

ALTUS SCHOOLS SAN DIEGO

DBA – ALTUS SCHOOLS AUDEO · ALTUS SCHOOLS CHARTER SCHOOL OF SAN DIEGO

(A California Non-Profit Public Benefit Corporation)

Len Hering RADM, USN (ret) – Chairman,

Scott Barton – Member, David Crean – Member, Tim Morton – Member, Eric Schweinfurter - Member

REGULAR BOARD OF DIRECTORS MEETING

Thursday, December 7, 2023, 8:30 a.m.

Via Teleconference at

10170 Huennekens Street, San Diego, CA 92121, 2190 Carmel Valley Road, Unit D, Del Mar, CA 92014,
25104 Creek Hollow Drive, Ramona, CA 92065, 1063 Cactus Cut Rd, Middleburg, FL, 32068, 5183 Mercury Pt, San Diego, CA 92111
and at

Clairemont RC 4340 Genesee Avenue, Suite 109, SD 92117, College Avenue RC 4585 College Drive, Suite C, SD, 9211, Downtown RC 1095 K Street Suite A, SD 92101, Euclid RC 220 Euclid Avenue, SD 92114, Mira Mesa RC 8290 B, Mira Mesa Blvd., SD 92126, North Park RC 2940 North Park Way, SD 92104, Northgate RC 4125 Alpha Street, Suite C, SD, 92133 Old Town, 2245 San Diego Avenue, Suite 115, SD 92110, Petco RC 1091 K Street, Suite A101, SD 92101, Point Loma RC 3145 Rosecrans Street, Suite D, SD 92110, Scripps Ranch RC 9910 Mira Mesa Blvd, Suite A2, SD 92131, Sorrento Mesa Office 10170 Huennekens Street, SD, 92121, Tierrasanta RC 10425 Tierrasanta Blvd, Suite 101, SD 92124, Woodman RC 2939 Alta View Drive, Suite B/C, SD 92139, and Kearny Mesa RC 7520 Mesa College Drive, SD 92111, K5 Home School Resource Center 10725 Tierrasanta Boulevard, CA 92124, La Jolla RC 7458 Girard Avenue, SD 92037, Mission Valley East RC 3230 Camino Del Rio North, SD 92108

Access to the live video conference will be accessible prior to the start of the meeting at

CSSD: <https://charterschool-sandiego.net/board-governance/>

Audeo: <https://www.audeocharterschool.net/board-of-directors/>

This agenda contains a brief, general description of each item to be considered.

Except as otherwise provided by law, no action shall be taken on any item not appearing in the following agenda.

1.0 OPEN SESSION

- 1.1 Call to Order
- 1.2 Roll Call
- 1.3 Establishment of Quorum
- 1.4 Pledge of Allegiance
- 1.5 Approval of Agenda *P.1-3*

2.0 PUBLIC COMMENT

Public comment for items of interest to the public and within the scope of Altus Schools San Diego Board (non-agenda) shall be no longer than two (2) minutes. Public comment for agenda items shall be no longer than three (3) minutes. Speakers may not yield their time. In meetings held over Zoom, any person who wishes to make a comment on either non-agenda or agenda items shall use the “Raise Hand” feature of Zoom to notify the Board. In accordance with the Brown Act, no discussion or action may occur at this time, but it is the Board’s prerogative to respond or give direction to staff. All public comment will be heard at this point in the agenda as ordered below. Each agenda item being commented on will have a maximum of 20 minutes allotted and each non-agenda item will have a maximum of 10 minutes allotted. If necessary, the Board Chair may equivalently decrease the time for each speaker in order to stay within the allotted maximum.

- 2.1 Non-Agenda Public Comment
- 2.2 Agenda Public Comment

3.0 CLOSED SESSION

- 3.1 Board Chairman Announcement Regarding Closed Session Items
- 3.2 Public Comment on Closed Session Items

MOVE TO CLOSED SESSION

- 3.2.1 Conference With Legal Counsel—Anticipated Litigation
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of section 54956.9: (one case)

4.0 RETURN TO OPEN SESSION

- 4.1 Report out of action taken in closed session, if any.

5.0 CONSENT AGENDA

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Superintendent School Services and Founder recommends approval of all consent agenda items.

5.1 Consent Action Items for Altus Schools Audeo and Altus Schools Charter School of San Diego for Each School

- 5.1.1 Consider Approval of Board Meeting Minutes for September 7, 2023, November 1, 2023, November 13, 2023, [P.4-11](#)
- 5.1.2 Consider Approval of Amendment to the Bylaws [P.12-26](#)
- 5.1.3 Consider Approval of Amendment to the Conflict of Interest Code [P.27-33](#)
- 5.1.4 Consider Approval of Amendment to Administration of Medication Policy 5090 [P.34-40](#)

6.0 ADMINISTRATIVE ITEMS

- 6.1 Consider Approval of Lynne Alipio as Corporate Secretary effective December 7, 2023
- 6.2 Consider Approval of Ratification of Lease Renewals
 - 6.2.1 APN 535-362-20-01
 - 6.2.2 APN 535-362-20-04
 - 6.2.3 APN 427-480-12-00
- 6.3 Consider Approval of Ratification of New Lease
 - 6.3.1 APN 427-082-14-00
- 6.4 Superintendent School Services and Founder's Report
 - 6.4.1 Altus Approach to Research Component
 - 6.4.2 SDUSD Charter Revision for Name Change of Corporation and Name Change of Schools
- 6.5 Strategic Plan Update
 - 6.5.1 School Productivity Indicators
 - 6.5.1.1 Altus Schools Audeo [P.41-43](#)
 - 6.5.1.1.1 School Participation Report for the Period of 2023- 2024
Month 2 - 4: 07/31/2023 – 10/20/2023
 - 6.5.1.2 Altus Schools Charter School of San Diego [P.44-52](#)
 - 6.5.1.2.1 School Participation Report for the Period of 2023- 2024
Month 2 - 4: 07/31/2023 – 10/20/2023

7.0 ACTION ITEMS

7.1 Actions Items for Altus Schools Audeo

- 7.1.1 Consider Approval of the First Interim Report 2023-2024 [P.53-56](#)
- 7.1.2 Review the Revised Preliminary Operational Budget Assumptions FY 2023-2024 and Consider Approval of Revised Preliminary Operational Budget FY 2023-2024 [P.57-67](#)

7.2 Actions Items for Altus Schools Charter School of San Diego

- 7.2.1 Consider Approval of the First Interim Report 2023-2024 [P.68-71](#)
- 7.2.2 Review the Revised Preliminary Operational Budget Assumptions FY 2023-2024 and Consider Approval of Revised Preliminary Operational Budget FY 2023-2024 [P.72-81](#)

8.0 BOARD ANNOUNCEMENTS AND COMMENTS

From time to time, the Board has topics of interest that they would like to share with the community. These are informational in nature and do not require action.

9.0 ADJOURNMENT

Next Regular Board Meeting: February 28, 2024, 8:30 a.m.

Meeting Agenda available at:

www.charterschool-sandiego.net, www.audeocharterschool.net

Accommodation – Altus Schools San Diego (School’s), does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Angela Neri, has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in School’s open and public meetings. Please notify Angela Neri at (858) 678-2020 twenty-four (24) hours or more prior to disability accommodations being needed in order to participate in the meeting. Translation services are available by notifying Angela Neri at (858) 678-2045 twenty-four (24) hours or more prior to the board meeting. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at 10170 Huennekens Street, San Diego, CA 92121; or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Angela Neri (858) 678 -2020.

Certification of Posting - *I, Angela Neri, hereby certify that this agenda is posted at the Altus Schools Resource Centers and Offices noted on this agenda and has been posted on the Altus Schools Audeo and Altus Schools Charter School of San Diego webpage on December 1, 2023.*

ALTUS SCHOOLS SAN DIEGO

DBA – AUDEO CHARTER SCHOOL · CHARTER SCHOOL OF SAN DIEGO

(A California Non-Profit Public Benefit Corporation)

*Len Hering RADM, USN (ret) – Chairman,
Scott Barton – Member, David Crean – Member, Tim Morton – Member, Eric Schweinfurter - Member*

REGULAR BOARD OF DIRECTORS MEETING MINUTES

Thursday, September 7, 2023, 4:30 p.m.

Via Teleconference at

10170 Huennekens Street, San Diego, CA 92121, 2190 Carmel Valley Road, Unit D, Del Mar, CA 92014,
25104 Creek Hollow Drive, Ramona, CA 92065, 1063 Cactus Cut Rd, Middleburg, FL, 32068, 5183 Mercury Pt, San Diego, CA 92111
and at

Clairemont RC 4340 Genesee Avenue, Suite 109, SD 92117, College Avenue RC 4585 College Drive, Suite C, SD, 9211, Downtown RC 1095 K Street Suite A, SD 92101, Euclid RC 220 Euclid Avenue, SD 92114, Lake Murray RC 8776 Lake Murray Blvd., SD 92119, Mira Mesa RC 8290 B, Mira Mesa Blvd., SD 92126, North Park RC 2940 North Park Way, SD 92104, Northgate RC 4125 Alpha Street, Suite C, SD, 92133 Old Town, 2245 San Diego Avenue, Suite 115, SD 92110, Petco RC 1091 K Street, Suite A101, SD 92101, Point Loma RC 3145 Rosecrans Street, Suite D, SD 92110, Scripps Ranch RC 9910 Mira Mesa Blvd, Suite A2, SD 92131, Sorrento Mesa Office 10170 Huennekens Street, SD, 92121, Tierrasanta RC 10425 Tierrasanta Blvd, Suite 101, SD 92124, Woodman RC 2939 Alta View Drive, Suite B/C, SD 92139, and Kearny Mesa RC 7520 Mesa College Drive, SD 92111, K5 Home School Resource Center 10725 Tierrasanta Boulevard, CA 92124, La Jolla RC 7458 Girard Avenue, SD 92037, Mission Valley East RC 3230 Camino Del Rio North, SD 92108, Pacific Beach RC 959 Hornblend Street, SD 92109

Access to the live video conference was available prior to the start of the meeting at

CSSD: <https://charterschool-sandiego.net/board-governance/>

Audio: <https://www.audeocharterschool.net/board-of-directors/>

1.0 OPEN SESSION

1.1 Call to Order

Hering called the meeting to order at 4:30 p.m.

1.2 Roll Call

Members present at the meeting were David Crean, Len Hering, Tim Morton, and Eric Schweinfurter.
Absent: Scott Barton

Also in attendance: Lynne Alipio, Mary Bixby, Veneeta Chan, Trevor Golledge, Angela Neri, Cathryn Rambo, Tim Tuter, and General Counsel, Paul Minney of Young, Minney and Corr.

1.3 Establishment of Quorum

It was moved by Morton and seconded by Crean that the following Directors, constituting a quorum of the board were present at the meeting: David Crean, Len Hering, Tim Morton, and Eric Schweinfurter.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

1.4 Pledge of Allegiance

Hering led all in the Pledge of Allegiance.

1.5 Approval of Agenda

It was moved by Morton and seconded by Crean to Approve the Agenda with the following modification to table items in the President's Report-Items 5.5.1, to the end of the meeting if time permits and to create a video presentation for items 5.5.2 – 5.5.3, for the Board to view on their own.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

2.0 PUBLIC COMMENT

2.1 Non-Agenda Public Comment

There were no comments from the public.

2.2 Agenda Public Comment

There were no comments from the public.

3.0 CLOSED SESSION

The Closed Session opened at 4:39 p.m.

3.1 Board Chairman Announcement Regarding Closed Session Items

3.2 Public Comment on Closed Session Items

There were no comments from the public.

MOVE TO CLOSED SESSION

3.2.1 Conference With Legal Counsel—Anticipated Litigation

Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of section 54956.9: (one case)

3.2.2 Public Employment

Title: Founder, President, and Chief Executive Officer

3.2.3 Public Employment

Title: Executive Director

4.0 RETURN TO OPEN SESSION

The Board returned to open session at 5:46 p.m.

4.1 Report out of action taken in closed session, if any.

No action was taken at Closed Session.

5.0 ADMINISTRATIVE ITEMS

5.1 Approval of 2023 – 2024 Board Meeting Calendar Changes

Updated Board Meeting Dates 2023-2024
Thursday, September 7, 2023, 4:30 p.m.
Thursday, December 7, 2023, 8:30 a.m. (No change)
Wednesday, February 28, 2024, 8:30 a.m.
Thursday, March 7, 2024, 9:30 a.m. (Special Board Meeting--No change)
Wednesday, June 26, 2024, 1:00 p.m.

It was moved by Schweinfurter and seconded by Crean to Approve the 2023 – 2024 Board Meeting Calendar Changes.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

5.2 Approval of Board Meeting Dates for Workshop Regarding Professional Development Training Including Best Practices in Charter Schools Board Management, Updates on The Charter Schools Act and a Review of Corporate Practices, Fiduciary Duties and Fiscal Oversight, the Brown Act and Conflict of Interest Laws

5.2.1 Part I on Wednesday, November 1, 2023, 8:00 a.m. – 10:00 a.m.

5.2.2 Part II on Monday, November 13, 2023, 8:00 a.m. – 10:00 a.m.

It was moved by Schweinfurter and seconded by Morton to Approve the Board Meeting Dates for Workshop Regarding Professional Development Training Including Best Practices in Charter Schools Board Management, Updates on The Charter Schools Act and a Review of Corporate Practices, Fiduciary Duties and Fiscal Oversight, the Brown Act and Conflict of Interest Laws.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

5.3. Approval of Amendment to Employment Agreement for Founder, President, and Chief Executive Officer

Chairman Hering reported that the consideration of approval of amendment to the employment agreement for the Founder, President, and Chief Executive Officer, is solely limited to updating the position's job title to better align with those job titles utilized in the traditional school district setting. Specifically, the proposal is to change the title of the Founder, President, and Chief Executive Officer to the Superintendent School Services and Founder. All other terms and conditions of this positions' employment agreement would remain the same. Chairman Hering recommends the Board to approve the amendment.

It was moved by Crean and seconded by Morton to Approve the Amendment to Employment Agreement for Founder, President, and Chief Executive Officer.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

5.4. Approval of Amendment to Employment Agreement for Executive Director

Chairman Hering reported that the consideration of approval of amendment to the employment agreement for the Executive Director, is solely limited to updating the position's job title to better align with those job titles utilized in the traditional school district setting. Specifically, the proposal is to change the title of the Executive Director to the Deputy Superintendent School Services. All other terms and conditions of this position's employment agreement would remain the same. Chairman Hering recommends the Board to approve the amendment.

It was moved by Crean and seconded by Morton to Approve the Amendment to Employment Agreement for Executive Director.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

5.5 President's Report

5.5.1 Altus Approach to Research Component

5.5.2 Altus Marketing and Community Outreach Presentation by Trevor Golledge

5.5.3 Altus University and Altus Pathways Advisory Council (APAC) Presentation by Cathryn Rambo

As noted in Agenda Item 1.5, the following modifications were approved to table items in the President's Report as follows. Items 5.5.1, to the end of the meeting if time permits, and to create a video presentation for items 5.5.2– 5.5.3, for the Board to view on their own.

5.6 Strategic Plan Update

5.6.1 School Productivity Indicators

5.6.1.1 Audeo Charter School

5.6.1.1.1 School Participation Report for the Period of 2022- 2023
Months 12-13: 5/1/2023 – 6/23/2023

5.6.1.1.2 School Participation Report for the Period of 2023- 2024
Month 1: 7/3/2023 – 7/28/2023

5.6.1.2 The Charter School of San Diego

5.6.1.2.1 School Participation Report for the Period of 2022- 2023
Months 12-13: 5/1/2023 – 6/23/2023

5.6.1.2.2 School Participation Report for the Period of 2023- 2024
Month 1: 7/3/2023 – 7/28/2023

Tuter reviewed the School Productivity Indicators with the Board.

6.0 ACTION ITEMS

6.1 Actions Items for Audeo Charter School

6.1.1 Approval of the Unaudited Actuals FY July 1, 2022 – June 30, 2023

It was moved by Crean and seconded by Morton to Approve the Unaudited Actuals FY July 1, 2022 – June 30, 2023.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

6.1.2 Approval of the Arts Music and Instructional Materials Discretionary

Block Grant Plan

It was moved by Crean and seconded by Morton to Approve the Arts Music and Instructional Materials Discretionary Block Grant Plan.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

6.2 Actions Items for The Charter School of San Diego Charter School

6.2.1 Approval of the Unaudited Actuals FY July 1, 2022 – June 30, 2023

It was moved by Crean and seconded by Morton to Approve the Unaudited Actuals FY July 1, 2022 – June 30, 2023.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

6.2.2 Approval of the Arts Music and Instructional Materials Discretionary Block Grant Plan

It was moved by Crean and seconded by Morton to Approve the Arts Music and Instructional Materials Discretionary Block Grant Plan.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

7.0 BOARD ANNOUNCEMENTS AND COMMENTS

From time to time, the Board has topics of interest that they would like to share with the community. These are informational in nature and do not require action.

There were no comments.

8.0 ADJOURNMENT

It was moved by Crean and seconded by Morton to Adjourn the Meeting at 6:09 p.m.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved

ALTUS SCHOOLS SAN DIEGO

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Len Hering RADM, USN (ret) – Chairman,

Scott Barton – Member, David Crean – Member, Tim Morton – Member, Eric Schweinfurter - Member

BOARD OF DIRECTORS WORKSHOP/TRAINING MINUTES

Wednesday, November 1, 2023, 8:00 a.m.

Via Teleconference at

6965 El Camino Real, Suite D202, Carlsbad, CA 92009, 25104 Creek Hollow Drive, Ramona, CA 92065,

1063 Cactus Cut Rd, Middleburg, FL, 32068, 5183 Mercury Pt, San Diego, CA 92111

and at

Clairemont RC 4340 Genesee Avenue, Suite 109, SD 92117, College Avenue RC 4585 College Drive, Suite C, SD, 9211, Downtown RC 1095 K Street Suite A, SD 92101, Euclid RC 220 Euclid Avenue, SD 92114, Lake Murray RC 8776 Lake Murray Blvd., SD 92119, Mira Mesa RC 8290 B, Mira Mesa Blvd., SD 92126, North Park RC 2940 North Park Way, SD 92104, Northgate RC 4125 Alpha Street, Suite C, SD, 92133 Old Town, 2245 San Diego Avenue, Suite 115, SD 92110, Petco RC 1091 K Street, Suite A101, SD 92101, Point Loma RC 3145 Rosecrans Street, Suite D, SD 92110, Scripps Ranch RC 9910 Mira Mesa Blvd, Suite A2, SD 92131, Sorrento Mesa Office 10170 Huennekens Street, SD, 92121, Tierrasanta RC 10425 Tierrasanta Blvd, Suite 101, SD 92124, Woodman RC 2939 Alta View Drive, Suite B/C, SD 92139, and Kearny Mesa RC 7520 Mesa College Drive, SD 92111, K5 Home School Resource Center 10725 Tierrasanta Boulevard, CA 92124, La Jolla RC 7458 Girard Avenue, SD 92037, Mission Valley East RC 3230 Camino Del Rio North, SD 92108, Pacific Beach RC 959 Hornblend Street, SD 92109

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Audeo: <https://www.audeocharterschool.net/board-of-directors/>

1.0 OPEN SESSION

1.1 Call to Order

Hering called the meeting to order at 8:00 a.m.

1.2 Roll Call

Members present at the meeting were Scott Barton, Len Hering, Tim Morton, and Eric Schweinfurter.

Absent: David Crean

Also in attendance: Amanda Akle, Lynne Alipio, Mary Bixby, Veneeta Chan, Jay Garrity, Angela Neri, Tim Tuter, Paul Minney and Kaela Haydu of Young, Minney and Corr.

1.3 Establishment of Quorum

It was moved by Barton and seconded by Morton that the following Directors, constituting a quorum of the board were present at the meeting: Scott Barton, Len Hering, Tim Morton, and Eric Schweinfurter.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

1.4 Pledge of Allegiance

Hering led all in the Pledge of Allegiance.

1.5 Approval of Agenda

It was moved by Morton and seconded by Barton to Approve the Agenda.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved.

2.0 PUBLIC COMMENT

2.1 Non-Agenda Public Comment

There were no comments from the public.

2.2 Agenda Public Comment

There were no comments from the public.

3.0 BOARD WORKSHOP/TRAINING

Paul Minney and Kaela Haydu from Young, Minney & Corr Law Firm provided Part I of the training to the Board on comprehensive professional development training to the Board on Best Practices in Charter Schools Board Management, including Fiduciary Duties and Fiscal Oversight; the Brown Act and Conflict of Interest Laws; and Critical Case Updates and new Laws Affecting Charter Schools.

4.0 BOARD ANNOUNCEMENTS AND COMMENTS

From time to time, the Board has topics of interest that they would like to share with the community. These are informational in nature and do not require action. There were no comments.

5.0 ADJOURNMENT

It was moved by Barton and seconded by Morton to Adjourn the Meeting at 9:31.m.

Ayes – 4, Nays- 0, Absent – 1, Abstain – 0, Motioned Approved

ALTUS SCHOOLS SAN DIEGO

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(A California Non-Profit Public Benefit Corporation)

Len Hering RADM, USN (ret) – Chairman,

Scott Barton – Member, David Crean – Member, Tim Morton – Member, Eric Schweinfurter - Member

BOARD OF DIRECTORS WORKSHOP/TRAINING MINUTES

Monday, November 13, 2023, 8:00 a.m.

