THE O'FARRELL CHARTER SCHOOL

AN AVID NATIONAL DEMONSTRATION SCHOOL

Board of Directors
AGENDA
March 9, 2015

Closed Session: 5:00 p.m. – 5:30 p.m.
Public Session: 5:30 p.m. – 7:00 p.m.

I. CALL TO ORDER

II. CLOSED SESSION

1. **In accordance with Government Code Section 54957, the Board will meet in closed session to consider: PERSONNEL MATTERS**
2. **In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS**
3. **In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: SALARY AND HEALTH AND WELFARE MATTERS**
4. **The Board will meet in closed session to consider: PUBLIC EMPLOYEE EVALUATION – Principal/Superintendent**

RECONVENE TO OPEN SESSION

III. ACTION ITEMS CONSIDERED IN CLOSED SESSION

IV. PLEDGE OF ALLEGIANCE

V. PRESENTATION

1. Apollo League Champion Basketball Team
2. ASB – High School
3. Speech winners - 7th grade students, Abril Olivares, won FIRST PLACE and Dayquasha Gates, won SECOND PLACE in the middle school category of contestants at the Association of African American Educators Black History Speech Contest on February 26, 2015.

VI. PUBLIC COMMENT

Anyone may address the Board for up to three minutes on any item. The public commentary period preceding the formal agenda shall be limited to a total of 15 minutes. Please submit a "Request to Address the Board" slip to the Board chairperson. The Board Chair will call you forward at the appropriate time.

VII. APPROVAL OF AGENDA

Principal/Superintendent's Recommendation: Approve Agenda.

Moved by_____ Seconded by_____ Vote_____

VIII. DISCUSSION ITEMS

1. Principal/Superintendent Announcements ..... **Page 4**
2. Charter Vision Board Report ..... **Page 7**
3. Ingenuity Charter Developments – Tiffany DeGraffenreid ..... **Page 13**

IX. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

All items listed under the Consent Calendar are considered by the Board in one action. **There will be no discussion of these items** prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

1. Approval of Minutes from the February 9, 2015 Board of Directors meeting ..... **Page 14**
2. Approve/ratify recommended actions on the personnel activity list ..... **Page 17**
3. Approve/ratify check registers ..... **Page 18**

Principal/Superintendent's Recommendation: Approve Consent Calendar.

Moved by_____ Seconded by_____ Vote_____

X. ACTION ITEMS

1. Approve the Positive Certification and Budget Revisions for the Second Interim Financial Report through January 31, 2015..... **Page 24**

Principal/Superintendent's Recommendation: Approve Action Item 1

Moved by_____ Seconded by_____ Vote_____

2. Adopt Board Policy #3002 – Loans to Outside Organizations ..... **Page 29**

Principal/Superintendent's Recommendation: Approve Action Item 2

Moved by_____ Seconded by_____ Vote_____

3. Approve the Master Agreement for Independent Study and Acknowledgement of Responsibilities for Ingenuity Charter School..... **Page 31**

Principal/Superintendent's Recommendation: Approve Action Item 3

Moved by_____ Seconded by_____ Vote_____

4. Adopt Board Policy #6002 – Ingenuity Charter School Independent Study..... **Page 36**

Principal/Superintendent's Recommendation: Approve Action Item 4

Moved by_____ Seconded by_____ Vote_____

5. Approve the Public Charter Schools Grant Program Budget Expenditure Detail Report for Ingenuity Charter School..... **Page 38**

Principal/Superintendent's Recommendation: Approve Action Item 5

Moved by_____ Seconded by_____ Vote_____

XI. ROUNDTABLE

XII. ADJOURNMENT

NOTICES

The next regular meeting of The O'Farrell Charter School Board of Directors will be April 13, 2015 at 5:30 p.m.

The O'Farrell Charter School does not discriminate on the basis of disability in the admission or access to, or treatment in employment in its programs or activities. Jonathan Dean, Principal/Superintendent, has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in The O'Farrell Charter School's open and public meetings. Please notify Jonathan Dean at (619) 263-3009, extension 2202 seventy-two (72) hours prior to disability accommodations being needed in order to participate in the meeting.

From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to school board members after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the office of the Principal/Superintendent at 6130 Skyline Drive, San Diego, CA 92114

Certification of Posting

I, Jonathan Dean, Principal/Superintendent, hereby certify that I posted this agenda on Thursday, March 5, 2015 at 3 p.m.

When conducting a Teleconference Board of Directors meeting, all board members are required to post this agenda at their location.
Chair Christian Scott will be located at 3017 6th St., Sacramento, CA

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Discussion Item 1
Principal/Superintendent Announcements

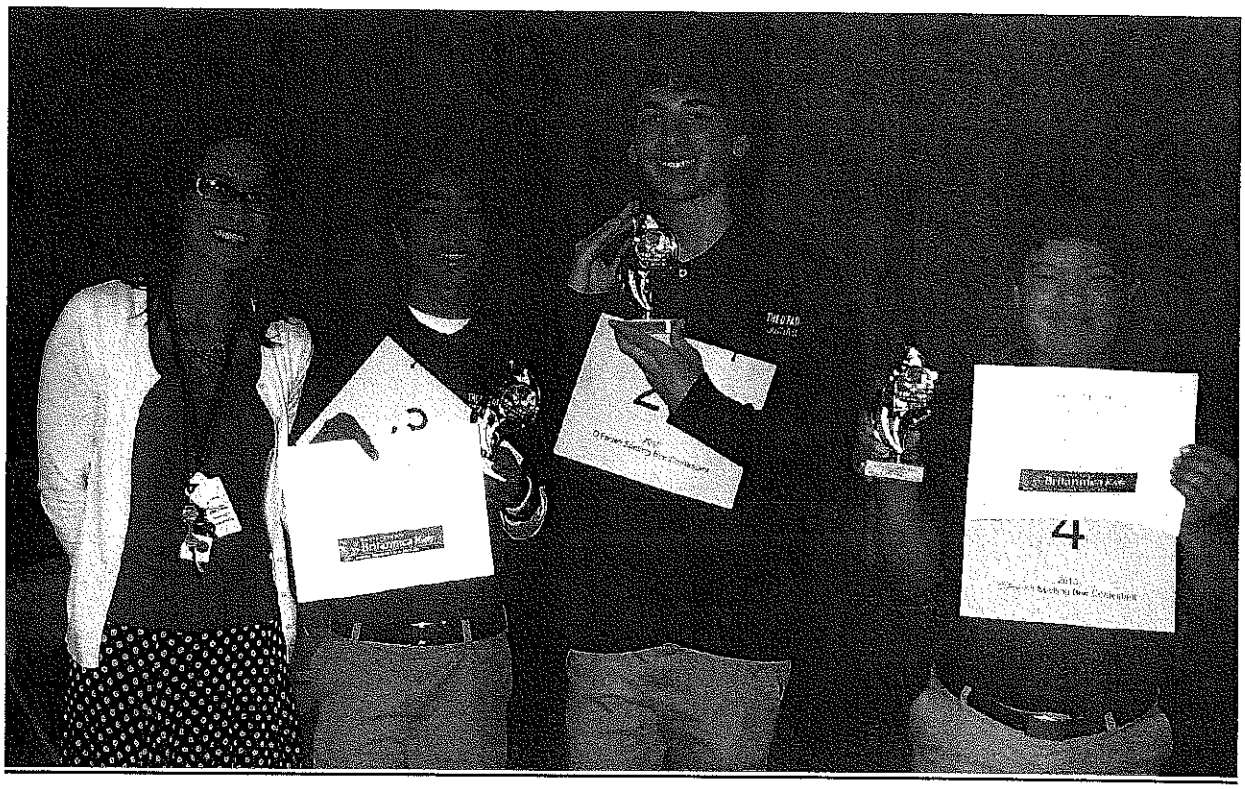
Student Demographics in PowerSchool as of March 3, 2015:

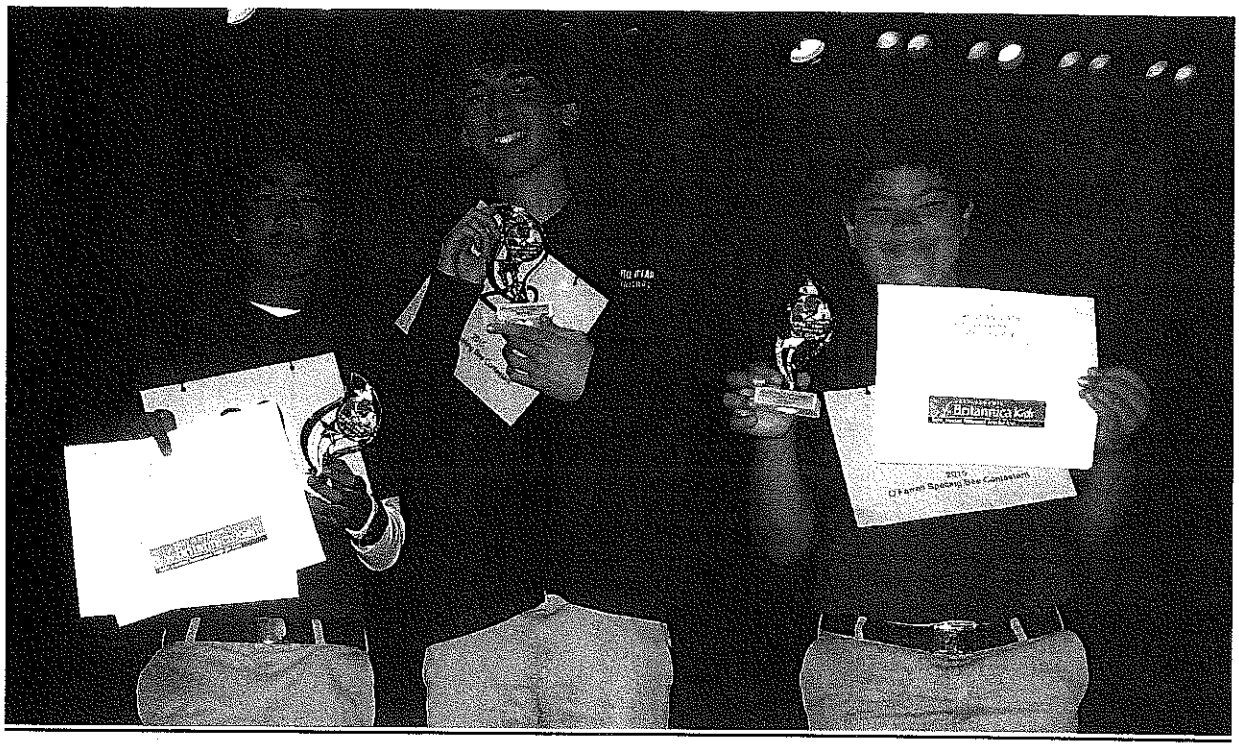
Ethnicity	YOK/K	1	2	3	4	5	6	7	8	9	10	11	T
American Indian or Alaska Native	0	0	0	0	0	0	0	1	0	0	0	0	1
Asian	8	5	2	8	11	6	49	49	51	31	30	26	276
Native Hawaiian/Other Pac Islander	2	0	0	0	0	0	1	3	0	0	0	2	8
Black or African American	12	11	13	10	12	18	44	45	48	25	17	20	275
White	3	1	0	0	1	1	3	4	0	4	0	1	18
Hispanic/Latino	37	25	34	29	29	29	146	115	138	93	49	43	767
Two or More Race Categories	3	3	1	2	4	4	14	14	12	4	2	3	66
Unspecified	0	0	0	0	0	0	0	1	1	0	0	0	2
Totals	65	45	50	49	57	58	257	232	250	157	98	95	1413

Attached are a few pictures from last week's spelling bee. Congrats again to our top 3 spellers! Melky will be representing us at the county spelling bee next month!

