



REACH Leadership STEAM Academy

science | technology | engineering | art | math

Board of Directors Regular Meeting

Monday, June 13, 2016 - 7:00 PM

This meeting will be held at: 4850 Jurupa Ave., Riverside, CA 92504

Conference Call

Participant Access Code: 185543#

Conference Dial-in Number: (712) 432-1500

Subscriber PIN Code: 1069689#

a. Call to Order & Roll Call

Meeting is called to order at:

Member	Present	Absent
Carla Crow		
Trayci Nelson		
Jennifer Boren		
Beverly Saffold		
Frederica Bush		
Totals:		

Introduction of Guests:

- 1.
- 2.
- 3.
- 4.

b. Review & Approval of Agenda

Motion: Second: Vote:

c. Invitation to the Public to Address the Board

d. Reports

- a. Financial Report
- b. Edtec Presentation (Back Office Support)
- c. Director's Report
- d. Savantco Presentations (Back Office Support)

e. Action Items

- a. **Approval of Board Meeting Minutes: April 25th 2016**

Motion:	Second:		Vote:	
Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

b. Approval of Check Register: April & May 2016

Motion:	Second:		Vote:	
Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

c. Approval of 16-17 Standard Bell Schedule for both Regular and Early Release Days
 REACH proposes a total of 66-68,000 instructional minutes per grade, per year compared to 54,000 total recommended instructional minutes by the California Department of Education.

Motion:	Second:		Vote:	
Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				

Frederica Bush				
Totals:				

d. Approval of 16-17 the Local Control & Accountability Plan (LCAP)

REACH focuses on transparency, accountability, and equity in the development of its LCAP. The LCAP is updated annually in compliance with state regulations. The LCAP is an opportunity for REACH to involve parents in planning and decision-making as it relates to its educational program.

Motion: Second: Vote:

Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

e. Approval of the REACH Leadership STEAM Academy Annual 16-17 Budget

Motion: Second: Vote:

Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

e. Approval of the Consolidation Application for Title Funding

Motion:	Second:		Vote:	
Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

f. Approve of REACH Leadership STEAM Academy's 15-16 Homeless Education Policy

Motion:	Second:		Vote:	
Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

- g. Approval of REACH Leadership Academy's 15-16 Parental Improvement Policy**
 Each school that receives Title I funds must develop jointly with parents of participating children a written parental involvement policy that contains information required by section 1118 of the Elementary and Secondary Education Act (ESEA) (parental involvement policy).

Motion: Second: Vote:

Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

h. Approval of REACH Leadership Academy's 15-16 EPA Resolution

Motion:	Second:	Vote:		
Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

i. Approve REACH Leadership STEAM Academy's request to leave the Riverside Unified School District SELPA as of 6/30/17

Motion:	Second:	Vote:		
Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

j. Approval of REACH Leadership STEAM Academy’s Board Calendar for 2016-17 School Year.

It is proposed that the REACH School Board meets bimonthly as a means of effectively providing oversight of the school’s fiscal, programmatic, and academic outcome accountability.

Motion: Second: Vote:

Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

k. Approve EdTec Contract Renewal

Motion: Second: Vote:

Member	Aye	Nay	Abstain	Absent
Carla Crow				
Trayci Nelson				
Jennifer Boren				
Beverly Saffold				
Frederica Bush				
Totals:				

1. Board Comments

2. Adjournment

Meeting is adjourned at:

Motion: Second:

Next board meeting date:

This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.

MEETING AGENDA & RELATED MATERIALS

Agendas for regular meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 72 hours prior to the start of the meeting. Agendas for special meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 24 hours before the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the meeting, or, alternatively, when the materials are distributed to at least the majority of the board members.

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 PRESENTATION 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 disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting REACH Leadership STEAM Academy at 4850 Jurupa Ave., Riverside, CA 92506; (951) 275-8850; (951) 275-8829 fax.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting please contact REACH Leadership STEAM Academy at 4850 Jurupa Ave., Riverside, CA 92506; (951) 275-8850; (951) 275-8829 fax.

REACH Leadership Academy

April & May 2016 Financials

Preliminary 2016-17 Budget

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June 13, 2016

Amita Parikh

Agenda

- ❖ 2015-16 Financial Update
- ❖ 2016-17 Preliminary Budget

Financial Summary

Forecasted Operating Income is \$417,988 after depreciation, \$40,831 higher than Approved Budget due to postponement of facility expansion



	Actual YTD	Approved Budget	Previous Forecast	Current Forecast	(Previous vs. Current Forecast)	(Budget vs. Current Forecast)	Forecast Remaining
Revenue							
General Block Grant	2,291,929	3,124,786	2,878,668	2,880,161	1,493	(244,624)	588,232
Federal Revenue	66,546	78,144	71,721	71,721	-	(6,423)	5,175
Other State Revenues	389,730	383,445	501,510	528,068	26,557	144,623	138,338
Local Revenues	46,127	42,418	53,626	56,108	2,483	13,690	9,981
Fundraising and Grants	29,223	60,000	59,052	35,000	(24,052)	(25,000)	5,777
Total Revenue	2,823,555	3,688,793	3,564,578	3,571,058	6,481	(117,734)	747,503
Expenses							
Compensation and Benefits	1,667,192	1,758,891	1,848,267	1,832,396	15,871	(73,505)	165,204
Books and Supplies	204,289	148,894	206,817	214,408	(7,591)	(65,514)	10,119
Services and Other Operating Expenditures	991,500	1,063,934	1,093,316	1,104,789	(11,473)	(40,855)	113,289
Capital Outlay	9,520	1,600,000	9,520	9,520	-	1,590,480	-
Total Expenses	2,872,501	4,571,719	3,157,921	3,161,114	(3,193)	1,410,605	288,613
Operating Income (excluding Depreciation)	(48,946)	(882,927)	406,657	409,944	3,287	1,292,871	458,890
Operating Income (including Depreciation)	(39,426)	377,157	414,701	417,988	3,287	40,831	457,414
Fund Balance							
Beginning Balance (Audited)	27,162	30,869	27,162	27,162			
Operating Income (including Depreciation)	(39,426)	377,157	414,701	417,988			
Ending Fund Balance (including Depreciation)	(12,265)	408,026	441,863	445,150			

Fund balance at 14% of expenses

Operating Income after depreciation is \$3,287 higher than Previous Forecast mainly due to adjustments in State Revenue

Revenue Changes

Forecasted Revenue increased by \$6k to \$3.57M
since Previous Forecast



LCFF Entitlement	Federal Funding	Other State Funding	Local Revenues & Fundraising
<ul style="list-style-type: none">• Increased \$1k• Governor's May Revise indicated 52.2% LCFF Implementation instead of 51.97%	<ul style="list-style-type: none">• No Change	<ul style="list-style-type: none">• Increased \$27k• Adjusted SB740 Revenue to include reimbursement of other facility costs	<ul style="list-style-type: none">• Decreased \$22k• As of 5/31/16 – REACH has raised ~\$30k. Therefore, fundraising goal has been decreased to \$35k instead of \$60k• Student Food Revenue is trending \$2k higher than Forecasted

REACH needs to meet Local Revenue & Fundraising target to avoid drops in Revenue

Expense Changes

Forecasted Expenses increased by \$3k to \$3.16M
since Previous Forecast



Compensation & Benefits

- **Decreased \$16k**
- Savings for teacher turnover of \$6k
- Increased Certificated Admin for Assistant Principal (\$15k)
- Savings of \$25k in Health & Welfare Benefits based on Actuals

Books & Supplies

- **Increased \$8k**
- Exceeded budget in Computers, Instructional Materials, and Office Supplies by \$8k
- Eliminated Other Food Budget to recognize savings of \$1k

Services & Operating

- **Increased \$11k**
- Savings in Receivable Sale Fees (\$3k), Legal Fees (\$4k), & Utilities (\$1k) based on actuals
- Added budget for Instructional Consultants (\$1k), Business Services (\$1k), & Substitutes (\$10k) based on current actuals
- Exceeded budget in Travel & Conference (\$2k), Repairs & Maint (\$2k), Field Trip Expenses (\$2k), and Student Assessment (\$2k)

Capital Outlay

- **No Change**
- Depreciation Expense forecasted at \$1.5k

Increased expenses offset some of the forecasted revenue gains from SB740

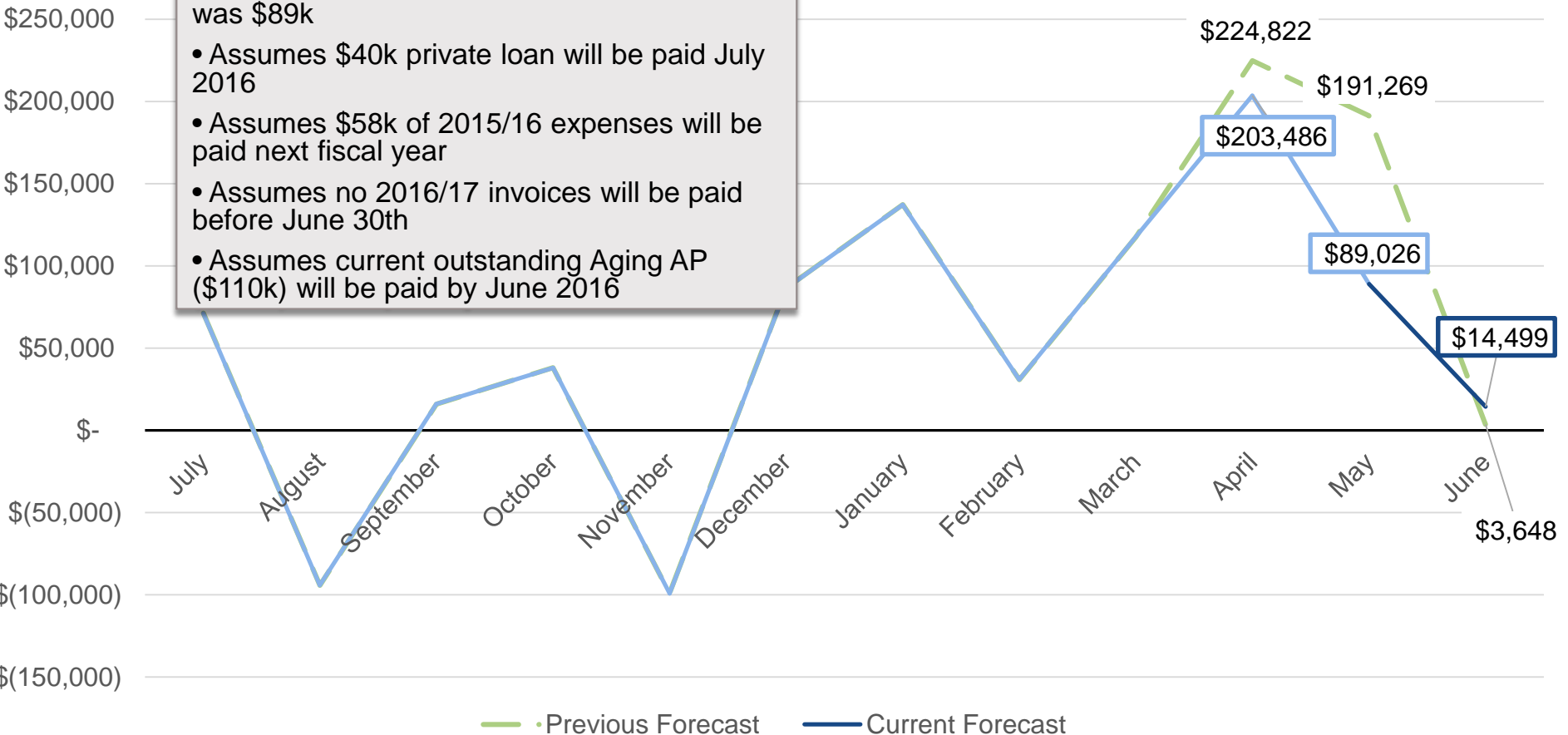
Cash Flow Forecast

Ending Cash is forecasted at \$14,499 at the end of the year, \$11k higher than Previous Forecast



Assumptions

- Cash Balance at 4/30 was \$203k & 5/31 was \$89k
- Assumes \$40k private loan will be paid July 2016
- Assumes \$58k of 2015/16 expenses will be paid next fiscal year
- Assumes no 2016/17 invoices will be paid before June 30th
- Assumes current outstanding Aging AP (\$110k) will be paid by June 2016



Risks

Without meeting budget assumptions, forecast & cash flow could significantly change



Assumption	Potential Impact on Budget & Cash Flow
Local Revenue & Fundraising Goals are met (\$27k After school and \$35k fundraising)	<ul style="list-style-type: none">• Without After School revenue, operating income would decrease \$10k• Without Fundraising revenue, operating income would decrease \$5k
SB740 invoices are reimbursed at anticipated amount	<ul style="list-style-type: none">• If invoices are not reimbursed, operating income would decrease
Expenses stay within the current forecast	<ul style="list-style-type: none">• Exceeding budget will increase expenses & create a cash need at the end of the year
No Deferrals	<ul style="list-style-type: none">• Economic conditions in California could change quickly and necessitate deferrals at some point in year

REACH needs to manage cash flow carefully and meet fundraising target to prepare for facility expansion in future years

2016-17 Budget

2016-17 Preliminary Budget

Assuming no construction, REACH forecasts Operating Income after depreciation of \$328k in 2016/17



	2015/16	2016/17	2017/18	2018/19
		Preliminary Budget		
	Current Forecast	(no Construction)	Preliminary Budget	Preliminary Budget
Revenue				
Charter Schools LCFF - State Aid	2,880,161	3,985,410	4,577,566	5,153,558
Federal Revenue	71,721	92,559	121,150	134,719
Other State Revenues	528,068	395,152	404,026	416,260
Local Revenues	56,108	51,329	52,059	52,811
Fundraising and Grants	35,000	35,000	35,000	35,000
Total Revenue	3,571,058	4,559,450	5,189,801	5,792,348
Expenses				
Compensation and Benefits	1,832,396	2,565,037	2,772,233	3,028,823
Books and Supplies	214,408	257,105	272,097	310,323
Services and Other Operating Expenditures	1,104,789	1,382,030	1,507,869	1,694,049
Capital Outlay	9,520	-	-	-
Total Expenses	3,161,114	4,204,173	4,552,200	5,033,195
Operating Income (excluding Depreciation)	409,944	355,277	637,601	759,153
Operating Income (including Depreciation)	417,988	328,183	601,968	723,520
Fund Balance				
Beginning Balance (Unaudited)	12,459	445,150	773,333	1,375,301
Operating Income (including Depreciation)	417,988	328,183	601,968	723,520
Ending Fund Balance (including Depreciation)	445,150	773,333	1,375,301	2,098,822
Ending Fund Balance as a % of Expenses	14%	18%	30%	42%

Fund balance grows in out years to \$2M or 42% of expenses

Enrollment Plan

Current projections plan for enrollment growth through 2018-19



	2015-16 (Current)	2016-17	2017-18	2018-19
Enrollment	<u>393</u> K: 86 1: 88 2: 73 3: 84 4: 32 5: 30	<u>513</u> K: 95 1: 84 2: 84 3: 90 4: 96 5: 32 6: 32	<u>571</u> K: 95 1: 84 2: 84 3: 84 4: 96 5: 96 6: 32	<u>635</u> K: 95 1: 84 2: 84 3: 84 4: 96 5: 96 6: 96
ADA	<u>374</u> 95% attendance	<u>493</u> 96% attendance	<u>548</u> 96.0% attendance	<u>610</u> 96.0% attendance
Unduplicated Count (Percentage)	200 (51%)	263 (51%)	293 (51%)	326 (51%)

Revenue Variances



Total Revenue is projected to increased by \$988k in 2016/17 mainly due to increased ADA and LCFF funding

	2015/16	2016/17	Variance	2017/18	2018/19
	Current Forecast	Preliminary Budget (no Construction)	15/16 vs. 16/17	Preliminary Budget	Preliminary Budget
Revenue					
Charter Schools LCFF - State Aid	2,880,161	3,985,410	1,105,249	4,577,566	5,153,558
Federal Revenue	71,721	92,559	20,838	121,150	134,719
Other State Revenues	528,068	395,152	(132,916)	404,026	416,260
Local Revenues	56,108	51,329	(4,779)	52,059	52,811
Fundraising and Grants	35,000	35,000	-	35,000	35,000
Total Revenue	3,571,058	4,559,450	988,392	5,189,801	5,792,348

- LCFF Entitlement increases due to forecasted increases in LCFF funding & ADA:

	2015/16	2016/17	2017/18	Target
LCFF Funding	\$7,703/ADA	\$8,093/ADA	\$8,351/ADA	\$8,454/ADA

- Federal Revenue increases through Title I funding due to increased enrollment
- State Revenues decreases with elimination of one-time funding
- Fundraising, Grants & Local Revenues decrease assuming no prior year revenue is received in future years

Expense Variances

Total Operating Expenses increase by \$1.04M in 2016/17 mainly due to increased staffing costs & Special Ed encroachment fees



Expenses	2015/16	2016/17	Variance	2017/18	2018/19
	Current Forecast	Preliminary Budget (no Construction)	15/16 vs. 16/17	Preliminary Budget	Preliminary Budget
Compensation and Benefits	1,832,396	2,565,037	(732,641)	2,772,233	3,028,823
Books and Supplies	214,408	257,105	(42,697)	272,097	310,323
Services and Other Operating Expenditures	1,104,789	1,382,030	(277,241)	1,507,869	1,694,049
Capital Outlay	9,520		9,520	-	-
Total Expenses	3,161,114	4,204,173	(1,043,059)	4,552,200	5,033,195

- Certificated Salaries increased \$472k
 - Increased Teacher Salaries ~18% and added 3 new teachers
 - Added Assistant Principal in 2016/17
- Classified Salaries increased \$133k due to adjustments in positions & salary rates
- Employee Benefits increased \$127k
 - STRS rates expected to increase significantly:

	2015/16	2016/17	2017/18	2018/19
STRS	10.73%	12.58%	14.43%	18.13%
 - Health & Welfare Benefits costs expected to increase 14%
- Books & Supplies increased \$43k for new curriculum and replacement of old technology
- Special Ed Encroachment increased from \$894/ADA to \$1,154/ADA (29% increase)
- Rent increased \$60k for increased classroom space at Rustin campus

Facility Expansion

If REACH completes Facility expansion in 2016/17, Operating Income after Depreciation would be positive



	2015/16	2016/17	2016/17	2016/17
	Current Forecast	Preliminary Budget (no Construction)	Construction w/ CSFIG Preliminary Budget	Construction w/o CSFIG Preliminary Budget
Revenue				
Charter Schools LCFF - State Aid	2,880,161	3,985,410	3,985,410	3,985,410
Federal Revenue	71,721	92,559	1,592,559	92,559
Other State Revenues	528,068	395,152	331,364	463,733
Local Revenues	56,108	51,329	51,329	51,329
Fundraising and Grants	35,000	35,000	35,000	35,000
Total Revenue	3,571,058	4,559,450	5,995,662	4,628,032
Expenses				
Compensation and Benefits	1,832,396	2,565,037	2,565,037	2,565,037
Books and Supplies	214,408	257,105	257,105	257,105
Services and Other Operating Expenditures	1,104,789	1,382,030	1,371,283	1,388,118
Capital Outlay	9,520	-	1,800,000	1,800,000
Total Expenses	3,161,114	4,204,173	5,993,425	6,010,260
Operating Income (excluding Depreciation)	409,944	355,277	2,237	(1,382,229)
Operating Income (including Depreciation)	417,988	328,183	1,518,001	133,535
Fund Balance				
Beginning Balance (Unaudited)	12,459	445,150	445,150	445,150
Operating Income (including Depreciation)	417,988	328,183	1,518,001	133,535
Ending Fund Balance (including Depreciation)	445,150	773,333	1,963,151	578,685
Ending Fund Balance as a % of Expenses	14%	18%	33%	10%

