will be held at ECHS, 16315 Grevillea Avenue, Lawndale, CA 90260

### 1. Call to Order and Attendance

The meeting is called to order by the Board President at 6:20 PM.

6:00 PM

<u>Board Members</u>	<u>Term</u>	<u>Ends</u>	Present	Absent
Ms. Amy Johnson	3 years	Term ends 06/30/2017	XX	
Dr. Jenni Taylor	3 years, effect 7/14	Term ends 06/30/2017		XX
Dr. Denise Berger	3 years, effect 5/14	Term ends 06/30/2017	XX	

<u>Other Board Members Present</u>	Present	Absent
Mr. Bruce Greenspon	XX	
Mr. William Robertson	XX	

<u>Cabinet Members</u>	Present	Absent
Ms. Alison Diaz - Executive Director	XX	
Ms. Kami Cotler - Consultant Extraordinaire	XX	
Ms. Amy Frame - Dir. Curriculum & Instruction	XX	
Ms. Marcela Paez - Human Relations Specialist		XX
Ms. Dorothy Lee - EdTec	XX	
Ms. Sandy Rodriguez - ECS Accounting Admin		XX
Ms. Tracy Eichorn - Director of Finance/Ops	XX	
Ms. Danielle Kelsick - Assistant Principal ECMSI	XX	
Ms. Debbie Dempsey - Principal ECMSG	XX	

### 2. Review and Approval of Agenda

6:20 PM

Motion to approve the agenda with the change that item A be moved to the end of section 4 by Ms. Berger.

Seconded by Ms. Johnson

All in favor: Berger, Johnson    Against: None    Abstaining: None    Absent: Ms. Taylor

Motion Carries

### 3. Presentations from the floor

6:23 PM

No public presented.

### 4. Executive Reports

6:23 PM

a. Governance Training Session: Brown Act, Conflict of Interest, and other important aspects of governance - Alison Diaz and Tracy Eichorn. Ms. Diaz led an activity on the Brown Act and Conflict of Interest Policy. The attendees split into small groups to present to each other on the Brown Act, using the Open and Public Guide for guidance. They also discussed the Conflict of Interest Policy.

b. Charter Schools Finance and Budget Training - Tracy Eichorn and Dorothy Lee. The attendees broke up



## Environmental Charter Schools Board of Directors' Ad Hoc Committee Meeting

September 8, 2014 - 6:00 PM

into small groups and looked at the budget vs. actuals report from July 2014. They then developed questions about the financial report and posed them to Dorothy and Tracy to answer. Questions asked included why is ADA such an important indicator of a school's financial health, what is the difference between operating income including depreciation and excluding depreciation, and what is the required fund balance for our schools.

- c. Introduction to the Instructional Models Used at Environmental Charter Schools - Kami Cotler. Ms. Cotler presented to the attendees on the instructional models of the schools. She discussed highlights of the ECS experience such as the college preparatory experience, standards based grading, teaching beyond the classroom walls, senior thesis, Tribes Program, Advisory, Summer Bridge, handwork, teacher art, collaboration with partners, and parent communication.

### 5. Reflection and Adjournment

9:00PM

FINAL

# Check Register



Environmental Charter High School  
August

2014

Grand Total 155,390.51

Vendor	Check Number	Date	Description	Check Amount
Ascip	400092	8/4/2014	Group:71986 00078; Dental Ins - August 2014	182.52
ASCIP: ING Life	400093	8/4/2014	67087-1;0003; Life Ins: July 2014	29.20
ASCIP Kaiser Permanente	400094	8/4/2014	231405 0000; Health Ins - August 2014	5,227.00
ASCIP: VSP	400095	8/4/2014	Vision Ins - August 2014	178.09
AT&T Mobility	400096	8/4/2014	Acct#287025331335: Phone Svc 05/18-6/17/14	672.35
Health Net	400097	8/4/2014	GroupID#S2341A; Health Ins August 2014	10,733.93
	400098			530.30
Brody Public Relations	400099	8/4/2014	Public Relations and Marketing Strategy - August 2014	1,048.00
Northwest Evaluation Association	400100	8/4/2014	MAP Assessment 07/01/14 - 06/30/15	6,138.66
Office Depot	400101	8/4/2014	Acct: 41035805; Office Supplies	158.11
			Acct: 8000+9090-0527-2567; Postage & Other Charges due	
Purchase Power	400102	8/4/2014	08/14/14	681.76
Allison K. Takido	400103	8/4/2014	Consulting Svc - 06/23 - 07/25/14	302.61
Time Warner Cable	400105	8/4/2014	Acct# 8448300040281864	3,153.00
Lucy Tseng	400106	8/4/2014	Reimb: Mileage & Costco	137.91
			Contract Work for Design & Development Projects - June	
Lindsey Jurca	400107	8/4/2014	2014	877.70
TG Consulting, LLC	400108	8/7/2014	Invoice 1488	4,296.80
The Gas Company	400109	8/7/2014	Acct #174 604 53131	399.09
Alison Suffet-Diaz	400110	8/7/2014	Reimb: Barnes & Noble, parking, internet	98.94
Sylvia Rodriguez	400111	8/7/2014	School van registration (5)	50.00
Pioneer Chemical Company	400112	8/7/2014	Cust#1083; Supplies	44.70
			Contract#578628; BldgID# 40577; Classroom Rental -	
Mobile Modular Management Corporation	400113	8/7/2014	07/25 - 08/23/14	381.50
			Contract#578627; BldgID# 43331; Classroom Rental -	
Mobile Modular Management Corporation	400114	8/7/2014	07/25 - 08/23/14	963.56
			Contract#578626; BldgID# 33895; Classroom Rental -	
Mobile Modular Management Corporation	400115	8/7/2014	07/25 - 08/23/14	963.56
Minuteman Press	400116	8/7/2014	Job#: 43652; 1 Diploma printing 2014	9.81
Los Angeles County Tax Collector	400117	8/7/2014	Unsecured property tax for fiscal year: 07/01/14-06/30/2015	72.12
Herff Jones	400118	8/7/2014	Package balances collected for 2011	940.65
General Alarm Services Inc	400119	8/7/2014	Acct#10775	60.00
Ascip	400120	8/12/2014	Premium & Reinsurance Premium / SELF Premium	26,863.38
Arudia	400121	8/13/2014	Monthly coaching June-August	2,160.00

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



Vendor	Check Number	Date	Description	Check Amount
ASCIP: Delta Dental of California	400122	8/13/2014	7026-1407; Dental Ins Premium - August 2014	1,749.86
David Montejano	400123	8/13/2014	Invoice #100; All-Staff Photos during PD	114.23
Golden State Water Company	400124	8/13/2014	Acct #53768300005	376.05
its Learning, Inc.	400125	8/13/2014	one 3 hr webinar on course management	235.80
Pearson Education Inc.	400126	8/13/2014	instructional supplies	4,624.89
Rachel Ruffalo	400127	8/13/2014	Consulting Svc - July 2014	1,100.40
CIF Southern Section	400128	8/13/2014	Baseball, Basketball, Soccer, Softball, Volleyball	350.00
The Richstone Family Center	400129	8/13/2014	services provided from: 02/01-07/31/14	3,500.00
U.S. Bank Equipment Finance	400130	8/13/2014	259026441	157.81
Verizon California	400131	8/13/2014	Acct#01 1871 1165370744 07	201.35
			50% Deposit on B50% Balance on BackPack Program on 9/24-26/2014 for San Jacinto	
Boojum Institute for Experiential Education	400132	8/21/2014	ackPack Program on 9/24-26/2014 for San Jacinto	17,180.00
California Interscholastic Federation State Office	400133	8/21/2014	Invoice #20519; CIF Sections Enrollment	333.90
Chevron and Texaco Business Card Services	400134	8/21/2014	Acct#6000953841; Services - 07/15 - 08/14/14	408.15
Complete Fire Service Inc	400135	8/21/2014	Invoice JJ01903	1,196.92
Iron Mountain	400136	8/21/2014	Invoice KRA2589; Storage Service 6/25/14-7/29/14	265.76
L.V. Tours & Travel	400137	8/21/2014	Bus Transportation from ECHS on 07/28/14	3,150.00
			Job#79566, 79567, 79568; Business Cards for L. Tseng, K.	
Minuteman Press	400138	8/21/2014	Villoria, M. Breuer	206.01
Office Depot	400139	8/21/2014	Invoice 721263953001	2,327.74
One Point Development, LLC	400140	8/21/2014	Invoice 14-1389-003	1,205.20
Ricoh USA, Inc	400141	8/21/2014	Invoice 1048871093	334.28
V-n-S Janitorial Services	400142	8/21/2014	Cleaning Services 8/1/14-8/31/14	5,775.00
Rosalia Vazquez	400143	8/21/2014	Invoice 134; 08/18/14 All-Staff PD Breakfast Catering	534.48
Lawndale Elementary School District	400144	8/21/2014	Rent	15,789.00
American Horticulture Supply, Inc.	400145	8/22/2014	Cust#00020; Sales Order#220764	1,345.02
Klean Kanteen	400146	8/22/2014	Cust#80-0010455; Ref#0095548	1,861.70
Accrediting Commission for Schools	400147	8/27/2014	Acct#1964691438; Invoice 730813	760.00
Lauren Cheung	400148	8/27/2014	8/25/14; Reimb: Supplies	21.03
Clear Choice Consultants	400149	8/27/2014	Invoice 2037; 50% Payment	12,728.50
James Grosch	400150	8/27/2014	Invoice 140801	50.00
Bernadette Gross	400151	8/27/2014	8/20/14; Reimb: Supplies	133.31
	400152			530.30
	400153			161.90
Gregory Lakey	400154	8/27/2014	8/18/14; Reimb: Mileage	63.19
William McCloud	400155	8/27/2014	8/25/14; Reimb: School Supplies	92.72

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Vendor	Check Number	Date	Description	Check Amount
Mobile Modular	400156	8/27/2014	Contract#220002767; BldgID# 32279; Office Rental - 08/20 - 09/18/14	132.98
	400157			193.66
Marcela Paez	400158	8/27/2014	8/27/14; Reimb: Mileage 7/17/14-8/26/14	75.59
Pitney Bowes Inc	400159	8/27/2014	Acct#2644559	151.52
Ricoh USA Inc	400160	8/27/2014	Acct#383791; Invoice 42451319	2,335.53
Southern California Edison	400161	8/27/2014	Cust: 2-29-832-4377; Electric Charges: 07/25 - 08/25/14	3,086.89
The Gas Company	400162	8/27/2014	Acct#174 604 5313 1; Billing period: 07/16/14-08/14/14	32.99
Triarco	400163	8/27/2014	Acct#375-695-00	2,435.88
Lucy Tseng	400164	8/27/2014	8/22/14; Reimb: Mileage	31.53
Var Resources Inc	400165	8/27/2014	Cust: 1197634; Contract Payment due 09/15/14	481.69
Katherine Villoria	400166	8/27/2014	8/23/14; Reimb: Summer Supplies	29.10
Weisenbach Recycled Products	400167	8/27/2014	Job#73888; Name Plates	183.40

FINAL

# Check Register



Environmental Charter High School

July 2014

Grand Total 20,681.36

Vendor	Check Number	Date	Description	Check Amount
American Central Alarm Inc	301028	7/2/2014	Bill#1351; CSID: 37-2091; Central Station Monitoring 07/01/14 - 09/30/14	314.55
Communities for a Better Environment	301029	7/2/2014	Southeast Los Angeles Toxic Tour Donation 06/12, 06/13 & 06/20/14	750.00
DMV Renewal	301030	7/2/2014	Vin#1FBNE31L17DA54092; Renew Fod 6WZE914 due 09/02/14	163.00
Chaka Forman	301031	7/2/2014	Service - 04/23 - 06/04/14	2,250.00
GE Capital	301032	7/2/2014	ID#90136115308; Apple Computer & Accessories Lease	876.45
General Alarm Services Inc	301033	7/2/2014	Acct#10775; Monitoring Svc June 2014	60.00
Golden State Water Company	301034	7/2/2014	53768300005; Water Svc: 04/30 - 06/03/14	545.35
Iron Mountain	301035	7/2/2014	Cust: L9620; Storage & Shredding Fees June 2014	216.72
DirectEd Solutions	301036	7/2/2014	Substitute Svc - 05/20/14	153.00
Mobile Modular Management Corp	301037	7/2/2014	Contract 578626; Bldg ID #43331 Rental 04/26 - 05/25/14	926.50
Mobile Modular Management Corp	301038	7/2/2014	Contract 578627; Bldg ID #43331 Rental 04/26 - 05/25/14	926.50
Moble Modular Management Corp	301039	7/2/2014	Contract ID #578628; Bldg ID #40577 Rental 04/26 -	381.50
Office Depot	301040	7/2/2014	Acct#41035805; Office Supplies	443.69
One Point Development, LLC	301041	7/2/2014	Consulting Svc - June 2014	1,205.20
Orkin Pest Control	301042	7/2/2014	Acct#11921093; Pest Control Svc	157.00
Consolidated Disposal Service	301043	7/2/2014	Acct#3-0902-0068787; Basic/Recycling Service 06/01 -	819.58
Ricoh USA Inc	301044	7/2/2014	383791; Copier Usage & Maint 06/01 - 06/30/14	2,065.23
Ricoh USA, Inc	301045	7/2/2014	Cust#13735718; Toner	11.50
Sandy Rodriguez	301046	7/2/2014	Reimb: Camping Food for Solar Boat Students	57.61
Teachers on Reserve	301047	7/2/2014	ENVIR0001; Substitute Svc w/e 05/23/14	2,740.14
Owen Thomas	301048	7/2/2014	Reimb: PE Equipment	164.68
V-n-S Janitorial Services	301049	7/2/2014	Janitorial Svc - June 2014	5,250.00
Verizon California	301050	7/2/2014	Acct# 01 1871 1165370744 07; Phone Svc due 06/28/14	203.16

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# Check Register



Environmental Charter Middle School - G

August

2014

Grand Total 328,557.30

Vendor	Check Number	Date	Description	Check Amount
Beronica Miranda	7085	8/1/2014	Payroll check /Summer hrs (July 16-July 31,2014)	485.90
Mj Automatic Gates	7086	8/1/2014	Install CC TV Camera Kit & Service Charge	831.57
ASCIP ING Life	7087	8/4/2014	67087-1;0003; Life Ins: August 2014	16.06
ASCIP - Vision Service Plan	7088	8/4/2014	Vision Ins - August 2014	144.15
Ascip	7089	8/4/2014	Group: 71986 00078; Dental Ins - August 2014	287.62
ASCIP Kaiser Permanente	7090	8/4/2014	231405 0000; Health Ins - August 2014	3,136.20
AT&T Mobility	7091	8/4/2014	Acct#287025331335: Phone Svc 05/18-6/17/14	292.19
Health Net	7092	8/4/2014	GroupID#S2341A; Health Ins August 2014	7,856.24
Brody Public Relations	7093	8/4/2014	Public Relations and Marketing Strategy - August 2014	700.00
Northwest Evaluation Association (NWEA)	7094	8/4/2014	MAP Assessment 07/01/14 - 06/30/15	4,100.25
Office Depot	7095	8/4/2014	Acct#41035805; Office Supplies	195.11
Ricoh USA, Inc.	7096	8/4/2014	Cust#13740330; Copier Usage Contract #2918019 04/29/14	1,004.22
Allison Kathleen Takido	7097	8/4/2014	Consulting Svc - 06/23 - 07/25/14	202.13
Social Justice Learning Institute	7098	8/4/2014	Urban Scholars Program Academy at ECMS	3,333.31
Lindsey Jurca	7099	8/4/2014	Contract Work for Design & Development Projects - June 2014	586.25
Waxie Sanitary Supply	7100	8/5/2014	Invoice 63OUR-00	1,612.52
Waxie Sanitary Supply	7102	8/5/2014	Janitorial Supplies	201.81
Los Angeles Department of Water & Power	EFT062614A	8/5/2014	EFT062614 - Svc 5/21/14-6/20/14	2,846.69
Revolution Foods Inc	7103	8/7/2014	Invoice 227825	227.70
Ricoh USA, Inc.	7104	8/7/2014	Cust#13740330; Staple refill	223.97
Scholastic, Inc.	7105	8/7/2014	Acct#01029756; (20 Qty) Junior Scholastic	183.70
Alison Suffet-Diaz	7106	8/7/2014	Reimb: parking & internet	35.69
TG Consulting, LLC	7107	8/7/2014	Invoice 1488	2,870.00
Tri-Signal Integration, Inc	7108	8/7/2014	Customer 1 ECM02	40.00
Menlo 165th Place, LLC	7109	8/7/2014	Ahmanson Passthrough	200,000.00
Ascip	7110	8/12/2014	Premium & Reinsurance Premium / SELF Premium	13,929.16
American Central Alarm, Inc.	7112	8/13/2014	#1732; Central Station Monitoring 09/01/14 - 11/30/14	149.70
ASCIP - Delta Dental	7113	8/13/2014	7026-1407; Dental Ins Premium - August 2014	695.25
CDW Government	7114	8/13/2014	Invoice: NP16188	723.23
David Montejano	7115	8/13/2014	Invoice #100; All-Staff Photos during PD	76.30
Lacey Harris	7116	8/13/2014	Reimb: Parking and materials for summer bridge	24.35
Hess and Associates Inc.	7117	8/13/2014	Retirement No:323 - 4th Qtr 2013-2014	152.50
its Learning, Inc.	7118	8/13/2014	one 3 hr webinar on course management	157.50

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Vendor	Check Number	Date	Description	Check Amount
Menlo 165th Place, LLC	7119	8/13/2014	Wire transfer fee: 07/21/14	14.00
Patino's Cleaning Co.	7120	8/13/2014	Invoice: 1232	2,700.00
Consolidated Disposal Service	7121	8/13/2014	Invoice: 0902-004688537	303.92
Rachel Ruffalo	7122	8/13/2014	Consulting Svc - July 2014	735.00
Sagona's All-City Backflow, Inc.	7123	8/13/2014	Test & certify backflow prevention device(s)	135.00
U.S. Bank Equipment Finance	7124	8/13/2014	259026441	105.20
Unisan Products	7125	8/13/2014	Janitorial Supplies	2,805.68
A&M Church and School Furniture	7126	8/19/2014		5,645.85
Uriel Cruz	7127	8/19/2014	Invoice 102; Office Renovations	865.00
ANew	7128	8/19/2014	8/19/14; Classroom Furniture	200.00
Chevron and Texaco Business Card	7129	8/21/2014	Acct#6000953841; Services - 07/15 - 08/14/14	333.30
Houghton Mifflin Harcourt Publishing Co.	7130	8/21/2014	Cust No. 591907; Invoice 950705012; Go Math	3,229.44
Los Angeles County Office of Education	7131	8/21/2014	Invoice 46119	15,000.00
Menlo 165th Place, LLC	7132	8/21/2014	Rent - September 2014	32,083.33
Office Depot	7133	8/21/2014	Invoice 721932342001	302.05
One Point Development, LLC	7134	8/21/2014	Invoice 14-1389-003	805.00
Ricoh USA, Inc.	7135	8/21/2014	Cust#13740330; Copier Usage Contract #3382285 05/01 - 07/31/14	352.49
School Outfitters LLC	7136	8/21/2014	Acct#CL34959; INV11484369	715.30
Rosalia Vazquez	7137	8/21/2014	Invoice 132; 08/11/14 All-Staff PD Breakfast Catering	427.00
Bonny Ward	7138	8/21/2014	Reim: CAFE Conference	136.61
Klean Kanteen	7139	8/22/2014	Cust#80-0010455; Ref#0095548	1,243.50
AT&T	7140	8/27/2014	Acct#310 217 1096 1524; Phone Svc 08/16 - 09/15/14	53.18
AT&T	7141	8/27/2014	Acct#310515-4826 817 2; Phone Svc 08/19 - 09/18/14	287.30
Kami Cotler	7142	8/27/2014	7/24/14; Reimb: GA Bench, First Aid	16.56
Luis Gonzalez	7143	8/27/2014	7/24/14; Reimb: Food	39.71
Hawthorne Educational Services, Inc.	7144	8/27/2014	Cust#3104251625; Invoice#519809	204.10
Houghton Mifflin Harcourt Publishing Co.	7145	8/27/2014	Cust#591907; Invoice 950730733	3,601.46
Los Angeles Department of Water & Power	7146	8/27/2014	Acct#651 060 0000; Electric Charges 07/22 - 08/21/14	1,196.81
Los Angeles Department of Water & Power	7147	8/27/2014	Acct#751 060 0000; Water & Sewer Charges 07/23 - 07/20/14	223.89
Maria Del Consuelo Ponce	7148	8/27/2014	8/5/14; Reimb: Supplies	102.17
Office Depot	7149	8/27/2014	Acct#41035805; Invoice 705259739001	1,746.89
Orkin Pest Control	7150	8/27/2014	Invoice#95353218; Pest Service 07/14/14	303.00
Marcela Paez	7151	8/27/2014	8/27/14; Reimb: Mileage 7/17/14-8/26/14	50.49
Purchase Power	7152	8/27/2014	Equipment, Software & Svcs', Other and Postage due 09/11/14	581.49
Ricoh USA Inc.	7153	8/27/2014	Acct#603-0088449; Copier Lease: 08/11/14 - 09/10/14	133.46

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Vendor	Check Number	Date	Description	Check Amount
			Acct#8448 30 073 5302884; Communication Internet Svc	
Time Warner Cable	7154	8/27/2014	08/27 - 09/26/14	3,818.00
Weisenbach Recycled Products	7155	8/27/2014	Job#73888; Name Plates	122.50
Los Angeles County Office of Education	7156	8/28/2014	Lacey Harris, ECS Couselor	30.00
PetSmart	7158	8/28/2014	Tank Supplies	95.35
Los Angeles County Office of Education	7159	8/29/2014	Tiffany McGinnis	195.00
The Container Store	7160	8/29/2014	Krista Knutson handwork supplies	297.00