Third place winner: Gabriel Guzman (8th grade)
Second place winner: Anthony Johnson (7th grade)

FIRST PLACE WINNER: MELKY REBOLEDO (8th grade)
Winning word: ad nauseam


4



Petition to turn Anaheim's Palm Lane school into charter is first use of Parent Trigger Law:

ANAHEIM – District officials soon will begin verifying signatures on a petition submitted Wednesday to take over a low-scoring Anaheim City School District campus and convert it into an independently run charter school.

Organizers turned in to the district signatures representing 66 percent of the students at Palm Lane Elementary School. This was the first time in Orange County that parents have used the so-called Parent Trigger Law to try to transform a public school. Signatures from at least 50 percent of students' parents are required to force changes.

After submitting petitions, parents and organizers gathered at a park behind the school about a mile from Disneyland to make the announcement. They were joined by state Assemblywoman Young Kim, a representative from state Sen. Bob Huff's office and former state Sen. Gloria Romero. Huff and Romero co-sponsored the law and have been helping the parents, who said they have been ignored and intimidated.

"We're not trying to close the school. We're trying to make the school better," said Geronimo Gaytan, a Palm Lane parent. "We're fighting to get a better education."

The next steps could take about three months. The law allows up to 40 days to verify signatures and return them, if there are any lacking. After, the district will have an additional 45 days to reach an agreement with parents on the changes.

The parents are demanding to turn the campus into a charter school, which have more relaxed regulations and are run by independent groups. Superintendent Linda Wagner said she was unsure of how it would all work, such as facility use.

"Part of this whole process is being open-minded to the will of the parents," Wagner said.

EZULWINI, AFRICA

My family and I will be traveling to Africa over spring break using the Hands United Four Children vacation package we purchased last school year. We will be going on an eight day safari and our return date in March 9.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Discussion Item 2
Charter Vision Board Report

For the period beginning in July 1, 2014 through January 31, 2015

CharterVision®

Balance Sheet Summary

Liquidity Ratio	15.5
Assets	
Current Assets	
Cash	$5,761,392
Accounts Receivables	$8,429
Prepaid Expenses	$8,551
Other Current Assets	$2,848
Total Current Assets	*$5,781,221*
Fixed Assets	
Land	$89,935
Buildings and Improvements	$48,311
Computer Equipment	$30,173
Furniture and Fixtures	$31,405
Construction in Progress	$1,847,300
Transportation Equipment	$46,141
Accumulated Depreciation	($102,447)
Total Fixed Assets	*$1,990,819*
Other Assets	
Total Other Assets	*$0*
Total Assets	*$7,772,039*
Liabilities and Net Assets	
Current Liabilities	
Accounts Payable	$151,629
Accrued Salaries, Payroll Taxes, Postemployment Benefits	($1,776)
Deposits held on behalf of other employees	$222,887
Total Current Liabilities	*$372,740*
Long Term Liabilities	
Total Long Term Liabilities	*$0*
Total Liabilities	*$372,740*
Net Assets	
Restricted Net Assets	$245,284
Unrestricted Net Assets	$6,651,543
Profit/Loss YTD	$502,472
Total Net Assets	*$7,399,299*
Total Liabilities and Net Assets	*$7,772,039*

CharterVision®

YTD Actual to Budget Summary

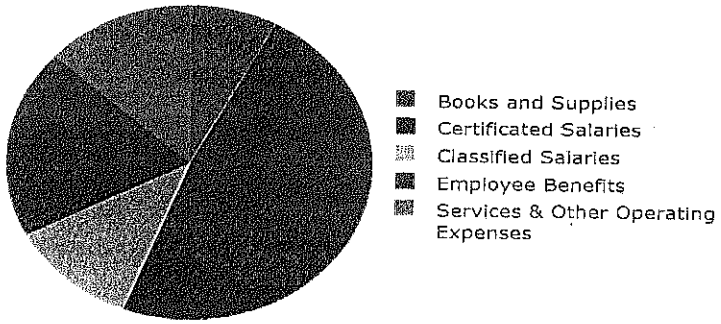
	July - January				2014 - 2015	
Account Description	Actual	Budget	Variance $	Variance %	Total Budget	Remaining Budget
Revenue Limit	$4,904,339	$4,860,657	$43,682	0.9%	$10,539,008	$5,003,167
Federal Revenue	$244,001	$261,481	($17,480)	-6.7%	$507,939	$194,502
Other State Revenue	$321,155	$242,105	$79,050	32.7%	$408,150	$86,995
Local Revenue	$291,443	$391,336	($99,893)	-25.5%	$962,549	$671,106
Total Revenue	$5,760,938	$5,755,579	$5,359	0.1%	$12,417,646	$5,955,770
Certificated Salaries	$2,533,183	$2,590,488	$57,305	2.2%	$5,130,908	$2,127,604
Classified Salaries	$603,503	$617,387	$13,884	2.2%	$1,141,757	$433,563
Employee Benefits	$1,021,323	$1,033,778	$12,455	1.2%	$1,827,993	$672,647
Total Personnel Expenses	$4,158,010	$4,241,653	$83,643	2.0%	$8,100,658	$3,233,814
Books and Supplies	$400,079	$321,644	($78,435)	-24.4%	$750,217	$280,638
Services & Other Operating Expenses	$700,377	$666,302	($34,075)	-5.1%	$1,621,614	$852,593
Capital Outlay	-	-	-	0.0%	-	-
Other Outgo	-	-	-	0.0%	-	-
Total Operational Expenses	$1,100,456	$987,946	($112,510)	-11.4%	$2,371,831	$1,133,231
Total Expenses	$5,258,466	$5,229,599	($28,867)	-0.6%	$10,472,489	$4,367,045
Net Income	$502,472	$525,980	($23,508)	-4.5%	$1,945,157	$1,588,725

CharterVision®

Expenses By Category

Account Group	Description	Total	Percent
100	Certificated Salaries	$2,533,183.47	48.17%
200	Classified Salaries	$603,503.42	11.48%
300	Employee Benefits	$1,021,323.00	19.42%
400	Books and Supplies	$400,078.80	7.61%
500	Services & Other Operating Expenses	$700,377.41	13.32%
	Total:	**$5,258,466.10**	

Expenses By Category

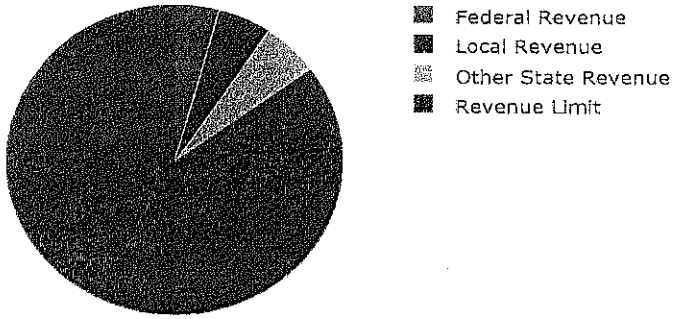


CharterVision®

Revenue By Category

Account Group	Description	Total	Percent
800	Revenue Limit	$4,904,339.00	85.13%
820	Federal Revenue	$244,001.00	4.24%
840	Other State Revenue	$321,154.76	5.57%
870	Local Revenue	$291,443.36	5.06%
	Total:	**$5,760,938.12**	

