

Agenda/Agenda
 Friday, March 18, 2016/viernes, 18 de marzo de 2016
 5:30 p.m. in Room 7/5:30 p.m. en el salón 7

I. PRELIMINARY/PRELIMINARIO

A. CALL TO ORDER/Convocatoria

Meeting was called to order by/La junta fue convocada por _____ at _____:_____ p.m.

B. ROLL CALL/Asistencia

	Name/Nombre	Role/Miembro	Present/ Presente	Absent/ Ausente
1.	Michelle Ramos	Parent/Madre (15-18)		
2.	Fernando Aceves	Parent/Padre (14-17)		
3.	Erika Ruiz	Parent/Madre (13-16) Vice President/Vice Presidente		
4.	Antonio González	Teacher/Maestro (15-18)		
5.	Angelita Sepúlveda	Staff/Personal (14-17)		
6.	Adriana Gutiérrez	Teacher/Maestra (13-16) Secretary/Secretaria		
7.	Marbella Sala	Community Member/Miembro Comunitario (15-18)		
8.	Gustavo González	Community Member/Miembro Comunitario (14-17) Treasurer/Tesorero		
9.	MaryAnn Mellor	Community Member/Miembro Comunitario (13-16) President/Presidente		
10.	Samantha Castro	Student Council President/Presidente del Concilio Estudiantil		
11.	Jack Kraemer	SCUSD Representative/Representante del Distrito		
12.	Eduardo de León	Academic Director/Director Académico		
13.	Teejay Bersola	Academic Accountability Specialist/Especialista de Responsabilidad Académica		

C. APPROVAL OF AGENDA/Aprobación de la Agenda (pg. 1-3)

D. APPROVAL OF BOARD MEETING MINUTES/Aprobación de los Minutos de la Mesa Directiva
 a) (pg. 5-10)

E. MISSION/Misión

The LAS mission is to create a learning community where students: Utilize bilingual (Spanish and English) academic knowledge and skills in real-world situations and diverse settings. Develop and exhibit positive self-esteem, pride, confidence and respect for themselves and others. Demonstrate leadership skills in order to build bridges between communities and apply critical thinking skills to solve problems, promote social justice, and create change in society.

La misión de LAS es crear una comunidad de aprendizaje donde los estudiantes: Utilizan el conocimiento académico y habilidades bilingües (español e inglés) en situaciones del mundo real y en diversos entornos. Desarrollan y exhiben una autoestima positiva, orgullo, confianza y respeto por sí mismos y otros. Demuestran habilidades de liderazgo con el fin de establecer puentes entre comunidades y aplicar habilidades de pensamiento crítico para resolver problemas, fomentar la justicia social, y crear un cambio en la sociedad.

II. COMMUNICATIONS NORMS/NORMAS DE COMUNICACION

A. ORAL COMMUNICATIONS/Comunicaciones Verbales: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation./*Temas no presentados en la agenda: Ningún individuo presentará por más de tres (3) minutos y el tiempo total para este segmento no pasará de quince (15) minutos. Los miembros de la Mesa Directiva no contestarán preguntas y ningún voto tomará acabo. Sin embargo, los Miembros de la Mesa Directiva pueden dar instrucciones al personal presentando los temas.*

1. Public Comments (maximum of three (3) minutes per speaker)/*Comentarios Públicos (máximo de 3 minutos por persona)*

B. INFORMATIONAL ITEMS/Artículos de Información:

1. Student Council/Concilio Estudiantil- Castañeda (5 min.) (pg. 11-12)

2. Parent Council & Association/ELAC/Concilio y Asociación de Padres/ELAC- de León (5 min.) (pg. 13-14)

III. ITEMS SCHEDULED FOR DISCUSSION AND/OR ACTION – ARTICULOS PROGRAMADOS PARA DISCUSIÓN Y/O ACCIÓN

A. February Check Register/Registro de la cuenta bancaria de febrero-School Leadership/Liderazgo Escolar (5 min.) (pg. 15-18)

- i. Public Comments (maximum of three (3) minutes per speaker)/Comentarios Públicos (máximo de 3 minutos por persona)

It is recommended that the Board discuss and/or approve Agenda Item IIIA/Se recomienda que la Mesa Directiva discuta y/o apruebe IIIA.

Motion: _____ Second: _____ Vote: _____

B. EdTec Contract Renewal for 2016-17/Renovación del contrato con EdTec para el año 2016-2017 –Finance Committee/Comité de finanzas/deLeon (10 min.) (pg. 19-38)

- i. Public Comments (maximum of three (3) minutes per speaker)/Comentarios Públicos (máximo de 3 minutos por persona)

It is recommended that the Board discuss and/or approve Agenda Item IIIB/Se recomienda que la Mesa Directiva discuta y/o apruebe IIIB.

Motion: _____ Second: _____ Vote: _____

C. Board Development: Review of Member Responsibilities/Desarrollo de le Mesa Directiva: Repaso de las responsabilidades de los miembros de la mesa directiva– Mellor/Bersola (10 min.) (pg. 39-40)

- i. Public Comments (maximum of three (3) minutes per speaker)/Comentarios Públicos (máximo de 3 minutos por persona)

It is recommended that the Board discuss and/or approve Agenda Item IIIC/Se recomienda que la Mesa Directiva discuta y/o apruebe IIIC.

Motion: _____ Second: _____ Vote: _____

D. 2015-16 Governing Board Election: Community Representative/Elecciones de la Mesa Directiva 2015-16: Representante de comunidad- Bylaws and Policy Committee – (5 min.) (pg. 41-50)

- i. Public Comments (maximum of three (3) minutes per speaker)/Comentarios Públicos (máximo de 3 minutos por persona)

It is recommended that the Board discuss and/or approve Agenda Item IIID/Se recomienda que la Mesa Directiva discuta y/o apruebe IIID.

Motion: _____ Second: _____ Vote: _____

E. 2015-16 Governing Board Election: Parent Representative/Elecciones de la Mesa Directiva 2015-16: Representante de padres- Bylaws and Policy Committee – (5 min.) (pg. 51-52)

- i. Public Comments (maximum of three (3) minutes per speaker)/Comentarios Públicos (máximo de 3 minutos por persona)

It is recommended that the Board discuss and/or approve Agenda Item IIIE/Se recomienda que la Mesa Directiva discuta y/o apruebe IIIE.

Motion: _____ Second: _____ Vote: _____

F. Director's Evaluation: Update/Evaluación del director: Noticias recientes–Mellor (5 min.) (pg. 53-54)

- i. Public Comments (maximum of three (3) minutes per speaker)/Comentarios Públicos (máximo de 3 minutos por persona)

It is recommended that the Board discuss and/or approve Agenda Item IIIF/Se recomienda que la Mesa Directiva discuta y/o apruebe IIIF.

Motion: _____ Second: _____ Vote: _____

G. Hosaka, Rotherham and Company: Auditor Contract Renewal /Hosaka, Rotherham and Company: Renovación del contrato del auditor- deLeon/ (5 min.) (pg. 55-56)

i. Public Comments (maximum of three (3) minutes per speaker)/Comentarios Públicos (máximo de 3 minutos por persona)

It is recommended that the Board discuss and/or approve Agenda Item IIIG/Se recomienda que la Mesa Directiva discuta y/o apruebe IIIG.
Motion: _____ Second: _____ Vote: _____

IV. INFORMATIONAL ITEMS - ARTICULOS DE INFORMACIÓN

- A. Monthly Financials/Estados Financieros Mensuales- de León (5 min.) (pg. 57-74)**
- B. LCAP Update/Noticias actuales de LCAP -Bersola (5 min) (pg. 75-84)**
- C. Curriculum Design Team/Equipo de diseño curricular- Gutiérrez (5 min.) (pg. 85-86)**
- D. CAASPP Testing Calendar/Calendario de evaluaciones CAASSP - Bersola (5 min.) (pg. 87-88)**
- E. Facilities Update/Comité del plantel: Noticias recientes - Sepulveda (5 min.) (pg. 89-90)**

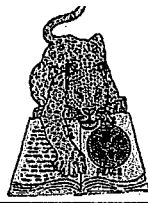
V. FUTURE MEETING/Próxima Junta
April 15, 2016/15 de abril de 2016- Board Meeting/Reunión de la Mesa Directiva

VII. FUTURE AGENDA ITEMS/Temas para agendas futuras

VIII. ADJOURNMENT/Clausura
The meeting was adjourned at ____: ____ p.m./La junta terminó a las ____: ____ p.m.

Motion: _____ Second: _____ Vote: _____

In compliance with the Americans with Disabilities Act (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modifications of the agenda in order to participate in Board meetings are invited to contact the LAS office. En conformidad con la Acta de Americanos Incapacitados (ADA) y con el pedido formal, la escuela puede proveer servicios o la ayuda a individuos con incapacidades. Individuos que requieren servicios especiales para participar en la junta de la Mesa Directiva están invitados comunicarse con la directora para hacer arreglos.



Regular Board Meeting - Minutes
Friday, February 19, 2016
5:30 p.m. in Room 7

I. Preliminary

I.A	Meeting was called to order by Erica Ruiz at 5:43PM			
	Name	Role	Present	Absent
	Erica Ruiz	Parent (13-16)	X	
	Fernando Aceves	Parent (14-17)	X	
	Michelle Ramos	Parent (15-18)		X
	Adriana Gutiérrez	Staff (13-16) Secretary		X
	Angel Sepúlveda-Parnell	Teacher (14-17)	X	
	Antonio González	Teacher (15-18)	X	
	MaryAnn Mellor	Community Member (13-16) President (arrived 5:54PM)	X	
	Gustavo González	Community Member (14-17)	X	
	Marbella Sala	Community Member (15-18)		X
	Jack Kraemer	SCUSD Representative	X	
	Eduardo de León	Academic Director	X	
	Teejay Bersola	Academic Accountability Specialist	X	

	Agenda	Action
I.B	Approval of Agenda	<i>A motion was made to approve the February agenda.</i> 1 st Motion: Gustavo González 2 nd Motion: Angel Sepúlveda-Parnell Absences: Michelle Ramos, Adriana Gutiérrez, Marbella Sala, MaryAnn Mellor Abstentions: none The motion passed unanimously by all board members present.
I.C	Approval of Minutes	<i>A motion was made to approve the board meeting minutes for January 22, 2016.</i> 1 st Motion: Antonio González 2 nd Motion: Angel Sepúlveda-Parnell Absences: Michelle Ramos, Adriana Gutiérrez, Marbella Sala, MaryAnn Mellor Abstentions: none The motion passed by all board members present.
I.D	Mission	The mission was read aloud.

II. Communications Norms

II.A.	Public Comments	<ol style="list-style-type: none"> 1) Antonio González recognized former LAS Alumna, Dominique Meza, who will be traveling to Japan in the summer as an exchange student. 2) Rosa Lomeli commented about the learning experience of Grade 7 students during their trip to the Museum of Tolerance in Los Angeles. 3) Angel Sepúlveda-Parnell announced about upcoming LAS Soccer home games this spring. 4) Teejay Bersola commented about the Kindergarten "Future Career" Fashion Show.
II.B1	Student Council – Isabel Sue	Isabel Sue, student, presented the students council report.
II.B2	Parent Council & Association/ELAC - de León	Teejay Bersola presented the PC/PA/ELAC meetings summary.

III. ITEMS SCHEDULED FOR DISCUSSION AND/OR ACTION

III.A	January Check Registers- School Leadership	<i>A motion was made to approve the January 2016 Check Register.</i> 1 st Motion: Fernando Aceves 2 nd Motion: Angel Sepúlveda-Parnell Absences: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstentions: Antonio González The motion passed by all board members present.
	Public Comments	None.

III.B	English Language Learner Reclassification Policy	<i>A motion was made to approve the English Language Learner Reclassification Policy updates.</i> 1 st Motion: Gustavo González 2 nd Motion: Antonio González Absences: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstentions: None The motion passed by all board members present.
	Public Comments	None.
III.C	Sick Leave For Hourly Employees Policy	<i>A motion was made to approve the Sick Leave For Hourly Employees Policy.</i> 1 st Motion: Fernando Aceves 2 nd Motion: Gustavo González Absences: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstentions: None The motion passed by all board members present.
	Public Comments	None.
III.D	2015-16 Governing Board Election: Community Representative Timeline	<i>A motion was made to approve the 2015-16 Governing Board Election: Community Representative Timeline</i> 1 st Motion: Antonio González 2 nd Motion: Angel Sepúlveda-Parnell Absences: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstentions: None The motion passed by all board members present.
	Public Comments	None.
III.E	2015-16 Governing Board Election: Parent Representative Timeline	<i>A motion was made to approve the 2015-16 Governing Board Election: Parent Representative Timeline</i> 1 st Motion: Fernando Aceves 2 nd Motion: Erica Ruíz Absences: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstentions: None The motion passed by all board members present.
	Public Comments	None.
III.F	Director's Evaluation: Process and Timeline	<i>MaryAnn Mellor presented the Director's Evaluation: Process and Timeline.</i>
	Public Comments	None.
III.G	Facilities Committee	<i>Angel Sepúlveda-Parnell and Eduardo de León presented the Facilities Committee update.</i>
	Public Comments	None.
IV. INFORMATIONAL ITEMS		
IV. A	Monthly Financials	Gasper Magallanes, EdTec, provided an overview of the monthly financials and key financial updates as noted in the board summary.
IV. B	Board Development	MaryAnn Mellor provided an overview of board member responsibilities.
IV. C	LCAP Update	Teejay Bersola presented LCAP updates from stakeholder groups.
IV. D	Curriculum Design Team	
V. Future Meetings March 18, 2016 – Board Meeting April 15, 2016 – Board Meeting May 20, 2016 – Board Meeting June 17, 2016 – Board Meeting		
VI. Future Agenda Items Board Candidate Interviews Approval LAS Budget 2016-17 Approval LAS LCAP Annual Update		

VIII. Adjournment

A motion was made to adjourn the board meeting.

1st Motion: Angel Sepúlveda-Parnell

2nd Motion: Fernando Aceves

Absences: Michelle Ramos, Adriana Gutiérrez, Marbella Sala

Abstentions: None

The motion passed unanimously by all board members present.

The board meeting was adjourned by MaryAnn Mellor at 7:52PM.



ACADEMIA DE IDIOMAS DE SACRAMENTO
 Una Escuela Pública Constitucional de Inmersión Dual en Español
 2850 49th Street, Sacramento, CA 95817



Reunión de la Mesa Directiva - Minutos
 Viernes, 19 de febrero del 2016
 5:30 p.m. en el salón 7

I. Preliminar

I.A	La reunión se empezó por Erica Ruíz a las 5:43 p.m.			
	Nombre	Papel	Presente	Ausente
	Erica Ruíz	Madre (13-16) Vice Presidente	X	
	Fernando Aceves	Padre (14-17)	X	
	Michelle Ramos	Madre (15-18)		X
	Adriana Gutiérrez	Maestra (13-16) Secretaria		X
	Angelita Sepúlveda	Personal (14-17)	X	
	Antonio González	Maestro (15-18)	X	
	MaryAnn Mellor	Miembro Comunitario (13-16) Presidente (llegó a las 5:45 p.m.)	X	
	Gustavo González	Miembro Comunitario (14-17) Tesorero	X	
	Marbella Sala	Miembro Comunitario (15-18)		X
	Jack Kraemer	Representante de SCUSD		X
	Eduardo de León	Director Académico	X	
	Teejay Bersola	Especialista de Contabilidad Académica	X	

	Agenda	Acción
I.B.	Aprobación de la Agenda	<p><i>Se hizo una moción para aprobar la agenda de febrero.</i></p> <p>1ª Moción: Gustavo González 2ª Moción: Angel Sepúlveda-Parnell Ausencias: Michelle Ramos, Adriana Gutiérrez, Marbella Sala, MaryAnn Mellor Abstenciones: ninguna La moción fue aprobada unánimemente por todos los miembros presentes.</p>
I.C	Aprobación de los Minutos	<p><i>Se hizo una moción para aprobar los minutos de la reunión de la Mesa Directiva que se llevó a cabo el 22 de enero del 2016.</i></p> <p>1ª Moción: Antonio González 2ª Moción: Angel Sepúlveda-Parnell Ausencias: Michelle Ramos, Adriana Gutiérrez, Marbella Sala, MaryAnn Mellor Abstenciones: ninguna La moción fue aprobada unánimemente por todos los miembros presentes.</p>
I.D	Misión	Se leyó la misión en voz alta.

II. Comunicaciones

II.A	Normas y Procedimientos	
II.A.	Comentarios Públicos	<ol style="list-style-type: none"> Antonio González reconoció a la ex-alumna, Dominique Meza, quien viajara a Japón durante el verano como estudiante de intercambio. Rosa Lomeli comentó sobre las experiencias de aprendizaje de los alumnos del séptimo grado durante su visita al Museo de Tolerancia en Los Ángeles. Angel Sepúlveda-Parnell anunció sobre los partidos de soccer que se llevaran a cabo esta primavera. Teejay Bersola comentó sobre el desfile de modas de "Profesión Futura" de los alumnos de Kinder
II.B1	Concilio Estudiantil – Isabel Sue	Isabel Sue, estudiante, presentó el reporte del Concilio Estudiantil.
II.B2	Concilio & Asociación de Padres/ELAC - de León	Teejay Bersola presentó las noticias actuales en el reporte.