FINAL

# Check Register



Environmental Charter Middle School - G

July 2014

Grand Total 185,667.02

Vendor	Check Number	Date	Description	Check Amount
LACOE	EFT070114	7/1/2014	EFT070114 - STRS - June 2014	14,163.47
Blazing Trails Media LLC	4916	7/2/2014	Caricatures Drawn at Heritage Festival from 11am to 3pm	225.00
Department of Justice	4917	7/2/2014	Cust#143561; Fingerprinting Svc May 2014	32.00
Gardena-Carson Family YMCA	4918	7/2/2014	Cust#1967326; ECMS Membership Fee - May & June 2014	6,000.00
L.V. Tours & Travel	4919	7/2/2014	06/06/14 Bus Transportation from ECMS-I to ECHS	2,180.00
DirectEd Solutions	4920	7/2/2014	Substitute Svc 05/20 - 05/23/14	1,603.00
Marisol Munoz	4921	7/2/2014	Refund for Yearbook Dedication Page for Student Alexa	30.00
One Point Development, LLC	4922	7/2/2014	Consulting Svc - June 2014	805.00
Teachers on Reserve	4923	7/2/2014	ENVIR0002; Substitute Svc w/e 06/06/14	2,072.33
Ultimate Success Learning	4924	7/2/2014	SES Tutoring Svc	4,675.00
Office Depot	7000	7/16/2014	Acct#41035805; Office Supplies	803.64
TG Consulting, LLC	7001	7/16/2014	IT Outsource Svcs - June 2014	1,050.00
The Los Angeles Junior Chamber of Commerce Charity Foundation	7002	7/16/2014	RLI Class - Partial Tuition - L. Tseng	226.63
California Council of Administrators of Special Education	7003	7/16/2014	Common Core State Standards and Alternate Supports for Special Education Reg 03-17-14	25.00
Debbie Dempsey	7004	7/16/2014	Principal Consultant Svcs- ECMS Gardena 06/02/14 - 06/13/14	4,750.00
Mobile Fire Extinguisher, Inc.	7005	7/16/2014	06/09/14 Dry Chem Maint	138.38
Treasurer City of Hawthorne	7006	7/16/2014	Rent Fees - 06/23/14	36.00
Tracy Eichorn	7007	7/16/2014	Financial Consulting Services - June 2014	2,489.90
Ginnia Higgins	7008	7/16/2014	Reimb: End of the Year Celebration Items/Certificates &	71.17
Teachers on Reserve	7009	7/16/2014	ENVIR0002; Substitute Svc w/e 06/13/14	828.75
Marcela Paez	7010	7/16/2014	Reimb: Mileage	54.29
Purchase Power	7011	7/16/2014	Acct#8000-9090-0705-2108; Equipment, Software & Svcs', Other & Finance Charges due 07/13/14	83.08
L.V. Tours & Travel	7012	7/16/2014	Bus Transportation from ECMS-I to ECMS-G - 06/10 - 06/13/14	2,730.00
Alison Suffet-Diaz	7013	7/16/2014	Reimb: Internet & Parking	39.19
Krista Knutson	7014	7/16/2014	Reimb: Drill, Fabric, Dry Erase, Beads, Padlocks, Books ,	1,122.06
Herff Jones	7015	7/16/2014	Cust#4022462000; 2014 Invoice (13 Extra Copies)	335.12
Patino's Cleaning Co.	7016	7/16/2014	Janitorial Services - 05/31 & 06/07/14	200.00
DirectEd Solutions	7017	7/16/2014	Substitute Svc 06/10 & 06/13	834.07

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Vendor	Check Number	Date	Description	Check Amount
CDW Government	7018	7/16/2014	Cust#10737766; ACAD Google Chromes	14,606.42
Chevron and Texaco Business Card	7019	7/16/2014	Acct#6000953841; Services 05/15 - 06/14/14	259.22
Los Angeles Department of Water & Power	7020	7/16/2014	Acct#751 060 0000; Water & Sewer Charges 05/22 - 06/20/14	17.74
Menlo 165th Place, LLC	7021	7/16/2014	Wire Transfer Fee : 05/23/14	14.00
Andrea Ruma-Harrington	7022	7/16/2014	Reimb: Books	130.12
Time Warner Cable	7024	7/16/2014	Acct#8448300735302884; Communication Internet Svc 06/27 - 07/26/14	3,818.00
AT&T	7025	7/16/2014	Acct#310 217 1096 1524; Phone Svc 06/16 - 07/15/14 + Late Fee	73.15
Ascip	7026	7/16/2014	71986 00078; Dental Ins - July 2014	287.62
Health Net	7027	7/16/2014	GroupID#S2341A; Health Ins July 2014	8,218.93
ASCIP Kaiser Permanente	7028	7/16/2014	Grp#231405; Health Ins - July 2014	2,090.80
AT&T	7029	7/16/2014	Acct#31051548268172; Phone Svc 06/19 - 07/18/14	172.32
ASCIP ING Life	7030	7/16/2014	67087-1;0003; Life Ins: July 2014	16.06
ASCIP - Vision Service Plan	7031	7/16/2014	818401 1339; Vision Ins July 2014	104.01
ASCIP - Delta Dental	7032	7/18/2014	7026-1407; Dental Ins Premium - July 2014	618.00
Brody Public Relations	7033	7/18/2014	July 2014	700.00
Accrediting Commission for Schools	7034	7/24/2014	Invoice 70861	820.00
AT&T Mobility	7035	7/24/2014	Acct#287025331335	286.80
CDW Government	7036	7/24/2014	Invoice NB52328	1,717.48
Debbie Dempsey	7037	7/24/2014	Invoice 2	5,225.00
Department of Justice	7038	7/24/2014	Invoice 043564	32.00
Estream Techology Solutions, LLC	7039	7/24/2014	Invoice ECS-7-06302014	743.75
Fed Ex	7040	7/24/2014	Acct#2753-6670-6	23.87
Hosaka, Rotherham & Co.	7041	7/24/2014	Client ENVIRONM	332.50
Industrial Lock & Security, Inc.	7042	7/24/2014	Invoice 39186	298.71
Medieval Times	7044	7/24/2014	Invoice 55735	498.75
Menlo 165th Place, LLC	7045	7/24/2014	Invoice 8	32,097.33
DirectEd Solutions	7046	7/24/2014	INV6860	491.00
Office Depot	7047	7/24/2014	Invoice 1691920400	9.57
One Point Development, LLC	7048	7/24/2014	Invoice 14-1399-005	805.00
Patino's Cleaning Co.	7049	7/24/2014	Invoice 1226	2,700.00
Consolidated Disposal Service	7050	7/24/2014	Invoice 0902-004618912	304.39
Revolution Foods Inc	7051	7/24/2014	Invoice 222760	11,320.63
Rachel Ruffalo	7052	7/24/2014	Consulting Svc - June 2014	945.00
The Gas Company	7053	7/24/2014	Acct#122 804 2724 1	16.82
TG Consulting, LLC	7054	7/24/2014	Invoice 1473	2,870.00
Tri-Signal Integration, Inc	7055	7/24/2014	Invoice C86036	510.00

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Vendor	Check Number	Date	Description	Check Amount
Los Angeles County Office of Education	7111	7/24/2014	Invoice 46119	22,000.00
Employment Development Department	7056	7/29/2014	EDD#942-6081-7; 2nd Qtr 2014 SEF SUI	198.16
Conexis	7064	7/31/2014	ClientID#CXO 7248; Cobra Fees June 2014	18.72
Advanced Network Systems, Inc	7072	7/31/2014	ECS Gardena Cabling	2,707.30
Ascip	7073	7/31/2014	2014-2015 Workers Comp Premium - 1st Qtr Installment	7,928.20
AT&T	7074	7/31/2014	Acct#310 217 1096 1524; Phone Svc 07/16 - 08/15/14 + Late Fee	73.36
AT&T	7075	7/31/2014	Acct#31051548268172; Phone Svc 07/19 - 08/18/14 + late fee	173.61
Chevron and Texaco Business Card	7076	7/31/2014	Acct#6000953841; Services 06/15 - 07/14/14	139.56
City of Los Angeles	7077	7/31/2014	Ref#022136047; False Alarm - 07/22/2014	212.00
EdTec Inc.	7078	7/31/2014	Monthly Svc - July 2014; June 2014 Svcs - C. Lim	3,091.00
Los Angeles Department of Water & Power	7079	7/31/2014	Acct#651 060 0000; Electric Charges 06/20 - 07/22/14	1,891.67
Los Angeles Department of Water & Power	7080	7/31/2014	Acct#751 060 0000; Water & Sewer Charges 06/20 - 07/23/14	286.36
Purchase Power	7081	7/31/2014	Acct#8000-9090-0705-2108; Equipment, Software & Svcs', Other & Finance Charges due 08/11/14	121.43
Ricoh USA Inc.	7082	7/31/2014	603-0088449; Copier Lease: 07/11/14 - 08/10/14 + Late Charges	2,018.19
Time Warner Cable	7083	7/31/2014	Acct#8448300735302884; Communication Internet Svc 07/27 - 08/26/14	3,822.75
U.S. Bank Equipment Finance	7084	7/31/2014	256878232	206.64

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.

# Check Register



Environmental Charter Middle School - I

August

2014

Grand Total 62,322.73

Vendor	Check Number	Date	Description	Check Amount
ASCIP ING Life	6101	8/4/2014	67087-1;0003; Life Ins: July 2014	10.22
ASCIP - Vision Service Plan	6102	8/4/2014	Vision Ins - August 2014	77.94
ASCIP Kaiser Permanente	6103	8/4/2014	231405 0000; Health Ins - August 2014	522.70
AT&T Mobility	6104	8/4/2014	Acct#287025331335: Phone Svc 05/18-6/17/14	160.64
Hana Locksmith	6105	8/4/2014	Locksmith Svc 07/29/14	287.50
Health Net	6106	8/4/2014	GroupID#S2341A; Health Ins August 2014	3,588.97
Brody Public Relations	6107	8/4/2014	Public Relations and Marketing Strategy - August 2014	252.00
Northwest Evaluation Association (NWEA)	6108	8/4/2014	MAP Assessment 07/01/14 - 06/30/15	1,476.09
Office Depot	6109	8/4/2014	Acct#41035805; Office Supplies	415.87
Allison Kathleen Takido	6110	8/4/2014	Consulting Svc - 06/23 - 07/25/14	72.76
King Fence, Inc.	6111	8/5/2014	Invoice 28696; 50% Deposit	199.00
Alison Suffet-Diaz	6112	8/7/2014	Reimb: parking & internet	12.84
TG Consulting, LLC	6113	8/7/2014	Invoice 1488	1,033.20
Ascip	6114	8/12/2014	Premium & Reinsurance Premium / SELF Premium	8,954.46
ASCIP - Delta Dental	6115	8/13/2014	7026-1407; Dental Ins Premium - August 2014	1,085.00
AT&T	6116	8/13/2014	Acct#310 680 9843 012 7; Phone Svc 08/02 - 09/01/14	43.47
CDW Government	6117	8/13/2014	Invoice: NP16188	723.22
Daniel Valverde	6118	8/13/2014	Cleaning Svc -08/15,08/18-08/20,08/22	350.00
David Montejano	6119	8/13/2014	Invoice #100; All-Staff Photos during PD	27.47
Delian Music	6120	8/13/2014	Music instructional supplies	4,553.85
	6121			56.70
Maria Rubalcaba	6122	8/13/2014	Reimb: mileage to LACOE, ECHS, & ECMS-G	30.74
Rachel Ruffalo	6123	8/13/2014	Consulting Svc - July 2014	264.60
	6124			1,590.60
Office Depot	6125	8/21/2014	Invoice 723377665001	810.26
One Point Development, LLC	6126	8/21/2014	Invoice 14-1389-003	289.80
Ryan C. Bushore Real Estate Trust Account	6127	8/21/2014	#41528; Rent - September 2014	10,800.00
School Outfitters	6128	8/21/2014	Acct#CL34959; INV11484369	715.31
Rosalia Vazquez	6129	8/21/2014	08/11/14 All-Staff PD Breakfast Catering	198.52
Klean Kanteen	6131	8/22/2014	Cust#80-0010455; Ref#0095548	447.67
City of Inglewood	6132	8/26/2014	CUP Filing	3,500.00
Accrediting Commission for Schools	6133	8/27/2014	WASC Affiliation Application Fee Spring 2015	160.00
City House Painting	6134	8/27/2014	8/8/14; Painting Svc	1,185.00
Delian Music	6135	8/27/2014	1st Trimester Music Classes: Sept 2014	360.00

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Vendor	Check Number	Date	Description	Check Amount
Hana Locksmith	6136	8/27/2014	Locksmith Svc 08/21/14	586.50
Health Net File #52617, Los Angeles, CA 90074-2617	6137	8/27/2014	GroupID#LN065A; Health Ins September 2014	166.32
Houghton Mifflin Harcourt Publishing Co.	6138	8/27/2014	Cust#293696	4,602.90
James Lopez	6139	8/27/2014	8/22/14; Reimb: Mileage	22.68
Michelle Kopacz	6140	8/27/2014	8/25/14; Reimb: Mileage	13.44
Katie Lipsitt	6141	8/27/2014	8/22/14; Reimb: Supplies	15.00
Yoko Nakai	6142	8/27/2014	8/22/14; Reimb: Supplies	136.53
Nasco Modesto	6143	8/27/2014	Acct#407-641-000; Supplies	1,008.01
Office Depot	6144	8/27/2014	Invoice#725453697001	1,176.02
Marcela Paez	6145	8/27/2014	8/27/14; Reimb: Mileage 7/17/14-8/26/14	18.18
PlayWerks, Inc.	6146	8/27/2014	Invoice#10025	200.00
Unisan Products	6147	8/27/2014	Janitorial Supplies	1,429.66
Virco Mfg Corp.	6148	8/27/2014	Cust#123085; Invoice#91581276	8,616.99
Weisenbach Recycled Products	6149	8/27/2014	Job#73888; Name Plates	44.10
Los Angeles County Office of Education	6150	8/28/2014	Geneva Dowdy	30.00

FINAL

# Check Register



Environmental Charter Middle School - I

July 2014

Grand Total 75,487.30

Vendor	Check Number	Date	Description	Check Amount
LACOE	EFT070114	7/1/2014	EFT070114 - June 2014 STRS	6,034.49
Beth Bernstein	3770	7/2/2014	Reimb: Travel Expenses for NWEA Conf	377.00
Daniel Valverde	3771	7/2/2014	Cleaning Svc - 06/16 - 06/24/14	490.00
Department of Justice	3772	7/2/2014	Cust#143561; Fingerprinting - May 2014	64.00
Educational Testing Service	3773	7/2/2014	Cust#100000464589; CAASPP Student Pre-ID MC1	44.46
L.V. Tours & Travel	3774	7/2/2014	06/06/14 Transportation from ECMS-I to ECHS	350.00
Nasco Modesto	3775	7/2/2014	Acct#407-641-000; Supplies	41.48
Office Depot	3776	7/2/2014	Acct#41035805; Office Supplies	449.59
One Point Development, LLC	3777	7/2/2014	Consulting Svc - June 2014	289.80
Pioneer Chemical Company	3778	7/2/2014	Cust#1083; Supplies	264.22
Teachers on Reserve	3779	7/2/2014	Substitute Svc w/e 05/23/14	201.50
Arion Global, Inc.	6000	7/16/2014	Recycling Svc -Light bulbs	19.00
			Cleaning Svc - 07/03,07/17,07/24,07/28-08/01,08/07,08/14,08/21	
Daniel Valverde	6001	7/16/2014		770.00
Lora Hall	6002	7/16/2014	Svcs: Teaching Green Ambassadors	540.00
John E Phillips Plumbing Inc.	6003	7/16/2014	Job No. 85668: Charges for Plumber Labor	680.75
Katie Lipsitt	6004	7/16/2014	Reimb: Pens & Other Supplies for Project	51.03
Musick, Peeler & Garrett LLP	6005	7/16/2014	File#25396.001; Professional Svcs Through 05/31/14	96.00
Office Depot	6006	7/16/2014	Acct#41035805; Office Supplies	491.12
Orkin Pest Control	6007	7/16/2014	Pest Control Svc 06/26/14	88.00
Pitney Bowes Global Financial Services, LLC	6008	7/16/2014	Acct#2426635; Lease Charges due 07/06/14	133.60
			Acct#CL34959; Handheld Digital Microscope w/ LCD	
School Outfitters	6009	7/16/2014	Screen	3,411.58
SoCal Office Technologies	6010	7/16/2014	Cust#10Z048; Staple Kit	169.73
Teachers on Reserve	6011	7/16/2014	Substitute Svc w/e 06/20/14	398.84
ASCIP ING Life	6012	7/16/2014	67087-1-003; Life Ins: July 2014	8.76
ASCIP - Vision Service Plan	6013	7/16/2014	818401-1339; Vision Ins July 2014	77.94
Ascip	6014	7/16/2014	71986 00078; Dental Ins - July 2014	40.56
ASCIP Kaiser Permanente	6015	7/16/2014	231405-0000; Health Ins - July 2014	1,568.10
California Council of Administrators of Special Education	6032	7/16/2014	Common Core State Standards and Alternate Supports for Special Ed Reg 03/17/14	25.00
CDW Government	6033	7/16/2014	Cust#10737766; LVO TS TP 11E 16GB 4GB Chromes	14,606.41
Tracy Eichorn	6034	7/16/2014	Financial Consulting Services - June 2014	896.36

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Vendor	Check Number	Date	Description	Check Amount
Health Net	6035	7/16/2014	Group#S2341A; Health Ins - July 2014	3,704.73
Marcela Paez	6036	7/16/2014	Reimb: Mileage	19.55
Alison Suffet-Diaz	6037	7/16/2014	Reimb: Internet & Parking	14.10
The Los Angeles Junior Chamber of Commerce Charity Foundation	6038	7/16/2014	RLI Class - Partial Tuition - L. Tseng	81.58
TG Consulting, LLC	6039	7/16/2014	IT Outsource Svcs - June 2014	378.00
ASCIP - Delta Dental	6040	7/18/2014	7026-1407; Dental Ins Premium - July 2014	930.58
Brody Public Relations	6041	7/18/2014	July 2014	252.00
AT&T	6042	7/24/2014	Acct#310 680 9843 012 7; Phone Svc 07/02 - 08/01/14	118.15
AT&T Mobility	6043	7/24/2014	Acct#287025331335	157.63
Office Depot	6050	7/24/2014	Acct#41035805; Yearbooks	196.81
Purchase Power	6052	7/24/2014	Acct#8000-9090-0815-5496; Postage	500.00
Rachel Ruffalo	6054	7/24/2014	Consulting Svc - June 2014	340.20
Ryan C. Bushore Real Estate Trust Account	6055	7/24/2014	#41528; Rent - July 2014	10,800.00
TG Consulting, LLC	6056	7/24/2014	Invoice 1473	1,033.20
Unisan Products	6057	7/24/2014	Janitorial Supplies	831.14
US Bank Equipment Finance	6058	7/24/2014	Acct#1197634; Copier Service 06/16-7/16/14 + Sales & Use Tax & Prop Damage Surcharge	1,158.49
Beth Bernstein	6059	7/25/2014	Reimb: Travel Expenses for NWEA Conf	652.92
CDW Government	6060	7/25/2014	Invoice NB52328	1,717.48
Department of Justice	6061	7/25/2014	Invoice 043564	96.00
Dunn-Edwards	6062	7/25/2014	Paint for ECMS-Inglewood	1,091.98
Estream Techology Solutions, LLC	6063	7/25/2014	Invoice ECS-7-0630214	267.75
Hosaka, Rotherham & Co.	6064	7/25/2014	Client ENVIRONM Contract Work for Design & Development Projects - June 2014	119.70
Lindsey Jurca	6065	7/25/2014	2014	211.05
One Point Development, LLC	6066	7/25/2014	Invoice 14-1399-005	289.80
Revolution Foods Inc	6067	7/25/2014	Invoice 222760	4,475.74
EDD	6068	7/29/2014	EDD#942-6081-7; 2nd Qtr 2014 SEF SUI	79.40
Ascip	6085	7/31/2014	2014-2015 Workers Comp Premium - 1st Qtr Installment	5,096.70
Claus Castenskiold	6086	7/31/2014	Substitute Svc 06/19/14 - 4 hours	100.00
Conexis	6087	7/31/2014	ClientID#CXO 7248; Cobra Fees June 2014	6.74
Cesar Delgado	6088	7/31/2014	Reimb: Crazy 8	22.40
EDD	6089	7/31/2014	#942-6081-7; 2nd Qtr 2014 SEF SUI	79.40
EdTec Inc.	6090	7/31/2014	July 2014 monthly service /C.Lim, June 2014(ECMS-I)	1,653.92
Tracy Eichorn	6091	7/31/2014	Reimb: Business License	51.00
Hess and Associates Inc.	6092	7/31/2014	4th Qtr 2013-14 - CalPERS Retirement #324	60.00
Home Depot Credit Services	6093	7/31/2014	Acct#6035322540997198; Purchases 06/24/14 - 07/16/14	100.78

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
Musick, Peeler & Garrett LLP	6094	7/31/2014	File#25396.001; Professional Svcs Through 06/30/14	752.00
Office Depot	6095	7/31/2014	Acct#41035805; PCSGP	10.12
Orkin Pest Control	6096	7/31/2014	Pest Control Svc 07/28/14	88.00
Pioneer Chemical Company	6097	7/31/2014	Cust#1083; Supplies	14.82
			Acct#8448300561000727; Communication Internet Svc	
Time Warner Cable	6098	7/31/2014	08/01 - 08/31/14	3,759.46
US Bank Equipment Finance	6099	7/31/2014	256878232	1,484.00
Austin Wester	6100	7/31/2014	Reimb: Staples	10.66

FINAL

### Environmental Charter Schools Donations

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7/25/2014 CA Community Foundation: PAT Grant for Sustain-a-Store	ECHS	\$ 20,000.00
7/25/2014 American Endowment Foundation	ECMS-I	\$ 25,000.00

Donations under \$1,000 are not reflected on this list

FINAL



SANTA MONICA MOUNTAINS  
CHANNEL ISLANDS

May 19, 2014

### **NatureBridge Program Overview**

**To: Amy Frame, Director of Curriculum & Instruction, Environmental Charter Middle Schools**

**Prepared by: Karen Oxrider, Director of Outreach and Enrollment**

Thank you for considering a NatureBridge experience for your students. We welcome the opportunity to work with you and your students at Environmental Charter Middle Schools in Gardena and Inglewood.

Our NatureBridge team will welcome each child with enthusiasm as we share our passion for outdoor education and adventure in the Santa Monica Mountains and Channel Islands.