Revenue By Category



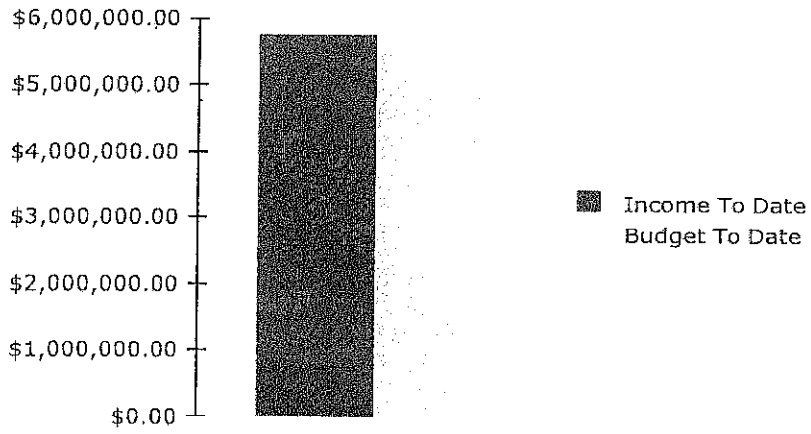
CharterVision®

Financial Snapshot

Total Cash on Hand

Book Balance: $5,761,392

Revenue To Date

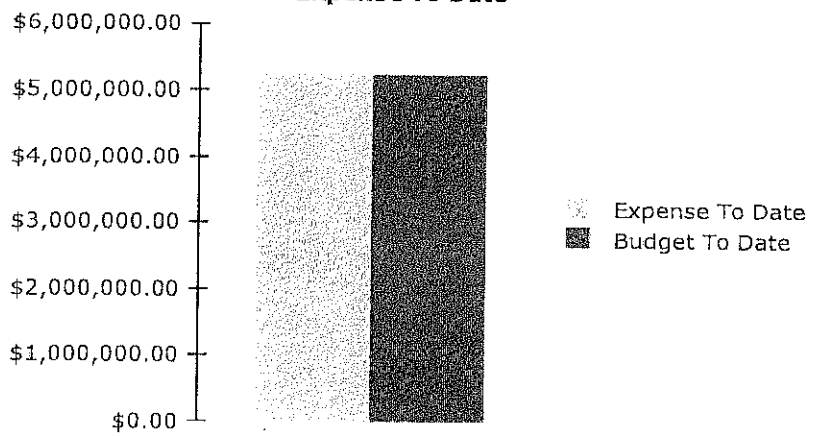


Revenue $5,760,938

Budget $5,755,579

Revenue To Budget 100 %

Expense To Date



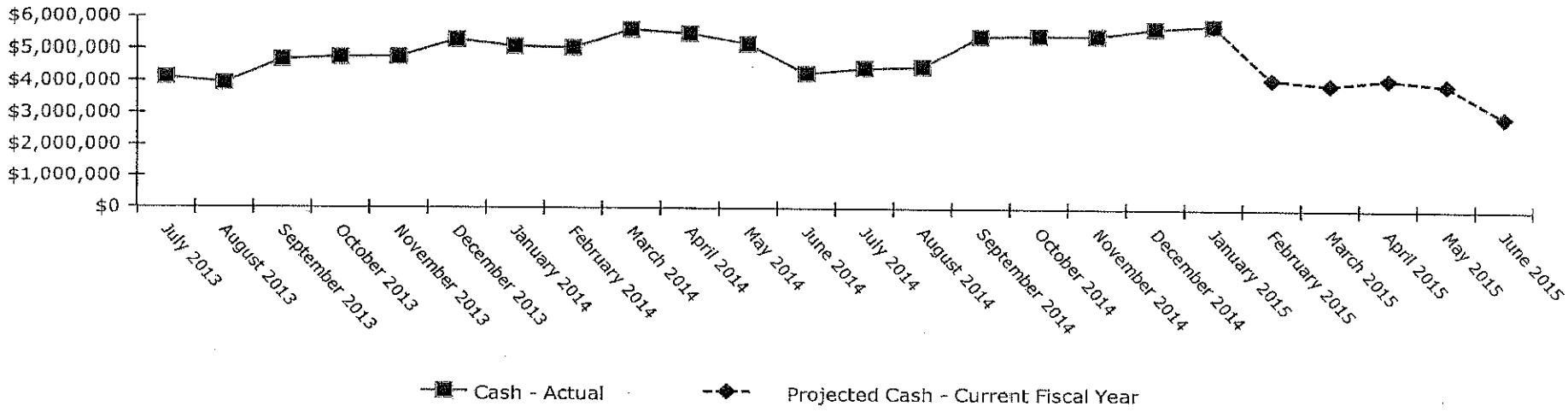
Expense $5,258,466

Budget $5,229,599

Expense To Budget 101 %

CharterVision®

Monthly Book Balance Over Time



	Cash Amount	Actual or Projected
July 2013	$4,117,862.72	Actual
August 2013	$3,935,026.43	Actual
September 2013	$4,671,615.83	Actual
October 2013	$4,747,422.71	Actual
November 2013	$4,757,424.86	Actual
December 2013	$5,283,491.78	Actual
January 2014	$5,079,742.49	Actual
February 2014	$5,043,357.78	Actual
March 2014	$5,601,966.75	Actual
April 2014	$5,480,905.49	Actual
May 2014	$5,169,834.77	Actual
June 2014	$4,262,967.39	Actual

	Cash Amount	Actual or Projected
July 2014	$4,434,927.59	Actual
August 2014	$4,479,387.83	Actual
September 2014	$5,404,768.75	Actual
October 2014	$5,437,952.47	Actual
November 2014	$5,429,737.96	Actual
December 2014	$5,665,195.13	Actual
January 2015	$5,761,392.18	Actual
February 2015	$4,110,000.00	Projected
March 2015	$3,950,000.00	Projected
April 2015	$4,125,000.00	Projected
May 2015	$3,950,150.00	Projected
June 2015	$2,950,150.00	Projected

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Discussion Item 3

Ingenuity Charter School February Developments:

- SARB COE meeting
- CCIS Conference
- PCSGP February 9th in Anaheim
- Meet with El Dorado SELPA director
- Develop marketing materials
- Order Promo materials
- Malcom X library partnership initiation
- Develop Independent Study student and parent handbook
- Student Resource Center-Jacobs Center Food 4 Less approval
- Begin floor plan/remodel sketches
- Template of curriculum alignment with Edgenuity
- Create Staffing Plan
- Research MiFi options
- Demo SIS:
    - PROMIS, Aeries, Infinite Campus, Maestro, Synergy, Innovative, Illuminate
- Website updates and link to O'Farrell website
- Added online application to Website
- Create Letter of Intent for student enrollment
- Revision on PCSGP budget
- Attend SELPA Symposium
- Received first student interest form!

March Focus

Board Approvals of IS days missed Policy, MA, and school year calendar
Complete Demos of SIS
Contract with SIS Innovative School Solutions OASIS
Contract with Edgenuity
Receive CDS and CDE codes
Lease with Jacobs Center
Develop and meet with curriculum teams
Independent Study student and parent handbook constructed for board review and approval
Demo Kyjeet MiFi
Fly posting for clerk
Order Apple Products
Propose floor plans
Order furniture
Distribute marketing and promo materials
Course offering and description list
Develop Assignment and Work record form
Auditor approval on all compliance documents

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Consent Calendar Item 1

RECOMMENDATION: Approve the Minutes from the February 9, 2015 Board of Directors meeting.

Minutes

February 9, 2015

Members Present:	Christian Scott, Linda Logan, Agnés Barrelet, Tim Katzman (arrived 5:15 p.m.), Salvador Rivera (arrived 6:08 p.m.), Shar Dela Cruz (arrived 6:44 p.m.)
Members Absent:	Delano Jones
Guests:	Jill Andersen, Anne Mathews, Brian Rainey, Candace Austin, Eileen Logue, Kristina Watkins
ASB Students:	Hayley Searez, Savanna Gutierrez, Maystar Amba, Jaidalyn Bradey, Amie Bagay, Nathanal Bamusak, LaFayette Watkins

I. CALL TO ORDER

Christian Scott called open session to order at 5:00 p.m.

II. CLOSED SESSION

Christian Scott called closed session to order at 5:18 p.m.

1. **In accordance with Government Code Section 54957, the Board will meet in closed session to consider: PERSONNEL MATTERS**
2. **In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS**
3. **In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: SALARY AND HEALTH AND WELFARE MATTERS**

RECONVENE TO OPEN SESSION

Christian Scott reconvened to open session at 5:45 p.m.

III. ACTION ITEMS CONSIDERED IN CLOSED SESSION

1. **PERSONNEL MATTERS**
   No action taken.
2. **REAL ESTATE MATTERS - Board of Directors approved the construction of a softball field in the amount not to exceed $700,000.**
   Tim Katzman moved and Linda Logan seconded. Motion carried 4-0-0
   Ayes: Scott, Katzman, Logan, Barrelet
   Nays: None
   Absent: Rivera, Dela Cruz, Jones
3. **SALARY AND HEALTH AND WELFARE MATTERS**
   No action taken.

IV. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Christian Scott.

V. PRESENTATION

1. NCUST – Anne Mathews
2. High School Career Day – Brian Rainey

3. ASB – Middle School Students
4. Student Services by Academy – Dr. Dean
5. Ingenuity January Developments and February Focus

VI. PUBLIC COMMENT

None.

VII. APPROVAL OF AGENDA

Approved. Christian Scott moved and Tim Katzman seconded. Motion carried 5-0-0.
Ayes: Scott, Katzman, Logan, Barrelet, Rivera
Nays: None
Absent: Dela Cruz, Jones

VIII. DISCUSSION ITEMS

1. **Principal/Superintendent Announcements**
2. **Charter Vision Board Report**
3. **Upcoming Charter Office Visit/Audit February 19, 2015 – 3 p.m. interview of 1-2 board members.**
   Christian Scott, Salvador Rivera and Linda Logan will be available for interview.
4. **Update on LCAP – Dr. Dean**
   California's new Local Control Funding Formula (LCFF) allows individual schools to create plans called Local Control Accountability Plans (LCAP), indicating how they intend to spend funds received from the state. The O'Farrell Charter School's LCAP is posted online at www.ofarrellschool.org. As we work to update our new LCAP, O'Farrell seeks to involve parents and staff in the decision-making processes at our school.
5. **Student Information System – Dr. Dean**
6. **Facilities Update– Dr. Dean**

IX. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

1. **Approval of Minutes from the December 8, 2014 Board of Directors meeting**
2. **Approve/ratify recommended actions on the personnel activity list**
3. **Approve/ratify check registers**
   Approved. Salvador Rivera moved and Christian Scott seconded. Motion carried 5-0-0.
   Ayes: Scott, Katzman, Logan, Barrelet, Rivera
   Nays: None
   Absent: Dela Cruz, Jones

X. ACTION ITEMS

1. **Amend changes/additions/deletions to the Staff Handbook**
   Approved with additional language to cell phone section "exception of emergencies and school-related activities." Agnes Barrelet moved and Salvador Riveria seconded. Motion carried 6-0-0.
   Ayes: Scott, Katzman, Logan, Barrelet, Rivera, Dela Cruz
   Nays: None
   Absent: Jones

2. **Approve the 2015-2016 Public Safety Plan**
   Approved with title change from comprehensive to public. Christian Scott moved and Tim Katzman seconded.
   Motion carried 6-0-0.
   Ayes: Scott, Katzman, Logan, Barrelet, Rivera, Dela Cruz
   Nays: None
   Absent: Jones

3. **Approve the contract with Wilkinson Hadley King & Co., CPAs and Advisors, to audit the financial statements of the governmental activities and the business-type activities of O'Farrell Charter as of and for the year ending June 30, 2015 in the amount not to exceed $6,800 for the audit and $950 for the information returns for O'Farrell and $950 for Ingenuity for start-up expenses, a total of $8,700.**
   Approved with changes. Christian Scott moved and Linda Logan seconded. Motion carried 6-0-0.
   Ayes: Scott, Katzman, Logan, Barrelet, Rivera, Dela Cruz
   Nays: None
   Absent: Jones

4. **Approve the 2014-15 Consolidated Application Part Two**
   Approved. Linda Logan moved and Agnes Barrelet seconded. Motion carried 6-0-0.
   Ayes: Scott, Katzman, Logan, Barrelet, Rivera, Dela Cruz
   Nays: None
   Absent: Jones

5. **Approve the purchase of 710 headsets to be used for testing for all students in the amount of $19,865.84**
   Approved. Christian Scott moved and Shar Dela Cruz seconded. Motion carried 6-0-0.
   Ayes: Scott, Katzman, Logan, Barrelet, Rivera, Dela Cruz
   Nays: None
   Absent: Jones

XI. ROUNDTABLE

Linda Logan asked about the confirmation of the PCSPC Grant. Dr. Dean stated we haven't received the official letter but has heard back that we will receive $375,000 and these monies will be used for technology purposes.