III. ARTÍCULOS PROGRAMADOS PARA ACCIÓN/DISCUSIÓN

III.A	Registro de la cuenta bancaria de enero – Liderazgo escolar	<p><i>Se hizo una moción para aprobar el registro de la cuenta bancaria de enero del 2016.</i></p> <p>1ª Moción: Fernando Aceves 2ª Moción: Angel Sepúlveda-Parnell Ausencias: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstenciones: Antonio González La moción fue aprobada unánimemente por todos los miembros presentes.</p>
	Comentarios Públicos	Ninguno

III.B	Póliza de reclasificación para estudiantes de inglés como segunda lengua.	<i>Se hizo una moción para aprobar la versión actualizada de la póliza de reclasificación de estudiantes de inglés como segunda lengua.</i> 1ª Moción: Gustavo Gonzalez 2ª Moción: Antonio González Ausencias: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstenciones: ninguna La moción fue aprobada unánimemente por todos los miembros presentes.
	Comentarios Públicos	Ninguno
III.C	Poliza de ausencias por enfermedad para empleados por hora	<i>Se hizo una moción para aprobar la póliza de ausencias por enfermedad para empleados por hora.</i> 1ª Moción: Fernando Aceves 2ª Moción: Gustavo González Ausencias: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstenciones: ninguna La moción fue aprobada unánimemente por todos los miembros presentes.
III. D	Elecciones de la Mesa Directiva 2015-16: Representante de comunidad	<i>Se hizo una moción para aprobar el calendario/línea de tiempo para las elecciones de la Mesa Directiva 2015-16: Representante de comunidad</i> 1ª Moción: Antonio González 2ª Moción: Angel Sepúlveda-Parnell Ausencias: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstenciones: ninguna La moción fue aprobada unánimemente por todos los miembros presentes.
	Comentarios Públicos	Ninguno
III. E	Elecciones de la Mesa Directiva 2015-16: Representante de padres	<i>Se hizo una moción para aprobar el calendario/línea de tiempo para las elecciones de la Mesa Directiva 2015-16: Representante de padres</i> 1ª Moción: Fernando Aceves 2ª Moción: Erica Ruiz Ausencias: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstenciones: ninguna La moción fue aprobada unánimemente por todos los miembros presentes.
	Comentarios Públicos	Ninguno
III. F	Proceso y línea de tiempo para la evaluación del director	<i>MaryAnn Mellor presentó el proceso y línea de tiempo para la evaluación del director.</i>
	Comentarios Públicos	Ninguno
III. G	Comité del Plantel	<i>Angel Sepúlveda-Parnell y Eduardo de León presentaron las noticias actuales sobre el comité del plantel.</i>
	Comentarios Públicos	Ninguno
IV. ARTÍCULOS DE INFORMACIÓN		
IV.A	Estados Financieros Mensuales	Gasper Magallanes, de EdTec, proporcionó un reporte de los estados financieros mensuales y noticias sobresalientes financieras provistas en el resumen de EdTec.
IV.B	Desarrollo de la Mesa Directiva	MaryAnn Mellor proporcionó un reporte de las responsabilidades de los miembros de la mesa directiva.
IV.C	Noticias actuales de LCAP	Teejay Bersola dio una presentación sobre LCAP.
IV. D	Equipo de diseño curricular	
V. Reuniones Futuras 18 de marzo del 2016 Reunión de la Mesa Directiva 15 de abril del 2016 Reunión de la Mesa Directiva 20 de mayo del 2016 Reunión de la Mesa Directiva 17 de junio del 2016 Reunión de la Mesa Directiva		
VI. Temas para las Futuras Agendas- Entrevistas de candidatos a miembros de la Mesa Directiva Aprobación del presupuesto de LAS para el año 2016-2017 Aprobación de la actualización anual de LCAP en LAS		
IX. Conclusión <i>Se hizo una moción para concluir la reunión.</i> 1ª Moción: Angel Sepúlveda-Parnell 2ª Moción: Fernando Aceves Ausencias: Michelle Ramos, Adriana Gutiérrez, Marbella Sala Abstenciones: Ninguna La moción fue aprobada unánimemente por todos los miembros presentes.		
La reunión de la Mesa Directiva se concluyó por MaryAnn Mellor a las 7:52 p.m.		



A California Public School

Agenda Item# IIB1

Board Meeting Date: March 18, 2016

Subject: Student Council

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action

Committee: Student Council (SC)

Information:

1. The last Student Council meeting was on March 3, 2016.
2. Treasure's Report: SC current funds are \$2, 165.98
3. **Student Council Reports:**
 - a) **School Improvement:**
 - Students discussed ways to improve the percentage of students wearing the school uniform (forest green shirt) from Monday through Thursday.
 - b) **Fundraising:**
 - SC had a Spring Dance on Friday, March 11th. Students and families were invited from 5:30-7:00pm and Middle School students from 7:30 to 9:00pm.
 - The entrance fee was \$2 per person. There were also drinks and snacks sold throughout the dance.
 - Estimated earnings for the dance were: \$700.00
 - c) **Community Service:**
 - Students are currently working on deciding on a theme for this year's health fair.
 - Possible theme is: Living healthy
 - A possible slogan is "Be Healthy, Be Happy"
 - SC will vote on a theme and slogan. As soon as a date has been confirmed, SC will begin to invite doctors, nurses, dentists and optometrist to provide free services for our community.
 - d) **School Spirit:**
 - Today's Spirt Day was Future Profession Day.
 - SC made spirit sticks to promote more participation during spirit days.

Estimated Time of Presentation: 5 min Submitted By: Student Council Date: 3.12.16	Pertinent Pages in () Charter, pages _____ () MOU, pages _____
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A California Public School

Agenda Articulo# IIB1

Fecha de la Reunión: 18 de marzo del, 2016

Tema: Concilio Estudiantil

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia/Acción
- Acción

Comité: Concilio Estudiantil

Información:

1. La reunión más reciente del Concilio Estudiantil se llevó a cabo el 3 de marzo del 2016.
2. Reporte del Tesorero: Fondos actuales del Concilio Estudiantil son de \$2,165.98.
3. **Reportes del Concilio Estudiantil:**
 - a) **Mejoramiento Escolar:**
 - Los estudiantes discutieron maneras de mejorar el porcentaje de estudiantes que usan el uniforme escolar (camisa verde oscuro) de lunes a jueves.
 - b) **Recaudación de Fondos:**
 - El concilio estudiantil tuvo un baile de primavera el viernes, 11 de marzo. Los estudiantes y las familias fueron invitados de las 5:30 a las 7:00pm y los estudiantes de secundaria de las 7:30 a las 9:00pm.
 - La cuota por persona fue de \$2. También se vendió comida y bebidas durante la noche.
 - Ganancias estimadas fueron de: \$700.00
 - c) **Servicio Comunitario:**
 - Los estudiantes están actualmente tratando de decidir en el tema para la feria de salud de este año.
 - Tema posible: Viviendo saludablemente
 - Un eslogan posible es, "Se feliz, se saludable."
 - El concilio estudiantil votara por un tema y un eslogan. Una vez que se decida la fecha, el concilio estudiantil comenzara a invitar a doctores, enfermeras, dentistas y optometristas para proveer servicios gratuitos a la comunidad.
 - d) **Espíritu Escolar:**
 - El tema del día de espíritu de hoy fue: oficios u ocupaciones.
 - El concilio estudiantil decoro "Spirit Sticks" para promover más la participación en días de espíritu.
 - El concilio actualmente está decorando "Spirit Sticks" para promover más participación en días de espíritu.

Tiempo estimado para la presentación: 5 min.
Entregado por: Concilio Estudiantil
Fecha: 3.12.16

Páginas pertinentes en:
() La constitución, páginas _____
() MOU, páginas _____



Board Meeting Date: March 18, 2016

Subject: English Learner Advisory Council (ELAC)/Parent Association/Parent Council

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action

Committee: Parent Association, Parent Council, de León

Information:

The following are updates regarding ELAC/Parent Association and the Parent Council:

- **ELAC/Parent Association**
 - The ELAC/PA met on March 9, 2016, and highlights included PC Update, Board Update, and LCAP Advisory Team Small Group work.
- **Parent Council**
 - Met on March 2, 2016 and addressed the following points:
 - Grade-Level and Executive Member Reports
 - LCAP Advisory Team Report and Small group work
 - Board Update
 - Fundraising Programs: School Cent Program, Mixed Bag
 - Budget Review
 - PC Funds and Review of Fund Requests
 - Next Events: Career Day, Dia del Niño, Teacher Week
 - Next Meeting, Wed. 4.6.16, 6-7:30PM, Room M

<p>Estimated Time of Presentation: 5 min Submitted By: de León Date: 3.12.16</p>	<p>Pertinent Pages in () Charter, pages _____ () MOU, pages _____</p>
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Fecha de la Reunión: 18 de marzo del 2016

Tema: Comité ELAC/Asociación de Padres/Concilio de Padres

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia/Acción
- Acción

Comité: Asociación de Padres, Concilio de Padres, de León

Información:

Las siguientes son noticias actuales con respecto a ELAC, la Asociación de Padres y el Concilio de Padres:

- **ELAC/Asociación de Padres**
 - El comité ELAC/PA se reunió el 9 de marzo y los puntos sobresalientes incluyeron noticias actuales del Concilio de Padres, noticias de la Mesa Directiva, y trabajo de grupo del Equipo Asesor de LCAP.
- **Concilio de Padres**
 - El Concilio se reunió el 2 de marzo de 2016 y dirigió su atención a los siguientes temas:
 - Reportes por nivel y de miembros ejecutivos
 - Reporte del Equipo Asesor de LCAP y trabajo de grupo
 - Noticias actuales de la Mesa Directiva
 - Programas de recaudación de fondos: "School cents", "Mixed Bag" (venta de bolsas)
 - Repaso del presupuesto
 - Fondos del concilio y revisión de las peticiones de financiación
 - Sigüientes eventos: Día de profesiones, Día del niño, semana del maestro
 - Sigüiente reunión: miércoles, 6 de abril del 2016, 6-7:30 PM, Salón M

Tiempo estimado para la presentación: 5 min.
Entregado por: de León
Fecha: 3.12.16

Páginas pertinentes en:
() La constitución, páginas _____
() MOU, páginas _____



A California Public School

Agenda Item# III A

Board Meeting Date: March 18, 2016

Subject: February Check Register

- Information Item Only
- Approval on Consent Agenda
- Conference/First Reading (Action Anticipated: _____)
- Conference
- Conference/Action
- Action

Committee: School Leadership

Information:

School Leadership requests that the Governing Board review and approve the February 2016 Check Register.

Motion: Approve the February 2016 Check Register.

Documents Attached:

1. February 2016 Check Register

MOTION January Check Register	Aye	Nay	Abstain	Absent
Aceves, Fernando				
Ruiz, Erika				
Ramos, Michelle				
Mellor, MaryAnn				
González, Gustavo				
Sala, Marbella				
Sepúlveda, Angel				
Gutiérrez, Adriana				
González, Antonio				
Kraemer, Jack				
Totals:				

Estimated Time of Presentation: 5 min.
Submitted By: School Leadership
Date: 3.12.16

Pertinent Pages in
 () Charter, pages _____
 () MOU, pages _____



A California Public School

Agenda Artículo# IIIA

Fecha de la Reunión: 18 de marzo del 2016

Tema: Registros de la cuenta bancaria de febrero

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia/Acción
- Acción

Comité: Liderazgo Escolar

Información:

El Liderazgo Escolar solicita que la Mesa Directiva revise y apruebe los registros de la cuenta bancaria de febrero 2016.

Moción: Aprobar el registro de la cuenta bancaria de febrero 2016.

Documentos adjunto:

1. Registro de la cuenta bancaria de febrero 2016.

MOCIÓN Registro de la cuenta bancaria de enero	Aye	Nay	Abstain	Absent
Aceves, Fernando				
Ruiz, Erika				
Ramos, Michelle				
Mellor, MaryAnn				
González, Gustavo				
Sala, Marbella				
Sepúlveda, Angel				
Gutiérrez, Adriana				
González, Antonio				
Kraemer, Jack				
Totales:				

Tiempo estimado para la presentación: 5 min.
Entregado por: School Leadership
Fecha: 3.12.16

Páginas pertinentes en:
 () La constitución, páginas _____
 () MOU, páginas _____

Check Register

Language Academy of Sacramento
February

2016



Grand Total 99,596.39

Vendor	Check Number	Date	Description	Check Amount
Employment Development Department	30660	2/1/2016	EDD# 942-6187-2; 4th Qtr 2015 SUI Professional Development: 09/15, 09/17, 09/29, 10/23, 11/12	330.04
Adele Rene Arellano	30661	2/5/2016	& 11/13/15	1,300.00
Maricela Barrera	30662	2/5/2016	Reimbursement 01/11/16	19.99
Data Management, Inc.	30663	2/5/2016	164028	231.99
EdTec Inc.	30664	2/5/2016	Monthly Service- Dec. 2015, Benefit Accrual, CALPADS/Data Reporting, UPS Charge	12,249.82
EYNC	30665	2/5/2016	Maidu Cultural Program: 4/6, 4/7 & 4/13/16 Due by 3/19/16 PO# 2016ConfMayra; 2016 California User Conference:	1,296.00
Illuminate Education, Inc.	30666	2/5/2016	02/23 & 02/24/16	798.00
Kuypers Consulting Inc	30667	2/5/2016	PO# 100-15; Zones of Regulation Book	47.40
Learning Solutions	30668	2/5/2016	Student Observation	2,679.38
Cristina Meza	30669	2/5/2016	Reimbursement 01/19/16 Museum of Tolerance Tools for Tolerance for Tenns	198.00
Museum of Tolerance	30670	2/5/2016	Program: 02/17/16	2,250.00
Office Depot	30671	2/5/2016	38699179	44.64
MaryClaire Robinson	30672	2/5/2016	Reimb: Shelving Unit & Bulletin Boards	285.88
Sacramento City Unified School District/Accounting Services	30673	2/5/2016	Cust# 1200; Pedro Blancas Salary & Benefits: Jan '16	9,817.92
Sacramento Zoo	30674	2/5/2016	Group Field Trips 2016: 2/26/16	112.50
Cynthia Suarez	30675	2/5/2016	Reimbursement 01/20/16	90.13
Total Education Solutions	30676	2/5/2016	12287	7,607.26
California Credit Union	30678	2/10/2016	Acct Ending 3761 - Stmt closing date: 1/28/16	26.00
California Credit Union	30679	2/10/2016	Acct Ending 6574 - Stmt closing date: 1/28/16	3,059.88
Aztech Landscape Co.	30677	2/12/2016	Materials & Labor Charges Charter Bus for LAS/ UCLA/ Holiday Inn Express, Museum of Tolerance - 02/16 & 02/17/16	1,680.00
Delta Charter Bus	30680	2/12/2016	Website Hosting, CMS Software & Technical Support - Feb	3,700.00
Diverse Network Associates, Inc.	30681	2/12/2016	'16	99.00
Stephanie Dobkin	30682	2/12/2016	Reimbursement 02/03/16	392.00
Antonio Gonzalez	30683	2/12/2016	Reimb: Adults & Student Bus Daily Pass Cust# 267478; SPM Yellow, Blue, Red, Start 1 & 2 Level	66.00
Houghton Mifflin Harcourt	30684	2/12/2016	Comp PKG (06)	4,723.03

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
Kaiser Foundation Health Plan Inc	30685	2/12/2016	000635866-0000; Monthly Health Premium: March 2016	7,143.66
McGraw Hill	30686	2/12/2016	4081199	1,067.64
Isela Mendez	30687	2/12/2016	Reimbursement: Printer Cust# 106532; Model# O50C; Copier Lease: 12/23/15 -	161.99
Network Office Systems	30688	2/12/2016	01/23/16	63.25
Office Depot	30689	2/12/2016	38699179	740.00
Pearson Education	30690	2/12/2016	PO# 201501; MTH 15 SP CA CC Prac & Reteach WB	25.71
Really Good Stuff, Inc.	30691	2/12/2016	Acct. #8570901: 3D Geometric, Tactile Sandpaper Shape, Stampers, Kites and Tails Puzzles, Flip Books & etc	1,183.90
SupplyWorks	30692	2/12/2016	Cust.# 617899; Custodial Supplies Acct#12 242923 0001; Monthly Vision Premium - February	1,110.03
Vision Service Plan - CA	30693	2/12/2016	2016	688.28
Windstream/PAETEC	30694	2/12/2016	5452612	2,760.78
Yolo Basin Foundation	30695	2/12/2016	02/18/16 Donation to Discover the Flyway Field Trips 02/16 &	528.00
Calperd	30696	2/19/2016	PO# 2015-17b; Professional Membership, State Conference	1,017.00
CARE Educational Services	30697	2/19/2016	Pre-Reg Fee & Manual for Susan Mercado Occupational Therapy 01/12, 01/19 & 01/26/16	715.00
Charter Safe	30698	2/19/2016	Cust# 1221; 2015/16 Package Premium & Worker's Compensation - March '16	5,190.00
Colleen Conant	30699	2/19/2016	Reimbursement 02/10/16	198.00
Virginia Diaz	30700	2/19/2016	Reimb: Koalas Shirts	300.00
EdTec Inc.	30701	2/19/2016	Monthly Service- Jan. 2016, Benefit Accrual, UPS Charge	11,699.37
First Student, Inc.	30702	2/19/2016	C#681415	449.60
Gemma Jauregui	30703	2/19/2016	Reimbursement 02/09/16	26.91
Law Office of Jennifer McQuarrie	30704	2/19/2016	Review Proposed Contract with Architect	128.25
Learning Solutions	30705	2/19/2016	Student Observation Inv# 1602-000194; Field Science Program - Jan '16	2,600.64
NatureBridge	30706	2/19/2016	(Balance Due)	5,400.00

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.



A California Public School

Agenda Item# IIIB

Board Meeting Date: March 18, 2016

Subject: Renewal of EdTec Contract for Business Services

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action

Committee: School Leadership, Finance Committee

Information:

School Leadership continues to invest time searching for qualified candidates to fill the Business and Operations Officer position. Based on subsequent fiscal and operational needs analysis in the recent months, School Leadership and Finance committee is recommending that the board approve the attached renewal agreement with EdTec for business services in the 2016-2017 year. The outlined services would ensure that an estimated 90% of current needs are met with the remaining 10% being fulfilled through current staffing.

Motion: It is recommended that the LAS Board approve the EdTec Statement of Work for the 2016-2017 school year.

Attachments: EdTec Statement of Work

Estimated Financial Impact:

EdTec Contract amount for the 2016-2017 year: \$166K with possible Add-Ons for the grand total of: \$170K

MOTION	Aye	Nay	Abstain	Absent
Aceves, Fernando				
Ruiz, Erika				
Parent Representative-Vacant				
Mellor, MaryAnn				
González, Gustavo				
Community Representative-Vacant				
Gutiérrez, Adriana				
Sepúlveda, Angel				
González, Antonio				
Lee, Sue				
Totals:				

Estimated Time of Presentation: 30 min
Submitted By: School Leadership, Finance Committee
Date: 3.16.18

Pertinent Pages in
 () Charter, pages _____
 () MOU, pages _____



A California Public School

Agenda Artículo# IIIB

Fecha de la Reunión: 18 de marzo del 2016

Tema: Renovación del contrato de servicios de negocios de EdTec

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipada: _____)
- Conferencia/Acción
- Acción

Comité: Liderazgo escolar, Comité de finanzas

Información:

El liderazgo escolar sigue en la búsqueda para candidatos calificados que puedan llenar la posición vacante de Oficial de negocios y operaciones. Debido al análisis de los últimos meses, el liderazgo escolar recomienda que la mesa directiva apruebe el acuerdo para servicios con EdTec para el año escolar 2016-2017. El contrato incluye información detallada relacionada con los servicios y el liderazgo escolar estima que el 90% de necesidades actuales se completaran por este medio. El 10% que sobra se distribuirá dentro del personal actual.