Our residential programs are customized to enhance each group's objectives. NatureBridge staff use a broad range of lessons and activities to engage students using a variety of learning styles. We welcome the opportunity to provide pre-trip discussions to prepare your teachers in advance as well as any support we can provide to your parents and students.

As requested, I have prepared accommodation options for an outdoor environmental field science program in the Santa Monica Mountains – tents and dorm-style cabins as well as a tent camping program on Santa Cruz Island. Tuition includes instruction for groups of approximately 12-15 students, three meals for each night of stay, and day and evening educational programs. The tuition does not include transportation to and from our campus or personal equipment (daypack, sleeping bag, etc.). We will provide a packing list for planning. We do have a small supply of sleeping bags and day packs you can borrow if needed.

I have included a sample 3-day schedule for Circle X Ranch (tent camping). If you opt for the dorm-style cabins location, the schedule will basically be the same and your students will be provided bus transportation to our signature trails (weather permitting) to Grotto, Sandstone Peak and Leo Carrillo State Beach. I have also included a sample 3-day schedule for tent camping in the Channel Islands.

I have included tuition based upon a 10% early registration discount (provided the contract is signed by June 30) and a scholarship award at 83% for Gardena and 97% for Inglewood based upon their free and reduced lunch percentage for the school. To receive the award, you will need to complete a scholarship award application for each program and provide a document of the schools' free and reduced lunch percentage. I can provide scholarships as long as I have monies available – at this point I do have a scholarship pool that can accommodate these classes.

To confirm your reservation, a signed Agreement is needed within two weeks of this proposal. A booking deposit of 25% is due October 1. We can adjust your student and adult numbers up to 90 days prior to your program's start date.



### Estimated Tuition Pricing

#### Environmental Charter Middle School - Gardena

	Tent Camping Circle X 3-days/2 nights \$175 y, \$161 a <b>(83% FRL)</b>	Dorm-style Cabins Camp Shalom 3-days/2 nights \$225 y, \$207 <b>(83% FRL)</b>	Tent Camping Santa Cruz Island 3-days/2 nights \$272 y, \$272 a <b>(83% FRL)</b>
Tuition 120 y, 10 a	\$22,610	\$29,070	\$35,360
<b>Early Registration Discount (10%)</b>	<b>-\$2,261</b>	<b>-\$2,907</b>	<b>-\$3,536</b>
Group Tuition	\$20,349	\$26,163	\$31,824
Transportation to beach and trail heads \$8 per day for 3 days	\$3,120 \$3,	120	\$0
<b>Scholarship Award (Based on FRL %)</b>	<b>-\$9,740</b>	<b>-\$12,152</b>	<b>-\$13,207</b>
<b>Total Group Price</b>	<b>\$13,729</b>	<b>\$17,131</b>	<b>\$18,617</b>
Estimated Price Per Person	\$106 \$132		\$143

### Estimated Tuition Pricing

#### Environmental Charter Middle School: Inglewood

	Tent Camping Circle X 3-days/2 nights \$175 y, \$161 a <b>(97% FRL)</b>	Dorm-style Cabins Camp Shalom 3-days/2 nights \$225 y, \$207 <b>(97% FRL)</b>	Tent Camping Santa Cruz Island 3-days/2 nights \$272 y, \$272 a <b>(97% FRL)</b>
Tuition 60 y, 5 a	\$11,305	\$14,535	\$17,680
<b>Early Registration Discount (10%)</b>	<b>-\$1,130</b>	<b>-\$1,453</b>	<b>-\$1,768</b>
Group Tuition	\$10,175	\$13,082	\$15,912
Transportation to beach and trail heads \$8 per day for 3 days	\$1,560 \$1,	560	\$0
<b>Scholarship Award (Based on FRL %)</b>	<b>-\$4,935</b>	<b>-\$7,101</b>	<b>-\$7,717</b>
<b>Total Group Price</b>	<b>\$5,691</b>	<b>\$7,541</b>	<b>\$8,195</b>
Estimated Price Per Person	\$88 \$116		\$126



## ***Environmental Charter Middle School***

*Partnering with*  
**NatureBridge**

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### **LOGISTICAL PROGRAM REVIEW**

**Tent camping in the Santa Monica Mountains (max. 65 participants)**

**Dorm-style cabins in the Santa Monica Mountains (max. 150 participants)**

**Island tent camping on Santa Cruz Island (max. 40 participants)**

**Dates:** TBD

**Program:** NatureBridge Environmental Science Education Venture

### **OBJECTIVES**

#### **Outdoor Experiences & Learning Outcomes:**

A well balanced experience of academic outcomes, personal growth, and interpersonal team skills are the focus. The concentration will be on team building, connecting with nature and complementing prior classroom work in earth sciences.

### **STAFFING**

**Program Contact:** Karen Oxrider

**Mobile:** 424-234-3240, Email: [koxrider@naturebridge.org](mailto:koxrider@naturebridge.org)

**Education Director:** Meg Jakubowski

**Office:** 310-774-5990, Email: [mjakubowski@naturebridge.org](mailto:mjakubowski@naturebridge.org)

**Operations Director:** Hagit Elaz

**Office:** 818.914.7660 ext. 404 Email: [helaz@naturebridge.org](mailto:helaz@naturebridge.org)

# Circle X 3 Day

*Monday arrival - Wednesday departure*

Day One - Monday “Welcome to Your Park”			
Time	Activity	Location	Comments
9:00a.m.-9:30a.m.	Group arrives and unloads gear.	Circle X	
9:30a.m. – 10:00a.m.	Welcome and orientation for youth and adult chaperones.	Ranch House	Chaperones will meet with staff to discuss roles and responsibilities for the week.
10:00a.m. – 11:00a.m.	Camp set-up	Campground	Students will stay in groups of four in large dome tents, males and females will be separated.
11:00a.m. – 4:00p.m.	Day hike with trail groups	Sandstone Peak or the Grotto	Students will meet their trail groups and hike with one NatureBridge field science educator and one adult chaperone. Lunch on trail.
4:00p.m. – 6:00p.m.	Free time	Picnic area, Ranch House, Campground	Free time and/or showers will be facilitated by teachers and adult chaperones.
6:00p.m. – 7:00p.m.	Dinner	Dining Hall	All you can eat.
7:00p.m. – 8:00p.m.	Evening activity	Dining Hall	May include art, astronomy or ecology presentation.
8:00p.m. – 9:30p.m.	Free time	Dining Hall	Supervised by adult chaperones.
9:30p.m. – 10:00p.m.	Everyone in tents	Campground	Quiet voices
10:00p.m. – 7:00a.m.	Lights out	Campground	Everyone remains in tents

### Day Two - Wednesday “Everything Flows Downstream”

Time	Activity	Location	Comments
7:00a.m.-8:00a.m.	Rise & Shine	Campground	Get ready for day hike
8:00a.m. – 9:00a.m.	Breakfast	Dining Hall	All you can eat.Bring your backpack ready to go hiking.
9:00a.m. – 4:00p.m.	Day hike with trail group	Sandstone Peak or the Grotto	You will meet with your educator, check to make sure everyone is ready for the day, pack lunches and go out on your day hike.
4:00p.m. – 6:00p.m.	Free time	Campground, Picnic area, Ranch House.	Chaperones and Teachers will supervise/facilitate free time.
6:00p.m. – 7:00p.m.	Dinner	Campground	All you can eat barbecue.
7:00p.m. – 8:30p.m.	Evening Activity	Ranch House	May include art, astronomy, or ecology activities and presentation.
8:30p.m. – 9:30p.m.	Free time	Ranch House	Chaperones to supervise getting ready for bed.
9:30p.m. – 10:00p.m.	Everyone in tents	Campground	Quiet voices
10:00p.m. – 6:30a.m.	Lights out	Campground	Site Manager will be on-site and may be reached at any time.

### Day Three - Wednesday “Take Care”

Time	Activity	Location	Comments
6:30a.m. – 8:00a.m.	Wake-up and clean up camp	Campground	Pack luggage and get day-pack ready.
8:00a.m. – 9:00a.m.	Breakfast	Ranch House	
9:00a.m. – 9:20a.m.	Travel to day hike destination	Circle X to Leo Carrillo	
9:20a.m. –11:00 a.m.	Tidepool/Day hike	Leo Carrillo State Park	May include a short walk and tidepool exploration
11:00 a.m.	NatureBridge time is over	Leo Carrillo State Park	FSEs take time off
TBD by School	Depart	Leo Carrillo State Park	Schools have lunch & depart on own timeline.

# Channel Islands National Park

## Three-Day Tent Camping

Day One “Together Everyone Achieves More”			
Arrival and departure times vary depending on ferry schedules			
Time	Activity	Location	Comments
1.5 Hours Before Departure	Arrival and welcome	Ventura Harbor	Meet field educators and orientation
One Hour Pre-Departure	Pack boat and group activities	Ventura Harbor	Pack check
Assigned Ferry Departure Time	Board boat and travel to islands	Boat	Look for whales, dolphins, and pinipeds
One Hour Ferry Ride	Unload gear and set up campsite	Scorpion harbor and campground	
Afternoon	Lunch and prepare for day hike.	Scorpion campground	
After Lunch Till 4:00p.m.	Day hike	Viewpoint and Visitor’s Center	Trail groups hike with one field science educator.
4:00p.m. – 5:30p.m.	Free time	Scorpion campground	Supervised by adult chaperones
5:30p.m. – 6:30p.m.	Dinner	Scorpion campground	
6:30p.m. – 7:30p.m.	Clean-up	Scorpion campground	
7:30p.m. – 8:30p.m.	Evening program	Scorpion campground	Nightwalk
8:30p.m. – 9:30p.m.	Free time and get ready for bed	Scorpion campground	Quiet Voices
9:30p.m. – 7:00a.m.	Lights out & sleep	Tents	Everybody silent

Day Two “Changes”			
Time	Activity	Location	Comments
7:00a.m. – 7:45a.m.	Wake up and get ready	Scorpion campground	
7:45a.m. – 8:30a.m.	Breakfast and clean-up	Scorpion campground	
8:30a.m. – 9:00a.m.	Get ready for day hike	Scorpion campground	Water bottles, layers, etc.
9:00a.m. – 4:00p.m.	Day hike	Potato Harbor or Historic oil well	Lunch on trail
4:00p.m. – 5:30p.m.	Free time	Scorpion campground	Supervised by adult chaperones
5:30p.m. – 6:30p.m.	Dinner	Scorpion campground	
6:30p.m. – 7:30p.m.	Clean-up	Scorpion campground	
7:30p.m. – 8:30p.m.	Evening program	Scorpion campground	May include astronomy or “Myths & Legends”
8:30p.m. – 9:30p.m.	Free time and get ready for bed	Scorpion campground	Quiet voices
9:30p.m. – 7:00a.m.	Lights out & sleep	Tents	Everybody silent

Day Three “Take Care”			
Time	Activity	Location	Comments
7:00a.m. – 8:00a.m.	Wake up and tear down camp	Scorpion campground	Group gear will be collected.
8:00a.m. – 9:00a.m.	Breakfast	Scorpion campground	Get daypack ready
9:00a.m. – 10:00a.m.	Move camp to the pier		Everybody pitches in
10:00a.m. – One Hour Pre Ferry Departure Time	Day hike	Historic oil well or lookout point	Lunch on trail
Half Hour Pre Departure	Large group activity and reflection	Scorpion pier	May include time to explore tidepools
Assigned Ferry Departure Time	Board boat and load gear	Scorpion pier	Everybody pitches in
One Hour	Travel back to mainland	Boat	Look for wildlife
One Hour	Unload boat and depart	Ventura Harbor	Goodbye



# Financial Policies

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## Financial Policies: Record of Review and Revision

### Record of Revision

Review Date	Review / Revision	Description of Change	Sect. & Pgs Affected	Approved by
9/27/12	Second Revision			
<del>6/18</del> <u>9/22</u> /14	Third Revision	<u>Additional signer in Section I (Director of Finance / Operations),</u>	<u>p. 3 Sect IA; p. 4 Sect IC1-2; p. 5 SectID1-2; p. 5 SectIG1,3;</u>	<u>TE</u>

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## **Financial Policies and Procedures Environmental Charter Schools**

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It is the intent of these Financial Policies and Procedures to implement both the letter and spirit of all applicable State and Federal regulations regarding the expenditure of and accounting for public funds. These Policies and Procedures may need to be modified as ECS operated schools develop and/or regulations change. The Board shall approve these financial policies, and revisit them periodically.

This document contains one or more addenda specifying policies and procedures specific to individual schools operated by ECS, and reflecting agreements between ECS and one or more of its charter school authorizers. -Any and all such addenda are hereby incorporated herein by this reference and made a part hereof as though set forth in full in the body of these Financial Policies and Procedures. -Each such addendum shall be specifically referenced in this section of the Financial Policies and Procedures in order to avoid confusion and clearly to indicate the existence of each such addendum. The addenda are an integral part of ECS's policies and procedures and may only be modified by mutual agreement between ECS and the authorizing agency of the charter school that is the subject of the affected addendum.

In no event may ECS revise these Financial Policies and Procedures in any manner which makes them inconsistent or in conflict with the terms of any addenda without the prior agreement of the authorizing agency for the charter school that is the subject of the particular addendum to be affected.

These Financial Policies and Procedures include the following addenda:

Addendum I: Additional Policies Governing Environmental Charter High School (ECHS)

Addendum II: Additional signer (Director of Finance / Operations)

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### **I. PURCHASES**

- A. Authorization of Expenditures: All purchases of goods and services shall be consistent with the Board-approved budget. These purchases shall not require Board-approved/executed contracts, with the exception of professional consulting services in total annual amounts greater than \$15,000. All other proposed expenditures must be approved by the Executive Director or Director of Finance Operations, who will review the proposed expenditure to determine whether it is consistent with the

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Board adopted budget and sign the check request and purchase order forms.

B. Contracts:

1. All professional consulting services shall be provided for under a contract.
2. Contracts for other goods and services exceeding \$15,000 on an annual basis shall be presented to the Board for approval prior to signing. Length of contracts shall be at the discretion of the Board. In general, contracts exceeding \$15,000 shall be let after a bidding process of sufficient duration to ensure competition. However, the Executive Director may make a finding to the Board for sole sourcing a contract exceeding \$15,000; in this case, the Board may approve the contract in arrears at the time of contract execution. (The basis for such a finding may include: time/urgency issues; the absence of competitors; high service/quality from a particular contractor.)
3. Bid tabulations shall be presented to the Board along with a recommendation for action. The Board reserves the right to select whichever vendor it deems most prepared to provide the required goods/services without regard to the low bidder being the automatic selection.

C. Commitments and Purchase Orders:

1. Purchase orders under, and exactly, \$15,000 must be approved by one of the following authorized positions: Executive Director, Board President, Director of Finance / Operations, or Principal. Purchase orders will be generated once a Purchase Requisition has been approved by one of the following authorized positions: Executive Director, Board President, Director of Finance / Operations, or Principal.
2. Purchase orders greater than \$15,000 must be approved by the Executive Director and one of the following authorized positions: Board President, Director of Finance / Operations, or Principal.

D. Invoices:

1. Invoices under, and exactly, \$15,000 must be approved by one of the following authorized positions: Executive Director, Board President, Director of Finance / Operations, or Principal.
  2. Invoices for greater than \$15,000 must be approved by the Executive Director and one of the following authorized positions: Board President, Director of Finance / Operations, or Principal.
- E. Accounts Payable: ECS and each ECS operated school shall abide by sound audit guidelines for its accounts payable policies and procedures.
- F. Debit Card Usage: Unless otherwise specified by the Board of Directors and/or school management, the use of ECS/ECS operated school debit cards shall not be allowed for any purchase.
- G. Credit Card Usage: The Executive Director may authorize an individual to use a school credit card to make an authorized purchase on behalf of a school, consistent with guidelines provided by the Executive Director and/or Board of Directors.
1. The Executive Director, ~~Operations Manager~~Accounting Assistant, Human Resources Specialist, and Principal will each keep a credit card. A separate school card will be kept under locked supervision at each school site by the accounting assistant or his/her designee. Authorized individuals must sign the credit card out and must return the credit card and related documentation of all purchases within 24 hours of the purchases, unless otherwise authorized by the Executive Director.
  2. If receipts are not available or are "missing", the individual making the charge will be held responsible for payment.
  3. Credit cards will bear the names of both ECS and the Executive Director, ~~Operations Manager~~Human Resources Specialist, school principals, and accounting assistant of each school site.
  4. The credit cards will have a maximum balance of \$10,000. Any changes to this maximum balance can only be made with board approval.
- H. Other Electronic Payments: Other electronic methods (wire, ACH, transfer between bank accounts, etc.) shall not be permitted for payment of any expenses or reimbursements without the express written consent of the Executive Director.

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- I. Employee Reimbursements: Business use of telephones or cell phones shall be reimbursed. Business meals shall be reimbursed using standard applicable IRS guidelines. Under no circumstances shall alcohol be reimbursed with public funds. The Executive Director must obtain a Board member's authorization on reimbursement requests payable to the Executive Director's name.
- J. Petty Cash – Purpose and Usage:
  - 1. The purpose of the Petty Cash Checking Account is for payment of incidental expenses when there is insufficient time for processing through the General Checking Account. Examples of proper expenses include, but are not limited to, food/meals for teachers doing curriculum work and emergency plumbing repairs. Petty cash shall not be used for teacher reimbursements, employee expense reimbursements or independent contractor payments.

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2. The Executive Director shall have access to petty cash not to exceed \$3000 per school site. Such funds shall be used at the discretion of the Executive Director, subject to Board oversight and consistent with the approved budget and school rules and regulations. The Executive Director must obtain authorization on petty cash checks made payable to his/her name from one of the following authorized positions: Board President or Principal. Use of petty cash shall require original receipts for all purchases.
- K. Personal Use of School Funds: The use of ECS funds and/or ECS operated school funds for personal use is absolutely prohibited. Violation of this policy shall result in discipline up to and including dismissal or removal, including from the Board.

## II. BANKING

- A. General Checking Account: The Board shall authorize the establishment of commercial bank accounts for the purposes of school operations. Funds will be deposited in non-speculative accounts including federally-insured savings or checking accounts or invested in non-speculative federally-backed instruments or standard money market accounts.
1. The General Checking Account shall be the primary account for each school's needs. Authorized signatories to this account shall be the Board President, Executive Director and Principal. Checks above \$15,000, and checks payable to an authorized signer, must be signed by two authorized people. Authorized signers for checks above \$15,000 from this account shall be the Executive Director, Board President and Principal.
- B. Petty Cash Checking Account – Account Setup and Maintenance:
1. The Petty Cash Checking Account for each school shall have a maximum balance of \$3,000. The Account shall be funded from the appropriate school's business General Checking Account as necessary. A simple ledger shall be maintained by the Office Manager for review by the Executive Director who shall reconcile the Account periodically. Replenishment of the Petty Cash Checking Account shall occur through the normal accounts payable process following sound audit guidelines.
  2. No deposits shall be made into the Petty Cash Checking Account. All cash and checks shall be deposited into the General Checking Account.

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3. Check writing requires signatures from one of the following people: Executive Director, Board President, Director of Finance / Operations, or Principal.
- C. Line of Credit: Each school may establish a line of credit with prior authorization by the Board. The maximum allowable line of credit shall not exceed \$250,000. Any borrowing against this line of credit shall be authorized by the Board. If ECS's line of credit exceeds 100K, ECS will inform the authorizing agency of each ECS operated school within two weeks of seeking such funding. If the line of credit of any ECS operated school exceeds 100K, ECS and the pertinent school will inform the authorizing agency of that school within two weeks of seeking such funding.
- D. Securing Additional Debt: ECS will adhere to the policies and procedures of each of its charter school authorizers. Prior to seeking additional debt, ECS will adhere to each authorizer's policies and procedures.
- E. Deposits of Receipts: Each ECS operated school will deposit all funds received as soon as practical upon receipt. ECS and each ECS operated school will open all mail on a daily basis, immediately sort all checks and forward them to Accounts Receivable. Accounts Receivable will immediately endorse the checks to the appropriate school account and prepare appropriate deposits as soon as is practical, ideally the same day and no case later than three working days.
- F. Loans: ECS will adhere to the policies and procedures of the pertinent charter school authorizer(s) regarding loans to or from each ECS operated school's funds.

### III. TRAVEL POLICIES

- A. Employee Mileage Reimbursement:
  1. All employees are reimbursed at the standard mileage rate per mile as determined by the Internal Revenue Service for use of their own vehicle for pre-approved business related travel. In addition, parking fees and tolls paid are reimbursable if supported by receipts.
  2. All employees requesting such mileage reimbursement are required to furnish an Expense Report containing the destination of each trip, its purpose and the miles driven, parking fees and

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tolls, within one month after the travel date, supported by receipts, if applicable.

#### IV. OTHER PRACTICES

- A. Budget Adoption: A balanced budget shall be adopted by the Board of Directors of Environmental Charter Schools no later than June 30 prior to the start of each new fiscal year, or earlier if required by the authorizing entity. During the course of the year, the Board may adopt an amended budget as expenses and revenue projections change.
- B. Audit:
  - 1. A separate annual audit by an outside firm shall be performed each year for ECS and for each ECS operated school on the close of the prior year's books. The audit shall be performed in advance of the December 15 statutory audit deadline. The audit shall include, but not be limited to, (1) an audit of the accuracy of ECS's or the specific school's financial statements, (2) an audit of ECS's or the particular school's attendance accounting and revenue claims practices, and (3) an audit of ECS and the specific school's internal controls practices.
  - 2. If ECS or the specific school receives over \$650,000 from federal sources, the audit shall be prepared in accordance with any relevant Office of Management and Budget audit circulars. The audit firm shall be on the State approved list of school auditors.
  - 3. At the conclusion of the audit, ECS's Executive Director or designee will review the audit with the Board and propose any changes necessary in operating procedures to comply with audit findings.
- C. Board Meetings: The Board shall review financial statements (cash flow forecasts, and profit & loss) at periodic Board meetings. The Board shall also review and approve the monthly check registers from the General Checking Account and the Petty Cash Account.
- D. Conflict of Interest: Any Board member with a financial interest in a matter presented to the Board shall fully disclose such interest prior to Board discussion on the issue and shall recuse him/herself from the discussion and voting on the matter. The Board shall develop a more comprehensive policy on conflict of interest, hiring of relatives, and

compliance with Government Code 1090 *et seq.* and the Political Reform Act of 1974.