XII. ADJOURNMENT

Christian Scott adjourned the meeting at 7:09 p.m.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Consent Calendar Item 2

RECOMMENDATION: Approve/Ratify Personnel Activity List

NEW HIRES

Brandon, Kwaminique	Boys P.E. Assistant	January 20, 2015
Reyes, Louie	Student Teacher Substitute for Pam Barry	January 23, 2015
Mejia-Moore, Angela	Substitute Teacher	February 23, 2015
McFadden, Marilyn	Student Teacher Substitute for Sarah Norton	February 17, 2015
Khuu, Lucy	Substitute Teacher	February 19, 2015
Hutton, Kelly	Student Teacher Substitute for Brian Schmidt	February 20, 2015
Rice, Dylan	Student Teacher Substitute for Stacey Hagan	February 27, 2015
Freed, Anne Marie	Special Education Assistant	March 3, 2015
Diaz Ramos, Agueda	English Language Assistant	March 3, 2015
Gates, Lolita	Substitute Teacher	March 4, 2015
Hemungkorn, Sarina	Substitute Teacher	March 4, 2015
Williamson, Janeen	Extended Day Program Aide	March 4, 2015
Koch, Rebecca	Long-term Substitute Teacher for Linda Chapin	April 6, 2015

RESIGNATION/NON-RENEWAL

Spurgeon, Casey	Special Education Assistant	February 20, 2015

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Consent Calendar Item 3

RECOMMENDATION: Ratify Monthly Check Registers

General Account				
Check #	Date	Vendor Name	Transaction Description	Check Amount
1123	2/19/2015	Julia LeBlanc	January Cooking Club	$800.00

CharterVision®

Check Register Detail

O'Farrell Charter School

Check Register 2/1/2015 through 2/28/2015

Payment Number	Payment Date	Payee Name	Rec Status	Check Amount	Account	Account Description	Transaction Description	Invoiced GL Amount
10002476	2/2/2015	AVID Center	Outstanding	$6,690.00	5200-020-00-000	Travel and Conferences	AVID Training Fees July 30, 2014 - August 1, 2014	**$6,690.00**
10002477	2/2/2015	Public Employee Retirement System	Outstanding	$17,374.83	9504-010	Accrued PERS	JANUARY 2015 PERS	**$17,374.83**
10002478	2/2/2015	State Teachers Retirement System	Outstanding	$79,045.00	9503-010	Accrued STRS	JANUARY 2015 STRS	**$79,045.00**
10002479	2/2/2015	Charter School Management Corporation	Outstanding	$102,000.00	5800-020-00-000	Professional/Consulting Services and Operating Expenditures	2015-2016 Business Back Office Monthly Support	**$102,000.00**
10002480	2/4/2015	KEYS 2 Engage	Outstanding	$1,800.00	5200-020-00-000	Travel and Conferences	1 Day - PD Services - Sept 10, 2014 Training	**$1,800.00**
10002481	2/5/2015	Pat Kayda	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Referee - Soccer Varsity Game 01/15/2015	**$64.00**
10002482	2/5/2015	Lucy Meyer	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Referee - Soccer Varsity Game 01/15/2015	**$64.00**
10002483	2/5/2015	Metin Meral	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Referee - Boys Varsity Soccer Game 01/20/15	**$64.00**
10002484	2/5/2015	Mahyar Navizi	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Referee - Varsity Soccer Game 01/13/15	**$64.00**
10002485	2/5/2015	Mehrdad Nabizadeh	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Referee - Boys Varsity Soccer Game 01/20/15	**$64.00**
10002486	2/5/2015	John Scales	Outstanding	$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Referee - Varsity Girls Basketball Game 01/20/15	**$74.00**
10002487	2/5/2015	Robert Tappen	Outstanding	$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Referee - Varsity Girls Basketball Game 01/20/15	**$74.00**
10002488	2/5/2015	AlphaCard	Outstanding	$2,800.28	4400-020-00-000	Noncapitalized Equipment	AlphaCard Magicard Rio Pro ID Card System	**$2,800.28**
10002489	2/5/2015	CollegeBoard	Outstanding	$1,654.05	4100-020-00-600	Approved Textbooks and Core Curricula Materials	SpringBoard ELA Site License Grade 6-8	**$1,654.05**
10002490	2/5/2015	Fletcher Hills Printing	Outstanding	$186.72	4300-020-00-400	Materials and Supplies	Uniform Violation Forms	**$186.72**
10002491	2/5/2015	Sound Therapies, Inc.	Outstanding	$8,281.20	5810-020-65-000	Educational Consultants	Speech & Language Services	**$8,281.20**
10002492	2/5/2015	Select Mailing	Outstanding	$804.10	5815-020-00-000	Advertising/Recruiting	Bulk Mailing & Printing -Job # 3810-Additional Educating Spc	**$804.10**
10002493	2/9/2015	Metropolitan Transit System (MTS)	Outstanding	$2,931.00	5505-020-00-000	Student Transportation/Field Trips	81 bus passes , admin & replacement fee	**$2,931.00**

10002494	2/9/2015	School Leaders Network	Outstanding	$750.00	5200-020-00-000	Travel and Conferences	Professional Development SY 2014-2015 E. Wong	**$750.00**
10002495	2/9/2015	Wilkinson Hadley King & Co. LLP	Outstanding	$649.70	5805-020-00-000	Legal Services and Audit	Final billing for 2013-14 annual audit	**$649.70**
10002496	2/11/2015	Dunbar Armored Inc	Outstanding	$784.92	5800-020-00-000	Professional/Consulting Services and Operating Expenditures	Armored Truck Service Thru Oct 2014	**$218.46**
					5800-020-00-000	Professional/Consulting Services and Operating Expenditures	Armored Truck Service Thru Nov 2014	**$141.61**
					5800-020-00-000	Professional/Consulting Services and Operating Expenditures	Armored Truck Service Thru Dec 2014	**$129.48**
					5800-020-00-000	Professional/Consulting Services and Operating Expenditures	Armored Truck Service Thru Jan 2015	**$142.11**
					5800-020-00-000	Professional/Consulting Services and Operating Expenditures	Armored Truck Service Thru Feb 2015	**$153.26**
10002497	2/12/2015	Southwest School & Office Supply	Outstanding	$10,096.70	4315-020-00-000	Classroom Materials and Supplies	Copy Paper	**$7,936.70**
					4315-020-00-000	Classroom Materials and Supplies	Binder Pocket Mesh	**$2,160.00**
10002498	2/19/2015	CDW-Government	Outstanding	$22,202.66	4430-020-84-000	Noncapitalized Student Equipment	Anthro ADV Chromebook CHrg CRT QTY 14	**$22,202.66**
10002499	2/19/2015	Tiffany DeGraffenreid	Outstanding	$76.15	5200-030-00-000	Travel and Conferences	REIMB for transportation during CCIS Conference	**$76.15**
10002500	2/19/2015	David Freeman	Outstanding	$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Basketball Referee	**$74.00**
10002501	2/19/2015	Janet Gilbert	Outstanding	$25.60	4300-020-00-800	Materials and Supplies	REIMB for cardstock for HS awards ceremony	**$25.60**
10002502	2/19/2015	Corinda Mytinger	Outstanding	$116.15	5200-030-00-000	Travel and Conferences	REIMB for mileage for PCSGP conference training	**$116.15**
10002503	2/19/2015	Sarah Norton	Outstanding	$29.51	4315-020-00-809	Classroom Materials and Supplies	REIMB for plant purchase for AP bio transpiration lab	**$29.51**
10002504	2/19/2015	Leland R. Ping	Outstanding	$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Basketball Referee	**$74.00**
10002505	2/19/2015	San Diego Unified School District	Outstanding	$4,015.00	4315-020-00-000	Classroom Materials and Supplies	School Messenger Access Fee Per Pupil - 2014-2015	**$4,015.00**

10002506	2/19/2015	Sharp Health Plan	Outstanding	$65,682.24	3403-020-00-000	Health & Welfare Benefits	March 2015 Health Ins.	**$57,101.41**
					3403-020-01-000	Health & Welfare Benefits	March 2015 Health Ins. - Title 1	**$3,812.75**
					3403-020-03-000	Health & Welfare Benefits	March 2015 Health Ins. - Title III	**$535.74**
					3403-020-65-000	Health & Welfare Benefits	March 2015 Health Ins. - SPED	**$3,875.18**
					3403-020-61-000	Health & Welfare Benefits	March 2015 Health Ins. - ASES	**$178.58**
					3403-020-62-000	Health & Welfare Benefits	March 2015 Health Ins. - ASSETS	**$178.58**
10002507	2/19/2015	Employment Development Department	Outstanding	$568.40	3503-020-00-000	State Unemployment Insurance	SEF Local Experience Charge 10/01/14 - 12/31/14	**$568.40**
10002508	2/19/2015	Juan Santos	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Soccer Referee	**$64.00**
10002509	2/19/2015	UROK Learning Institute	Outstanding	$400.00	5810-020-01-000	Educational Consultants	SES Tutoring Services - January 2015	**$400.00**
10002510	2/19/2015	Branko Vasich	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Soccer Referee	**$64.00**
10002511	2/19/2015	Employment Development Department	Outstanding	$1,012.00	3503-020-00-000	State Unemployment Insurance	Periods June - September 2014	**$879.21**
					5890-020-00-000	Interest Expense/Fees	Periods June - September 2014	**$132.79**
10002512	2/19/2015	CDW-Government	Outstanding	$4,119.31	4400-020-00-000	Noncapitalized Equipment	DA-LITE Model C 94 Screen/Creative T6 2.1 Speaker	**$1,070.16**
					4400-020-00-000	Noncapitalized Equipment	LVO TS TP XIC 17-4600U W8P 256/8GB	**$1,874.85**
					4400-020-00-000	Noncapitalized Equipment	LVO TS TC E73 13 4130 500GB 4GB	**$563.35**
					4400-020-00-000	Noncapitalized Equipment	Startech 20'Premium Optical Cable	**$19.44**
					4400-020-00-000	Noncapitalized Equipment	ACER C720-2844 Chrome 4GB 16GB SSD	**$281.29**
					4400-020-00-000	Noncapitalized Equipment	HP LJPRO 400 M401DNE	**$310.22**
10002513	2/19/2015	Jackie Robinson Family YMCA	Outstanding	$1,525.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Winter 2015 Middle Sch Athletic League Jan-Mar2015 BBall	**$1,525.00**
10002514	2/20/2015	Candace Austin	Outstanding	$544.06	4300-020-00-000	Materials and Supplies	PETTY CASH REIMB: 12/3/14 - 02/10/15	**$544.06**
10002515	2/20/2015	Ardian Bello	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Soccer Game Referee 2/12/15	**$64.00**