Fund balance remains above 5% of expenses with or without CSFIG funding in 2016/17

Facility Expansion Impact

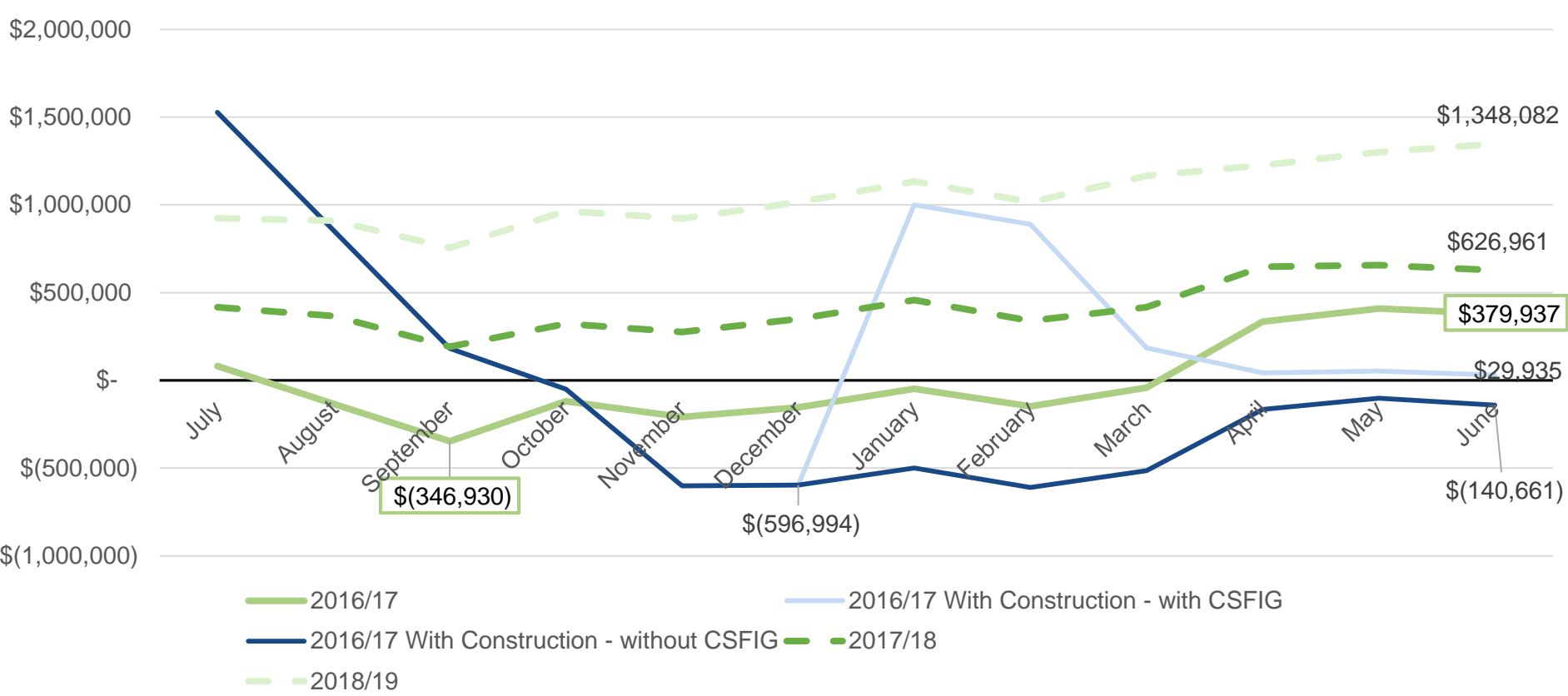
Facility Expansion increases Expenses, but also impacts
Forecasted Revenues for 2016/17



	No Construction	Construction (with CSFIG)	Construction (without CSFIG)
Revenue	<u>\$4.56M</u>	<u>\$5.99M</u> Includes CSFIG of \$1.5M (max possible award)	<u>\$4.63M</u> Includes maximum SB740 reimbursement with add'l facility costs
Rent	<u>\$382k</u> Assumes split campus	<u>\$301k</u> Assumes split campus through December 2016	<u>\$301k</u> Assumes split campus through December 2016
Interest/ Receivable Sale Fees	<u>\$23k</u> Assumes \$350k cash need	<u>\$97k</u> Assumes \$600k cash need + payments on \$1.8M loan	<u>\$114k</u> Assumes \$600k cash need + payments on \$1.8M loan
Capital Outlay	\$0	<u>\$1.8M</u> Depreciated over remaining time on lease	<u>\$1.8M</u> Depreciated over remaining time on lease

Cash Flow Forecast

Ending Cash in Forecasted positive without construction at \$380k, but cash need is forecasted in August-March of 2016-17



CSFIG grant will help REACH pay off construction loan by end of 2016/17 and keep cash positive in second half of school year

Opportunities / Uncertainties

While these projections are generally conservative, many assumptions have the potential to fluctuate meaningfully for the year



- Enrollment projections and attendance rates might vary from Budget
- Staffing (e.g. unexpected departures, challenges finding staff at budgeted salary)
- Funding & Expense costs
 - Greater stability in projections, but final State budget could bring unexpected outcomes
 - Non-LCFF rates could change, e.g., Title funding, Special Education, Food Service, etc.
 - REACH applied for the CSFIG and SB740 Facilities Grants for 16/17
 - Expenses could change, e.g. Special Education Encroachment, Health & Welfare Benefits, Curriculum Costs, Food Service Costs, etc.
- Cash Flow
 - Deferrals - Even if state budget is approved with no deferrals, economic conditions in California could change quickly and necessitate deferrals at some point in year

Exhibits

April & May Financials

Preliminary Multi-year Projections

Cash Flow Forecasts

REACH Leadership Academy

Budget vs. Actuals

As of most recent monthly close

	Actual				Budget					
	Mar	Apr	May	Actual YTD	Approved Budget	Previous Forecast	Current Forecast	(Previous vs.	(Budget vs.	Forecast Remaining
								Current Forecast)	Current Forecast)	
Revenue										
General Block Grant	376,580	400,902	228,893	2,291,929	3,124,786	2,878,668	2,880,161	1,493	(244,624)	588,232
Federal Revenue	17,821	-	-	66,546	78,144	71,721	71,721	-	(6,423)	5,175
Other State Revenues	5,538	90,852	1,603	389,730	383,445	501,510	528,068	26,557	144,623	138,338
Local Revenues	5,700	14,884	2,225	46,127	42,418	53,626	56,108	2,483	13,690	9,981
Fundraising and Grants	3,110	8,458	515	29,223	60,000	59,052	35,000	(24,052)	(25,000)	5,777
Total Revenue	408,749	515,096	233,237	2,823,555	3,688,793	3,564,578	3,571,058	6,481	(117,734)	747,503
Expenses										
Compensation and Benefits	168,183	154,579	175,577	1,667,192	1,758,891	1,848,267	1,832,396	15,871	(73,505)	165,204
Books and Supplies	2,389	10,379	2,346	204,289	148,894	206,817	214,408	(7,591)	(65,514)	10,119
Services and Other Operating Expenditures	118,255	93,389	46,719	991,500	1,063,934	1,093,316	1,104,789	(11,473)	(40,855)	113,289
Capital Outlay	-	-	-	9,520	1,600,000	9,520	9,520	-	1,590,480	-
Total Expenses	288,827	258,347	224,642	2,872,501	4,571,719	3,157,921	3,161,114	(3,193)	1,410,605	288,613
Operating Income (excluding Depreciation)	119,922	256,749	8,595	(48,946)	(882,927)	406,657	409,944	3,287	1,292,871	458,890
<i>Operating Income (including Depreciation)</i>	119,922	256,749	8,595	(39,426)	377,157	414,701	417,988	3,287	40,831	457,414
Fund Balance										
Beginning Balance (Audited)				27,162	30,869	27,162	27,162			
Operating Income (including Depreciation)	119,922	256,749	8,595	(39,426)	377,157	414,701	417,988			
Ending Fund Balance (including Depreciation)	(292,311)	(35,562)	(26,968)	(12,265)	408,026	441,863	445,150			

REACH Leadership Academy

Budget vs. Actuals

As of most recent monthly close

Detail	Actual				Budget					
	Mar	Apr	May	Actual YTD	Approved Budget	Previous Forecast	Current Forecast	(Previous vs. Current Forecast)	(Budget vs. Current Forecast)	Forecast Remaining
Enrollment Summary										
K-3					359	331	331	-	(28)	
4-6					64	62	62	-	(3)	
Total Enrolled					423	393	393	-	(30)	
ADA %										
K-3					96%	95%	95%			
4-6					96%	95%	95%			
Average					96%	95%	95%			
ADA										
K-3					344.6	315.0	315.0	0.0	29.6	
4-6					61.4	58.9	58.9	0.0	2.5	
Total ADA					406.1	373.90	373.9			

REACH Leadership Academy

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget					
		Mar	Apr	May	Actual YTD	Approved Budget	Previous Forecast	Current Forecast	(Previous vs. Current Forecast)	(Budget vs. Current Forecast)	Forecast Remaining
REVENUE											
LCFF Entitlement											
8011	Charter Schools LCFF - State Aid	170,287	170,287	170,287	1,471,291	2,162,293	1,819,891	1,821,384	1,493	(340,909)	350,093
8012	Education Protection Account Entitlement	-	172,009	-	370,865	455,640	492,492	492,492	-	36,853	121,627
8096	Charter Schools in Lieu of Property Taxes	206,293	58,606	58,606	449,706	506,853	566,218	566,218	-	59,365	116,512
SUBTOTAL - LCFF Entitlement		376,580	400,902	228,893	2,291,929	3,124,786	2,878,668	2,880,161	1,493	(244,624)	588,232
8100 Federal Revenue											
8291	Title I	17,821	-	-	65,591	77,256	70,766	70,766	-	(6,490)	5,175
8292	Title II	-	-	-	955	888	955	955	-	67	-
SUBTOTAL - Federal Income		17,821	-	-	66,546	78,144	71,721	71,721	-	(6,423)	5,175
8300 Other State Revenues											
8319	Other State Apportionments - Prior Years	-	-	-	3,638	-	3,638	3,638	-	3,638	-
8545	School Facilities Apportionments	-	56,389	-	169,167	158,109	240,962	267,519	26,556	109,409	98,352
8550	Mandated Cost Reimbursements	5,538	16,570	1,603	168,703	159,551	168,703	168,703	-	9,152	-
8560	State Lottery Revenue	-	13,786	-	27,689	65,785	67,676	67,676	-	1,891	39,986
8590	All Other State Revenue	-	4,107	-	20,532	-	20,531	20,532	1	20,532	-
SUBTOTAL - Other State Income		5,538	90,852	1,603	389,730	383,445	501,510	528,068	26,557	144,623	138,338
8600 Other Local Revenue											
8634	Food Service Sales	1,135	1,868	1,152	21,924	15,418	20,700	22,540	1,840	7,122	616
8676	After School Program Revenue	-	12,000	-	17,000	27,000	27,000	27,000	-	-	10,000
8690	Other Local Revenue	4,486	312	-	4,798	-	4,487	4,798	311	4,798	-
8693	Field Trips	-	210	1,070	1,771	-	-	1,771	1,771	1,771	-
8999	Uncategorized Revenue	80	494	4	635	-	-	-	-	-	(635)
SUBTOTAL - Local Revenues		5,700	14,884	2,225	46,127	42,418	53,626	56,108	2,483	13,690	9,981
8800 Donations/Fundraising											
8802	Donations - Private	3,110	8,458	515	29,116	-	24,734	29,116	4,383	29,116	-
8803	Fundraising	-	-	-	107	60,000	34,319	5,884	(28,435)	(54,116)	5,777
SUBTOTAL - Fundraising and Grants		3,110	8,458	515	29,223	60,000	59,052	35,000	(24,052)	(25,000)	5,777
TOTAL REVENUE		408,749	515,096	233,237	2,823,555	3,688,793	3,564,578	3,571,058	6,481	(117,734)	747,503

REACH Leadership Academy

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget					
		Mar	Apr	May	Actual YTD	Approved Budget	Previous Forecast	Current Forecast	(Previous vs. Current Forecast)	(Budget vs. Current Forecast)	Forecast Remaining
EXPENSES											
Compensation & Benefits											
1000	Certificated Salaries	-	-	-							
1100	Teachers Salaries	68,287	63,357	68,331	674,626	756,000	760,888	755,082	5,806	918	80,457
1300	Certificated Supervisor & Administrator Salaries	18,667	18,667	24,424	213,058	240,000	227,167	240,841	(13,674)	(841)	27,783
SUBTOTAL - Certificated Employees		86,953	82,024	92,755	887,683	996,000	988,055	995,923	(7,868)	77	108,240
2000	Classified Salaries										
2100	Classified Instructional Aide Salaries	33,957	26,635	32,153	264,749	206,676	286,555	286,555	-	(79,879)	21,806
2400	Classified Clerical & Office Salaries	20,266	23,024	23,173	198,016	128,000	210,510	210,510	-	(82,510)	12,494
2900	Classified Other Salaries	-	-	-	-	69,000	-	-	-	69,000	-
SUBTOTAL - Classified Employees		54,223	49,660	55,326	462,765	403,676	497,064	497,064	-	(93,389)	34,300
3000	Employee Benefits										
3100	STRS	9,330	8,801	9,953	97,797	106,871	106,018	106,863	(844)	8	9,065
3300	OASDI-Medicare-Alternative	5,364	4,927	5,517	48,234	45,540	52,625	52,746	(121)	(7,206)	4,512
3400	Health & Welfare Benefits	8,658	11,536	10,972	126,427	163,020	156,750	131,250	25,500	31,770	4,823
3500	Unemployment Insurance	1,278	(1,624)	1,055	14,240	12,915	16,567	17,197	(630)	(4,282)	2,957
3600	Workers Comp Insurance	2,376	(744)	-	30,046	30,869	31,188	31,353	(165)	(483)	1,307
SUBTOTAL - Employee Benefits		27,006	22,896	27,496	316,744	359,215	363,148	339,409	23,739	19,807	22,664

REACH Leadership Academy

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget					
		Mar	Apr	May	Actual YTD	Approved Budget	Previous Forecast	Current Forecast	(Previous vs. Current Forecast)	(Budget vs. Current Forecast)	Forecast Remaining
4000	Books & Supplies	-	-	-							
4100	Approved Textbooks & Core Curricula Materials	699	102	74	71,184	38,000	71,110	71,184	(74)	(33,184)	-
4325	Instructional Materials & Supplies	510	958	737	23,416	20,000	22,000	23,500	(1,500)	(3,500)	84
4330	Office Supplies	235	2,810	-	19,795	14,163	21,000	23,000	(2,000)	(8,838)	3,205
4410	Classroom Furniture, Equipment & Supplies	945	806	-	32,609	30,250	31,803	32,609	(806)	(2,359)	-
4420	Computers (individual items less than \$5k)	-	808	-	36,712	26,950	35,904	40,212	(4,308)	(13,262)	3,500
4710	Student Food Services	-	4,894	1,535	19,669	17,132	23,000	23,000	-	(5,869)	3,331
4720	Other Food	-	-	-	903	2,400	2,000	903	1,097	1,497	-
	SUBTOTAL - Books and Supplies	2,389	10,379	2,346	204,289	148,894	206,817	214,408	(7,591)	(65,514)	10,119

REACH Leadership Academy

Budget vs. Actuals

As of most recent monthly close

	Actual				Budget						
	Mar	Apr	May	Actual YTD	Approved Budget	Previous Forecast	(Previous vs. Current Forecast)		(Budget vs. Current Forecast)		Forecast Remaining
							Current Forecast	Current Forecast	Current Forecast	Current Forecast	
5000	Services & Other Operating Expenses										
5210	2,329	700	-	3,190	12,000	3,040	3,190	(150)	8,810	-	
5220	1,396	-	616	15,506	5,000	15,460	17,000	(1,540)	(12,000)	1,494	
5225	75	-	-	290	2,000	500	500	-	1,500	210	
5305	750	289	-	1,290	2,115	2,115	2,115	-	-	825	
5450	1,405	2,810	(1,405)	14,048	14,060	14,048	14,048	-	12	-	
5515	753	753	-	7,625	24,000	8,500	8,500	-	15,500	875	
5520	140	(195)	-	-	-	305	-	305	-	-	
5535	-	1,733	985	8,235	42,000	11,400	10,500	900	31,500	2,265	
5605	4,979	451	451	25,271	16,068	27,600	27,600	-	(11,532)	2,329	
5610	28,810	28,810	-	292,473	210,812	321,283	321,283	-	(110,471)	28,810	
5615	-	1,867	215	16,408	21,081	14,326	16,408	(2,082)	4,673	-	
5803	950	-	-	5,656	9,270	9,270	9,270	-	-	3,614	
5805	-	-	-	-	2,000	-	-	-	2,000	-	
5809	15	49	40	420	618	618	480	138	138	60	
5812	25,594	-	21,307	136,516	152,421	146,706	147,898	(1,192)	4,523	11,382	
5815	40	800	200	1,040	-	200	1,160	(960)	(1,160)	120	
5820	150	-	-	150	-	150	150	-	(150)	-	
5824	5,327	2,134	2,134	13,852	21,623	18,199	18,214	(15)	3,409	4,362	
5830	56	1,315	650	3,000	-	1,250	3,000	(1,750)	(3,000)	0	
5833	552	-	780	3,123	6,000	4,020	4,020	-	1,980	897	
5839	-	902	-	9,813	1,200	10,000	10,000	-	(8,800)	187	
5843	-	28	-	253	80,147	253	253	-	79,894	-	
5845	280	315	1,044	2,759	8,622	8,622	4,000	4,622	4,622	1,241	
5848	-	-	-	506	481	506	506	-	(25)	-	
5852	-	-	-	19,348	36,000	26,000	23,000	3,000	13,000	3,652	
5857	253	273	119	3,242	3,863	3,863	3,863	-	-	621	
5860	-	-	-	1,577	941	1,577	1,577	-	(636)	-	
5861	-	-	-	(2,075)	-	(2,075)	(2,075)	-	2,075	-	
5863	-	716	-	20,782	10,000	21,316	21,316	-	(11,316)	535	
5872	30,046	30,046	-	263,074	311,790	334,356	334,356	-	(22,566)	71,282	
5875	-	64	-	64	618	750	75	675	543	11	
5878	-	2,494	-	6,272	9,584	3,778	6,272	(2,494)	3,312	-	
5880	1,319	440	-	1,818	1,230	1,378	1,818	(440)	(588)	-	
5881	4,315	-	173	4,488	-	4,315	4,488	(173)	(4,488)	-	
5884	-	8,476	6,082	67,807	28,583	61,683	72,000	(10,318)	(43,418)	4,193	
5887	-	-	-	-	1,584	-	-	-	1,584	-	
5896	-	-	-	135	1,384	135	135	-	1,249	-	
5898	634	-	-	634	-	634	634	-	(634)	-	
5899	6,515	7,813	12,741	27,548	-	-	-	-	-	(27,548)	
5910	-	-	-	2,737	1,200	2,737	2,737	-	(1,537)	-	
5915	-	43	-	1,807	1,640	2,500	2,500	-	(860)	693	
5920	1,572	266	588	10,820	24,000	12,000	12,000	-	12,000	1,180	
SUBTOTAL - Services & Other Operating Exp.	118,255	93,389	46,719	991,500	1,063,934	1,093,316	1,104,789	(11,473)	(40,855)	113,289	