E. Payroll:

1. New Employees: Requests for new employees shall be initiated by the Executive Director and be consistent with the approved annual personnel budget. New employees shall complete an Application for Employment and all necessary paperwork for payroll. New employees shall be fingerprinted and TB tested consistent with State law. Fingerprint clearance must be received by the appropriate school before any employee may start work.
2. Employees shall accrue vacation and sick leave time based on the ECS personnel policy.
3. Timekeeping (for hourly staff)
  - a) The Executive Director shall develop procedures to ensure accurate and timely preparation of timesheets for hourly employees.
  - b) Authorized timesheets shall be forwarded to our accounting team according to generally accepted audit guidelines. Payroll processing and payment shall also take place according to generally accepted audit guidelines.

F. Independent Contractors: ECS operated schools shall only engage independent contractors if all of the following practices are followed:

1. The expense is within the approved budget or separately approved by the Board;
2. The contractor provides proof of adequate insurance;
3. IRS rules are followed regarding classification of staff as contractors versus employees; and
4. The work is done under contract.

G. Capitalization and Depreciation:

ECS/ECS operated schools will capitalize and depreciate all assets costing \$5,000 or more. All other assets are charged to expense in the year incurred.

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Capitalized assets are recorded at cost and depreciated under the straight-line method over their estimated useful lives which can range from:

- Leasehold Improvement – Lease term or 5 years, whichever is shorter
- Equipment – 3 years
- Furniture – 5 years

Repair and maintenance costs, which do not extend the useful lives of the assets, are charged to expense. The cost of assets sold or retired and related amounts of accumulated depreciation are eliminated from the asset accounts, and any resulting gain or loss is included in the earnings in the year.

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#### H. Disposal of Surplus Property and Donations:

Surplus property shall mean property that is no longer in use, is damaged beyond repair, or that the school to which the property belongs feels it will have no future value to that school's program, and that is declared to be surplus property by the Board. If a school wishes to dispose of equipment or other surplus property, the Board shall declare the property surplus and shall direct the staff on the actual means of disposal of the property, such as sale, donation, or destruction and disposal.

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If a school wishes to sell equipment or other surplus property, the Board shall direct the staff by giving specific guidance regarding the manner in which such property is to be sold.

If a school wishes to donate equipment or other surplus property, the Board shall declare the property surplus and authorize the donation. Requirements for potential donee organizations shall include: (1) the donee organization is fully independent of ECS and ECS operated schools, with none of the ECS/ECS operated schools' Board members or key personnel involved in the donee organization; and (2) the donee organization shall be a non-profit or governmental entity related to education. In addition, the school making the donation shall secure a receipt from the donee organization for the donated property, and shall remove the asset from the school's books and record the donation as required by state and federal audit guidelines.

Property Acquired with Federal Grant Funds: If the property in question cost \$5,000 or more at the time of acquisition and was acquired with federal grant funds, the school shall notify the federal contract administrator prior to donating or disposing of such property as provided above.

#### I. Expenses/Revenues Allocation:

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Revenues and expenses (e.g. interest revenue/expenses, bank service charges, payroll fees, etc.) which cannot be directly attributed to a particular school will be allocated based on the current year forecasted P2 ADA numbers for the Environmental Charter Schools, hours worked by staff or consultants as attributed to a site, or by other equitable means supported by documentation which the Executive Director or Treasurer determines is more appropriate. Reclassification of allocations based on the change from forecasted P2 to actual current year P2 would not be required unless there is significant variance. The basis for using a different allocation must be documented by the Executive Director and sent to accounting prior to the journal entry being made. Each ECS operated school will report the allocation to its respective LEA as outlined in the approved charter or as outlined by any additional applicable MOU or MOU's.

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J. Form 990 Federal Tax Return:

The selected audit firm will prepare the Form 990 tax return and send a copy to staff responsible for the audit. Staff will review and send a copy to the Board of Directors for its review and approval before filing. Once approved by the Board, the staff will notify the audit firm which will then prepare the final return for filing.

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K. Private Funds:

Private funds will be allocated based on the initial grant application. Undesignated Private donations will be allocated at the Executive Director's discretion and with Board approval.

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As private funds are received, a form will be attached that clearly allocates the funds to a specific school or between schools. This form will be signed by the Executive Director before depositing in the bank account. These forms will also be approved at each Board meeting.

## **Addendum I: Additional Policies Governing Environmental Charter High School (ECHS)**

### **A. Revisions and Consistency:**

In no event shall ECS revise these Financial Policies and Procedures or its practices in any manner which is inconsistent or in conflict with the terms of the ECHS Charter and/or any MOU or other agreement between ECS, ECHS, and/or the Lawndale Elementary School District and/or the terms of this Addendum I. Additionally, ECS shall not enter into any agreement or seek approval of any school charter that would provide for or require financial policies and/or practices by ECS and/or affecting ECHS that are inconsistent or in conflict with the terms of the ECHS Charter and/or any MOU or other agreement between ECS, ECHS, and/or the Lawndale Elementary School District and/or the terms of this Addendum I. Upon request, ECS shall provide to the Lawndale Elementary School District a copy of any charter, MOU, financial documents, or similar documents related to the operation by ECS of any other charter school.

### **B. Segregated Records and Bank Accounts:**

At all times ECHS shall have its own set of financial records, distinct from any other school(s) that may be operated by or related to ECS, regardless of the time such school(s) were approved and/or opened. This shall at all times include separate and distinct bank account(s) for ECHS, and ECHS's funds shall not be commingled in a joint bank account with the funds of any other school(s) and shall be kept physically separate from the funds of any other school(s).

### **C. Securing Additional Debt:**

Prior to obtaining any additional debt for ECHS, ECS will provide a completed "Notice of Intent to Obtain Additional Debt or Loans" form to the Lawndale Elementary School District. (See form, attached as "Exhibit A to Addendum I," incorporated herein by this reference.)

### **D. Loans:**

Prior to entering into any loan to or from ECHS funds for any purpose, including a loan or transfer of ECHS funds to ECS or any other school operated by ECS or associated with ECS, ECS will complete and submit to the Lawndale Elementary School District a "Notice of Intent to Obtain Additional Debt or Loans" form. (See form, attached as "Exhibit A to Addendum I," incorporated herein by this reference.)

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E. Expense/Revenue Allocation:

Prior to the commencement of each fiscal year, ECHS/ECS shall provide to the Lawndale Elementary School District a clear calculation of all costs projected to be shared between ECHS and ECS or any other ECS operated school(s), including the factual and fiscal basis on which the projected cost share has been calculated. Should there be a significant deviation from the projections during the fiscal year, ECHS/ECS shall immediately provide the District with an updated calculation, including the factual and fiscal basis for the revisions. Any shared costs shall be clearly accounted for in ECHS's financial records and reviewed as part of ECHS's annual fiscal audit.

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Exhibit A to Addendum I

SUBMIT ORIGINAL TO:

Lawndale Elementary School District  
Business Office  
4161 West 147th Street  
Lawndale, CA 90260

Notice of Intent to Obtain Additional Debt or Loans

INSTRUCTIONS FOR CHARTER SCHOOL:

(1) Complete this form along with the requirements listed below.

(2) Request must be submitted at least eight (8) weeks in advance.

CHARTER SCHOOL INFORMATION

Name of Charter School

Street

City

State

Zip Code

Contact Person

Contact Phone#

Date Submitted

ADDITIONAL DEBT OR LOAN NARRATIVE (ATTACH ADDITIONAL SHEETS IF NEEDED)

A) Purpose of loan:

B) Type of loan (secured or unsecured), and lender info:

C) Amount, duration, and interest rate of loan:

D) Type of collateral for secured loan:

E) Proposed loan repayment schedule:

F) Narrative on how loan will be repaid:

CERTIFICATION BY CHARTER SCHOOL

I hereby certify that this request is calculated based on my best knowledge of additional cash requirements for the period indicated above.

I agree to comply with all applicable laws, policies, rules and regulations relative to the conduct of the Charter School programs.

Adjustments to the amount requested may be required upon review of the cash projections and supporting documents.

Name of Charter School Director (please print)

Signature

Date

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	3,905,540.79	4,461,490.00	14.2%
2) Federal Revenue		8100-8299	421,417.20	439,232.00	4.2%
3) Other State Revenue		8300-8599	523,098.32	268,658.00	-48.6%
4) Other Local Revenue		8600-8799	289,980.72	161,440.00	-44.3%
5) TOTAL, REVENUES			5,140,037.03	5,330,820.00	3.7%
<b>B. EXPENSES</b>					
1) Certificated Salaries		1000-1999	2,145,000.29	2,401,901.00	12.0%
2) Classified Salaries		2000-2999	330,106.95	396,144.00	20.0%
3) Employee Benefits		3000-3999	547,476.69	659,048.00	20.4%
4) Books and Supplies		4000-4999	300,712.49	281,965.00	-6.2%
5) Services and Other Operating Expenses		5000-5999	1,215,085.12	1,379,461.00	13.5%
6) Depreciation		6000-6999	230,061.06	327,145.00	42.2%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENSES			4,768,442.60	5,445,664.00	14.2%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			371,594.43	(114,844.00)	-130.9%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			371,594.43	(114,844.00)	-130.9%
<b>F. NET POSITION</b>					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	2,553,002.88	2,904,631.31	13.8%
b) Audit Adjustments		9793	(19,966.00)	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			2,533,036.88	2,904,631.31	14.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			2,533,036.88	2,904,631.31	14.7%
2) Ending Net Position, June 30 (E + F1e)			2,904,631.31	2,789,787.31	-4.0%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	2,904,631.31	2,789,787.31	-4.0%

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Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	1,384,868.61		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	1,260,472.12		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	16,545.12		
8) Other Current Assets		9340	12,777.80		
9) Fixed Assets					
a) Land		9410	0.00		
b) Land Improvements		9420	517,211.63		
c) Accumulated Depreciation - Land Improvements		9425	(342,675.72)		
d) Buildings		9430	981,630.33		
e) Accumulated Depreciation - Buildings		9435	(751,096.78)		
f) Equipment		9440	372,356.74		
g) Accumulated Depreciation - Equipment		9445	(323,416.44)		
h) Work in Progress		9450	29,260.00		
10) TOTAL, ASSETS			3,157,933.41		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		



Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	253,302.04		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) Long-Term Liabilities					
a) Net OPEB Obligation		9664	0.00		
b) Compensated Absences		9665	0.00		
c) COPs Payable		9666	0.00		
d) Capital Leases Payable		9667	0.00		
e) Lease Revenue Bonds Payable		9668	0.00		
f) Other General Long-Term Liabilities		9669	0.00		
7) TOTAL, LIABILITIES			253,302.04		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. NET POSITION</b>					
Net Position, June 30 (must agree with line F2) (G10 +H2) - (I7 + J2)			2,904,631.37		

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>LCFF SOURCES</b>					
Principal Apportionment					
State Aid - Current Year		8011	2,882,655.00	3,323,858.00	15.3%
Education Protection Account State Aid - Current Year		8012	680,011.00	811,545.00	19.3%
State Aid - Prior Years		8019	(11,995.21)	0.00	-100.0%
LCFF Transfers					
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	354,870.00	326,087.00	-8.1%
Property Taxes Transfers		8097	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>3,905,540.79</b>	<b>4,461,490.00</b>	<b>14.2%</b>
<b>FEDERAL REVENUE</b>					
Maintenance and Operations		8110	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	195,390.20	110,000.00	-43.7%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	3010	8290	160,303.00	160,303.00	0.0%
NCLB: Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290	3,546.00	3,464.00	-2.3%
NCLB: Title III, Immigrant Education Program	4201	8290	0.00	0.00	0.0%
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290	0.00	0.00	0.0%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.0%
Other No Child Left Behind	3011-3020, 3026-3205, 4036-4126, 5510	8290	0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	62,178.00	165,465.00	166.1%
<b>TOTAL, FEDERAL REVENUE</b>			<b>421,417.20</b>	<b>439,232.00</b>	<b>4.2%</b>

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>OTHER STATE REVENUE</b>					
Other State Apportionments					
Special Education Master Plan Current Year	6500	8311	137,602.00	178,784.00	29.9%
Prior Years	6500	8319	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.0%
Class Size Reduction, K-3		8434	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	0.00	0.00	0.0%
School Based Coordination Program	7250	8590	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	0.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690	8590	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
Healthy Start	6240	8590	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.0%
School Community Violence Prevention Grant	7391	8590	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.0%
Common Core State Standards Implementation Funds	7405	8590	107,917.00	0.00	-100.0%
All Other State Revenue	All Other	8590	277,579.32	89,874.00	-67.6%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>523,098.32</b>	<b>268,658.00</b>	<b>-48.6%</b>

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>OTHER LOCAL REVENUE</b>					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Child Development Parent Fees		8673	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
All Other Local Revenue		8699	289,980.72	161,440.00	-44.3%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.0%
Transfers of Apportionments					
Special Education SELPA Transfers					
From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			289,980.72	161,440.00	-44.3%
<b>TOTAL, REVENUES</b>			5,140,037.03	5,330,820.00	3.7%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>CERTIFICATED SALARIES</b>					
Certificated Teachers' Salaries		1100	1,750,463.42	1,979,469.00	13.1%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	305,841.86	275,978.00	-9.8%
Other Certificated Salaries		1900	88,695.01	146,454.00	65.1%
TOTAL, CERTIFICATED SALARIES			2,145,000.29	2,401,901.00	12.0%
<b>CLASSIFIED SALARIES</b>					
Classified Instructional Salaries		2100	81,411.16	97,889.00	20.2%
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	133,441.91	173,619.00	30.1%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	115,253.88	124,636.00	8.1%
TOTAL, CLASSIFIED SALARIES			330,106.95	396,144.00	20.0%
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	164,298.00	230,401.00	40.2%
PERS		3201-3202	36,635.90	37,153.00	1.4%
OASDI/Medicare/Alternative		3301-3302	64,212.64	64,104.00	-0.2%
Health and Welfare Benefits		3401-3402	212,799.76	236,500.00	11.1%
Unemployment Insurance		3501-3502	13,911.96	11,582.00	-16.7%
Workers' Compensation		3601-3602	54,563.43	71,808.00	31.6%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	1,055.00	7,500.00	610.9%
TOTAL, EMPLOYEE BENEFITS			547,476.69	659,048.00	20.4%
<b>BOOKS AND SUPPLIES</b>					
Approved Textbooks and Core Curricula Materials		4100	6,963.39	30,000.00	330.8%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	67,350.61	85,500.00	26.9%
Noncapitalized Equipment		4400	75,576.23	31,000.00	-59.0%
Food		4700	150,822.26	135,465.00	-10.2%
TOTAL, BOOKS AND SUPPLIES			300,712.49	281,965.00	-6.2%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENSES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	9,065.86	15,450.00	70.4%
Dues and Memberships		5300	4,751.52	9,500.00	99.9%
Insurance		5400-5450	0.00	24,401.00	New
Operations and Housekeeping Services		5500	108,965.12	124,617.00	14.4%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	298,865.47	315,705.00	5.6%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	764,866.08	837,395.00	9.5%
Communications		5900	28,571.07	52,393.00	83.4%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			1,215,085.12	1,379,461.00	13.5%
<b>DEPRECIATION</b>					
Depreciation Expense		6900	230,061.06	327,145.00	42.2%
TOTAL, DEPRECIATION			230,061.06	327,145.00	42.2%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
Tuition					
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%

			2013-14	2014-15	Percent
Description	Resource Codes	Object Codes	Unaudited Actuals	Budget	Difference
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENSES			4,768,442.60	5,445,664.00	14.2%

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Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>					
<b>SOURCES</b>					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.0%



Description	Function Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	3,905,540.79	4,461,490.00	14.2%
2) Federal Revenue		8100-8299	421,417.20	439,232.00	4.2%
3) Other State Revenue		8300-8599	523,098.32	268,658.00	-48.6%
4) Other Local Revenue		8600-8799	289,980.72	161,440.00	-44.3%
5) TOTAL, REVENUES			5,140,037.03	5,330,820.00	3.7%
<b>B. EXPENSES (Objects 1000-7999)</b>					
1) Instruction	1000-1999		3,635,361.50	4,137,750.00	13.8%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		354,771.15	406,555.00	14.6%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		439,283.77	449,597.00	2.3%
8) Plant Services	8000-8999		339,026.18	451,762.00	33.3%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENSES			4,768,442.60	5,445,664.00	14.2%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)</b>			371,594.43	(114,844.00)	-130.9%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			371,594.43	(114,844.00)	-130.9%
<b>F. NET POSITION</b>					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	2,553,002.88	2,904,631.31	13.8%
b) Audit Adjustments		9793	(19,966.00)	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			2,533,036.88	2,904,631.31	14.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			2,533,036.88	2,904,631.31	14.7%
2) Ending Net Position, June 30 (E + F1e)			2,904,631.31	2,789,787.31	-4.0%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	2,904,631.31	2,789,787.31	-4.0%

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Resource	Description	2013-14	2014-15
		Unaudited Actuals	Budget
Total, Restricted Net Position		0.00	0.00

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Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	2,100,198.00	2,311,884.00	10.1%
2) Federal Revenue		8100-8299	181,359.78	267,326.00	47.4%
3) Other State Revenue		8300-8599	676,652.82	571,767.00	-15.5%
4) Other Local Revenue		8600-8799	231,710.07	80,352.00	-65.3%
5) TOTAL, REVENUES			3,189,920.67	3,231,329.00	1.3%
<b>B. EXPENSES</b>					
1) Certificated Salaries		1000-1999	1,044,978.75	1,121,576.00	7.3%
2) Classified Salaries		2000-2999	313,057.87	348,667.00	11.4%
3) Employee Benefits		3000-3999	253,537.38	349,850.99	38.0%
4) Books and Supplies		4000-4999	265,252.56	205,340.00	-22.6%
5) Services and Other Operating Expenses		5000-5999	1,083,275.15	1,082,694.00	-0.1%
6) Depreciation		6000-6999	41,288.16	39,300.00	-4.8%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENSES			3,001,389.87	3,147,427.99	4.9%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			188,530.80	83,901.01	-55.5%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			188,530.80	83,901.01	-55.5%
<b>F. NET POSITION</b>					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	1,332,921.48	1,577,365.28	18.3%
b) Audit Adjustments		9793	55,913.00	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			1,388,834.48	1,577,365.28	13.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			1,388,834.48	1,577,365.28	13.6%
2) Ending Net Position, June 30 (E + F1e)			1,577,365.28	1,661,266.29	5.3%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	1,577,365.28	1,661,266.29	5.3%

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Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	453,391.61		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	518,493.64		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	156,817.93		
9) Fixed Assets					
a) Land		9410	0.00		
b) Land Improvements		9420	792,147.06		
c) Accumulated Depreciation - Land Improvements		9425	(47,535.18)		
d) Buildings		9430	15,367.00		
e) Accumulated Depreciation - Buildings		9435	(9,220.20)		
f) Equipment		9440	8,397.89		
g) Accumulated Depreciation - Equipment		9445	(5,878.53)		
h) Work in Progress		9450	0.00		
10) TOTAL, ASSETS			1,881,981.22		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	271,278.87		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	33,336.00		
5) Unearned Revenue		9650	0.00		
6) Long-Term Liabilities					
a) Net OPEB Obligation		9664	0.00		
b) Compensated Absences		9665	0.00		
c) COPs Payable		9666	0.00		
d) Capital Leases Payable		9667	0.00		
e) Lease Revenue Bonds Payable		9668	0.00		
f) Other General Long-Term Liabilities		9669	0.00		
7) TOTAL, LIABILITIES			304,614.87		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. NET POSITION</b>					
Net Position, June 30 (must agree with line F2) (G10 +H2) - (I7 + J2)			1,577,366.35		

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>LCFF SOURCES</b>					
Principal Apportionment					
State Aid - Current Year		8011	1,250,318.00	1,388,610.00	11.1%
Education Protection Account State Aid - Current Year		8012	363,899.00	420,532.00	15.6%
State Aid - Prior Years		8019	(2,132.00)	0.00	-100.0%
LCFF Transfers					
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	488,113.00	502,742.00	3.0%
Property Taxes Transfers		8097	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>2,100,198.00</b>	<b>2,311,884.00</b>	<b>10.1%</b>
<b>FEDERAL REVENUE</b>					
Maintenance and Operations		8110	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	41,401.78	125,926.00	204.2%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	3010	8290	103,142.00	104,160.00	1.0%
NCLB: Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290	1,809.00	3,360.00	85.7%
NCLB: Title III, Immigrant Education Program	4201	8290	0.00	0.00	0.0%
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290	0.00	0.00	0.0%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.0%
Other No Child Left Behind	3011-3020, 3026-3205, 4036-4126, 5510	8290	0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	35,007.00	33,880.00	-3.2%
<b>TOTAL, FEDERAL REVENUE</b>			<b>181,359.78</b>	<b>267,326.00</b>	<b>47.4%</b>



Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>OTHER STATE REVENUE</b>					
Other State Apportionments					
Special Education Master Plan Current Year	6500	8311	109,900.00	113,551.00	3.3%
Prior Years	6500	8319	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.0%
Class Size Reduction, K-3		8434	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	0.00	0.00	0.0%
School Based Coordination Program	7250	8590	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	150,000.00	150,000.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6680, 6690	8590	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
Healthy Start	6240	8590	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.0%
School Community Violence Prevention Grant	7391	8590	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.0%
Common Core State Standards Implementation Funds	7405	8590	64,911.00	0.00	-100.0%
All Other State Revenue	All Other	8590	351,841.82	308,216.00	-12.4%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>676,652.82</b>	<b>571,767.00</b>	<b>-15.5%</b>

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>OTHER LOCAL REVENUE</b>					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Child Development Parent Fees		8673	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
All Other Local Revenue		8699	231,710.07	80,352.00	-65.3%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.0%
Transfers of Apportionments					
Special Education SELPA Transfers					
From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>231,710.07</b>	<b>80,352.00</b>	<b>-65.3%</b>
<b>TOTAL, REVENUES</b>			<b>3,189,920.67</b>	<b>3,231,329.00</b>	<b>1.3%</b>