10002516	2/20/2015	Charles Badagliacca	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Soccer Game Referee 2/19/15	**$64.00**
10002517	2/20/2015	James Hroza	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Soccer Game Referee 2/12/15	**$64.00**
10002518	2/20/2015	David Lee	Outstanding	$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Basketball Game Referee	**$74.00**
10002519	2/20/2015	Steve Melnick	Outstanding	$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Basketball Game Referee 2/12/15	**$74.00**
10002520	2/20/2015	Maile Proctor	Outstanding	$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Basketball Game Referee	**$74.00**
10002521	2/20/2015	Kermit Payne	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Soccer Game Referee 2/17/15	**$64.00**
10002522	2/20/2015	Derick Ragsdale	Outstanding	$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Basketball Game Referee 2/12/15	**$74.00**
10002523	2/20/2015	Christopher L. Romero	Outstanding	$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Basketball Game Referee	**$74.00**
10002524	2/20/2015	CJ Read-Jones	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Soccer Game Referee 2/19/15	**$64.00**
10002525	2/20/2015	Gerard Selby	Outstanding	$64.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Soccer Game Referee 2/17/15	**$64.00**
10002526	2/20/2015	Gaylan Sweet	Outstanding	$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Varsity Basketball Game Referee 2/10/15	**$74.00**
10002527	2/23/2015	Clothing International, Inc.	Outstanding	$2,501.71	4300-020-00-000	Materials and Supplies	Web Belts - Small / Medium/ Large	**$604.80**
					4300-020-00-000	Materials and Supplies	Embroidered Polo Shirts - Blue, Navy, Black, Burgundy	**$409.92**
					4300-020-00-000	Materials and Supplies	Embroidered Fleece Jacket, Blk LoTop Converses, Polo Shirts	**$131.03**
					4300-020-00-000	Materials and Supplies	Circa Shoes, Fleece Jacket, PE Shirts, Khaki Pants, Polos	**$147.23**
					4300-020-00-000	Materials and Supplies	Blk Lo-Top Converses, Fleece Jacket, PE Shirt, pants, Polo	**$131.03**
					4300-020-00-000	Materials and Supplies	T-Shirt & Screen Print "Ingenuity" M/L/XL/2XL	**$776.00**
					4300-020-00-000	Materials and Supplies	Belts - M, L, XL	**$301.70**
10002528	2/23/2015	Law Office of Young , Minney & Corr, LLP	Outstanding	$410.00	5805-020-00-000	Legal Services and Audit	Services Thru 01/31/2015	**$410.00**
10002529	2/23/2015	Nevertardy Transit, LLC	Outstanding	$700.00	5505-020-00-800	Student Transportation/Field Trips	Field Trip on Nov 22 to Marina Park Way	**$700.00**

10002530	2/23/2015	Pearson Education Inc.	Outstanding	$13,485.91	4100-020-00-000	Approved Textbooks and Core Curricula Materials	J College Physics 80 Qty	**$13,485.91**
10002531	2/23/2015	San Diego Gas & Electric	Outstanding	$43,061.68	5501-020-00-000	Utilities	Gas & Electric Charges 01/13/15-02/11/15 / Previous Balance	**$43,061.68**
10002532	2/24/2015	Public Employee Retirement System	Outstanding	$18,664.15	9504-010	Accrued PERS	FEBRUARY 2015 PERS	**$18,664.15**
10002533	2/24/2015	State Teachers Retirement System	Outstanding	$79,854.42	9503-010	Accrued STRS	FEBRUARY 2015 STRS	**$79,854.42**
10002534	2/25/2015	Hyatt Regency Sacramento	Outstanding	$5,468.40	5200-020-84-000	Travel and Conferences	6 Hotel Rms for CCSA Conference 3/15-19/2015	**$5,468.40**
10002535	2/25/2015	San Diego Science Educators Association	Outstanding	$140.00	5200-020-00-000	Travel and Conferences	Science Conference - Jin Su / Kathy Davis - 02/28/15	**$140.00**
10002536	2/26/2015	Jill Andersen	Outstanding	$211.75	5200-020-00-600	Travel and Conferences	REIMB - Mileage, Parking & Meals for AVID Training Riverside	**$211.75**
10002537	2/26/2015	CDW-Government	Outstanding	$709.56	4400-020-00-000	Noncapitalized Equipment	HP printers for clssrm / site replacement (qty 3)	**$709.56**
10002538	2/26/2015	Costco Membership	Outstanding	$110.00	5300-020-00-000	Dues and Memberships	Membrshp Renewal: J. Dean, J. Andersen & A Matthew	**$110.00**
10002539	2/26/2015	Jose's Mobil	Outstanding	$403.39	5800-020-00-000	Professional/Consulting Services and Operating Expenditures	1 PMA - Fire Extinguisher & Antifreeze	**$146.04**
					5800-020-00-000	Professional/Consulting Services and Operating Expenditures	Installation of Locks (Parts & Labor)	**$257.35**
10002540	2/26/2015	Pearson Education Inc.	Outstanding	$11,583.03	4200-020-00-000	Books and Other Reference Materials	2014-15 PreCalc Textbooks (qty 96)	**$11,583.03**
10002541	2/26/2015	40 Acres and a Mind, Inc.	Outstanding	$280.44	5810-020-01-000	Educational Consultants	December 2014 SES - 6 hrs. Tutoring, A.B.	**$280.44**
10002542	2/27/2015	The Salvation Army ; Ray & Joan Kroc Corps	Outstanding	$515.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Athletics Fall 2014	**$515.00**
10002543	2/27/2015	Select Mailing	Outstanding	$955.68	5815-020-00-000	Advertising/Recruiting	Enrollment Letter - Download Data	**$955.68**
10002544	2/27/2015	Metropolitan Transit System (MTS)	Outstanding	$25.50	5505-020-00-800	Student Transportation/Field Trips	17 Trolley Tickets To Attend MESA Day @ SDSU on Sat 3/7/15	**$25.50**
			Total Check Amount	**$516,817.20**			**Total GL Amount**	**$516,817.20**

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Action Item 1

RECOMMENDATION: Approve the Positive Certification and Budget Revisions for the Second Interim Financial Report through January 31, 2015.

BACKGROUND INFORMATION:

Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report is due December 15 for the period ending October 31. The second interim report is due March 15 for the period ending January 31. County superintendents are to report to the Superintendent of Public Instruction and the State Controller the certification for all districts in their county within 75 days after the close of the reporting period.

The interim reports must include a certification of whether or not the LEA is able to meet its financial obligations. The certifications are classified as positive, qualified, or negative. A positive certification is assigned when the district will meet its financial obligations for the current and two subsequent fiscal years. A qualified certification is assigned when the district may not meet its financial obligations for the current or two subsequent fiscal years. A negative certification is assigned when a district will be unable to meet its financial obligations for the remainder of the current year or for the subsequent fiscal year. In addition, the Superintendent of Public Instruction may reclassify any county office of education or appeal of a school district certification in accordance with the above standards.

CURRENT INFORMATION:

O'Farrell Community School has a positive certification and will meet its financial obligations for the current and two subsequent fiscal years.

ADDITIONAL DATA:

Please see the following table for budget highlights comparing accrual and interim actuals:

Description	Original Budget per 1st interim	Revised Budget per 2nd interim	Actual 01/31/2015	Comments
Revenue		12,431,427	5,760,938	
Expenses		11,486,007	5,258,466	Have spent 46% at 58% of FY of budget **thus far**, below trend
Surplus (deficit)	$0	945,420	502,472	
Fund balance at beginning of year July 1		$6,896,827		
Projected Ending Fund Balance 6/30/2015		$7,842,247		Potential fund could go up if expenses remain under trend

This table provides a summary of the school's budget to actual position for the year and makes predictions about year-end fund balance.