Moción: Se recomienda que la Mesa Directiva aprueba el siguiente contrato para el 2016-2017, EdTec Statement of Work

Documentos adjunto: EdTec Statement of Work

Impacto Financiero Estimado:

- Cantidad para el Contrato de EdTec para el año 2016-2017: \$166 mil con posibles adiciones, para un gran total de \$170 mil.

MOTION	Aye	Nay	Abstai	Absent
Aceves, Fernando				
Ruiz, Erika				
Parent Representative-Vacant				
Mellor, MaryAnn				
González, Gustavo				
Community Representative-Vacant				
Gutiérrez, Adriana				
Sepúlveda, Angel				
González, Antonio				
Lee, Sue				
Totals:				

Tiempo estimado para la presentación: 30 min.
Entregado por: Liderazgo Escolar, Comité de finanzas
Fecha 3.16.16

Páginas pertinentes en:
 () La constitución, páginas _____
 () MOU, páginas _____



Business and Development Specialists
for Charter Schools

Back-Office Support Renewal Proposal for the Language Academy of Sacramento

EdTec has greatly enjoyed being a key service provider and partner to the Language Academy of Sacramento (LAS) since November 2004, and we look forward to continuing our role in supporting the organization's growth and on-going success as you expand your impact in the coming years. We are proposing renewing services for Fiscal Year 2017 under the current scope and pricing terms.

Renewal Pricing Summary

	FY 2016	FY 2017	Notes
Total Estimated Revenues	\$5,580,154	\$5,719,015	per 3/10/16 budget draft
Total Estimated Eligible Revenues	\$5,113,955	\$5,296,358	all state and federal revenues excluding SPED revenues
Estimated ADA	520.785	536.75	per 3/10/16 budget draft
Estimated Blended Rate*	3.14580%	3.15210%	estimated % based on sliding scale
Estimated EdTec Fee	\$160,875	\$166,946	
One-Time Discounts	-\$10,000	-\$5,000	Discount provided to assist with scope and service transition
Proration	83.33%	100.00%	FY 2016 scope didn't start until September 2015
Add-Ons			
Limited Back-Office	\$6,400	\$0	EdTec support under prior year SOW terms for July & August 2015
PTO Tracking	\$1,350	\$1,800	prorated in FY 2016 for October 2015 start; \$150/month
Attendance/SIS Support	\$2,475	\$3,000	prorated in FY 2016 for October 2015 start
CALPADS Support	\$3,060	\$3,750	prorated in FY 2016 for October 2015 start
Estimated Fee Total	\$139,014	\$170,496	Subject to Final Audit Reconciliation

While the estimated fee total for FY 2017 is approximately \$31,000 higher than the FY 2016 estimated fee total, it is because FY 2016 was prorated for the later start. Had the full service scope for FY 2016 been in effect July 1, 2015, and there had been no discount, the estimated fees would have been \$169,425 or \$325.33 per ADA or about 3.30% of eligible revenues. The proposed renewal pricing for FY 2017, before the discount, puts the estimated fee at \$326.96 or about 3.31%. After the discount, it puts the estimated fee total at \$317.64 per ADA or about 3.22%.



Business and Development Specialists
for Charter Schools

Additional Renewal Options/Discounts

Should there be interest in approving a two year service agreement, EdTec would be pleased to offer a discounted fixed fee contract of \$170,000 per year for full-service back-office, including PTO tracking, Attendance & SIS Support, and CALPADS support.

Next Steps:

Attached is a copy of Statement of Work #12, which covers the term from July 1, 2016, through June 30, 2017. It reflects the same language as the current Statement of Work #11 in effect sans proration language. If the Board of Directors decides to renew services for Fiscal Year 2017 only, please return an executed copy of the agreement and a countersigned copy will be returned back to the school. If the Board of Directors would like to renew services for Fiscal Year 2017 and 2018, EdTec can provide an amended Statement of Work to reflect the discounted fixed fee pricing for both years.

Should you have any questions, please do not hesitate to reach out to me. Once again, we're very happy to continue to partner with the Language Academy of Sacramento and we look forward to continuing our relationship next year and beyond.

Gasper Magallanes
Sr. Director of Client Management & Development
gasper@edtec.com
(646) 538-8232

STATEMENT OF WORK #12
 by and between
EdTec Inc. and Language Academy of Sacramento

Reference:	Master Services Agreement dated November 1, 2004, by and between EdTec Inc. ("EdTec") and Language Academy of Sacramento ("Client").
Term:	July 1, 2016 through June 30, 2017 (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.

EdTec
Client

- **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.

Accounting:

- **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.

Accounts Payable & Receivable:

- **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

EdTec Client

	<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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EdTec Client

- **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.

SB 740 compliance (Non-classroom based):

- **SB 740 budget compliance** – For non-classroom based schools, EdTec monitors budget compliance with SB 740 and alerts school to potential problems in meeting the full-funding determination.
- **Funding determination form** – EdTec completes and files the school's funding determination form based on school input. At Client's request and subject to staff availability, travel to and attendance at ACCS and State Board meetings by EdTec is available at the then-current discounted hourly fee schedule.
- Note that the school is responsible for compliance with policies and procedures associated with non-classroom based instruction.

2. PAYROLL and HUMAN RESOURCES

Payroll:

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.

- **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 monthly payroll processing; for semi-monthly payroll 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

EdTec Client

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 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.

EdTec Client

- **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*

EdTec Client

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 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.
- **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.

7. ATTENDANCE and DATA REPORTING

- **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.

EdTec Client

	<ul style="list-style-type: none"> ▪ 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 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.) ▪ 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</p>

EdTec Client

	<p>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: Our fees for back-office services range from 3.0% to 7.5% of the school's government revenues accrued for the then-current school fiscal year, depending on the size of your school. "Government Revenues" include all attendance-driven government funding, plus government grants, but exclude Special Education funding, Federal subsidized meal funding, and State child nutrition payments. This fee <u>includes</u> all normal postage, telephone, copying, faxing, etc., <u>except</u> for bank and payroll fees that will be passed through. The fee <u>excludes</u> a charge on private philanthropy that you raise, unless there are extra-ordinary reporting requirements for these funds, in which case we would mutually-agree on a solution. The fee is payable monthly commencing on July 1, 2016, based on a pro-rated estimate of the annual fee derived from the projected enrollment and funding rates reflected in the materials submitted to the State by July 1. <ul style="list-style-type: none"> ○ We charge a higher percentage rate for your first 200 students (ADA) and then a lower rate on additional students because of our economies of scale in servicing larger schools. Our rate for your first 0-200 students is 3.5%. The <u>incremental</u> rate for 201 to 300 students is 3.25% of <u>those</u> students; 301 to 400 students, 3.0%; 401 to 500 students, 2.75%; 501 to 600 students, 2.50%; and 601 and above students, 2.25%. [To calculate your total rate, apply 3.5% to the first 200 ADA; 3.25% for the next 100 ADA, and so on.] ○ <u>For the 2016/17 fiscal year, the annual fee resulting from the above fee schedule will be reduced by \$5,000 for the period ending June 30, 2017.</u> ○ Notwithstanding the above fee schedule, the minimum fee for our back office service for a school fiscal year is \$60,250. ○ 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. ○ In addition to the fees calculated as provided above, there will be an incremental fee for the following: <ul style="list-style-type: none"> • Benefit accrual tracking, such as vacation and sick time, for a fee of \$150 per month. • Attendance and Data Reporting support, as described in item #7 of the above Scope of Services, for a fee of \$3,000 per year. • CALPADS Services, as described in Annex A, for a fee of \$3,750 per year • Second payroll cycle per month, if applicable. • Use by school personnel of debit cards, if applicable. ▪ 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

EdTec Client

	<p>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.</p> <ul style="list-style-type: none"> ▪ Setup Charges: EdTec will absorb the expenses of setting up clients on our systems. However, if reconciliations due to incomplete or unorganized records require more than twenty hours of our staff time, we will charge for the additional reconciliation time at our discounted hourly consulting rate. ▪ 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 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>

EdTec Client

EdTEC INC.	LANGUAGE ACADEMY OF SACRAMENTO
By: _____	Signature: _____
Name: Steve Campo	Name: _____
Title: President & CEO	Title: _____
Date: _____	Date: _____
1410A 62nd Street Emeryville, CA 94608	Address: _____
Fax: 510.663.3503	_____
	Email: _____
	Phone: _____
	Fax: _____

ATTACHMENT 1

Roles and Responsibilities

Clarity on roles and responsibilities between EdTec and Language Academy of Sacramento ("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/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.

EdTec Client

<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: See Annex A. ▪ CBEDS: EdTec will provide up to 2 hours to train Client on CBEDS procedures and report generation. CBEDS support beyond the initial 2 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).

EdTec Client

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.
- **CBEDS reports:** EdTec fees include up to two hours for training and guidance on report generation. CBEDS support beyond the initial 2 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.

EdTec Client

ANNEX A - CALPADS Services		The services described below will be provided for the fees set forth in this Statement of Work, provided, however, in the event Client uses a non-EdTec-supported SIS, Client shall only be entitled to a maximum of 30 hours/school per school fiscal year of such services and hours in excess of this maximum shall be billed at their current, discounted data service rate.	
Task Description	EdTec Responsibilities	School Responsibilities	
A. Fall 1 Submission (October - December) Data Review and Reconciliation	<ul style="list-style-type: none"> -Provide schools with list of required data and project calendar -Manage submission deadlines for each school site and provide regular reminders -Review Fall 1 required data in School's SIS and identify missing/inaccurate data -Review of CALPADS Fall 1 setup in School's SIS (race/ethnicity, exit code mappings) -Train staff how to review Fall 1 certification reports and resolve fatal errors -Mass request SSIDs and update student enrollments through an SENR submission -Generate and troubleshoot SENR extracts -Train school how to manually generate single SSIDs in CALPADS for new students enrolling throughout the school year -Generate, upload and troubleshoot SINP extracts 	<ul style="list-style-type: none"> -Populate School's SIS with all Fall 1 required data per EdTec's guidance -Adhere to project calendar deadlines as set forth by EdTec -Review and certify Fall 1 snapshot reports and make corrections, as needed 	
Student Enrollment Submission		<ul style="list-style-type: none"> -Enter required student demographic information into School's SIS -Follow up with other districts/schools to resolve CCE and MID anomalies 	
Student Information Submission		<ul style="list-style-type: none"> -Enter lunch eligible (free and reduced), foster youth and special education records into School's SIS -Ensure English Language Learner Information in School's SIS is up-to-date and accurate 	
Student Programs Submission		<ul style="list-style-type: none"> -Review student program records in School's SIS for completeness. Add student program records, if necessary -Generate, upload and troubleshoot SPRG extracts 	
B. Fall 2 Submission (October - January) Data Review and Reconciliation	<ul style="list-style-type: none"> -Provide schools with list of required data and project calendar -Manage submission deadlines for each school site and provide regular reminders -Review State required data in School's SIS and identify missing/inaccurate data -Review of CALPADS Fall 2 setup in School's SIS -Train staff how to review Fall 2 certification reports and resolve fatal errors -Generate reports that identify missing or inaccurate staff demographic data -Provide guidance on data requirements for staff demographic records -Provide guidance on obtaining SEID numbers for credentialed staff -Update school-provided Staff Assignment data into School's SIS, as needed -Provide guidance on data requirements for staff assignment records -Generate, upload and troubleshoot SASS extract(s) -Update school-provided Course/Section data into School's SIS -Provide guidance on data requirements for course-section records (including HQT) -Generate, upload and troubleshoot CRSE extract(s) -Generate, upload and troubleshoot SCSE extracts 	<ul style="list-style-type: none"> -Populate School's SIS with all Fall 2 required data per EdTec's guidance -Adhere to project calendar deadlines as set forth by EdTec -Review and certify Fall 2 snapshot reports and make corrections, as needed 	
Staff Demographics Submission		<ul style="list-style-type: none"> -Request Statewide Educator ID (SEID) numbers for certificated staff -Enter staff demographic data and fix any error identified by EdTec 	
Staff Assignments Submission		<ul style="list-style-type: none"> -Enter staff assignments: records in the staff assignments into School's SIS 	
Course Sections Submission		<ul style="list-style-type: none"> -Enter required course and section information in School's SIS 	
Student Course Sections Submission		<ul style="list-style-type: none"> -Ensure student schedules are up-to-date and accurate through Census Day 	
C. End-of-Year Submission (July - September) Data Review and Reconciliation	<ul style="list-style-type: none"> -Provide schools with list of required data and project calendar -Manage submission deadlines for each school site and provide regular reminders -Review State required data in School's SIS and identify missing/inaccurate data -Review of CALPADS EOY setup in School's SIS (discipline codes, program codes) -Train staff how to review EOY certification reports and resolve fatal errors -Generate and submit SENR and SINP extracts for all changes since the Fall 1 Submission -Submit and troubleshoot the End-of-Year program submission (SPRG) -Provide guidance on data requirements for additional program records -Submit and troubleshoot the End-of-Year Discipline submission (SDIS) -Provide guidance on data requirements and process for adding discipline records in School's SIS -Submit and troubleshoot the End-of-Year Course Completion submission (CRSC and SCSC) -Submit and troubleshoot the Waivers Submission (SWAV) -Assist school with identifying and fixing CCE, MID and ERD anomalies in CALPADS and School's SIS -Provide schools with CALPADS contact info for other LEAs 	<ul style="list-style-type: none"> -Populate School's SIS with all EOY required data per EdTec's guidance -Adhere to project calendar deadlines as set forth by EdTec -Review and certify End-of-Year certification snapshot reports and make corrections, as needed 	
Student Enrollment Update Submission		<ul style="list-style-type: none"> -Populate School's SIS with required student demographic information for students since the last enrollment update -Enter student End-of-Year student program records into School's SIS 	
End-of-Year Program Submission		<ul style="list-style-type: none"> -Enter student discipline information into School's SIS 	
End-of-Year Discipline Submission		<ul style="list-style-type: none"> -Confirm all term grades have been entered into School's SIS for Grades 7-12 -Enter student End-of-Year waiver data into School's SIS 	
End-of-Year Course Completion Submission			
End-of-Year Waivers Submission			
D. Anomaly Resolution (Year-long, as needed) Anomaly Resolution Support		<ul style="list-style-type: none"> -Follow up with other LEAs to resolve anomalies 	
E. Address Verification (Year-long, as needed) Address Verification Support		<ul style="list-style-type: none"> -Review addresses that were not certified by CALPADS and correct -Submit address corrections, as needed 	

*This service does not include data remediation support. If it is determined that the initial data quality and set up requires a significant amount of intervention by EdTec, a separate scope of work for data remediation services may be required.



A California Public School

Agenda Item# IIC

Board Meeting Date: March 18, 2016

Subject: Board Development

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action

Background:

Item 1: Board Member Protocols and Training

Discussion on member responsibilities, attendance, committee chair or co-chair responsibilities, and future training needs. Completion of conflict of interest forms.

Item 2: Staff Board Representatives Update

Board Staff Representatives share synopsis of "staff talk."

	Aye	Nay	Abstain	Absent
Aceves, Fernando				
Ruiz, Erika				
Parent Representative-Vacant				
Mellor, MaryAnn				
González, Gustavo				
Sala, Marbella				
Sepúlveda, Angel				
Gutiérrez, Adriana				
González, Antonio				
Kraemer, Jack				
Totals:				

Estimated Time of Presentation: 5 min
Submitted By: Bersola/Mellor/Staff Reps.
Date: 3.16.16

Pertinent Pages in
 () Charter, pages _____
 () MOU, pages _____



A California Public School

Agenda Artículo# IIIC

Fecha de la Reunión: 18 de marzo del 2016

Tema: Desarrollo de la Mesa Directiva

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia/Acción
- Acción

Antecedentes:

Artículo 1: Protocolo y entrenamiento de los miembros de la Mesa Directiva

Discusión sobre las responsabilidades de los miembros, asistencia, responsabilidades de los representantes de comités y co-representantes, y necesidades para entrenamientos futuros. Llenar los formularios de conflicto de interés.

Artículo 2: Noticias actuales de los miembros representantes del personal en la Mesa Directiva

Representantes del personal de la Mesa Directiva compartieron una sinopsis de las "platicas del personal."

	Aye	Nay	Abstain	Absent
Aceves, Fernando				
Ruiz, Erika				
Parent Representative-Vacant				
Mellor, MaryAnn				
González, Gustavo				
Sala, Marbella				
Sepúlveda, Angel				
Gutiérrez, Adriana				
González, Antonio				
Kraemer, Jack				
Totals:				

<p>Tiempo estimado para la presentación: 5 min. Entregado por: Bersola/Mellor Fecha: 3.16.16</p>	<p>Páginas pertinentes en: () La constitución, páginas _____ () MOU, páginas _____</p>
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A California Public School

Agenda Item# IIID

Board Meeting Date: March 18, 2016

Subject: 2015-16 Governing Board Election: Community Representative

- Information Item Only
- Approval on Consent Agenda
- Conference/First Reading (Action Anticipated: _____)
- Conference (for discussion only)
- Conference/Action
- Action

Committee: By-Laws and Policy Committee/Community Board Elections

Recommendation:

The Committee requests that board members commit to actively recruit possible candidates for the community representative position.

Attachments:

- 1) LAS Brochure
- 2) LAS Board Candidate Application

	Aye	Nay	Abstain	Absent
Aceves, Fernando				
Ruiz, Erika				
Ramos, Michelle				
Mellor, MaryAnn				
González, Gustavo				
Sala, Marbella				
Sepúlveda, Angel				
Gutiérrez, Adriana				
González, Antonio				
Kraemer, Jack				
Totals:				

Estimated Time of Presentation: 5 min
Submitted By: Bylaws/Policy Committee
Date: 3.16.16

Pertinent Pages in
 () Charter, pgs _____ () Bylaws, pgs _____
 () MOU, pgs _____ () Policy _____



A California Public School

Agenda Artículo# IIID

Fecha de la Reunión: 18 de marzo del 2016

Tema: 2015-16 Elecciones de la Mesa Directiva: Representante de Comunidad

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia (solo para discutir)
- Conferencia/Acción
- Acción

Comité: Comité de Pólizas/Estatutos/Elecciones de Comunidad para la Mesa Directiva

Recomendación: El comité solicita que la mesa directiva se comprometa a activamente reclutar a candidatos para la posición de representante de la comunidad.