REACH Leadership Academy

Budget vs. Actuals

As of most recent monthly close

		Actual				Budget					
		Mar	Apr	May	Actual YTD	Approved Budget	Previous Forecast	Current Forecast	(Previous vs. Current Forecast)	(Budget vs. Current Forecast)	Forecast Remaining
6000	Capital Outlay										
6100	Sites & Improvement of Sites	-	-	-	8,879	1,600,000	8,879	8,879	-	1,591,121	-
6200	Buildings & Improvement of Buildings	-	-	-	641	-	641	641	-	(641)	-
	SUBTOTAL - Capital Outlay	-	-	-	9,520	1,600,000	9,520	9,520	-	1,590,480	-
TOTAL EXPENSES		288,827	258,347	224,642	2,872,501	4,571,719	3,157,921	3,161,114	(3,193)	1,410,605	288,613
6900	Total Depreciation (includes Prior Years)	-	-	-	-	339,916	1,476	1,476	-	338,441	1,476
TOTAL EXPENSES including Depreciation		288,827	258,347	224,642	2,862,981	3,311,636	3,149,876	3,153,070	(3,193)	158,566	290,089

REACH Leadership Academy

Multiyear Budget Summary
As of most recent monthly clo

	2015/16	2016/17	2016/17	2016/17	2017/18	2018/19
	Current Forecast	Preliminary Budget (no Construction)	Construction w/ CSFIG Preliminary	Construction w/o CSFIG Preliminary Budget	Preliminary Budget	Preliminary Budget
Revenue						
Charter Schools LCFF - State Aid	2,880,161	3,985,410	3,985,410	3,985,410	4,577,566	5,153,558
Federal Revenue	71,721	92,559	1,592,559	92,559	121,150	134,719
Other State Revenues	528,068	395,152	331,364	463,733	404,026	416,260
Local Revenues	56,108	51,329	51,329	51,329	52,059	52,811
Fundraising and Grants	35,000	35,000	35,000	35,000	35,000	35,000
Total Revenue	3,571,058	4,559,450	5,995,662	4,628,032	5,189,801	5,792,348
Expenses						
Compensation and Benefits	1,832,396	2,565,037	2,565,037	2,565,037	2,772,233	3,028,823
Books and Supplies	214,408	257,105	257,105	257,105	272,097	310,323
Services and Other Operating Expenditures	1,104,789	1,382,030	1,371,283	1,388,118	1,507,869	1,694,049
Capital Outlay	9,520	-	1,800,000	1,800,000	-	-
Total Expenses	3,161,114	4,204,173	5,993,425	6,010,260	4,552,200	5,033,195
Operating Income (excluding Depreciation)	409,944	355,277	2,237	(1,382,229)	637,601	759,153
<i>Operating Income (including Depreciation)</i>	417,988	328,183	1,518,001	133,535	601,968	723,520
Fund Balance						
Beginning Balance (Unaudited)	12,459	445,150	445,150	445,150	773,333	1,375,301
Operating Income (including Depreciation)	417,988	328,183	1,518,001	133,535	601,968	723,520
Ending Fund Balance (including Depreciation)	445,150	773,333	1,963,151	578,685	1,375,301	2,098,822
Ending Fund Balance as a % of Expenses	14%	18%	33%	10%	30%	42%

REACH Leadership Academy

Multiyear Budget Summary
As of most recent monthly clo

	2015/16	2016/17	2016/17	2016/17	2017/18	2018/19
	Current	Preliminary Budget	Construction w/ CSFIG	Construction w/o CSFIG Preliminary	Preliminary	Preliminary
	Forecast	(no Construction)	Preliminary	Budget	Budget	Budget
Detail						
Enrollment Breakdown						
K	86	95	95	95	95	95
1	88	84	84	84	84	84
2	73	84	84	84	84	84
3	84	90	90	90	84	84
4	32	96	96	96	96	96
5	30	32	32	32	96	96
6	-	32	32	32	32	96
Enrollment Summary						
K-3	331	353	353	353	347	347
4-6	62	160	160	160	224	288
Total Enrolled	393	513	513	513	571	635
ADA %						
K-3	95%	96%	96%	96%	96%	96%
4-6	95%	96%	96%	96%	96%	96%
Average	95%	96%	96%	96%	96%	96%
ADA						
K-3	315.0	338.9	338.9	338.9	333.1	333.1
4-6	58.9	153.6	153.6	153.6	215.0	276.5
Total ADA	373.9	492.5	492.5	492.5	548.2	609.6
Demographic Information						
Current Year						
# Unduplicated Count (CALPADS)	200	263	263	263	293	326
# Free & Reduced Lunch (FRL) (CALPADS)	191	250	250	250	278	309
# ELL (CALPADS)	34	44	44	44	49	54
New Students	69	120	120	120	58	64

REACH Leadership Academy

Multiyear Budget Summary

As of most recent monthly clo

		2015/16	2016/17	2016/17	2016/17	2017/18	2018/19
		Current	Preliminary Budget	Construction w/ CSFIG	Construction w/o CSFIG Preliminary	Preliminary	Preliminary
		Forecast	(no Construction)	Preliminary	Budget	Budget	Budget
REVENUE							
LCFF Entitlement							
8011	Charter Schools LCFF - State Aid	1,821,384	2,610,598	2,610,598	2,610,598	3,103,328	3,887,815
8012	Education Protection Account Entitlement	492,492	629,020	629,020	629,020	644,126	342,589
8019	State Aid - Prior Years	67	-	-	-	-	-
8096	Charter Schools in Lieu of Property Taxes	566,218	745,792	745,792	745,792	830,112	923,154
SUBTOTAL - LCFF Entitlement		2,880,161	3,985,410	3,985,410	3,985,410	4,577,566	5,153,558
8100 Federal Revenue							
8291	Title I	70,766	91,326	91,326	91,326	119,537	132,925
8292	Title II	955	1,232	1,232	1,232	1,613	1,794
8296	CSFIG	-	-	1,500,000	-	-	-
SUBTOTAL - Federal Income		71,721	92,559	1,592,559	92,559	121,150	134,719
8300 Other State Revenues							
8319	Other State Apportionments - Prior Years	3,638	-	-	-	-	-
8545	School Facilities Apportionments	267,519	300,778	236,991	369,360	297,914	309,830
8550	Mandated Cost Reimbursements	168,703	5,235	5,235	5,235	6,895	7,674
8560	State Lottery Revenue	67,676	89,139	89,139	89,139	99,217	98,755
8590	All Other State Revenue	20,532	-	-	-	-	-
SUBTOTAL - Other State Income		528,068	395,152	331,364	463,733	404,026	416,260
8600 Other Local Revenue							
8634	Food Service Sales	22,540	22,506	22,506	22,506	23,181	23,876
8639	All Other Sales	-	-	-	-	-	-
8676	After School Program Revenue	27,000	27,000	27,000	27,000	27,000	27,000
8690	Other Local Revenue	4,798	-	-	-	-	-
8693	Field Trips	1,771	1,824	1,824	1,824	1,878	1,935
SUBTOTAL - Local Revenues		56,108	51,329	51,329	51,329	52,059	52,811
8800 Donations/Fundraising							
8802	Donations - Private	29,116	-	-	-	-	-
8803	Fundraising	5,884	35,000	35,000	35,000	35,000	35,000
SUBTOTAL - Fundraising and Grants		35,000	35,000	35,000	35,000	35,000	35,000
TOTAL REVENUE		3,571,058	4,559,450	5,995,662	4,628,032	5,189,801	5,792,348

REACH Leadership Academy

Multiyear Budget Summary
As of most recent monthly clo

	2015/16	2016/17	2016/17	2016/17	2017/18	2018/19
	Current Forecast	Preliminary Budget (no Construction)	Construction w/ CSFIG Preliminary	Construction w/o CSFIG Preliminary Budget	Preliminary Budget	Preliminary Budget
EXPENSES						
Compensation & Benefits						
1000 Certificated Salaries						
1100 Teachers Salaries	755,082	1,152,051	1,152,051	1,152,051	1,292,114	1,316,560
1300 Certificated Supervisor & Administrator Salaries	240,841	316,167	316,167	316,167	303,450	312,554
SUBTOTAL - Certificated Employees	995,923	1,468,218	1,468,218	1,468,218	1,595,564	1,629,114
2000 Classified Salaries						
2100 Classified Instructional Aide Salaries	286,555	307,396	307,396	307,396	315,154	372,440
2400 Classified Clerical & Office Salaries	210,510	322,646	322,646	322,646	313,538	392,944
SUBTOTAL - Classified Employees	497,064	630,042	630,042	630,042	628,691	765,384
3000 Employee Benefits						
3100 STRS	106,863	184,702	184,702	184,702	230,240	265,220
3300 OASDI-Medicare-Alternative	52,746	69,802	69,802	69,802	71,574	82,559
3400 Health & Welfare Benefits	131,250	149,625	149,625	149,625	184,218	217,787
3500 Unemployment Insurance	17,197	18,585	18,585	18,585	15,237	18,475
3600 Workers Comp Insurance	31,353	44,063	44,063	44,063	46,709	50,284
SUBTOTAL - Employee Benefits	339,409	466,778	466,778	466,778	547,978	634,325

REACH Leadership Academy

Multiyear Budget Summary

As of most recent monthly clo

		2015/16	2016/17	2016/17	2016/17	2017/18	2018/19
		Current	Preliminary Budget	Construction w/ CSFIG	Construction w/o CSFIG Preliminary	Preliminary	Preliminary
		Forecast	(no Construction)	Preliminary	Budget	Budget	Budget
4000	Books & Supplies						
4100	Approved Textbooks & Core Curricula Materials	71,184	95,798	95,798	95,798	109,828	125,802
4325	Instructional Materials & Supplies	23,500	31,626	31,626	31,626	36,258	41,531
4330	Office Supplies	23,000	30,953	30,953	30,953	35,486	40,648
4410	Classroom Furniture, Equipment & Supplies	32,609	38,722	38,722	38,722	39,883	41,080
4420	Computers (individual items less than \$5k)	40,212	35,413	35,413	35,413	25,338	35,226
4710	Student Food Services	23,000	23,690	23,690	23,690	24,401	25,133
4720	Other Food	903	903	903	903	903	903
SUBTOTAL - Books and Supplies		214,408	257,105	257,105	257,105	272,097	310,323

REACH Leadership Academy

Multiyear Budget Summary

As of most recent monthly clo

		2015/16	2016/17	2016/17	2016/17	2017/18	2018/19
		Current	Preliminary Budget	Construction w/ CSFIG	Construction w/o CSFIG Preliminary	Preliminary	Preliminary
		Forecast	(no Construction)	Preliminary	Budget	Budget	Budget
5000	Services & Other Operating Expenses						
5210	Conference Fees	3,190	4,975	4,975	4,975	6,434	7,877
5220	Travel and Lodging	17,000	17,510	17,510	17,510	18,035	18,576
5225	Travel - Meals & Entertainment	500	515	515	515	530	546
5305	Dues & Membership - Professional	2,115	2,642	2,642	2,642	3,029	3,469
5450	Insurance - Other	14,048	14,751	14,751	14,751	15,488	16,262
5515	Janitorial, Gardening Services & Supplies	8,500	10,506	10,506	10,506	10,821	11,146
5535	Utilities - All Utilities	10,500	10,815	10,815	10,815	11,139	11,474
5605	Equipment Leases	27,600	28,800	28,800	28,800	29,664	30,554
5610	Rent	321,283	381,941	300,941	300,941	397,218	413,107
5615	Repairs and Maintenance - Building	16,408	19,097	15,047	15,047	19,861	41,311
5803	Accounting Fees	9,270	9,607	9,607	9,607	9,895	10,192
5805	Administrative Fees (WASC)	-	2,500	2,500	2,500	1,000	-
5809	Banking Fees	480	494	494	494	509	525
5812	Business Services	147,898	135,000	135,000	135,000	140,000	156,875
5824	District Oversight Fees	18,214	26,106	26,106	26,106	31,033	38,878
5830	Field Trips Expenses	3,000	3,090	3,090	3,090	3,183	3,278
5833	Fines and Penalties	4,020	4,200	4,200	4,200	4,326	4,456
5839	Fundraising Expenses	10,000	10,300	10,300	10,300	10,609	10,927
5843	Interest - Loans Less than 1 Year	253	1,825	61,128	77,963	-	-
5845	Legal Fees	4,000	9,000	9,000	9,000	9,270	9,548
5848	Licenses and Other Fees	506	521	521	521	537	553
5852	Receivable Sale Fees	23,000	21,000	36,000	36,000	16,200	16,686
5857	Payroll Fees	3,863	3,978	3,978	3,978	4,098	4,221
5860	Printing and Reproduction	1,577	1,624	1,624	1,624	1,673	1,723
5861	Prior Yr Exp (not accrued)	(2,075)	-	-	-	-	-
5863	Professional Development	21,316	21,955	21,955	21,955	21,955	22,614
5872	Special Education Encroachment	334,356	568,519	568,519	568,519	664,436	775,854
5875	Staff Recruiting	75	77	77	77	80	82
5878	Student Assessment	6,272	6,460	6,460	6,460	6,654	6,854
5880	Student Health Services	1,818	1,873	1,873	1,873	1,929	1,987
5884	Substitutes	72,000	35,328	35,328	35,328	40,431	45,808
5896	Internet/Website consulting	135	-	-	-	-	-
5910	Communications - Internet / Website Fees	2,737	2,819	2,819	2,819	2,903	2,990
5915	Postage and Delivery	2,500	2,575	2,575	2,575	2,652	2,732
5920	Communications - Telephone & Fax	12,000	12,360	12,360	12,360	12,731	13,113
	SUBTOTAL - Services & Other Operating Exp.	1,104,789	1,382,030	1,371,283	1,388,118	1,507,869	1,694,049

REACH Leadership Academy

Multiyear Budget Summary
As of most recent monthly clo

		2015/16	2016/17	2016/17	2016/17	2017/18	2018/19
		Current Forecast	Preliminary Budget (no Construction)	Construction w/ CSFIG Preliminary	Construction w/o CSFIG Preliminary Budget	Preliminary Budget	Preliminary Budget
6000	Capital Outlay						
6100	Sites & Improvement of Sites	8,879	-	1,800,000	1,800,000	-	-
6200	Buildings & Improvement of Buildings	641	-	-	-	-	-
	SUBTOTAL - Capital Outlay	9,520	-	1,800,000	1,800,000	-	-
TOTAL EXPENSES		3,161,114	4,204,173	5,993,425	6,010,260	4,552,200	5,033,195
6900	Total Depreciation (includes Prior Years)	1,476	27,094	284,237	284,237	35,633	35,633
TOTAL EXPENSES including Depreciation		3,153,070	4,231,267	4,477,662	4,494,497	4,587,833	5,068,828

REACH Leadership Academy

Monthly Cash Forecast

As of most recent monthly close

[Without Construction](#)

	2015/16													Forecast	AP/AR
	Actual & Projected														
	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Actual	Jun Projected			
Beginning Cash	\$186,034	71,278	(94,183)	16,026	38,062	(99,109)	86,465	137,226	30,929	117,616	203,486	89,026			
Revenue															
LCFF Entitlement	-	79,115	145,928	336,872	142,407	172,101	266,724	142,407	376,580	400,902	228,893	249,218	2,880,161	339,014	
Federal Income	-	-	-	13,849	238	33,921	717	-	17,821	-	-	5,175	71,721	-	
Other State Income	87	-	-	76	4,411	-	174,384	112,778	5,538	90,852	1,603	-	528,068	138,338	
Local Revenues	-	-	7,400	(3,040)	9,442	4,266	2,470	2,779	5,700	14,884	2,225	9,981	56,108	-	
Fundraising and Grants	468	2	1,304	1,215	3,798	5,187	4,578	588	3,110	8,458	515	5,777	35,000	-	
Total Revenue	555	79,117	154,632	348,973	160,296	215,475	448,873	258,552	408,749	515,096	233,237	270,151	3,571,058	477,352	
Expenses															
Compensation & Benefits	51,914	143,605	147,577	163,173	148,777	155,640	190,013	168,154	168,183	154,579	175,577	165,204	1,832,396	-	
Books & Supplies	2,030	23,392	40,658	15,340	77,900	9,965	8,930	10,959	2,389	10,379	2,346	10,119	214,408	-	
Services & Other Operating Expenses	60,393	86,304	115,962	115,186	31,041	159,304	82,985	81,961	118,255	93,389	46,719	55,733	1,104,789	57,556	
Capital Outlay	-	2,389	(1,748)	1,500	-	-	7,379	-	-	-	-	-	9,520	-	
Total Expenses	114,337	255,690	302,450	295,199	257,718	324,909	289,307	261,075	288,827	258,347	224,642	231,056	3,161,114	57,556	
Operating Cash Inflow (Outflow)	(113,782)	(176,573)	(147,818)	53,774	(97,422)	(109,434)	159,566	(2,522)	119,922	256,749	8,595	39,094	409,944	419,796	
Revenues - Prior Year Accruals	228,925	-	61,257	72,913	9,757	(4,092)	13,222	83	(30,472)	31,272	83	-	-	-	
Expenses - Prior Year Accruals	(37,837)	-	(858)	-	-	2	(205)	-	20,056	(6,238)	(92,972)	(6,238)	-	-	
Accounts Payable - Current Year	(158,558)	26,633	17,477	21,473	70,696	65,079	(36,294)	(19,248)	34,270	(91,685)	(19,662)	(110,791)	-	-	
Summerholdback for Teachers	(33,504)	890	3,879	2,489	3,245	2,545	2,889	2,921	2,912	2,642	(904)	3,407	-	-	
Loans Payable (Current)	-	(33,000)	136,273	(120,000)	(113,031)	241,890	(78,000)	(77,114)	(60,000)	(93,004)	-	-	-	-	
Loans Payable (Long Term)	-	-	40,000	(10,416)	(10,416)	(10,416)	(10,416)	(10,416)	-	(10,416)	-	-	-	-	
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Ending Cash	71,278	(94,183)	16,026	38,062	(99,109)	86,465	137,226	30,929	117,616	203,486	89,026	14,499			

REACH Leadership Academy

Monthly Cash Forecast

As of most recent monthly close

[Without Construction](#)

	2016/17														
	Projected													Forecast	AP/AR
	Jul Projected	Aug Projected	Sep Projected	Oct Projected	Nov Projected	Dec Projected	Jan Projected	Feb Projected	Mar Projected	Apr Projected	May Projected	Jun Projected			
Beginning Cash	14,499	80,576	(134,794)	(346,930)	(118,879)	(209,264)	(154,744)	(47,774)	(147,805)	(42,397)	335,383	409,078			
Revenue															
LCFF Entitlement	-	125,042	159,015	424,328	209,222	209,222	377,093	209,222	430,138	590,357	364,838	364,838	3,985,410	522,093	
Federal Income	-	-	-	23,140	-	-	23,140	-	23,140	-	-	-	92,559	23,140	
Other State Income	-	-	-	-	5,235	190,970	16,919	-	-	95,485	16,919	-	395,152	69,624	
Local Revenues	-	-	182	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	51,329	-	
Fundraising and Grants	1,750	1,750	1,750	1,750	1,750	1,750	3,500	3,500	3,500	3,500	3,500	7,000	35,000	-	
Total Revenue	1,750	126,792	160,948	454,901	221,890	407,625	426,335	218,405	462,461	695,025	390,940	377,521	4,559,450	614,857	
Expenses															
Compensation & Benefits	85,297	219,596	225,172	224,492	223,563	223,563	230,997	224,492	224,492	223,563	223,563	236,245	2,565,037	-	
Books & Supplies	21,819	21,819	37,463	3,697	3,697	19,342	3,697	3,697	19,342	3,697	3,697	67,241	257,105	47,899	
Services & Other Operating Expenses	56,997	87,143	105,131	91,695	91,693	104,883	95,348	95,345	107,897	95,084	95,084	108,275	1,382,030	247,453	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenses	164,112	328,558	367,766	319,884	318,953	347,788	330,042	323,535	351,731	322,344	322,344	411,761	4,204,173	295,352	
Operating Cash Inflow (Outflow)	(162,362)	(201,766)	(206,819)	135,016	(97,064)	59,837	96,293	(105,130)	110,729	372,681	68,596	(34,240)	355,277	319,504	
Revenues - Prior Year Accruals	307,193	37,579	-	98,352	11,996	-	15,995	-	-	-	-	-	-	-	
Expenses - Prior Year Accruals	(1,275)	(56,282)	-	-	-	-	-	-	-	-	-	-	-	-	
Accounts Payable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Summerholdback for Teachers	(37,480)	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	-	-	
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Loans Payable (Long Term)	(40,000)	-	(10,416)	(10,416)	(10,416)	(10,416)	(10,416)	-	(10,420)	-	-	-	-	-	
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Ending Cash	80,576	(134,794)	(346,930)	(118,879)	(209,264)	(154,744)	(47,774)	(147,805)	(42,397)	335,383	409,078	379,937			