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>CERTIFICATED SALARIES</b>					
Certificated Teachers' Salaries		1100	825,144.30	877,738.00	6.4%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	165,002.62	177,811.00	7.8%
Other Certificated Salaries		1900	54,831.83	66,027.00	20.4%
TOTAL, CERTIFICATED SALARIES			1,044,978.75	1,121,576.00	7.3%
<b>CLASSIFIED SALARIES</b>					
Classified Instructional Salaries		2100	122,370.00	105,919.00	-13.4%
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	122,753.40	142,161.00	15.8%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	67,934.47	100,587.00	48.1%
TOTAL, CLASSIFIED SALARIES			313,057.87	348,667.00	11.4%
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	77,614.74	106,550.00	37.3%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	45,434.34	43,265.00	-4.8%
Health and Welfare Benefits		3401-3402	90,675.90	143,000.00	57.7%
Unemployment Insurance		3501-3502	4,497.03	10,165.99	126.1%
Workers' Compensation		3601-3602	34,502.87	36,870.00	6.9%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	812.50	10,000.00	1130.8%
TOTAL, EMPLOYEE BENEFITS			253,537.38	349,850.99	38.0%
<b>BOOKS AND SUPPLIES</b>					
Approved Textbooks and Core Curricula Materials		4100	2,545.04	10,300.00	304.7%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	50,452.88	44,327.00	-12.1%
Noncapitalized Equipment		4400	45,038.56	12,650.00	-71.9%
Food		4700	167,216.08	138,063.00	-17.4%
TOTAL, BOOKS AND SUPPLIES			265,252.56	205,340.00	-22.6%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENSES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	4,836.80	8,856.00	83.1%
Dues and Memberships		5300	2,765.72	2,575.00	-6.9%
Insurance		5400-5450	0.00	10,300.00	New
Operations and Housekeeping Services		5500	73,233.74	89,095.00	21.7%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	360,789.83	423,845.00	17.5%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	606,757.46	493,158.00	-18.7%
Communications		5900	34,891.60	54,865.00	57.2%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			1,083,275.15	1,082,694.00	-0.1%
<b>DEPRECIATION</b>					
Depreciation Expense		6900	41,288.16	39,300.00	-4.8%
TOTAL, DEPRECIATION			41,288.16	39,300.00	-4.8%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
Tuition					
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%

			2013-14	2014-15	Percent
Description	Resource Codes	Object Codes	Unaudited Actuals	Budget	Difference
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENSES			3,001,389.87	3,147,427.99	4.9%

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Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>					
<b>SOURCES</b>					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	2,100,198.00	2,311,884.00	10.1%
2) Federal Revenue		8100-8299	181,359.78	267,326.00	47.4%
3) Other State Revenue		8300-8599	676,652.82	571,767.00	-15.5%
4) Other Local Revenue		8600-8799	231,710.07	80,352.00	-65.3%
5) TOTAL, REVENUES			3,189,920.67	3,231,329.00	1.3%
<b>B. EXPENSES (Objects 1000-7999)</b>					
1) Instruction	1000-1999		2,226,340.43	2,279,358.25	2.4%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		315,466.45	344,413.19	9.2%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		345,061.09	395,261.55	14.5%
8) Plant Services	8000-8999		114,521.90	128,395.00	12.1%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENSES			3,001,389.87	3,147,427.99	4.9%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)</b>			188,530.80	83,901.01	-55.5%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			188,530.80	83,901.01	-55.5%
<b>F. NET POSITION</b>					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	1,332,921.48	1,577,365.28	18.3%
b) Audit Adjustments		9793	55,913.00	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			1,388,834.48	1,577,365.28	13.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			1,388,834.48	1,577,365.28	13.6%
2) Ending Net Position, June 30 (E + F1e)			1,577,365.28	1,661,266.29	5.3%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	1,577,365.28	1,661,266.29	5.3%

FINAL



Resource	Description	2013-14	2014-15
		Unaudited Actuals	Budget
Total, Restricted Net Position		0.00	0.00

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Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	910,756.00	1,449,294.00	59.1%
2) Federal Revenue		8100-8299	363,182.91	431,848.00	18.9%
3) Other State Revenue		8300-8599	111,913.00	312,985.00	179.7%
4) Other Local Revenue		8600-8799	219,711.37	45,709.00	-79.2%
5) TOTAL, REVENUES			1,605,563.28	2,239,836.00	39.5%
<b>B. EXPENSES</b>					
1) Certificated Salaries		1000-1999	419,664.57	747,280.00	78.1%
2) Classified Salaries		2000-2999	141,767.40	161,690.00	14.1%
3) Employee Benefits		3000-3999	103,225.31	212,048.02	105.4%
4) Books and Supplies		4000-4999	221,204.48	227,701.00	2.9%
5) Services and Other Operating Expenses		5000-5999	401,891.17	703,818.00	75.1%
6) Depreciation		6000-6999	0.00	41,400.00	New
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENSES			1,287,752.93	2,093,937.02	62.6%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			317,810.35	145,898.98	-54.1%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			317,810.35	145,898.98	-54.1%
<b>F. NET POSITION</b>					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	0.00	317,810.35	New
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	317,810.35	New
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			0.00	317,810.35	New
2) Ending Net Position, June 30 (E + F1e)			317,810.35	463,709.33	45.9%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	317,810.35	463,709.33	45.9%

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Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	364,318.49		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	324,326.30		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	10,847.00		
8) Other Current Assets		9340	21,600.00		
9) Fixed Assets					
a) Land		9410	0.00		
b) Land Improvements		9420	0.00		
c) Accumulated Depreciation - Land Improvements		9425	0.00		
d) Buildings		9430	0.00		
e) Accumulated Depreciation - Buildings		9435	0.00		
f) Equipment		9440	0.00		
g) Accumulated Depreciation - Equipment		9445	0.00		
h) Work in Progress		9450	0.00		
10) TOTAL, ASSETS			721,091.79		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	141,884.80		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	11,396.62		
6) Long-Term Liabilities					
a) Net OPEB Obligation		9664	0.00		
b) Compensated Absences		9665	0.00		
c) COPs Payable		9666	0.00		
d) Capital Leases Payable		9667	0.00		
e) Lease Revenue Bonds Payable		9668	0.00		
f) Other General Long-Term Liabilities		9669	250,000.00		
7) TOTAL, LIABILITIES			403,281.42		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. NET POSITION</b>					
Net Position, June 30 (must agree with line F2) (G10 +H2) - (I7 + J2)			317,810.37		

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>LCFF SOURCES</b>					
Principal Apportionment					
State Aid - Current Year		8011	737,928.00	981,079.00	33.0%
Education Protection Account State Aid - Current Year		8012	25,584.00	263,627.00	930.4%
State Aid - Prior Years		8019	0.00	0.00	0.0%
LCFF Transfers					
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	147,244.00	204,588.00	38.9%
Property Taxes Transfers		8097	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>910,756.00</b>	<b>1,449,294.00</b>	<b>59.1%</b>
<b>FEDERAL REVENUE</b>					
Maintenance and Operations		8110	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	22,644.53	90,032.00	297.6%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	3010	8290	51,920.00	75,000.00	44.5%
NCLB: Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290	822.00	1,946.00	136.7%
NCLB: Title III, Immigrant Education Program	4201	8290	0.00	0.00	0.0%
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290	0.00	0.00	0.0%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290	287,796.38	250,000.00	-13.1%
Other No Child Left Behind	3011-3020, 3026-3205, 4036-4126, 5510	8290	0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	14,870.00	New
<b>TOTAL, FEDERAL REVENUE</b>			<b>363,182.91</b>	<b>431,848.00</b>	<b>18.9%</b>

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>OTHER STATE REVENUE</b>					
Other State Apportionments					
Special Education Master Plan Current Year	6500	8311	34,239.00	35,108.00	2.5%
Prior Years	6500	8319	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.0%
Class Size Reduction, K-3		8434	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	0.00	0.00	0.0%
School Based Coordination Program	7250	8590	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	0.00	150,000.00	New
Charter School Facility Grant	6030	8590	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6680, 6690	8590	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
Healthy Start	6240	8590	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.0%
School Community Violence Prevention Grant	7391	8590	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.0%
Common Core State Standards Implementation Funds	7405	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	77,674.00	127,877.00	64.6%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>111,913.00</b>	<b>312,985.00</b>	<b>179.7%</b>

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>OTHER LOCAL REVENUE</b>					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Child Development Parent Fees		8673	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
All Other Local Revenue		8699	219,711.37	45,709.00	-79.2%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.0%
Transfers of Apportionments					
Special Education SELPA Transfers					
From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>219,711.37</b>	<b>45,709.00</b>	<b>-79.2%</b>
<b>TOTAL, REVENUES</b>			<b>1,605,563.28</b>	<b>2,239,836.00</b>	<b>39.5%</b>



Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>CERTIFICATED SALARIES</b>					
Certificated Teachers' Salaries		1100	243,868.39	519,650.00	113.1%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	128,796.23	168,920.00	31.2%
Other Certificated Salaries		1900	46,999.95	58,710.00	24.9%
TOTAL, CERTIFICATED SALARIES			419,664.57	747,280.00	78.1%
<b>CLASSIFIED SALARIES</b>					
Classified Instructional Salaries		2100	13,708.93	32,000.00	133.4%
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	68,228.04	77,250.00	13.2%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	59,830.43	52,440.00	-12.4%
TOTAL, CLASSIFIED SALARIES			141,767.40	161,690.00	14.1%
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	32,429.81	70,992.00	118.9%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	18,330.64	23,359.00	27.4%
Health and Welfare Benefits		3401-3402	38,202.98	82,500.00	116.0%
Unemployment Insurance		3501-3502	360.03	5,882.01	1533.8%
Workers' Compensation		3601-3602	13,356.84	21,815.01	63.3%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	545.01	7,500.00	1276.1%
TOTAL, EMPLOYEE BENEFITS			103,225.31	212,048.02	105.4%
<b>BOOKS AND SUPPLIES</b>					
Approved Textbooks and Core Curricula Materials		4100	1,414.58	20,000.00	1313.8%
Books and Other Reference Materials		4200	0.00	10,000.00	New
Materials and Supplies		4300	35,218.38	62,516.00	77.5%
Noncapitalized Equipment		4400	117,133.00	35,150.00	-70.0%
Food		4700	67,438.52	100,035.00	48.3%
TOTAL, BOOKS AND SUPPLIES			221,204.48	227,701.00	2.9%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENSES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	3,290.99	6,000.00	82.3%
Dues and Memberships		5300	1,044.25	1,229.00	17.7%
Insurance		5400-5450	0.00	9,500.00	New
Operations and Housekeeping Services		5500	19,206.41	20,600.00	7.3%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	131,901.02	160,744.00	21.9%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	234,115.84	476,432.00	103.5%
Communications		5900	12,332.66	29,313.00	137.7%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			401,891.17	703,818.00	75.1%
<b>DEPRECIATION</b>					
Depreciation Expense		6900	0.00	41,400.00	New
TOTAL, DEPRECIATION			0.00	41,400.00	New
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
Tuition					
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENSES			1,287,752.93	2,093,937.02	62.6%

FINAL

Description	Resource Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>					
<b>SOURCES</b>					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	910,756.00	1,449,294.00	59.1%
2) Federal Revenue		8100-8299	363,182.91	431,848.00	18.9%
3) Other State Revenue		8300-8599	111,913.00	312,985.00	179.7%
4) Other Local Revenue		8600-8799	219,711.37	45,709.00	-79.2%
5) TOTAL, REVENUES			1,605,563.28	2,239,836.00	39.5%
<b>B. EXPENSES (Objects 1000-7999)</b>					
1) Instruction	1000-1999		844,060.02	1,491,422.61	76.7%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		193,728.32	237,556.26	22.6%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		230,758.18	302,958.15	31.3%
8) Plant Services	8000-8999		19,206.41	62,000.00	222.8%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENSES			1,287,752.93	2,093,937.02	62.6%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)</b>			317,810.35	145,898.98	-54.1%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2013-14 Unaudited Actuals	2014-15 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			317,810.35	145,898.98	-54.1%
<b>F. NET POSITION</b>					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	0.00	317,810.35	New
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	317,810.35	New
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			0.00	317,810.35	New
2) Ending Net Position, June 30 (E + F1e)			317,810.35	463,709.33	45.9%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	317,810.35	463,709.33	45.9%

FINAL

Resource	Description	2013-14	2014-15
		Unaudited Actuals	Budget
Total, Restricted Net Position		0.00	0.00

FINAL

**JOB TITLE:** Executive Director

**JOB CATEGORY:** EXEMPT

**LOCATION:** ECS

Environmental Charter Schools is a growing network of free public schools in South Los Angeles that is graduating college-bound leaders who care about their communities.

ECS's vision is that our students are equipped with the knowledge and skills to graduate from college, inspired to discover their own sense of purpose, and empowered to become quality stewards of their communities.

ECS's mission is to create and deliver vibrant, innovative, interdisciplinary learning opportunities using the environment to engage students and connect them to the wider world.

The ECS community thrives. Just steps from the busiest freeways, our campuses are alive with fruits and vegetables, a living stream, school-wide composting, and solar-powered greenhouses. Campus solutions to current challenges offer students and teachers real world examples. Our team collaborates with partners to provide hands-on learning. We build students' intellectual curiosity and cultivate their passion to care about themselves and their futures, to support each other and their families, and to take action to sustain their communities.

**POSITION SUMMARY:**

The Executive Director reports to the Board of Directors and is the primary caretaker of the Environmental Charter Schools' mission. He/she is entrusted with inspiring the team, being mindful of operational excellence, meeting financial objectives and reaching academic benchmarks to ensure the mission of ECS thrives. To perform this central caretaker role, the Executive Director must have five important characteristics: visionary **leader**, change agent, relationship builder, community creator, and resource wizard. At all times, the Executive Director reports to the Board of Directors.

Academic... goal..



## **JOB RESPONSIBILITIES:**

**As a visionary leader, the Executive Director is responsible for leading with purpose that supports ECS' vision, articulating that vision with passion and inspiring others to achieve it.**

- Motivating staff, teachers, parents, students, board members, partners, sponsors, and with a shared picture of ECS' vision, mission, and values.
- Inspiring passion and building consensus to achieve ECS' vision.
- Discovering and articulating the values that form the guiding principles of the organization.
- **Leading with forward thinking momentum:** Bringing focus to the vision with a strategic plan and specific measurable goals as defined in the strategic plan.
- Thinking strategically about the best way to meet the ECS community's needs.
- Evaluating, on an ongoing basis, the effectiveness of ECS in fulfilling its mission.
- **Inspiring, supporting, motivating, managing and evaluating cabinet and external consultants; appropriately delegating responsibility and authority.**

**As a change agent, the Executive Director is responsible for**

- Monitoring of trends in the public charter school and education sector and keeping ECS responsive to changing community needs, shifting revenue sources, emerging competition, and ever increasing public scrutiny. **Specific sources to monitor include the CA Dept of Education, School Authorizers (LESD, LACOE), and state budget information.**
- Boldly moving ECS in a new direction with programs and resources if community trends dictate a change.
- Leading, managing, and supporting the operation of a multi site network with more than 1000 students and building organizational capacity to serve even more students.
- Managing internal change processes by working with ECS Director of Operations and Finance, Director Curriculum and Instruction and School Site Leaders to set academic and operational tactics and plans to meet strategic goals and make the change happen.
- Persuading and motivating others to accept change as part of ECS' growth to a multi-site network while also acknowledging people's natural resistance to change.
- Taking risks to try new ideas and new approaches to achieving the mission.
- Working with the Director of Operations & Finance, the Director of Curriculum & Instruction and Principals to consistently evaluate and analyze data to drive continuous organizational improvement, with a laser focus on using academic outcomes to inform future directions, key initiatives, and strategic goals.

**As a relationship builder, the Executive Director is responsible for**

- Collaborating with the Cabinet to communicate successfully with internal stakeholders – staff, teachers, parents, students and board members - using a variety of media

- Setting the agenda and leading board meetings
- Speaking at school-wide professional development programs, attending school events, and communicating regularly.
- Managing leadership team, teachers, staff and board members in a manner that fosters a healthy culture to ensure that everyone's role on the team is valued and recognized.
- Providing an open and transparent organizational culture that appreciates and respects differences.
- Supporting and, at times, leading the Board of Directors to ensure it adds value to ECS.
- Carrying on the wisdom of the organization's early days while implementing bold new ideas aligned to ECS' strategic plan.

**As a community creator, the Executive Director is responsible for**

- Working with Cabinet, Director of Operations and Finance, Director of Talent, and HR Team and Principals to create a staffing plan, benefit package, evaluation, professional development opportunities and culture aligned to ECS values and supportive of the the organization's ability to meet its strategic goals.
- Communicating with external stakeholders to ensure continuing interest and involvement in the mission utilizing our website, newsletter, social media, community events, public relations, student led tours and workshops.
- Building partnerships with charter authorizers, other charter leaders, local, State and Federal elected and appointed officials, charter advocacy groups, green school organizations, environmental non profit organizations, vendors and others that further the mission through cooperative efforts and strategic relationships.

**As a resource wizard, the Executive Director is responsible for**

- Managing and supporting the Development Manager, Development Team, and PR Consultant to implement a development plan with measurable goals aligned to organizational and site needs.
- Building relationships with corporations, foundations, individual donors, elected officials and public policy environment to gain interest in and support for ECS.
- Building strong strategic partnerships that secure the organization with funding during economic downturns and other financially lean times as well as support the organization to meet current ECS priorities.
- Stewarding and managing funds received so well that the organization's trustworthiness is unquestionable. Work with the Cabinet to ensure proper use of all state, federal and private funding received.
- Working closely with Director of Operations, Director of Curriculum, and Principals to ensure sites have the resources necessary to meet their goals.

**Job Skills**

Interpersonal communication: to include verbal, written, listening  
Creative and Critical thinking, problem solving

**JOB QUALIFICATIONS:**

Advanced Degree  
Business Acumen  
Entrepreneur  
Networker  
Experience raising resources  
Nonprofit Leadership Experience

FINAL



## Action Items for Approval from 9/5/14 Governance Committee Meeting

- A) Recommend for approval revised Executive Director Job Description  
Most changes are highlighted on the document. Added the vision and mission at the top.
- B) Recommend for approval revised ECS Organizational Chart  
*Changes from the prior iteration are as follows:*
- 1) Added Accounting / HR assistant to ECS, reporting to HR Generalist and Accounting Administrator
  - 2) Changed titles from HR Specialist to HR Generalist and from Accounting Manager to Accounting Administrator
  - 3) Added Director of Talent Management to ECS (Kami Cotler's position), reporting to Executive Director, collaborating with Principals at each site
  - 4) Added Technology Consultant, reporting to Director of Finance and Operations
  - 5) Added Campus Engineers to ECS Organizational Chart, reporting to Principal, and Assistant Principal; collaborating with Office Manager and Director of Finance and Operations.
  - 6) Added Director of Talent Management to school site organizational charts.
  - 7) Added Instructional Coaches to ECHS Organizational chart, reporting to Principal, collaborating with teachers



- 8) Campus Engineer previously reported to Office Manager, now reports to Principal and Assistant Principal and collaborates with Office Manager and Director of Operations
- 9) Changed title from Campus Supervisor to Campus Supervision
- 10) Grounds Specialist and Lunch Support now report to Office Manager and collaborate with Campus Engineer, rather than report to Campus Engineer.
- 11) Added After School to ECHS
- 12) Removed SPED Coordinator from ECMS-G

C) Recommend for Approval Employee Handbook

1. Mission statement -beginning of handbook
2. PTO (eligibility, accrual, scheduling)-board approved in 11/2013
3. Winter & Spring Break language-same as above
4. Key policy-board approved March 28, 2013
5. Travel Policy-board approved June 27, 2014

D) Recommend for Approval revised Student Parent Handbooks

Changes for this year:

All Handbooks: Updated staff names, dates, schedules, expulsion committee description to match new structure, and made minor grammatical and wording changes.

ECHS:

Added World History through Literature to Social Science graduation requirements. Added Complete and Pass Senior thesis to Additional





Graduation Requirements. Added that all requirements must be complete by noon on 6/5/15 to graduate. Added Intervention Coordinator as counseling support. Added overnight field trips – 10<sup>th</sup> grade mountain base camping and 11<sup>th</sup> grade desert backpacking. Added that students cannot be concurrently enrolled in two separate levels of math, and that passing three years of math is required for graduation. Added that a student who fails both semesters of one grade level of English may be required to repeat a grade. Removed TA period discussion. Updated grading scale information. Removed off-campus lunch for juniors. Removed catering truck from lunch options. Added that students may not sell food or drink without permission. Updated uniform guidelines. Updated dress code – length of skirt / shorts must be fingertip length rather than knee length. Added Policy for Academic Honesty. Updated Student Responsibility Contract guidelines to reflect Counselor rather than SRC Coordinator as the main administrator in charge. Removed ability to purchase a student parking permit. For map of ECHS campus, added warning that cars should not stop in intersections or drop students off outside of drop off zones.

ECMS-Gardena and Inglewood: Updated vision, mission, and core values of ECS. Added Parent Participation expectations. Added that Parent Council also serves on Site Council. Updated the ways in which school information is available to include text messages, remove ParentLink, and change from the ECS website to the ECMSG website. Added Saturday school as a potential truancy intervention. Added that wheeled shoes are not allowed on campus. Added that the decision to admit a previously expelled student is at the Principal's discretion. Removed detailed description of number of potential





suspension days. Moved the disciplinary guidelines for students with disabilities to be after the expulsion process guidelines rather than before. Added firearms possession, furnishing, or selling to the list of offenses that would merit recommending expulsion. Updated the expulsion process information to give more detail of the information that will be included in the notice of the expulsion hearing, and remove the LA County Board of education as the expulsion appeal hearing authority. Updated re-admittance process for an expelled student to be at the discretion of the Discipline Committee rather than the Principal. Added a non-discrimination clause. Added information for homeless students including definition of homeless and rights of homeless students.