Documentos adjuntos:

- 1) Folleto de LAS
- 2) Aplicación de candidatura para la mesa directiva

	Aye	Nay	Abstain	Absent
Aceves, Fernando				
Ruiz, Erika				
Ramos, Michelle				
Mellor, MaryAnn				
González, Gustavo				
Sala, Marbella				
Sepúlveda, Angel				
Gutiérrez, Adriana				
González, Antonio				
Kraemer, Jack				
Totals:				

Tiempo estimado para la presentación: 5 min.
Entregado por: Comité de Estatutos/Política
Fecha: 3.16.16

Pertinent Pages in
 () Charter, pgs _____ () Bylaws, pgs _____
 () MOU, pgs _____ () Policy _____



LAS Academics

The Language Academy of Sacramento (LAS) is a TK-8 Two Way Spanish Immersion Public School that offers a challenging curriculum emphasizing **Academic Achievement, Bilingualism and Biliteracy**, and a **Collaborative** home and school relationship. Key components of the LAS academic program include instruction in English and Spanish in all grade levels, smaller class size, an extended school day and year, as well as community partnerships to enrich the curriculum. LAS is the only TK-8 Dual Immersion educational program in the area, and has seen continuous academic growth that supports college and career readiness.



LAS Facts

- ❖ In its ten years as a charter school, LAS API increased by 103 points.
- ❖ Following Dual Immersion Research, LAS 7th and 8th grade students achieve at higher levels than neighborhood peers in English, while simultaneously learning Spanish.
- ❖ LAS offers After-School Programs that provide extended enrichment opportunities, academic support and recreation opportunities.
- ❖ Parent Participation is key to the success of LAS, and is supported by an active Parent Association and Parent Council.
- ❖ LAS has a shared Governance model that includes Parents, Staff and Community Members.
- ❖ LAS' educational model provides the area high schools with the only students prepared to enroll in Advanced Placement foreign language courses.



Two-Way Immersion 90-10 Model

Grade	Spanish	English
TK-1 st	90%	10%
2 nd	80%	20%
3 rd	70%	30%
4 th	60%	40%
5 th -8 th	50%	50%

For more information
2850 49th Street
Sacramento, CA 95817
(916) 277-7137
(916) 277-7141 fax
www.lasac.info

LAS Mission

To create a learning environment where **students:**

Biliteracy: Utilize bilingual academic knowledge and skills in real-world situations and diverse settings

Confidence and Life Skills: Develop and exhibit positive self-esteem, pride, confidence, and respect for themselves and others

Leadership and Critical Thinking: Demonstrate leadership skills in order to build bridges between communities and apply critical thinking skills to solve problems, promote social justice, and create change in society



Language Academy OF SACRAMENTO



Programa Académico de LAS

La academia de idiomas de Sacramento (LAS) es una escuela pública de inmersión dual en español, que ofrece un currículo desafiante que enfatiza el éxito académico, la habilidad de ser bilingües y la colaboración entre la escuela y el hogar. Algunos componentes clave del programa académico de LAS incluyen la instrucción en español e inglés a través de todos los grados, clases pequeñas, días y año escolar extendidos, así como una colaboración con la comunidad que enriquece el currículo. LAS es el único programa de inmersión dual en el área y ha sido testigo de un crecimiento académico continuo, que respalda el preparamiento para una carrera universitaria y profesional.



Datos de LAS

- En sus diez años como escuela charter, LAS ha tenido un incremento total de 103 puntos en el rendimiento estudiantil.
- Consistente con investigaciones actuales sobre inmersión dual, estudiantes de séptimo y octavo grado en LAS están alcanzando niveles más altos en inglés que estudiantes de escuelas secundarias en la comunidad y el distrito, mientras aprenden español simultáneamente.
- LAS ofrece programas después de escuela que proporcionan oportunidades de enriquecimiento, apoyo académico y oportunidades recreativas.
- La participación de los padres es clave para el éxito de LAS, y es respaldada por una asociación y un consejo de padres.
- LAS mantiene un modelo de gobernanza que incluye padres, personal de la escuela, y miembros de la comunidad.
- El modelo educacional de LAS proporciona a preparatorias de la comunidad con los únicos estudiantes de su grado preparados para matricularse en clases avanzadas (AP) de Idiomas extranjeros.



Two-Way Immersion 90-10 Model

Grade	Spanish	English
TK-1 st	90%	10%
2 nd	80%	20%
3 rd	70%	30%
4 th	60%	40%
5 th -8 th	50%	50%

For more information
 2850 49th Street
 Sacramento, CA 95817
 (916) 277-7137
 (916) 277-7141 fax
 www.lasac.info

Misión de LAS

Crear un medioambiente de aprendizaje en el cual los estudiantes:

Utilicen el conocimiento académico y habilidades bilingües (español e inglés) en situaciones del mundo real y en diversos entornos (alfabetización bilingüe).

Desarrollen y exhiban una autoestima positiva, orgullo, confianza y respeto por sí mismos y otros (confianza y habilidades de la vida).

Demuestren habilidades de liderazgo con el fin de establecer puentes entre comunidades y aplicar habilidades de pensamiento crítico para resolver problemas, fomentar la justicia social, y crear un cambio en la sociedad (liderazgo y pensamiento crítico).

Language Academy of Sacramento Governing Board of Directors

Board Representative

The Governing Board of the Language Academy of Sacramento is seeking for one (1) candidate for each of the Community, Parent and Staff Representative Positions. The term of the office will be from July 1, 2016 until June 30, 2019. This important position serves to ensure the Language Academy of Sacramento's mission is fulfilled.

The LAS mission is to create a learning community where students: 1. Utilize bilingual (Spanish and English) academic knowledge and skills in real-world situations and diverse settings. (BILITERACY), 2. Develop and exhibit positive self-esteem, pride, confidence and respect for themselves and others. (CONFIDENCE AND LIFE SKILLS), and 3. Demonstrate leadership skills in order to build bridges between communities and apply critical thinking skills to solve problems, promote social justice, and create change in society. (LEADERSHIP AND CRITICAL THINKING)

In support of the school's mission, the Governing Board's responsibilities encompass the following: 1) preparing for and attending one monthly 4-5 hour evening meeting and two committee meetings a month estimated at two hours each, 2) during Governing Board and committee meetings: setting organizational policies, 3) designing long-range and strategic plans that fulfill the school's mission; and 4) monitoring the school's overall operational needs and overseeing proper allocations of the school's financial and human resources.

If you are interested in this challenging and vital position, please submit a current resume and your Declaration of Candidacy for Governing Board Representative (see below) to the Language Academy of Sacramento, 2850 49th Street, Sacramento, CA 95817. *Individuals employed by LAS within the last 60 months are not eligible for candidacy.*

IMPORTANT DATES

All candidate declaration and resume must be received at the school no later than **Friday, April 8, 2016 by 5PM**

For Community Representative Candidates

- ❖ Interviews will be on **Friday, April 15, 2016** at 5:30PM
- ❖ Town Hall Meeting for candidates will be held on **Wednesday, April 27, 2016** at 8:30AM
- ❖ All stakeholder votes will be received by **May 6, 2016** by 5:00PM
- ❖ New Community Representative Board members will be announced by **May 16, 2016**

For Parent Representative Candidates

- ❖ Town Hall Meeting for candidates will be held on **Wednesday, April 20, 2016** at 8:30AM
- ❖ All stakeholder votes will be received by **Friday, April 29, 2016** by 5:00PM
- ❖ New Parent Representative Board member will be announced by **Monday, May 9, 2016**

Please direct your information or any questions regarding this application to Teejay Bersola via email at tbersola@lasac.info.

Job Description, Member of the Board of Directors

Board members are expected to serve the community of the Language Academy of Sacramento Charter School by ensuring that there is competent leadership and adequate resources available to accomplish the school's mission. Collectively, board members understand that they are responsible to ensure that the school's education program and operations are aligned with the school's charter and bylaws as well as all applicable laws and regulations. In addition, the board is responsible for ensuring the school's fiscal health and ensuring that fiscal systems, procedures, and processes are in place. Members of the Board of Directors are expected to be available to participate on committees and at board meetings as fully informed members.

Specifically, board members must:

1. Attend and actively participate in all regularly scheduled board meetings, arriving on time and remaining until the meeting is ended. Directors will be allowed two (2) absences due to emergencies per fiscal year. It is mandatory for all directors to attend all special Board meetings. Board members will make every attempt to schedule special meetings at a time when all Board members can be present.
2. Prepare for meetings by reading the board packet and being ready to discuss with an open mind the issues at hand. In addition, Board members will be responsible for the information shared during any Board meetings for which they have been absent.
3. Participate on two active board committees attending committee meetings and contribute to the accomplishment of the committee goals. Teacher representatives will participate on one active board committee. Directors will be allowed two (2) absences due to emergencies per fiscal year. It is mandatory for all directors to attend all special committee meetings. Board members will make every attempt to schedule special meetings at a time when all Board members can be present.
4. Advocate on behalf of Language Academy of Sacramento Charter School, to promote high academic achievement, the views of the school, and to secure funding and other support for the organization.
5. During Board votes, Directors shall subordinate individual agendas, and agendas of the member's constituency to the goals of the entity.
6. Share information from committee meetings and board meetings with member's constituencies. Board members will share said information from the point of view of the Board. If a Board member states her or his opinion about a Board matter, it will be clearly stated as such. In sharing information from committee meetings and board meetings, Board members will share the appropriate sections of the latest minutes, committee or board deliberations, resolution, and decisions taken by the Board.
7. Follow the board norms.
8. Keep closed session board discussions and reports confidential.
9. Provide input into the strategic plan and monitor the organization's progress towards achieving established goals.
10. Keep abreast of charter school issues through research, reading, and attendance at workshops.

CODE OF ETHICS FOR GOVERNING MEMBERS

As a Governing Board member of the Language Academy of Sacramento, I shall promote the best interests of the School as a whole and, to that end, shall adhere to the following ethical standards:

Equity in Attitude

- I will be fair, just, and impartial in all my decisions and actions.
- I will accord others the respect I wish for myself.
- I will encourage expressions of different opinions and listen with an open mind to others' ideas.

Trustworthiness In Stewardship

- I will be accountable to the public by representing School policies, programs, priorities, and progress accurately.
- I will be responsive to the community by seeking its involvement in School affairs and by communicating its priorities and concerns.
- I will work to ensure prudent and accountable use of School resources.
- I will make no personal promise or take private action that may compromise my performance or my responsibilities.

Honor In Conduct

- I will tell the truth.
- I will share my views while working for consensus.
- I will respect the majority decision as the decision of the Governing Board.
- I will base my decisions on fact rather than supposition, opinion, or public favor.

Integrity Of Character

- I will refuse to surrender judgment to any individual or group at the expense of the School as a whole.
- I will consistently uphold all applicable laws, rules, policies, and governance procedures.
- I will not disclose information that is confidential by law or that will needlessly harm the School if disclosed.

Commitment To Service

- I will focus my attention on fulfilling the Boards' responsibilities
- I will diligently prepare for and attend Board meetings.
- I will avoid personal involvement in activities the Board has delegated to the School Leadership.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.

Student-Centered Focus

- I will be continuously guided by what is best for all students of the School.

**Language Academy of Sacramento
Declaration of Candidacy for the Governing Board Representative**

*Deadline: Friday, April 8, 2016
Send it via email or in person by 5:00PM*

Declaration of Candidacy for Governing Board: (Please choose one)

Community Representative Parent Representative Staff Representative

I, _____, am announcing my candidacy for the Governing Board Representative position.

I believe I am qualified for this position because:

My priorities for the LAS Governing Board are:

Other comments:

**Please attach a current resume*

I am aware that if I am voted in as a member of the LAS Governing Board, I must commit to:

- ◆ Attending the Governing Board's monthly (and occasionally more frequent) meetings.
- ◆ Attending the Governing Board Retreats.
- ◆ Attending assigned Committee Meetings.
- ◆ Parent Representative Only-- Attending monthly Parent Council and Parent Association Meetings
- ◆ Attending trainings and/or workshops (in addition to those offered during Board meetings) so as to learn the roles and responsibilities of Charter School Board members

Print Name

Signature

Date



A California Public School

Agenda Item# IIIE

Board Meeting Date: March 18, 2016

Subject: 2015-16 Governing Board Election: Parent Representative

- Information Item Only
- Approval on Consent Agenda
- Conference/First Reading (Action Anticipated: _____)
- Conference (for discussion only)
- Conference/Action
- Action

Committee: By-Laws and Policy Committee – Parent Representative Board Elections

Recommendation:

The Committee requests that board members commit to actively recruit possible candidates for the parent representative position.

Attachments:

- 1) LAS Brochure
- 2) LAS Board Candidate Application

	Aye	Nay	Abstain	Absent
Aceves, Fernando				
Ruiz, Erika				
Ramos, Michelle				
Mellor, MaryAnn				
González, Gustavo				
Sala, Marbella				
Sepúlveda, Angel				
Gutiérrez, Adriana				
González, Antonio				
Kraemer, Jack				
Totals:				

Estimated Time of Presentation: 5 min
Submitted By: Bylaws/Policy Committee
Date: 3.16.16

Pertinent Pages in
 () Charter, pgs _____ () Bylaws, pgs _____
 () MOU, pgs _____ () Policy _____



A California Public School

Agenda Artículo# IIIE

Fecha de la Reunión: 18 de marzo del 2016

Tema: 2015-16 Elecciones de la Mesa Directiva: Representante de Padres

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia (solo para discutir)
- Conferencia/Acción
- Acción

Comité: Comité de Pólizas/Estatutos/Elecciones de Comunidad para la Mesa Directiva

Recomendación: El comité solicita que la mesa directiva se comprometa a activamente reclutar a candidatos para la posición de representante de padres.

Documentos adjuntos:

- 1) Folleto de LAS
- 2) Aplicación de candidatura para la mesa directiva

MOTION January Check Register	Aye	Nay	Abstain	Absent
Aceves, Fernando				
Ruiz, Erika				
Ramos, Michelle				
Mellor, MaryAnn				
González, Gustavo				
Sala, Marbella				
Sepúlveda, Angel				
Gutiérrez, Adriana				
González, Antonio				
Kraemer, Jack				
Totals:				

Tiempo estimado para la presentación: 5 min.
Entregado por: Comité de Estatutos/Política
Fecha: 3.16.16

Pertinent Pages in
 () Charter, pgs _____ () Bylaws, pgs _____
 () MOU, pgs _____ () Policy _____



A California Public School

Agenda Item# IIIF

Board Meeting Date: March 18, 2016

Subject: Director's Evaluation: Update

- Information Item Only
- Approval on Consent Agenda
- Conference/First Reading (Action Anticipated: _____)
- Conference (for discussion only)
- Conference/Action
- Action

Committee: Academic Director Evaluation Committee: Mellor, Ruiz

Information:

Academic Director Evaluation Tentative Process:

1. Director's Evaluation Committee meets with Academic Director (AD) to set goals
2. AD completes own evaluation by mid-March
3. March/April Parent Council and Student Council meetings: Mellor or Ruiz picks names out of a hat for composition of parent and student focus groups.
Update: The Committee has randomly selected participants from the Parent Council and the Student Council for focus groups.
4. By end of May/June: Director's Evaluation Committee conducts focus groups of teachers, staff, parents and students (Student Council)- give information re AD's performance- focus groups use open-ended questions based on AD job description/Performance rubric
5. Director's Evaluation Committee conducts AD evaluation
6. Director's Evaluation Committee presents AD evaluation to Board

The Director's Evaluation Committee is currently reviewing the previous evaluation tool for its utility and efficacy given new state changes in curriculum, standards, and assessments.

Recommendation: None at this time.

<p>Estimated Time of Presentation: 15 minutes Submitted By: Director's Evaluation Date: 3.16.16</p>	<p>Pertinent Pages in <input type="checkbox"/> Charter, pages _____ <input type="checkbox"/> MOU, pages _____</p>
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A California Public School

Agenda Artículo# IIIF

Fecha de la Reunión: 18 de marzo del 2016

Tema: Comité de Evaluación del Director: Noticias recientes

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia (solo para discutir)
- Conferencia/Acción
- Acción

Comité: Comité de Evaluación del Director: Mellor, Ruiz

Información:

Proceso de Evaluación del Director Académico:

1. Comité de Evaluación del Director se reúne con el Director Académico (AD) para establecer metas.
2. AD completa su auto-evaluación a mediados de marzo.
3. Reuniones de concilio de padres y concilio estudiantil en abril: Mellor o Ruiz escogen los nombres por medio de sorteo para componer los grupos de enfoque de padres y estudiantes.
Noticias recientes: El comité ha seleccionado participantes del concilio de padres y del concilio de estudiantil al azar.
4. Final de mayo/junio: el Comité de Evaluación conduce grupos de enfoque para maestros, personal, padres y estudiantes (concilio estudiantil)- se da información con respecto al trabajo del Director Académico- los grupos utilizan preguntas abiertas basadas en la descripción del trabajo del AD y la rúbrica de rendimiento.
5. El comité de Evaluación del Director conduce evaluaciones del Director Académico.
6. El comité de evaluación del director presenta la evaluación del Director Académico en la reunión de la Mesa Directiva.

El Comité de Evaluación del Director está actualmente repasando la herramienta de evaluación utilizada anteriormente para determinar su utilidad y eficacia en vista de los nuevos cambios estatales en los planes de estudios, las normas y las evaluaciones.

Recomendación: Ninguna al momento

Tiempo estimado para la presentación: 15 min.
Entregado por: Evaluación del Director
Fecha: 3.16.16

Páginas pertinentes en:
() La constitución, páginas _____
() MOU, páginas _____



A California Public School

Agenda Item# IIIG

Board Meeting Date: March 18, 2016

Subject: Hosaka, Rotherham and Company: Auditor Contract Renewal

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action

Committee: Financial Audit

Information:

In March 2013, the Governing Board approved the proposal from Hosaka, Rotherham & Company to conduct the 2012-2013 financial audit. School Leadership worked closely with the auditors for the fiscal and compliance review of the Language Academy. School Leadership felt that the auditors were very knowledgeable as it pertains to charter, ASES, and Prop 1D compliance rules and regulations. All reviews and reports were conducted in a professional and timely manner. Since then, Hosaka, Rotherham & Company has served as LAS financial auditor. Most recently, LAS received the letter from the State Controller's office confirming that the 2014-2015 audit report met reporting standards.