REACH Leadership Academy

Monthly Cash Forecast

As of most recent monthly close

Construction - with CSFIG

	2016/17														
	Projected													Forecast	AP/AR
	Jul Projected	Aug Projected	Sep Projected	Oct Projected	Nov Projected	Dec Projected	Jan Projected	Feb Projected	Mar Projected	Apr Projected	May Projected	Jun Projected			
Beginning Cash	14,499	1,527,663	854,084	181,646	(50,508)	(601,001)	(596,994)	1,000,058	890,205	185,884	42,660	53,488			
Revenue															
LCFF Entitlement	-	125,042	159,015	424,328	209,222	209,222	377,093	209,222	430,138	590,357	364,838	364,838	3,985,410	522,093	
Federal Income	-	-	-	23,140	-	-	1,523,140	-	23,140	-	-	-	1,592,559	23,140	
Other State Income	-	-	-	-	5,235	150,470	16,919	-	-	75,235	16,919	-	331,364	66,586	
Local Revenues	-	-	182	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	51,329	-	
Fundraising and Grants	1,750	1,750	1,750	1,750	1,750	1,750	3,500	3,500	3,500	3,500	3,500	7,000	35,000	-	
Total Revenue	1,750	126,792	160,948	454,901	221,890	367,125	1,926,335	218,405	462,461	674,775	390,940	377,521	5,995,662	611,819	
Expenses															
Compensation & Benefits	85,297	219,596	225,172	224,492	223,563	223,563	230,997	224,492	224,492	223,563	223,563	236,245	2,565,037	-	
Books & Supplies	21,819	21,819	37,463	3,697	3,697	19,342	3,697	3,697	19,342	3,697	3,697	67,241	257,105	47,899	
Services & Other Operating Expenses	49,909	86,566	106,700	93,220	93,175	106,322	96,744	96,698	109,208	92,353	90,248	102,688	1,371,283	247,453	
Capital Outlay	-	450,000	450,000	450,000	450,000	-	-	-	-	-	-	-	1,800,000	-	
Total Expenses	157,025	777,981	819,335	771,409	770,435	349,227	331,438	324,887	353,042	319,613	317,508	406,174	5,993,425	295,352	
Operating Cash Inflow (Outflow)	(155,275)	(651,189)	(658,387)	(316,509)	(548,545)	17,899	1,594,897	(106,482)	109,419	355,163	73,432	(28,652)	2,237	316,467	
Revenues - Prior Year Accruals	307,193	37,579	-	98,352	11,996	-	15,995	-	-	-	-	-	-	-	
Expenses - Prior Year Accruals	(1,275)	(56,282)	-	-	-	-	-	-	-	-	-	-	-	-	
Accounts Payable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Summerholdback for Teachers	(37,480)	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	-	
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Loans Payable (Long Term)	(40,000)	-	(10,416)	(10,416)	(10,416)	(10,416)	(10,416)	-	(10,420)	-	-	-	-	-	
Other Long Term Debt	1,440,000	(8,787)	(8,733)	(8,680)	(8,627)	(8,574)	(8,522)	(8,470)	(808,418)	(503,485)	(67,702)	(0)	-	-	
Ending Cash	1,527,663	854,084	181,646	(50,508)	(601,001)	(596,994)	1,000,058	890,205	185,884	42,660	53,488	29,935			

REACH Leadership Academy

Monthly Cash Forecast

As of most recent monthly close

Construction - without CSFIG

	2016/17														
	Projected													Forecast	AP/AR
	Jul Projected	Aug Projected	Sep Projected	Oct Projected	Nov Projected	Dec Projected	Jan Projected	Feb Projected	Mar Projected	Apr Projected	May Projected	Jun Projected			
Beginning Cash	14,499	1,527,663	854,084	181,646	(50,508)	(601,001)	(596,994)	(499,942)	(609,795)	(514,116)	(166,222)	(102,070)			
Revenue															
LCFF Entitlement	-	125,042	159,015	424,328	209,222	209,222	377,093	209,222	430,138	590,357	364,838	364,838	3,985,410	522,093	
Federal Income	-	-	-	23,140	-	-	23,140	-	23,140	-	-	-	92,559	23,140	
Other State Income	-	-	-	-	5,235	150,470	16,919	-	-	75,235	16,919	-	463,733	198,955	
Local Revenues	-	-	182	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	51,329	-	
Fundraising and Grants	1,750	1,750	1,750	1,750	1,750	1,750	3,500	3,500	3,500	3,500	3,500	7,000	35,000	-	
Total Revenue	1,750	126,792	160,948	454,901	221,890	367,125	426,335	218,405	462,461	674,775	390,940	377,521	4,628,032	744,188	
Expenses															
Compensation & Benefits	85,297	219,596	225,172	224,492	223,563	223,563	230,997	224,492	224,492	223,563	223,563	236,245	2,565,037	-	
Books & Supplies	21,819	21,819	37,463	3,697	3,697	19,342	3,697	3,697	19,342	3,697	3,697	67,241	257,105	47,899	
Services & Other Operating Expenses	49,909	86,566	106,700	93,220	93,175	106,322	96,744	96,698	109,208	96,353	96,311	109,461	1,388,118	247,453	
Capital Outlay	-	450,000	450,000	450,000	450,000	-	-	-	-	-	-	-	1,800,000	-	
Total Expenses	157,025	777,981	819,335	771,409	770,435	349,227	331,438	324,887	353,042	323,613	323,571	412,946	6,010,260	295,352	
Operating Cash Inflow (Outflow)	(155,275)	(651,189)	(658,387)	(316,509)	(548,545)	17,899	94,897	(106,482)	109,419	351,163	67,369	(35,425)	(1,382,229)	448,836	
Revenues - Prior Year Accruals	307,193	37,579	-	98,352	11,996	-	15,995	-	-	-	-	-	-	-	
Expenses - Prior Year Accruals	(1,275)	(56,282)	-	-	-	-	-	-	-	-	-	-	-	-	
Accounts Payable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Summerholdback for Teachers	(37,480)	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	5,099	-	
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Loans Payable (Long Term)	(40,000)	-	(10,416)	(10,416)	(10,416)	(10,416)	(10,416)	-	(10,420)	-	-	-	-	-	
Other Long Term Debt	1,440,000	(8,787)	(8,733)	(8,680)	(8,627)	(8,574)	(8,522)	(8,470)	(8,418)	(8,367)	(8,316)	(8,265)	-	-	
Ending Cash	1,527,663	854,084	181,646	(50,508)	(601,001)	(596,994)	(499,942)	(609,795)	(514,116)	(166,222)	(102,070)	(140,661)			

REACH Leadership Academy

Monthly Cash Forecast

As of most recent monthly close

[Without Construction](#)

	2017/18													Forecast	AP/AR
	Projected														
	Jul Projected	Aug Projected	Sep Projected	Oct Projected	Nov Projected	Dec Projected	Jan Projected	Feb Projected	Mar Projected	Apr Projected	May Projected	Jun Projected			
Beginning Cash	379,937	416,813	366,570	192,110	322,754	275,778	349,720	457,807	339,279	416,022	646,771	656,741			
Revenue															
LCFF Entitlement	-	175,277	220,025	451,872	294,617	294,617	451,872	294,617	466,017	568,343	399,759	399,759	4,577,566	560,790	
Federal Income	-	-	-	30,288	-	-	30,288	-	30,288	-	-	-	121,150	30,288	
Other State Income	-	-	-	-	6,895	148,957	22,285	-	-	74,478	22,285	-	404,026	129,126	
Local Revenues	-	-	188	5,763	5,763	5,763	5,763	5,763	5,763	5,763	5,763	5,763	52,059	-	
Fundraising and Grants	1,750	1,750	1,750	1,750	1,750	1,750	3,500	3,500	3,500	3,500	3,500	7,000	35,000	-	
Total Revenue	1,750	177,027	221,963	489,673	309,025	451,088	513,708	303,881	505,568	652,085	431,307	412,522	5,189,801	720,204	
Expenses															
Compensation & Benefits	84,144	238,079	242,651	243,269	242,508	242,508	248,602	243,269	243,269	242,508	242,508	258,918	2,772,233	-	
Books & Supplies	-	-	-	6,754	6,754	6,754	41,972	41,972	41,972	41,972	41,972	41,972	272,097	-	
Services & Other Operating Expenses	52,674	58,452	134,593	129,150	129,150	133,706	142,988	142,988	149,406	142,678	142,678	147,233	1,507,869	2,172	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenses	136,818	296,532	377,244	379,174	378,412	382,968	433,563	428,230	434,647	427,158	427,158	448,124	4,552,200	2,172	
Operating Cash Inflow (Outflow)	(135,068)	(119,504)	(155,281)	110,499	(69,387)	68,120	80,145	(124,349)	70,921	224,928	4,149	(35,602)	637,601	718,031	
Revenues - Prior Year Accruals	473,384	88,440	-	14,323	16,590	-	22,120	-	-	-	-	-	-	-	
Expenses - Prior Year Accruals	(245,352)	(25,000)	(25,000)	-	-	-	-	-	-	-	-	-	-	-	
Accounts Payable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Summerholdback for Teachers	(56,086)	5,822	5,822	5,822	5,822	5,822	5,822	5,822	5,822	5,822	5,822	5,822	5,822	-	
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Loans Payable (Long Term)	-	-	0	0	0	0	0	0	0	-	-	-	-	-	
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Ending Cash	416,813	366,570	192,110	322,754	275,778	349,720	457,807	339,279	416,022	646,771	656,741	626,961			

REACH Leadership Academy

Monthly Cash Forecast

As of most recent monthly close

[Without Construction](#)

	2018/19														
	Projected													Forecast	AP/AR
	Jul Projected	Aug Projected	Sep Projected	Oct Projected	Nov Projected	Dec Projected	Jan Projected	Feb Projected	Mar Projected	Apr Projected	May Projected	Jun Projected			
Beginning Cash	626,961	923,774	909,501	755,150	965,000	922,978	1,014,785	1,133,330	1,016,966	1,164,976	1,226,365	1,300,221			
Revenue															
LCFF Entitlement	-	204,973	254,780	506,740	345,708	345,708	506,740	345,708	583,427	444,691	509,812	509,812	5,153,558	595,459	
Federal Income	-	-	-	33,680	-	-	33,680	-	33,680	-	-	-	134,719	33,680	
Other State Income	-	-	-	-	-	154,915	24,804	-	-	77,458	24,804	-	416,260	134,279	
Local Revenues	-	-	193	5,846	5,846	5,846	5,846	5,846	5,846	5,846	5,846	5,846	52,811	-	
Fundraising and Grants	1,750	1,750	1,750	1,750	1,750	1,750	3,500	3,500	3,500	3,500	3,500	7,000	35,000	-	
Total Revenue	1,750	206,723	256,723	548,016	353,305	508,220	574,570	355,055	626,453	531,494	543,962	522,658	5,792,348	763,417	
Expenses															
Compensation & Benefits	97,577	261,234	266,776	266,821	265,897	265,897	273,287	266,821	266,821	265,897	265,897	265,897	3,028,823	-	
Books & Supplies	-	-	-	7,409	7,409	7,409	48,016	48,016	48,016	48,016	48,016	48,016	310,323	-	
Services & Other Operating Expenses	55,495	62,241	150,229	144,346	144,346	149,039	162,513	162,513	169,538	162,125	162,125	166,817	1,694,049	2,721	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Expenses	153,073	323,475	417,006	418,577	417,653	422,345	483,816	477,350	484,375	476,038	476,038	480,730	5,033,195	2,721	
Operating Cash Inflow (Outflow)	(151,323)	(116,751)	(160,282)	129,440	(64,348)	85,875	90,754	(122,295)	142,078	55,457	67,925	41,929	759,153	760,696	
Revenues - Prior Year Accruals	510,926	96,546	-	74,478	16,394	-	21,859	-	-	-	-	-	-	-	
Expenses - Prior Year Accruals	(2,172)	-	-	-	-	-	-	-	-	-	-	-	-	-	
Accounts Payable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Summerholdback for Teachers	(60,617)	5,932	5,932	5,932	5,932	5,932	5,932	5,932	5,932	5,932	5,932	5,932	5,932	-	
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Loans Payable (Long Term)	-	-	0	0	0	0	0	0	-	-	-	-	-	-	
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Ending Cash	923,774	909,501	755,150	965,000	922,978	1,014,785	1,133,330	1,016,966	1,164,976	1,226,365	1,300,221	1,348,082			



REACH Leadership STEAM Academy

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Board of Directors Regular Meeting Minutes

Monday, April 25, 2016 - 7:00 PM

This meeting will be held at: 4850 Jurupa Ave., Riverside, CA 92504

1. Call to Order & Roll Call

Meeting is called to order at: 7:09 pm

Member	Present	Absent
Carla Crow	X	
Trayci Nelson		X
Jennifer Boren	X	
Beverly Saffold	X	
Frederica Bush	X	
Totals:	4	1

Introduction of Guests:

1. Chris Rentie
2. Sara Brown
- 3.
- 4.

2. Review & Approval of Agenda

Motion: JB Second: RB Vote: Motion carries

3. Invitation to the Public to Address the Board

- a. Director's Report

Lottery - tomorrow- K, 2, 5, 6 @ Chamber of Commerce 5:30 pm 465 enrolled already for next year- TK is full as well

- *Capacity of 525 for next year , 83 in lottery Highland
- Fundraiser - somewhere between \$11,000- 15,000 raised
- Facility - need a bank loan
- Applied for a charter loan for up to 1.5 million dollars

4. Reports

- a. Financial Report

5. Action Items

a. Approval of Board Meeting Minutes: 3-28-16

Motion: BS Second:FB Vote: Motion Carries

Member	Aye	Nay	Abstain	Absent
Carla Crow	X			
Trayci Nelson				X
Jennifer Boren	X			
Beverly Saffold	X			
Frederica Bush	X			
Totals:	4			1

b. Approval of Check Register: March 2016

Motion: FB Second:BS Vote: Motion Carries

Member	Aye	Nay	Abstain	Absent
Carla Crow	X			
Trayci Nelson				X
Jennifer Boren	X			
Beverly Saffold	X			
Frederica Bush	X			
Totals:	4			1

6. Board Comments

7. Adjournment

Meeting is adjourned at: 7:59

Motion: FB Second:BS

Next board meeting date: Linden Site May 23rd

This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.

MEETING AGENDA & RELATED MATERIALS

Agendas for regular meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 72 hours prior to the start of the meeting. Agendas for special meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 24 hours before the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the meeting, or, alternatively, when the materials are distributed to at least the majority of the board members.

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 PRESENTATION 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

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REACH Leadership STEAM Academy

science | technology | engineering | art | math

Board of Directors Regular Meeting Minutes

Monday, April 25, 2016 - 7:00 PM

This meeting will be held at: 4850 Jurupa Ave., Riverside, CA 92504

1. Call to Order & Roll Call

Meeting is called to order at: 7:09 pm

Member	Present	Absent
Carla Crow	X	
Trayci Nelson		X
Jennifer Boren	X	
Beverly Saffold	X	
Frederica Bush	X	
Totals:	4	1

Introduction of Guests:

1. Chris Rentie
2. Sara Brown

2. Review & Approval of Agenda

Motion: JB Second: RB Vote: Motion carries

3. Invitation to the Public to Address the Board

a. Director's Report

- Lottery will be held in grades: K, 2, 5, 6 @ Chamber of Commerce 5:30 p.m.
- Expected capacity for 2016-17 school year: 525
- Spring Fundraiser raised approximately \$11,000.00
- Facility update: Applied for charter school facility loan in the amount of \$1.5 million. Still moving forward with private loan. Grant award notifications will be published in July.

4. Reports

- a. Financial Report

5. Action Items

a. Approval of Board Meeting Minutes: 3-28-16

Motion: BS Second:FB Vote: Motion Carries

Member	Aye	Nay	Abstain	Absent
Carla Crow	X			
Trayci Nelson				X
Jennifer Boren	X			
Beverly Saffold	X			
Frederica Bush	X			
Totals:	4			1

b. Approval of Check Register: March 2016

Motion: FB Second:BS Vote: Motion Carries

Member	Aye	Nay	Abstain	Absent
Carla Crow	X			
Trayci Nelson				X
Jennifer Boren	X			
Beverly Saffold	X			
Frederica Bush	X			
Totals:	4			1

6. Board Comments

7. Adjournment

Meeting is adjourned at: 7:59

Motion: FB Second: BS

Next board meeting date: Linden Site May 23rd

This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.

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REACH Leadership STEAM Academy

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Board of Directors Regular Meeting Minutes

Monday, March 25, 2016 - 7:00 PM

This meeting will be held at: 4850 Jurupa Ave., Riverside, CA 92504

1. Call to Order & Roll Call

Meeting is called to order at: 7:04

Member	Present	Absent
Carla Crow		x
Trayci Nelson	x	
Jennifer Boren	x	
Beverly Saffold	x	
Frederica Bush	x	
Totals:	4	1

Introduction of Guests:

1. Jennifer Adams (Parent, PTO)
2. Chris Rentie
3. Chance Boren
4. Sara Brown

2. Review & Approval of Agenda

Motion: JB Second: BSS Vote: Motion Carries

3. Invitation to the Public to Address the Board

Sara Brown is broached concerns about behavior disruptions at her child's campus (Rustin)

4. Reports

Director's Report-

- Facility: Loan needed for next year
- 2016-17 enrollment: 106 kids on wait list
- Current enrollment: 401 students enrolled
- School will hold lottery in some classes in April
- High student retention rate of 96% of students returning
- Open enrollment ends April 15th
- WASC visit postponed until Fall 2016
- Spring performance/fundraiser Thursday @ Notre Dame, \$5 per seat, \$8 at the door
- Student store reopened with- approximately \$120 a day

Financial Report - see attachments

5. Action Items

Approval of Board Meeting Minutes: 2-22-16

Motion: FB Second: BSS Vote: Motion Carries

Member	Aye	Nay	Abstain	Absent
Carla Crow				X
Trayci Nelson	X			
Jennifer Boren	X			
Beverly Saffold	X			
Frederica Bush	X			
Totals:	4			1

Approval of Check Register: February 2016

Motion: JB Second: FB Vote: Motion Carries

Member	Aye	Nay	Abstain	Absent
Carla Crow				X
Trayci Nelson	X			
Jennifer Boren	X			
Beverly Saffold	X			
Frederica Bush	X			
Totals:	4			1

Approval of School Calendar for 2016-17 School Year

2016 Calendar is approved with the following revisions: Revise the calendar to hold classes on Nov. 21 and 22, 2016 and close school January 5th & 6th 2017.

Motion: BSS Second: FB Vote: Motion carries

Member	Aye	Nay	Abstain	Absent
Carla Crow				X
Trayci Nelson	X			
Jennifer Boren	X			
Beverly Saffold	X			
Frederica Bush	X			
Totals:	4			1

Approval of Revised Safety Plan for 2016-17 School Year

Motion: JB Second: BSS Vote: motion carries

Member	Aye	Nay	Abstain	Absent
Carla Crow				X
Trayci Nelson	x			
Jennifer Boren	x			
Beverly Saffold	x			
Frederica Bush	x			
Totals:	4			1

6. Board Comments

7. Adjournment

Meeting is adjourned at: 8:02

Motion: FB Second: JB

Next board meeting date: 4/25/2016

This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.