Via Teleconference at

6965 El Camino Real, Suite D202, Carlsbad, CA 92009, 25104 Creek Hollow Drive, Ramona, CA 92065,

1063 Cactus Cut Rd, Middleburg, FL, 32068, 5183 Mercury Pt, San Diego, CA 92111

and at

Clairemont RC 4340 Genesee Avenue, Suite 109, SD 92117, College Avenue RC 4585 College Drive, Suite C, SD, 9211, Downtown RC 1095 K Street Suite A, SD 92101, Euclid RC 220 Euclid Avenue, SD 92114, Lake Murray RC 8776 Lake Murray Blvd., SD 92119, Mira Mesa RC 8290 B, Mira Mesa Blvd., SD 92126, North Park RC 2940 North Park Way, SD 92104, Northgate RC 4125 Alpha Street, Suite C, SD, 92133, Old Town, 2245 San Diego Avenue, Suite 115, SD 92110, Petco RC 1091 K Street, Suite A101, SD 92101, Point Loma RC 3145 Rosecrans Street, Suite D, SD 92110, Scripps Ranch RC 9910 Mira Mesa Blvd, Suite A2, SD 92131, Sorrento Mesa Office 10170 Huennekens Street, SD, 92121, Tierrasanta RC 10425 Tierrasanta Blvd, Suite 101, SD 92124, Woodman RC 2939 Alta View Drive, Suite B/C, SD 92139, and Kearny Mesa RC 7520 Mesa College Drive, SD 92111, K5 Home School Resource Center 10725 Tierrasanta Boulevard, CA 92124, La Jolla RC 7458 Girard Avenue, SD 92037, Mission Valley East RC 3230 Camino Del Rio North, SD 92108, Pacific Beach RC 959 Hornblend Street, SD 92109

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Audio: <https://www.audeocharterschool.net/board-of-directors/>

1.0 OPEN SESSION

1.1 Call to Order

Bixby called the meeting to order at 8:01 a.m.

1.2 Roll Call

Members present at the meeting were David Crean, Tim Morton, and Eric Schweinfurter.

Absent: Scott Barton, Len Hering

Also in attendance: Amanda Akle, Lynne Alipio, Mary Bixby, Veneeta Chan, Angela Neri, Tim Tuter, Paul Minney and Kaela Haydu of Young, Minney and Corr.

1.3 Establishment of Quorum

It was moved by Crean and seconded by Morton that the following Directors, constituting a quorum of the board were present at the meeting: David Crean, Tim Morton, and Eric Schweinfurter.

Ayes – 3, Nays- 0, Absent – 2, Abstain – 0, Motioned Approved.

1.4 Pledge of Allegiance

Bixby led all in the Pledge of Allegiance.

1.5 Approval of Agenda

It was moved by Crean and seconded by Morton to Approve the Agenda.

Ayes – 3, Nays- 0, Absent – 2, Abstain – 0, Motioned Approved.

2.0 PUBLIC COMMENT

2.1 Non-Agenda Public Comment

There were no comments from the public.

2.2 Agenda Public Comment

There were no comments from the public.

3.0 PART II BOARD WORKSHOP/TRAINING

Paul Minney and Kaela Haydu from Young, Minney & Corr Law Firm provided Part II of the training to the Board on comprehensive professional development training to the Board on Best Practices in Charter Schools Board Management, including Fiduciary Duties and Fiscal Oversight; the Brown Act and Conflict of Interest Laws; and Critical Case Updates and new Laws Affecting Charter Schools.

4.0 BOARD ANNOUNCEMENTS AND COMMENTS

From time to time, the Board has topics of interest that they would like to share with the community. These are informational in nature and do not require action. There were no comments.

5.0 ADJOURNMENT

It was moved by Crean and seconded by Morton to Adjourn the Meeting at 9:30 a.m.

Ayes – 3, Nays- 0, Absent – 2, Abstain – 0, Motioned Approved

**BYLAWS
OF
ALTUS SCHOOLS SAN DIEGO
A California Nonprofit Public Benefit Corporation**

**ARTICLE 1
OFFICES**

Section 1.1 Principal Office. The Corporation's principal office shall be fixed and located at 10170 Huennekens Street, San Diego, California. The Board of Directors ("Board") is granted full power and authority to change the principal office from one location to another within the State of California.

Section 1.2 Other Offices. The Board may at any time establish branch or subordinate offices at any place or places where this Corporation is qualified to conduct its activities.

**ARTICLE 2
PURPOSES**

Section 2.1 Description In Articles. The Corporation's specific and general purposes are described in its Articles of Incorporation.

**ARTICLE 3
CORPORATION WITHOUT MEMBERS**

Section 3.1 Corporation Without Members. The Corporation shall have no members within the meaning of the Nonprofit Corporation Law.

**ARTICLE 4
DIRECTORS**

Section 4.1 Powers. Subject to the limitations of the Articles of Incorporation and these Bylaws, and such local public agency laws as may be applicable to the Corporation, the Corporation's activities and affairs shall be conducted and all corporate powers shall be exercised by or under the direction of the Board. The Board may delegate the management of the Corporation's activities to any person(s), to a management company, or to committees, however composed, provided that the Corporation's activities and affairs shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board. Without prejudice to such general powers, but subject to the same limitations, it is hereby expressly declared that the Board shall have the following powers in addition to the other powers enumerated in these Bylaws and permitted by law:

- a. To approve personnel policies and monitor their implementation, to select and remove certain officers, agents, and employees of the Corporation, and to prescribe such powers and duties for them as are compatible with law, the Articles of Incorporation, or these Bylaws; to fix their compensation; and to require from them security for faithful service;
- b. To conduct, manage, and control the Corporation's affairs and activities, and to make such rules and regulations therefor as are consistent with law, the Articles of Incorporation, or these Bylaws, as they may deem best;
- c. To adopt, make, and use a corporate seal, and to alter the form of the seal from time to time as they may deem best;
- d. To borrow money and incur indebtedness for the Corporation's purposes, and to cause to be executed and delivered therefor, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and security therefor;
- e. To carry on a business at a profit and apply any profit that results from such business activity to any activity that it may lawfully engage in;
- f. To act as trustee under any trust incidental to the principal object of the Corporation, and to receive, hold, administer, exchange, and expend funds and property subject to such trust;
- g. To acquire by purchase, exchange, lease, gift, devise, bequest, or otherwise, and to hold, improve, lease, sublease, mortgage, transfer in trust, encumber, convey, or otherwise dispose of real and personal property;
- h. To assume any obligations, enter into any contracts or other instruments, and do any and all other things incidental to or expedient for attainment of the Corporation's purposes;
- i. To establish and approve all major educational and operational policies;
- j. To approve the Corporation's annual budget and business plan;
- k. To receive funds for the operation of the charter schools operated by the Corporation ("Schools" or individually "School") in accordance with the charter school law;
- l. To solicit and receive grants and donations consistent with the mission of the Schools; and
- m. To carry out such duties as are described in the Charter of any Schools approved by chartering authority under the Charter Schools Act of 1992. (Education Code Section 47600 et seq.)

No assignment, referral, or delegation of authority by the Board, or anyone else, shall preclude the Board from exercising the authority required to meet its responsibility for conducting the Corporation's activities and the Board shall retain the right to rescind any such delegation.

Section 4.2 Number and Appointment of Directors.

a. The authorized number of Directors shall be not less than five (5) or more than eleven (11), unless changed by a duly adopted amendment to this provision. The exact number of Directors shall be fixed within these limits by a Resolution of the Board. If the chartering authority appoints a representative to serve on the Board of Directors, the Board of Directors may appoint an additional director to ensure an odd number of Board members.

b. Directors, except for the representative designated by the chartering authority, shall be nominated and appointed by a majority of Directors then in office at an annual meeting of the Board. Directors shall take office at the annual meeting at which appointed.

c. PARENT REPRESENTATIVE. For so long as the Corporation operates one (1) or more duly authorized California charter schools, the existing Board of Directors shall appoint a Parent Representative to the Board of Directors from a list of qualified candidates. The Parent Representative shall be qualified according to the policies of the Corporation and must have a primary caregiver relationship to a student enrolled in a School. Should the Parent Representative cease to have a student enrolled in a School, the Parent Representative's seat will be deemed vacated. Should no qualified applicants apply, the Board of Directors shall leave the Parent Representative seat vacant until a qualified applicant applies and is appointed.

Section 4.3 Qualifications of Directors. The qualifications for Directors are generally the ability to attend board meetings, a willingness to actively support and promote the Schools and a dedication to its educational endeavors, and as otherwise determined by the Corporation's policies. The Board shall endeavor to draw Directors from the business community and the larger San Diego community.

Section 4.4 Terms of Office. Except as otherwise provided below, each Director shall hold office for a term of two (2) years. Directors may serve three (3) consecutive terms. Thereafter, Directors may serve additional terms after a break in service for at least one (1) year; provided that a Director that has served three (3) consecutive terms may be appointed to serve additional terms, without a break in service, if the Board determines that such additional terms are essential to the continuity of Board management and affairs. Notwithstanding the foregoing, the Parent Representative shall hold office only so long as they have a primary caregiver relationship to a student enrolled in a School, but in no instance for more than two (2) years.

Section 4.5 Resignation and Removal. Subject to the provisions of Section 5226 of the California Nonprofit Public Benefit Corporation Law, any Director may resign effective upon giving written notice to the ~~President and Chief Executive Officer~~ Superintendent School Services and Founder, the Secretary, or the Board, unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be appointed before

such time, to take office when the resignation becomes effective.

Any director, except for the representative appointed by the chartering authority, may be removed, with or without cause, by the vote of the majority of the members of the entire Board of Directors at a special meeting called for that purpose, or at a regular meeting, provided that notice of that meeting and such removal are given in compliance with the provisions of the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Division 2 of Title 5 of the Government Code) as said chapter may be modified by subsequent legislation ("Brown Act"). The representative designated by the chartering authority may be removed without cause by the chartering authority or with the written consent of the chartering authority. Any vacancy caused by the removal of a director shall be filled as provided in Section 4.6.

Section 4.6 Vacancies. A vacancy on the Board shall be deemed to exist if a Director dies, resigns, is removed, or if the authorized number of Directors is increased. In addition to the above, the Parent Representative seat shall also be considered vacant should the current Parent Representative cease to have a primary caregiver relationship to a student enrolled in a School.

The Board may declare vacant the office of a Director who has been declared of unsound mind by a final order of court, convicted of a felony, or found by a final order or judgment of any court to have breached any duty arising under Article 3 of Chapter 2 of the California Nonprofit Public Benefit Corporation Law.

Vacancies in the Board, except for the representative appointed by the chartering authority, shall be filled by the vote of a majority of Directors then in office. Each Director so selected shall hold office until the expiration of the term of the replaced Director and until a successor has been selected and qualified. A vacancy in the seat of the representative of the chartering authority shall be filled by the chartering authority.

Section 4.7 Place of Meetings. All meetings of the Board of Directors shall be called, held and conducted in accordance with the terms and provisions of the Brown Act and Education Code Section 47604.1.

Section 4.8 Meetings; Annual Meetings. The Board shall hold an annual meeting for the purpose of organization, selection of officers, and the transaction of other business. Such meeting shall be held at such a time, date, and place as may be specified and noticed by the Board. All meetings of the Board and its committees shall be called, noticed, and held in compliance with the provisions of the Brown Act.

Section 4.9 Regular Meetings. Regular meetings of the Board, including the annual meeting, shall be held at least four (4) times per year on such dates and at such times and places as may be fixed from time-to-time by the Board. At least 72 hours before a regular meeting, the Board of Directors, or its designee shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting.

Section 4.10 Special Meetings. Special meetings of the Board for any purpose(s) may be

called at any time by the Chair of the Board, or a majority of the Board of Directors. If a Chair of the Board has not been elected then the ~~President and Chief Executive Officer~~Superintendent Schools Services and Founder is authorized to call a special meeting in place of the Chair of the Board. The party calling a special meeting shall determine the place, date, and time thereof.

Section 4.11 In accordance with the Brown Act, special meetings of the Board of Directors may be held only after twenty-four (24) hours notice is given to the public through the posting of an agenda. Directors shall also receive at least twenty-four (24) hours notice of the special meeting, in the following manner:

- a. Any such notice shall be addressed or delivered to each director at the director's address (or telephone or facsimile number, or electronic mail address, as applicable) as it is shown on the records of the Corporation or as may have been given to the Corporation by the director for purposes of notice or, if an address (or telephone or facsimile number, or electronic mail address, as applicable) is not shown on the Corporation's records or is not readily ascertainable, at the place at which the meetings of the directors are regularly held.
- b. Notice by mail shall be deemed received at the time a properly addressed written notice is deposited in the United States mail, postage prepaid. Any other written notice shall be deemed received at the time it is personally delivered to the recipient or is delivered to a common carrier for transmission, or is actually transmitted by the person giving the notice by electronic means to the recipient. Oral notice shall be deemed received at the time it is communicated, in person or by telephone or wireless, to the recipient or to a person at the office of the recipient whom the person giving the notice has reason to believe will promptly communicate it to the receiver.

The notice of special meeting shall state the time of the meeting, the place, and the general nature of the business proposed to be transacted at the meeting. No business, other than the business the general nature of which was set forth in the notice of the meeting, may be transacted at a special meeting.

Section 4.12 Quorum. A majority of the Directors then in office shall constitute a quorum, and every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present is an act of the Board. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for such meeting. Directors may not vote by proxy. The vote or abstention of each Board member present for each action taken shall be publicly reported.

Section 4.13 Teleconference Meeting¹. Members of the Board of Directors may participate

¹ Pursuant to Government Code Section 54953, the Corporation may use teleconferencing without complying with the

in teleconference meetings so long as all of the following requirements in the Brown Act are complied with:

- a. At a minimum, a quorum of the members of the Board of Directors shall participate in the teleconference meeting from locations within the physical boundaries of the county in which the greatest number of pupils enrolled in the Schools reside.
- b. All votes taken during a teleconference meeting shall be by roll call;
- c. If the Board of Directors elects to use teleconferencing, it shall post agendas at all teleconference locations with each teleconference location being identified in the notice and agenda of the meeting;
- d. All locations where a member of the Board of Directors participates in a meeting via teleconference must be fully accessible to members of the public and shall be listed on the agenda²;
- e. Members of the public must be able to hear what is said during the meeting and shall be provided with an opportunity to address the Board of Directors directly at each teleconference location; and
- f. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call³

Section 4.14 Adjournment. A majority of the Directors present, whether or not a quorum is present, may adjourn any Board meeting to another time and place. Notice of any adjournment to another time or place shall be given prior to the time of the adjourned meeting to the Directors who were not present at the time of the adjournment.

Section 4.15 Rights of Inspection. Subject to applicable federal and state laws regarding pupil confidentiality, every Director shall have the absolute right at any reasonable time to inspect and copy all books, records, and documents of every kind and to inspect the Corporation's physical properties.

Section 4.16 Fees and Compensation. Directors shall not receive any compensation for their service; however, the Board may approve the reimbursement of a Director's actual and necessary expenses incurred when conducting the Corporation's business. The Corporation may carry liability insurance respecting the conduct of the Corporation's business by the Directors.

certain requirements of paragraphs (a.), (c), and through (d) if the Corporation complies with the requirements of Section 54953(e). Section 54953 (e) shall remain in effect until January 1, 2024, unless this termination date is otherwise legislatively extended.

² This means that members of the Board of Directors who choose to utilize their homes or offices as teleconference locations must open these locations to the public and accommodate any members of the public who wish to attend the meeting at that location.

³ The Brown Act prohibits requiring members of the public to provide their names as a condition of attendance at the meeting.

Section 4.17 Restriction on Interested Directors. No persons serving on the Board at any time may be interested persons. An interested person is (a) any person being compensated by the Corporation for services rendered to it within the previous twelve (12) months, whether as a full-time or part-time employee, independent contractor, or otherwise; and (b) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of any such person.

Section 4.18 Standard of Care.

a. A Director shall perform the duties of a Director, including duties as a member of any committee of the Board on which the Director may serve, in good faith, in a manner such Director believes to be in the Corporation's best interests and with such care, including reasonable inquiry, as an ordinarily prudent person in a like situation would use under similar circumstances.

b. In performing the duties of a Director, a Director shall be entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, in each case prepared or presented by:

1. One or more of the Corporation's officers or employees whom the Director believes to be reliable and competent in the matters presented;
2. Legal counsel, independent accountants, or other persons as to matters that the Director believes to be within such person's professional or expert competence; or
3. A committee upon which the Director does not serve that is composed exclusively of any or any combination of directors, persons described in paragraphs 1. and 2. as to matters within its designated authority, which committee the Director believes to merit confidence, so long as, in any such case, the Director acts in good faith, after reasonable inquiry when the need therefor is indicated by the circumstances and without knowledge that would cause such reliance to be unwarranted.

Section 4.19 Property Rights. No Director shall have any right or interest in any of the Corporation's property or assets.

Section 4.20 Non-liability of Directors. No Director shall be personally liable for the Corporation's debts, liabilities, or obligations.

Section 4.21 General Public Agency Prohibitions Governing Certain Transactions. Notwithstanding the foregoing Sections, nothing in this Article 4 shall be construed to authorize any transaction otherwise prohibited by California Government Code Section 81000 et seq., Government Code Section 1090 as modified by Education Code Section 47604.1, or other applicable laws.

ARTICLE 5 OFFICERS

Section 5.1 Officers. The officers of the Corporation shall be a ~~President and Chief~~

~~Executive Officer~~Superintendent School Services and Founder, Secretary, and a Chief Financial Officer. The Corporation may also have, at the discretion of the Board, a Chair of the Board, one or more vice-presidents, one or more assistant secretaries, one or more assistant treasurers, and such other officers as may be elected or appointed by the Board. Any number of offices may be held by the same person, except that neither the Secretary nor the Chief Financial Officer may serve concurrently as the ~~President and Chief Executive Officer~~Superintendent School Services and Founder or the Chair of the Board.

Section 5.2 Election. The Corporation's officers, except the ~~President and Chief Executive Officer~~Superintendent School Services and Founder, shall be chosen at the annual meeting by, and shall serve at the pleasure of, the Board, and shall hold their respective offices until their resignation, removal, or other disqualification from service, or until their respective successors shall be elected. The ~~President and Chief Executive Officer~~Superintendent School Services and Founder shall hold office for a term of three (3) years, and shall be elected at an annual meeting of the Board.

Section 5.3 Removal. Any officer may be removed, either with or without cause, by the Board at any time or, except in the case of an officer chosen by the Board, by any officer upon whom such power of removal may be conferred by the Board. Any such removal shall be without prejudice to the rights, if any, of an officer under any contract of employment.

Section 5.4 Resignation. Any officer may resign at any time by giving written notice to the Board, but without prejudice to the rights, if any, of the Corporation under any contract to which the officer is a party. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 5.5 Vacancies. A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these Bylaws for regular election or appointment to such office, provided that such vacancies shall be filled as they occur and not on an annual basis.

Section 5.6 Chair of the Board. If a Chair of the Board of Directors is elected, he or she shall preside at the Board of Directors' meetings and shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time.

Section 5.7 ~~President and Chief Executive Officer~~Superintendent School Services and Founder. The ~~President and Chief Executive Officer~~Superintendent Schools Services and Founder is the general manager and chief executive officer of the Corporation and has, subject to the control of the Board, general supervision, direction and control of the business and officers of the Corporation, including but limited to, hiring, supervision and evaluation of employee, contract approval, supervising fiscal affairs, and effectuating the corporate purposes etc. unless otherwise limited by the policies of the Corporation. In the absence of the Chair of the Board, or if there is no Chair of the Board, the ~~President and Chief Executive Officer~~Superintendent School Services and Founder shall preside at the meetings of the Board. The ~~President and Chief Executive Officer~~Superintendent School Services and Founder has the general powers and duties of

management usually vested in the office of president and such other powers and duties as may be prescribed from time to time by the Board.

The ~~President and Chief Executive Officer~~Superintendent School Services and Founder shall also be responsible for creating an annual business plan and submitting it to the Board for approval. The ~~President and Chief Executive Officer~~Superintendent School Services and Founder shall participate in the recruitment of the Corporation's staff and the creation of the education plan for each School.

Section 5.8 Vice President. In the absence or disability of the president/chief executive officer, a vice president shall perform all the duties of the ~~President and Chief Executive Officer~~Superintendent School Services and Founder and, when so acting, shall have all the powers of, and be subject to all the restrictions upon, the ~~President and Chief Executive Officer~~Superintendent School Services and Founder. A vice president shall have such other powers and perform such other duties as from time to time may be prescribed by the Board.

Section 5.9 Secretary. The Secretary shall keep or cause to be kept, at the principal office or such other place as the Board may order, a book of minutes of all meetings of the Board and its committees, with the time and place of holding, whether regular or special, and if special, how authorized, the notice thereof given, the names of those directors present and absent, the vote or abstention of each Board member present for each action taken and the proceedings thereof. The Secretary shall keep, or cause to be kept, at the principal office in the State of California, the original or a copy of the Corporation's Articles of Incorporation and Bylaws, as amended to date, and a register showing the names of all directors and their respective addresses. The Secretary shall keep the seal of the Corporation and shall affix the same on such papers and instruments as may be required in the regular course of business, but failure to affix it shall not affect the validity of any instrument.