P1 ADA 1413

See the attached 2014-2015 Second Interim Financial Report

Charter School Name: The O'Farrell Charter School
CDS# 37-68338-6061964
Authorizing Agency: San Diego Unified School District

Second Interim Report
FY 2014-15
For the Period Ending January 31, 2015

Due Date: March 13, 2015

Accrual Basis

Description	Object Code	Unrestricted Adjusted Budget	Unrestricted Actuals to 01/31/15	Restricted Adjusted Budget	Restricted Actuals to 01/31/15	Total Adjusted Budget	Total Actuals to 01/31/15	Projected Year Totals (Higher of Budget or Actual)	Adjusted Budget to Projected Year Total Difference
A. REVENUES (8000-8799)									
1. Local Control Funding Formula (LCFF) - (8010-8099)									
LCFF - State Aid - *(Current year)*	8011	5,687,608	1,719,067			5,687,608	1,719,067	5,687,608	-
Education Protection Account - *(Current year)*	8012	1,633,326	726,629			1,633,326	726,629	1,633,326	-
LCFF- State Aid - Prior Years - *(Include EPA & LCFF - State Aid)*	8019					-		-	-
Transfers to Charter Schools in Lieu Of Property Tax *(Current & Prior Years)*	8096	2,977,748	2,458,643			2,977,748	2,458,643	2,977,748	-
LCFF - Transfers - Current & Prior Years	8091, 8099					-		-	-
Other LCFF - Sources *(All those not reported separately)*	8010-8099					-		-	-
Total - LCFF Sources		10,298,682	4,904,339	-		10,298,682	4,904,339	10,298,682	-
2. Federal Revenues (8100-8299)									
Federal Impact Aid - Survey Cards - Maintenance and Operations	8110					-		-	-
No Child Left Behind *(Title I, II, III, etc.)*	8290			542,963	244,001	542,963	244,001	542,963	-
Special Education - Federal	8181, 8182			166,360		166,360		166,360	-
Child Nutrition - Federal	8220					-		-	-
Other Federal Revenues *(All those not reported separately)*	8100-8299					-		-	-
Total - Federal Revenues		-		709,323	244,001	709,323	244,001	709,323	-
3. Other State Revenues (8300-8599)									
Special Education - State *(All relevant objects per SELPA instructions)*	StateRevSE					-		-	-
Child Nutrition - State	8520					-		-	-
Mandated Cost Reimbursements	8550	97,614	97,614			97,614	97,614	97,614	-
Lottery Revenue - Non-Prop 20 Unrestricted RES 1100	8560	183,690	29,255			183,690	29,255	183,690	-
Lottery Revenue - Prop 20 Restricted RES 6300	8560			48,042	15,025	48,042	15,025	48,042	-
Other State Revenues *(All those not reported separately)*	8300-8599	2,563	2,564	277,000	176,697	279,563	179,261	279,563	-
Total - Other State Revenues		283,867	129,433	325,042	191,722	608,909	321,155	608,909	-
4. Other Local Revenue (8600-8799)									
All Other Local Revenues	8600-8799	69,651	69,651	744,862	221,792	814,513	291,443	814,513	-
Total - Local Revenues		69,651	69,651	744,862	221,792	814,513	291,443	814,513	-
5. TOTAL REVENUES		10,652,200	5,103,423	1,779,227	657,515	12,431,427	5,760,938	12,431,427	-
B. EXPENDITURES AND OTHER OUTGO (1000-7499)									
1. Certificated Salaries									
Certificated Teachers' Salaries	1100	3,323,043	874,496	586,419.00	360,609	3,909,462	2,235,105	3,909,462	-
Certificated Pupil Support Salaries	1200	106,158	56,824	91,000	43,568	197,158	100,392	197,158	-
Certificated Supervisors' and Administrators' Salaries	1300	406,470	172,062			406,470	172,062	406,470	-
Other Certificated Salaries	1900	72,944	25,624	273,513		346,457	25,624	346,457	-
Total, Certificated Salaries		3,908,615	2,129,006	950,932	404,177	4,859,547	2,533,183	4,859,547	-
2. Classified Salaries									
Classified Instructional Salaries	2100	69,220	124,590	582,198	157,957	651,418	282,547	651,418	-
Classified Support Salaries	2200	87,274	88,537	52,164	17,777	139,438	106,314	139,438	-
Classified Supervisors' and Administrators' Salaries	2300					-		-	-
Clerical and Office Salaries	2400	418,215	214,357	13,190		431,405	214,357	431,405	-
Other Classified Salaries	2900	1,000	631	500	254	1,500	885	1,500	-
Total, Classified Salaries		575,709	428,115	648,052	175,988	1,223,761	604,103	1,223,761	-
3. Employee Benefits									
STRS	3101-3102	343,958	187,948	76,075	35,482	420,033	223,430	420,033	-
PERS	3201-3202	67,367	46,885	75,822	20,376	143,189	69,261	143,189	-
OASDI / Medicare / Alternative	3301-3302	58,865	64,433	43,744	9,240	102,609	83,673	102,609	-
Health and Welfare Benefits	3401-3402	658,018	480,219	169,504	69,468	827,522	549,687	827,522	-
Unemployment Insurance	3501-3502	9,151	2,039	3,129	289	12,280	2,328	12,280	-
Workers' Compensation Insurance	3601-3602	152,500	92,644	32,061		184,561	92,644	184,561	-
Retiree Benefits	3701-3702					-		-	-
Other Employee Benefits	3901-3902					-		-	-
Total, Employee Benefits		1,289,859	876,166	400,335	144,855	1,690,194	1,021,323	1,690,194	-

Charter School Name: The O'Farrell Charter School
CDS# 37-68338-6061964
Authorizing Agency: San Diego Unified School District

Second Interim Report
FY 2014-15
For the Period Ending January 31, 2015

Due Date: March 13, 2015

Accrual Basis

Description	Object Code	Unrestricted Adjusted Budget	Unrestricted Actuals to 01/31/15	Restricted Adjusted Budget	Restricted Actuals to 01/31/15	Total Adjusted Budget	Total Actuals to 01/31/15	Projected Year Totals (Higher of Budget or Actual)	Adjusted Budget to Projected Year Total Difference
4. Books and Supplies									
Approved Textbooks and Core Curricula Materials	4100	440,000	31,975	24,050		464,050	31,975	464,050	-
Books and Other Reference Materials	4200	10,000	7,164			10,000	7,164	10,000	-
Materials and Supplies	4300	338,450	151,180	9,500	4,326	347,950	155,506	347,950	-
Non-capitalized Equipment	4400	532,500	84,650		120,783	532,500	205,433	532,500	-
Food	4700					-		-	-
Total, Books and Supplies		1,320,950	274,969	33,550	125,109	1,354,500	400,078	1,354,500	-
5. Services and Other Operating Expenditures									
Subagreements for Services	5100					-		-	-
Travel and Conferences	5200	84,040	32,134	44,252	12,781	128,292	44,915	128,292	-
Dues and Memberships	5300	18,700	16,223	5,000	4,266	23,700	20,489	23,700	-
Insurance	5400	59,999	59,834			59,999	59,834	59,999	-
Operations and Housekeeping Services	5500	465,000	268,332		1,402	465,000	269,734	465,000	-
Rentals,Leases,Repairs,and Non-capitalized Improvements	5600	42,099	17,690			42,099	17,690	42,099	-
Transfer of Direct Costs *(MUST NET TO ZERO)*	5700					-		-	-
Prof/Consulting Srvcs and Operating Expend *(Include District Oversight)*	5800	1,426,730	239,662	182,186	35,680	1,608,916	275,342	1,608,916	-
Communications	5900	29,999	12,054		320	29,999	12,374	29,999	-
Total, Services and Other Operating Expenditures		2,126,567	645,929	231,438	54,449	2,358,005	700,378	2,358,005	-
6. Capital Outlay									
Depreciation Expense (See Section G.9)	6900					-		-	-
Total, Capital Outlay		-		-		-		-	-
7. Other Outgo									
Tuition to Other Schools *(Include contribuiton to unfunded cost of Special Education)*	7110-7143					-		-	-
Transfers of Pass-through Revenues to Other LEAs	7211-7213					-		-	-
Transfers of Apportionments to Other LEAs - Spec Ed and All Others	7221-7223					-		-	-
All Other Transfers	7280-7299					-		-	-
Indirect Costs *(MUST NET TO ZERO)*	7300					-		-	-
Debt Service - Interest	7438					-		-	-
Total, Other Outgo		-		-		-		-	-
8. TOTAL EXPENDITURES		9,221,700	4,354,487	2,264,307	903,978	11,486,007	5,258,466	11,486,007	-
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		1,430,500	748,936	(485,080)	(246,463)	945,420	502,473	945,420	-
D. OTHER FINANCING SOURCES/USES (7600-7699, 8930-8999)									
1. All Other Financing Sources	8930-8979					-		-	-
2. Other Uses	7630-7699					-		-	-
3. Contributions between unrestricted and restricted accounts *(MUST NET TO ZERO)* *(Include contribution to the unfunded cost of Special Education)*	8980-8999		(246,463)		246,463	-		-	-
4. TOTAL OTHER FINANCING SOURCES/USES		-	(246,463)	-	246,463	-		-	-

Charter School Name: The O'Farrell Charter School
CDS# 37-68338-6061964
Authorizing Agency: San Diego Unified School District

Second Interim Report
FY 2014-15
For the Period Ending January 31, 2015

Due Date: March 13, 2015

Accrual Basis

Description	Object Code	Unrestricted Adjusted Budget	Unrestricted Actuals to 01/31/15	Restricted Adjusted Budget	Restricted Actuals to 01/31/15	Total Adjusted Budget	Total Actuals to 01/31/15	Projected Year Totals (Higher of Budget or Actual)	Adjusted Budget to Projected Year Total Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE/NET POSITION (C + D.4.)		1,430,500	502,473	(485,080)	(0)	945,420	502,472	945,420	-
F. FUND BALANCE/NET POSITION *(BUDGET AND ACTUALS MUST MATCH F.1.a-b)*									
1. Beginning Fund Balance/Net Position									
a. July 1 (*Ending Fund Balance/Net Positin per PY Unaudited Actuals, Section F.2)*	9791	6,651,543	6,651,543			6,651,543	6,651,543	6,651,543	-
b. Adjustments/Restatements	9793, 9795			245,284	245,284	245,284	245,284	245,284	-
c. Adjusted Beginning Fund Balance/Net Position		6,651,543	6,651,543	245,284	245,284	6,896,827	6,896,827	6,896,827	-
2. Projected Ending Fund Balance/Net Position, June 30 (E + F.1.c.) *SEE L123*		8,082,043	7,154,016	(239,796)	245,284	7,842,247	7,399,299	7,842,247	-
Components of Ending Net Position									
a. Net Investment in Capital Assets *(See Section G.9)*	9796								
b. Restricted Net Position	9797				245,284		245,284		
c. Unrestricted Net Position	9790A		7,154,016				7,154,016		
G. ASSETS									
1. Cash									
In County Treasury	9110		5,200,607		245,284		5,445,891		
Fair Value Adjustment to Cash in County Treasury	9111								
In Banks	9120		315,501				315,501		
In Revolving Fund	9130								
With Fiscal Agent/Trustee	9135								
Collections Awaiting Deposit	9140								
2. Investments	9150								
3. Accounts Receivable	9200		1,426,969				1,426,969		
4. Due From Grantor Government	9290		8,429				8,429		
5. Due From Other Funds	9310		1,367,096				1,367,096		
6. Stores	9320								
7. Prepaid Expenditures (Expenses)	9330								
8. Other Current Assets	9340								
9. Capital Assets (See Sections B.6 Depreciation Expense & F.2.a Components of ENP)	9400-9489		1,990,819				1,990,819		
10.TOTAL ASSETS			10,328,441		245,284		10,573,725		
H. DEFERRED OUTFLOWS OF RESOURCES									
1. Deferred Outflows of Resources	9490								
2. TOTAL DEFERRED OUTFLOWS									
I. LIABILITIES									
1. Accounts Payable	9500		149,853				149,853		
2. Due to Grantor Government	9590								
3. Due to Other Funds	9610		3,024,572				3,024,572		
4. Current Loans	9640								
5. Deferred Revenue	9650								
6. Long-term Liabilities	9660-9669								
7. TOTAL LIABILITIES			3,174,425				3,174,425		
J. DEFERRED INFLOWS OF RESOURCES									
1. Deferred Inflows of Resources	9690								
2. TOTAL DEFERRED INFLOWS									
K. ENDING FUND BALANCE/NET POSITION, October 31, 2014									
1. Ending Fund Balance/Net Position (G10+H2-I7-J2) *(MUST AGREE WITH F.2)*			7,154,016		245,284		7,399,300		

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Action Item 2

RECOMMENDATION: Adopt Board Policy #3002 – Loans to Outside Organizations

BACKGROUND INFORMATION:

Effective July 1, 2010, The O'Farrell Charter School became a 501(c)(3) non-profit organization. Our Board of Directors will continually add new board policies as the need arises.