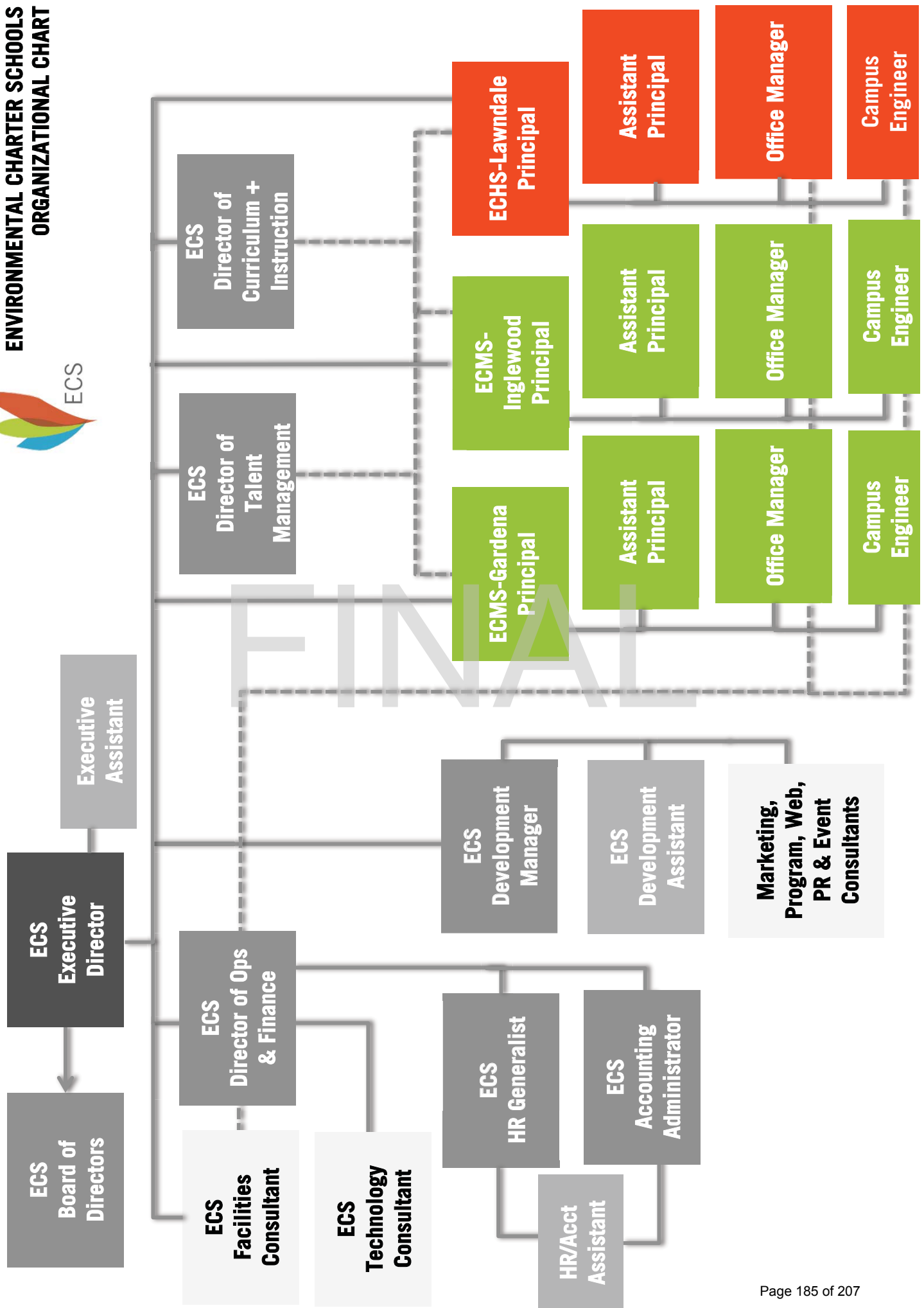
E) Recommend for Approval ECS School Safety Policy Template

Very few content changes were made. Some typos and grammatical errors were cleaned up. The Initial Response Checklist was moved to the end of the handbook so that definitions of terminology came before this section. Sections were delineated so that standard language exists, and then sites can customize sections to their own site, but the majority of the language will be standard.

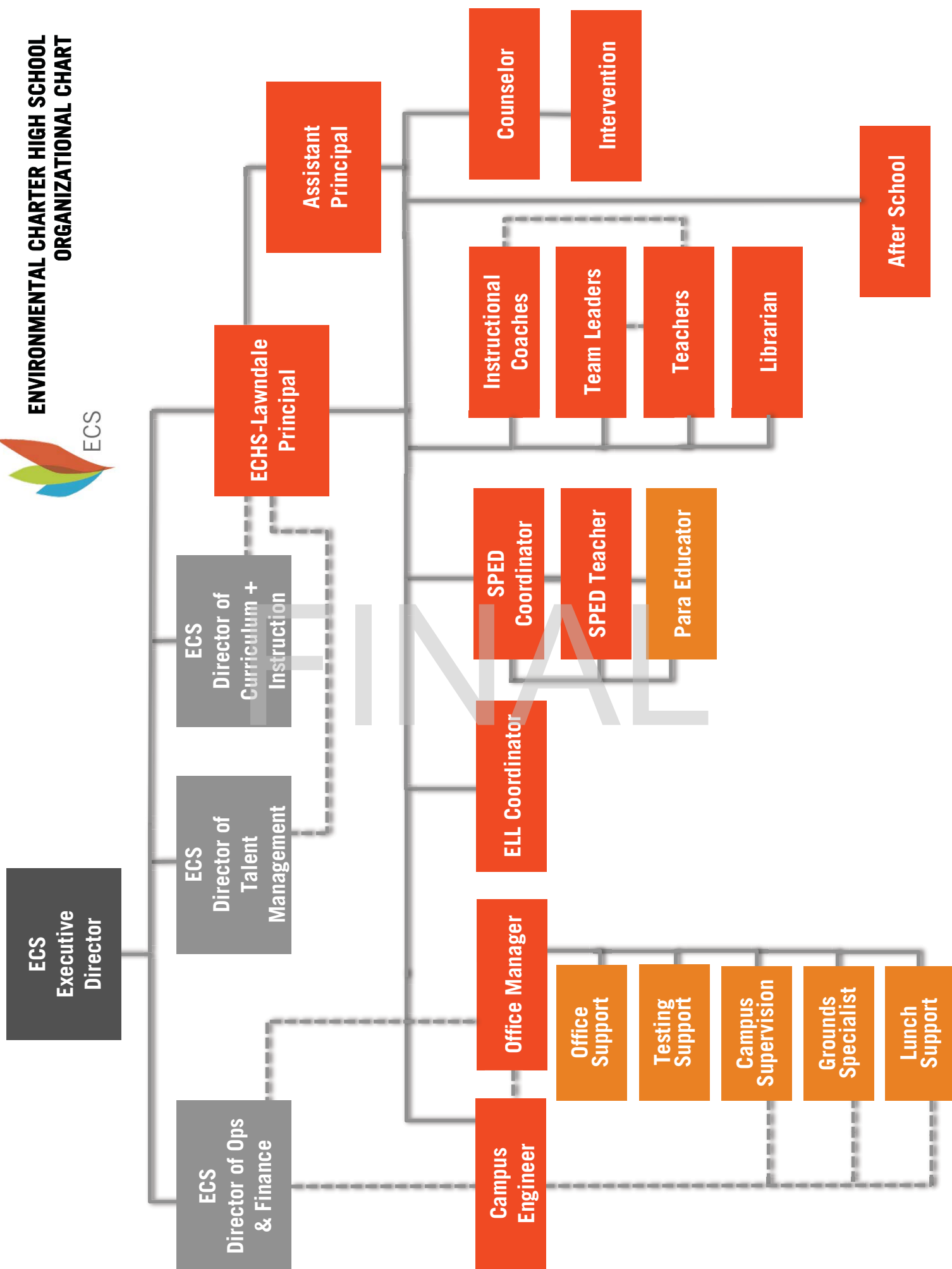




# ENVIRONMENTAL CHARTER SCHOOLS ORGANIZATIONAL CHART

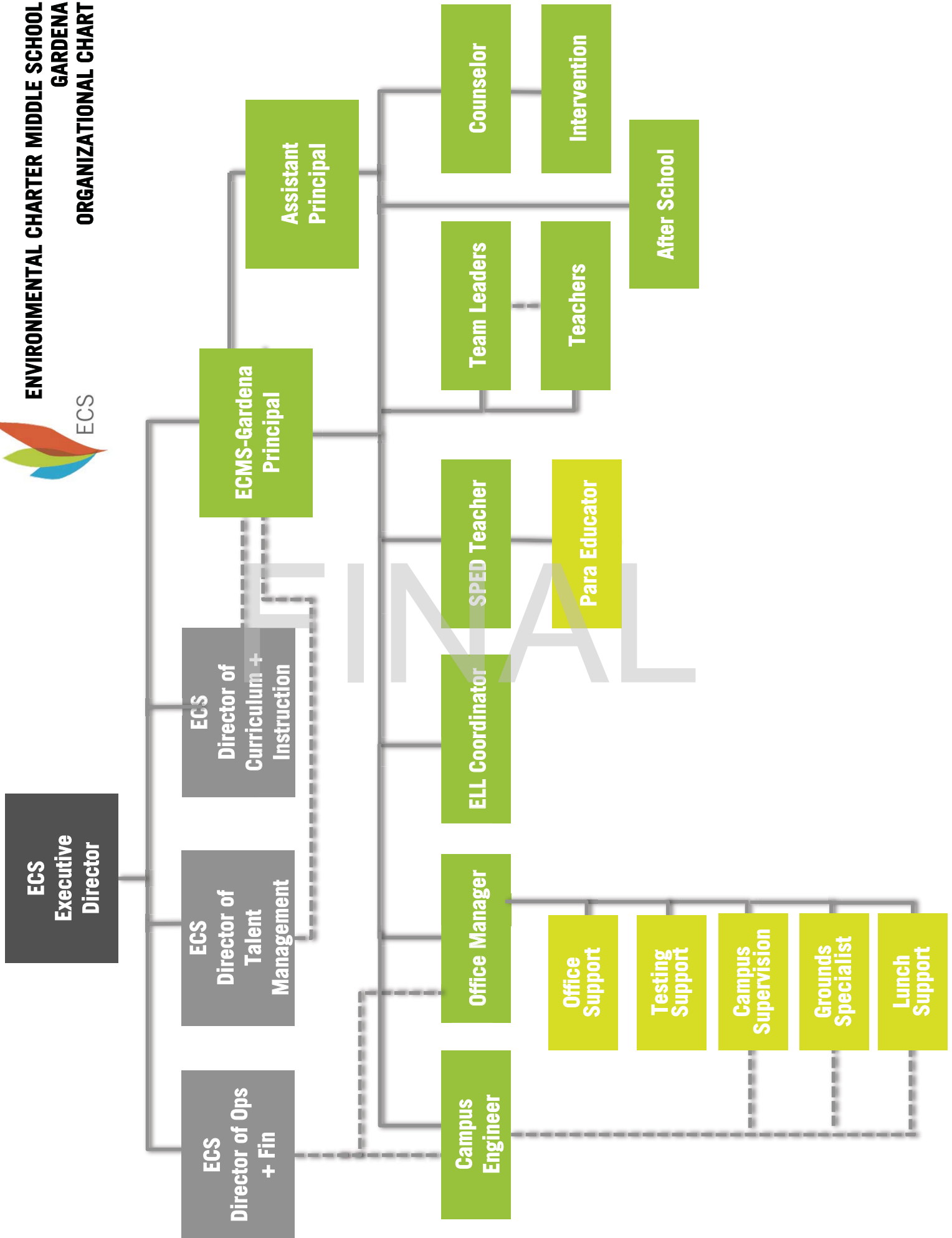






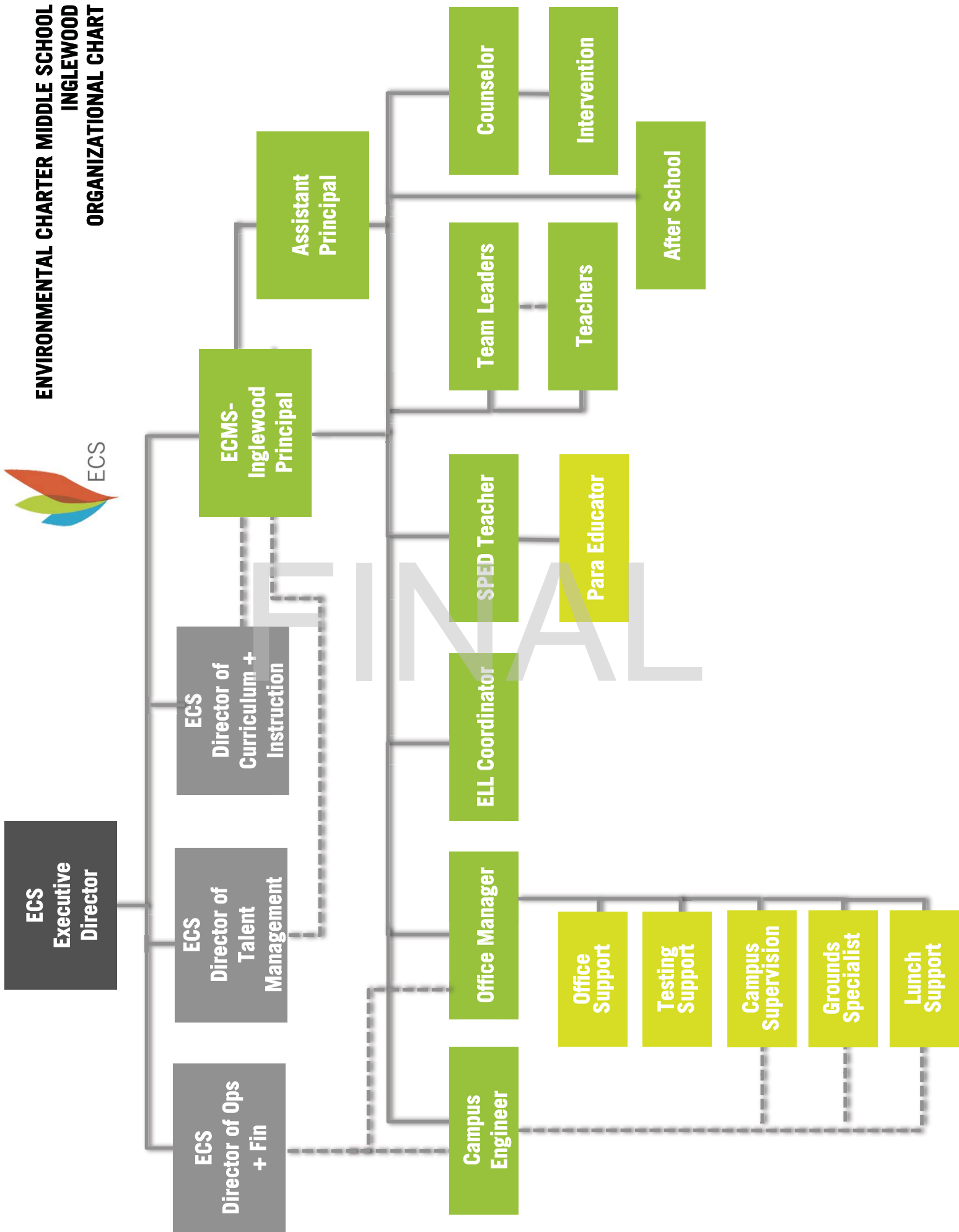


**ENVIRONMENTAL CHARTER MIDDLE SCHOOL  
GARDENA  
ORGANIZATIONAL CHART**





**ENVIRONMENTAL CHARTER MIDDLE SCHOOL  
INGLEWOOD  
ORGANIZATIONAL CHART**



## KaBOOM! Letter of Intent



My signature below confirms that the appropriate representatives from my organization have spoken with KaBOOM! Community Outreach representatives and understand that if my organization is selected for a KaBOOM! project, we will be responsible for the following (please initial each point):

- \_\_\_\_\_ Fundraise \$8,500 USD toward the cost of equipment
- \_\_\_\_\_ Participate in a KaBOOM! online training focused on fundraising within 2 weeks of Design Day
- \_\_\_\_\_ Recruit 75 volunteers from the community to participate on Build Day
- \_\_\_\_\_ Recruit between 12-15 community members, residents and/or parents to participate in the planning process
- \_\_\_\_\_ Provide land and site preparation resulting in a flat and dirt surface two weeks prior to Build Day of a site measuring at least 2,500 square feet.
- \_\_\_\_\_ Remove all existing equipment currently on site
- \_\_\_\_\_ Perform a utility check prior to Design Day and secure all necessary extensions to ensure the utility check is current through Build Day
- \_\_\_\_\_ Perform a soil test for lead and arsenic that is completed within two weeks of Design Day
- \_\_\_\_\_ Provide food, water, tools, a dumpster, music and restroom facilities for volunteers on Build Day
- \_\_\_\_\_ Use a supervised volunteer installation
- \_\_\_\_\_ Accept liability for and maintain the playground upon build completion
- \_\_\_\_\_ Use Playworld Systems equipment ([www.playworldsystems.com](http://www.playworldsystems.com))
- \_\_\_\_\_ Use engineered wood fiber for safety surfacing
- \_\_\_\_\_ Assume all responsibilities as outlined in the KaBOOM! Community Partner Project Summary

Signing this Letter of Intent signifies that all involved parties (including person responsible for signing final Community Partner Agreement) have reviewed the Draft Community Partner Agreement and are prepared to sign the final Community Partner Agreement within three calendar days of being chosen for a KaBOOM! playground project.

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Name of Organization

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Name and Title of Person that would be signing the contract (please print)

---

Authorized Signature

Date

---

Name and Title of Main Contact Person (if different from above)

---

Signature of Main Contact person

Date

---

Address

Phone number

**Please sign and fax back to 202-659-0210**



## COMMUNITY PARTNER PLAYGROUND CONTRACT

July 7, 2014

KaBOOM!, Inc. (referred to herein as KaBOOM!) is pleased that «CP» (referred to herein as the Community Partner) has agreed to collaborate with KaBOOM! and «FP» (referred to herein as the Funding Partner) in the construction of a new playground at «Site\_Name», «Site\_Address», «City», «State» «Zip» (the "Project"). This Community Partner Playground Contract (this "Agreement"), which sets forth the Community Partner's obligations in connection with the Project and certain matters on which the parties have agreed, will, when executed by the duly authorized representatives of each party, supersede any prior agreements and represent the complete legally binding agreement between the parties regarding the Project.

1. Obligations of the Community Partner. The Community Partner shall work with KaBOOM! and the Funding Partner as well as community residents to design, plan and build the Project. By executing this Agreement, the Community Partner is unconditionally agreeing to each of the following obligations, in each case meeting the requirements provided by KaBOOM!:
  - (a) Fundraising. In support of the Project, the Community Partner must contribute \$8500 to KaBOOM!, which will apply the funds directly to the purchase of playground equipment. KaBOOM! will invoice the Community Partner for such amount promptly following the execution of this Agreement, which amount must be paid in full at least thirty (30) days prior to the Project's Build Day (as defined below).
  - (b) Project Site.
    - (i) Ownership. At the time of execution of this Agreement, the Community Partner shall provide KaBOOM! with proof of land ownership evidenced by either a deed granting title to the property to the Community Partner or a letter from the property owner showing approval for the Project. The Community Partner is the owner of the playground in its entirety, for the lifetime of the playground, including the equipment and/or safety surfacing purchased by KaBOOM! and/or the Funding Partner.
    - (ii) Permits. Prior to Build Day, the Community Partner shall obtain all necessary permits and licenses regarding the installation, possession and use of the playground in compliance with applicable laws and regulations.
    - (iii) Preparation. The Community Partner shall ensure that the Project site is safe for volunteers and children, which responsibility includes: (1) recruiting fifteen (15) adult volunteers to participate in preparation activities two to three days prior to Build Day; (2) preparing the site for the installation of the Project at least two weeks before Build Day, which includes removing existing playground equipment, footers and safety surfacing, grading the land, removing fencing and performing soil tests; (3) conducting up to two (2) utility checks as reasonably requested by KaBOOM! with the appropriate utility companies, with the first test being completed on or before Design Day (as defined below) and with all utility check documentation provided upon completion to the KaBOOM! project manager who shall supervise the planning and installation of the playground (the "Project Manager"); and (4) conducting up to two (2) soil site tests as reasonably requested by KaBOOM!, with the first test being completed on or before Design Day and with all soil check documentation provided to the Project Manager upon completion. The Community Partner is responsible for undertaking any necessary risk mitigation should the soil be deemed unsafe for children and volunteers.
    - (iv) Safety and Security. The Community Partner shall ensure the security of equipment, tools, supplies and well being of the adults and children from the beginning of the preparation activities until the conclusion of Build Day, including any postponement.