The Secretary shall give, or cause to be given, notice of all meetings of the Board and any committees thereof required by these Bylaws or by law to be given, and shall distribute the minutes of meetings of the Board to all members promptly after the meetings. The Secretary shall see that all reports, statements and other documents required by law are properly kept or filed, except to the extent the same are to be kept or filed by the treasurer/controller. In general, the secretary shall have such other powers and perform such other duties as may be prescribed from time to time by the Board.

Section 5.10 Chief Financial Officer. The Chief Financial Officer of the Corporation shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the Corporation's properties and business transactions, including accounts of its assets, liabilities, receipts, and disbursements. The books of account shall at all times be open to inspection by any director.

The Chief Financial Officer shall deposit, or cause to be deposited, all moneys and other valuables in the name and to the credit of the Corporation with such depositaries as may be designated from time to time by the Board. The Chief Financial Officer shall disburse the funds of the Corporation as may be ordered by the Board, and shall render to the ~~President and Chief~~

~~Executive Officer~~Superintendent School Services and Founder and directors, upon request, an account of all transactions as Chief Financial Officer and of the Corporation's financial condition. The Chief Financial Officer shall present to the Board at all regular meetings an operating statement and report since the last preceding regular meeting of the Board. The Chief Financial Officer shall have such other powers and perform such other duties as may be prescribed from time to time by the Board.

ARTICLE 6 COMMITTEES

Section 6.1 Board Committees. The Board may, by resolution, create one or more standing or *ad hoc* committees, each consisting of at least two (2) members of the Board, and no one who is not a director, to serve at the Board's pleasure. Appointments to such Board committees shall be by majority vote of the directors then in office, and the presidents of such Board committees shall be appointed by the ~~President and Chief Executive Officer~~Superintendent School Services and Founder. Unless otherwise provided in these Bylaws or by the laws of the State of California, each committee shall have all of the Board's authority to the extent delegated by the Board, except that no committee, regardless of Board resolution, may:

- a. Fill vacancies on the Board or on any committee that has the authority of the Board;
- b. Amend or repeal Bylaws or adopt new Bylaws;
- c. Amend or repeal any resolution of the Board of Directors that by its express terms is not so amendable or repealable; or
- d. Appoint any other committees of the Board or the members thereof;

Section 6.2 Meetings and Action of Board Committees. Meetings and actions of Board committees shall be governed by, and held and taken in accordance with, the provisions of Article 4 of these Bylaws concerning meetings of the Board, with such changes in the context of those provisions as are necessary to substitute the committee and its members for the Board and its members, except that the time of regular meetings of the committees may be determined either by resolution of the Board or by resolution of the committee. Special meetings of committees may also be called by resolution of the Board. Notice of special meetings of Board committees shall also be given to any and all alternate members who shall have the right to attend all meetings of the committee. The Board may adopt rules for the government of any Board committee not inconsistent with the provisions of these Bylaws.

Section 6.3 Other Committees. The ~~President and Chief Executive Officer~~Superintendent School Services and Founder, subject to the limitations imposed by the Board, or the Board itself, may create other committees, either standing or special, to serve the Board that do not have the Board's powers. The ~~President and Chief Executive Officer~~Superintendent School Services and Founder, with the approval of the Board, shall appoint members to serve on such committees, and shall designate presidents for such committees. If a

director is on a committee, he or she shall be the president of that committee. Each member of a committee shall continue as such until the next annual election of officers and until his or her successor is appointed, unless the member shall sooner resign or be removed from the committee.

Meetings of a committee may be called by the ~~President and Chief Executive Officer~~Superintendent School Services and Founder, the president of the committee, or a majority of the committee's voting members. Each committee shall meet as often as is necessary to perform its duties. Notice of a meeting of a committee may be given at any time and in any manner reasonably designed to inform the committee members of the time and place of the meeting. A majority of the voting members of a committee shall constitute a quorum for the transaction of business at any meeting of the committee. Each committee may keep minutes of its proceedings and shall report periodically to the Board. A committee may take action by majority vote.

Any member of a committee may resign at any time by giving written notice to the president of the committee or to the ~~President and Chief Executive Officer~~Superintendent School Services and Founder. Such resignation, which may or may not be made contingent upon formal acceptance, shall take effect upon the date of receipt or at any later time specified in the notice. The ~~President and Chief Executive Officer~~Superintendent School Services and Founder may, with prior approval of the Board, remove any appointed member of a committee.

A vacancy in any committee or any increase in the membership thereof shall be filled for the unexpired portion of the term by the ~~President and Chief Executive Officer~~Superintendent School Services and Founder with approval of the Board.

ARTICLE 7 CONTRACTS WITH DIRECTORS

Section 7.1 Contracts with Directors. The Corporation shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (*nor* shall the Corporation enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the Corporation's directors are directors and have a material financial interest).

Section 7.2 Corporate Loans and Advances. The Corporation shall not make any loan of money or property to or guarantee the obligation of any Director or officer; provided, however, that the Corporation may advance money to a director or officer of the Corporation or any subsidiary for expenses reasonably anticipated to be incurred in the performance of the duties of such officer or director, provided that in the absence of such advance, such director or officer would be entitled to be reimbursed for such expenses by the Corporation or any subsidiary.

Section 7.3 Annual Statement of Certain Transactions. The Corporation shall comply with Section 6322 of the California Nonprofit Public Benefit Corporation Law.

ARTICLE 8 OTHER PROVISIONS

Section 8.1 Validity of Instruments. Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance, or other instrument in writing and any assignment or endorsement thereof executed or entered into between the Corporation and any other person, when signed by the ~~President and Chief Executive Officer~~ Superintendent School Services and Founder or vice president and the secretary or treasurer/controller of the Corporation, shall be valid and binding on the Corporation in the absence of actual knowledge on the part of the other person that the signing officers had no authority to execute the same. Any such instruments may be signed by any other person(s) and in such manner as from time to time shall be determined by the Board and, unless so authorized by the Board, no officer, agent, or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or amount.

Section 8.2 Checks. Drafts. etc. All of the Corporation's checks, drafts, or other evidences of indebtedness, and all securities owned or held by it that are subject to transfer, shall be signed by two (2) officers, which signatures shall be garnered in compliance with such other requirements as the Board from time-to-time may require.

Section 8.3 Annual Report. The Corporation shall provide to the directors and such other persons designated by the Board, within 120 days after the close of its fiscal year, a report containing the following information in reasonable detail:

- a. The assets and liabilities, including the trust funds, of the Corporation as of the end of the fiscal year.
- b. The principal changes in the assets and liabilities, including trust funds, during the fiscal year.
- c. The revenue or receipts of the Corporation, both unrestricted and restricted to particular purposes, for the fiscal year.
- d. The expenses or disbursements of the Corporation, for both general and restricted purposes, during the fiscal year.

Section 8.4 Public Inspection and Disclosure. The Corporation shall have available for public inspection at its principal office a copy of each of its annual exempt organization information returns for each of the last three years and a copy of its state and federal applications for recognition of exemption.

Section 8.5 Construction and Definitions. Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the General Provisions of the California Nonprofit Corporation Law and in the California Nonprofit Public Benefit Corporation Law shall govern the construction of these Bylaws. Words in these Bylaws shall be read as the masculine or feminine gender, and as the singular or plural, as the context requires. The captions and headings in these Bylaws are for convenience only and are not intended to limit or define the scope or effect of any provision.

Section 8.6 Fiscal Year. The fiscal year of the Corporation shall end on the last day of June of each year.

Section 8.7 Robert's Rules of Order. Except to the extent otherwise provided in these Bylaws and to the extent consistent with applicable law, the Corporation's meetings shall be conducted and governed by the parliamentary procedures set forth in Robert's Rules of Order.

Section 8.8 Termination and Dissolution. This Corporation shall exist only so long as is necessary to accomplish its general and specific purposes. Once the Board determines that the Corporation's purposes have been fulfilled, it shall immediately resolve to terminate and dissolve the Corporation in accordance with applicable law and the Corporation's Articles of Incorporation.

ARTICLE 9 INDEMNIFICATION AND INSURANCE

Section 9.1 Indemnification. To the fullest extent permitted by law, this Corporation shall indemnify its directors, officers, employees, and other persons described in Corporations Code section 5238(a), including persons formerly occupying any such positions against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding" as that term is used in that section and including an action by or in the right of the Corporation by reason of the fact that the person is or was a person described in that section. "Expenses" as used in this bylaw, shall have the same meaning as in that section of the Corporations Code.

On written request to the Board of Directors by any person seeking indemnification under Corporations Code section 5238 (b) or section 5238 (c) the approval of such indemnification may be made by:

(a) A majority vote of a quorum consisting of directors who are not parties to such proceeding; or

(b) The court in which such proceeding is or was pending upon application made by this Corporation or the agent or the attorney or other person rendering services in connection with the defense whether or not such application by the agent attorney or other person is opposed by this Corporation.

ARTICLE 10 AMENDMENTS

Section 10.1 Bylaws. These Bylaws will be reviewed not less often than once every four (4) years and documented as to date of review.

Section 10.2 Effective Date. These Bylaws shall become effective immediately upon

their adoption.

CERTIFICATE OF ADOPTION OF BYLAWS

I certify that I am the elected and acting Secretary of Altus Schools San Diego, a California nonprofit public benefit corporation, and that the foregoing Bylaws, comprising 14pages (including this page), constitute the Bylaws of said Corporation were duly adopted at a meeting of the Corporation's Board of Directors held on ~~May 18~~December 7, 2023, and that these bylaws have not been amended or modified since that date.

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the Corporation to this certificate on ~~May 18~~December 7, 2023

Angela Neri, Secretary

RESOLUTION OF THE BOARD OF DIRECTORS
STUDENT SUCCESS PROGRAMS, INC., ALTUS SCHOOLS SAN DIEGO
ADOPTING A CONFLICT OF INTEREST CODE

WHEREAS, ~~Student Success Programs, Inc.,~~ Altus Schools San Diego (“Corporation”), which operates California public charter schools and is doing business as Altus Schools ~~Audeo Charter School~~ and Altus Schools Charter School of San Diego, is required to adopt a Conflict of Interest Code pursuant to Government Code Section 87300; and

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WHEREAS, the Fair Political Practices Commission (“FPPC”) has adopted a regulation (2 Cal. Code Regs. §18730) which is a model conflict of interest code and requires certain local agency officials, employees, and consultants to file FPPC Form 700, statement of economic interests; and

WHEREAS, Corporation desires to adopt a Conflict of Interest Code incorporating the FPPC Model Code by reference;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Corporation that:

1. A Conflict of Interest Code, in the form attached as Exhibit A, is adopted and promulgated.

2. Upon this final approval by the Board of Directors of the Corporation, the ~~President and CEO~~ Superintendent School Services and Founder is hereby directed and authorized to submit a certified copy thereof to the San Diego County Board of Supervisors for approval.

APPROVED AND ADOPTED this ____ day of _____,
 2023~~18~~

AYES:
 NOES:
 ABSENT:
 ABSTAIN:

 Chairman, Board of Directors
~~Student Success Programs, Inc.~~ Altus Schools San Diego

ATTEST:

 Secretary, Board of Directors
~~Student Success Programs, Inc.~~ Altus Schools San Diego

EXHIBIT

A

**CONFLICT OF INTEREST CODE
OF
ALTUS SCHOOLS SAN DIEGO STUDENT SUCCESS PROGRAMS**

1. Standard Code of FPPC

The Political Reform Act of 1974 (Gov. Code § 81000 *et seq.*) requires each state and local government agency to adopt and promulgate a conflict of interest code. Pursuant to Education Code section 47604.1 (b)(4)(A), charter schools must comply with the Political Reform Act and adopt a conflict of interest code. Therefore, ~~Student Success Programs~~ Altus Schools San Diego (“~~ASSDSSP~~” or “Corporation”), which operates California public charter schools and is doing business as ~~Audeo Charter School~~ Altus Schools Audeo (“AUDEO”) and Altus Schools Charter School of San Diego (“CSSD”), is therefore required to adopt such a code. The FPPC has adopted a regulation (Title 2 Cal. Code of Regs. § 18730) which contains the terms of a model conflict of interest code, which can be incorporated by reference as an agency's code. After public notice and hearing, the regulation may be amended by the FPPC to conform to amendments in the Political Reform Act.

2. Adoption of Standard Code of FPPC

The terms of Title 2 Cal. Code of Regs. § 18730 and any future amendments to it duly adopted by the FPPC are hereby adopted and incorporated herein by reference. This regulation and the Appendix attached hereto designating officials and employees and establishing disclosure categories shall constitute the Conflict of Interest Code of ~~SSPASSD~~. This code shall take effect when approved by the Board of Supervisors for the County of San Diego and shall thereupon supersede all prior codes adopted by the ~~SSPASSD~~.

3. Filing of Statements of Economic Interests

Pursuant to Section 4 of the model code set forth in Title 2 of the Cal. Code of Regs. § 18730(b), designated employees set forth in the Appendix shall file statements of economic interests (Form 700) with the Secretary of ~~SSPASSD~~. Upon receipt of the statements of the members of the Board of Directors of ~~SSPASSD~~, the Secretary shall make and retain copies and forward the originals of these statements to the Clerk of the Board of Supervisors for the County of San Diego. Statements for all other designated employees shall be retained by the Secretary.

APPROVED AND ADOPTED by the Board of Directors of on the ____ day of _____, 202~~30~~.

Chairperson, Board of Directors
~~Student Success Programs~~ Altus Schools San
Diego

ATTEST:

Secretary to the Board of Directors

**APPENDIX TO
CONFLICT OF INTEREST CODE OF
~~STUDENT SUCCESS PROGRAMS~~SALTUS SCHOOLS SAN DIEGO**

Preamble

Any person designated in Section I of this Appendix who is unsure of any right or obligation arising under this Code may request a formal opinion or letter of advice from the FPPC or an opinion from the ~~SSPASSD~~'s general counsel. (Gov. Code§ 83114; Title 2 Cal. Code of Regs. § 18730(b)(11).) A person who acts in good faith in reliance on an opinion issued to him or her by the FPPC shall not be subject to criminal or civil penalties for so acting, provided that all material facts are stated in the opinion request. (Gov. Code§ 83114(a).)

Opinions rendered by general counsel do not provide any statutory defense to an alleged violation of conflict of interest statutes or regulations. The prosecuting agency may, but is not required to, consider a requesting party's reliance on general counsel's opinion as evidence of good faith. In addition, ~~SSPASSD~~ may consider whether such reliance should constitute a mitigating factor to any disciplinary action that ~~SSPASSD~~, ~~AudeoAUDEO-Charter School~~, or ~~Charter School of San Diego~~CSSD may bring against the requesting party under Government Code § 91003.5.

I.

Designated Employees

<u>Designated Employees</u>	<u>Categories Disclosed</u>
Chairperson and Members of the Board of Directors	4 through 6
President and Chief Executive Officer Superintendent School Services and Founder	1 through 6
Executive Director Deputy Superintendent School Services	1 through 6
Finance Administrator	1 through 6
CFO/Treasurer of the Board of Directors	1 through 6
General Counsel	4 through 6
Consultants/New Positions ¹	--

¹ With respect to consultants, the ~~President/CEO~~Superintendent School Services and Founder may determine in writing that a particular consultant/new position, although a “designated employee,” is hired to perform a range of duties that is limited in scope and thus is not required to comply with the written disclosure requirements described in these categories. Such written determination shall include a description of the consultant/new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The ~~President and CEO's~~Superintendent School Services and Founder's determination is a public record and shall be retained for public inspection by ~~the Student Success Programs~~ASSD, in the same manner as this Conflict of Interest Code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

II.

Disclosure Categories

Category 1. Reportable Investments

A designated employee in this category shall report all reportable investments, as defined in Government Code § 82034, in business entities located in, doing business in, planning to do business in, or having done business in the previous two (2) years in San Diego County in which the Corporation's school is located, which business entities operate or provide facilities, goods, supplies, equipment and/or machinery, vehicles, personnel or services of a type utilized the Corporation or its school.

Category 2. Reportable Interests in Real Property

A designated employee in this category shall disclose all interests in real property, as defined in Government Code §§ 82033 and 82035, that are within two (2) miles of any facility or real property owned or used by SSPASSD.

Category 3. Reportable Income

A designated employee in this category shall disclose all income as defined in Government Code § 82030 of the designated employee from business entities or other sources located in, doing business in, planning to do business in, or having done business in the previous two (2) years in San Diego County during the reporting period which business entities operate or provide facilities, goods, supplies, equipment and/or machinery, vehicles, personnel or services of a type utilized the Corporation or its school.

Category 4. Less-Inclusive Reportable Investments

A designated employee in this category shall disclose only investments as defined in Government Code § 82034 in any business entity, which within the last two (2) years has contracted with or in the future foreseeably may contract with SSPASSD to provide personnel, services, supplies, material, machinery or equipment:

(a) to SSPASSD of the type utilized by the Charter School which is located in or doing business in San Diego County, and associated with the job assignment or position of the designated employee; or

(b) to any entity which has contracted with SSPASSD within the last two (2) years or which in the future foreseeably may contract with SSPASSD to provide services, supplies, materials, machinery or equipment associated with the job assignment or position of the designated employee.

Category 5. Less-Inclusive Reportable Income

A designated employee in this category shall disclose only that reportable income as defined in Government Code § 82030 which is derived from a source which within the last two (2) years has contracted with SSPASSD or in the future foreseeably may contract with SSPASSD to provide personnel, services, supplies, materials, machinery or equipment:

(a) to SSPASSD, of the type utilized by SSPASSD which is located in or doing business in San Diego County, and associated with the job assignment or position of the designated employee; or

(b) to any entity which has contracted with SSPASSD within the last two years or which in the future foreseeably may contract with SSPASSD to provide personnel, services, supplies, materials, machinery or equipment associated with the job assignment or position of the designated employee.

Category 6. Business Positions

A designated employee in this category shall disclose by completing Form 700, Schedule C. A designated employee shall list, with respect to any business entity which operates or provides facilities, goods, supplies, equipment and/or machinery, vehicles, personnel or services of a type utilized the Corporation or its school:

(a) the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management;

(b) a description of the business activity in which the business entity is engaged;
and

(c) the designated employee's position with the business entity.

Administration of Medication Policy (Full Board Policy)

Board Policy #: 5090

Approved: February 22, 2018

Amended: February 17, 2021, June 22, 2023; [December 7, 2023](#)

The Board of Directors of ~~Student Success Programs~~[Altus Schools San Diego](#), Inc. hereby adopts this Administration of Medication Policy to apply to [Altus Schools](#) Audeo ~~Charter School~~ and ~~The Altus Schools~~ Charter School of San Diego, hereafter collectively referred to as "Charter School."

Charter School staff is responsible for overseeing the administration of medication to students attending Charter School during the regular school day. It is imperative that practices followed in the administration of medication be carefully delineated to ensure the safety of our students and the legal protection of our employees.

Definitions

- "Authorized health care provider" means an individual who is licensed by the State of California to prescribe medication.
- "Authorizing physician and surgeon" may include, but is not limited to, a physician and surgeon employed by, or contracting with, a local educational agency, a medical director of the local health department, or a local emergency medical services director.
- "School nurse" means an individual who is currently a credentialed and licensed registered nurse employed by the Charter School.
- "Other designated Charter School personnel" means an individual employed by the Charter School who has (1) has consented to assist/administer medication to students and (2) may legally assist/administer the medication to students.
- "Medication" includes prescription medication, over-the-counter remedies, nutritional supplements, and herbal remedies. Sunscreen is not considered a medication.
- "Opioid antagonist" means naloxone hydrochloride ("NARCAN") or another drug approved by the federal Food and Drug Administration ("FDA") that, when administered, negates or neutralizes in whole or in part the pharmacological effects of an opioid in the body, and has been approved for the treatment of an opioid overdose.
- "Regular school day" includes during school hours, before- or after-school programs, field trips, extracurricular or co-curricular activities, and camps or other activities that typically involve at least one (1) overnight stay from home.

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Administration of Medication with Charter School Assistance

Any student who is or may be required to take, during the regular schoolday, prescription medication prescribed or ordered for the student by an authorized health care provider may be assisted by the school nurse or designated Charter School personnel.

In order for a student to be assisted by the school nurse or other designated Charter School personnel in administering medication, Charter School shall obtain both:

1. A written statement from the student's authorized health care provider detailing the name of the medication, method, amount/dosage, and time schedules by which the medication is to be taken, and
2. A written statement from the parent, foster parent, or guardian of the student indicating the desire that Charter School assist the student in the matters set forth in the statement of the authorized health care provider.

These written statements specified shall be provided at least annually and more frequently if the medication, dosage/amount, frequency of administration, or reason for administration changes.

The primary responsibility for the administration of medication rests with the parent/guardian, student, and medical professionals.