CURRENT INFORMATION:

Due to the past loans provided to Museum Charter, Tubman Charter and Bella Mente Charter, it is best to adopt a board policy for these transactions.

ADDITIONAL DATA:

See attached recommended Board Policy #3002 – Loans to Outside Organizations

The O'Farrell Charter School

BOARD POLICY

#3002

Loans to Outside Organizations

The Board shall review any loan application brought before it by the principal/superintendent. The Board shall review the loan application, the note, and any accompanying documentation for which the loan is being made and will decide, based on the material terms of the note, including the interest rate and the repayment terms, whether or not to approve the loan.

The Board shall only approve a loan where the risk factors associated with the loan, including but not limited to, the applicant's repayment history, afford minimal risk to O'Farrell and shall not approve any loan that may cause fiscal harm to the solvency of O'Farrell.

Loans shall be made solely for the purpose of assisting other charter organizations.

Board Approval Date:

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Action Item 3

RECOMMENDATION: Approve the Master Agreement for Independent Study and Acknowledgement of Responsibilities for Ingenuity Charter School.

BACKGROUND INFORMATION:
On September 8, 2014, the Board of Directors approved the Ingenuity Charter for 2015-2019 with its preliminary LCAP and budget.

On October 7, 2014 the public hearing to consider the level of support for Ingenuity Charter School was held at San Diego Unified School District's board meeting.

On November 18, 2014, the charter petition to establish Ingenuity Charter School was approved by San Diego Unified School District.

CURRENT INFORMATION:

Every student enrolling in Ingenuity Charter School will complete the Master Agreement for Independent Study and the School Acknowledgement of Responsibilities.

ADDITIONAL DATA:

See attached Master Agreement for Independent Study.

See attached School Acknowledgement of Responsibilities.

Ingenuity Charter School

Master Agreement for Independent Study

Student:
Student Number:
Address:
Location:
lst Phone Number:
DOB:
School/Program Placement:

Contract Term: 1 year
Beginning Date:
End Date:
Year:
2nd Phone Number:
Grade Level:
Age:
School for Classroom Option:

It is understood that:

Objectives: The student will complete the courses listed below. All course objectives will be consistent with the established Charter School's governing board and are consistent with Charter School standards as outlined in the Charter School's subject/course descriptions. *Assignment and Work Record* forms will include additional descriptions of the major objectives and activities of the courses of study covered by this agreement including the evaluation of student work.

Course Credits or Other Measures of Academic Accomplishment:

The term "course value" (CV) refers to the number of credits (Secondary education) or weeks of work (elementary education) the student will attempt.

Subject/Course	Course value	Subject/Course	Course value

Method of study: Specific methods of study will be designated on the *Student Assignment and Work Record.* Examples of methods of study for the student will include: Independent Reading, Textbook Activities, Problem Solving, Study Projects, Drill & Practice, Computerized Curriculum, Web/Internet Research, Library Research, Field Trips, and Resource Center Courses.

Specific Resources: Ingenuity will provide a credentialed teacher, instructional materials, and other necessary items and resources as specified for each assignment in the *Student Assignment and Work Record* Form and online resources.

Method of Evaluation: Academic evaluations will be designated on the *Assignment and Work Record.* Other acceptable methods of evaluation include, but are not limited to: Teacher created tests, Student Conferences, Progress/Report Cards, Online Assessments, Work Samples, Observations, Portfolios, State Standards Testing, CAHSEE, Learning Journals, Presentations, Quizzes, Labs, and Finals. Ingenuity does not teach sectarian or denominational doctrine directly or indirectly to students attending the charter school.

Manner of Reporting: One-on-One, Small Group, Email, Fax, Virtual Meeting Space, and Online Communication.

Frequency:

- One weekly meeting with teacher. Also based on student need.
- Weekly submission of assigned work unless otherwise noted.
- Optional weekly labs/workshops
- One month evaluation conference, unless prior arrangements have been made in accordance with Ingenuity policy. The conference may take place at an Ingenuity Resource Center or online.

Day: _____

Time: _____

Place: Ingenuity Resource Centers and/or online

Board Policies

Assignments: For pupils in all grade levels offered by the Ingenuity, the maximum length of time that may elapse between the time an independent study assignment is made, and the date by which the pupil must complete the assigned work shall be 20 school days.

The number of missed assignments that will be allowed before an evaluation is conducted to determine whether it is in the best interests of the pupil to remain in independent study, is 5 assignments during a period of 20 school days. A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim pupil record. This record shall be maintain for a period of three years from the date of the evaluation.

Additional courses may be added to this agreement as needed if the agreement is re-signed and re-dated by the teacher and the student.

Voluntary Statement: Independent Study is an optional educational alternative in which no pupil may be required to participate. Instruction may be provided for Section 48915 (expelled) or 48917 (suspended expulsion) students through independent study only if the student has the alternative of classroom instruction. Our dated signatures below indicate that we voluntarily participated in the establishment of this agreement and that we understand and accept our responsibilities in relation to this agreement as detailed above.

_____ _____

Student Signature: Date

_____ _____

Parent/Guardian/Caregiver Signature: Date

_____ _____

Supervising Teacher: Date

_____ _____

Other Assisting Person: Date

_____ _____

Other Assisting Person: Date

_____ _____

Other Assisting Person: Date

Ingenuity Charter School Acknowledgement of Responsibilities

Students Agreement/Responsibilities and Homeschool Compact

- I voluntarily request participation in this independent study program and have read and understand the terms of the master agreement.
- Every day, I will spend time studying and completing the schoolwork, outlined in the master agreement, and as assigned to me in the *Assignment and Work Record.*
- I will come to the classroom regularly as required by the teacher, on time, and prepared, with work.
- I will bring all of my work, book(s), and Chromebook to the classroom every time I come in.
- I will adhere to the classroom expectations, complete all assignments to the best of my ability and get help when I need it. I will communicate with the teacher.
- I will average no more than three and a half weeks or 20 school days to complete each course.
- I understand that by completing one course every three and a half weeks I will earn the same number of credits (12) as a student earns in a traditional school.
- I will follow school rules, including the Network Responsibility contract and Zero Tolerance policies. I will also adhere to the Student Citizenship requirement and Loitering Law.
- I will cooperate with adults and other students and I will respect the rights of others to learn and help to create a positive learning environment for everyone.
- I will not use profanity or make derogatory statements (put-downs).
- I will respect the property of the school, the community, and others.
- **I will be responsible for the care and return of all instructional materials. I will take financial responsibility for lost or damaged books and instructional materials.**
- I am aware that the Grading Scale at Ingenuity is as follows: A = superior, unassisted, complete, correct work. B = excellent, unassisted, complete, correct work. C = meets standards, complete, correct work. D = Do over.
- I will maintain honesty and integrity in completing all work, tests, and assessments.
- I will adhere to the dress code when attending Resource Centers.
- I will take all closed-book and State-mandated tests/assessments to the best of my ability.
- I will read and adhere to the guidelines outlined in the student/parent handbook.

Parent/Legal Guardians Agreement

I agree to the above conditions listed under Students Agreement/Responsibilities. I also understand that:

- I am responsible for establishing a schedule with my student for study time and also the daily monitoring/verification of all subjects studied.
- I will ensure my child works daily on schoolwork and maintains a Contemporaneous Log.
- I will provide a place and adequate supervision for completion of schoolwork at home.
- If I become aware of special or extenuating circumstances that will prohibit my student from turning in the assigned work by the due date, I will contact the Supervising Teacher prior to the due-date to make alternative arrangements.
- I will arrange for transportation to and from Ingenuity and will adhere to Ingenuity drop off and pick-up rules.
- I understand that it is my responsibility to provide any needed transportation for my child's scheduled meetings at a mutually agreed upon location reflected on the face of the master agreement and that lack of transportation is not an acceptable reason for failing to meet with the Supervising Teacher.
- I have the right to appeal decisions about my child's placement in accordance with the schools policies and procedures.
- I will ensure my child attends school regularly, on time, prepared, with work.
- I will hold high expectations for my child and regularly monitor my child's progress.
- **I will know and support school rules and the independent study definition of attendance**
- I will advocate for my child by understanding student/parent rights and responsibilities.
- I will participate in decisions related to the education of my child when appropriate.
- I will ensure my child is present for, and ready to take, all class closed-book and State-mandated tests/assessments.
- I will communicate with the Supervising Teacher about concerns and will return any communication in a timely manner.
- I will attend a minimum of two parent-teacher conferences each year and will attend additional conferences as requested by the teacher or designee.
- I will read and adhere to the guidelines outlined in the student/parent handbook.