Recommendation:

Renewal the Hosaka, Rotherham and Company as the designated auditor for the 2016-2019 fiscal year.

Fiscal Implication:

- One-Year Contract (2016-2017)
- Two-Year Contract (2016-2017,) 2017-2018)
- Three-Year Contract (2016-2017, 2017-2018, 2018-2019)
- Please see Hosaka, Rotherham and Company attached proposal.*

Board Member Name	Aye	Nay	Abstain	Absent
Ramos, Michelle				
Ruiz, Erika				
Mercado, Adolfo				
Mellor, MaryAnn				
Kaplan, Roger				
Cervantes, Amanda				
Phelps, Pamela				
Gutiérrez, Adriana				
Coates, Kristen				
Totals:				

Documents Attached:

- 1) Hosaka, Rotherham & Company Proposal

Estimated Time of Presentation: 5 min
 Submitted By: School Leadership
 Date: 3.16.16

Pertinent Pages in
 () Charter, pages _____
 () MOU, pages _____



A California Public School

Agenda Artículo# IIIG

Fecha de la Reunión: 18 de marzo, 2016

Tema: Hosaka, Rotherham and Company: Renovación del contrato del auditor

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia/Acción
- Acción

Comité: Auditoría Financiera

Información:

En marzo del 2013, la Mesa Directiva aprobó la proposición de Hosaka, Rotherham & Compañía para llevar a cabo la auditoría fiscal del 2012-2013. El Liderazgo Escolar trabajó en estrecha colaboración con los auditores para la revisión fiscal y de cumplimiento para la Academia de Idiomas. El Liderazgo Escolar consideró que los auditores fiscales fueron muy eficientes con lo que respecta a la constitución (chárter), los programas después de escuela, y los reglamentos y las normas de cumplimiento relacionadas con la Proposición 1D. Todas las evaluaciones e informes se llevaron a cabo de manera profesional y oportuna. Desde entonces, Hosaka, Rotherham & Company ha servido como auditor financiero para LAS. Recientemente, LAS recibió una carta de la Oficina del Controlador Estatal confirmando que el reporte de la auditoría fiscal para el 2014-2015 cumplió con las normas de reportaje.

Recomendación:

Se recomienda la renovación de Hosaka, Rotherham y Compañía como el auditor fiscal designado para el año fiscal 2016-20149.

Implicaciones Fiscales:

Contrato por un año (2016-2017) ??
Contrato por dos años (2016-17, 2017-18) - ??
Contrato por tres años (2016-17, 2017-18, 2018-19) -
Para mas información, referir a la propuesta adjunta de Hosaka, Rotherham & Company.

Board Member Name	Aye	Nay	Abstain	Absent
Ramos, Michelle				
Ruiz, Erika				
Mercado, Adolfo				
Mellor, MaryAnn				
Kaplan, Roger				
Cervantes, Amanda				
Phelps, Pamela				
Gutiérrez, Adriana				
Coates, Kristen				
Totals:				

Documento adjunto:

1. Propuesta de Hosaka, Rotherham & Company

Tiempo estimado para la presentación: 5 min.
Entregado por: Liderazgo escolar
Fecha: 3.16.16

Páginas pertinentes en:
() La constitución, páginas _____
() MOU, páginas _____



A California Public School

Agenda Item# IVA

Board Meeting Date: March 18, 2016

Subject: Monthly Financials

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action

Committee: School Leadership and EdTec

Information:

Part 1- Major Financial Highlights:

1. No changes to state budget assumptions for FY 2015 or preliminary FY2017 details – firmer details still expected via the May Revise
2. P1 Certification for the whole state suggests a slightly bigger LCFF implementation this year – should yield LAS about \$8K+ this year
3. LAS generally preserving its bottom line position- despite note above on P1 Certification being up, forecast down net \$6K
4. Still expecting the LAS bottom line to improve, not decline as the next 4 months of the fiscal year wrap up
5. More clarification on Prop 1D closeout and loan repayment in hand
6. Preliminary budget for FY2017 and the multiyear scenario complete

Part 2- Forecast Revisions –February 2016 Financials

1. Projected operating income decreased from \$627 to \$621K
2. Positive net changes in Revenues and Substitutes and Taxes line items
3. Negative net changes in Books and Supplies, Janitorial and Utilities, Fieldtrips, Fundraising

Part 3- Prop1D Closeout Details

1. Another round of change orders expected prior to officially closing out project
2. Once project is closed, spending needs to go to OPSC for review and board approval- a project has 3 years from final apportionment to close (for LAS, that would be July 2017)
3. If all expenses are approved, LAS expecting to return about \$2M and then have a loan repayment of \$4.8M
4. Loan repayment is set to start this April, with the interest and principal payments being deducted automatically from monthly state apportionments
5. Only issue is LAS will end up paying interest on \$5.8M vs \$4.8M until the project is closed and has gone through final review with OPSC; can't return the \$2M until that happens, so OPSC treats the #2M as a \$1M grant and \$1M loan until it know otherwise

Documents Attached:

- March 2016 Financial Summary
- February 2016 Financials
- February 2016 Balance Sheet
- February 2016 Cash Flow

Estimated Time of Presentation: 5 min
Submitted By: School Leadership/EdTec
Date: 3.16.16

Pertinent Pages in
 () Charter, pages _____
 () MOU, pages _____



A California Public School

Fecha de la Reunión: 18 de marzo del 2016

Agenda Artículo# IVA

Tema: Estados Financieros Mensuales

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia/Acción
- Acción

Comité: Liderazgo Escolar y EdTec

Información:

Parte 1- Puntos Financieros Sobresalientes:

1. No hay cambios al presupuesto estatal para el año fiscal 2015 o a los detalles preliminares del año fiscal 2017. Se esperan detalles concretos durante la revisión del mes de mayo.
2. Certificación de P1 para todo el estado sugiere una implementación más grande de LCFF para este año. Se estima un ingreso de \$8 mil.
3. Generalmente, LAS preservara sus resultados finales. A pesar de la nota anterior sobre el certificado de P1, se estima un ingreso de \$6 mil.
4. Aun esperamos que los resultados finales de LAS mejoren y que no bajen mientras se terminan estos últimos 4 meses del año fiscal.
5. Más clarificación en la clausura de la propuesta 1D y el plan de pago en mano
6. Propuesto preliminar para el año fiscal 2017 y una proyección multianual están completas

Parte 2- Revisiones del pronóstico – Estados financieros del mes de febrero

1. Ingresos de operación proyectados han caído de \$627 mil a \$621 mil.
2. Cambios netos positivos en artículos de ingresos, substitutos, e impuestos
3. Cambios netos negativos en artículos de libros y suministros, limpieza y utilidades, paseos, y actividades para recaudar fondos.

Parte 3- Detalles de clausura de la propuesta 1D

1. Se espera otra ronda de cambios antes de que el proyecto cierre oficialmente.
2. Una vez que el proyecto se termine, los gastos necesitan ir a OPSC para revisión y aprobación de la mesa directiva. Un proyecto se lleva 3 años desde nombramientos finales hasta la clausura (para LAS, esto sería Julio del 2017)
3. Si todos los gastos son aprobados, se espera que LAS regrese aproximadamente \$2M y después tener un plan de pago de \$4.8M
4. El plan de pago está programado para empezar este abril, con intereses y pagos iniciales que serán deducidos automáticamente de los repartos estatales.
5. El único problema es que LAS pagará intereses de los \$5.8M y no de los \$4.8M hasta que el proyecto se acabe y se haya hecho una inspección final con OPSC. No se pueden regresar los \$2M hasta que eso pase, así es que OPSC trata los \$2M como un préstamo de \$1M hasta que se les notifique de lo contrario.

Documentos adjuntos:

- Resumen Financiero – marzo del 2016
- Finanzas de febrero del 2016
- Saldo actual- febrero del 2016
- Declaración del flujo de ingresos hasta febrero del 2016

Tiempo estimado para la presentación: 5 min.
Entregado por: Liderazgo Escolar/EdTec
Fecha: 3.16.16

Páginas pertinentes en:
 () La constitución, páginas _____
 () MOU, páginas _____

The Language Academy of Sacramento

March 2016 Board Meeting

edtec

Business and Development Specialists
for Charter Schools

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March 18, 2016

Gasper Magallanes

Major Financial Highlights

- No changes to state budget assumptions for FY 2016 or preliminary FY 2017 details – firmer details still expected via the May Revise
- P-1 Certification for the whole state suggests a slightly bigger LCFF implementation this year – should yield LAS about \$8K+ this year
- LAS generally preserving its bottom line position – despite note above on P-1 Certification being up, forecast down net \$6K
- Still expecting the LAS bottom line to improve, not decline, as the next 4 months of the fiscal year wrap up
- More clarification on Prop 1D closeout and loan repayment in hand
- Preliminary budget for FY 2017 and the multiyear scenario complete

Forecast Revisions - Feb 2016 Financials

Projected operating income decreased from \$627K to \$621K

Budget Item	Net Change	Reason/Rationale
Revenues	+\$24K	Increased LCFF implementation, Bechtel Civics Grant, Field Trips proceeds, and prior year revenues
Substitutes & Taxes	+\$33K	Not as large of need as originally anticipated
Books & Supplies	-\$13K	Additional SPED & office supplies spending; rebalancing of textbook & library spending
Janitorial & Utilities	-\$27K	Based on latest billing from SCUSD
Field Trips	-\$14K	YTD trends plus planned spending
Fundraising	-\$10K	YTD trends
Total	-\$6K	(also includes other small line item changes in total)

Prop 1D Closeout Details

- Another round of change orders expected prior to officially closing out project
- Once project is closed, spending needs to go to OPSC for review and board approval – a project has 3 years from final apportionment to close (for LAS, that would be July 2017)
- If all expenses are approved, LAS expecting to return about \$2M and then have a loan repayment of \$4.8M
- Loan repayment is set to start this April, with the interest and principal payments being deducted automatically from monthly state apportionments
- Only issue is LAS will end up paying interest on \$5.8M vs \$4.8M until the project is closed and has gone through final review with OPSC → can't return the \$2M until that happens, so OPSC treats the \$2M as a \$1M grant and \$1M loan until it knows otherwise

ESP-CA
EdTec Network : Language Academy of Sacramento (LAS)
Balance Sheet
End of Feb 2016

Financial Row	Amount
ASSETS	
Current Assets	
Bank	
9120-LAS - Cash in Bank - LAS	
9121-3857 - Cash in Bank - LAS: SFCU Checking	\$1,171,258.21
9124-857S - Cash in Bank - LAS: SFCU Savings	\$3,225,119.84
9125-857M - Cash in Bank - LAS: SFCU Money Market	\$616,580.31
9126-857C - Cash in Bank - LAS: SFCU CD	\$56,508.59
Total - 9120-LAS - Cash in Bank - LAS	\$5,069,466.95
Total Bank	\$5,069,466.95
Accounts Receivable	
9200 - Accounts Receivable	
9201 - Employee Advances	(\$276.00)
9212 - AR - Title II	\$202.00
9232 - AR - Property Taxes	\$1,045.00
9251 - AR - Gen Purpose prior yr adjustment (Due from District)	\$529.00
Total - 9200 - Accounts Receivable	\$1,500.00
Total Accounts Receivable	\$1,500.00
Total Current Assets	\$5,070,966.95
Fixed Assets	
9420 - Land Improvements	\$106,376.21
9425 - Accumulated Depreciation - Land Improvements	(\$106,376.19)
9440 - Equipment	\$224,119.73
9445 - Accumulated Depreciation-Equipment	(\$89,331.26)
9450 - Construction in Progress	\$7,802,310.32
Total Fixed Assets	\$7,937,098.81
Total ASSETS	\$13,008,065.76
LIABILITIES & EQUITY	
Current Liabilities	
Accounts Payable	

ESP-CA
EdTec Network : Language Academy of Sacramento (LAS)
Balance Sheet
End of Feb 2016

Financial Row	Amount
9500 - Accounts Payable	
9500 - Accounts Payable	\$28,142.66
9512 - AP - District Prior Year Prop Tax Adjustment	\$49,231.00
9518 - AP - Other State overpayment	\$169.00
Total - 9500 - Accounts Payable	\$77,542.66
Total Accounts Payable	\$77,542.66
Credit Card	
9515-LAS - Credit Card Summary - LAS	
9515-3761 - Credit Card - LAS : CCU #3761	\$205.88
9515-6566 - Credit Card - LAS : CCU #6566	\$3,566.01
9515-6574 - Credit Card - LAS : CCU #6574	\$4,819.18
Total - 9515-LAS - Credit Card Summary - LAS	\$8,591.07
Total Credit Card	\$8,591.07
Other Current Liability	
9501 - Accrued Accounts Payable	\$225,629.32
9502 - AP - District Oversight Fee	\$37,369.00
9514 - AP - Other	\$1,933,532.00
9525 - Flex Plan Liability	\$1,837.50
9530 - Garnishment/Lien Payable	\$60.00
9540 - Payroll Liability - Federal	\$2,146.81
9545 - Payroll Liability State	\$8,881.45
9555 - Retirement Liability - STRS	(\$3,631.24)
9570 - Wages Payable	\$3,064.39
9571 - Wages Payable (July & August)	\$101,029.07
9580 - 403B Payable	(\$57.70)
9585 - Other Payroll Liabilities	(\$149.62)
Total Other Current Liability	\$2,309,710.98
Total Current Liabilities	\$2,395,844.71
Long Term Liabilities	
9660 - Long Term Liabilities	
9670 - CDE Loan	\$4,800,000.00
Total - 9660 - Long Term Liabilities	\$4,800,000.00
Total Long Term Liabilities	\$4,800,000.00
Equity	
Equity	
9781 - Temporarily Restricted	\$763,125.35
Total - Equity	\$763,125.35
Retained Earnings	\$5,924,230.11
Total Equity	\$5,812,221.05
Total LIABILITIES & EQUITY	\$13,008,065.76

Language Academy of Sacramento
 Monthly Cash Forecast
 As of February 29, 2016

	2015/16												Forecast	APIAR
	Actual						Projected							
	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Projected	Apr Projected	May Projected	Jun Projected		
Beginning Cash	5,901,227	5,256,029	4,635,894	4,328,292	4,987,663	5,009,860	4,850,455	5,213,666	5,069,467	5,065,139	3,134,516	3,100,576		
Revenue	-	-	-	885,553	258,182	258,182	419,487	-	1,076,587	327,659	297,347	297,347	4,402,194	581,850
General Block Grant	-	-	-	-	34,757	-	35,586	16,800	98,424	8,112	8,112	43,350	245,152	-
Federal Income	-	-	-	-	42,088	28,055	166,523	160,333	86,794	62,208	55,671	7,541	833,808	70,946
Other State Income	4,489	686	886	13,592	5,877	5,707	1,636	10,933	(3,264)	1,213	1,213	1,213	44,000	-
Local Revenues	0	18	-	19,989	13,112	3,292	1,091	1,085	4,103	4,103	4,103	4,103	55,000	-
Fundraising and Grants	4,489	714	886	1,072,784	353,816	295,235	624,333	189,151	1,262,653	403,297	366,447	353,554	5,880,154	652,795
Total Revenue	118,910	106,490	277,714	264,711	265,385	261,024	271,023	268,046	381,322	275,697	275,697	248,598	3,014,617	-
Expenses	100,946	32,605	7,483	23,613	1,623	5,783	2,185	14,005	31,598	11,087	11,087	11,087	253,102	-
Compensation & Benefits	27,619	42,839	12,343	107,139	35,352	94,603	41,819	68,203	411,816	123,099	123,079	125,816	1,213,728	-
Books & Supplies	289,031	365,327	14,097	165,945	350	138,113	-	12,213	459,979	-	-	-	-	(1,425,055)
Services & Other Operating Expenses	516,507	547,261	311,638	561,408	302,710	499,522	315,027	362,468	1,284,715	409,883	409,862	385,500	4,481,447	(1,425,055)
Capital Outlay	(512,017)	(546,548)	(310,752)	511,376	51,105	(204,287)	309,306	(173,317)	(22,061)	(6,586)	(43,416)	(31,948)	1,098,707	2,077,850
Total Expenses	404,955	-	(27,720)	92,471	-	15,000	40,391	0	-	-	-	-	-	-
Operating Cash Inflow (Outflow)	(533,292)	1,648	12,221	36,761	(47,743)	11,096	13,514	10,596	17,733	17,733	17,733	17,733	(8,278)	-
Revenues - Prior Year Accruals	(77,094)	(75,236)	18,650	18,763	18,834	18,786	18,699	18,522	17,733	17,733	17,733	17,733	(8,278)	-
Expenses - Prior Year Accruals	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Summerholdback for Teachers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Leases Payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure & Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Balance Sheet Changes	72,251	-	-	-	-	-	-	-	(1,933,532)	-	-	-	(750,000)	-
Ending Cash	5,256,029	4,635,894	4,328,292	4,987,663	5,009,860	4,850,455	5,213,666	5,069,467	5,065,139	3,134,516	3,100,576	3,100,576	2,328,084	-

Language Academy of Sacramento

Budget vs. Actuals

As of February 29, 2016

SUMMARY	Budget vs. Actual												Budget			
	Actual						Budget vs. Actual						Budget		Variance	
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Remaining	
Revenue																
General Block Grant	258,182	419,487	-	1,821,404	2,300,132	(478,728)	4,341,644	4,393,656	4,402,194	8,538	2,580,790					
Federal Revenue	-	35,596	16,800	87,153	104,275	(17,122)	196,822	245,152	245,152	-	157,989					
Other State Revenues	28,055	166,523	160,333	550,649	493,024	57,624	754,766	830,738	833,808	3,070	283,159					
Local Revenues	5,707	1,636	10,333	43,615	15,545	28,069	24,000	31,500	44,000	12,500	395					
Fundraising and Grants	3,292	1,091	1,085	38,597	33,333	5,263	50,000	55,000	55,000	-	16,413					
Total Revenue	295,235	624,333	189,151	2,541,407	2,946,311	(404,904)	5,369,232	5,556,046	5,580,154	24,108	3,038,747					
Expenses																
Compensation and Benefits	261,024	271,023	268,046	1,833,305	2,098,175	264,871	3,228,107	3,047,596	3,014,617	32,979	1,181,312					
Books and Supplies	5,783	2,185	14,005	188,243	230,882	42,640	273,167	242,850	253,102	(10,252)	64,859					
Services and Other Operating Expenditures	94,603	41,919	68,203	429,918	624,373	194,455	985,107	1,160,540	1,213,728	(53,186)	783,810					
Capital Outlay	138,113	-	12,213	965,076	-	(965,076)	-	-	-	-	(965,076)					
Total Expenses	499,522	315,027	362,468	3,416,541	2,953,430	(463,111)	4,486,381	4,450,985	4,481,447	(30,461)	1,064,906					
Operating Income (excluding Depreciation)	(204,287)	309,306	(173,317)	(875,134)	(7,120)	(868,014)	882,850	1,105,060	1,098,707	(6,353)	1,973,841					
Operating Income (including Depreciation)*	(204,287)	309,306	(173,317)	(875,134)	(7,120)	(868,014)	405,094	627,304	620,951	(6,353)	531,009					
Fund Balance																
Beginning Balance (Unaudited)	5,880,520	5,676,232	5,985,539	6,667,355	6,832,837	6,832,837	6,832,837	6,687,355	6,687,355	-	-					
Audit Adjustment																
Beginning Balance (Audited)	(204,287)	309,306	(173,317)	(875,134)	(7,120)	(7,120)	6,832,837	6,687,355	6,687,355	(6,353)	1,064,906					
Operating Income (including Depreciation)																
Ending Fund Balance (including Depreciation)	5,676,232	5,985,539	5,812,221	5,812,221	6,825,717		7,237,931	7,314,660	7,308,306	(6,353)	3,038,747					