Self-Administration of Medication (without Charter School Assistance)

Students will be permitted to self-carry and self-administer prescription medication if an authorized health care provider has indicated that a student may need to take this medication or is required to take this medication during the regular school day. Prescription medication includes an auto-injectable epinephrine ("EpiPen") and inhaled asthma medication. In order to carry and self-administer this medication, Charter School must receive the following:

1. A written statement from the student's authorized health care provider (1) detailing the name of the medication, method, dosage/amount, and time schedules by which the medication is to be taken, and (2) confirming that the student is able to self-administer an EpiPen or inhaled asthma medication, and
2. A written statement from the parent, foster parent, or guardian of the student (1) consenting to the self-administration, (2) providing a release for the school nurse or designated Charter School personnel to consult with the health care provider of the student regarding any questions that may arise with regard to the medication, and (3) releasing Charter School and Charter School personnel from civil liability if the self-administering student suffers an adverse reaction as a result of self-administering medication.

These written statements specified shall be provided at least annually and more frequently if the medication, dosage/amount, frequency of administration, or reason for administration changes.

Charter School may elect to observe and document the student's ability to safety and competently self-carry and self-administer prescription medication as directed by the authorized health care provider. A student may be subject to disciplinary action if the student uses this prescription medication in a manner other than as prescribed.

Any student requiring insulin shots must establish a plan for administration of insulin shots with the Executive Director in consultation with the parent or guardian and the student's medical professional.

Staff Training and Emergency Response

Additional information about staff trainings and the Charter School's response to emergencies may be located within the Employment Handbook and/or the School Safety Plan.

A. Response to Anaphylactic Reaction

The school nurse or trained personnel who have volunteered may use an EpiPen to provide emergency medical aid to persons suffering, or reasonably believed to be suffering from, an anaphylactic reaction. Charter School will ensure it has the appropriate type of EpiPen on site (i.e., regular or junior) to meet the needs of its students. Charter School will ensure staff properly store, maintain, and restock the EpiPen as needed.

Charter School will ensure any Charter School personnel who volunteer are appropriately trained regarding the storage and emergency use of an EpiPen. Adequate training shall include all of the following:

1. Techniques for recognizing symptoms of anaphylaxis.
2. Standards and procedures for the storage, restocking, and emergency use of EpiPens.
3. Emergency follow-up procedures, including calling the emergency 911 telephone number and contacting, if possible, the student's parent(s)/guardian(s) and physician.
4. Recommendations on the necessity of instruction and certification in cardiopulmonary resuscitation.
5. Instruction on how to determine whether to use an adult EpiPen or a EpiPen, which shall include consideration of a student's grade level or age as a guideline of equivalency for the appropriate student weight determination.
6. Written materials covering the information required pursuant to the training.

Charter School will distribute an annual notice to all staff describing the request for volunteers who will be trained to administer an EpiPen to a person if that person is suffering, or reasonably believed to be suffering from, anaphylaxis. The annual notice shall also describe the training the volunteer will receive.

B. Response to a Diabetic or Hypoglycemic Emergency

Charter School provides Charter School personnel with voluntary emergency medical training on how to provide emergency medical assistance to students with diabetes suffering from severe hypoglycemia. The volunteer personnel shall provide this emergency care in accordance with standards established herein and the performance instructions set forth by the licensed health care provider of the student. A Charter School employee who does not volunteer or who has not been trained pursuant to this Policy may not be required to provide emergency medical assistance.

Training by a physician, credentialed school nurse, registered nurse, or certificated public health nurse according to the standards established pursuant to this section shall be deemed adequate training. Training established shall include all of the following:

1. Recognition and treatment of hypoglycemia.
2. Administration of glucagon.
3. Basic emergency follow-up procedures, including, but not limited to, calling the emergency 911 telephone number and contacting, if possible, the student's parent(s)/guardian(s) and licensed health care provider.

A Charter School employee shall notify the Executive Director if the employee administers glucagon pursuant to this Policy.

All materials necessary to administer the glucagon shall be provided by the parent(s)/guardian(s) of the student.

In the case of a student who is able to self-test and monitor their own blood glucose level, upon written request of the parent or guardian, and with authorization of the licensed health care provider of the student, a student with diabetes shall be permitted to test their own blood glucose level and to otherwise provide diabetes self-care in the classroom, in any area of the Charter School or Charter School grounds, during any Charter School-related activity, and, upon specific request by a parent or guardian, in a private location.

Designated staff shall establish emergency procedures for specific medical conditions that require an immediate response (i.e. allergies, asthma, diabetes).

C. Response to an Opioid Overdose

Charter School provides Charter School personnel with voluntary emergency medical training on the administration of opioid antagonists to students exhibiting potentially life-threatening symptoms, or reasonably believed to be suffering, from an opioid overdose at school or a school activity. Charter School will ensure staff properly store, maintain, and restock opioid antagonists as needed.

Training shall include all of the following:

- Techniques for recognizing symptoms of an opioid overdose.
- Standards and procedures for the storage, restocking, and emergency use of naloxone hydrochloride or another opioid antagonist.
- Basic emergency follow-up procedures, including, but not limited to, a requirement for the school or charter school administrator or, if the administrator is not available, another school staff member to call the emergency 911 telephone number and to contact the student's parent(s)/guardian(s).
- Recommendations on the necessity of instruction and certification in cardiopulmonary resuscitation.
- Written materials covering the information required pursuant to the training.

The ~~Executive Director~~ Deputy Superintendent School Services shall distribute an annual notice to all staff regarding volunteering for training to administer opioid antagonists and a volunteer's right to rescind their offer to volunteer.

~~C-D.~~ Response to a Seizure, Seizure Disorder or Epilepsy

Upon receipt of a request by a parent/guardian to administer anti-seizure medication when a student is suffering from a seizure, the Charter School may designate one or more volunteers to receive training to administer the anti-seizure medication. The Charter School may allow non-medical personnel to volunteer to provide medical assistance to students who are diagnosed with seizures, a seizure disorder, or epilepsy if the Charter School does not have a credentialed nurse or other licensed nurse on site. Charter School's volunteer personnel shall provide this emergency care in accordance with standards established herein and the performance instructions set forth by the licensed health care provider of the student. A Charter School employee who does not volunteer or who has not been trained pursuant to this Policy may not be required to provide emergency medical assistance. Volunteer employees are not providing this emergency medical care for compensation, notwithstanding that the employee is a paid public employee. Upon receipt of the parent/guardian's request, the Charter School shall notify the parent/guardian that their child may qualify for services or accommodations under the Section 504 plan or an individualized education program ("IEP"), assist the parent/guardian with the exploration of that option, and encourage the parent/guardian to adopt that option if it is determined that the child is eligible for a Section 504 plan or an IEP. The Charter School shall obtain a signed notice verifying the parent/guardian was provided this information and has the right to request a Section 504 Plan or IEP at any time. Additionally, if the Charter School does not have any volunteers, then Charter School shall notify the parent/guardian of the student's right to be assessed for a Section 504 plan or an IEP.

Prior to administering emergency anti-seizure medication, Charter School shall obtain annually a signed seizure action plan from the parent/guardian, that includes the parent/guardian's authorization, in writing for the medication to be administered to the student at school by a non-medical professional who has received training, and a copy of a statement, in writing, from the student's health care provider that includes all of the following information:

- The student's name, the name and purpose of the medication, its prescribed dosage, method of administration and the frequency with which the medication may be administered;
- Detailed seizure symptoms, including frequency, type, or length of seizures that identify when the administration of an emergency anti-seizure medication becomes necessary;
- The circumstances under which the medication may be administered;
- Any potential adverse responses by the student and recommended mitigation actions, including when to call emergency services, including the emergency 911 telephone number;
- A protocol for observing the student after a seizure, including, but not limited to, whether the student should rest in the school office, whether the student may return to class, and the length of time they should be under direct observation; and
- How and where the emergency anti-seizure medication will be stored at the school.

This plan shall be distributed to any Charter School personnel or volunteers responsible for the supervision or care of the student if the parent/guardian consents in writing and will be kept in a confidential file in the nurse or Executive Director or designee's office, as applicable.

Training will occur upon volunteering and thereafter annually at no cost to the employee and will occur during regular working hours. Training will be conducted by an authorized health care professional, all training will align with any minimum standards established by the California Department of Education ("CDE"), and will include:

1. Recognition of the signs and symptoms of seizures and the appropriate steps to be taken to respond to those symptoms;
2. Administration, or assisting with the self-administration of, an emergency anti-seizure medication, or a medication or therapy prescribed to treat the symptoms of seizures, seizure disorders, or epilepsy, including manual vagus nerve stimulation; and
3. Basic emergency follow-up procedures.

Any written materials used in the training shall be retained by the Charter School. Charter School shall ensure that each employee who volunteers to administer anti-seizure medication in good faith will be provided defense and indemnification by Charter School for any and all civil liability barring gross negligence, or willful or wanton misconduct, and this information shall be reduced to writing, provided to the volunteer, and retained in the volunteer's personnel file.

Upon receipt of a parent/guardian's request to administer anti-seizure medication, Charter School shall distribute a notice at least once but no more than two times per school year to all staff that includes all of the following information:

- A description of the volunteer request stating that the request is for volunteers to be trained to recognize and respond to seizures, including training to administer emergency anti-seizure medication to a student diagnosed with seizures, a seizure disorder, or epilepsy if the student is suffering from a seizure;
- A description of the training that the volunteer will receive;
- The right of an employee to rescind their offer to volunteer; and
- A statement that there will be no retaliation against any individual for rescinding the individual's offer to volunteer, including after receiving training.

If a volunteer rescinds the volunteer's offer to volunteer or is no longer able to act as a volunteer for any reason, or if the placement of a student changes and the student no longer has access to a trained volunteer, an additional two notices per school year may be distributed to all staff.

Upon administration of anti-seizure emergency medication by a volunteer employee, the Charter School's nurse shall be notified. If the Charter School does not employ a nurse, Charter School's Executive Director or designee shall be notified.

Storage and Record Keeping

- All medication will be kept in a secure and appropriate storage location and administered per an authorized health care provider's instructions by appropriately designated staff.
- Designated staff shall keep records of medication administered at Charter School. The medication log may include the following:
 - a. Student's name.
 - b. Name of medication the student is required to take.
 - c. Dose of medication.
 - d. Method by which the student is required to take the medication.
 - e. Time the medication is to be taken during the regular school day.
 - f. Date(s) on which the student is required to take the medication.
 - g. Authorized health care provider's name and contact information.
 - h. A space for daily recording of medication administration to the student or otherwise assisting the student in administration of the medication, such as date, time, amount, and signature of the individual administering the medication or otherwise assisting in administration of the medication.
- Designated staff shall return all surplus, discontinued, or outdated medication to the parent/guardian upon completion of the regimen or prior to extended holidays. If the medication cannot be returned, it will be disposed of at the end of the school year.

For more information on how to obtain and complete an Administration of Medications Form, or to review our complete Administration of Medications Policy, please see the school website.

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Participation Report: All Students Month 2: 07/31/2023 - 08/25/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	580	526	75.8%	83.9%	99.7%	99.5%
Totals July/August 2022	460	423	73.0%	75.9%	94.5%	94.1%
Variance:	120	103	2.8%	8.0%	5.2%	5.4%

*Total Served does not include NPS/SWD Follow-Up students

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
SD	KM	KM1		40	35	73.3%	79.9%	96.7%	93.4%
SD	KM	KM2		40	42	89.1%	94.1%	100.0%	99.9%
SD	LJ	LJ1		40	37	78.1%	89.7%	100.0%	100.0%
SD	LJ	LJ2		40	41	71.1%	88.5%	100.0%	100.0%
SD	MV	MV1		40	34	71.8%	86.7%	100.0%	100.0%
SD	MV	MV2		40	38	77.0%	84.0%	99.0%	99.3%
SD	PB	PB2		40	41	85.1%	94.2%	100.0%	100.0%
SD	PB	PB3		40	39	70.8%	80.1%	100.0%	100.0%
SD	TSK5	TSK5-1		25	11	43.0%	45.1%	100.0%	100.0%
SD	TSK5	TSK5-2		25	15	54.4%	55.6%	100.0%	100.0%
SD	TSK5	TSK5-3		25	23	78.6%	77.3%	100.0%	100.0%
SD	TSK5	TSK5-4		25	19	64.0%	65.9%	100.0%	100.0%
SD	VT1	VT1		40	37	84.0%	91.3%	100.0%	100.0%
SD	VT2	VT2		40	38	81.8%	91.9%	100.0%	100.0%
SD	VT3	VT3		40	40	89.8%	94.7%	100.0%	100.0%
SD	VT4	VT4		40	36	77.8%	88.8%	100.0%	100.0%



Participation Report: All Students Month 3: 08/28/2023 - 09/22/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	580	402	64.5%	77.8%	98.9%	99.3%
Totals August/September 2022	540	296	45.0%	74.4%	95.9%	94.5%
Variance:	40	106	19.5%	3.4%	3.0%	4.8%

*Total Served does not include NPS/SWD Follow-Up students

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
SD	KM	KM1		40	28	62.5%	74.4%	91.1%	92.8%
SD	KM	KM2		40	27	63.8%	84.5%	100.0%	99.9%
SD	LJ	LJ1		40	21	51.7%	77.7%	100.0%	100.0%
SD	LJ	LJ2		40	25	59.3%	79.3%	100.0%	100.0%
SD	MV	MV1		40	28	66.1%	80.2%	100.0%	100.0%
SD	MV	MV2		40	28	64.3%	77.8%	97.7%	98.9%
SD	PB	PB2		40	24	54.9%	81.8%	100.0%	100.0%
SD	PB	PB3		40	24	55.4%	72.3%	100.0%	100.0%
SD	TSK5	TSK5-1		25	14	49.3%	46.5%	100.0%	100.0%
SD	TSK5	TSK5-2		25	21	79.1%	63.0%	100.0%	100.0%
SD	TSK5	TSK5-3		25	24	90.2%	81.4%	100.0%	100.0%
SD	TSK5	TSK5-4		25	23	90.2%	73.6%	100.0%	100.0%
SD	VT1	VT1		40	28	67.5%	83.8%	96.4%	99.1%
SD	VT2	VT2		40	27	65.0%	83.4%	100.0%	100.0%
SD	VT3	VT3		40	33	76.5%	88.9%	100.0%	100.0%
SD	VT4	VT4		40	27	54.7%	78.1%	100.0%	100.0%



Participation Report: All Students Month 4: 09/25/2023 - 10/20/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	580	411	67.5%	75.1%	98.0%	99.0%
Totals September/October 2022	540	316	53.6%	68.1%	95.9%	94.9%
Variance:	40	95	13.9%	7.0%	2.1%	4.1%

*Total Served does not include NPS/SWD Follow-Up students

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
SD	KM	KM1		40	31	70.1%	73.3%	94.1%	93.1%
SD	KM	KM2		40	29	70.8%	80.9%	100.0%	99.9%
SD	LJ	LJ1		40	23	53.5%	71.4%	100.0%	100.0%
SD	LJ	LJ2		40	25	61.9%	74.7%	100.0%	100.0%
SD	MV	MV1		40	27	62.4%	75.6%	92.4%	98.3%
SD	MV	MV2		40	27	62.4%	73.8%	94.5%	97.9%
SD	PB	PB2		40	22	51.3%	73.8%	100.0%	100.0%
SD	PB	PB3		40	24	59.3%	68.9%	100.0%	100.0%
SD	TSK5	TSK5-1		25	17	64.2%	51.1%	100.0%	100.0%
SD	TSK5	TSK5-2		25	21	82.8%	68.2%	100.0%	100.0%
SD	TSK5	TSK5-3		25	23	90.6%	83.8%	100.0%	100.0%
SD	TSK5	TSK5-4		25	24	91.8%	78.3%	100.0%	100.0%
SD	VT1	VT1		40	29	68.8%	79.9%	96.5%	98.5%
SD	VT2	VT2		40	27	65.5%	78.7%	100.0%	100.0%
SD	VT3	VT3		40	34	82.3%	87.2%	97.6%	99.4%
SD	VT4	VT4		40	28	65.0%	74.7%	96.3%	99.1%

Participation Report: All Students
Month 2: 07/31/2023 - 08/25/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	1,840	1,794	76.5%	83.7%	92.8%	93.9%
Totals July/August 2022	1,920	1,708	73.4%	76.0%	90.6%	90.7%
Variance:	-80	86	3.1%	7.7%	2.2%	3.2%

*Total Served does not include NPS/SWD Follow-Up students

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
C	CO	CO1		40	42	89.9%	92.4%	90.8%	90.8%
C	CO	CO2		40	36	77.9%	86.5%	97.2%	96.0%
C	CO	CO3		40	42	88.8%	92.2%	93.4%	93.5%
C	CO	CO4		40	46	90.3%	98.0%	87.8%	93.9%
C	CO	CO5		40	44	99.0%	98.6%	96.9%	97.2%
C	EU	EU1		40	44	88.6%	94.9%	91.0%	93.8%
C	EU	EU2		40	42	86.1%	92.4%	97.7%	98.4%
C	EU	EU3		40	43	93.3%	99.0%	96.8%	97.2%
C	EU	EU4		40	44	93.8%	93.5%	92.6%	93.0%
C	NG	NG1		40	43	87.6%	90.4%	94.6%	95.5%
C	NG	NG3		40	44	91.0%	93.6%	87.9%	89.7%
C	NG	NG4		40	41	89.0%	92.8%	91.0%	92.5%
C	WM	WM1		40	39	82.4%	86.8%	93.2%	95.3%
C	WM	WM2		40	40	82.4%	89.0%	91.1%	92.8%
C	WM	WM3		40	44	83.6%	89.0%	94.0%	95.6%
C	WM	WM4		40	42	88.3%	94.6%	93.4%	95.0%
Central Totals:			16	640	676	88.2%	92.7%	93.0%	94.3%

Participation Report: All Students
Month 2: 07/31/2023 - 08/25/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	1,840	1,794	76.5%	83.7%	92.8%	93.9%
Totals July/August 2022	1,920	1,708	73.4%	76.0%	90.6%	90.7%
Variance:	-80	86	3.1%	7.7%	2.2%	3.2%

**Total Served does not include NPS/SWD Follow-Up students*

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
E	LKM	LKM1		40	51	82.8%	97.0%	98.8%	99.2%
E	LKM	LKM2		40	37	73.4%	79.0%	91.4%	90.7%
E	LKM	LKM3		40	29	59.8%	57.9%	89.0%	90.5%
E	LKM	LKM4		40	39	80.9%	77.4%	93.9%	94.1%
E	LKM	LKM5		40	34	73.4%	85.0%	90.9%	92.1%
E	LKM	MM1		40	36	60.0%	71.1%	85.3%	88.2%
E	LKM	MM2		40	28	58.6%	61.4%	95.5%	94.2%
E	LKM	MM3		40	39	67.5%	79.6%	98.0%	97.5%
E	MM	MM4		40	37	71.3%	76.7%	95.0%	93.3%
E	MM	MM5		40	34	51.1%	67.1%	100.0%	96.2%
E	MM	SR1		40	38	75.0%	80.9%	88.4%	89.4%
E	MM	SR2		40	42	83.9%	92.6%	98.1%	97.0%
E	SR	SR3		40	41	84.6%	93.3%	97.3%	97.8%
E	SR	SR4		40	24	23.6%	61.2%	100.0%	99.5%
E	SR	TS1		40	41	72.9%	79.4%	86.4%	89.8%
E	TS	TS2		40	43	79.3%	82.9%	89.3%	91.2%
East Totals:				640	593	68.6%	77.6%	93.1%	93.8%

Participation Report: All Students
Month 2: 07/31/2023 - 08/25/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	1,840	1,794	76.5%	83.7%	92.8%	93.9%
Totals July/August 2022	1,920	1,708	73.4%	76.0%	90.6%	90.7%
Variance:	-80	86	3.1%	7.7%	2.2%	3.2%

**Total Served does not include NPS/SWD Follow-Up students*

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
W	CL	CL1		40	40	76.6%	84.9%	94.9%	93.4%
W	CL	CL2		40	39	80.0%	85.8%	93.4%	95.5%
W	CL	CL3		40	34	50.3%	64.8%	84.8%	89.4%
W	DT	DT1		40	35	75.5%	88.4%	99.2%	96.4%
W	NP	DT2		40	37	77.0%	82.2%	91.7%	90.7%
W	NP	NP1		40	35	65.6%	72.1%	94.8%	93.6%
W	NP	NP2		40	34	69.8%	79.3%	96.0%	96.4%
W	NP	NP3		40	43	79.9%	83.6%	90.3%	92.0%
W	NP	NP4		40	35	70.1%	74.8%	87.4%	90.0%
W	NP	PC1		40	37	78.0%	81.3%	96.9%	95.0%
W	NP	PC2		40	39	74.8%	87.4%	85.7%	91.2%
W	PL	PL1		40	41	80.5%	86.9%	92.9%	94.8%
W	PL	PL2		40	37	57.6%	69.8%	88.7%	93.4%
W	PL	PL3		40	39	72.6%	83.3%	94.3%	94.5%
West Totals:			14	560	525	72.0%	80.3%	92.3%	93.3%

Participation Report: All Students
Month 3: 08/28/2023 - 09/22/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	1,720	1,430	72.4%	83.0%	91.4%	93.2%
Totals August/September 2022	1,840	1,417	62.4%	73.6%	89.9%	90.5%
Variance:	-120	13	10.0%	9.4%	1.5%	2.7%