- (v) Maintenance. Maintenance of the playground facility and supervision of its use is the sole responsibility of the Community Partner. The Community Partner shall collaborate with KaBOOM! during the Project planning process to develop a maintenance program for the playground and, with the support of the property owner (if owner is a separate party), shall maintain the playground and the property before and after the Build Day to ensure a safe and attractive playspace. In furtherance of the foregoing, in the event any playground equipment included in the Project no longer is permitted for any reason to be located at its original site of construction or such site is no longer controlled by the Community Partner for any reason, then the Community Partner promptly shall notify KaBOOM! following its becoming aware of such situation and shall, at the Community Partner's sole cost and expense, take such steps as may be necessary to promptly and safely relocate the playground equipment (including any permanent signage and other fixtures) to an alternate site that serves children or to ensure that the successor controlling person of such site shall continue to make such playground available to children in the same manner contemplated as of the Build Day and maintain (or permit the Community Partner to maintain) such playground in accordance with the maintenance program. In addition, the Community Partner shall accept and maintain engineered wood fiber as playground safety surfacing, meeting standards established by Consumer Product Safety Commission guidelines, for the lifetime of the playground. Guidance and materials for the purpose of developing a maintenance plan for the playground are available, upon request, from the playground equipment and safety surfacing manufacturers, including Playworld Systems, Inc.
- (c) Design Day. The Community Partner agrees to host a KaBOOM!-facilitated "Design Day" with at least twenty (20) adult volunteers and twenty (20) children. Such adult volunteers shall remain engaged in the planning activities throughout the Project's planning process.
- (d) Build Day. The Community Partner shall recruit 100 adult volunteers from the community to participate in a one-day installation event for the Project, which is scheduled to occur on «BD\_» and which is referred to herein as the Build Day. The Community Partner shall ensure that all volunteers sign a waiver. On the Build Day, the Community Partner shall provide food, water, tools, dumpsters, music and restroom facilities for all volunteers.
- (e) Promotion; Intellectual Property. The Community Partner shall seek prior approval from KaBOOM! and/or the Funding Partner for any materials that reference the Project or contain the name, trademarks, service marks, logos and other intellectual property (collectively, and together with all goodwill attached or which shall become attached to any of the them, the "Marks") of KaBOOM! and/or the Funding Partner, including press releases, fliers and promotional materials. The Community Partner acknowledges and agrees that each of KaBOOM! and the Funding Partner is the sole owner of all right, title and interest in and to its respective Marks. The parties acknowledge that KaBOOM! and the Funding Partner may take all steps to protect their Marks as they deem appropriate. Any use of the Marks will inure to the sole benefit of KaBOOM! or the Funding Partner (as applicable). The Community Partner shall not use the Marks in any manner that would harm the reputation of KaBOOM! or the Funding Partner or disparage or negatively reflect upon the Marks. Upon expiration of or termination of this Agreement for any reason, the Community Partner shall cease all use of the Marks. The Community Partner shall collaborate with KaBOOM! and the Funding Partner to secure media coverage for the Project.
- (f) Signage. The Community Partner shall allow the names and logos of KaBOOM! and the Funding Partner to be displayed on permanent playground signage, which shall be substantially in the form provided to the Community Partner during the application process and shall be 12 ¼ inches wide by 30 ¼ inches tall and mounted on poles in a mutually agreed location.
- (g) Playground Costs. The Community Partner is solely responsible for and shall hold KaBOOM! and the Funding Partner harmless from any costs beyond the proposed Project budget, including costs incurred by the Community Partner for any prior site preparation, upgrades or improvements or any equipment or materials purchased to supplement those secured by KaBOOM!.
- (h) Warranty. The playground equipment and the safety-surfacing related to the Project may be covered under warranty by the applicable manufacturers, a copy of which may be obtained, upon request, from such manufacturers. The Community Partner acknowledges that any warranties and/or guarantees on any equipment or material are subject to the respective manufacturer's terms thereof, and the Community Partner agrees to look

solely to such manufacturers for any such warranty and/or guarantee. Neither KaBOOM! nor the Funding Partner nor any of their respective affiliates, directors, officers, managers, partners, members, shareholders, employees, agents or representatives, have made nor are in any manner responsible or liable for any representation, warranty or guarantee, express or implied, in fact or in law, relative to any equipment or material, including its quality, mechanical condition or fitness for a particular purpose.

- (i) Insurance. The Community Partner (or such other appropriate entity to which KaBOOM! consents in writing) shall obtain and maintain from no less than seven (7) days prior to the Build Day and through the first anniversary of the Build Day worker's compensation insurance policies and commercial general liability insurance (providing coverage against liability for bodily injury, death and property damage that may arise out of or be based upon the use of the playground), in each case in amounts not less than one million dollars (\$1,000,000). At the time of execution of this Agreement, the Community Partner shall provide to KaBOOM! a copy of a certificate from its insurer indicating the nature, scope, duration and amount of insurance coverage, and naming KaBOOM! and the Funding Partner as additional insureds under such policy, which insurance shall be primary over any other insurance covering KaBOOM! and the Funding Partner and which policy shall provide that KaBOOM! and the Funding Partner be given at least thirty (30) days prior written notice of any change or cancellation of coverage.
- (j) Indemnification. The Community Partner shall indemnify and hold harmless KaBOOM!, the Funding Partner and their respective affiliates, directors, officers, managers, partners, members, shareholders, employees, agents and representatives from any and all losses, liabilities, claims, actions, fees and expenses (including interest and penalties due and payable with respect thereto and reasonable attorneys' and accountants' fees and any other reasonable out-of-pocket expenses incurred in investigating, preparing, defending or settling any action), including any of the foregoing arising under, out of or in connection with any breach of this Agreement, any actions associated with this Project or resulting from the use of any playground property and equipment, including those for personal injury, death, or property damage, except to the extent resulting from the willful misconduct of such indemnified person. This provision shall survive any termination or expiration of this Agreement.

## 2. Obligations of KaBOOM!.

- (a) Playground Build. KaBOOM! shall provide technical and organizational leadership and guidance for the Project and shall:
  - (i) Coordinate Funding Partner participation, facilitate playground design, including regular planning meetings, and work with vendors to procure equipment and materials in a timely manner, except to the extent that safety surfacing other than engineered wood fiber is used, which shall be procured by the Community Partner.
  - (ii) Manage construction logistics for the Project, coordinate playground site preparation activities with the Community Partner, inventory equipment and materials, and assure that the necessary tools and materials are available on the Build Day.
  - (iii) Lead the Build Day activities, including the coordination of Build Day captains and volunteers.
  - (iv) Provide educational and promotional materials to support the Project, including the KaBOOM! Tool Kit (a 4-book set), KaBOOM! online Playground Planner, nametags and other general supplies.
- (b) Inspection. KaBOOM!, in collaboration with the Community Partner, will secure a Certified Playground Safety Inspector to review the playground structure at the conclusion of the Build Day (or, if KaBOOM! assumes responsibility for the playground construction going beyond one day, at the conclusion of the installation) to ensure that the structure is safe and built to all appropriate standards and guidelines, unless the Build Day is not completed on the Build Day due to failure of the Community Partner, in which case the Community Partner shall secure the Certified Playground Safety Inspector.
- (c) Promotion. KaBOOM! will provide proposed promotional materials relating to the Project for the Community Partner's review and approval, which approval shall not be unreasonably withheld or delayed.

- (d) Website Listing. KaBOOM! will place the playground on its list of KaBOOM! builds on the KaBOOM! website and KaBOOM! will send information to the Community Partner on playground maintenance programming and enhancements.
3. Build Day Postponement. The Build Day shall not be postponed except when weather or other conditions jeopardize the safety of the volunteers or threaten the structural integrity of the playground. The decision to postpone the Build Day will be made by majority agreement of the representatives of KaBOOM!, the Community Partner and the Funding Partner, except where such decision must be made by KaBOOM! on the construction site and representatives of the Community Partner and the Funding Partner are not available for consultation. In the event that the Build Day is postponed, KaBOOM!, the Community Partner and the Funding Partner shall develop a plan for rescheduling the Build Day at the next earliest date possible for each party. The Funding Partner shall be responsible for all additional expenses related to the rescheduled Build Day, including, without limitation, equipment, labor and materials, storage and travel costs and expenses; *provided, however*, that the Funding Partner shall be notified of the estimated amount of such additional expenses in connection with rescheduling of the Build Day. Notwithstanding the foregoing, in the event that the date of the Build Day is cancelled or changed as a result of the Community Partner's failure to satisfy its obligations in connection with the Project, then the Community Partner shall be liable to KaBOOM! and the Funding Partner for all such additional expenses related to the rescheduled Build Day.
4. Funding Partner Relations. KaBOOM! has a separate contract with the Funding Partner pursuant to which the Funding Partner has agreed to provide financial and human resources for the Project. In recognition of the Funding Partner's contribution of such resources, the Funding Partner shall receive first placement on any recognition materials developed for the Project, including playground signage, banners, T-shirts, press releases, website and newsletter stories, and flyers, and the Community Partner shall not solicit sponsors or donors in relation to the Project whose products or services directly compete with the products or services of the Funding Partner as identified to the Community Partner by KaBOOM! and/or the Funding Partner. In the event the Community Partner solicits other sponsors or donors, then the Community Partner shall not permit such sponsors or donors to compete with the Funding Partner for signage and sponsorship recognition.
5. Termination. In the event that the Community Partner fails to make the payments required under Section 1(a) or otherwise breaches this Agreement, KaBOOM! may terminate this Agreement upon written notice to the Community Partner of such termination. Furthermore, if either party is delayed or prevented from fulfilling any of its obligations hereunder by any cause beyond its reasonable control, including acts of God, acts or omissions of civil or military authorities, fire, strike, flood, riot, act of terrorism, war, transportation delay, or inability due to such causes to obtain required labor, materials or facilities, such party shall not be liable hereunder for such delay or failure and either party may terminate this Agreement if the other is unable to perform any obligation hereunder for a period longer than ten (10) calendar days due to such force majeure event, in which case KaBOOM! shall refund to the Community Partner any amounts paid to KaBOOM!, less expenses already committed and/or incurred prior to the date of such termination. If, upon termination as provided herein, the sum due KaBOOM! by the Community Partner exceeds the sum paid to KaBOOM! hereunder, the Community Partner shall pay KaBOOM! for any such additional sum due upon presentation of appropriate documentation within thirty (30) days of invoice. Except as set forth above, upon any termination, this Agreement shall become void and have no effect, and no party shall have any liability to the other party, except that nothing herein will relieve any party from liability for any intentional breach of this Agreement prior to such termination.
6. General Provisions. The Community Partner represents to KaBOOM! that all information provided by it to KaBOOM!, including in the Playground Profile Application, is true, correct and complete in all respects and does not omit any information relevant to the Project. Each party has all requisite power and authority, including any necessary approval by its governing body, to execute and deliver this Agreement, and to perform its obligations hereunder. This Agreement may not be assigned or transferred by either party without the prior written consent of the other party hereto. This Agreement shall inure to the benefit of and be binding upon the parties hereto, their respective successors and permitted assigns, and where expressly stated, their affiliates and representatives. This Agreement shall be governed by and construed under the laws of the State of New York, without regard to conflicts of laws principles to the extent that the application of the laws of another jurisdiction would be required thereby. This Agreement may be altered, modified or amended only by a written document signed by both parties. This Agreement



may be executed in two or more counterparts, each of which shall be an original and all of which, when taken together, shall constitute the same agreement and may be delivered by facsimile or electronic mail transmission with the same force and effect as if originally executed copies hereof were delivered. Any notices required or permitted to be given hereunder shall be sent by certified or registered United States mail, postage prepaid, by personal delivery addressed to the applicable party or by facsimile or electronic mail transmission (the receipt of which is confirmed) at the address set forth under such party's signature below. The Funding Partner shall be an intended third party beneficiary of Sections 1(b), (e), (f), (g), (h), (i) and (j) and Sections 2(b), 3, 4 and 6 of this Agreement and is entitled to enforce its rights under such sections as if it were a party to this Agreement.

FINAL

By executing this Community Partner Playground Contract where indicated below, each of KaBOOM! and the Community Partner agrees, as of the date identified above, to be legally bound by all of the terms and provisions set forth above.

«CP»

**KaBOOM!, Inc.**

By: \_\_\_\_\_

Name: «Signatory\_1»

Title: «Sig\_1\_Title»

Address:

«S1\_Address»

T: «S1\_Phone»

«S1\_Fax»

e-mail: «S1\_Email»

By: \_\_\_\_\_

Name: Gerry Megas

Title: Chief Financial Officer

Address:

4301 Connecticut Ave. NW, Suite ML-1

Washington, DC 20008

T: (202) 464- 6180

F: (202) 659-0210

e-mail: [gmeegas@kaboom.org](mailto:gmeegas@kaboom.org)

«CP\_2»

«Signatory\_2»

«Sig\_2\_Title»

«S2\_Address»

«S2\_Phone»

«S2\_Fax»

«S2\_Email»

FINAL

**Contact information for the person who should receive KaBOOM! invoices:**

Name: «Invoice\_Name»

Telephone number: «Invoice\_Phone»

Mailing Address:

«Invoice\_Address»

Email: «Invoice\_Email»

«Invoice\_Fax»

# Action Items

# FINAL



Environmental Charter Schools Board of Directors 2014-15 New Committee Members for Approval

Compensation Committee:

Elizabeth Stenbakken (ECMS-I)

Amy Johnson (ECHS)

Otto Cifuentes (ECHS)

Sophie Korn (ECMSG)

Instructional Technology Committee:

Olivia Rotondi (ECMS G)

Torry Thompson (ECMS G)

Kashif Ross (ECMS-I)

Discipline Committee

Jennifer Moon-Briseno (ECMSG)

Marco Hernandez (ECMSI)

Teri Tillman (ECMSI)

Veronica Rodriguez (ECMSI)

Maricel Carde (ECMSI)

Marco Hernandez (ECMSI)

Evelin Rivera (ECMSI)

Amber Balloue (ECMSI)

Rebecca Diaz (ECMSI)

Rhonda Gorman (ECHS)

Notes on Discipline Committee Eligibility

Parents of active students

State reps

Community reps

Board members

Committee should be a minimum of 5 people.

Bios

COMPENSATION COMMITTEE

Amy Johnson (ECHS) teaches math at Environmental Charter High School. Amy has taught courses including AP Calculus, calculus, geometry, Integrated Math 1, and Integrated Math 2, and Math Enrichment. Amy has attended numerous trainings on the Common Core standards, and she has written curriculum for the new math courses at ECHS. Having started her teaching career as a high school band director, Amy is a National Board Certified Teacher in music. Amy received a bachelor of science degree from the University of Illinois and a master of music degree from Illinois State University. Amy has taught in public schools and in a university laboratory school where she participated in the training and supervising of education majors.

My name is Otto Ivan Cifuentes (ECHS), and I would like to represent ECS on the Compensation Committee. I am native Spanish speaker, and I earned my B.A. in Spanish linguistics from California State University Long Beach; I also received my M.A. in linguistics from the same institution. In





Summer 2011, I received my single subject credential to teach Spanish as a foreign language. Currently, I am teaching Spanish at ECS (Full Time) and also at Cerritos College (Part Time). My specialty is teaching second language classes; because I have a TESL certificate, I can also teach ESL classes if needed. The reason why I did my MA in linguistics was that I wanted to have more experience with the English language since my students will most likely speak English as their first language. I have spent almost nine years pursuing my goal of teaching Spanish at the community college level. I continuously exerted a lot of time and effort in order to become a good teacher, not only in Spanish but also in the English language.

When I came to the U.S. in 1990, I did not speak one word of English. My own personal experience will hopefully serve as a model for future students who want to learn Spanish as their second language. I have survived academically in an English-speaking environment, and I speak and write well enough to teach English as a second language. Even though I do not speak other languages, in my linguistic courses, I learned how other languages function. I believe that this knowledge will help me to understand students from different linguistic and cultural backgrounds.

Sophie Korn - ECMS-G Teacher, History/English/Green Ambassadors. *MA, Teaching Social Studies, USC. BA, Writing Seminars, Johns Hopkins University.* Sophie walked onto the ECHS campus in the Fall of 2009 to facilitate the first ever Alliance for Climate Education student leadership training and has been trying to find her way back ever since! After training hundreds more student leaders to take on environmental service in their communities and speaking to nearly 100,000 students about the science behind climate change, she is thrilled to be exploring Ancient History and her love of literature with sixty ECMS families.

Sophie is passionate about facilitating joy and justice in quality education whether it's on the trails with the Children's Nature Institute or in classrooms from Baltimore, Maryland to Lincoln Park. She strives to incorporate a culture of sustainability and ecology in everything she does.

After hours, she volunteer her time with local and international environmental justice organizations from Green Peace to LA CAUSA (Los Angeles Communities Advocating for Unity, Social Justice and Action). Sophie was a Leo D. Buscaglia scholar and also loves to use art and comedy in action – you might recognize her from her role as Miss Americans for Clean Coal Electricity in the Meet Misinformation Pageant.

#### INSTRUCTIONAL TECHNOLOGY COMMITTEE

Kashif Ross (ECMSI) - Teacher, English/History, MA, Gerontology, California State University-Long Beach

Kashif Ross joined ECMS-I in 2013 as the English/History teacher. He firmly believes that everyone has the potential to be a leader and that the key ingredient that makes a leader is the desire to accept challenges and to use one's community to overcome adversity.

Kashif brings with him 5 years of experience working as a K-5 computer instructor in Los Angeles and Oakland Unified School Districts. He is so passionate about teaching that when he temporarily moved away from teaching, he could not enjoy his new job because it felt like there was a void in his heart. Two of his favorite things in life are writing and teaching, and working with students has helped him combine his two passions.





In his free time Kashif enjoys writing. He has self-published four Science Fiction and Fantasy novels, two of which are best sellers online. Kashif believes that there is no greater experience than investing all of your efforts into one project. He says, "If my students can find one thing they love and give it their all, I'll know that I'm successful."

### DISCIPLINE COMMITTEE

Rhonda Gorman (ECHS): A little about myself. I am a widowed mother of 2, a boy, Josh age 19 and an ECHS graduate and a daughter Sarah age 17 and a senior at ECHS.

I have enjoyed the last 6 years serving on the School Site Council as well as the Expulsion Committee. I recognize that we as a community are very fortunate to have ECHS as an option to serve our students. I am excited to be part of some of the changes that our school will be going through and the fresh ideas that will be explored with our new administrators. I also look forward to watching them grow in their respective positions.

As for me, I am employed at Providence Little Company of Mary Hospital. Currently Full Time, but have currently accepted a new position working part time at night. Medicine is changing and it is time for me to step down, my new job will be one of a security dispatcher position working with administration, the House Supervisor as well as local law enforcement agencies.

In my free time, I enjoy staying active in my community by attending City Council meetings and volunteering where I can be useful. I look forward to a time where I can commit to my community on a deeper more involved level. Currently I have been chosen to serve as the Emergency Contact for one of our city council persons. I also have many hobbies and enjoy many forms of crafting.

Theo Spence (ECHS): My name is Theo Spence, and I have been asked to write a bit about myself and my family. I am married and have three children. My oldest daughter is starting her first year at Vassar College. My two younger children are twins and are starting 10th grade. I have been on the Site Council for four years starting when my older daughter was in 9th grade. Sam and Emily went to ECMS for 6th and 8th grade. I work at Jetblue Airways and have seen both sides of customer service as a ticket counter agent, and a ground operations worker. I work out of Long Beach and it is a exquisite (small and easy to get around, recently remodeled) airport. My husband is a Truck driver and works for Schneider Trucking Company. He is currently traveling throughout the United states. I enjoy being a part of the school. I wish to help out if there is a need for an expulsion hearing. I will do my best to be available to sit on the council. My past attendance for being on the Site council I believe shows that I am dedicated to this task.

Jennifer Moon-Briseno (ECMSG): I am a wife, gardener, self-proclaimed artist and most important mother of two wonderful children, both of whom attend Environmental Charter Schools.

I have always been involved with my children's education. I began as a volunteer at my daughter's Head Start school site but was quickly encouraged to become the parent liaison to the Kedren Office. This position eventually lead to the Kedren Parent Liaison to the Head Start Office. As my children progressed in school my volunteer roles changed. I spent my son's preschool year as a volunteer P-k teacher assistant. I've also helped in my children's kinder, 1<sup>st</sup> and 2<sup>nd</sup> grade classrooms. When my





daughter, Alex, got to 3<sup>rd</sup> grade I spent my time volunteering on parent council committees (CEAC) at both the school and district level. I have continued to volunteer for ECS by helping ECHS get MESA on campus, coordinating fundraisers for ECMS Gardena, helping to plan and execute ECMS Gardena's first Heritage Festival and volunteering my husband to BBQ at the 8<sup>th</sup> Grade BBQ this past June.

We have made volunteering an important part of our family life as well. We've supported Sportsman Little League by planning and executing various fundraisers and player clinics. We also helped SJLI, Social Justice Learning Institute with a KABOOM build at Queen Park by building and maintain the garden for a year after implementation. In the future we will support 74<sup>th</sup> Street Elementary School by building a literary garden on their campus.

#### **ECMSI 8<sup>th</sup> Grade Parent - Teri Tillman**

Teri is interested in parent council to help evoke change. She would like to ensure the students are able to benefit from every opportunity possible at ECMS – Inglewood. At her daughter's previous school she was on the school site council for that entire duration, kindergarten through 6<sup>th</sup> grade. Teri states, "Being active on the school site council allowed me to understand and have a say in how funds were spent for the children." She also participated in PTA fundraisers, schoolwide programming and chaperoning. Teri was on ECMS-I site council last year, 2013 – 2014. She would like to continue being on the expulsion committee to give support to parents going through this difficult time.

#### **ECMSI 8<sup>th</sup> Grade Parent - Veronica Rodriguez**

Currently, Veronica has attended every parent council meeting and volunteers with school-wide programs including being the co- chair of the Incoming Parent Welcome Event, June 11<sup>th</sup>. She is a devoted volunteer and she has volunteered in different capacities such as the parent center and in the classroom. She wants to be a part of parent council for a second year to be informed of the decisions made about the school.

#### **ECMSI 7<sup>th</sup> & 8<sup>th</sup> Grade Parent - Maricel Carde**

Maricel has been actively involved in her sons' schools. She appreciates that ECMS hosts parent council meetings each month. She believes getting parents involved in the events and planning is important and shows how much the school values parents' opinions and involvement. She has attended meetings during the 2013 – 2014 school year and helped with recruitment. She also wants to help plan the 8<sup>th</sup> grade culmination.

#### **ECMSI 7<sup>th</sup> Grade Parent - Marco Hernandez**

Marco was the parent council governor for the 2013 – 2014 school year. He spoke on behalf of ECMS-Inglewood parent council at ECS board meetings, parent workshops and during the incoming parent mixer. He has a daughter that graduated from ECHS. His previous volunteer experience consists helping in the school's office with mailers and flyers, chaperoning fieldtrips and helping students with their homework. He enjoys being involved at his daughter's school and wants to continue being on the expulsion committee to provide ideas and suggestions as interventions to support parents going through this process with their students.

#### **ECMSI 7<sup>th</sup> Grade Parent - Evelin Rivera**

Evelin is excited to be a part of the parent council because it provides opportunities for direct participation and discussions with administration and staff about concerns and programs to better the school. She was president of the family and parent association at her daughter's previous school and has enjoyed her participation on the ECMS- Inglewood parent council last year.

#### **ECMSI 6<sup>th</sup> & 8<sup>th</sup> Grade Parent – Amber Balloue**

Amber wants to show her children that she is interested in the environment of their school as well as their education. She is interested in helping teachers and administration during the many activities





planned throughout the school year. Her past involvement in her children's schools included helping set-up programs such as holiday parties and chaperoning fieldtrips. She states, "it will be a great opportunity to interact with teachers, administrator and other parents to really be a part of the development of the community and the school. It teaches my children how important it is to participate in our community."