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Check Register



REACH Leadership Academy
April 2016

Grand Total 307,941.91

Vendor	Check Number	Date	Description	Check Amount
Dania Acevedo	4290	4/1/2016	Substitute	249.00
ADP, LLC	4291	4/1/2016	Client# 1174709; Inv# 471102318; Base Administrative & Per Participant Recordkeeping Fee 03/1816	1,876.40
Marisa Cantelli-Angle	4292	4/1/2016	Substitute	234.38
E.L. Achieve, Inc	4293	4/1/2016	PO# 020516-ELD01; Registration Fee for Symposium - English Learner	445.00
EdTec Inc.	4294	4/1/2016	Monthly Svc - November 2015 and Finance Charges	12,995.85
Haley Gillman	4295	4/1/2016	Substitute	549.38
William Michael Grubbs	4296	4/1/2016	Substitute	150.00
Hanover Insurance Group	4297	4/1/2016	Cust.# 1511499729-001-000; Commercial Package & Umbrella Policy: 07/01/15 - 07/01/16	1,405.16
Illuminate Education, Inc.	4298	4/1/2016	Illuminate Data and Assessment Management System, KDS & GradeCam - 7/1/15 - 6/30/16	5,065.00
Image Source	4299	4/1/2016	Acct# RL08; Contract# 7019-01: Equipment Lease: Casset Staples	2,592.41
Eva E. Morales	4300	4/1/2016	Substitute	86.25
National School Forms	4301	4/1/2016	Detention Notice forms	186.10
Eliab Nolasco Lopez	4302	4/1/2016	Substitute	513.00
Jessica D. Ortega	4303	4/1/2016	Substitutes	69.00
Riley's Farm	4304	4/1/2016	Gold Mine Adventure - Student & Adult Admissions - Deposit	118.80
Riverside Unified School District	4305	4/1/2016	Special Education Encroachment: February 2016	30,046.00
School Health Services	4306	4/1/2016	Svcs: Linden Campus - 03/14/16	1,319.00
School Leaders Network	4307	4/1/2016	SLN Fee School Year 2015-16	2,000.00
Adam Shirer	4308	4/1/2016	Substitute	1,316.70
Rachael Staylor	4309	4/1/2016	Substitute	425.63
Erica Tenorio	4310	4/1/2016	Substitute	939.38
Grace United Methodist Church	4311	4/4/2016	Monthly Lease	6,310.00
Arturo Perez	4312	4/4/2016	Custodial Services	752.50
Riverside Community SDA Church	4313	4/4/2016	Monthly Lease	22,500.00
Amazon Marketplace	DB040416	4/4/2016	DB040416; Amazon Mktplace	49.02
National School Forms	DB040416-1	4/4/2016	DB040416-1; National School Forms	468.24
Staples Advantage	DB040616	4/6/2016	DB040616; Staples	487.79
Amazon Marketplace	DB041116	4/11/2016	DB041116; Amazon Mktplace	34.25

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.
Payroll checks are not included on this register.

Vendor	Check Number	Date	Description	Check Amount
Charter Asset Management Fund, L.P.	DB041216	4/12/2016	DB041216; CAM payment	93,004.25
Bestbuy	DB041216-1	4/12/2016	DB041216-1; Best Buy	808.32
AT&T	4314	4/13/2016	Acct#951 275 8820 131 6; Monthly Svc: 03/23 - 04/22/16	242.18
Caleb Collins	4315	4/13/2016	Reimb: Live Scan - Fingerprints	64.00
Grace United Methodist Church	4316	4/13/2016	Utilities: February 2016	1,733.13
Guardian	4317	4/13/2016	Group ID: 00 504056; Coverage: 04/01 - 04/30/16	2,145.88
Hanover Insurance Group	4318	4/13/2016	Cust.# 1511499729-001-000; Commercial Package & Umbrella Policy: 07/01/15 - 07/01/16	1,405.16
Hansberger & Klein, a Professional Law Corp	4319	4/13/2016	Svc: Legal Fees: 03/04, 03/07, 03/16, 03/18 & 03/21/16	315.00
LEGO Education	4320	4/13/2016	Cust: 337155; Instructional Materials & Supplies	3,503.15
Neighborhood Counseling Foundation	4321	4/13/2016	Raymond Chung's Svc - 03/10/16	40.00
Pearson Education Inc.	4322	4/13/2016	Cust#05-2556996: Student Books & Supplies	102.20
Virgie Rentie	4323	4/13/2016	Reimb: Spring Performance Expenses	704.87
Riverside Unified School District	4324	4/13/2016	Nov. 2015 Pro-Rate Share of Unfunded Special Education Costs	76,950.00
Verizon	4325	4/13/2016	Acct#420009114300; Phone Svc due 04/10/16	23.45
Office Depot	DB041416	4/14/2016	DB041416; Office Depot	4.08
Amazon Marketplace	DB041416-1	4/14/2016	DB041416-1; Amazon Mktplace	26.27
Office Depot	DB041416-2	4/14/2016	DB041416-2; Office Depot	19.42
Amazon Marketplace	DB041416-3	4/14/2016	DB041416-3; Amazon Mktplace	175.94
Amazon Marketplace	DB041416-4	4/14/2016	DB041416-4; Amazon Mktplace	103.56
Office Depot	DB041416-5	4/14/2016	DB041416-5; Office Depot	435.36
Amazon Marketplace	DB041516	4/15/2016	DB041516; Amazon Mktplace	20.78
Amazon Marketplace	DB041516-1	4/15/2016	DB041516-1; Amazon Mktplace	74.50
Amazon Marketplace	DB041516-2	4/15/2016	DB041516-2; Amazon Mktplace	111.75
FirstGroup America	DB041816	4/18/2016	DB041816; LA Chart Cntr	1,312.98
Board of Equalization	DB041816-1	4/18/2016	DB041816-1; Board of Equalization	183.00
Amazon Marketplace	DB041916	4/19/2016	DB041916; Amazon Mktplace	4.58
Amazon Marketplace	DB041916-1	4/19/2016	DB041916-1; Amazon Mktplace	186.06
Amazon Marketplace	DB041916-2	4/19/2016	DB041916-2; Amazon Mktplace	213.84
Secretary of State	DB041916-3	4/19/2016	DB041916-3; CA Secretary of State	20.00
California Charter Schools Conference	4326	4/20/2016	PO# PDB_0212-01; CA Charter Conference Fees 2016	550.00
CaliforniaChoice Benefit Administrators	4327	4/20/2016	Group# 44293; Employee Benefits: May 2016	11,873.84
Greater Riverside Chambers of Commerce	4328	4/20/2016	Acct#20754; Membership Investment for 06/01/16 - 06/01/17 & GRCC Political Action Committe-Optional	289.00
Hanover Insurance Group	4329	4/20/2016	Cust#1511499729-001-000; Commercial Package & Umbrella Policy: 07/01/15 - 07/01/16	1,405.16

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.
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Check Register



REACH Leadership Academy
May 2016

Grand Total 178,515.43

Vendor	Check Number	Date	Description	Check Amount
Grace United Methodist Church	4335	5/2/2016	Monthly Lease	6,310.00
Arturo Perez	4336	5/2/2016	Custodial Services	1,876.40
Riverside Community SDA Church	4337	5/2/2016	Monthly Lease	22,500.00
Dania Acevedo	4338	5/2/2016	Substitute	191.00
ADP, LLC	4339	5/2/2016	Client# 1174709; Inv#472487468; Base Administrative & Per Participant Recordkeeping Fee 04/15/16	232.90
Haley Gillman	4340	5/2/2016	Substitute	300.00
Breanne Moore	4341	5/2/2016	Substitute	110.63
Eliab Nolasco Lopez	4342	5/2/2016	Substitute	404.00
Jessica D. Ortega	4343	5/2/2016	Substitute	780.00
Riverside Community Church	4344	5/2/2016	Svc: Ran Toilet Auger thru Both Toilets & Ran Power Snake thru Urinal Drains	256.00
Riverside Unified School District	4345	5/2/2016	Breakfast & Lunch: March '16	2,685.50
San Diego County Office of Education	4346	5/2/2016	Cust# 0000003036; PO# 120815-NFSS01; Registration for NGSS Leadership Conference for Virgie Rentie 03/18/16	150.00
San Diego Zoo Education Department	4347	5/2/2016	Order# 1332629; Field Trip: Self Guided Visit/ Admission Arriving on 06/14/16	786.00
School Health Services	4348	5/2/2016	Svcs: Make UpDay - Both Campuses 04/11/16	440.00
Adam Shirer	4349	5/2/2016	Substitute	766.13
Rachael Staylor	4350	5/2/2016	Substitute	294.40
Erica Tenorio	4351	5/2/2016	Substitute	836.29
Emily Votruba	4352	5/2/2016	Substitute	260.63
CM School Supply	4353	5/4/2016	Cust# 2527; Materials & Supplies	553.64
Craig R. Lesh	4354	5/4/2016	Archeology Adventure Programs April 2016	650.00
Pearson Education Inc.	4355	5/4/2016	Cust# 2556996: Student Books & Supplies	73.63
My Time Station	DB050516	5/5/2016	DB050516	29.95
Grace United Methodist Church	4356	5/6/2016	Utilities: April 2016	985.27
Guardian	4357	5/6/2016	Group ID: 00 504056; Coverage: 05/01 - 05/31/16 + Adjustments	2,384.91
Hansberger & Klein, a Professional Law Corporation	4358	5/6/2016	Legal Svc's: 04/14, 04/25 & 04/26/16	595.00

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Jive Communications Inc.	4359	5/6/2016	Cust# CN-579394-1505; Interconnected, Voice, Rental, & Regulatory Recovery Fee	47.09
The Davidson Group	4360	5/6/2016	Instructional Consultants Svc: 32 Math Sessions Workshops	9,600.00
Verizon	4361	5/6/2016	Acct#572411451-00001; Phone Svc: 03/19/16 - 04/18/16	240.92
Verizon	4362	5/6/2016	Acct#420009114300; Phone Svc due 05/11/16	22.96
Venetian/Palazzo Room	DB050916-1	5/9/2016	DB050916-1; Venetian/Plazzo Room	188.16
Venetian/Palazzo Room	DB050916-2	5/9/2016	DB050916-2; Venetian/Plazzo Room	797.44
Venetian/Palazzo Room	DB050916-3	5/9/2016	DB050916-3; Venetian/Plazzo Room	868.64
Bestbuy	DB050916-4	5/9/2016	DB050916-4; Best Buy	3,469.34
Venetian/Palazzo Room	DB051216-2;			
Walmart		5/9/2016	DB050916; Venetian/Plazzo Room	171.36
Brandi Williams	M3202	5/9/2016	M3202; reimb	355.86
Discovery Science Center	DB051016	5/10/2016	DB051016; Discovery Science Center	150.00
Discovery Science Center	DB051016-1	5/10/2016	DB051016-1; Discovery Science Center	150.00
National Alliance Public	DB051016-2	5/10/2016	DB051016-2; National Alliance Public	620.00
Delta Air	DB051016-3	5/10/2016	DB051016-3; Delta Air	1,361.40
Delta Air	DB051016-4	5/10/2016	DB051016-4; Delta Air	1,411.20
Office Depot	DB051116	5/11/2016	DB051116; Office Depot	2.58
Verizon Wireless	DB051116	5/11/2016	DB051116	240.92
Office Depot	DB051116-1	5/11/2016	DB051116-1; Office Depot	87.84
Office Depot	DB051116-2	5/11/2016	DB051116-2; Office Depot	313.27
Alpha Tech Supply	4363	5/12/2016	PO# 6125; Xerox Work Center Pro c 60 Copy Toner	742.73
EdTec Inc.	4364	5/12/2016	Monthly Svc - December 2015, UPS Charge and Finance Charges	13,011.68
Purchase Power	4365	5/12/2016	Acct#8000-9090-0837-5714: Postage & Other Charges	42.58
Virgie Rentie	4366	5/12/2016	Reimb: Hotel Stay , Excess Baggage, Taxi Service & Food	616.00
Riverside Unified School District	4367	5/12/2016	Special Education Encroachment: FY 14/15	75,000.00
Staples Advantage	4368	5/12/2016	Cust# LA 10025177: Office Supplies	565.36
The UPS Store	DB051216	5/12/2016	DB051216; The UPS Store	22.29
Amazon Marketplace	DB051216-1	5/12/2016	DB051216-1; Amazon.com	72.48
AT&T	4369	5/18/2016	Acct#951 275 8820 131 6; Monthly Svc: 04/23 - 05/22/16 & Adjustments + Past Due	297.54
CaliforniaChoice Benefit Administrators	4370	5/18/2016	Group# 44293; Employee Benefits: June 2016	11,511.41
Dynamic Measurement Group, Inc.	4371	5/18/2016	Inv# 20230; DIBELSnet Data Reporting Service for 2015-16 School Year	379.00

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.
Payroll checks are not included on this register.

Vendor	Check Number	Date	Description	Check Amount
Neighborhood Counseling Foundation	4372	5/18/2016	Raymond Chung's Svc - 04/25, 04/27 & 04/28/16	200.00
SouthLand Pest Control	4373	5/18/2016	Cust# DM-8820; Pest Control Services	75.00
Xerox Financial Services	4374	5/18/2016	Contract# 020-0041482-001; Copier Lease: 04/24 - 05/23/16	451.11
Young, Minney & Corr, LLP	4375	5/18/2016	Legal Fees for Professional Svcs' through 04/30/16	448.87
Amazon Marketplace	DB051816	5/18/2016	DB051816; Amazon.com	47.76
Amazon Marketplace	DB051816-1	5/18/2016	DB051816-1; Amazon Mktplace	55.97
Amazon Marketplace	DB051816-2	5/18/2016	DB051816-2; Amazon Mktplace	49.98
Amazon Marketplace	DB051816-3	5/18/2016	DB051816-3; Amazon Mktplace	111.22
Amazon Marketplace	DB051816-4	5/18/2016	DB051816-4; Amazon Mktplace	386.47
Amazon Marketplace	DB051816-5	5/18/2016	DB051816-5; Amazon Mktplace	519.96
Amazon Marketplace	DB051916	5/19/2016	DB051916; Amazon Mktplace	266.58
Amazon Marketplace	DB051916-1	5/19/2016	DB051916-1; Amazon Mktplace	323.99
Pro-Act Inc	DB052316	5/23/2016	DB052316; Pro-Act Inc	1,340.00
Office Depot	DB052316-1	5/23/2016	DB052316-1; Officemax/office depot	129.90
CCSESA	DB052316-2	5/23/2016	DB052316-2; CCSESA	250.00
The Home Depot	DB052316-3	5/23/2016	DB052316-3; The Home Depot	214.92
Orig lesh	M3204	5/23/2016	M3204; Orig ch (4354) lost	650.00
Amazon Marketplace	DB052416	5/24/2016	DB052416; Amazon Marketplace	125.60
Amazon Marketplace	DB052416-1	5/24/2016	DB052416-1; Amazon Marketplace	127.71
ADT Security	DB052516	5/25/2016	DB052516	54.99
Amazon Marketplace	DB052516	5/25/2016	DB052516; amazon marketplace	17.37
Amazon Marketplace	db052516-1	5/25/2016	db052516-1; amazon marketplace	17.37
Office Depot	DB052516-2	5/25/2016	DB052516-2; office depot	45.13
Amazon Marketplace	DB052516-3	5/25/2016	DB052516-3; amazon marketplace	16.19
Amazon Marketplace	DB052516-4	5/25/2016	DB052516-4; amazon marketplace	16.19
Amazon Marketplace	DB052516-5	5/25/2016	DB052516-5; amazon marketplace	47.27
cara sweeny	M3205	5/25/2016	M3205; dodger tx refund	240.00
Dania Acevedo	4376	5/27/2016	Substitute Services	255.00
Wendy Childress	4377	5/27/2016	Substitute Services	150.00
Haley Gillman	4378	5/27/2016	Substitute Services	350.63
Jessica D. Ortega	4380	5/27/2016	Substitute Services	580.00
Shakayla Rouse	4381	5/27/2016	Substitute Services	178.13
Rachael Staylor	4382	5/27/2016	Substitute Services	772.52
Erica Tenorio	4383	5/27/2016	Substitute Services	2,533.13
Emily Votruba	4384	5/27/2016	Substitute Services	412.51
Office Depot	DB052716	5/27/2016	DB052716; office depot	156.55
ADT Security	DB052716-1	5/27/2016	DB052716-1; ADT SECURITY	85.08

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Payroll checks are not included on this register.

ESP-CA
EdTec Network : REACH Leadership Academy
EdTec - GL Detail Report
March 1, 2016-April 30, 2016

Date	Vendor/Cust. Name	Debit	Description	Memo	Account Number
4/14/2016	27583 Amazon Marketplace	\$26.27	DB041416-1; Amazon Mktplace - Bulb for projector	DB041416-1; Amazon Mktplace - Bulb for projector	4325
4/14/2016	27583 Amazon Marketplace	\$16.99	DB041416-3; Amazon Mktplace - Case for MacBook	DB041416-3; Amazon Mktplace - Assorted supplies	4325
4/14/2016	27583 Amazon Marketplace	\$8.98	DB041416-3; Amazon Mktplace - Dinosaur Toys	DB041416-3; Amazon Mktplace - Assorted supplies	4325
4/14/2016	27583 Amazon Marketplace	\$47.99	DB041416-3; Amazon Mktplace - Projector Lamp	DB041416-3; Amazon Mktplace - Assorted supplies	4325
4/14/2016	27583 Amazon Marketplace	\$6.98	DB041416-3; Amazon Mktplace - Sales Tax	DB041416-3; Amazon Mktplace - Assorted supplies	4325
4/14/2016	27583 Amazon Marketplace	\$8.29	DB041416-3; Amazon Mktplace - Ping pong balls	DB041416-3; Amazon Mktplace - Assorted supplies	4325
4/14/2016	27583 Amazon Marketplace	\$57.52	DB041416-3; Amazon Mktplace - Watercolor Crayons	DB041416-3; Amazon Mktplace - Assorted supplies	4325
4/14/2016	27583 Amazon Marketplace	\$29.19	DB041416-3; Amazon Mktplace - Electric sharpener	DB041416-3; Amazon Mktplace - Assorted supplies	4325
4/30/2016	27583 Amazon Marketplace	\$92.86	DB032916-2; Amazon Mktplace	Camping bed & cot	4325
4/14/2016	27583 Amazon Marketplace	\$103.56	DB041416-4; Amazon Mktplace - Adjustable Laptop Stands	DB041416-4; Amazon Mktplace - Adjustable Laptop Stands	4330
4/30/2016	27583 Amazon Marketplace	\$74.39	DB032916-1; Amazon Mktplace	Carnival prizes & thermometers	4330
3/11/2016	27583 Amazon Marketplace	\$26.99	DB031116-1; Amazon Mktplace- classroom speaker	DB031116-1; Amazon Mktplace- classroom speaker	4410
3/16/2016	27583 Amazon Marketplace	\$681.93	DB031616; Amazon Mktplace- classroom materials	DB031616; Amazon Mktplace- classroom materials	4410
4/4/2016	27583 Amazon Marketplace	\$49.02	DB040416; Amazon Mktplace - Carnival Prize assortment	DB040416; Amazon Mktplace - Carnival Prize assortment	4410
3/29/2016	27583 Amazon Marketplace	\$56.14	DB032916; Amazon Mktplace	DB032916; Amazon Mktplace - Easel Pads	7999
4/11/2016	27583 Amazon Marketplace	\$34.25	DB041116; Amazon Mktplace	DB041116; Amazon Mktplace	7999
4/15/2016	27583 Amazon Marketplace	\$74.50	DB041516-1; Amazon Mktplace	DB041516-1; Amazon Mktplace	7999
4/15/2016	27583 Amazon Marketplace	\$111.75	DB041516-2; Amazon Mktplace	DB041516-2; Amazon Mktplace	7999
4/15/2016	27583 Amazon Marketplace	\$20.78	DB041516; Amazon Mktplace	DB041516; Amazon Mktplace	7999
4/19/2016	27583 Amazon Marketplace	\$186.06	DB041916-1; Amazon Mktplace	DB041916-1; Amazon Mktplace	7999
4/19/2016	27583 Amazon Marketplace	\$4.58	DB041916; Amazon Mktplace	DB041916; Amazon Mktplace	7999
4/19/2016	27583 Amazon Marketplace	\$213.84	DB041916-2; Amazon Mktplace	DB041916-2; Amazon Mktplace	7999