*Total Served does not include NPS/SWD Follow-Up students

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
C	CO	CO1		40	34	76.4%	87.4%	91.7%	91.0%
C	CO	CO2		40	35	78.9%	84.1%	94.7%	95.6%
C	CO	CO3		40	34	74.6%	86.7%	92.3%	93.2%
C	CO	CO4		40	35	75.0%	90.7%	94.4%	94.0%
C	CO	CO5		40	41	97.9%	98.4%	95.8%	96.8%
C	EU	EU1		40	36	76.8%	89.2%	88.8%	92.4%
C	EU	EU2		40	35	77.6%	87.8%	93.9%	97.1%
C	EU	EU3		40	34	78.1%	92.4%	96.1%	96.9%
C	EU	EU4		40	38	82.1%	89.9%	91.2%	92.5%
C	NG	NG1		40	39	87.8%	89.6%	92.7%	94.6%
C	NG	NG3		40	43	86.9%	91.5%	86.2%	88.6%
C	NG	NG4		40	43	93.5%	93.0%	92.2%	92.4%
C	WM	WM1		40	31	69.0%	81.2%	91.4%	94.2%
C	WM	WM2		40	33	72.4%	83.8%	92.9%	92.9%
C	WM	WM3		40	33	73.8%	84.2%	94.0%	95.1%
C	WM	WM4		40	34	72.5%	87.6%	88.9%	93.4%
Central Totals:			16	640	578	79.6%	88.6%	92.3%	93.7%

Participation Report: All Students
Month 3: 08/28/2023 - 09/22/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	1,720	1,430	72.4%	83.0%	91.4%	93.2%
Totals August/September 2022	1,840	1,417	62.4%	73.6%	89.9%	90.5%
Variance:	-120	13	10.0%	9.4%	1.5%	2.7%

*Total Served does not include NPS/SWD Follow-Up students

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
E	LKM	LKM1		40	27	61.8%	85.9%	97.4%	98.8%
E	LKM	LKM2		40	28	62.2%	73.7%	89.4%	90.4%
E	LKM	LKM3		40	27	55.1%	55.1%	84.1%	84.1%
E	LKM	LKM4		40	36	79.4%	78.0%	89.8%	92.7%
E	LKM	LKM5		40	34	75.3%	81.9%	90.3%	91.6%
E	LKM	MM1		40	38	75.8%	72.6%	84.8%	87.1%
E	LKM	MM2		40	30	67.2%	63.2%	94.9%	94.4%
E	LKM	MM3		40	38	83.8%	80.9%	92.3%	95.7%
E	MM	SR1		40	23	53.6%	72.3%	94.4%	90.5%
E	MM	SR2		40	34	78.6%	88.2%	99.0%	97.5%
E	SR	SR3		40	28	64.7%	84.3%	98.1%	97.9%
E	SR	TS1		40	36	70.1%	68.0%	84.6%	92.1%
E	TS	TS2		40	40	87.6%	84.4%	89.6%	90.7%
East Totals:			13	520	419	70.4%	80.2%	91.1%	93.1%

Participation Report: All Students
Month 3: 08/28/2023 - 09/22/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	1,720	1,430	72.4%	83.0%	91.4%	93.2%
Totals August/September 2022	1,840	1,417	62.4%	73.6%	89.9%	90.5%
Variance:	-120	13	10.0%	9.4%	1.5%	2.7%

*Total Served does not include NPS/SWD Follow-Up students

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
W	CL	CL1		40	32	67.9%	67.9%	91.1%	91.1%
W	CL	CL2		40	29	60.7%	77.9%	84.7%	92.6%
W	CL	CL3		40	28	57.4%	62.5%	86.6%	88.6%
W	DT	DT1		40	26	57.5%	78.6%	96.7%	96.4%
W	NP	DT2		40	30	66.4%	77.2%	89.5%	90.4%
W	NP	NP1		40	31	64.6%	69.7%	94.7%	93.9%
W	NP	NP2		40	33	76.0%	78.2%	95.8%	96.2%
W	NP	NP3		40	39	87.2%	84.7%	90.5%	91.5%
W	NP	NP4		40	31	59.9%	70.1%	86.7%	89.1%
W	NP	PC1		40	31	62.6%	75.4%	92.2%	94.2%
W	NP	PC2		40	38	81.5%	85.5%	88.0%	90.2%
W	PL	PL1		40	32	67.2%	80.7%	85.5%	92.1%
W	PL	PL2		40	27	59.4%	66.5%	91.6%	92.9%
W	PL	PL3		40	26	56.0%	74.7%	96.0%	94.8%
West Totals:			14	560	433	66.0%	79.7%	90.5%	92.5%

Participation Report: All Students
Month 4: 09/25/2023 - 10/20/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	1,720	1,485	76.2%	81.2%	90.9%	92.6%
Totals September/October 2022	1,840	1,444	67.6%	71.9%	89.0%	90.1%
Variance:	-120	41	8.6%	9.3%	1.9%	2.5%

**Total Served does not include NPS/SWD Follow-Up students*

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
C	CO	CO1		40	35	70.0%	82.9%	87.0%	90.1%
C	CO	CO2		40	34	81.1%	83.3%	95.4%	95.6%
C	CO	CO3		40	35	79.1%	84.7%	92.7%	93.0%
C	CO	CO4		40	36	84.0%	89.0%	95.7%	94.4%
C	CO	CO5		40	39	86.6%	95.3%	95.2%	96.4%
C	EU	EU1		40	37	80.9%	87.0%	87.8%	91.2%
C	EU	EU2		40	36	84.4%	86.9%	96.3%	96.9%
C	EU	EU3		40	39	91.4%	92.1%	97.3%	97.0%
C	EU	EU4		40	40	90.4%	90.0%	92.6%	92.5%
C	NG	NG1		40	43	92.5%	90.4%	89.7%	93.3%
C	NG	NG3		40	44	94.0%	92.1%	86.2%	88.0%
C	NG	NG4		40	43	95.4%	93.6%	89.6%	91.6%
C	WM	WM1		40	35	72.9%	79.0%	92.1%	93.7%
C	WM	WM2		40	36	82.0%	83.3%	93.4%	93.0%
C	WM	WM3		40	34	76.3%	82.1%	91.2%	94.2%
C	WM	WM4		40	34	74.0%	84.1%	87.4%	91.9%
Central Totals:			16	640	600	83.4%	87.2%	91.8%	93.2%

Participation Report: All Students
Month 4: 09/25/2023 - 10/20/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	1,720	1,485	76.2%	81.2%	90.9%	92.6%
Totals September/October 2022	1,840	1,444	67.6%	71.9%	89.0%	90.1%
Variance:	-120	41	8.6%	9.3%	1.9%	2.5%

**Total Served does not include NPS/SWD Follow-Up students*

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
E	LKM	LKM1		40	28	68.1%	81.3%	98.9%	98.8%
E	LKM	LKM2		40	32	71.9%	73.2%	91.7%	90.7%
E	LKM	LKM3		40	25	42.1%	48.3%	70.2%	77.1%
E	LKM	LKM4		40	35	77.3%	77.8%	88.3%	91.5%
E	LKM	LKM5		40	36	81.3%	81.8%	90.3%	91.2%
E	LKM	MM1		40	38	78.1%	74.0%	84.8%	86.4%
E	LKM	MM2		40	31	68.1%	64.5%	92.1%	93.8%
E	LKM	MM3		40	38	87.9%	82.7%	92.5%	94.8%
E	MM	SR1		40	25	55.3%	67.9%	90.9%	90.6%
E	MM	SR2		40	34	80.6%	86.2%	95.0%	96.9%
E	SR	SR3		40	27	63.8%	78.9%	94.4%	97.2%
E	SR	TS1		40	39	79.9%	71.1%	84.5%	89.8%
E	TS	TS2		40	45	88.9%	85.6%	87.8%	89.9%
East Totals:			13	520	433	72.5%	78.1%	89.4%	92.2%

Participation Report: All Students
Month 4: 09/25/2023 - 10/20/2023

POC: Participation on Capacity

POE: Participation on Enrollment

	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
Schoolwide Totals:	1,720	1,485	76.2%	81.2%	90.9%	92.6%
Totals September/October 2022	1,840	1,444	67.6%	71.9%	89.0%	90.1%
Variance:	-120	41	8.6%	9.3%	1.9%	2.5%

*Total Served does not include NPS/SWD Follow-Up students

All Students									
Reg	RC	IRC	Teacher	Capacity	Total Served*	POC	Cumulative POC	POE	Cumulative POE
W	CL	CL1		40	35	75.1%	71.7%	89.4%	90.2%
W	CL	CL2		40	31	66.0%	74.8%	88.3%	91.6%
W	CL	CL3		40	30	67.0%	63.6%	91.2%	89.3%
W	DT	DT1		40	28	66.0%	75.4%	97.2%	96.6%
W	NP	DT2		40	32	67.1%	74.6%	87.5%	89.7%
W	NP	NP1		40	34	76.0%	71.4%	91.6%	93.3%
W	NP	NP2		40	33	77.9%	78.1%	96.9%	96.4%
W	NP	NP3		40	39	87.0%	85.3%	91.2%	91.4%
W	NP	NP4		40	37	81.3%	73.0%	91.2%	89.7%
W	NP	PC1		40	34	73.9%	75.0%	88.7%	92.8%
W	NP	PC2		40	38	82.4%	84.7%	88.6%	89.8%
W	PL	PL1		40	29	64.3%	76.4%	91.1%	91.9%
W	PL	PL2		40	27	61.1%	65.1%	93.7%	93.1%
W	PL	PL3		40	25	55.5%	69.7%	90.8%	94.0%
West Totals:				560	452	71.5%	77.5%	91.1%	92.2%

Charter School First Interim Report									
Charter School Name: Audeo Charter School		FY 2023-2024						Financial Accounting Department	
CDS #: 37-68338-3731395		For the Period July 1, 2023 through October 31, 2023						Charter Schools Accounting Office	
Charter Approving Entity: San Diego Unified School District		Accrual Basis						Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)	
County: San Diego								Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)	
SBE Charter #: 406									
Has board approved a revised budget? (check box below)									
<input type="checkbox"/> No.									
<input checked="" type="checkbox"/> Yes. (Enter board approved revision date below)									
Revised Date: 12/7/2023						(A + C)	(B + D)	(E + H)	(G - E)
						E	F	G	H
Description	Object Code	Unrestricted Budget	Unrestricted Actuals through 10/31/23	Restricted Budget	Restricted Actuals through 10/31/23	Total Budget	Total Actuals through 10/31/23	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
A. REVENUES (8000-8799)									
1. Local Control Funding Formula (LCFF) Sources - (8011-8097)									
LCFF State Aid - Current Year (CY) (Res 0000)	8011	2,645,358	575,630			2,645,358	575,630	2,645,358	-
Education Protection Account State Aid (EPA) - CY (Res 1400)	8012	106,110	20,792			106,110	20,792	106,110	-
State Aid - Prior Years (LCFF State Aid and EPA) (Res 0000 and Res 1400)	8019	-	-			-	-	-	-
Transfers to Charter Schools In Lieu of Property Taxes - CY & PY (Res 0000)	8096	4,406,324	897,923			4,406,324	897,923	4,406,324	-
Other LCFF Transfers	8091, 8097	-	-	-	-	-	-	-	-
Total, LCFF Sources		7,157,792	1,494,345	-	-	7,157,792	1,494,345	7,157,792	-
2. Federal Revenues (8100-8299)									
ESEA (ESSA), Title I, Part A, Basic Grants Low-Income and Neglected (Res 3010)	8290			129,743	-	129,743	-	129,743	-
ESEA (ESSA): Title II, Part A, Improving Teacher Quality Program (Res 4035)	8290			9,466	-	9,466	-	9,466	-
ESEA (ESSA): Title III, Limited English Proficient Student Program (Res 4203)	8290			2,353	16	2,353	16	2,353	-
ESEA (ESSA): Title III, Immigrant Education Program (Res 4201)	8290			-	-	-	-	-	-
ESEA (ESSA): Title IV, 21st Century Learning Communities (Res 4124)	8290			-	-	-	-	-	-
ESEA (ESSA): Title IV, Part A, Student Support and Academic Enrichment Grants (Res 4127)	8290			11,273	-	11,273	-	11,273	-
ESSA: Title V, Part B, Public Charter Schools Grant Program (Res 4610)	8290			-	-	-	-	-	-
Fed SpEd, IDEA Basic Local Assistance Entitlement, Part B, Sec 611 (Res 3310)	8181			40,170	-	40,170	-	40,170	-
Fed Sp Ed, IDEA Mental Health Allocation Plan, Part B, Sec 611 (Res 3327)	8182			-	-	-	-	-	-
Child Nutrition - Federal (NSLP) (Res 5310 and others)	8220			-	-	-	-	-	-
Maintenance and Operations (Public Law 81-874) (Res 0000)	8110	-	-			-	-	-	-
Other Federal Revenues (All other resources not reported separately)	8100-8299	31,159	30,100	185,541	183	216,700	30,283	216,700	-
Total - Federal Revenues		31,159	30,100	378,546	199	409,705	30,299	409,705	-
3. Other State Revenues (8300-8599)									
State Special Education (Res 6500)	8792			470,810	143,400	470,810	143,400	470,810	-
State Special Education Mental Health Services (Res 6512)	8590			42,932	9,420	42,932	9,420	42,932	-
Mandate Block Grant (Res 0000)	8550	18,322	-			18,322	-	18,322	-
After School Education and Safety (ASES) (Res 6010)	8677, 8590			-	-	-	-	-	-
Common Core Standards Implementation (Res 7405)	8590			-	-	-	-	-	-
Charter School Facility Grant Program (SB 740) (Res 6030)	8590			-	-	-	-	-	-
COVID-19 LEA Response Funds (SB 117) (Res 7388)	8590			-	-	-	-	-	-
Lottery, Unrestricted (Res 1100)	8560	94,204	-			94,204	-	94,204	-
Lottery, Restricted - Prop 20 (Res 6300)	8560			37,127	1,465	37,127	1,465	37,127	-
Proposition 39 - California Clean Energy Jobs Act (Res 6230)	8590			-	-	-	-	-	-
Other State Revenues (All other resources not reported separately)	8300-8599	-	-	375,059	-	375,059	-	375,059	-
Total - Other State Revenues		112,526	-	925,928	154,285	1,038,454	154,285	1,038,454	-
4. Local Revenue (8600-8799)									
All Local Revenues	8600-8799	82,993	68,287	4,000	-	86,993	68,287	86,993	-
Total - Local Revenues		82,993	68,287	4,000	-	86,993	68,287	86,993	-
5. TOTAL REVENUES		7,384,470	1,592,732	1,308,474	154,484	8,692,944	1,747,216	8,692,944	-
B. EXPENDITURES AND OTHER OUTGO (1000-7499)									
1. Certificated Salaries									
Teachers' Salaries	1100	1,760,297	578,013	756,616	244,314	2,516,913	822,327	2,516,913	-
Pupil Support Salaries	1200	175,545	57,113	67,129	22,313	242,674	79,426	242,674	-
Supervisors' and Administrators' Salaries	1300	194,267	65,400	58,852	18,973	253,119	84,373	253,119	-
Other Certificated Salaries	1900	43,848	-	48,194	15,120	92,042	15,120	92,042	-
Total, Certificated Salaries		2,173,957	700,526	930,791	300,720	3,104,748	1,001,246	3,104,748	-

<div><div><div>Charter School Name: Audeo Charter School</div><div>CDS #: 37-68338-3731395</div><div>Charter Approving Entity: San Diego Unified School District</div><div>County: San Diego</div><div>SBE Charter #: 406</div></div><div><div>Charter School First Interim Report</div><div>FY 2023-2024</div><div>For the Period July 1, 2023 through October 31, 2023</div><div>Accrual Basis</div></div><div><div>Financial Accounting Department</div><div>Charter Schools Accounting Office</div><div>Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)</div><div>Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)</div></div></div>									
<div>Has board approved a revised budget? (check box below)</div> <div><div><input type="checkbox"/> No.</div><div><input checked="" type="checkbox"/> Yes. (Enter board approved revision date below)</div></div> <div>Revised Date: 12/7/2023</div>									
		A	B	C	D	(A + C) E	(B + D) F	(E + H) G	(G - E) H
Description	Object Code	Unrestricted Budget	Unrestricted Actuals through 10/31/23	Restricted Budget	Restricted Actuals through 10/31/23	Total Budget	Total Actuals through 10/31/23	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
2. Classified Salaries									-
Instructional Salaries	2100	55,439	4,183	-	-	55,439	4,183	55,439	-
Support Salaries	2200	8,609	3,526	1,866	412	10,475	3,937	10,475	-
Supervisors' and Administrators' Salaries	2300	107,216	36,240	2,141	714	109,357	36,954	109,357	-
Clerical and Office Salaries	2400	309,327	111,503	1,291	540	310,618	112,042	310,618	-
Other Classified Salaries	2900	9,830	3,277	-	-	9,830	3,277	9,830	-
Total, Classified Salaries		490,421	158,728	5,298	1,665	495,719	160,393	495,719	-
3. Employee Benefits									-
STRS	3101-3102	422,448	135,909	177,294	57,574	599,742	193,483	599,742	-
PERS	3201-3202	124,500	37,721	1,195	254	125,695	37,975	125,695	-
OASDI/Medicare (Social Security)	3301-3302	66,468	21,642	15,384	4,462	81,852	26,104	81,852	-
Health and Welfare Benefits	3401-3402	607,208	202,422	212,598	72,394	819,806	274,815	819,806	-
Unemployment Insurance	3501-3502	1,332	430	468	151	1,800	581	1,800	-
Workers' Compensation Insurance	3601-3602	28,786	9,336	10,178	3,288	38,964	12,624	38,964	-
OPEB, Allocated	3701-3702	-	-	-	-	-	-	-	-
OPEB, Active Employees	3751-3752	-	-	-	-	-	-	-	-
Other Employee Benefits	3901-3902	-	-	-	-	-	-	-	-
Total, Employee Benefits		1,250,742	407,459	417,117	138,123	1,667,859	545,582	1,667,859	-
4. Books and Supplies									-
Approved Textbooks and Core Curricula Materials	4100	20,900	-	3,257	1,757	24,157	1,757	24,157	-
Books and Other Reference Materials	4200	14,205	2,005	10,633	10,633	24,838	12,638	24,838	-
Materials and Supplies	4300	112,092	66,181	45,784	37,495	157,876	103,676	157,876	-
Non-capitalized Equipment	4400	256,854	854	-	-	256,854	854	256,854	-
Food (Food used in food-service activities for which the purpose is nutrition)	4700	11,229	1,829	-	-	11,229	1,829	11,229	-
Total, Books and Supplies		415,280	70,870	59,674	49,884	474,954	120,754	474,954	-
5. Services and Other Operating Expenditures									-
Subagreements for Services	5100	-	-	-	-	-	-	-	-
Travel and Conferences	5200	51,888	10,921	11,970	8,138	63,858	19,059	63,858	-
Dues and Memberships	5300	11,685	5,085	4,900	-	16,585	5,085	16,585	-
Insurance	5400	42,723	38,422	60	60	42,783	38,483	42,783	-
Operations and Housekeeping Services	5500	363,427	84,527	-	-	363,427	84,527	363,427	-
Rentals,Leases,Repairs,and Noncapitalized Improvements	5600	365,866	97,884	2,000	865	367,866	98,748	367,866	-
Transfer of Direct Costs (MUST net to zero)	5700	-	-	-	-	-	-	-	-
Prof/Consulting Svcs and Operating Expend (Include District Oversight)	5800	963,101	206,786	542,342	80,081	1,505,443	286,868	1,505,443	-
Communications	5900	32,433	4,233	2,331	2,331	34,764	6,564	34,764	-
Total, Services and Other Operating Expenditures		1,831,122	447,858	563,604	91,475	2,394,726	539,333	2,394,726	-
6. Capital Outlay									-
Depreciation Expense (See Sections G.9 & F.2.a)	6900	206,208	70,751	-	-	206,208	70,751	206,208	-
Total, Capital Outlay		206,208	70,751	-	-	206,208	70,751	206,208	-
7. Other Outgo									-
Tuition to Other Schools (Include contribution to unfunded cost of Sp Ed.)	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	-	-	-	-	-	-	-	-
Transfers of Indirect Costs (MUST net to zero)	7300-7399	(13,730)	-	13,730	-	-	-	-	-
Debt Service - Interest	7430-7439	1,012	-	-	-	1,012	-	1,012	-
Debt Service - Principal (FOR MODIFIED ACCRUAL BASIS ONLY)	7439	-	-	-	-	-	-	-	-
Total, Other Outgo		(12,718)	-	13,730	-	1,012	-	1,012	-
8. TOTAL EXPENDITURES		6,355,013	1,856,191	1,990,213	581,867	8,345,226	2,438,058	8,345,226	-
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		1,029,457	(263,459)	(681,739)	(427,383)	347,718	(690,842)	347,718	