Language Academy of Sacramento

Budget vs. Actuals

As of February 29, 2016

	Actual			Budget vs. Actual			Budget			Variance		
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Current Forecast	(Previous vs. Current Forecast)	Forecast Remaining
Enrollment Summary												
K-3							283	283	283	283	-	
4-6							176	176	176	176	-	
7-8							83	83	83	83	-	
Total Enrolled							542	542	542	542	-	
ADA %							95%	96%	96%	96%	0.00%	
ADA												
K-3							268.9	271.7	271.7	271.7	0.0	
4-6							167.2	169.8	169.8	169.8	0.0	
7-8							78.9	79.3	79.3	79.3	0.0	
Total ADA							514.9	520.8	520.8	520.8	0.0	
CALPADS Enrollment (for unduplicated % calc)							542	540	540	540	-	
# Unduplicated Count (CALPADS)							421	436	436	436	-	
# Free & Reduced Lunch (FRL) (CALPADS)							364	402	402	402	-	
# ELL (CALPADS)							252	222	222	222	-	
New Students							27	27	27	27	-	

Language Academy of Sacramento
 Budget vs. Actuals
 As of February 29, 2016

REVENUE	Actual			Budget vs. Actual				Budget				Variance		
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Current Forecast	Forecast	Current Forecast	Forecast	Remaining
LCFF Entitlement														
8011 Charter Schools LCFF - State Aid	258,182	258,182	-	1,319,598	1,577,780	(258,182)	3,046,822	2,980,801	2,987,942	7,141	1,668,344			
8012 Education Protection Account Entitlement	-	161,305	-	322,611	322,611	-	584,672	694,198	694,198	-	371,987			
8095 Charter Schools in Lieu of Property Taxes	-	-	-	179,195	399,741	(220,546)	710,150	718,658	720,054	1,397	540,859			
SUBTOTAL - LCFF Entitlement	258,182	419,487	-	1,821,404	2,300,132	(478,728)	4,341,644	4,393,656	4,402,194	8,538	2,580,790			
Federal Revenue														
8100 Federal Revenue	-	-	16,800	16,800	35,263	(18,463)	60,798	62,203	62,203	-	45,403			
8181 Special Education - Entitlement	-	-	-	-	-	-	-	42,000	42,000	-	42,000			
8182 Special Education Reimbursement	-	34,911	-	69,668	67,917	1,751	135,833	139,027	139,027	-	69,359			
8291 Title I	-	685	-	685	1,085	(410)	2,191	1,922	1,922	-	1,257			
8292 Title II	-	-	-	-	-	-	-	-	-	-	-			
SUBTOTAL - Federal Income	-	35,596	16,800	87,153	104,275	(17,122)	198,822	245,152	245,152	-	157,989			
Other State Revenues														
8300 Other State Revenues	-	-	3,070	15,040	-	15,040	-	11,989	15,039	3,070	(0)			
8319 Other State Appointments - Prior Years	20,984	20,984	22,341	150,577	149,022	1,555	256,935	262,996	262,996	-	112,419			
8381 Special Education - Entitlement (State)	7,071	-	-	7,071	6,967	104	6,967	7,071	7,071	-	0			
8550 Mandated Cost Reimbursements	-	-	22,245	22,245	19,159	3,087	83,414	94,262	94,262	-	72,017			
8560 State Lottery Revenue	-	-	-	97,500	97,500	-	150,000	150,000	150,000	-	52,500			
8590 All Other State Revenue	-	-	-	225,366	220,377	4,989	257,450	263,376	263,376	-	38,010			
8590 One-Time Discretionary Funds	-	-	112,689	112,677	-	4,989	-	-	-	-	8,213			
8590 Educator Effectiveness Funds	-	32,850	-	32,850	-	32,850	-	41,063	41,063	-	-			
SUBTOTAL - Other State Income	28,055	166,523	160,333	550,549	495,024	57,624	754,766	830,738	833,808	3,070	283,159			
Other Local Revenue														
8600 Other Local Revenue	1,631	-	-	3,366	3,333	33	5,000	5,000	5,000	-	1,634			
8636 Uniforms	-	-	609	609	667	(59)	1,000	1,000	1,000	-	391			
8636 Merchandise Sales	183	624	183	2,960	1,333	1,627	2,000	3,000	3,000	-	40			
8660 Interest	-	-	7,500	7,500	-	7,500	-	-	-	-	7,500			
8670 Fees and Contracts	555	1,012	-	2,407	667	1,740	1,000	2,500	2,500	-	93			
8690 Other Local Revenue	3,338	-	2,622	22,305	9,545	12,760	15,000	20,000	25,000	5,000	2,695			
8693 Field Trips	-	-	-	4,448	-	4,448	-	-	-	-	(4,448)			
8999 Uncategorized Revenue	-	-	-	-	-	-	-	-	-	-	-			
SUBTOTAL - Local Revenues	5,707	1,636	10,933	43,615	15,545	28,069	24,000	31,500	44,000	12,500	385			
Hidden														
Donations/Fundraising														
8800 Donations/Fundraising	201	200	720	7,402	10,000	(2,598)	15,000	15,000	15,000	-	7,588			
8801 Donations - Parents	-	-	94	11,278	6,667	4,612	10,000	15,000	15,000	-	3,722			
8802 Donations - Private	3,091	891	271	19,907	16,667	3,240	25,000	25,000	25,000	-	5,093			
8803 Fundraising	-	-	-	-	-	-	-	-	-	-	-			
SUBTOTAL - Fundraising and Grants	3,292	1,091	1,085	38,687	33,333	5,253	50,000	55,000	55,000	-	16,413			
TOTAL REVENUE	295,235	624,333	189,151	2,541,407	2,946,311	(404,904)	5,369,232	5,556,046	5,580,154	24,108	3,038,747			

Language Academy of Sacramento

Budget vs. Actuals
As of February 29, 2016

EXPENSES	Budget vs. Actual												Budget		
	Actual						Budget vs. Actual						Variance		
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast	Remaining		
Compensation & Benefits															
1000 Certified Salaries															
1100 Teachers Salaries	142,978	141,978	140,393	862,982	876,150	13,168	1,450,432	1,426,402	1,426,402	-	593,420				
1101 Teacher - Stipends	-	-	2,250	2,250	18,050	15,800	18,050	18,050	18,050	-	15,800				
1103 Teacher - Substitute Pay	2,196	6,650	5,875	19,079	46,493	27,414	76,875	76,875	46,875	30,000	27,796				
1300 Certified Supervisor & Administrator Salaries	8,337	8,337	8,337	66,692	67,192	500	100,788	100,038	100,038	-	33,346				
1311 Certified SPED Staff	12,516	12,516	12,516	68,759	113,910	45,151	170,885	131,338	131,338	-	62,579				
1920 Other Cert - Summer	-	-	-	2,240	3,360	1,120	3,360	2,240	2,240	-	-				
1940 Academic Accountability & Intervention	12,445	12,445	12,445	80,850	81,280	430	131,175	130,630	130,630	-	49,780				
SUBTOTAL - Certified Employees	178,472	181,926	179,765	1,116,690	1,206,435	89,745	1,951,545	1,885,573	1,885,573	30,000	738,883				
Classified Salaries															
2000 Classified Instructional Aide Salaries	1,777	1,534	1,622	20,168	34,372	14,204	51,558	51,558	51,558	-	31,990				
2103 SPED Support	3,311	3,172	4,586	37,628	34,333	(3,294)	53,952	53,952	53,952	-	16,325				
2200 Classified Support Salaries	4,514	4,466	5,972	32,262	32,034	(228)	48,051	48,051	48,051	-	15,789				
2300 Classified Supervisor & Administrator Salaries	2,952	2,460	3,280	43,438	84,556	41,117	126,834	56,709	56,709	-	13,270				
2400 Classified Clerical & Office Salaries	5,912	5,600	7,972	50,187	50,187	(2,529)	75,281	75,281	75,281	-	22,965				
2905 Other Classified - After School	12,353	11,847	17,190	96,968	94,507	(2,461)	147,939	147,939	147,939	-	50,971				
2930 Other Classified - Maintenance/grounds	6,002	4,736	6,412	50,289	38,203	(12,086)	57,305	70,565	70,565	-	20,276				
2940 Other Classified - Summer	-	-	-	1,000	1,000	1,000	1,000	1,000	1,000	-	1,000				
SUBTOTAL - Classified Employees	36,821	33,815	47,033	333,470	359,192	25,723	561,920	505,056	505,056	50,864	171,586				
Employee Benefits															
3000 STRS	18,875	18,910	19,075	117,958	134,826	16,868	202,239	195,160	195,160	-	77,202				
3300 OASDI-Medicare-Alternative	5,360	5,387	6,438	41,375	50,585	9,210	75,878	70,564	66,289	2,295	26,894				
3400 Health & Welfare Benefits	18,372	29,086	11,608	200,473	274,125	73,652	365,500	325,188	325,188	-	124,714				
3500 Unemployment Insurance	108	108	443	(4,473)	14,230	18,702	14,112	14,880	14,716	144	19,189				
3600 Workers Comp Insurance	1,916	1,916	1,916	41,001	41,001	19,913	45,242	43,031	42,491	540	21,404				
3700 Retiree Benefits	1,102	(125)	1,768	6,723	7,781	1,057	11,671	8,165	8,165	-	1,442				
SUBTOTAL - Employee Benefits	45,732	55,282	41,248	383,145	522,547	139,402	714,642	656,968	653,989	2,979	270,944				

Language Academy of Sacramento

Budget vs. Actuals
As of February 29, 2016

	Actual				Budget vs. Actual				Budget				Variance	
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining			
Books & Supplies														
4000 Approved Textbooks & Core Curricula Materials				25,583	50,108	24,525	54,987	34,439	29,439	5,000	3,856			
4100 SPED Textbooks	(2,048)	-	1,093	408	5,922	5,514	6,500	6,500	6,500	-	6,082			
4200 Books & Other Reference Materials	2,498	1,729	5,606	19,293	14,815	(4,478)	16,260	16,260	24,512	(8,252)	5,219			
4315 Custodial Supplies	1,982	-	1,110	8,241	12,000	3,759	18,000	18,000	18,000	-	9,759			
4325 Instructional Materials & Supplies	583	187	2,419	13,904	10,347	(3,557)	16,260	16,260	16,260	-	2,356			
4330 Office Supplies	1,511	-	1,304	13,781	6,667	(7,114)	10,000	13,200	19,200	(6,000)	5,419			
4335 PE Supplies	-	-	-	5,699	2,640	(3,059)	3,960	6,000	6,000	-	301			
4340 Professional Development Supplies	-	-	151	151	1,500	1,349	2,250	2,250	2,250	-	2,099			
4352 Garden	-	165	1,680	1,845	1,333	(512)	2,000	2,000	2,000	-	155			
4354 ASES Materials	25	-	20	3,574	8,948	5,374	14,061	14,061	14,061	-	10,487			
4355 Summer Preschool	-	-	-	-	276	276	300	300	300	-	300			
4356 SPED Consumables	100	103	615	6,111	1,909	(4,202)	3,000	6,000	7,000	(1,000)	889			
4410 Classroom Furniture, Equipment & Supplies	-	-	157	6,378	6,378	(3)	7,000	7,000	7,000	-	619			
4420 Computers (Individual Items less than \$5K)	-	-	-	75,828	95,740	19,912	105,080	87,080	87,080	-	11,252			
4423 Classroom Noncapitalized Items 1	-	-	-	141	1,367	1,226	1,500	1,500	1,500	-	1,359			
4430 Non Classroom Related Furniture, Equipment & Su	1,131	-	-	7,303	10,933	3,631	12,000	12,000	12,000	-	4,697			
SUBTOTAL - Books and Supplies	5,783	2,185	14,005	188,243	230,882	42,640	273,167	242,850	253,102	(10,252)	64,859			

Language Academy of Sacramento

Budget vs. Actuals

As of February 29, 2016

	Budget vs. Actual												Budget		
	Actual						Budget vs. Actual						Budget		
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining				
Services & Other Operating Expenses															
Common Core Conferences	-	-	-	840	2,622	1,782	4,120	4,120	4,120	-	3,280				
Conference Fees	425	-	1,815	4,396	7,636	3,251	12,000	12,000	12,000	-	7,614				
Travel - Mileage, Parking, Tolls	-	-	-	320	445	126	700	700	700	-	380				
Travel and Lodging	-	2,682	5,869	12,054	4,773	(7,281)	7,500	7,500	7,500	-	(4,554)				
Dues and Membership - Professional	3,274	-	-	2,770	2,545	(225)	4,000	4,000	4,000	-	1,230				
Insurance - Other	11,618	3,274	9,818	36,001	30,751	(5,250)	33,932	33,932	33,932	-	(2,069)				
Janitorial, Gardening Services & Supplies	-	-	-	48,979	80,089	31,110	120,134	120,134	120,134	-	89,021				
Utilities - All Utilities	-	-	-	-	33,619	33,619	50,429	50,429	50,429	-	60,000				
Equipment Leases	1,685	-	-	10,810	10,086	(724)	15,129	15,129	15,129	-	4,318				
Rent	-	-	-	-	64,843	64,843	97,265	97,265	97,265	-	97,265				
Repairs and Maintenance - Building	-	-	-	100	1,804	1,704	2,706	2,706	2,706	-	2,608				
Repairs and Maintenance - Computers	-	-	-	-	1,333	1,333	2,000	2,000	2,000	-	2,500				
Repairs and Maintenance - Other Equipment	-	-	-	245	619	374	928	928	928	-	683				
Accounting Fees	-	-	-	2,891	5,515	2,624	11,030	11,030	11,030	-	8,139				
Parent Training	-	-	-	-	636	636	1,000	1,000	1,000	-	1,000				
Administrative Fees	-	-	-	-	-	-	-	-	-	-	19,512				
Assemblies	-	-	-	-	1,591	1,591	2,500	2,500	2,500	-	2,500				
Banking Fees	74	-	-	114	252	138	378	378	378	-	264				
Business Services	11,621	23,241	-	66,273	25,600	(40,673)	88,400	138,710	138,014	(304)	72,741				
Board Development	515	-	-	765	1,333	568	2,000	2,000	2,000	-	1,285				
SPED Legal Fees	-	-	-	-	6,364	6,364	10,000	10,000	10,000	-	10,000				
Title I - SES Spending (20%)	-	-	-	-	18,410	18,410	28,930	27,805	27,805	-	27,805				
District Oversight Fees	-	-	-	-	25,182	25,182	43,416	43,937	44,022	(85)	44,022				
Field Trips Expenses	6,410	3,800	16,616	36,350	17,245	(19,104)	27,100	27,100	40,650	(13,550)	4,301				
Fines and Penalties	-	-	-	228	167	(61)	263	263	263	-	35				
Fingerprinting	192	-	-	384	1,025	641	1,125	1,125	1,125	-	741				
Fundraising Expenses	3,926	631	4,540	34,075	18,035	(16,040)	27,053	27,053	40,000	(10,000)	5,925				
Interest - Loans Less than 1 Year	-	-	-	-	5,085	5,085	7,627	7,627	7,627	-	35,938				
Legal Fees	954	-	128	1,619	687	(932)	1,000	1,000	1,000	-	6,008				
Marketing and Student Recruiting	35	-	-	35	687	652	1,000	1,000	1,000	-	965				
Payroll Fees	578	1,169	570	5,114	3,782	(1,332)	5,673	5,673	5,673	-	559				
Printing and Reproduction	744	712	723	9,780	8,400	(1,380)	13,200	13,200	13,200	-	3,420				
Prior Yr Exp (not accrued)	-	-	-	2,463	-	(2,463)	-	-	652	(1,811)	0				
Professional Development	10,841	-	1,539	23,730	16,418	(7,312)	25,800	25,800	25,800	-	2,070				
Common Core Professional Development	-	-	-	-	6,364	6,364	10,000	10,000	10,000	-	10,000				
Special Education Professional Development	-	-	220	66,963	167,227	100,264	278,712	278,712	278,712	-	211,748				
Special Education Contract Instructors	41,355	660	16,460	3,200	9,355	6,155	14,700	14,700	14,700	-	11,500				
Sports	-	-	-	750	480	(270)	800	800	800	-	50				
Staff Recruiting	615	-	-	2,851	6,364	3,512	10,000	10,000	10,000	-	7,149				
Student Assessment	-	-	-	1,204	1,003	(201)	1,576	1,576	1,576	-	372				
Student Health Services	-	-	-	-	3,420	(9,640)	5,130	13,060	13,060	-	-				
Student Information System	-	-	-	3,067	4,112	(4,372)	6,168	12,000	12,000	-	3,516				
Technology Services	11,717	-	3,089	11,717	19,473	7,756	30,600	30,600	30,600	-	18,883				
Transportation - Student	(9)	-	(731)	1,364	2,667	1,303	4,000	4,000	4,000	-	(8,759)				
Miscellaneous Operating Expenses	99	99	99	653	1,333	681	2,000	2,000	2,000	-	2,636				
Communications - Internet / Website Fees	14	123	154	10,367	4,112	(6,255)	15,416	24,000	24,000	-	1,947				
Postage and Delivery	-	-	-	-	-	-	-	-	-	-	13,633				
Communications - Telephone & Fax	-	-	-	-	-	-	-	-	-	-	-				
SPED Admin Fee	94,603	41,819	66,203	429,918	624,373	194,455	985,107	1,160,540	1,213,728	(53,188)	763,810				
SUBTOTAL - Services & Other Operating Exp.															