REACH LEADERSHIP STEAM ACADEMY
 science | technology | engineering | art | math
2016-17 BELL SCHEDULE
 (Regular Day)

CLASS	BREAKFAST BEGINS/ENDS		SCHOOL BEGINS	A.M. RECESS* BEGINS/ENDS		LUNCH ** BEGINS/ENDS		STUDENT DISMISSAL	TOTAL INST. MINUTES	STANDARD INST. MINUTES	*ANNUAL INST. MINUTES	**TOTAL INST. MINUTES
Transitional k	7:00	7:30	7:45	9:00	9:20	11:00	11:45	15:00	390	360	57,330	68,160
Kindergarten	7:00	7:30	7:45	9:00	9:20	11:00	11:45	15:00	390	320	57,330	66,665
Grade 1	7:00	7:30	7:45	9:00	9:20	11:00	11:45	15:15	385	285	56,595	66,665
Grade 2	7:00	7:30	7:45	9:30	9:50	11:30	12:15	15:15	385	285	56,595	66,665
Grade 3	7:00	7:30	7:45	9:30	9:50	11:30	12:15	15:15	385	285	56,595	66,665
Grade 4	7:00	7:30	7:45	10:00	10:20	12:00	13:45	15:15	385	300	56,595	66,665
Grade 5	7:00	7:30	7:45	10:00	10:20	12:00	13:45	15:15	385	300	56,595	66,665
Grade 6	7:00	7:30	7:45	10:00	10:20	12:00	13:45	15:15	385	300	56,595	66,665

VALIDATED

INITIALS	DATE

* INCLUDE RECESS (INST. MINUTES) IN TK/KINDER, CAN NOT INCLUDE RECESS (MI
 ** LUNCH PERIOD CAN NOT BE INCLUDED AS INSTRUCTIONAL MINUTES AT ANY GR

* ANNUAL INSTRUCTIONAL MINUTES INCLUDE 146 RE

** TOTAL INSTRUCTIONAL MINUTES INCLUDE REGULAR AND MIMIMUM DAY ANNUAL

I HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE, THAT THIS BELL SCHEDULE'S TOTAL ANNUAL INSTRUCTIONAL MINUTES FOR EACH GRADE LEV AND THE NUMBER OF INSTRUCTIONAL DAYS ARE CORRECT AS REPORTED BY OUR SCHOOL FOR FISCAL YEAR 2016-17.

 DIRECTOR'S SIGNATURE

 DATE

Standard - 185 Instructional Days

REACH LEADERSHIP STEAM ACADEMY
 science | technology | engineering | art | math
2016-17 BELL SCHEDULE
 (Early Release)

CLASS	BREAKFAST BEGINS/ENDS		SCHOOL BEGINS	A.M. RECESS* BEGINS/ENDS		LUNCH ** BEGINS/ENDS		STUDENT DISMISSAL	TOTAL INST. MINUTES	STANDARD INST. MINUTES	*ANNUAL INST. MINUTES
Transitional K	7:00	7:30	7:45	9:00	9:20	10:30	11:00	13:00	285	190	10,830
Kindergarten	7:00	7:30	7:45	9:00	9:20	10:30	11:00	13:00	285	190	10,830
Grade 1	7:00	7:30	7:45	9:00	9:20	10:30	11:00	13:00	265	180	10,070
Grade 2	7:00	7:30	7:45	9:30	9:50	11:15	11:45	13:00	265	180	10,070
Grade 3	7:00	7:30	7:45	9:30	9:50	11:15	11:45	13:00	265	180	10,070
Grade 4	7:00	7:30	7:45	10:00	10:20	12:00	12:30	13:00	265	180	10,070
Grade 5	7:00	7:30	7:45	10:00	10:20	12:00	12:30	13:00	265	180	10,070
Grade 6	7:00	7:30	7:45	10:00	10:20	12:00	12:30	13:00	265	180	10,070

VALIDATED

INITIALS	DATE

* INCLUDE RECESS (INST. MINUTES) IN TK/KINDER, CAN NOT INCLUDE RECESS (MIN) IN GRADES 1-6
 ** LUNCH PERIOD CAN NOT BE INCLUDED AS INSTRUCTIONAL MINUTES AT ANY GRADE

* ANNUAL INSTRUCTIONAL MINUTES INCLUDE 39 MINUTES
 1 Minimum Day (Last Day of the School Year-June 23, 2017)

I HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE, THAT THIS BELL SCHEDULE'S TOTAL ANNUAL INSTRUCTIONAL MINUTES FOR EACH GRADE AND THE NUMBER OF INSTRUCTIONAL DAYS ARE CORRECT AS REPORTED BY OUR SCHOOL FOR FISCAL YEAR 2016-17.

 DIRECTOR'S SIGNATURE

 DATE

Standard - 185 Instructional Minutes

2016-17 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca16asstoc.asp>.

CDE Program Contact:

Joy Paull, jpaul@cde.ca.gov, 916-319-0297

LEA Plan

An LEA that receives Title I funds and is in Program Improvement corrective action must certify that its LEA Plan, including any Addenda to the Plan, is current and provide the local online web address for their LEA Plan. An LEA that receives Title III funds must upload the Title III LEA Plan Performance Goal 2 to the California Department of Education Monitoring Tool (CMT) at <https://cmt.cde.ca.gov/cmt/logon.aspx>.

State Board of Education approval date	3/13/2013
LEA Plan Web page (format http://SomeWebsiteName.xxx)	http://reachleadershipacademy.org/

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

Authorized Representative's Full Name	Virgie Rentie
Authorized Representative's Signature	
Authorized Representative's Title	Executive Director
Authorized Representative Signature Date	06/13/2016

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2016-17 Protected Prayer Certification

ESEA Section 9524(b) specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring and Support Office, frozic@cde.ca.gov, 916-319-0269

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Virgie Rentie
Authorized Representative Title	Executive Director
Authorized Representative Signature Date	06/13/2016
Comment	
If the LEA is not able to certify at this time an explanation must be provided in the Comment field. (Maximum 500 characters)	

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2016-17 Application for Funding

CDE Program Contact:

Education Data Office, ConApp@cde.ca.gov, 916-319-0297

Local Governing Board Approval

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	06/13/2016
-------------------------------------------	------------

District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	
DELAC review date	
Meeting minutes web address <small>Please enter the Web address of DELAC review meeting minutes (format http://SomeWebsiteName.xxx). If a Web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.</small>	
DELAC comment <small>If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment. (Maximum 500 characters)</small>	Not applicable

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Title I Part A (Basic Grant) ESEA Sec. 1111 et seq. SACS 3010	Yes
Title II Part A (Educator Quality) ESEA Sec. 2101 SACS 4035	Yes
Title III Part A Immigrant ESEA Sec. 3102 SACS 4201	No
Title III Part A LEP (English Learner) ESEA Sec. 3102 SACS 4203	No

*****Warning*****

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REACH LEADERSHIP STEAM ACADEMY

Homeless Education Policy

REACH Leadership STEAM Academy (REACH) has designated **Kristina Benavides** as the liaison for homeless children and youths. She may be reached at kbenavides@reachroyals.org or **951-275-8820**.

REACH agrees to implement the following policy ensure that all children and youth who are homeless receive a free appropriate public education and are given opportunity to succeed in school, consistent with the McKinney-Vento Homeless Assistance Act and requirements of submitting the Consolidated Application for accessing federal categorical funding.

REACH will ensure that children and youth who are homeless are free from discrimination, segregation, and harassment.

Information regarding this policy, including the educational rights of children and youth identified as homeless will be distributed to all students upon enrollment and once during the school year, provided to students who seek to withdraw from REACH Leadership STEAM Academy, as well as other places where children, youth, and families who are homeless receive services, including family and youth shelters, motels, campgrounds, welfare departments, health departments, and other social service agencies. This policy is also available at www.reachleadershipacademy.org.

Definitions

Children and youth experiencing homelessness means children and youth who are otherwise legally entitled to or eligible for a free public education and who lack a fixed, regular, and adequate nighttime residence, including:

- Children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, campgrounds, or trailer parks due to a lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting placement in foster care.
- Children and youth who have a primary nighttime residence that is a private or public place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
- Children and youth who are living in a car, park, public space, abandoned building, substandard housing, bus or train station, or similar setting.
- Migratory children and youth who are living in a situation described above.

A child or youth will be considered to be homeless for as long as he or she is in a living situation described above.



Unaccompanied youth- a youth not in the physical custody of a parent or guardian, who meets the definition of homeless as defined above. The more general term youth also includes unaccompanied youth.

Enroll and enrollment- attending school and participating fully in all school activities.

Immediate- without delay.

Parent means a person having legal or physical custody of a child or youth.

Local liaison- is the staff person designated by REACH Leadership STEAM Academy as the person responsible for carrying out the duties assigned to the local homeless education liaison by the McKinney-Vento Homeless Assistance Act.

Identification

Children and youth who qualify as homeless in REACH Leadership STEAM Academy will be identified. Data will be collected on the number of children and youth experiencing homelessness in REACH Leadership STEAM Academy, where they are living, their academic achievement (including state and local assessments), and the reasons for any enrollment delays or interruptions in their education.

School Selection

Each child and youth enrolled at REACH Leadership STEAM Academy identified as homeless has the right to remain enrolled. Services that are required to be provided, including transportation to and from REACH and services under federal and other programs, will not be considered in determining feasibility.

Enrollment

Enrollment may not be denied or delayed due to the lack of any document normally required for enrollment, including:

- Proof of residency
- Transcripts/school records (REACH must contact the student's previous school to obtain school records. Initial placement of students whose records are not immediately available can be made based on the student's age and information gathered from the student, parent, and previous schools or teachers.)
- Immunizations or immunization/health/medical/physical records (If necessary, the school must refer students to the local liaison to assist with obtaining immunizations and/or immunization and other medical records.)
- Proof of guardianship
- Birth certificate
- Unpaid school fees
- Lack of clothing that conforms to dress code
- Any factor related to the student's living situation



Unaccompanied youth must be enrolled immediately in school. They may either enroll themselves or be enrolled by a parent, non-parent caretaker, older sibling, or local liaison.

Transportation

If transportation is offered at REACH Leadership STEAM Academy, parents and unaccompanied youth will be informed of their right to transportation before they are enrolled. At a parent's or unaccompanied youth's request, said transportation if offered will be provided for the entire time the child or youth attends REACH, including during pending disputes.

Services

Children and youth experiencing homelessness will be provided services comparable to services offered to other students in REACH Leadership STEAM Academy, including:

- Transportation
- Title I, Part A services - Children and youth identified as homeless are automatically eligible for Title I, Part A services
- Educational services for which the student meets eligibility criteria, including special education and related services and programs for English language learners
- Vocational and technical education programs
- Gifted and talented programs
- Before- and after-school programs
- Free meals - On the day a child or youth identified as homeless enrolls in school, REACH must submit the student's name to its food service program coordinator for immediate eligibility.

When applying any standing policy regarding tardiness or absences, any tardiness or absence related to a child or youth's living situation will be excused.

Disputes

If a dispute arises over any issue covered in this policy, the child or youth experiencing homelessness will be admitted immediately to REACH Leadership STEAM Academy pending final resolution of the dispute. The student will also have the rights of a student who is homeless to all appropriate educational services, transportation, free meals, and Title I, Part A, services while the dispute is pending.

REACH Leadership STEAM Academy will provide the parent or unaccompanied youth with a written explanation of its decision and the right to appeal and will refer the parent or youth to the local liaison immediately. The local liaison will ensure that the student is enrolled at REACH and is receiving other services to which he or she is entitled and will resolve the dispute as expeditiously as possible. The parent or unaccompanied youth will be given every opportunity to participate meaningfully in the resolution of the dispute. The local liaison will keep records of all disputes in order to determine whether particular issues or schools are repeatedly delaying or denying the enrollment of children and youth identified as homeless. The parent, unaccompanied youth, or school district may appeal school decisions as provided in REACH Leadership STEAM Academy's formal dispute resolution process.



Training

The local liaison will conduct training regarding Title X requirements and sensitivity/awareness activities for all staff of REACH STEAM Leadership Academy.

Coordination

The local liaison will coordinate with and seek support from the local district and county coordinator for the Education of Homeless Children and Youth, public and private service providers in the community, housing and placement agencies, local liaisons in neighboring districts, and other organizations and agencies. Coordination will include conducting outreach and training through those agencies. Both public and private agencies will be encouraged to support the local liaison and REACH in implementing this policy.

REACH Leadership **STEAM** Academy
Title I School-Level Parental Involvement Policy

NOTE: In support of strengthening student academic achievement, each school that receives Title I funds must develop jointly with, agree on with, and distribute to, parents of participating children a written parental involvement policy that contains information required by section 1118 of the Elementary and Secondary Education Act (ESEA) (parental involvement policy).

GENERAL EXPECTATIONS

In order to maximize the success of our students REACH Leadership STEAM Academy (REACH) agrees to implement the following statutory requirements consistent with section 1118. in the following ways.

REACH Leadership STEAM Academy will:

- work to ensure that the required school level parental involvement policies meet the requirements of section 1118 of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA;
- notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy will be made available to the local community and updated periodically to meet the changing needs of parents and the school;
- carry out the Title I parental involvement requirements, to the extent practicable, REACH will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand;
- if the school-wide program plan for Title I, developed under section 1114(b) of the ESEA, is not satisfactory to the parents of participating children, REACH will submit any parent comments with the plan when the school submits the plan to Riverside Unified School District (authorizer);
- involve the parents of children served in Title I, in decisions about how the Title I funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the amount reserved goes directly to the school;
- build its own and the parent's capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement.
- provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.
- Be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

1. that parents play an integral role in assisting their child's learning;
2. that parents are encouraged to be actively involved in their child's education at school;
3. that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;
4. the carrying out of other activities, such as those described in section 1118 of the ESEA.

DESCRIPTION PARENTAL INVOLVEMENT POLICY

To build capacity as it relates to parental involvement, REACH Leadership STEAM Academy will adhere to a set of policies and procedures that promote partnerships between school and parents.

Sample Overview

In order to guarantee student success, partnerships among schools and parents are vital. Parents are encouraged to participate on school committees such as the Title I Committee, ELAC, and School Advisory Committee. At REACH, we recognize that parents are their child's primary teacher and their support is critical in supporting our efforts to provide a quality education for all students. In order to maximize the success of each child, the following programs have been created to involve parents in the planning, implementation, and review of our academic program:

REACH Leadership STEAM Academy will conduct Title I Orientation and Parent Meet and Greet at the beginning of the school year to establish a relationship with the entire school community to ensure progress of all students. Orientation and Curriculum night will include administrators, teachers, parents, and students.

- Parent Meet and Greet: An explanation and description of REACH Leadership Academy's curriculum, school mission statement, important dates, and academic assessments to be administered will be detailed. Other school/classroom policies and proficiency levels that students are expected to achieve will be explained.
- Title I Staff Orientation: Faculty and Staff Orientation will address the value and utility of parent inclusion and how to reach out to communicate and work with parents as equal partners to build ties between home and community. A presentation explaining to faculty and staff how REACH Leadership STEAM Academy Title I funds are used to support parents' and students' needs. The goals established for each school year will be

reviewed to ensure that faculty and staff are familiar with their roles in helping REACH Leadership Academy attain set targets.

- Title I Annual Meeting: During this meeting, parents will receive orientation on school-wide Title I program requirements. The Elementary Secondary Education Act (ESEA), Parental Involvement Policy, Parent-Student-Teacher Compact and parent's responsibility for supporting their child's learning will also be addressed. At this meeting, parents will be invited to use resources available in the school office. Prior to the meeting, parents will receive a copy of REACH's Title I Parental Involvement Packet including a copy of REACH Leadership STEAM Academy's School-Parent Compact, Title I Parental Involvement Policy explaining the Title I Program, Parental Involvement Policy Statement of Assurance, and expected proficiency levels for each grade level. Information and opportunities for non-English speaking parents to participate in the education of their children will also be provided. At the conclusion of the meeting, parents will be given a Parent Involvement Survey link to complete online (this link will be also be emailed).

In addition to Title I Annual Meeting, the following meetings and programs will be offered at flexible times to meet the needs of parents at REACH Leadership STEAM Academy:

- Grade Level Title I Parent Meetings – TBD. All meetings will begin at 5:30pm.
- After School Tutoring Program Orientation- TBD; This orientation will focus on the After School Tutoring facilitated by classroom teachers. Parents will be asked to make recommends that will help improve services offered to students. Parents will receive strategies and methods on how they can effectively help their children at home.
- Title I Literacy and Computer Basics- TBD. Discuss fundamental computer literacy to promote student success and to help parents increase communication with REACH.
- Title I Build Ties to REACH- TBD. Discuss how to monitor your child's progress and work with educators to improve their achievement at REACH.
- Title I Parent Workshop- TBD. Workshop to help parents learn academic strategies they can use at home to help their child with homework and prepare them for high-stakes test.
- Title I Data and Dessert Meeting- TBD. Workshop designed to teach parents how to access online assessments and how to interpret student assessment data.
- Parent-teacher Conferences: These conferences will provide parents with information about the academic assessments to be used and the proficiency levels of their children. Parents are encouraged to make appointments to talk with their child's teacher anytime they believe conferences are needed. Teachers are encouraged to contact parents whenever they believe conferences will benefit students.
- REACH Leadership STEAM Academy Website: Information about REACH is addressed and updated on the school's website. Assessment dates, meetings, school socials, Parental Involvement meetings, PTO meetings, grade level meetings, and any programs or issues that parents need to be aware of will be addressed on the website.

- REACH Parent Group Email: Parents are consistently informed of important information, relevant dates, activities, and events through school-wide e-mails and the REACH website.
- Parent Survey: At the beginning of the school year, a survey will be posted on REACH's website. The data collected will be submitted to REACH Administration. Any unsatisfactory comments will be reviewed to see how REACH can address them in the Title 1 School-Wide School Improvement Plan).
- Remind: Allows teachers to communicate with parents expeditiously. Parents are encouraged to opt-in to this amazing resource to receive up-to-date information concerning events, activities, class assignments, etc.

DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY

In order to enhance parental involvement and improve student outcomes, REACH Leadership STEAM Academy will:

- involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- provide necessary literacy training for parents from Title I funds, if REACH has exhausted all other reasonably available sources of funding for that training;
- pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions;
- train parents to enhance the involvement of other parents;
- arrange school meetings at a variety of times, or conducting in-home conferences between teachers or other educators who work directly with participating children, arrange meetings with parents who are unable to attend conferences at school in order to maximize parental involvement and participation in their children's education;
- adopt and implement model approaches to improving parental involvement;
- establish a school parent advisory council to provide advice on all matters related to parental involvement in Title I, programs;
- develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities.

ADOPTION

This REACH Leadership STEAM Academy Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I programs.