Charter School First Interim Report									
Charter School Name: Audeo Charter School		FY 2023-2024				Financial Accounting Department			
CDS #: 37-68338-3731395		For the Period July 1, 2023 through October 31, 2023				Charter Schools Accounting Office			
Charter Approving Entity: San Diego Unified School District		Accrual Basis				Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)			
County: San Diego						Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)			
SBE Charter #: 406									
Has board approved a revised budget? (check box below)									
<input type="checkbox"/> No.									
<input checked="" type="checkbox"/> Yes. (Enter board approved revision date below)									
Revised Date: 12/7/2023						(A + C)	(B + D)	(E + H)	(G - E)
						E	F	G	H
Description	Object Code	A	B	C	D	Total Budget	Total Actuals through 10/31/23	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
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)	8980-8999	(661,729)	-	661,729	-	-	-	-	
(Include contribution to the unfunded cost of Special Education)									
4. TOTAL OTHER FINANCING SOURCES/USES		(661,729)	-	661,729	-	-	-	-	
E. NET INCREASE (DECREASE) IN FUND BALANCE/NET POSITION (C + D.4.)		367,729	(263,459)	(20,011)	(427,383)	347,718	(690,842)	347,718	
F. FUND BALANCE/NET POSITION (Budget and Actuals MUST match) (F.1.a-b)									
1. Beginning Fund Balance/Net Position									
a. July 1 (MUST match EFB/Net Position of PY Unaudited Actuals, Section F.2)	9791	6,199,340	6,199,340	71,704	71,704	6,271,044	6,271,044	6,271,044	
b. Adjustments/Restatements	9793, 9795	-	-	-	-	-	-	-	
c. Adjusted Beginning Fund Balance/Net Position		6,199,340	6,199,340	71,704	71,704	6,271,044	6,271,044	6,271,044	
2. Projected Ending Fund Balance/Net Position, June 30 (E + F.1.c.)	See cell M128	6,567,069	5,935,881	51,693	(355,679)	6,618,762	5,580,202	6,618,762	
Components of Ending Net Position									
a. Net Investment in Capital Assets (See Sections B.6 and G.9)	9796		3,769,933		-		3,769,933		
b. Restricted Net Position	9797				(355,679)		(355,679)		
c. Unrestricted Net Position	9791		2,165,948		-		2,165,948		
G. ASSETS									
1. Cash									
In County Treasury	9110		979,086		1,236,817		2,215,903		
Fair Value Adjustment to Cash in County Treasury	9111		-		-		-		
In Banks	9120		1,618,340		(579,166)		1,039,174		
In Revolving Fund	9130		-		-		-		
With Fiscal Agent/Trustee	9135		25,000		-		25,000		
Collections Awaiting Deposit	9140		-		-		-		
2. Investments	9150		-		-		-		
3. Accounts Receivable	9200		-		16		16		
4. Due From Grantor Government	9290		4,091		303,535		307,626		
5. Due From Other Funds	9310		-		-		-		
6. Stores	9320		-		-		-		
7. Prepaid Expenditures (Expenses)	9330		20,371		4,871		25,242		
8. Other Current Assets	9340		25,097		-		25,097		
9. Capital Assets (See Sections B.6 & F.2.a)	9400-9489		3,769,933		-		3,769,933		
10. Total Assets			6,441,918		966,072		7,407,990		
H. DEFERRED OUTFLOWS OF RESOURCES									
1. Deferred Outflows of Resources	9490		-		-		-		
2. Total Deferred Outflows			-		-		-		

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<input type="checkbox"/> No.									
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Revised Date: 12/7/2023						(A + C)	(B + D)	(E + H)	(G - E)
		A	B	C	D	E	F	G	H
Description	Object Code	Unrestricted Budget	Unrestricted Actuals through 10/31/23	Restricted Budget	Restricted Actuals through 10/31/23	Total Budget	Total Actuals through 10/31/23	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
I. LIABILITIES									
1. Accounts Payable	9500		154,523		349		154,872		
2. Due to Grantor Government	9590		-		9,196		9,196		
3. Due to Other Funds	9610		-		-		-		
4. Current Loans	9640		22,724		-		22,724		
5. Deferred Revenue	9650		-		1,312,206		1,312,206		
6. Long-term Liabilities	9660-9669		328,790		-		328,790		
7. Total Liabilities			506,037		1,321,751		1,827,789		
J. DEFERRED INFLOWS OF RESOURCES									
1. Deferred Inflows of Resources	9690						-		
2. Total Deferred inflows of Resources			-		-		-		
K. ENDING FUND BALANCE/NET POSITION, October 31, 2023									
1. Ending Fund Balance/Net Position (G10+H2-I7-J2)			5,935,881		(355,679)		5,580,202		
(MUST agree with F.2)									

Altus Schools Audeo

Assumptions for the Revised Preliminary Operational Budget FY 2023-24

The Altus Schools Audeo (Audeo) is an independent study program. Audeo takes a very conservative approach in developing its financial planning.

A regular school or a comprehensive high school generates its major source of revenues from pupils' actual attendance or what is sometimes referred to as "Seat Time Attendance". As a condition of apportionment, every pupil must be scheduled to attend school for the statutory minimum days applicable to the grade level or program unless exempted.

Apportionment credit for independent study programs, like Audeo are based on the student's "product" or academic work, which is assessed by a competent credentialed certificated teacher. The teacher determines the time value of completed assignments or work products so that Average Daily Attendance (ADA) can be earned. Each student in the program is expected to work 175 instructional days per regular school year: 375 minutes per day and 65,625 minutes annually. Audeo is a year-round program and has adopted a multi-track calendar. Students may enroll and continue to earn academic credit all 12 months of the year. This design maximizes students' opportunities to catch up on their coursework.

The State of California implemented the **Local Control Funding Formula (LCFF)** in the 2013-14 school year to fund public schools, including charter schools. In the 2018-19 fiscal year, LCFF funding targets were achieved and future LCFF growth will be attributable to the application of the COLA plus augmentation to the base grant.

The LCFF formula for school districts and charter schools (LEAs) is composed of uniform base grants by grade span (K-3, 4-6, 7-8, 9-12) and includes additional funding for targeted students, as follows:

- * **Supplemental Grant** equal to 20 percent of the adjusted base grant multiplied by ADA and the unduplicated percentage of targeted disadvantaged pupils. Targeted pupils are those classified as English Language Learners, Free and Reduced Priced Meal eligible students, foster youth, or any combination of these factors (unduplicated count). The projected unduplicated pupil percentage for Audeo is 62.45%.
- * **Concentration Grant** equal to 65 percent of the adjusted base grant multiplied by ADA and the percentage of unduplicated pupils exceeding 55% of an LEA's enrollment. Concentration grants for charter schools are limited to the lesser of the charter school's unduplicated pupil percentage (UPP) or their local districts UPP.

As part of the LCFF, school districts, county offices of education and charter schools are required to develop and adopt a **Local Control and Accountability Plan (LCAP)** using a State Board adopted LCAP template. The LCAP can be a single-year or three-year plan, which is reviewed and updated annually. Charter schools may complete the LCAP to align

with the term of the charter school's budget, typically one year, which is submitted to the school's authorizer. All LEAs must complete the LCAP and the Annual Update Template each year.

State regulations require that the LCAP must include annual goals in eight specified areas. These eight annual goals are in alignment with the State goals.

1. Student Achievement
2. Student Engagement
3. Other Student Outcomes
4. School Climate
5. Parental Involvement
6. Basic Services
7. Implementation of Common Core
8. Course Access

BUDGET INFORMATION

Based on School Services of California (SSC) School District and Charter School Financial Projection Dartboard – 2023-24 May Revision, and the Fiscal Crisis and Management Assistance Team (FCMAT) LCFF Calculator, the rates below were used to build Audeo's Revised Preliminary Operational Budget.

Table 1:

Description	FY 2023-24
Grades K-3 Adjusted Base Grant	\$10,951
Grades 4-6 Adjusted Base Grant	\$10,069
Grades 7-8 Adjusted Base Grant	\$10,367
Grades 9-12 Adjusted Base Grant	\$12,327
Statutory Cost of Living Allowance (COLA)*	8.22%
Audeo's Unduplicated Pupil Percentage (Rolling Average)	62.45%
District's Unduplicated Pupil Percentage (SDUSD)	58.53%

Revenues were calculated based on the following enrollment and ADA projections:

Table 2:

Description	FY 2023-24 (Projected P-2)	FY 2022-23 (Actual P-2)	FY 2021-22 (Actual P-2)
P-2 Enrollment	558	452	325
CBEDS Enrollment	394	309	327
Students Served	950	767	794
ADA:			
Grade K-6	110.50	86.61	156.50
Grade 7-8	56.36	44.17	31.23
Grade 9-12	363.69	285.05	224.97
Total ADA	530.55	415.83	412.70

REVENUE PROJECTIONS

Table 3:

Description	FY 2023-24
LCFF Sources	\$7,157,792
Federal Revenues	409,705
State Revenues Other than LCFF	1,038,454
Local Revenues	86,993
Total Projected Revenues	\$8,692,944

- **In Lieu of Property Taxes** of \$8,305.20 per current year (CY) P-2 ADA is based on FY 2022-23 P-2 rate for San Diego Unified School District.
- **Education Protection Account (EPA)** is now a part of the LCFF Calculation. Proposition 30, *The Schools and Local Public Safety Act of 2012*, approved by the voters on November 6, 2012, and amended by Proposition 55 on November 8, 2016, brought about the creation of Education Protection Account. It was intended to minimize deeper cuts to school agencies and other state-supported programs in California. EPA is not an additional source of revenue. A corresponding reduction will be made equally to the school's general-purpose state aid funding for funds received through the EPA. The CDE will allocate EPA revenues on a quarterly basis through the 2030-31 fiscal year.
- **Lottery revenues** are allocated based on CY annual ADA adjusted by the statewide average excused absence factor of 1.04446. Since CY annual ADA is not available until after the fiscal year ends, lottery funding is initially allocated using the prior year's Annual ADA and adjusted in the subsequent fiscal year. Rates used are based on School Services of California's latest estimates: \$67 for Prop 20 (Lottery: Instructional Materials) and \$170 for Non-Prop 20 (Lottery: Unrestricted).
- **Federal Funds**

Titles I, II, III, and IV are based on the latest allocation schedules provided by the California Department of Education (CDE) for FY 2023-24.

ESSA: School Improvement (CSI) Funding for LEAs:

The CSI program, of the Elementary and Secondary Education Act of 1965, as amended by Every Student Succeeds Act (ESSA) (Public Law 114-95), apportions funds to LEAs to improve student outcomes in schools that meet the criteria for CSI.

Audeo's allocation amount for FY 2022-23 is \$178,351. The project period for this grant began on March 13, 2023 and ends on September 30, 2024.

Audeo spent \$138,961 in FY 2022-23 and the remaining allocation of \$39,390 is included in its FY 2023-24 budget.

Elementary and Secondary School Emergency Relief Round III (ESSER III) Fund:

In response to the 2019 Novel Coronavirus (COVID-19), the U.S. Congress passed American Rescue Plan (ARP) Act, which was signed into law on March 11, 2021. This federal stimulus funding is the third act of federal relief in response to COVID-19, following the Coronavirus Aid, Relief, and Economic Security (CARES) Act signed into law on March 27, 2020, and the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA Act) signed into law on December 27, 2020. The ESSER III Fund accounts for nearly \$122 billion of funding for all states and California's allocation is \$15,068,884,546. This funding will provide LEAs with emergency relief funds to address the impact of COVID-19. Audeo has developed and adopted a Plan for using its ESSER III funds to meet students' academic, social, emotional, and mental health needs, as well as any opportunity gaps that existed before, and were worsened by, the COVID-19 pandemic. Deadline for obligation of this fund is September 30, 2024.

Audeo's ESSER III revised allocation is \$757,845 and of that amount \$104,885 was spent in FY 2020-21 and \$281,599 in FY 2021-22. Audeo spent \$233,767 in FY 2022-23 and the remaining allocation of \$137,594 is included in its FY 2023-24 budget.

Project Safe from Exploitation (SaFE) – The San Diego County Office of Education received a Federal award - Demonstration Grants for Domestic Victims of Severe Forms of Human Trafficking for a total amount of \$575,000 and Audeo is a subrecipient for \$5,646. As a subrecipient, Audeo will receive funding based on the following activities:

1. Each classified and certificated staff will receive human trafficking prevention education via the PROTECT 101-103 online and HTSSP modules. Each staff member will receive a stipend of \$100 once the training is completed.
 2. All certificated staff (teachers and pupil-services) will participate in the PROTECT Curriculum Review training, that will result in their capacity to deliver the PROTECT Student training curriculum. Each certificated staff member will receive a stipend of \$150 once the training is completed.
- **Special Education funds** are based on current projections of El Dorado Charter SELPA. **State revenues** are projected at \$887.40 per the higher of each charter's 2021-22, 2022-23, or 2023-24 P-2 ADA while **Federal IDEA** revenues are projected at \$130 per PY California Basic Educational Data System (CBEDS) count.
 - **Mandate Block Grant Funding** is allocated as a block grant to support various mandated programs. Each year, LEAs will have the option to either choose the mandate block grant funding or to submit a claim for the actual costs with the State Controllers' Office. Audeo chose to receive the block grant, which is based on PY P-2 ADA with funding rates of \$19.85 for Grades K-8 and \$55.17 for Grades 9-12.

- **Career Technical Education Incentive Grant Program** was established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten and grades 1 to 12, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage the development of new career technical education (CTE) programs and enhance and maintain current CTE programs during implementation of the school district and charter school LCFF. Award ending date for the 2022-23 CTEIG Cycle is December 31, 2024. Audeo included \$285,075 in its budget for this fiscal year.
- **Educator Effectiveness Block Grant** is made from the state General Fund pursuant to Section 22 of Assembly Bill (AB) 130 (Chapter 44, Statutes of 2021) as amended by Section 9 of AB 167 (Chapter 252, Statutes of 2021). One-time funding is provided to local educational agencies (LEAs) and state special schools in support of the Educator Effectiveness Block Grant funding (EEF) to provide professional learning for teachers, administrators, paraprofessionals who work with pupils, and classified staff that interact with pupils. Audeo has developed and adopted a Plan for using its Educator Effectiveness funds to support professional development. Deadline for obligation of this fund is FY 2025-26.

Audeo's allocation total is \$84,698 and of this amount the first 80% apportionment of \$67,758 was recorded in FY 2021-22. The remaining 20% amounting to \$16,940 is included in FY 2023-24 budget.

- **Universal PreK Planning and Implementation Grant (UPK)** was established in FY 2021-22 as an early learning initiative with the goal of expanding access to prekindergarten programs at local education agencies. This grant program provides \$200 million for the California Department of Education to allocate directly to LEAs based on a statutory formula to support planning an implementation cost associated with expanding prekindergarten options, such as universally-available transitional kindergarten, California State Preschool Program, and Head Start for eligible students, and other local and community-based partnerships. Audeo applied for and was granted the UPK Grant in the amount of \$52,201 in FY 2021-22. Audeo spent \$4,157 in FY 22-23 while the remaining allocation of \$48,044 is included in FY 2023-24 budget.
- **Creating Opportunities in Preventing and Eliminating Suicide (COPES)** is a four-year grant initiative which was awarded to the County of San Diego Behavioral Health Services and the San Diego County Office of Education (SDCOE). SDCOE will lead the COPES initiative and build the capacity of LEAs to support school communities that champion mental wellness by targeting efforts in staff and student wellness, stigma reduction, suicide prevention, intervention, and postvention, professional development and programming for educators, staff, students and families and coordinated referral pathways for students needing mental/behavioral health services.

Audeo, Audeo II, and Audeo III will participate in this grant. The schools will submit an invoice to SDCOE at the end of each quarter to get reimbursement for its expenditures, not to exceed \$12,000 per calendar year for 4 years beginning 2022 through 2025.

Audeo included \$4,000 in its budget for this FY, which is under local revenue.

- **Career and College Access Pathways (CCAP) Grant Program College and Career Access Pathways Grant (CCAP)** provides Audeo Charter School with the opportunity to enhance its college and career readiness program. This grant aims to provide students with necessary resources and support to explore different career pathways and prepare for their post-secondary education. Audeo was granted \$25,000 per year for the next four years. Over the course of the grant, Audeo's staff will learn and implement best practices that will streamline processes and improve the dual enrollment partnership with colleges. With the dual enrollment program, Audeo's goal is to improve educational outcomes and expand the current dual enrollment programs. It will also help high school students achieve college and career readiness.

NUMBER OF FULL-TIME EQUIVALENT (FTE) FACULTY

Table 4:

POSITIONS	OBJECT CODE	FY 23-24
Teachers (Gen. Ed, Special Ed*, Instructional Leads)	1100	23.58
Certificated Pupil Support (Counselors/Nurse/Psychologist/Social Worker/Tech Lead)	1200	2.08
Certificated Supervisor & Administrator	1300	1.48
Other Certificated Teacher Resource (CTR)	1900	3.00
Instructional Aide Salaries (RCAs)	2100	2.30
Classified Support (Admin Support)	2200	0.14
Classified Supervisor & Administrator	2300	0.64
Clerical, Technical & Office Staff	2400	4.87
Other Classified (Administrative Support)	2900	0.09
TOTAL FTE POSITIONS BUDGETED		38.18

- * To ensure compliance with Special Ed regulations, FTE position for Special Ed is at one Special Ed Resource Specialist for every 28 caseload. We calculated the caseload by multiplying the total enrollment by the percentage of Special Ed population compared to total student population. For FY 2023-24, we estimated the Special Ed population at 22.1%.

EMPLOYEE BENEFITS

Employee benefits were calculated using the following rates:

Table 5:

	Object	Certificated	Classified
STRS (Teachers Retirement)	3111-12	19.10%	
PERS (Classified Retirement)	3211-12		26.68%
OASDI (Social Security)	3311-12		6.20%
MEDICARE	3321-22	1.45%	1.45%
Health & Welfare - Self-Insured Plan <div style="text-align: right; margin-right: 20px;"><u>Monthly Rates</u></div> <ul style="list-style-type: none"> - Medical \$2,200 - Dental \$ 120 - Vision \$ 27 - Life Ins. .00114 	3401-02		
State Unemployment Insurance	3501-01	.05%	.05%
Worker Compensation Insurance	3601-02	1.08%	1.08%

NUTRITION PROGRAM EXPENDITURES UNDER OBJECT CODE 4700

Assembly Bill 1871 requires that non-classroom based (NCB) charter schools shall provide each needy pupil with one nutritionally adequate free or reduced-price meal during each school day. Audeo has expanded this requirement so that all enrolled students are able to select from nutritious items that meet the USDA's nutritious meal requirements at any time, for free, when in our resource centers.

RESEARCH AND DEVELOPMENT EXPENDITURES UNDER OBJECT CODES 4300 AND 5200

Audeo has allocated \$25,200 for research and development to support works directed toward innovation, introduction, and improvement necessary for the support of the school consistent with the Student Success Programs' mission and purpose.

PROFESSIONAL/CONSULTING SERVICES AND OTHER OPERATING EXPENDITURES UNDER OBJECT CODE 5800

The total budget amount for Object Code 5800 is \$1,505,443 representing 17.32% of the Operational Budget. Included in this object code are the district's oversight fees, marketing fees, maintenance agreements, student information systems, technology services, personnel testing, annual financial audits, student files audit, advertising, field trips, printing services, MAP assessments, Special Education Services and Support, El Dorado Charter SELPA Admin Fee, software licenses, and legal fees.

MARKETING

Pursuant to Education Code Section 47605 (b)(5)(G), Audeo will provide means by which the school will achieve a racial and ethnic balance among its pupils that is reflective of the general population residing within the territorial jurisdiction of the District. The authorizing District has a broad and diverse student population. The budget for marketing will support the significant outreach efforts to ensure that the student body of Audeo reflects the diverse characteristics of the territorial jurisdiction of the authorizing District. Audeo has deployed an integrated marketing plan to support organizational growth. To reach Audeo's target audience, messaging has been tailored for the following mediums: Television, Billboards, Street Posters, Postcards, Email, Mobile, Social Media, Radio and Bus Ads. For FY 2023-24, Audeo has allocated \$173,859 for marketing expenses included in the object code 5800 and represents 2% of its total budget.

DISTRICT OVERSIGHT FEES

Audeo will pay its authorizing District (San Diego Unified School District) oversight fees of **3 percent** for apportionments received from the State for LCFF Revenues. The following are revenues subject to calculation of **3 percent oversight fees**:

- Object Code 8011 – LCFF State Aid – Current Year
- Object Code 8012 - Education Protection Account (EPA) Entitlement
- Object Code 8019 - State Aid Prior Years - LCFF
- Object Code 8019 - State Aid Prior Years - EPA
- Object Code 8096 – Charter Schools Funding In Lieu of Property Taxes

Audeo has budgeted \$214,734 for FY 2023-24 for oversight fees.

RESERVES

Audeo has allocated reserves of \$347,718 for FY 2023-24 representing 4% of total revenues of \$8,692,944.

FACILITIES

Audeo carries contractual lease agreements with an annual cost of \$167,736 for FY 2023-24. The total cost of the current lease contracts from July 2023 thru end of the lease term (2032) is \$2,036,797. Audeo has allocated reserves for this amount. Per the Reserve Policy adopted by the Board, the School shall designate a Contingency/Strategic Reserve Fund to provide a strategic reserve for the school. One of the components of the Contingency/Strategic Reserve Fund is the contractual obligation for facility leases.