Teachers Agreement

- I will assign a body of work to be completed during the duration of this agreement.
- I will evaluate work in a timely manner.
- I will set high expectations for every student and use various teaching strategies to motivate and encourage all of my students.
- I will provide an enriching academic program based on California Common Core standards.
- I will give my students timely feedback on their work. I will keep the daily work on file for at least one month after each student completes a course.
- I will equitably enforce rules and provide a safe and supportive learning environment.
- I will seek additional resources, such as peer coaching/tutoring, etc., to meet my students' academic needs.
- I will support my student's non-academic needs as it relates to their academic success.
- I will create a welcoming environment for students, families, and community members.
- I will provide opportunities for parents to volunteer, observe, and/or participate in classroom activities.
- I will actively participate in school/site decision making.
- I will communicate with the parents of my students through frequent reports on their child's progress. I will notify parents of any concerns or problems in a timely manner.
- I will schedule parent-teacher conferences, return parent calls, and be reasonably available to parents.
- **I will conduct home visits when intervention is needed to support student success.**
- I will suggest ways that parents can support their child's learning at home.
- I will prepare students for closed-book and State-mandated tests/assessments with curriculum and instruction that will help students meet high standards within each subject.
- I will notify the student and parent/legal guardian of the academic credit granted for work completed.

We, the undersigned, understand and voluntarily agree to the terms and conditions of this Independent Study agreement. Our signatures below indicate that we voluntarily participated in the establishment of these Agreements/Responsibilities and that we understand and accept our responsibilities in relation to this document.

_____ _____

Student Signature: Date

_____ _____

Parent/Guardian/Caregiver Signature: Date

_____ _____

Supervising Teacher: Date

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Action Item 4

RECOMMENDATION: Adopt Board Policy #6002 – Ingenuity Charter School Independent Study

BACKGROUND INFORMATION:
On September 8, 2014, the Board of Directors approved the Ingenuity Charter for 2015-2019 with its preliminary LCAP and budget.

On October 7, 2014 the public hearing to consider the level of support for Ingenuity Charter School was held at San Diego Unified School District's board meeting.

On November 18, 2014, the charter petition to establish Ingenuity Charter School was approved by San Diego Unified School District.

CURRENT INFORMATION:
Ingenuity Charter School shall provide appropriate existing services and resources to enable pupils to complete their independent study successfully.

ADDITIONAL DATA:
See attached recommended Board Policy #6002 – Ingenuity Charter School Independent Study

The O'Farrell Charter Schools

BOARD POLICY

The Ingenuity Charter School Independent Study
#6002

Ingenuity Charter School offers independent study to meet the educational needs of pupils enrolled in the charter school. Independent study is an alternative education designed to teach the knowledge and skills of the core curriculum. Ingenuity Charter school shall provide appropriate existing services and resources to enable pupils to complete their independent study successfully. The following written policies have been adopted by the Board for implementation at the Charter School. A current written agreement for each independent study pupil shall be maintained on filed including all legal requirements as listed below:

1. For pupils in all grade levels offered by the School, the maximum length of time, that may elapse between the time an independent study assignment is made and the date by which the pupil must complete the assigned work shall be **20** school days.
2. The number of missed assignments that will be allowed before an evaluation is conducted to determine whether it is in the best interests of the pupil to remain in independent study, is **5 assignments during a period of 20 school days.** A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim pupil record. This record shall be maintain for a period of three years from the date of the evaluation.
3. A current written agreement for each independent study pupil shall be maintained on file that includes, but not limited to, the following:

    a. The manner, time, frequency, and place for submitting a pupil's assignments and for reporting his or her progress.
    b. The objectives and methods of study for the pupil's work, and the methods utilized to evaluate that work.
    c. The specific resources, including materials and personnel that will be made available to the pupil.
    d. A statement of the policies adopted pursuant to EC Section 51747(a) & (b) regarding the maximum length of time allowed between the assignment and the completion of a pupil's assigned work, and the number of missed assignments allowed prior to an evaluation of whether or not the pupil should be allowed to continue in independent study.
    e. The duration of the independent study agreement, including the beginning and ending dates for the pupil's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one school year.
    f. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the pupil upon completion.
    g. The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no pupil may be required to participate.
    h. Each written agreement shall be signed, prior to the commencement of independent study, by the pupil, the pupil's parent, legal guardian, or caregiver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of the Family Code.

4. Ingenuity Charter School shall comply with the Education Code Sections 51745 through 51749.3 and the provisions of the Charter School's Act and the State Board of Education regulations adopted thereunder.
5. The Principal shall establish regulations to implement these policies in accordance with the law.

Board Approval Date:

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: March 9, 2015
Action Item 5

RECOMMENDATION: Approve the Public Charter Schools Grant Program Budget Expenditure (Spending) Detail Report for Ingenuity Charter School.

BACKGROUND INFORMATION:

On September 8, 2014, the Board of Directors approved the Ingenuity Charter for 2015-2019 with its preliminary LCAP and budget.

On March 2, 2015, we were informed that we have been funded for the Public Charter Schools Grant Program Planning and Implementation Grant.

CURRENT INFORMATION:

Funds are scheduled to be issued in the following order: $275,000 in Fiscal Year 2014-15, and $100,000 in FY 2015-16. This award is made contingent upon the availability of funds.

See the attached 2014-2015 Budget Expenditure Detail Report. Spending began in January 2015.

See the attached 2014-2015 Quarterly Expenditure Report. There were no expenditures from October through December 2014.

ADDITIONAL INFORMATION:

We felt it would be better to bring the entire itemized report to the Board for approval, rather than bring them individually.

Budget Expenditure Detail (See instructions)	Required Element	Funds Budgeted (Identified per year)			Object Code
		FY 2014 Planning Year	FY 2015 Implementation Year 1	FY Implementation Year 2 N/A	
Certificated staff salary: admin, jan-jun		$ 28,999.00	$ -		1000
Classified staff salary: apr-jun		$ 7,279.00	$ -		2000
Benefits for staff jan-jun		$ 11,971.00	$ -		3000
Online Curriculum primarily through Edgenuity. ($500/ea x 75 students YR 1 and 30 YR2)		$ 37,500.00	$ 30,000.00		4100
MAPS Computer Adaptive Interim Assessment ($13.50 x 75 students)		$ 1,013.00	$ 1,000.00		4100
Scout Online STEAM Courses ($149 course x 20 students)		$ 2,980.00			4100
30 Class Sets of Library Bound Novels for 6th - 12th		$ 9,000.00			4100
tablet storage carts, not to exceed qty 3		$ 3,510.00			4300
office/admin furniture(desks,etc)		$ 1,416.00			4300
student furniture:desks,chairs,study tables- to accommodate up to 50		$ 17,580.00			4400
staff chairs		$ 220.00			4400
Chromebooks for students, not to exceed qty 125 w/mgmt software		$ 35,000.00	$ 7,500.00		4400
Imac Student Stations for onsite instruction 30@1200 ea +tax&ship		$ 31,000.00			4400
Staff laptops(qty 5 @$1400ea)		$ 7,000.00	$ 2,800.00		4400
Identametrics system		$ 7,000.00	$ 1,200.00		
Headphones(qty 125@$25)		$ 3,125.00	$ 1,200.00		
mifi		$ 7,500.00	$ 5,000.00		
student ipads, qty 40-45		$ 12,000.00	$ 6,000.00		
signage for school(removable)		$ 1,197.00	$ -		4400
color Printer w/ fax&scanner, 2 std printers		$ 1,200.00			
Professional Development from with online curriculum, Guided Program Success. 3 days onsite training		$ 2,000.00	$ 4,000.00		5200
Professional Development in areas of First Aide, CPR, Classroom Management, Technology ($2,000 x 4 teachers)			$ 8,000.00		5200

CCSA Conference for Administration and teachers ($400/ea x 5)		$ 400.00	$ 1,600.00		5200
Student and Parent Outreach Activities to include parent meetings, advertising, flyers and supplies. (Invitational BBQ to inform parents of the program, Curriculum Night Meetings to explain curriculum to parents, Technology Tutoring for Parents to help their students with online curriculum)		$ 5,610.00	$ 6,700.00		5800
Legal services incurred opening a school including the development and review of all policies including employee handbooks, employee contracts, student handbooks, board policy review and other matters		$ 500.00			5800
Brown Act Training and annual handbook and policy review		$ 500.00	$ 500.00		5800
Set up and training for operations and back office support		$ 500.00			5800
Student Information System and Student Data Management system TBD (for example Powerschool/OARS)		$ 7,000.00	$ 4,500.00		5800
consultant for technology and systems implementation and troubleshooting		$ -	$ 4,000.00		
Promethean Board/media scape Package Mobile ($16,000/ea x 2 teachers)		$ 32,000.00	$ 16,000.00		6400
Total Object Code Series		$ 275,000.00	$ 100,000.00		

California Department of Education
Public Charter Schools Grant Program
Quarterly Expenditure Report

Fiscal Year	2014-15
Quarter Reporting	Oct-Nov-Dec: Qtr 2

School Information

School Name	Ingenuity Charter School		
Authorizer	Jonathan C. Dean, Ed.D.		
County	San Diego		
CDS Code	pending	**Charter Number**	pending

Site Administrator Contact Information

Name	Jonathan C. Dean, Ed.D.	**Phone**	6192633009
Title	Superintendent	**Fax**	6192634339
E-mail	jonathan.dean@ofarrellschool.org		

Reporting Year to Date Fiscal Information

Grant Budget Year	Budget Year Amount
Planning Year	$275,000.00

Reporting Year to Date Quarterly Expenditure Totals

If expenditures exceed %110 in any Object Code series you must submit a Budget Revision Request Form for approval.

Object Codes	Total Approved Budget Amount By Object Code	Expenditures Year to Date	Percent of Approved Budget
1000-1999 - Certificated Salaries	$28,999.00	$ -	
2000-2999 - Classified Salaries	$7,279.00	$ -	
3000-3999 - Employee Benefits	$11,971.00	$ -	
4000-4999 - Books and Supplies	$178,241.00	$ -	
5000-5999 - Services and Operating	$16,510.00	$ -	
6000-6999 - Capital Outlay	$32,000.00	$ -	
7310-7350 - Indirect Objects			Not Allowable
7370-7380 - Direct Costs			Not Allowable
Total Expended			$ -

Your signature indicates that you read all assurances, certifications, terms and conditions associated with the Federal CSP; and you agree that you continue to be in compliance with all requirements as a condition of funding.

Signature of Site Administrator	*Date* 2/27/15

Step 1

Submit an electronic copy of the QER to:
pcsgpgeneral@cde.ca.gov
Your email must contain the following in the subject line:
(School Name) PCSGP QER
Keep a copy of the QER for your records.

Step 2

Submit this quarterly fiscal report with an original signature in blue ink to:
California Department of Education
Charter Schools Division/PCSGP QER
1430 N Street, Suite 5401
Sacramento, CA 95814-5901