This policy was adopted by REACH Leadership STEAM Academy on _____(date) and will be in effect for the period of 3 years. The school will distribute this policy to all parents of participating Title I children on or before the first of October annually.

Virgie Rentie, EdD, Executive Director/CEO

(Date)

2015-16 Education Protection Account
REACH Leadership Academy

Expenditures through: June 30, 2016
For Fund 01, Resource 1400 Education Protection Account

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Adjusted Beginning Fund Balance	9791-9795	0.00
Revenue Limit Sources	8010-8099	524,764.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
All Other Financing Sources and Contributions	8900-8999	0.00
Deferred Revenue	9650	0.00
TOTAL AVAILABLE		524,764.00
EXPENDITURES AND OTHER FINANCING USES		
(Objects 1000-7999)		
Instruction	1000-1999	524,764.00
Instruction-Related Services		
Instructional Supervision and Administration	2100-2150	0.00
AU of a Multidistrict SELPA	2200	0.00
Instructional Library, Media, and Technology	2420	0.00
Other Instructional Resources	2490-2495	0.00
School Administration	2700	0.00
Pupil Services		
Guidance and Counseling Services	3110	0.00
Psychological Services	3120	0.00
Attendance and Social Work Services	3130	0.00
Health Services	3140	0.00
Speech Pathology and Audiology Services	3150	0.00
Pupil Testing Services	3160	0.00
Pupil Transportation	3600	0.00
Food Services	3700	0.00
Other Pupil Services	3900	0.00
Ancillary Services	4000-4999	0.00
Community Services	5000-5999	0.00
Enterprise	6000-6999	0.00
General Administration	7000-7999	0.00
Plant Services	8000-8999	0.00
Other Outgo	9000-9999	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		524,764.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

**RESOLUTION REGARDING THE EDUCATION PROTECTION ACCOUNT
REACH LEADERSHIP ACADEMY**

WHEREAS, the voters approved Proposition 30 on November 6, 2012;

WHEREAS, Proposition 30 added Article XIII, Section 36 to the California Constitution effective November 7, 2012;

WHEREAS, the provisions of Article XIII, Section 36(e) create in the state General Fund an Education Protection Account to receive and disburse the revenues derived from the incremental increases in taxes imposed by Article XIII, Section 36(f);

WHEREAS, before June 30th of each year, the Director of Finance shall estimate the total amount of additional revenues, less refunds that will be derived from the incremental increases in tax rates made pursuant to Article XIII, Section 36(f) that will be available for transfer into the Education Protection Account during the next fiscal year;

WHEREAS, if the sum determined by the State Controller is positive, the State Controller shall transfer the amount calculated into the Education Protection Account within ten days preceding the end of the fiscal year;

WHEREAS, all monies in the Education Protection Account are hereby continuously appropriated for the support of school districts, county offices of education, charter schools and community college districts;

WHEREAS, monies deposited in the Education Protection Account shall not be used to pay any costs incurred by the Legislature, the Governor or any agency of state government;

WHEREAS, a community college district, county office of education, school district, or charter school shall have the sole authority to determine how the monies

received from the Education Protection Account are spent in the school or schools within its jurisdiction;

WHEREAS, the governing board of the district shall make the spending determinations with respect to monies received from the Education Protection Account in open session of a public meeting of the governing board;

WHEREAS, the monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative cost;

WHEREAS, each community college district, county office of education, school district and charter school shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent;

WHEREAS, the annual independent financial and compliance audit required of community college districts, county offices of education, school districts and charter schools shall ascertain and verify whether the funds provided from the Education Protection Account have been properly disbursed and expended as required by Article XIII, Section 36 of the California Constitution;

WHEREAS, expenses incurred by community college districts, county offices of education, school districts and charter schools to comply with the additional audit requirements of Article XIII, Section 36 may be paid with funding from the Education Protection Act and shall not be considered administrative costs for purposes of Article XIII, Section 36.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determinations on how the money will be spent shall be made in open session of a public meeting of the governing board of **Reach Leadership Academy**;

2. In compliance with Article XIII, Section 36(e), with the California Constitution, the governing board of the **Reach Leadership Academy** has determined to spend the monies received from the Education Protection Act as attached.

DATED: **June 13, 2016**

 Board Secretary

REACH BOARD CALENDAR 2016-2017

August 2016						
S	M	T	W	Th	F	S
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September 2016						
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December 2016						
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January 2017						
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February 2017						
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March 2017						
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April 2017						
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May 2017						
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June 2017						
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July 2017						
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30	31					

Notes:

Aug 22: Board Meeting

Sep 05: Labor Day

Oct 10: Columbus Day

Oct 24: Board Meeting

Oct 31: Halloween

Nov 11: Veterans Day

Nov 22: Color Run

Nov 24: Thanksgiving Day

Dec 12: Board Meeting

Dec 25: Christmas

Jan 16: M L King Day

Feb 20: Presidents' Day

Feb 27: Board Meeting

Apr 6: Spring Performance

Apr 14: Good Friday

April 24: Board Meeting

May 29: Memorial Day

Jun 12: Board Meeting

Jul 04: Independence Day

2016-2017



Back-Office Support Renewal Proposal for REACH Leadership Academy

EdTec has enjoyed being a key service provider and partner to REACH Leadership Academy (REACH) since 2011 and we look forward to the opportunity to continue our role in supporting the organization’s growth and on-going success for the coming years.

Given our long-term partnership, projected increases in your ADA and school revenues, EdTec is proposing to change the current contract fee structure for this renewal. Instead of the current pricing model of applying a service fee % to school revenues, we are proposing a move to a fixed annual fee model for the FY17 and FY18 school fiscal years.

As detailed on page 2, the fixed annual fee being proposed represents a reduction in our service fee for the next two school fiscal years while also providing certainty for the school on the annual service cost. We are comfortable proposing this reduction in fees due to the strength and maturation of our support relationship.

Current Contract Overview & Projected Service Cost for FY16

- Contract Term End: June 30, 2016
- Service Level: Standard Service
- Service Pricing: Fixed fee % applied to eligible school revenues

Projected Back-Office Service Fee Calculation for FY16:

Description	FY16 Projections
Projected Enroll / ADA	393 / 374
Projected Overall School Revenues	\$3,571,058
Projected Revenues Eligible for Service Fee Calculation	\$3,479,953
Service Fee %	4.25%
Projected Back-Office Service Fee	\$147,898
<i>Back-Office Service Fee as % of Overall School Revenues</i>	4.14%

Renewal Contract Overview

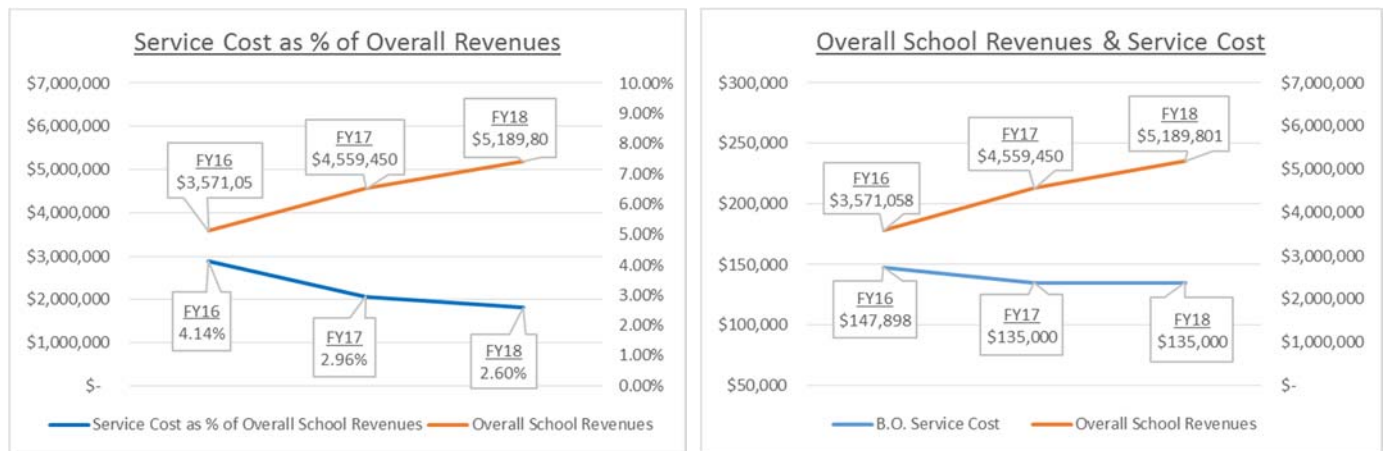
- Contract Term: July 1, 2016 through June 30, 2018 (2 years)
- Service Level: Modified as summarized in the table below and detailed with **marked** scope changes in the attached renewal contract, SOW#5.
- Service Pricing: Fixed annual fee and multi- year renewal credit as detailed in table below.

[Continued on next page]

Proposed Back-Office Service Fee for FY17 - FY18:

Description	FY17	FY18
Projected Enroll / ADA	513 / 492	571 / 548
Projected Overall School Revenues	\$4,559,450	\$5,189,801
Back-Office Service Fixed Fee for Existing Scope	\$140,000	\$145,000
<i>Increase in Scope (semi-monthly payroll processing)</i>	<i>\$4,800</i>	<i>\$5,000</i>
<i>Reduction in Scope (board admin; light facilities support)</i>	<i>(\$5,500)</i>	<i>(\$6,000)</i>
Back-Office Service Fixed Fee for Adjusted Scope	\$139,300	\$144,000
<i>Multi-year renewal credit</i>	<i>(\$4,300)</i>	<i>(\$9,000)</i>
Back-Office Service Fixed Fee: All Adjustments & Credits	\$135,000	\$135,000
<i>Back-Office Service Fee as % of Overall School Revenues</i>	<i>2.96%</i>	<i>2.60%</i>

Projected Overall School Revenues and Back-Office Service Cost (FY16 - FY18)



Thank you for your partnership and for your consideration of EdTec’s services renewal proposal. We look forward to your decision. If you would like to move forward with the proposed renewal, we will provide a “clean” version of the attached SOW#5, without tracked changes, via DocuSign for review and e-signature.

Best Regards,

Mark Campo
Executive Vice President
& Chief Marketing Officer

STATEMENT OF WORK #5
by and between
EdTec Inc. and REACH Leadership Academy

Reference:	Master Services Agreement dated June 10, 2011, by and between EdTec Inc. (“EdTec”) and REACH Leadership Academy (“Client”).
Term:	July 1, 2016 through June 30, 2018 (the “Initial Term”). This Statement of Work shall automatically renew for consecutive additional one (1) year terms unless either party provides written notice of non-renewal to the other at least one hundred twenty (120) days prior to the expiration of the then-current term (each, a “Renewal Term”). The Initial Term and any Renewal Term(s) are referred to as the Term.
Scope of Services:	<p>The philosophy of our Back-Office Services is that we provide a fully-outsourced solution so your school can focus on its educational mission. Moreover, you receive the benefit of our extensive experience with California Charter Schools.</p> <p>1. FINANCE and ACCOUNTING</p> <p>Budgeting:</p> <ul style="list-style-type: none"> ▪ Annual and multi-year budgets including cash flows – For existing clients, EdTec works with the school leader to create annual and multi-year budgets in time for submission to the State by July 1, and for new clients entering their first year of operations, in the spring or when services begin, EdTec will review the school’s budget in time for submission to the State by July 1. EdTec strives to ensure that the annual budgets are strategic documents that capture the operations and direction of the school. ▪ Budget revisions (as needed, on demand) – EdTec revises budgets as needed to reflect changing circumstances at the school or in State funding. ▪ Updated monthly budget forecasts – EdTec tracks budget to actuals and updates the budget forecast on a monthly basis (if forecasts move materially off budget, we recommend a budget revision). <p>Financial Statements:</p> <ul style="list-style-type: none"> ▪ Monthly year-to-date financial statements – EdTec prepares YTD financials compared to budget in time for the regularly scheduled board or committee meeting. EdTec electronically sends the financials and presentation as part of the board package ahead of the meeting. For schools with board or committee meetings on or before the 15th of the month, EdTec will furnish the financials and presentation in time for (but not in advance of) the meeting. For schools with board or committee meetings on or before the 10th of the month, EdTec will furnish the financials and presentation (for the month prior to the previous month) ahead of the meeting. ▪ Monthly cash flow projections – EdTec monitors the school’s cash position and tries to anticipate any cash shortfalls in future months so the school can adjust spending accordingly or attempt to secure cash flow loans.

	<ul style="list-style-type: none">▪ Financial statement analysis (monthly) – In addition to financial statements, EdTec provides a succinct PowerPoint summary and analysis of the financial statements so Board and staff can quickly focus on the salient financial issues facing the school.▪ Customized financial analysis – EdTec performs reasonable financial analysis that the staff or board requests, e.g. providing a comparative analysis of the school’s budget relative to industry norms, scenario modeling (within reason), or fulfilling a request from the authorizing entity. EdTec will also provide customized reports (within reason) for grant proposals.▪ Support in resolving financial issues – EdTec helps the school leader find solutions to financial issues by recommending budget changes and/or identifying sources of potential funding. <p>Accounting:</p> <ul style="list-style-type: none">▪ Setup of school’s chart of accounts and general ledger – EdTec sets up and maintains the school’s chart of accounts, based on EdTec’s standard structure which is designed to be compliant with SACS.▪ Customized account codes – EdTec maintains limited customized account codes for unique features of the school program. These must be established at the beginning of the fiscal year to avoid re-coding of historic transactions.▪ Fund accounting – EdTec can track revenue and expenditures by fund, e.g. implementation grant funds and expenses or Title I expenditures.▪ Training – EdTec trains appropriate personnel on accounting procedures and practices designed to ensure accurate record keeping.▪ Transaction recording – EdTec records in detail all transactions in a computerized accounting system.▪ Journal entries and account maintenance – EdTec prepares and records journal entries and maintains the general ledger according to accepted accounting standards.▪ Bank reconciliation – EdTec reconciles primary bank and investment accounts to general ledger monthly or upon receipt of statements. Revolving and petty cash accounts are reconciled quarterly or as required.▪ Account for capital outlay expenses – EdTec records capitalized assets as provided by the school. On an annual basis, EdTec records related depreciation and amortization in the general ledger and reconciles expenditures to fixed asset listing.▪ Generate financial reports as requested – EdTec can generate the following reports upon request: detailed account activity; bank register activity; summary of budget; expenditures by account; cash balances; payroll register (for periods when payroll is processed by EdTec); revenues; general ledger account balances. <p>Accounts Payable & Receivable:</p> <ul style="list-style-type: none">▪ Revenue verification – EdTec verifies that the school is receiving the correct amount of funds from State and Federal sources.▪ Revenue collection – If the funds from the State or the county/district are not correct, EdTec tracks down the appropriate officials and alerts them of the problem. EdTec will use reasonable
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	<p>efforts to negotiate on behalf of the school in disputes with funding agencies over improperly calculated payments.</p> <ul style="list-style-type: none">▪ Accounts payable – EdTec processes all invoices and, pending approval from the school leader or surrogate, pays the bills and codes them, based on school input, in the financial software, typically on a two-week schedule with limited rush payments as needed. EdTec checks to make sure there are no double payments or double billings on multiple invoices. EdTec troubleshoots payment issues with vendors. EdTec also verifies that funds are available to pay the bill.▪ Form 1099 processing – EdTec prepares and sends 1099 Forms to vendors and government, provided that this SOW remains in effect at the end of the applicable calendar year and subject to the timely receipt of accurate and complete information and data from Client, in accordance with EdTec policies, throughout the Term and including for any portion of the applicable calendar year that preceded the provision of services under this SOW. <p>Purchasing:</p> <ul style="list-style-type: none">▪ Vendor selection – EdTec provides guidance on vendors based on its experience with vendors around the State and country.▪ Purchasing assistance on big-ticket items – EdTec can assist the school in its purchase or leasing of big ticket items such as portables. <p>Government Financial Reporting: Subject to timely receipt of information and/or materials from Client, EdTec provides the following:</p> <ul style="list-style-type: none">▪ Preliminary and final budget reports – EdTec prepares and files the preliminary budget report by July 1st based on the board adopted budget and a final budget as required.▪ Interim financial reports – EdTec prepares and files the two interim financial reports to the district or county by the December 15 and March 15 deadlines.▪ Audited financial reports – Subject to timely receipt of information and/or materials from the auditor, EdTec prepares and files the unaudited financial report by September 15. EdTec supports the Client and the auditor in the preparation (by the auditor) of the final audited report by December 15. <p>Audit:</p> <ul style="list-style-type: none">▪ Audit support – EdTec prepares financial documents for the auditors and works side-by-side with the auditors to help ensure a smooth and timely audit process. For clarification, the school is responsible to pay auditor fees. The school shall also provide all non-financial records required by the audit – e.g. attendance records, employee records, teacher certifications.▪ Audit compliance training – EdTec helps the school leader and audit staff develop financial policies designed to meet requirements and help protect the school from financial mismanagement.▪ Single Audit Act of 1984 – EdTec provides support in school compliance with accounting related audit requirements, including the Single Audit Act of 1984.
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	<ul style="list-style-type: none">▪ IRS Form 990 support (and the corresponding State form, if applicable) – EdTec supports the school and auditor in preparing Form 990 tax-exempt organization annual filing. (For clarification, fees for audit and 990 are paid by school and it is the school's and auditor's sole responsibility to ensure these forms are filed).▪ Annual auditor selection form – EdTec sends auditor information to the county in the spring.▪ The school is responsible for attendance and audit of employee work. <p>2. PAYROLL and HUMAN RESOURCES</p> <p>Payroll:</p> <p>EdTec uses an external payroll processor to accomplish the following tasks. EdTec interfaces between the school and payroll processor, and performs quality checking so that the school does not need to interact with the payroll processor. The school pays payroll processing fees.</p> <ul style="list-style-type: none">▪ Payroll processing – EdTec calculates and processes payroll and payroll-related payments/deductions for salaried and hourly employees based on information submitted by authorized Client representatives (excluding benefit accrual tracking such as vacation and sick time). EdTec works with the payroll processor to generate checks for signature by authorized Client representatives (or through electronic signature) or facilitates Direct Deposit at the Client's request. The fees set forth below include <u>monthly or semi-monthly</u> payroll processing; for <u>semi-monthly higher frequency</u> payroll processing an additional fee will apply.▪ Payroll reporting – EdTec works with the payroll processor to prepare and file all required payroll reports for submission to Federal and State agencies and submits electronic payroll, payroll tax reports and payroll tax deposits to the appropriate authorities for a single EDD/tax ID number. For multiple reporting numbers, an additional fee will apply.▪ Payroll record maintenance – EdTec keeps track of payroll information. Client is responsible for maintaining all employee files, including forms based on EdTec-provided template files.▪ W-2 processing – EdTec prepares and sends Form W-2 to the school and files Forms W-2 and W-3 with the Social Security Administration, provided that this SOW remains in effect at the end of the applicable calendar year, and subject to the timely receipt of accurate and complete information and data from Client, in accordance with EdTec policies, throughout the Term and including for any portion of the applicable calendar year that preceded the provision of Services under this SOW.▪ IRS, SDI, WC support – EdTec assists in resolving payroll tax issues before the IRS and other Federal and State reporting agencies. EdTec also assists school with any State Disability, Workers Comp, or Unemployment Insurance claims by providing supporting payroll reports.▪ STRS/PERS and other retirement plan administration – EdTec will help the school set up STRS/PERS accounts, and makes appropriate deductions and payments to the county for STRS and/or PERS based on information provided by the school. Note that in some cases it can take approximately 12 months to set up such
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contributions because of district/county delays. Also, some counties charge separately for this mandated service. The school is responsible for STRS/PERS account setup, administration and enrollments and any fees from outside parties including late fees and interest levied by STRS/PERS.