Altus Schools Audeo

Revised Preliminary Operational Budget FY 2023-2024

REVENUES

DESCRIPTION	Account Codes		REVISED PRELIMINARY BUDGET		PRELIMINARY OPERATIONAL BUDGET		INCREASE (DECREASE)
LOCAL CONTROL FUNDING FORMULA - LCFF							
LCFF State Aid	8011	\$	2,645,358.00	\$	2,431,505.00	\$	213,853.00
Education Protection Account	8012		106,110.00		93,670.00		12,440.00
In Lieu of Property Tax	8096		4,406,324.00		3,791,822.00		614,502.00
							-
TOTAL, LCFF ENTITLEMENT		\$	7,157,792.00	\$	6,316,997.00	\$	840,795.00
FEDERAL REVENUES							
Federal Impact Aid	8110	\$	31,159.00	\$	-	\$	31,159.00
Federal IDEA	8181	\$	40,170.00	\$	40,170.00	\$	-
ESSA: School Improvement Funding for LEAS	8290	\$	39,390.00		142,430.00		(103,040.00)
Title I, Part A - Basic Grants Low-Income & Neglected	8290		129,743.00		146,364.00		(16,621.00)
Title II, Part A - Improving Teacher Quality Program	8290		9,466.00		10,191.00		(725.00)
Title III - Limited English Proficient Study Program	8290		2,353.00		3,503.00		(1,150.00)
Title IV Part A-Student Support & Academic Enrichment	8290		11,273.00		11,479.00		(206.00)
American Rescue Plan ESSER III Learning Loss	8290		137,594.00		151,569.00		(13,975.00)
Homeless Children Youth II	8290		3,047.00		-		3,047.00
Project Safe	8290		5,510.00		5,646.00		(136.00)
TOTAL, FEDERAL REVENUES		\$	409,705.00	\$	511,352.00	\$	(101,647.00)
STATE REVENUES OTHER THAN LCFF							
Mandate Block Grant	8550	\$	18,322.00	\$	18,322.00	\$	-
Lottery Unrestricted - Non Prop-20	8560		94,204.00		83,159.00		11,045.00
Lottery Restricted - Prop 20	8560		37,127.00		32,775.00		4,352.00
UPK Planning & Implementation Grant	8590		48,044.00		48,044.00		-
Educator Effectiveness	8590		16,940.00		16,940.00		-
CTE - Career Technical Education Incentive Grant Program	8590		285,075.00		301,322.00		(16,247.00)
Special Education	8792		470,810.00		415,614.00		55,196.00
Special Education - Mental Health Services - Level 2	8590		42,932.00		27,164.00		15,768.00
Arts, Music, and Instructional Materials Discretionary Block Grant	8590		-		143,773.00		(143,773.00)
College and Career Access Pathways Grant (CCAP Grant)	8590		25,000.00		-		25,000.00
A-G Access/Success Grant	8590		-		20,168.00		(20,168.00)
A-G Learning Loss Mitigation Grant	8590		-		18,750.00		(18,750.00)
TOTAL, STATE REVENUES		\$	1,038,454.00	\$	1,126,031.00	\$	(87,577.00)
LOCAL REVENUES							
Interest Income	8660	\$	61,866.00	\$	50,000.00	\$	11,866.00
Creating Opportunities in Preventing & Eliminating Suicide (COPES)	8689		4,000.00		2,000.00		2,000.00
All Other Local Revenue	8699		21,127.00		25,000.00		(3,873.00)
TOTAL, LOCAL REVENUES		\$	86,993.00	\$	77,000.00	\$	9,993.00
TOTAL, REVENUES		\$	8,692,944.00	\$	8,031,380.00	\$	661,564.00

Altus Schools Audeo

Revised Preliminary Operational Budget FY 2023-2024

EXPENDITURES

DESCRIPTION	Account Codes	REVISED PRELIMINARY BUDGET	PRELIMINARY OPERATIONAL BUDGET	INCREASE (DECREASE)
CERTIFICATED SALARIES				
Teachers' Salaries	1100	2,516,913.00	\$ 2,412,644.00	\$ 104,269.00
Certificated Pupil Support Salaries	1200	242,674.00	219,738.00	22,936.00
Certificated Supervisor & Adm. Salaries	1300	253,119.00	266,041.00	(12,922.00)
Other Certificated Salaries	1900	92,042.00	79,306.00	12,736.00
TOTAL, CERTIFICATED SALARIES		\$ 3,104,748.00	\$ 2,977,729.00	\$ 127,019.00
CLASSIFIED SALARIES				
Instructional Aides' Salaries	2100	55,439.00	\$ 44,456.00	\$ 10,983.00
Classified Support Salaries	2200	10,475.00	\$ 13,684.00	(3,209.00)
Classified Supervisor and Administrator Salaries	2300	109,357.00	110,062.00	(705.00)
Clerical, Technical and Office Salaries	2400	310,618.00	304,485.00	6,133.00
Other Classified Salaries	2900	9,830.00	9,705.00	125.00
TOTAL, CLASSIFIED SALARIES		\$ 495,719.00	\$ 482,392.00	\$ 13,327.00
EMPLOYEE BENEFITS				
STRS Retirement	3100	599,742.00	\$ 575,866.00	\$ 23,876.00
PERS Retirement	3200	125,695.00	118,757.00	6,938.00
Social Security/Medicare	3300	81,852.00	79,232.00	2,620.00
Health and Welfare	3400	819,806.00	822,941.00	(3,135.00)
Unemployment Insurance	3500	1,800.00	1,730.00	70.00
Workers Compensation	3600	38,964.00	37,369.00	1,595.00
TOTAL EMPLOYEE BENEFITS		\$ 1,667,859.00	\$ 1,635,895.00	\$ 31,964.00
TOTAL PERSONNEL COST		\$ 5,268,326.00	\$ 5,096,016.00	\$ 172,310.00

Altus Schools Audeo

Revised Preliminary Operational Budget FY 2023-2024

EXPENDITURES

DESCRIPTION	Account Codes	REVISED PRELIMINARY BUDGET	PRELIMINARY OPERATIONAL BUDGET	INCREASE (DECREASE)
BOOKS AND SUPPLIES				
Textbooks	4100	\$ 24,157.00	\$ 22,200.00	\$ 1,957.00
Books other than Textbooks	4200	24,838.00	22,800.00	2,038.00
Instructional Materials and Supplies	4300	121,525.00	75,531.00	45,994.00
On Line Courses	4312	29,751.00	28,459.00	1,292.00
Research & Development	4313	6,600.00	6,600.00	-
Noncapitalized Equipment	4400	256,854.00	240,000.00	16,854.00
Food	4700	11,229.00	10,320.00	909.00
TOTAL, BOOKS AND SUPPLIES		\$ 474,954.00	\$ 405,910.00	\$ 69,044.00
SERVICES, OTHER OPERATING EXPENSES				
Travel and Conference	5200	\$ 45,258.00	\$ 41,400.00	\$ 3,858.00
Research & Development - Travel	5202	18,600.00	18,600.00	-
Dues and Memberships	5300	16,585.00	15,200.00	1,385.00
Liability Insurance	5400	42,783.00	40,165.00	2,618.00
Operations and Housekeeping Services	5500	363,427.00	333,000.00	30,427.00
Rental, Leases & Repairs	5600	367,866.00	323,400.00	44,466.00
Prof/Consulting Services/Oper. Expenses	5800	1,331,584.00	1,146,245.00	185,339.00
Marketing	5812	173,859.00	120,471.00	53,388.00
Communication	5900	34,764.00	33,800.00	964.00
TOTAL, SERVICES AND OTHER OPERATING EXPENSES		\$ 2,394,726.00	\$ 2,072,281.00	\$ 322,445.00
CAPITAL OUTLAY				
Depreciation - Buildings	6900	\$ 125,614.00	\$ 123,191.00	\$ 2,423.00
Depreciation - Leasehold Improvements	6900	\$ 15,562.00	\$ 16,535.00	(973.00)
Depreciation - Equipment	6900	\$ 65,032.00	\$ 75,493.00	(10,461.00)
TOTAL, CAPITAL OUTLAY		\$ 206,208.00	\$ 215,219.00	\$ (9,011.00)
OTHER OUTGO				
Debt Service Payment - Interest (Capitalized Leases)	7438	\$ 1,012.00	\$ 1,012.00	\$ -
TOTAL, OTHER OUTGO		\$ 1,012.00	\$ 1,012.00	\$ -
RESERVES				
Operation Reserve (Non-Payroll Exp.)	9780	\$ 173,859.00	\$ 120,471.00	\$ 53,388.00
Reserve for Economic Uncertainties	9789	\$ 173,859.00	\$ 120,471.00	53,388.00
TOTAL, RESERVES		\$ 347,718.00	\$ 240,942.00	\$ 106,776.00
%		4.00%	3.00%	
TOTAL, EXPENDITURES		\$ 8,692,944.00	\$ 8,031,380.00	\$ 661,564.00

<div>Charter School Name: <div>The Charter School of San Diego</div></div> <div>CDS #: <div>37-68338-3730959</div></div> <div>Charter Approving Entity: <div>San Diego Unified School District</div></div> <div>County: <div>San Diego</div></div> <div>SBE Charter #: <div>28</div></div>		<div>Charter School First Interim Report</div> <div>FY 2023-2024</div> <div>For the Period July 1, 2023 through October 31, 2023</div> <div>Accrual Basis</div>				<div>Financial Accounting Department</div> <div>Charter Schools Accounting Office</div> <div>Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)</div> <div>Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)</div>			
<div>Has board approved a revised budget? (check box below)</div> <div><input type="checkbox"/> No.</div> <div><input checked="" type="checkbox"/> Yes. (Enter board approved revision date below)</div> <div>Revised Date: <div>12/7/2023</div></div>						<div>(A + C)</div> <div>E</div>	<div>(B + D)</div> <div>F</div>	<div>(E + H)</div> <div>G</div>	<div>(G - E)</div> <div>H</div>
Description	Object Code	A	B	C	D	Total Budget	Total Actuals through 10/31/23	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
A. REVENUES (8000-8799)									
1. Local Control Funding Formula (LCFF) Sources - (8011-8097)									
LCFF State Aid - Current Year (CY) (Res 0000)	8011	9,005,535	2,389,760			9,005,535	2,389,760	9,005,535	-
Education Protection Account State Aid (EPA) - CY (Res 1400)	8012	326,232	77,844			326,232	77,844	326,232	-
State Aid - Prior Years (LCFF State Aid and EPA) (Res 0000 and Res 1400)	8019	-	-			-	-	-	-
Transfers to Charter Schools In Lieu of Property Taxes - CY & PY (Res 0000)	8096	13,547,110	3,361,830			13,547,110	3,361,830	13,547,110	-
Other LCFF Transfers	8091, 8097	-	-	-	-	-	-	-	-
Total, LCFF Sources		22,878,877	5,829,434	-	-	22,878,877	5,829,434	22,878,877	-
2. Federal Revenues (8100-8299)									
ESEA (ESSA), Title I, Part A, Basic Grants Low-Income and Neglected (Res 3010)	8290			351,999	-	351,999	-	351,999	-
ESEA (ESSA): Title II, Part A, Improving Teacher Quality Program (Res 4035)	8290			44,563	-	44,563	-	44,563	-
ESEA (ESSA): Title III, Limited English Proficient Student Program (Res 4203)	8290			26,124	115	26,124	115	26,124	-
ESEA (ESSA): Title III, Immigrant Education Program (Res 4201)	8290			-	-	-	-	-	-
ESEA (ESSA): Title IV, 21st Century Learning Communities (Res 4124)	8290			-	-	-	-	-	-
ESEA (ESSA): Title IV, Part A, Student Support and Academic Enrichment Grants (Res 4127)	8290			30,084	-	30,084	-	30,084	-
ESSA: Title V, Part B, Public Charter Schools Grant Program (Res 4610)	8290			-	-	-	-	-	-
Fed SpEd, IDEA Basic Local Assistance Entitlement, Part B, Sec 611 (Res 3310)	8181			183,950	-	183,950	-	183,950	-
Fed Sp Ed, IDEA Mental Health Allocation Plan, Part B, Sec 611 (Res 3327)	8182			71,350	-	71,350	-	71,350	-
Child Nutrition - Federal (NSLP) (Res 5310 and others)	8220			-	-	-	-	-	-
Maintenance and Operations (Public Law 81-874) (Res 0000)	8110	-	-			-	-	-	-
Other Federal Revenues (All other resources not reported separately)	8100-8299	5,828	3,993	696,696	429	702,524	4,422	702,524	-
Total - Federal Revenues		5,828	3,993	1,404,766	544	1,410,594	4,537	1,410,594	-
3. Other State Revenues (8300-8599)									
State Special Education (Res 6500)	8792			1,447,498	398,272	1,447,498	398,272	1,447,498	-
State Special Education Mental Health Services (Res 6512)	8590			131,988	35,274	131,988	35,274	131,988	-
Mandate Block Grant (Res 0000)	8550	76,821	-			76,821	-	76,821	-
After School Education and Safety (ASES) (Res 6010)	8677, 8590			-	-	-	-	-	-
Common Core Standards Implementation (Res 7405)	8590			-	-	-	-	-	-
Charter School Facility Grant Program (SB 740) (Res 6030)	8590			-	-	-	-	-	-
COVID-19 LEA Response Funds (SB 117) (Res 7388)	8590			-	-	-	-	-	-
Lottery, Unrestricted (Res 1100)	8560	294,024	23,044			294,024	23,044	294,024	-
Lottery, Restricted - Prop 20 (Res 6300)	8560			131,974	25,176	131,974	25,176	131,974	-
Proposition 39 - California Clean Energy Jobs Act (Res 6230)	8590			-	-	-	-	-	-
Other State Revenues (All other resources not reported separately)	8300-8599	-	-	244,313	35,665	244,313	35,665	244,313	-
Total - Other State Revenues		370,845	23,044	1,955,773	494,387	2,326,618	517,431	2,326,618	-
4. Local Revenue (8600-8799)									
All Local Revenues	8600-8799	359,072	321,244	-	-	359,072	321,244	359,072	-
Total - Local Revenues		359,072	321,244	-	-	359,072	321,244	359,072	-
5. TOTAL REVENUES		23,614,622	6,177,715	3,360,539	494,931	26,975,161	6,672,646	26,975,161	-
B. EXPENDITURES AND OTHER OUTGO (1000-7499)									
1. Certificated Salaries									
Teachers' Salaries	1100	4,877,041	1,543,448	1,768,792	561,241	6,645,833	2,104,689	6,645,833	-
Pupil Support Salaries	1200	415,878	131,139	244,065	81,355	659,943	212,494	659,943	-
Supervisors' and Administrators' Salaries	1300	840,293	278,990	89,363	30,895	929,656	309,885	929,656	-
Other Certificated Salaries	1900	286,153	17,591	84,943	40,531	371,096	58,122	371,096	-
Total, Certificated Salaries		6,419,365	1,971,168	2,187,163	714,022	8,606,528	2,685,190	8,606,528	-

<div><div><div>Charter School Name: The Charter School of San Diego</div><div>CDS #: 37-68338-3730959</div><div>Charter Approving Entity: San Diego Unified School District</div><div>County: San Diego</div><div>SBE Charter #: 28</div></div><div><div>Charter School First Interim Report</div><div>FY 2023-2024</div><div>For the Period July 1, 2023 through October 31, 2023</div><div>Accrual Basis</div></div><div><div>Financial Accounting Department</div><div>Charter Schools Accounting Office</div><div>Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)</div><div>Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)</div></div></div>									
<div>Has board approved a revised budget? (check box below)</div> <div><div><input type="checkbox"/> No.</div><div><input checked="" type="checkbox"/> Yes. (Enter board approved revision date below)</div></div> <div>Revised Date: 12/7/2023</div>									
		A	B	C	D	(A + C) E	(B + D) F	(E + H) G	(G - E) H
Description	Object Code	Unrestricted Budget	Unrestricted Actuals through 10/31/23	Restricted Budget	Restricted Actuals through 10/31/23	Total Budget	Total Actuals through 10/31/23	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
2. Classified Salaries									-
Instructional Salaries	2100	182,926	9,989	-	-	182,926	9,989	182,926	-
Support Salaries	2200	64,740	18,992	-	-	64,740	18,992	64,740	-
Supervisors' and Administrators' Salaries	2300	664,225	221,408	-	-	664,225	221,408	664,225	-
Clerical and Office Salaries	2400	1,092,701	355,792	2,782	1,219	1,095,483	357,011	1,095,483	-
Other Classified Salaries	2900	54,610	18,203	-	-	54,610	18,203	54,610	-
Total, Classified Salaries		2,059,202	624,385	2,782	1,219	2,061,984	625,604	2,061,984	-
3. Employee Benefits									-
STRS	3101-3102	1,275,759	393,056	417,850	136,378	1,693,609	529,435	1,693,609	-
PERS	3201-3202	478,133	141,698	742	325	478,875	142,023	478,875	-
OASDI/Medicare (Social Security)	3301-3302	235,007	70,851	32,089	10,436	267,096	81,287	267,096	-
Health and Welfare Benefits	3401-3402	3,413,570	970,217	691,683	231,653	4,105,253	1,201,870	4,105,253	-
Unemployment Insurance	3501-3502	4,225	1,284	1,095	358	5,320	1,641	5,320	-
Workers' Compensation Insurance	3601-3602	79,350	24,301	20,506	6,692	99,856	30,993	99,856	-
OPEB, Allocated	3701-3702	-	-	-	-	-	-	-	-
OPEB, Active Employees	3751-3752	-	-	-	-	-	-	-	-
Other Employee Benefits	3901-3902	-	-	-	-	-	-	-	-
Total, Employee Benefits		5,486,043	1,601,406	1,163,966	385,843	6,650,009	1,987,249	6,650,009	-
4. Books and Supplies									-
Approved Textbooks and Core Curricula Materials	4100	29,360	-	16,238	3,348	45,598	3,348	45,598	-
Books and Other Reference Materials	4200	2,543	314	31,487	26,356	34,030	26,670	34,030	-
Materials and Supplies	4300	398,658	159,643	100,456	26,001	499,114	185,644	499,114	-
Non-capitalized Equipment	4400	142,000	-	15,458	15,458	157,458	15,458	157,458	-
Food (Food used in food-service activities for which the purpose is nutrition)	4700	14,353	-	25,000	9,253	39,353	9,253	39,353	-
Total, Books and Supplies		586,914	159,957	188,639	80,416	775,553	240,373	775,553	-
5. Services and Other Operating Expenditures									-
Subagreements for Services	5100	-	-	-	-	-	-	-	-
Travel and Conferences	5200	209,139	25,580	46,640	35,391	255,778	60,971	255,778	-
Dues and Memberships	5300	52,974	41,959	8,985	-	61,959	41,959	61,959	-
Insurance	5400	200,185	173,185	481	481	200,666	173,666	200,666	-
Operations and Housekeeping Services	5500	699,596	182,764	142,479	112,431	842,075	295,195	842,075	-
Rentals,Leases,Repairs,and Noncapitalized Improvements	5600	2,264,344	814,573	30,967	30,967	2,295,311	845,540	2,295,311	-
Transfer of Direct Costs (MUST net to zero)	5700	-	-	-	-	-	-	-	-
Prof/Consulting Svcs and Operating Expend (Include District Oversight)	5800	2,025,059	477,601	1,041,421	364,270	3,066,480	841,871	3,066,480	-
Communications	5900	222,047	51,479	47,141	21,634	269,188	73,112	269,188	-
Total, Services and Other Operating Expenditures		5,673,344	1,767,140	1,318,113	565,173	6,991,457	2,332,312	6,991,457	-
6. Capital Outlay									-
Depreciation Expense (See Sections G.9 & F.2.a)	6900	1,076,276	359,167	-	-	1,076,276	359,167	1,076,276	-
Total, Capital Outlay		1,076,276	359,167	-	-	1,076,276	359,167	1,076,276	-
7. Other Outgo									-
Tuition to Other Schools (Include contribution to unfunded cost of Sp Ed.)	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	-	-	-	-	-	-	-	-
Transfers of Indirect Costs (MUST net to zero)	7300-7399	(155,048)	(3,099)	155,048	3,099	-	-	-	-
Debt Service - Interest	7430-7439	4,100	-	-	-	4,100	-	4,100	-
Debt Service - Principal (FOR MODIFIED ACCRUAL BASIS ONLY)	7439	-	-	-	-	-	-	-	-
Total, Other Outgo		(150,948)	(3,099)	155,048	3,099	4,100	-	4,100	-
8. TOTAL EXPENDITURES		21,150,196	6,480,125	5,015,711	1,749,771	26,165,907	8,229,896	26,165,907	-
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		2,464,426	(302,410)	(1,655,172)	(1,254,840)	809,254	(1,557,250)	809,254	

Charter School First Interim Report

FY 2023-2024

For the Period July 1, 2023 through October 31, 2023

Accrual Basis

Financial Accounting Department

Charter Schools Accounting Office

Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)

Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)

Charter School Name:	The Charter School of San Diego
CDS #:	37-68338-3730959
Charter Approving Entity:	San Diego Unified School District
County:	San Diego
SBE Charter #:	28

Has board approved a revised budget? (check box below)

☐

No.