Language Academy of Sacramento

Budget vs. Actuals
As of February 29, 2016

	Actual		Budget vs. Actual				Budget		Variance	
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Forecast Remaining
6000 Capital Outlay										
6100 Sites & Improvement of Sites	138,113	-	513	910,750	(910,750)	-	-	-	-	(910,750)
6200 Buildings & Improvement of Buildings	-	-	-	35,630	(35,630)	-	-	-	-	(35,630)
6300 Parking Lot	-	-	11,700	11,700	(11,700)	-	-	-	-	(11,700)
6400 Equipment	-	-	-	6,997	(6,997)	-	-	-	-	(6,997)
SUBTOTAL - Capital Outlay	138,113	-	12,213	965,076	(965,076)	-	-	-	-	(965,076)
TOTAL EXPENSES	499,522	315,027	362,468	3,416,541	2,953,430	(463,111)	4,486,381	4,450,985	4,481,447	(30,461)
6900 Total Depreciation (includes Prior Years)	-	-	-	-	-	-	477,756	477,756	477,756	477,756
TOTAL EXPENSES including Depreciation*	361,410	315,027	350,255	2,451,465	2,953,430	501,965	4,964,137	4,928,741	4,959,203	(30,461)
										2,507,738

* At year-end, EdTec reviews expenses to determine whether they should be capitalized, according to the school's threshold and calculates depreciation based on the useful life policy. Prior year depreciation is also not recorded until year-end in case there are any disposals intra-year.



A California Public School

Agenda Item# IVB

Board Meeting Date: March 18, 2016

Subject: LCAP Update

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action

Committee: School Leadership

Information:

Background:

California recently adopted a new formula for determining how much funding each school district receives from the state. It is called the Local Control Funding Formula (LCFF). This new formula takes effect starting this school year and will be fully phased in over an eight-year period.

Under the new law, each school district receives a per student amount for base funding, plus additional funding to increase or improve services for their English Language Learners, Foster children, or children from low-income families.

LCAP Stakeholder Outreach and Consultation Dates:

Stakeholder Group	Date
Governing Board Meeting and Retreat	2015: 9/18, 10/16, 11/13 2016: 2/19
Parent Council Meeting/PC Executive Group	2015: 10/7, 11/4, 12/2 2016: 2/3, 3/2
Parent Association Meeting and *ELAC Meeting	2015: 9/9, 10/14, 12/19 2016: *2/10, 3/9
Student Council Meeting	2015: 11/5
Staff Meeting and PD Meetings	2015: 9/10, 10/8, 10/15, 11/12, 12/10 2016: 1/14, 2/11, 2/25
SPEd Meeting	2015: 11/6 2016:
CDT Committee Meeting and *ELAC Staff Reps	2015: 11/5, 12/3 2016: *2/4, 3/3

2015-16 LAS LCAP Stakeholder Voices		
	KNOW	WANT TO KNOW
PA Mtg: 12.9.15		
	<i>LCAP is based on an overall of the school</i>	<i>Ideas on how to improve all the RED areas</i>
	<i>Red areas means danger zone, NEEDS IMPROVEMENT</i>	<i>If we can find more ways on being able to communicate with all LAS parents and improve participation in Red areas</i>
	<i>Green is a positive in that area</i>	<i>What healthy snacks are being sold at grade level sales? Has anything changed?</i>



Academia de Idiomas de Sacramento
Language Academy of Sacramento
 A Two-Way Spanish Immersion Charter School

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	<i>Requires parent participation</i>	<i>Could the parent survey be made available electronically? Due to some parent do not receive document from student by deadline?</i>
	<i>Requires yearly submission and feedback</i>	<i>For more important documents that school needs 100% participation some type of incentive</i>
	<i>Charter renewed every five years</i>	<i>Want to incorporate healthier options. How are we going to define this?</i>
	<i>LCAP helps reach our goals</i>	<i>Relaxation before test exams</i>
	<i>What are the goals we met and how we can improve to meet them</i>	<i>Do outside agency come in to help/teach kids solve problems?</i>
	<i>LCAP turned in to June</i>	<i>Do you offer Zumba?</i>
	<i>Needs to participate more</i>	<i>Is PE done outside of PE?</i>
	<i>LCAP is every year</i>	<i>What can we to increase %: Checking backpacks or getting the documents is a challenge</i>
	<i>Charter is every five years</i>	<i>How are the next yrs. goals decided?</i>
	<i>Green= goals met</i>	<i>How is this communicated to parents that don't attend meeting?</i>
	<i>Red = goal not met yet</i>	<i>Send notice home to inform others about meeting</i>
Parent Council/ELIAC Meeting 2.3.16		
	<i>LCAP is the plan to support the LCFF (funding)</i>	<i>How or can the LCFF be Increased</i>
	<i>Suggestion: Ma & Paw Homework; Paw Homework - to consider how do younger siblings participate in trophy if older children get family forms?</i>	<i>Can we have a school-wide folder system so parents recognize what needs to be sent back? Like the PAWS idea</i>
	<i>5 pt. plan per meeting</i>	<i>How can we increase amount of funding our school gets from LCFF?</i>
	<i>Difference between LCAP and LCFF</i>	<i>Honestly, how much say do parents actually have re: spending the \$\$</i>
	<i>We need to work on parent participation/voting response</i>	
	<i>the plan on how a school spends the \$ it has/gets</i>	
	<i>F= stands for "funding" P=stands for "planning" Charter renews every five years</i>	
Parent Association/ELIAC Meeting 2.10.16		
	<i>LCAP - plan we need to meet each year takes about 5 million to run the school without LCAO there's not \$ for at least 57% of it</i>	<i>Phone calls to announce when the surveys need to be filled out</i>
	<i>LCAP check and balances to community, District, State and Federal</i>	<i>Is it emailed? (survey)</i>
	<i>We can have better projects in the future</i>	<i>class competitions for brining surveys</i>
	<i>Como podemos llegar a la meta sobre las encuestas</i>	<i>newsletter - add small amounts of LCAP info, not all at once - ---Summary</i>
	<i>Now I know that we can organize ourselves to fundraise for student field trips</i>	<i>make a list of "healthy foods and have parents * the ones they consider healthy "Survey them" Jaguar memo idea was a hit</i>
	<i>I now understand the difference between the plans and goals of LCAP and the LCFF funds</i>	<i>Goal #3? More than healthy snack?</i>
	<i>The surveys are important. The money is based on them.</i>	<i>options to provide feedback and surveys</i>
	<i>Requirements are important. They help us to continue to be operational</i>	<i>When can we receive the answers to our questions?</i>
	<i>4.5 million dollars are being used</i>	<i>How can we help to pay less on our field trips?</i>
	<i>There is not enough money for ASES</i>	<i>Who can we talk to in order to help prepare events?</i>
	<i>It's very complex and present</i>	<i>Know how to raise enough funds for fieldtrips and motivate other parents to raise more funds for those students who need the help</i>
		<i>texting for reminders of meetings</i>
		<i>How can we promote healthy snacks while the school food is processed?</i>



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	<i>Grade representatives should communicate right away</i>	<i>How can we change to cooked food vs. processed food?</i>
	<i>Calls as reminders</i>	<i>To know which documents are important</i>
	<i>Color-coded paper/label for students (sticker)</i>	<i>How can we receive more ASES funds</i>
	<i>Send expense</i>	<i>Is there \$/day/student?</i>
	<i>Food for kids- processed food</i>	<i>How can parents know that a form is very important?</i>
	<i>processed lunch -- healthy snacks-- cook food @ school</i>	<i>insufficient funds for ASES</i>
	<i>How can we help as parents?</i>	<i>If we meet all LCAP goals do we receive more funding?</i>
	<i>LAS receives \$ when LCAP goals are met</i>	
	<i>4.5 million- LAS' expenses</i>	
Staff Meeting 2.25.16		
	<i>LCAP = Local Controlability Plan</i>	<i>What is an unacceptable LCAP that will not allow us to receive LCFF?</i>
	<i>Know how much # school spends</i>	<i>If we continue to be PI will our LCAP/LCFF be affected?</i>
	<i>LCAP (plan) to get LCFF (funding)</i>	<i>Are there other measurement tools besides parent survey to show we are meeting our LCAP goals?</i>
	<i>70% of LCFF is teacher salaries</i>	<i>What's the process if we don't meet our goals? (next steps?)</i>
	<i>LCAP is available on LAS website</i>	<i>When is the survey going out/taking place: what is the process, will we be modifying, what strategies are we taking/doing to get parent participation- incentive</i>
	<i>Want to improve parent survey completion to 90%</i>	<i>Why isn't staff voting not close to 100%</i>
	<i>Funding based on/depends on LCAP</i>	<i>How did 90% goal for parent voting come about?</i>
	<i>Goals for: Teachers and Parents</i>	<i>What % of 70% are healthcare costs?</i>
	<i>Accountability</i>	<i>Of the 50% of parents who vote, what demographic does that represent?</i>
	<i>Difference between LCAP, LCFF P=Plan F=Formula</i>	
	<i>Where the money comes from LCFF</i>	
	<i>3 Pillars of LAS: Finance, Academic, and Governing Board</i>	
	<i>70% goes to Salaries</i>	
	<i>4.5 million is what we spend per year</i>	
	<i>LCAP/LFCC are critical to funding of school</i>	
	<i>Where to find LCAP information for parents on the website</i>	
	<i>3 Pillars to support the school: finance, governance, academics</i>	
	<i>70% budget to salaries</i>	



A California Public School

	<i>LCFF funds need a plan - LCAP</i>	
	<i>50% avg parent participation on voting, our goal = 90%</i>	
	<i>LCAP= plan (indicates goal); 8 priorities, embedded in Charter</i>	
	<i>LCF = funding (direct for school)</i>	
	<i>Governing, Finance, Academics (Internal and External Benchmarks) = LCAP oversees/monitors our progress with each category</i>	
	<i>Goal: 90% Parent Participation</i>	
	<i>\$4-4.5 million to run the school</i>	
Curriculum Design Team CDT Meeting 3.3.16		
	<i>k-3 80% will meet grade level mark on internal benchmarks 4-6 80% 7-8 85% will have a C or above Internal and External (CAASPP, PFT, CELDT, CST Science)</i>	<i>What happens when/if we don't meet our LCAP goals (internal and external)? What are the next steps?</i>
	<i>\$\$ to run/LCAP is plan to fund LCFF is fund 70% to salaries</i>	<i>How is the school doing in terms of collecting and tracking data?</i>
	<i>~60% from state funding</i>	<i>How is the LCAP guiding our instruction?</i>
	<i>Governance = LCAP and Board</i>	<i>How do we prioritize what is more important or what receives more funds?</i>
	<i>Local Control Accountability Plan</i>	
	<i>School Plan for accountability</i>	
	<i>External and internal measures</i>	
	<i>Stages and benchmarks are set for our students</i>	
	<i>LCAP Local Accountability Plan (3 year plan)</i>	
	<i>School Plan: External (State testing) and Internal (benchmarks) K-2 80% Math and language</i>	
	<i>LCFF -Local Control Funding Formula; funding for/to implement school plan (parents and educators)</i>	
Parent Association/ELAC Meeting 3.9.16		
	<i>It is important to not only vote for the money, but also for the</i>	<i>The % is based on family or per parent</i>



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	<i>level of the school. If there are no resources, our students don't learn</i>	
	<i>We should participate in voting</i>	<i>In student fieldtrips there are other parents who can pay and others who don't (parent clarified this)</i>
	<i>We should fill out both ballots</i>	<i>How is money divided for fieldtrip?</i>
	<i>The importance of talking about voting</i>	<i>Do all grades receive the same amount of money?</i>
	<i>We are going to talk to 5 parents</i>	<i>How is money divided by grade level?</i>
	<i>LCAP= Plan</i>	<i>Where does the money that parent council go to? Is it based on a % for each grade level?</i>
	<i>LCFF = Funds</i>	<i>Parking lot update? Where do we find it?</i>
		<i>Funding fieldtrips for MS - \$350- can parent council funds help parents fund it?</i>
		<i>Can parents who help sell items get \$ towards student funds?</i>
		<i>Chocolate sales?</i>
		<i>I would like to receive the date and the time when they send me phone messages about meetings or events.</i>
		<i>Equally, they would like to know if they can send the surveys or forms through mail.</i>

<p>Estimated Time of Presentation: 5 min Submitted By: Bersola/dé León Date: 3.16.16</p>	<p>Pertinent Pages in <input type="checkbox"/> Charter, pages _____ <input type="checkbox"/> MOU, pages _____</p>
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A California Public School

Artículo# IVB

Fecha de la Reunión: 18 de marzo del 2016

Tema: Información de LCAP

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia/Acción
- Acción

Comité: Liderazgo Escolar

Información:

Antecedentes:

Recientemente, California aprobó una nueva fórmula para determinar cuánto dinero recibe cada distrito escolar por el estado. Se llama la Fórmula de Financiación de Control Local (LCFF). Esta nueva fórmula toma efecto a partir de este año escolar y se introducirá completamente durante un período de ocho años.

Bajo la nueva ley, cada distrito escolar recibe una cantidad por cada estudiante como financiación de base, además de financiación adicional para aumentar o mejorar servicios para sus aprendices del idioma inglés, niños de crianza, o niños de familias de bajos ingresos.

Comunicación con los Grupos Interesados de LCAP y Fechas de Consulta

Grupos Interesados	Fechas
<i>Reuniones de la Mesa Directiva</i>	2015: 9/18, 10/16, 11/13 2016: 2/19
<i>Reuniones de Concilio de Padres/Miembros Executivos</i>	2015: 10/7, 11/4, 12/2 2016: 2/3, 3/2
<i>Reuniones de Asociación de Padres y *ELAC</i>	2015: 9/9, 10/14, 12/19 2016: *2/10, 3/9
<i>Reuniones del Concilio Estudiantil</i>	2015: 11/5
<i>Reunión del Personal Escolar</i>	2015: 9/10, 10/8, 10/15, 11/12, 12/10 2016: 1/14, 2/11, 2/25
<i>Reunión de Educación Especial</i>	2015: 11/6 2016:
<i>Reunión del Comité CDT y personal escolar de ELAC</i>	2015: 11/5, 12/3 2016: *2/4, 3/3

Voces de los Grupos Interesados de LCAP de LAS 2015-2106		
	KNOW	WANT TO KNOW
Reunión de Asociación de Padres 12.9.15		



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	<i>LCAP se basa en una idea general de la escuela</i>	<i>Ideas de cómo mejorar las áreas rojas</i>
	<i>Áreas rojas significan zona peligrosa, SE NECESITA MEJORAR</i>	<i>Si podemos encontrar maneras de comunicarnos con todos los padres de LAS y recibir más participación en áreas rojas</i>
	<i>Verde es algo positivo en esa área</i>	<i>¿Cuáles son los bocadillos saludables que se están vendiendo en cada nivel? ¿Ha cambiado algo?</i>
	<i>Requiere participación de padres</i>	<i>¿Pueden hacer que la encuesta de padres esté disponible electrónicamente? Algunos padres no reciben documentos de los estudiantes antes de la fecha límite.</i>
	<i>Requiere una entrega anual y retroalimentación</i>	<i>Debe haber un incentivo para que se entreguen 100% de los documentos importantes</i>
	<i>Se renueva la constitución cada cinco años</i>	<i>Queremos incorporar opciones más saludables. ¿Cómo vamos a definir eso?</i>
	<i>LCAP nos ayuda a alcanzar metas</i>	<i>Relajarse antes de los exámenes</i>
	<i>¿Cuáles son las metas que ya alcanzamos y cómo podemos mejorar?</i>	<i>¿Vienen agencias de afuera para ayudar o enseñar a los estudiantes a resolver problemas?</i>
	<i>LCAP se entrega en junio</i>	<i>¿Ofrecen Zumba?</i>
	<i>Debe participar más</i>	<i>¿Se ofrece educación física fuera de educación física?</i>
	<i>LCAP es cada año</i>	<i>¿Qué podemos hacer para aumentar el %? Revisar las mochilas es mucho trabajo</i>
	<i>La constitución es cada cinco años</i>	<i>¿Cómo se determinan las metas del siguiente año?</i>
	<i>Verde = se ha alcanzado la meta</i>	<i>¿Cómo se les comunica esto a los padres que no asistieron a la junta?</i>
	<i>Rojo = no se ha alcanzado la meta todavía</i>	<i>Enviar un volante a casa para informarles a todos sobre la reunión</i>
Reunión de Concilio de Padres/ELAC 2.3.16		
	<i>LCAP es el plan que apoya el LCFF (la financiación)</i>	<i>¿Cómo se puede aumentar el LCFF?</i>
	<i>Sugerencia: Ma y Paw. Tarea de Paw: considerar cómo los estudiantes menores pueden tomar parte de los premios si los hijos mayores son los que entregan los documentos</i>	<i>Podemos tener una carpeta escolar para saber que se debe regresar a la escuela?</i>
	<i>Plan de cinco puntos en cada reunión</i>	<i>Como podemos aumentar la cantidad de financiación que recibe nuestra escuela de LCFF?</i>
	<i>Diferencia entre LCAP y LCFF</i>	<i>Honestamente, cuanto pueden los padres en realidad opinar sobre cómo se utilizan los fondos \$\$\$</i>
	<i>Debemos trabajar en la participación de padres/respuesta de votación</i>	
	<i>El plan de cómo una escuela utiliza el dinero que recibe</i>	
	<i>F= "financiación" P= "planificación"</i>	
Reunión de Asociación de Padres/ELAC 2.10.16		
	<i>LCAP- plan que se debe cumplir cada año</i>	<i>llamadas para anunciar cuando se tienen que llenar las encuestas</i>
	<i>Se necesita unos cinco millones para dirigir la escuela</i>	<i>Se puede enviar la encuesta por correo electrónico?</i>
	<i>Sin LCAO no hay dinero por 57% de todo</i>	<i>Competencias de clase para entregar encuesta</i>
	<i>Sistema de revisión de LCAP para la comunidad, distrito, estatal, federal</i>	<i>Boletín - añadir poca información de LCAP en cada edición- no todo a la vez sino un resumen.</i>
	<i>Podemos tener mejores proyectos para el Futuro</i>	<i>Hacer una lista de comida saludable y que los padres lo escojan en una encuesta. Memo jaguar es una idea excelente</i>
	<i>Como podemos llegar a la meta sobre las encuestas</i>	<i>Meta #3? Más que bocadillos saludables?</i>
	<i>Ahora sé que podemos organizarnos para hacer eventos para sacar fondos</i>	<i>Opciones para proveer retroalimentación y encuestas</i>