Human Resources, Benefits and Insurance:

- **Employee file setup** – EdTec provides clients with template employee files and procedures to help ensure compliance with State and Federal requirements regarding Live Scan procedures, TB Test information, and/or credential verification information.
- **Contracts and handbook development support** – EdTec provides schools with non-legal, business advice on employment contracts and employee handbooks and their business implications.
- **Health benefits administration** – EdTec assists in guiding the school in the health benefits procurement process, and assists with re-quotes of insurance on an annual basis. Client is responsible for all benefit reporting under the Affordable Care Act, including without limitation the Forms 1094-C and 1095-C.
- **Teacher credentialing** – EdTec provides information and assistance to school leaders to help them evaluate teacher credentials and “highly qualified” requirements.
- **Insurance procurement** – EdTec provides financial information necessary for the liability insurance quote process.

3. BUSINESS CONSULTING

EdTec is a strategic thought partner to its Clients and provides high-value support and guidance in the following areas:

- **Negotiations** – EdTec supports the school director and board with non-legal, business advice in negotiations related to issues such as MOUs, facilities, and SPED with districts, landlords, vendors, and others, including developing presentations and analyses to buttress the school's position.
- **Strategic budget development** – EdTec can assist the school director and board with strategic financial planning and budget scenario development.
- **Financing support** – EdTec assists clients in preparing loan packages and connecting the school with non-traditional/specialized funding sources such as bonds, New Market Tax Credits, Community Development Financial Institution (CDFI) resources, and philanthropic funds.
- **Legal services optimization** – EdTec can help clients think through and frame issues in preparation for engaging legal counsel, thereby assisting in a more efficient use of legal services costs.
- **Special projects** – EdTec performs business-related special projects within reason, such as modeling growth, compensation and facilities scenarios, and providing an understanding of and analyzing food service and transportation options. (Note: due to State regulations, EdTec cannot complete the School Food Authority (SFA) application. However, EdTec provides assistance in understanding the process.) EdTec can also assist the school leader, within reason, in the analysis and understanding of best practices regarding a structurally sound pay scale.

4. BOARD MEETING SUPPORT

- ~~* **Board mailouts (electronic)** – EdTec collects, organizes, and collates materials for each meeting (up to two board meetings per month) and emails the information to board members in advance of the meeting. Client prints board meeting materials to have on hand for attendees.~~
- **Board meeting attendance** – EdTec attends regularly scheduled board and finance committee meetings in person or by teleconference (at most a total of one meeting per month and at least two meetings per three months), and presents its financial analysis presentation. EdTec can assist the board in staying in compliance with the Brown Act.
- ~~* **Board meeting minutes** – Client takes board meeting minutes and provides to EdTec for incorporation into board meeting materials. EdTec reviews and edits minutes, incorporating Client feedback, as needed.~~

5. FACILITIES

- ~~* **Facility needs assessment and planning** – EdTec works with clients to help them refine their thinking about key facilities-related considerations and identify important facility requirements based on the school program and industry standards. EdTec helps clients think creatively about their facility needs and come up with workable solutions.~~
- ~~* **Prop 39** – EdTec helps the school prepare Prop 39 requests, including analyzing student data, and helps to manage timelines related to the Prop 39 process.~~
- ~~* **District negotiations** – EdTec will help the school negotiate deals with the district regarding facilities.~~
- **SB 740** – As State funding is available, EdTec prepares and submits SB 740 facilities reimbursements on the school's behalf.
- **Financial reporting to lender** - EdTec provides financial data to lenders for loan covenants.
- **Facilities funding support** – EdTec provides financial data for compliance-related reporting on State facility funding programs such as Prop 1D.
- **Facility acquisition/lease negotiation** – *On a separate fee basis and subject to staff availability, EdTec can assist clients with business, non-legal advice in negotiating purchase and/or lease terms. The school's attorney should review these.*

6. COMPLIANCE and ACCOUNTABILITY

- Note that compliance and accountability are the responsibility of the school. EdTec will provide advice on some matters, but this information is not comprehensive. In addition, since rules, regulations and interpretations regularly change, schools should seek independent verification from their attorneys or other sources.
- **Mid-year internal review** – From time to time, EdTec may perform an internal review with client designed to help the school comply with many school regulations, or in preparation for a potential authorizer site visit. Using an EdTec-developed checklist, we assist

	<p>the school staff in testing compliance in key areas, such as: Board resolutions and policies; risk management; food service; restricted funding; student and personnel files; and attendance reporting and student data.</p> <ul style="list-style-type: none">▪ Employee files – As noted above, EdTec provides schools with templates for employee files, forms, and procedures to help ensure compliance with employment laws. (Note: the school should have an attorney review all legal issues.)▪ NCLB compliance support – EdTec will track the financial reporting and provide backup necessary for compliance. On an hourly basis, EdTec can provide assistance on LEA Plans and School Wide Plans.▪ SPED compliance – EdTec provides partial checklists and general information to help schools understand their responsibilities related to Special Education. EdTec assistance does not include educational program compliance and we recommend getting specialized assistance in this area to ensure complete compliance. EdTec assists the school in completing the following reports: Maintenance of Effort (MOE), Mental Health expenditure reporting, Excess Cost Report, and year-end reporting.▪ Funding compliance – EdTec makes compliance recommendations regarding funding requirements, such as Federal PCSGP implementation grant funding and other restricted funds. Note that NCLB Funding compliance is especially complex with many school obligations.▪ District and State regulation compliance – EdTec can help the school identify areas where it may not be in compliance with district or State regulations. <p>7. ATTENDANCE and DATA REPORTING</p> <ul style="list-style-type: none">▪ Local attendance reporting – EdTec will provide support with monthly attendance reports based on school-provided data as outlined in the addendum to this Statement of Work.▪ State attendance reporting – Using school-provided data, and at the school's request, EdTec will provide support on government attendance reports, including the 20-day report, P-1, P-2, and Annual Attendance Report. For specific support level, please refer to the Roles and Responsibilities in Attachment 1.▪ Non-attendance reporting – EdTec will support school on CALPADS and CBEDS reporting. For specific support level, please refer to the Roles and Responsibilities in Attachment 1.▪ Attendance procedures assistance – EdTec will provide assistance reviewing schools' attendance accounting procedures and advising on areas for improvement, although the school is ultimately responsible for keeping accurate attendance and ADA compliance.▪ Quarterly ADA analysis – EdTec reviews ADA data to ensure the school is on track with projections, if EdTec is provided access by the school to their Student Information System.▪ Start of year setup and support – EdTec will provide start of year systems setup and support to the school. If the school has not chosen a Student Information System ("SIS"), EdTec will assist the school leader in evaluating the school's need for an SIS. If the
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	<p>school has already sourced an SIS, the school may use the designated hours for general SIS support for an EdTec-supported SIS or other data service supported by EdTec. If the school asks EdTec to access, use or troubleshoot an SIS not supported by EdTec, hourly charges will apply for EdTec to learn and use the SIS. (Note: The school is responsible for taking accurate attendance, on a system provided by the school, at the school's expense.)</p> <ul style="list-style-type: none"> ▪ School requests for EdTec assistance on items not listed in this section shall be billed hourly. <p>8. CHARTER DEVELOPMENT and GRANTS ADMINISTRATION</p> <ul style="list-style-type: none"> ▪ Financial reports – EdTec prepares customized financial reports for grant purposes, within reason. ▪ Fund accounting – EdTec sets up fund accounting to track direct and allocated costs to grants. ▪ Public Charter School Grant Program (PCSGP) grant reporting – EdTec assists the school in preparing and submitting the PCSGP Quarterly Expenditure Report (QER) to the CDE, and manages the review/finalization process. ▪ Consolidated Application (ConApp) – EdTec prepares the Consolidated Application parts 1 and 2 for eligible schools and files in the Consolidated Application Reporting System (CARS). ▪ State Revolving Loan – EdTec prepares the application for this loan program (up to \$250,000). ▪ After School Education and Safety Program (ASES) – EdTec submits annual budget and quarterly expenditure reports. ▪ School-Based Medi-Cal Administrative Activities (SMAA) – EdTec completes quarterly reports. ▪ Charter School Facilities Incentive Grant (CSFIG) – EdTec completes semi-annual disbursement requests. ▪ Deferral Exemption Application – EdTec completes the application for the school. ▪ Charter renewal – <i>On a separate fee basis, EdTec will prepare and advocate a charter petition for school renewal.</i>
<p>Excluded Services:</p>	<p>Other than the services outlined above, EdTec is not responsible for any other activities, unless mutually agreed to in writing. Examples of Excluded Services include, but are not limited to, outside legal costs, computer installation and support, purchasing of small items or of curriculum materials, printing and graphic arts, grant writing or fundraising, hiring and associated legal requirements (e.g., background checks, credential reviews) and recordkeeping, meetings with outside parties (e.g., the Board or District) beyond those meetings required to accomplish the included services, Special Ed administration, testing, assessment, compliance with NCLB, compliance with government grant requirements, audits, attendance accounting, and other outside professional services costs.</p>
<p>Compensation:</p>	<ul style="list-style-type: none"> ▪ Back Office Services: EdTec will provide these services at a fixed fee per school fiscal year as follows: <ul style="list-style-type: none"> ○ \$139,300 for Year 1 of the Initial Term ○ \$144,000 for Year 2 of the Initial Term

	<p>These fixed fees <u>include</u> all normal postage, telephone, copying, faxing, etc., <u>except</u> for bank and payroll fees that will be passed through. The annual fees are payable monthly commencing on July 1, 2016.</p> <ul style="list-style-type: none"> o The fees above are for the scope of services contained herein solely for those school(s) for which Client holds a granted charter or that have been in operation prior to the date of this SOW. o <u>In consideration of the two-year extension of this SOW, the fixed fee will be reduced by \$4,300 for the 2016-17 school fiscal year and \$9,000 for the 2017-18 school fiscal year, applied ratably over the course of each such fiscal year.</u> o In addition to the fees as provided above, there will be an incremental fee for the following, if applicable: <ul style="list-style-type: none"> • Second payroll cycle per month. • Benefit accrual tracking such as vacation and sick time • Use by school personnel of debit cards. <ul style="list-style-type: none"> ▪ Consulting: Should you desire additional services not in the above scope, we would be pleased to provide these, subject to staff availability, at the then-current discounted hourly fee schedule for back-office clients (travel time is billed at ½ of the applicable hourly rate). Typical additional services that are not in the above scope are charter petition writing and the implementation of computer systems or computerized Student Information Systems. Again, this rate includes normal phone, copying and incidental costs. Additional costs would include mileage reimbursement for travel, overnight delivery charges, and pre-approved out-of-pocket expenses. ▪ Fee Increases: EdTec reserves the right to increase the fees payable under this Statement of Work by up to 5% upon the conclusion of the Initial Term and each Renewal Term. EdTec will provide written notice of a fee increase at least thirty (30) days prior to the expiration of the Initial Term or then-current Renewal Term, as applicable. ▪ Payment Terms: All fees payable to EdTec must be received by EdTec within thirty (30) days of the date of invoice. EdTec reserves the right to suspend the provision of Services in the event an invoice is thirty days past due.
<p>School Obligations</p>	<p>EdTec's services will assist with the operations of Client's back-office operations, but do not include auditing Client's provided information and operations for completeness and compliance. It is Client's responsibility to adopt and adhere to reasonable policies and procedures, and to ensure the school remains in compliance with all applicable rules and regulations and maintains sound fiscal operations. In order to fulfill the scope of services described herein, EdTec relies on Client to provide timely, accurate and complete information, and to cooperate reasonably with EdTec. Furthermore, Client must immediately inform EdTec of any material change that could affect EdTec's ability to complete its responsibilities and to assist Client in complying with all applicable laws and regulations.</p> <p>Client will comply with the attached Roles and Responsibilities document (Attachment 1).</p>
<p>Termination</p>	<p>Either party may, upon giving thirty (30) days' written notice identifying specifically the basis for such notice, terminate this Statement of Work for breach of a material term or condition of this Statement of Work, unless the party</p>

<p>receiving the notice cures such breach within the thirty (30) day period. In addition, EdTec may terminate this Statement of Work immediately upon written notification and without liability, (a) if Client, in EdTec's reasonable judgment, violates any of the "School Obligations" above, (b) if Client does not open by September 30, 2016, or (c) upon any revocation of Client's charter. Upon any early termination under this section, Client shall pay EdTec for all services rendered by EdTec prior to the effective date of termination. In addition, if EdTec terminates this Statement of Work under this section, Client shall also pay EdTec for any demobilization or other costs resulting from such early termination.</p>	
<p>EDTEC INC.</p> <p>By: _____</p> <p>Name: Steve Campo</p> <p>Title: President & CEO</p> <p>Date: _____</p> <p>1410A 62nd Street Emeryville, CA 94608</p> <p>Fax: 510.663.3503</p>	<p>REACH LEADERSHIP ACADEMY</p> <p>Signature: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p> <p>Address: _____</p> <p>_____</p> <p>Email: _____</p> <p>Phone: _____</p> <p>Fax: _____</p>

ATTACHMENT 1

Roles and Responsibilities

Clarity on roles and responsibilities between EdTec and REACH Leadership Academy (“Client”) will help ensure high quality, timely business services. Table 1 below outlines the roles and responsibilities of both parties:

Table 1: Roles & Responsibilities

	EdTec	Client
Payroll	<ul style="list-style-type: none"> ▪ Accurate, complete payroll on a monthly <u>or</u> /semi-monthly basis (additional fees apply for semi-monthly payroll) ▪ Published calendar of payroll deadlines ▪ Reminders for payroll deadlines ▪ Final payroll information sent to client for approval prior to client’s payroll approval deadline ▪ Advice on setting up STRS/PERS ▪ Primer on health insurance terminations, COBRA, and employee vs. contractor classifications 	<ul style="list-style-type: none"> ▪ Timecards and changes: Submission to EdTec of the timesheet summary, payroll client change summary, and other payroll changes and backup forms by the payroll calendar deadlines and using EdTec forms/processes ▪ Payroll approval: Approval (email or fax) to EdTec by payroll calendar deadlines ▪ New hires: Timely submission to EdTec of new hire paperwork on EdTec new hire forms by payroll calendar deadline ▪ Enrolling (or working with a broker to enroll) staff in any STRS, PERS, 403b, health plans, and other insurance/retirement/contribution/deduction programs ▪ Terminating staff from health plans, other insurance, and other applicable contribution/deduction programs.
Accounts Payable	<ul style="list-style-type: none"> ▪ Timely and accurate check payments ▪ Payment of invoices according to client’s approval policies ▪ Recordkeeping/processes adhering to generally accepted accounting standards for accuracy and security and approved by independent auditors ▪ Payment systems linked to financial statements and analyses for informed managerial decision-making ▪ Bank account reconciliations ▪ Invoice/payment research ▪ Advising clients on outstanding checks to ensure adequate cash availability 	<ul style="list-style-type: none"> ▪ Submission of payment and deposit information; view-only access to bank account <ul style="list-style-type: none"> ○ Weekly submission to EdTec of invoices, reimbursement requests, deposits, and other expenditures using EdTec forms and processes ○ Coding all expenses and non-State funding deposits using EdTec forms and processes and codes from the most recent budget. ▪ Banking: Monitoring and maintaining adequate bank account balances to meet expense obligations; securing view-only access to school bank account(s) for use by EdTec.

<p>Attendance and Data Reporting</p>	<ul style="list-style-type: none"> ▪ Start of year setup and support: EdTec will provide SIS evaluation, initial setup and support (up to 3 hours in first year of Initial Term). Support beyond the initial 3 hours is available on an hourly billable or project billable basis. ▪ Monthly attendance reports: Generation of complete, accurate attendance reports (based on school provided data) by the deadline (up to 1.5 hours per report). Resolution of data discrepancies and attendance revisions will be charged at the hourly rate. ▪ 20-Day and P-Reports: Generation of complete, accurate attendance reports (based on school provided data) by the deadline (up to 1.5 hours per report). Resolution of data discrepancies and attendance revisions will be charged at the hourly rate. ▪ CALPADS/CBEDS: EdTec will provide up to 4 hours to train Client on CALPADS/CBEDS procedures and report generation. CALPADS/CBEDS support beyond the initial 4 hours is available on an hourly billable or project billable basis. ▪ Training: Conduct Attendance Primer training before the start of the school year to educate Client staff on basic attendance processes and procedures. 	<ul style="list-style-type: none"> ▪ Accurate and complete collection of attendance data in compliance with State rules. ▪ Monthly reports: Preparation and submission of data to EdTec at least 3 business days before the deadline ▪ 20-Day and P-Reports: Submission of data to EdTec at least 5 business days before the deadline ▪ Clients without student information system software will submit student and attendance data to EdTec using EdTec forms ▪ Clients using a non-EdTec-supported SIS will provide student and attendance data to EdTec in an EdTec-approved format ▪ Training: Key Client staff to attend start of year Attendance Primer training; EdTec will not be able to complete the Attendance / Data deliverables until the training is completed
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The payroll, accounts payable, and attendance deadlines / calendars referenced above shall be provided separately.

1. LATE FEES and PROCESSING CHARGES

Payroll:

- **Timecards and payroll changes:** A late fee of \$100 will be imposed for each business day timecards for hourly staff and payroll changes are submitted late to EdTec based on the published Payroll Calendar. The latest Timecards and Changes can be accepted is one business day prior to Payroll Approval deadlines.
- **Manual checks:** EdTec will generate and distribute manual checks, as needed and without charge, for employee terminations and payroll corrections due to EdTec error. For manual checks for employee terminations, EdTec will bill the overnight delivery charges to the school if overnight delivery is requested. For all other manual check requests processed by EdTec, EdTec will charge a fee of \$35 plus overnight delivery charges (if overnight delivery is requested), and for all manual check requests processed by the payroll processor, school will pay the additional fee charged by the payroll processor plus overnight delivery charges (if overnight delivery is requested). An additional payroll cycle

outside of the normal payroll processing schedule is possible with adequate advance notice and subject to EdTec staff availability at the time the request is made; an additional payroll cycle will incur an added EdTec processing fee that will be quoted at that time for Client pre-approval.

Accounts Payable:

- **Weekly submittal:** Client must submit a weekly package conforming to EdTec forms and processes. The submittal shall contain invoices with appropriate coding, reimbursement requests, deposits, and/or other payment documents to EdTec using EdTec forms. If Client fails to submit this weekly package or fails to submit all necessary invoices and receipts to process payment, Client will be charged an additional processing fee of \$35.
- As a courtesy, EdTec may waive the first two occurrences (i.e. up to \$70) of the Weekly Submittal processing fee.

Attendance and Data Reporting:

- **Start of year setup and support:** EdTec fees include up to 3 hours in first year of Initial Term to assist Client with the evaluation of SIS systems, initial setup, and support.
- **Monthly, 20-Day and P-Reports:** EdTec fees include 1.5 hours of quality assurance and troubleshooting when processing and generating each report. Any EdTec work beyond this hour (including data correction and reconciliation with other periods) will be charged at the then-current discounted data service rate.
- **Expedite fee:** If Client misses an EdTec deadline for providing data and subsequently requests assistance in generating reports on an expedited basis, a \$100 expedite fee per occurrence may apply.
- **CALPADS / CBEDS Reports:** EdTec fees include up to four hours for training on report assistance and generation. CALPADS/CBEDS support beyond the initial 4 hours is available on an hourly billable or project billable basis.
- EdTec can provide additional assistance for reports at the then-current discounted data service rate.
- If Client requires EdTec assistance for work with external deadlines (e.g. P-Reports), EdTec may set a deadline for receiving the request, data, and/or other materials from the Client to ensure timely and accurate processing. EdTec may charge an expedite fee for requests, data, and/or other materials not received from the client by the EdTec deadline.
- If Client does not have a student information software system, Client will use EdTec forms when submitting information to EdTec. Failure to use EdTec forms will result in a processing fee of \$100.
- As a courtesy, EdTec may waive the first occurrence of the forms processing fee.