**ECMSI 7<sup>th</sup> Grade Parent – Rebeca Diaz**

Rebeca would like to be a part of the ECMS- Inglewood parent council because she wants to be more informed about the school. She has volunteered in several different activities at her son's previous school and last year with ECMS – Inglewood.

FINAL







## PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (this “**Agreement**”), entered into on August 13, 2014 by and between the Environmental Charter Schools, a California non-profit public benefit corporation (“**ECS**”) and One Point Development, a California Limited Liability Company (“**OPD**”), for professional services in connection with the project described on **Exhibit A** (the “**Project**”).

### AGREEMENT

#### 1. **OPD’S ENGAGEMENT AND SERVICES.**

1.1. **Services.** ECS hereby agrees to retain OPD to provide, and OPD agrees to provide the development services described in attached **Exhibit B** (the “**Services**”). OPD shall provide sufficient organization and management to perform such services in an expeditious and economical manner consistent with the interests of ECS.

1.2. **Term.** The term of OPD’s engagement commenced as of August 13, 2014 and shall continue, subject to earlier termination or extension as provided below, until completion and occupancy of the Project but in no event shall it terminate later than January 31, 2015.

1.3. **Changes to Services.** With OPD’s consent, ECS may make any changes to the Services, including additions, deletions, or revisions to its scope or extend or shorten its duration. If ECS makes any changes to the Agreement or conditions are such that there results a material increase or reduction in the scope or duration of the Services, there shall an equitable adjustment to OPD’s compensation and the term of the Agreement to be reasonably agreed by the parties.

1.4. **Termination for Cause or Convenience.** In the event of any termination (for cause or convenience), at ECS’s request OPD shall deliver to ECS all materials relating to the Project received by OPD from ECS or received from third parties at the direction of ECS.

(a) **Termination for Cause.** Either party may terminate this Agreement for cause if the other party (the “**Breaching Party**”) commits a material breach of any part of this Agreement and does not cure such breach within ten (10) calendar days of receipt of the other party’s (the “**Non-Breaching Party**”) written notice to the Breaching Party of such breach demanding such cure. If such breach is curable but not within such ten (10) calendar day period, then the Non-Breaching Party shall grant the Breaching Party additional time to cure, provided that the Breaching Party provides within such ten (10) calendar day period a written cure plan that is reasonably acceptable to the Non-Breaching Party, and then diligently commences and continues such cure according to the approved written plan. If ECS terminates this Agreement for cause and OPD does not cure any material breach then OPD shall be entitled to all amounts earned prior to the termination date. If OPD terminates this Agreement for cause, then OPD shall be entitled to the amounts owed to OPD as if ECS had terminated the Agreement for Convenience.



(b) **Termination for Convenience.** ECS may terminate this Agreement for convenience whenever ECS determines that such termination is in its best interests. In the event ECS terminates this Agreement for convenience, OPD shall be entitled to the payment then due through the monthly period during which ECS terminates this Agreement (as described in Section 3.2 below), including any outstanding and unpaid reimbursables.

1.5. **Exclusions from Services.** OPD is not licensed to and does not provide any of the services listed below:

- Architectural, Engineering or other Design Services
- General Contracting
- Legal Services
- Safety Program Design or Enforcement
- Accounting Services
- Preparation of pro-forma statements for the basis of securing capital through debt, equity, credit or other means.
- Environmental Assessment or Monitoring
- Quantity Surveying or Cost Estimating
- FF&E procurement, coordination, or installation

As such, OPD shall not be named as a party to any action brought by ECS in matters of design errors and omissions, construction defects, jobsite accidents, or any other event relating to the above (collectively “**Excluded Services**”) and shall be specifically indemnified by ECS and by the general contractors, sub-contractors, architects and other design consultants contracted with by ECS and working on the Project against actions brought by others against OPD for Excluded Services unless arising out of OPD’s gross negligence or willful misconduct. ECS shall cause its contracts with such third parties to contain a written indemnification in form reasonably satisfactory to OPD.

OPD shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, schedule, or for safety precautions and programs in association with the Project, all of which shall be the responsibility of the general contractor (the “**GC**”). OPD shall not be responsible for the GC’s failure to carry out the Project in accordance with the contract documents or any permits associated with the Project. OPD shall not have control over or charge of acts or omissions of the GC, its subcontractors, the Project architect or other design professionals, or their agents or employees, or of any other persons engaged by ECS to perform work on the Project. OPD shall have no responsibility for the project design or for ensuring that such design or its implementation is in compliance with applicable laws and codes. OPD shall have no responsibility for the discovery, presence, handling, removal, or disposal of or exposure of persons to hazardous materials in any form at the Project site.

## 2. **OPD AND ECS’S RESPONSIBILITIES.**

2.1 **OPD Responsibility.** OPD shall perform the Services in a timely fashion for the fees set forth in Section 3. ECS shall delegate to OPD the overall responsibility for making decisions in respect to the Project consistent with OPD’s scope of Services as defined herein, and after OPD’s consultation with ECS’s Representative shall, subject to Section 1.3, accede to ECS’s decisions in all such matters so long



as such decisions do not interfere with OPD's obligations under this Agreement OPD shall be entitled to rely upon the accuracy and completeness of information, surveys, and reports provided by ECS. OPD's representative for the Project is Megan Hadden.

## **2.2 ECS Responsibility.**

(a) ECS shall be responsible for paying all invoices for the Project, including invoices submitted to ECS by OPD that were received by OPD from third parties and which OPD has reviewed for accuracy, in a timely manner and before such invoices become past due. OPD and ECS shall cooperate to insure that all third party invoices submitted to OPD are contemporaneously submitted to ECS. OPD shall endeavor to review invoices from third parties and provide the same with OPD's comments or approval to ECS no later than fifteen (15) days prior to the due date of such invoices.

(b) ECS shall: (i) provide to OPD full information regarding the Project including, without limitation, a sufficient quantity of the Project construction documents at ECS's expense; and (ii) designate a representative who shall be fully acquainted with the Project and have authority to approve matters requiring ECS's approval and to render decisions promptly. ECS's representative for the Project is Alison Diaz.

## **3. PROJECT MANAGEMENT FEE.**

3.1 **Calculation of Project Management Fee.** As compensation for services rendered under this Agreement by OPD, ECS shall pay OPD a "Management Fee" equal to \$24,750.

### **3.2 Payment Schedule.**

Payments are due and payable the 1<sup>st</sup> day of each month.

	September 2014	October 2014	November 2014	December 2014	January 2014
Project Management	\$4,950.00	\$4,950.00	\$4,950.00	\$4,950.00	\$4,950.00

4. **REIMBURSABLE COSTS.** ECS shall reimburse OPD all its reasonable out-of-pocket expenses incurred in connection with the Project within thirty (30) days after presentation of written support and commercially reasonable proof of such expenditures including without limitation reasonable hotel, transportation and other travel expenses incurred by OPD in connection with the Project, including automobile expense at \$0.55 per mile and any reasonable direct Project costs advanced by OPD including but not limited to long distance telephone, postage, courier, and printing. Such payment shall be in addition to OPD's Management Fee.

## **5. INDEPENDENT CONTRACTOR.**

5.1 **Status.** OPD is an independent contractor of ECS and shall not perform the Services under this Agreement as an employee of ECS. ECS shall have no right to control or direct the method, details or means by which OPD performs the Services required under this Agreement. OPD shall have no



authority to enter into any contract or incur any liability or obligation on behalf of ECS without the prior written approval of ECS.

5.2 **Compliance.** OPD assumes full responsibility for the payment of all taxes pertaining to services rendered and compensation paid under this Agreement. OPD further assumes full responsibility for compliance with any and all applicable worker's compensation insurance or similar laws pertaining to services rendered and compensation paid under this Agreement.

## 6. **INSURANCE AND INDEMNITY.**

6.1 **ECS's Liability Insurance.** ECS shall maintain insurance policies for commercial general liability insurance, builder's risk insurance, and such other insurance for the Project as will protect ECS and OPD against claims – including construction defects claims – which may arise from the Project and/or this Agreement. Any such policies shall name OPD as an additional insured.

6.2 **Contractors Liability Insurance.** ECS shall require all contractors, subcontractors and suppliers performing work or providing materials to the Project to maintain commercial general liability insurance and to cause ECS and OPD to be named as additional insureds on such policies. All written contracts with contractors, subcontractors and suppliers shall require the above.

6.3 **Indemnity by ECS.** ECS shall indemnify, defend and hold harmless OPD and its employees, agents and representatives from and against any and all claims, demands, damages, losses, liabilities, obligations, costs and expenses, including attorneys' fees (collectively, "**Losses and Liabilities**"), arising out of or in connection with claims asserted by third parties (including without limitation any governmental agency, homeowners association, or similar organization) relating to the Project, or any breach by ECS of its obligations hereunder, or any willful misconduct or active negligence of ECS, but excepting therefrom any Losses and Liabilities which arise out of or in connection with any gross negligence or willful misconduct of OPD or any breach by OPD of this Agreement. This indemnity specifically includes acts taken by OPD in connection with the Project prior to the execution of this Agreement.

6.4 **Indemnity by OPD.** OPD shall indemnify, defend and hold harmless ECS and its employees, agents and representatives from and against any and all claims, demands, damages, losses, liabilities, obligations, costs and expenses, including attorneys' fees arising out of or in connection with any willful misconduct or gross negligence of OPD or any breach by OPD of this Agreement.

6.5 **Consequential Damages.** In no event shall either party be liable for the other's indirect, special or consequential damages.

## 7. **ARBITRATION.**

7.1 **AAA.** All claims, disputes and other matters in questions arising out of, or relating to, this Agreement or its breach, except for claims which have been waived by the making or acceptance of final payment, shall be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association unless the parties mutually agree otherwise. The arbitrator



shall establish reasonable procedures for discovery. This Agreement to arbitrate shall be specifically enforceable.

7.2 **Demand.** Notice of the demand for arbitration shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. The demand for arbitration shall be made within a reasonable time after the claim, dispute or other matter in question has arisen, and in no event shall it be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

7.3 **Award.** The award rendered by the arbitrators shall be final and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction.

7.4 **Related Claims.** All claims that arise out of this Agreement, which are related to or dependent upon each other, shall be heard by the same arbitrator or arbitrators even though the parties are not the same unless a specific contract prohibits such consolidation.

## 8. GENERAL PROVISIONS.

8.1 **Attorneys' Fees.** If any party commences or is made a party to a lawsuit, arbitration or other proceeding to enforce or interpret this Agreement, the prevailing party in such proceeding shall be entitled to recover from the other party all reasonable attorneys' fees and other costs incurred in connection with such proceeding, including without limitation any appeal or enforcement of any judgment or decision rendered in such proceeding.

8.2 **Notices.** All notices, requests, demands and other communications under this Agreement shall be in writing and shall be deemed duly given (i) on the date of delivery if personally delivered, (ii) one business day after delivery by overnight courier or facsimile (provided that the sender retains a printed confirmation of delivery to the facsimile number provided below), or (iii) three business days after mailing if mailed by first class mail certified or registered, postage prepaid, return receipt requested, to the parties at their addresses set forth below, or such other address designated from time to time in writing by such party to all other parties.

One Point Development  
18075 Ventura Blvd. Ste. 215  
Encino, CA 91316  
Fax: (818) 668-3081  
Attention: Megan Hadden

Environmental Charter Schools  
16315 Grevillea Ave.  
Lawndale, CA  
Fax: (310) 214-3410  
Attention: Alison Diaz

8.3 **Amendment and Waiver.** This Agreement may be amended only by a written document signed by all parties to this Agreement. Waiver of any provision of this Agreement shall not be deemed or constitute a waiver of any other provision, nor shall such waiver constitute a continuing waiver.



8.4 **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the parties and their respective heirs, beneficiaries, legal representatives, successors and assigns. This Agreement may only be assigned with the prior written approval of the other party.

8.5 **Governing Law and Severability.** This Agreement shall be governed by and construed under the laws of the State of California, without regard to its conflicts of laws provisions. If any provision of this Agreement is invalid or unenforceable, and if the deletion of such provision would not adversely affect the receipt of any material benefit of the bargain by either party hereto, such provision shall (i) be modified to the minimum extent necessary to render it valid and enforceable, or (ii) if it cannot be so modified, be deemed not to be a part of this Agreement and shall not affect the validity or enforceability of the remaining provisions.

8.6 **Counterparts.** This Agreement may be executed in any number of counterparts, and each set of duly delivered identical counterparts, which includes all signatories, shall be deemed to be an original instrument.

8.7 **Construction.** This Agreement has been negotiated at arm's length and each party has been represented by legal counsel. Accordingly, any rule of law (including without limitation California Civil Code Section 1654) or legal decision that would require interpretation of any ambiguities in this Agreement against the party drafting it is not applicable and is waived. The provisions of this Agreement shall be interpreted in a reasonable manner to effectuate the intent of the parties and the purpose of this Agreement.

8.8 **Further Assurances.** The parties covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out this Agreement.

8.9 **Entire Agreement.** This Agreement represents the entire agreement between the parties with respect to the subject matter set forth above, and supersedes all previous oral and written agreements, communications, representations, and commitments between OPD, ECS, and their respective predecessors.

[Balance of Page Intentionally Left Blank; Signature Page Follows]

**IN WITNESS WHEREOF**, the Parties have executed this Agreement effective as of the date set forth above.

**ENVIORNMENTAL CHARTER SCHOOLS**

**ONE POINT DEVELOPMENT**

By: \_\_\_\_\_  
Name: Alison Diaz  
Title: Executive Director

By: \_\_\_\_\_  
Name: Megan Hadden  
Title: President

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## **EXHIBIT A**

### **Project Description**

The “**Project**” shall be defined as the following:

ECMS has acquired a property in Gardena for their Gardena Middle School campus. The Conditional Use Permit, issued by the City of Los Angeles, CPC-2011-2498-CU, governs the site. All applicable zoning restrictions and conditions from this CUP are to be considered in this project development.

The existing site includes three existing buildings, parking lot, and open space. In March 2013, Phase I was completed on the new campus, rehabilitating an existing church building into a 12-classroom building. The second building on the site was rehabilitated into an administrative building. The parking lot, alley, and playground were also improved. Phase I of the project was constructed to the standards of LEED Silver Certification. Phase II rehabilitated an existing church sanctuary into E occupancy educational facility consisting of 2 classrooms, administrative offices, conference rooms and multi-purpose assembly space on the newly created second floor.

In 2013, ECS-G, was awarded funds for Urban Greening and Youth Recreation through the City of LA Proposition K funding. The following will consist of the scope of the Prop K project and the services provided under this contract. This contract is limited to the scope listed below.

1. **Garden Zone** – The garden zone will measure 555 sq.ft. and will be located in the existing courtyard area facing 165<sup>th</sup> Place. This area will contain raised and ground level garden beds for youth gardens, a lattice shade structure, and a sprinkler system that runs to each garden bed.
2. **Solar Panels & Solar Powered Greenhouses** – Two greenhouses -- 555 sq.ft. and 534 sq.ft. -- will be located on the roof deck of the classroom building. The solar panels will feed the grid that feeds the greenhouses. An aquaponics system will be a feature of this space. This feature is a unique way of growing vertical food gardens in water.
3. **Living Stream** – The stream will be fed by a minimum of a 250 gallon rain water collection system. The captured rainwater will fill the stream. A pump will circulate and recycle the water through the stream. When the water in the collection system is empty an autofill pump connected to the main water line will serve as the main source of water.
4. **Perimeter trees** – Plant up to 40 City-approved trees along the perimeter of the campus at five foot intervals to provide shade and deter graffiti.
5. **Open Space, Running Path and Play Area** - A minimum of 2000 square feet of open space will be added to the courtyard area of the property facing 165<sup>th</sup> Place, adjacent to the playground. The open space will become a play area and will include a permanently installed bike station with racks to park and secure bikes and accommodate repairing bikes. It will be filled with boulders, native plants, raised beds and ground cover. In addition, a running path around the perimeter of both the playground and open space will be added. The running path will measure a minimum of 300 linear feet.
6. **Outdoor Fitness Circuit** - Will include six fitness stations that run along the north east corner of the property adjacent to the multi-purpose building. The fitness stations will include stationary equipment to build cardiovascular health, strength, flexibility, balance and coordination.  
**Outdoor Community Art Space** – A circulating water fall feature in the outdoor art space located within the existing courtyard, powered by both solar and kinetic energy (like an exercise bike) to demonstrate two different forms of energy. A shade structure providing 120 sq.ft. of shade.

The development of a new middle school campus for the ECMS-G at the property located at and commonly known as 812 W. 165<sup>th</sup> Place within the City of Los Angeles (the “**Premises**”).



The present estimated budget for the Project is set forth below:

<b>Budget Summary</b>	<b>Amount</b>
<b>Hard Costs – Prop K</b>	<b>\$649,000</b>

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## **EXHIBIT B**

### **Scope of Development Services**

Project: ECS Middle School – Gardena – Phase II

Scope of Development Services:

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#### **Construction Management**

During the construction management process; our team manages the project to schools' standards, tracks budget and schedule, reviews and accepts all Request For Information's and submittals. Our team coordinates independent E-Rate contractors, schedules the work, and ensures it is completed within construction schedules. The team provides updates to lenders, end users, and other interested parties making sure the many different aspects to opening a school are in place. We manage the procurement and delivery of FF&E and manage/coordinate the occupancy process. Our team is familiar with many City Inspectors and assists in managing the inspection processes to ensure completion by the scheduled date. During many projects, it is our management of independent utility companies that ensures the development has the necessary infrastructure in place and on time to open the school.

#### **Project Close Out**

During the project close out; our team ensures the permitting is closed to City & schools standards, creates, manages, and tracks punch list items, finalizes project budgets, reconciliations and invoicing, and ensures occupancy transition is completed efficiently. For one year after the opening of a new facility, our team manages any warranty repairs or defects.

#### **Project Specific Tasks**

- Initial coordination for start-up activities and site preparation, including coordination with onsite personnel.
- Oversight of contractor performance; including schedule & budget.
- Budget variance tracking & reporting.
- Project administration, including ECS/architect/contractor meetings, shop drawing processing, requests for information, submittals and design team coordination.
- Preparation of draw requests for submittal by ECS to a lender or lenders.
- Coordination with lenders representatives for Certification of construction draws.
- Contract administration, including bid analysis and change order negotiation and management, and approval per OPD's pre-established processes.
- Document control for contracts, construction documents, field orders, warranties, and the like.
- Oversight of the implementation of cost-saving proposals, testing & inspection processes, and OPD- directed and ECS -approve changes to the design.
- Obtain temporary and permanent Certificates of Occupancy and provide ECS with closeout documentation.
- Provide reports reasonably required by ECS, Architect, State and public agencies and such other parties as may require them in order to successfully complete the Project.

- Creation of punch list with GC, management of punch list tracking & completion.
- Delivery of warranty binder and pertinent project close-out information.
- 1-year warranty coordination with GC.

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## EXHIBIT C Project Plan

### SCOPE

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#### A. Scope Definition—The Scope of the Project includes the following:

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Phase II of ECMS-G, will complete the improvement of the third building on the site, approximately a 4,220 square foot church building. Phase II will convert this existing building into a proposed 2-story school building, Type V-B, fully sprinklered, with the proposed first floor area of 4,315 square feet and a proposed second floor of 3,652 square feet for a total improved area of 7,967 square feet. The project is established to serve 360 charter school students, grades 6-8. The project scope is based on the Franco & Associates architectural, structural, ADA, electrical and mechanical plans labeled “Bid Set Issue 8-29-13” and Del Amo Construction’s Bid dated November 18<sup>th</sup>, 2013. Phase II is not included in the LEED Certification for the campus.

#### B. Items Beyond Scope

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The Project does not include the following:

- Phase I, offsite improvements, site work
- Any services not otherwise described in this Agreement

#### C. Project Phases

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The Project Phases (as distinct from the payment phases described in Section 3.2) are as follows:

- |          |   |
|----------|---|
| Phase 1: | Construction  |
| Phase 2: | Obtain Temporary Certificate of Occupancy, if applicable/ Occupancy |
| Phase 3: | Provide ECS with Warranty & Maintenance Information                 |
| Phase 4: | Punch-list work   |
| Phase 5: | Certificate of Occupancy  |

#### D. Milestones

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The following represent key project milestones for each of the Project Phases, with estimated completion dates to be inserted by the parties upon determination of the Project:

Milestone	Estimated Completion Date
Phase 1 Design.....	August 2014
Phase 2 Bid Administration .....	August 2014
Phase 3 Construction .....	September 2014 – December 2014

Milestone	Estimated Completion Date
Phase 4 Punch List Work.....	January 2015
Phase 5 Certificate of Occupancy .....	January 2015

While OPD will endeavor to meet the milestones outlined above by the estimated completion dates, OPD provides no guarantees that such milestones will be achieved in said timeframe. OPD will update ECS of scheduling changes at periodic meetings.

The phase numbers listed in this Exhibit C do not mirror the phases used to calculate the payment schedule in Section 3.2 of this Agreement. For example, Phase 2 of this Exhibit does not correspond to Phase II of the payment schedule.

#### **E. Issues Management**

Due to numerable variables within the construction of a facility, there will likely be changes to the Project plan. These changes will affect one of three areas of the Project plan: the project scope, the project budget, or the project timeline. Decisions to make modifications to the Project plan will follow the method below.

- Step 1:** As soon as a change which affects project scope, budget, or timeline is identified OPD will document the issue.
- Step 2:** OPD will review the change and determine the associated impact to the Project and determine a recommended course of action.
- Step 3:** OPD will notify ECS's representative of the impact to the scope, budget, and/or timeline and OPD's recommended course of action.
- Step 4:** OPD's representative shall take such actions and authorize such changes as it deems appropriate with input from ECS's representative.

#### **F. Communications Plan**

Weekly Status Meetings: OPD will coordinate weekly construction meetings with ECS's Representative, and, once they have been hired, also with the Architect and GC. The meetings will track the following information and will be compared to the Project plan:

- Status reports on permitting, inspections, scheduling and delays
- Summary of outstanding RFI's, submittals and change orders
- Summary of construction progress
- New business, issues, concerns

Weekly Budget Reports: OPD will prepare a regular – but in no event less frequently than monthly- budget report with any changes that affect the development budget of the Project. OPD will discuss the same with ECS's representative at status meetings.