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	<i>para los paseos de los niños</i>	
	<i>Supo diferenciar que es LCAP planificar y metas LCFF fondos</i>	<i>cuando se pudiera saber sobre esta preguntas</i>
	<i>Las encuestas somos importantes están basadas en el dinero</i>	<i>como puede ayudar uno para que pague menos en sus paseos</i>
	<i>Requisitos son importantes nos ayudan a seguir operando</i>	<i>Con quien o como ponernos de acuerdo para preparar eventos</i>
	<i>Se están utilizando 4.5 millones</i>	<i>Saber cómo pudiéramos sacar los fondos para los paseos para los niños y motivar más padres para sacar adelante los fondos de los niños que necesitan</i>
	<i>no hay suficiente dinero para ASES</i>	<i>Recordatorios de juntas por texto</i>
	<i>Es muy acomplejado y presente (?)</i>	<i>Como promovemos bocadillos saludables si el almuerzo está procesado?</i>
	<i>Representantes de grado deber comunicarse directamente</i>	<i>Como podemos cambiar a un alimento cocinado vs procesado?</i>
	<i>Llamar para recordar</i>	<i>Saber cuáles papeles son importantes</i>
	<i>Papel/etiqueta de color para estudiantes</i>	<i>Como podemos recibir más fondos para ASES</i>
	<i>Mandar gastos</i>	<i>Hay una cantidad de \$ por estudiante por día?</i>
	<i>Alimentos de los niños- comida procesada</i>	<i>Cómo pueden saber los padres si un documento es importante?</i>
	<i>Almuerzo procesado- bocadillo saludable- cocinar en la escuela</i>	<i>No hay fondos suficientes para ASES</i>
	<i>Como podemos ayudar como padres?</i>	<i>Si cumplimos las metas de LCAP, nos darán más financiación?</i>
	<i>LAS recibe dinero cuando se cumplen los requisitos de LCAP</i>	
	<i>4.5 millones - gastos de LAS</i>	
Reunion del Personal Escolar 2.25.16		
	<i>LCAP: Plan local de controlabilidad</i>	<i>Que sería un LCAP inaceptable que no nos dejaría recibir LCFF?</i>
	<i>Saber cuánto # la escuela gasta</i>	<i>Si continuamos siendo PI serán afectados nuestros LCAP/LCFF?</i>
	<i>Plan de LCAP para recibir LCFF (fondos)</i>	<i>Hay otras herramientas para medir, aparte de las encuestas de padres, que nos demuestran que estamos logrando nuestras metas de LCAP?</i>
	<i>70% de LCFF es salarios de maestros</i>	<i>¿Cuál es el proceso si no alcanzamos nuestras metas? (¿pasos siguientes?)</i>
	<i>LCAP está disponible en la página de internet de LAS</i>	<i>Cuando se llevara a cabo la encuesta: cuál es el proceso, lo modificaremos, que estrategias estamos tomando/haciendo para obtener la participación de los padres – incentivos</i>
	<i>Queremos mejorar la terminación de las encuestas para padres a un 90%</i>	<i>¿Por qué el personal no está votando no cerca de 100%</i>
	<i>Fondos basados en/dependen de LCAP</i>	<i>¿Cómo llegamos a un 90% de votos para padres?</i>
	<i>Metas para: maestros y padres</i>	<i>¿Qué % de 70% son costos de cuidado de salud?</i>
	<i>Responsabilidad</i>	<i>¿De los 50% de padres que votan, que demográficas representan?</i>
	<i>Diferencia entre LCAP, LCFF P=Plan F=formula</i>	
	<i>De donde viene el dinero de LCFF</i>	
	<i>3 pilares de LAS: finanzas, programa académico, mesa directiva</i>	



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	70% va a salarios	
	4.5 millones es lo que gastamos al año	
	LCAP/LCFF son críticos para los fondos de la escuela	
	Donde encontrar información sobre LCAP para padres en la página de internet	
	3 pilares para apoyar a la escuela: finanzas, gobernancia, programa académico	
	70% del presupuesto para salarios	
	Fondos de LCFF necesitan un plan – LCAP	
	Un promedio de 50% de participación de votos, nuestra meta = 90%	
	LCAP= plan (indica metas); 8 prioridades, en el chárter	
	LCF= fondos (directo para la escuela)	
	Gobernar, finanzas, programa académico (puntos de referencia internos y externos)	
	Meta: 90% de participación de padres	
	\$4-4.5 millones para dirigir la escuela	
Reunión del Comité CDT y personal escolar de ELAC 3.3.16		
	k-3 recibirán calificaciones de grado escolar en puntos de referencia internos 4-6 80% 7-8 85% tendrán una C o mas Interno y externo (CAASPP, PFT, CELDT, CST ciencias)	¿Qué pasa cuando/si no alcanzamos nuestras metas de LCAP (internas y externas)? ¿Cuáles son los pasos siguientes?
	\$\$ para dirigir/ LCAP es plan para fondos LCFF son fondos 7)% para salarios	¿Cómo va la escuela en coleccionar y dar seguimiento a la información?
	~60% de fondos del estado	¿Cómo es que LCAP guía nuestra enseñanza?
	Gobernancia = LCAP y mesa directiva	¿Cómo damos prioridad a lo que es más importante o que recibe más fondos?
	Plan local de control de responsabilidad	
	Plan de la escuela de	



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	<i>responsabilidad</i>	
	<i>Medidas externas e internas</i>	
	<i>Etapas y puntos de referencia son puestas para nuestros estudiantes</i>	
	<i>LCAP Plan local de responsabilidad (plan de 3 años)</i>	
	<i>Plan escolar: externo (exámenes estatales) e interno (puntos de referencia) K-2 80% matemáticas y lengua y literatura</i>	
	<i>LCFF- Formula local de control de fondos; fondos para implementar el plan escolar (padres y educadores)</i>	
Reuniones de Asociación de Padres y ELAC 3.9.16		
	<i>Es importante votar no solamente por el dinero, sino también por el nivel de la escuela. Si no hay recursos nuestros alumnos no aprende</i>	<i>El % está basado en familia o por padre</i>
	<i>Debemos participar en las votaciones</i>	
	<i>Deben llenar las 2 boletas</i>	<i>¿Cómo se divide el dinero para los paseos?</i>
	<i>La importancia de hablar sobre las votaciones</i>	<i>¿Todos los grados reciben la misma cantidad de dinero?</i>
	<i>Vamos hablar con 5 padres</i>	<i>¿Cómo se divide el dinero entre grados?</i>
	<i>LCAP= Plan</i>	<i>¿A dónde va el dinero del concilio de padres? ¿Está basado en un % para cada grado?</i>
	<i>LCFF = Fondos</i>	<i>¿Noticias recientes del estacionamiento? ¿En dónde las encontramos?</i>
		<i>Fondos para paseos de la secundaria - \$350 – ¿se pueden usar los fondos del concilio de padres?</i>
		<i>¿Pueden los padres que ayudan con ventas, obtener dinero para fondos para estudiantes?</i>
		<i>¿Ventas de chocolates?</i>
		<i>Me gustaría que cuando manden mensajes por teléfono para anunciar juntas/eventos que se dé la fecha y la hora</i>
		<i>Igual les gustaría saber si se pueden mandar las encuestas o formularios por correo</i>

Tiempo estimado para la presentación: 5 min.
Entregado por: Bersola, de León
Fecha: 3.16.16

Páginas pertinentes en:
 La constitución, páginas _____
 MOU, páginas _____



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Agenda Item# IVC

Board Meeting Date: March 18, 2016

Subject: Curriculum Design Team Committee

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action

Committee: Members: A. Gutiérrez (chair), de Luna, Conant, Suárez, Jáuregui, Mercado, Romo, Bersola and de León

Information:

The committee met on Thursday, February 4th and addressed the following items:

- **Literacy Development at LAS**
 - ✓ Writer’s Workshop Implementation and Next Steps
 - ✓ Discussed DRA assessment planning and implementation
- **2015-2016 External Accountability Measures**
 - ✓ CAASPP Checklist and Timeline
 - ✓ PFT Update
- **Local Control Accountability Plan**
 - ✓ Discussed update and feedback: Cohort Representatives reported on Internal Accountability templates per grade level
 - ✓ Goal Monitoring
 - ✓ Know and Want to Know Activity
- **Professional Development Reflection**
 - ✓ Continued the discussion about the creation a universal observation template that can be used to evaluate professional development initiatives’ implementation in the classrooms. This template will be based on ROPES Rubric completed by staff in the summer of 2015.
- **Looking forward: 2016-2017 School Year**
 - ✓ Idea: Looping

Recommendations:

None at this time

<p>Estimated Time of Presentation: 5 min Submitted By: de León/Bersola Date: 3.12.16</p>	<p>Pertinent Pages in () Charter, pages _____ () MOU, pages _____</p>
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Agenda Artículo # IVC

Fecha de la Reunión: 18 de marzo del 2016

Tema: Comité del Equipo de Diseño Curricular

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia/Acción
- Acción

Comité: Miembros: A. Gutiérrez (representante), de Luna, Conant, Suárez, Jáuregui, Mercado, Romo, Bersola y de León

Información:

El comité se reunió el jueves, 4 de febrero y dirigió su atención a los siguientes artículos:

- **Desarrollo de la alfabetización de LAS**
 - ✓ Implementación y próximos pasos de Talleres de Escritura
 - ✓ Planeación e implementación de la evaluación DRA
- **Contabilidad Externa 2015-2016**
 - ✓ CAASPP Línea Cronológica y Lista de Responsabilidades
 - ✓ Reporte sobre el PFT
- **Plan de contabilidad y control local**
 - ✓ Se analizaron las actualizaciones y retroalimentación: Representantes de grupos de nivel reportaron con respecto a los modelos de contabilidad interna por nivel de grado
 - ✓ Monitoreando metas
 - ✓ Actividad: Sé y Quiero Saber
- **Reflexión de desarrollo profesional**
 - ✓ Se continuó la conversación analizando la posibilidad de crear un bosquejo de observación universal que se pudiera utilizar para evaluar iniciativas de desarrollo profesional para implementación en los salones. Este modelo se basará en la rúbrica de ROPES completado por el personal en el verano del 2015.
- **Mirando al futuro: Año escolar 2016-17**
 - ✓ Idea: Ligando asignaciones de maestros (looping)

Recomendaciones:

Ninguna al momento

Tiempo estimado para la presentación: 5 min.
 Entregado por: de León
 Fecha: 3.12.16

Páginas pertinentes en:

- () La constitución, páginas _____
- () MOU, páginas _____



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Agenda Item# IVD

Board Meeting Date: March 18, 2016

Subject: CAASPP Spring Update

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action

Committee: School Leadership- Bersola

Information:

Each spring, most students in California participate in the statewide testing program, which is the California Assessment of Student Performance and Progress (CAASPP) System. The tests in the CAASPP System provide information to teachers, parents/guardians, and students about students' progress and readiness for college and career. In grades three through eight, most students take the Smarter Balanced online tests for English language arts/literacy (ELA) and mathematics. However, students who have a significant cognitive disability (as designated in their individualized education program) are eligible to take the California Alternate Assessments (CAAs). In grades five and eight, students are also tested in California Standards Test (CST) or California Modified Assessment (CMA) in science.

Smarter Balanced Assessments

The Smarter Balanced online tests are based on the new California Content Standards, also known as the Common Core State Standards, for mathematics and ELA. While last year's test results provided parents with **baseline** information on how their children were performing in ELA and mathematics, in 2016 parents will be able to compare results across **two years** (2014-15 and 2015-16) and determine their children's progress in meeting California's rigorous academic standards. (Exception: Only one year of data will be reported for students in grades 3.)

CST or CMA Assessments for Science for Students in Grades Five and Eight

California has adopted new science standards and is currently developing assessments that are aligned with these standards. During the transition to new science assessments, students in grades five and eight will take the CST or CMA.

This year, LAS testing window for *Grades 3-8* is from April 19-May 20, 2016.

<p>Estimated Presentation time: 5 min. Submitted by: Bersola Date: 3.16.16</p>

<p>Pertinent Pages in () Charter, pages _____ () MOU, pages _____</p>	D
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Fecha de la Reunión: 18 de marzo del 2015

Tema: Noticias Actuales del CAASPP

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia/Acción
- Acción

Comité: Liderazgo Escolar- Bersola

Información:

Cada primavera, la mayoría de estudiantes en California participan en el programa estatal de exámenes llamado Evaluación del Rendimiento y Progreso de Estudiantes de California (conocida en inglés como CAASPP). Los exámenes en el sistema de CAASP proveen a los maestros, padres o tutores, y estudiantes con información sobre el progreso y preparación del estudiante para una carrera universitaria y profesional. Desde el **Grado 3-8**, la mayoría de los estudiantes toman los exámenes computarizados en lengua y literatura en inglés (conocido en inglés como ELA) y matemáticas. Sin embargo, los estudiantes que tienen discapacidades de desarrollo (determinado en su programa de educación individualizado) pueden tomar la prueba alternativa de California (conocido en inglés como CAAs). En los **Grados 5 y 8**, los estudiantes también toman las pruebas de los estándares académicos de California (conocidos en inglés como CSTs) o la evaluación modificada de California en ciencias (conocidas en inglés como CMAs).

Exámenes computarizados de Smarter Balanced

Los exámenes computarizados de Smarter Balanced son basados en los nuevos estándares de contenido académico de California, también conocidos como los estándares principales del estado para matemáticas y ELA. Mientras los resultados del año pasado proporcionaron a los padres información básica sobre el nivel de rendimiento de sus hijos en ELA y matemáticas, en el 2016 los padres podrán comparar los resultados de los dos años y determinar si sus hijos han alcanzado los rigurosos estándares académicos. (Excepción: Solo un año de información será reportado para los estudiantes en el tercer grado.)

Evaluaciones CST y CMA en ciencias para estudiantes en Grado 5 y 8

El estado de California ha adoptado nuevos estándares de ciencias y está actualmente desarrollando evaluaciones que se alinean con estos estándares. Durante la transición a estos nuevos estándares, los estudiantes del **Grado 5 y 8** tomarán la prueba de los estándares académicos de California (CST) y la evaluación modificada de California (CMA).

Este año, los estudiantes de la Academia de Idiomas de Sacramento en **Grados 3-8**, tomarán sus exámenes desde el **19 de abril – 15 de mayo, 2016**.

Tiempo estimado para la presentación: 2 min.
Entregado por: Bersola
Fecha 3.16.16

Páginas pertinentes en:
() La constitución, páginas _____
() MOU, páginas _____



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Agenda Item# IVE

Board Meeting Date: March 18, 2016

Subject: Facilities Committee

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action

Committee/Staff: A. Sepúlveda (Chair), A. González, X. Macias, M. Mlakar, R. Pérez, de León, T. Gellie, F. Aceves

Information:

The committee reviewed the following information at the meeting held on March 14th:

Core Site

- Core building Improvements
 - School Leadership has engaged Rainforth Grau Architects (RGA) regarding the following:
 - Core Site Improvements
 - Potential to begin work in Summer, 2016
 - Committee discussion focused on the following items: 3 permanent walls to replace accordion walls and additional outlets in primary classrooms.
- Parking Lot
 - The following timeline reflects the progress of the Front Parking Lot project:
 - March 3, 2016: Submitted Plans to the Division of State Architects (DSA)
 - April 1, 2016: Advertise for Contractor Bids
 - April 21, 2016: Receive Bids
 - May 3, 2016: Expect a response from DSA
 - May 15, 2016: Expect approval from DSA
 - May 16, 2016: Sign Contracts

Prop 1D

- As the Prop 1D project nears completion, the following are items that are being addressed:
 - Ongoing punch list for civil and electrical is currently being worked on.
 - EdTec has been in contact with RGA and the Office of Public School Construction to ensure that there is discussion regarding the financial status of the project and potential completion dates for purposed of understanding the loan repayment schedule.

<p>Estimated Time of Presentation: 5 min. Submitted By: Sepúlveda Date: 3.14.16</p>
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<p>Pertinent Pages in () Charter, pages _____ () MOU, pages _____</p>
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Agenda Artículo# IVE

Fecha de la Reunión: 18 de marzo del 2016

Tema: Comité de Plantel

- Artículo de información
- Aprobación en la Agenda de Consentimiento
- Conferencia (solo para discutir)
- Conferencia/Primera lectura (Acción Anticipado: _____)
- Conferencia/Acción
- Acción

Comité: A. Sepúlveda (Representante de la Mesa Directiva), A. González, X. Macías, M. Mlakar, R. Pérez, de León, T. Gellie, F. Aceves

Información:

El comité analizó la siguiente información en la reunión que se llevó a cabo el 14 de marzo del 2016:

Plantel Central

- Mejoramientos del edificio central -
 - El Liderazgo escolar ha contactado a Rainforth Grau Architects (RGA) sobre los temas siguientes:
 - Mejoramientos del edificio central
 - Posibilidad de comenzar el trabajo en el verano del 2016
 - La discusión del comité se enfocó en los siguientes puntos: 3 paredes permanentes para remplazar las paredes móviles y enchufes adicionales en las clases.
- Estacionamiento
 - La siguiente línea de tiempo refleja el progreso del proyecto del nuevo estacionamiento:
 - 3 de marzo del 2016: Se sometieron planes a la División estatal de arquitectos (DSA)
 - 1 de abril del 2016: Anunciar ofertas de contratistas
 - 21 de abril del 2016: Recibir ofertas
 - 3 de mayo del 2016: Se espera respuesta de DSA
 - 15 de mayo del 2016: Se espera aprobación de DSA
 - 16 de mayo del 2016: Firma de contratos

Proposición 1D

- Ya que el proyecto de Prop 1D se acerca a su finalización, los siguientes temas se están analizando:
 - Lista continua de labores civiles y eléctricos que se están trabajando actualmente
 - EdTed y RGA han estado en contacto para asegurar que hay suficiente análisis del estado financiero del proyecto y posibles fechas de terminación para un mejor entendimiento del plan de pago.

Tiempo estimado para la presentación: 5 min.
Entregado por: Sepúlveda
Fecha: 3.14.16

Páginas pertinentes en:
() La constitución, páginas _____
() MOU, páginas _____