☒

Yes. (Enter board approved revision date below)

Revised Date: 12/7/2023

		A	B	C	D	(A + C) E	(B + D) F	(E + H) G	(G - E) H
Description	Object Code	Unrestricted Budget	Unrestricted Actuals through 10/31/23	Restricted Budget	Restricted Actuals through 10/31/23	Total Budget	Total Actuals through 10/31/23	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
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	(1,603,091)	-	1,603,091	-	-	-	-	
4. TOTAL OTHER FINANCING SOURCES/USES		(1,603,091)	-	1,603,091	-	-	-	-	
E. NET INCREASE (DECREASE) IN FUND BALANCE/NET POSITION (C + D.4.)		861,335	(302,410)	(52,081)	(1,254,840)	809,254	(1,557,250)	809,254	
F. FUND BALANCE/NET POSITION (Budget and Actuals MUST match) (F.1.a-b)									
1. Beginning Fund Balance/Net Position									
a. July 1 (MUST match EFB/Net Position of PY Unaudited Actuals, Section F.2)	9791	37,751,105	37,751,105	92,780	92,780	37,843,886	37,843,886	37,843,886	
b. Adjustments/Restatements	9793, 9795	-	-	-	-	-	-	-	
c. Adjusted Beginning Fund Balance/Net Position		37,751,105	37,751,105	92,780	92,780	37,843,886	37,843,886	37,843,886	
2. Projected Ending Fund Balance/Net Position, June 30 (E + F.1.c.)	See cell M128	38,612,441	37,448,695	40,699	(1,162,060)	38,653,140	36,286,636	38,653,140	
Components of Ending Net Position									
a. Net Investment in Capital Assets (See Sections B.6 and G.9)	9796		28,998,407				28,998,407		
b. Restricted Net Position	9797				(1,162,060)		(1,162,060)		
c. Unrestricted Net Position	9791		8,450,289		-		8,450,289		
G. ASSETS									
1. Cash									
In County Treasury	9110		6,656,169		3,597,758		10,253,928		
Fair Value Adjustment to Cash in County Treasury	9111		-		-		-		
In Banks	9120		9,207,368		(1,634,681)		7,572,687		
In Revolving Fund	9130		-		-		-		
With Fiscal Agent/Trustee	9135		1,900,000		-		1,900,000		
Collections Awaiting Deposit	9140		-		-		-		
2. Investments	9150		105,515		-		105,515		
3. Accounts Receivable	9200		3,194		151		3,345		
4. Due From Grantor Government	9290		-		539,063		539,063		
5. Due From Other Funds	9310		-		-		-		
6. Stores	9320		-		-		-		
7. Prepaid Expenditures (Expenses)	9330		18,278		8,727		27,005		
8. Other Current Assets	9340		58,771		-		58,771		
9. Capital Assets (See Sections B.6 & F.2.a)	9400-9489		28,998,407		-		28,998,407		
10. Total Assets			46,947,702		2,511,019		49,458,721		
H. DEFERRED OUTFLOWS OF RESOURCES									
1. Deferred Outflows of Resources	9490		-		-		-		
2. Total Deferred Outflows			-		-		-		

Charter School First Interim Report

FY 2023-2024

For the Period July 1, 2023 through October 31, 2023
Accrual Basis

Financial Accounting Department

Charter Schools Accounting Office

Authorizing Agency Contact: Theresa Goody (tgoody@sandi.net)

Authorizing Agency Contact: Nadine Creer (ncreer@sandi.net)

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☒ Yes. (Enter board approved revision date below)

Revised Date: 12/7/2023

		A	B	C	D	(A + C) E	(B + D) F	(E + H) G	(G - E) H
Description	Object Code	Unrestricted Budget	Unrestricted Actuals through 10/31/23	Restricted Budget	Restricted Actuals through 10/31/23	Total Budget	Total Actuals through 10/31/23	Projected EFB/NP (Higher of Budget or Actual)	Amount over Budget
I. LIABILITIES									
1. Accounts Payable	9500		352,976		5,685		358,662		
2. Due to Grantor Government	9590		-		81,414		81,414		
3. Due to Other Funds	9610		-		-		-		
4. Current Loans	9640		91,311		-		91,311		
5. Deferred Revenue	9650		1,240,083		3,585,980		4,826,062		
6. Long-term Liabilities	9660-9669		7,814,637		-		7,814,637		
7. Total Liabilities			9,499,007		3,673,078		13,172,086		
J. DEFERRED INFLOWS OF RESOURCES									
1. Deferred Inflows of Resources	9690		-		-		-		
2. Total Deferred inflows of Resources			-		-		-		
K. ENDING FUND BALANCE/NET POSITION, October 31, 2023									
1. Ending Fund Balance/Net Position (G10+H2-I7-J2)			37,448,695		(1,162,060)		36,286,636		
(MUST agree with F.2)									

Altus Schools Charter School of San Diego

Assumptions for Revised Preliminary Operational Budget FY 2023-24

The Altus Schools Charter School of San Diego (CSSD) is an independent study program. CSSD takes a very conservative approach in developing its financial planning.

A regular school or a comprehensive high school generates its major source of revenues from pupils' actual attendance or what is sometimes referred to as "Seat Time Attendance". As a condition of apportionment, every pupil must be scheduled to attend school for the statutory minimum days applicable to the grade level or program unless exempted.

Apportionment credit for independent study programs, like CSSD, are based on the student's "product" or academic work, which is assessed by a competent credentialed certificated teacher. The teacher determines the time value of completed assignments or work products so that Average Daily Attendance (ADA) can be earned. Each student in the program is expected to work 175 instructional days per regular school year: 375 minutes per day and 65,625 minutes annually. CSSD is a year-round program and has adopted a multi-track calendar. Students may enroll and continue to earn academic credit all 12 months of the year. This design maximizes students' opportunities to catch up on their coursework.

The State of California implemented the **Local Control Funding Formula (LCFF)** in the 2013-14 school year to fund public schools, including charter schools. In the 2018-19 fiscal year, LCFF funding targets were achieved and future LCFF growth will be attributable to the application of the COLA plus augmentation to the base grant.

The LCFF formula for school districts and charter schools (LEAs) is composed of uniform base grants by grade span (K-3, 4-6, 7-8, 9-12) and includes additional funding for targeted students, as follows:

- * **Supplemental Grant** equal to 20 percent of the adjusted base grant multiplied by ADA and the unduplicated percentage of targeted disadvantaged pupils. Targeted pupils are those classified as English Language Learners, Free and Reduced Priced Meal eligible students, foster youth, or any combination of these factors (unduplicated count). The projected unduplicated pupil percentage for CSSD is 73.21%.
- * **Concentration Grant** equal to 65 percent of the adjusted base grant multiplied by ADA and the percentage of unduplicated pupils exceeding 55% of an LEA's enrollment. Concentration grants for charter schools are limited to the lesser of the charter school's unduplicated pupil percentage (UPP) or their local district's UPP.

As part of the LCFF, school districts, county offices of education and charter schools are required to develop and adopt a **Local Control and Accountability Plan (LCAP)** using a State Board adopted LCAP template. The LCAP can be a single-year or three-year plan,

which is reviewed and updated annually. Charter schools may complete the LCAP to align with the term of the charter school's budget, typically one year, which is submitted to the school's authorizer. All LEAs must complete the LCAP and the Annual Update Template each year.

State regulations require that the LCAP must include annual goals in eight specified areas. These eight annual goals are in alignment with the State goals.

1. Student Achievement
2. Student Engagement
3. Other Student Outcomes
4. School Climate
5. Parental Involvement
6. Basic Services
7. Implementation of Common Core
8. Course Access

BUDGET INFORMATION

Based on School Services of California (SSC) School District and Charter School Financial Projection Dashboard - 2023-24 May Revision, and the Fiscal Crisis and Management Assistance Team (FCMAT) LCFF Calculator, the rates below were used to build CSSD's Revised Preliminary Operational Budget.

Table 1:

Description	FY 2023-24
Grades 4-6 Adjusted Base Grant	\$10,069
Grades 7-8 Adjusted Base Grant	\$10,367
Grades 9-12 Adjusted Base Grant	\$12,327
Statutory Cost of Living Allowance (COLA)*	8.22%
CSSD's Unduplicated Pupil Percentage (Rolling Average)	73.21%
District's Unduplicated Pupil Percentage (SDUSD)	58.53%

Revenues were calculated based on the following enrollment and ADA projections:

Table 2:

Description	FY 2023-24 (Projected)	FY 2022-23 (Actual)	FY 2021-22 (Actual)
P-2 Enrollment	1,735	1,645	1,735
CBEDS Enrollment	1,419	1,415	1,414
Students Served	2,789	2,619	2,779
P-2 ADA:			
Grade 4-6	48.93	46.74	66.69
Grade 7-8	220.21	210.09	196.26
Grade 9-12	1,362.02	1,300.04	1,362.99
Total ADA	1,631.16	1,556.87	1,625.94

REVENUE PROJECTIONS

Table 3:

Description	FY 2023-24
LCFF Sources	\$22,878,877
Federal Revenues	1,410,594
State Revenues Other than LCFF	2,326,618
Local Revenues	359,072
Total Projected Revenues	\$26,975,161

- **In Lieu of Property Taxes** of \$8,305.20 per current year (CY) P-2 ADA is based on FY 2022-23 P-2 rate for San Diego Unified School District.
- **Education Protection Account (EPA)** is now a part of the LCFF Calculation. Proposition 30, *The Schools and Local Public Safety Act of 2012*, approved by the voters on November 6, 2012, and amended by Proposition 55 on November 8, 2016, brought about the creation of Education Protection Account. It was intended to minimize deeper cuts to school agencies and other state-supported programs in California. EPA is not an additional source of revenue. A corresponding reduction will be made equally to the school's general-purpose state aid funding for funds received through the EPA. The CDE will allocate EPA revenues on a quarterly basis through the 2030-31 fiscal year.
- **Lottery revenues** are allocated based on CY annual ADA adjusted by the statewide average excused absence factor of 1.04446. Since CY annual ADA is not available until after the fiscal year ends, lottery funding is initially allocated using the prior year's Annual ADA and adjusted in the subsequent fiscal year. Rates used are based on School Services of California's latest estimates: \$67 for Prop 20 (Lottery: Instructional Materials) and \$170 for Non-Prop 20 (Lottery: Unrestricted).
- **Federal Funds**

Titles I, II, III, and IV are based on the latest allocation schedules provided by the California Department of Education (CDE) for FY 2023-24.

ESSA: Comprehensive Support and Improvement (CSI) Funding for LEAs:

The CSI program, of the Elementary and Secondary Education Act of 1965, as amended by Every Student Succeeds Act (ESSA) (Public Law 114-95), apportions funds to LEAs to improve student outcomes in schools that meet the criteria for CSI.

CSSD's allocation amount for FY 2022-23 is \$178,351, which is included in this year's budget. The project period for this grant will end on September 30, 2024.

Elementary and Secondary School Emergency Relief Round III (ESSER III) Fund:

In response to the 2019 Novel Coronavirus (COVID-19), the U.S. Congress passed American Rescue Plan (ARP) Act, which was signed into law on March 11, 2021. This federal stimulus funding is the third act of federal relief in response to COVID-19, following the Coronavirus Aid, Relief, and Economic Security (CARES) Act signed into law on March 27, 2020, and the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA Act) signed into law on December 27, 2020. The ESSER III Fund accounts for nearly \$122 billion of funding for all states and California's allocation is \$15,068,884,546. This funding will provide LEAs with emergency relief funds to address the impact of COVID-19. CSSD has developed and adopted a Plan for how it will use its ESSER III funds to address students' academic, social, emotional, and mental health needs, as well as any opportunity gaps that existed before, and were worsened by, the COVID-19 pandemic. Deadline for obligation of this fund is September 30, 2024.

CSSD's ESSER III revised allocation amount is \$2,718,505 and of that amount, \$653,164 was spent in FY 21-22 and \$1,358,144 in FY 22-23.

CSSD included \$507,197 in this year's budget and the remaining \$200,000 will be spent in FY 24-25.

American Rescue Plan, ESSER – Homeless Children and Youth II Fund (ARP-HCY II) is apportioned to LEAs to support any purposes consistent with McKinney-Vento, help LEAs identify homeless children and youth, provide wraparound services that address the multiple effects of the COVID-19 pandemic on homeless children and youth, and ensure that homeless children and youth can attend school and participate fully in school activities. CSSD's allocation amount is \$14,025 and of that amount, \$2,877 was spent in FY 22-23 and the remaining \$11,148 is included in this budget.

- **Special Education funds** are based on current projections of El Dorado Charter SELPA. **State revenues** are projected at \$887.40 per the higher of each charter's 2021-22, 2022-23, or 2023-24 P-2 ADA while **Federal IDEA** revenues are projected at \$130 per PY California Basic Educational Data System (CBEDS) count.
- **Mandate Block Grant Funding** is allocated as a block grant to support various mandated programs. Each year, LEAs will have the option to either choose the mandate block grant funding or to submit a claim for the actual costs with the State Controllers' Office. CSSD chose to receive the block grant, which is based on PY P-2 ADA with funding rates of \$19.85 for Grades K-8 and \$55.17 for Grades 9-12.
- **Career Technical Education Incentive Grant Program** was established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten and grades 1 to 12, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage the development of new career technical education (CTE) programs and enhance and maintain current CTE programs during implementation of the school district and charter school LCFF. CSSD included \$183,648 in its budget for this FY.

- Dispute Prevention & Learning Recovery Funds** are two, one-time, funding streams provided to our Special Education Local Plan Area (SELPA) for distribution to its members. Dispute prevention funds are to fund dispute prevention and voluntary alternative dispute resolution activities aimed at preventing and resolving special education disputes resulting from school disruptions stemming from the pandemic. Learning recovery funds will fund learning recovery support to pupils associated with impacts to learning due to school disruptions stemming from the pandemic. Remaining Dispute Prevention funds of \$24,972 and Learning Recovery funds of \$10,693 are included in this budget.
- Career and College Access Pathways (CCAP) Grant Program College and Career Access Pathways Grant (CCAP)** provides CSSD with the opportunity to enhance its college and career readiness program. This grant aims to provide students with necessary resources and support to explore different career pathways and prepare for their post-secondary education. CSSD was granted \$25,000 per year for the next four years. Over the course of the grant, CSSD's staff will learn and implement best practices that will streamline processes and improve the dual enrollment partnership with colleges. With the dual enrollment program, CSSD's goal is to improve educational outcomes and expand the current dual enrollment programs. It will also help high school students achieve college and career readiness.

NUMBER OF FULL-TIME EQUIVALENT (FTE) FACULTY

Table 4:

POSITIONS	OBJECT CODE	FY 23-24
Teachers (Gen. Ed, Special Ed*, Instr'l Leads, LAs)	1100	66.40
Certificated Pupil Support (Counselors/Nurses/Healthy Youth Therapist/Psychologists)	1200	5.91
Certificated Supervisor & Administrator	1300	5.10
Other Certificated Teacher Resource (CTR)	1900	11.00
Classified Instructional Support (RCA)	2100	11.70
Classified Support (Admin Support)	2200	1.20
Classified Supervisor & Administrator	2300	4.00
Clerical, Technical & Office Staff	2400	17.74
Other Classified (Administrative Support)	2900	0.50
TOTAL FTE POSITIONS BUDGETED		123.55

- * To ensure compliance with Special Ed regulations, FTE position for Special Ed is at one Special Ed Resource Specialist for every 28 caseload. We calculated the caseload by multiplying the total enrollment by the percentage of Special Ed population compared to total student population. For FY 2023-24, we estimated the Special Ed population at 25%.

EMPLOYEE BENEFITS

Employee benefits were calculated using the following rates:

Table 5:

	Object	Certificated	Classified
STRS (Teachers Retirement)	3111-12	19.10%	
PERS (Classified Retirement)	3211-12		26.68%
OASDI (Social Security)	3311-12		6.20%
MEDICARE	3321-22	1.45%	1.45%
Health & Welfare - Self-Insured Plan <div style="text-align: right; margin-right: 20px;"><u>Monthly Rates</u></div> <ul style="list-style-type: none"> - Medical \$2,500 - Dental \$ 120 - Vision \$ 27 - Life Ins. .00114 	3401-02		
State Unemployment Insurance	3501-01	0.05%	0.05%
Worker Compensation Insurance	3601-02	0.93%	0.93%

NUTRITION PROGRAM EXPENDITURES UNDER OBJECT CODE 4700

Assembly Bill 1871 requires that non-classroom based (NCB) charter schools shall provide each needy pupil with one nutritionally adequate free or reduced-price meal during each school day. CSSD has expanded this requirement so that all enrolled students are able to select from nutritious items that meet the USDA's nutritious meal requirements at any time, for free, when in our resource centers.

RESEARCH AND DEVELOPMENT EXPENDITURES UNDER OBJECT CODES 4300 AND 5200

CSSD has allocated \$81,000 for research and development to support works directed toward innovation, introduction, and improvement necessary for the support of the school consistent with Student Success Programs' mission and purpose.

PROFESSIONAL/CONSULTING SERVICES AND OTHER OPERATING EXPENDITURES UNDER OBJECT CODE 5800

The total budget amount for Object Code 5800 is \$3,066,480 representing 11.37% of the Operational Budget. Included in this object code are the district's oversight fees, marketing fees, maintenance agreements, student information systems, technology services, personnel testing, annual financial audits, student files audit, advertising, printing services, MAP assessments, Special Education Services and Support, El Dorado Charter SELPA Admin Fee, software licenses, and legal fees.

MARKETING

Pursuant to Education Code Section 47605 (b)(5)(G), CSSD will provide means by which the school will achieve a racial and ethnic balance among its pupils that is reflective of the general population residing within the territorial jurisdiction of the District. The authorizing District has a broad and diverse student population. The budget for marketing will support significant outreach efforts to ensure that the student body of CSSD reflects the diverse characteristics of the territorial jurisdiction of the authorizing District. CSSD has deployed an integrated marketing plan to support organizational growth. To reach CSSD's target audience, messaging has been tailored for the following mediums: Television, Billboards, Street Posters, Postcards, Email, Mobile, Social Media, Radio and Bus Ads. For FY 2023-24, CSSD has allocated \$539,503 for marketing expenses included in the object code 5800 and represents 2% of its total budget.

DISTRICT OVERSIGHT FEES

CSSD will pay its authorizing District (San Diego Unified School District) oversight fees of **1 percent** for apportionments received from the State for LCFF Revenues. The following are revenues subject to calculation of **1 percent oversight fees**:

- Object Code 8011 – LCFF State Aid – Current Year
- Object Code 8012 - Education Protection Account (EPA) Entitlement
- Object Code 8019 - State Aid Prior Years - LCFF
- Object Code 8019 - State Aid Prior Years - EPA
- Object Code 8096 – Charter Schools Funding In Lieu of Property Taxes

CSSD has budgeted \$228,789 for oversight fees for FY 2023-24.

RESERVES

CSSD has allocated reserves of \$809,254 for FY 2023-24 representing 3.0% of total revenues of \$26,975,161.

FACILITIES

CSSD carries contractual lease agreements with an annual cost of \$1,631,003 for FY 2023-24. The total cost of the current lease contracts from July 2023 thru the end of the lease term (Year 2030) is \$6,303,866. CSSD has allocated reserves for this amount. Per the Reserve Policy adopted by the Board, the School shall designate a Contingency/Strategic Reserve Fund to provide a strategic reserve for the school. One of the components of the Contingency/Strategic Reserve Fund is the contractual obligation for facility leases.

Altus Schools Charter School of San Diego

Revised Preliminary Operational Budget FY 2023-2024

REVENUES

DESCRIPTION	ACCOUNT CODES		23-24 REVISED BUDGET	23-24 PRELIM BUDGET	INCREASE (DECREASE)
LOCAL CONTROL FUNDING FORMULA (LCFF) SOURCES					
LCFF State Aid - Current Year	8011	+	\$ 9,005,535.00	\$ 9,093,723.00	\$ (88,188.00)
Education Protection Account (EPA)	8012	+	326,232.00	317,532.00	8,700.00
In Lieu of Property Taxes - Current Year	8096	+	13,547,110.00	12,853,902.00	693,208.00
TOTAL, LCFF SOURCES		=	\$ 22,878,877.00	\$ 22,265,157.00	\$ 613,720.00
FEDERAL REVENUES					
Federal Impact Aid	8110	+	\$ 5,828.00	\$ -	\$ 5,828.00
Special Ed: IDEA Basic Local Assistance Entitlement Part B	8181	+	\$ 183,950.00	\$ 183,950.00	\$ -
Special Ed: IDEA Mental Health Allocation Plan, Part B	8182	+	71,350.00	-	71,350.00
Title I, Part A, Improving Basic Programs	8290	+	351,999.00	390,581.00	(38,582.00)
Title II, Part A, Supporting Effective Instruction	8290	+	44,563.00	47,238.00	(2,675.00)
Title III, Part A, English Learner Student Program	8290	+	26,124.00	26,872.00	(748.00)
Title IV, Part A, Student Support and Academic Enrichment	8290	+	30,084.00	30,632.00	(548.00)
ESSA: School Improvement Funding for LEAs	8290	+	178,351.00	178,351.00	-
Elementary & Secondary School Emergency Relief (ESSER) III Fund	8290	+	334,464.00	1,005,431.00	(670,967.00)
ESSER III Fund - Learning Loss	8290	+	172,733.00	172,733.00	-
ARP - Homeless Children and Youth II	8290	+	11,148.00	-	11,148.00
TOTAL, FEDERAL REVENUES		=	\$ 1,410,594.00	\$ 2,035,788.00	\$ (625,194.00)
STATE REVENUES OTHER THAN LCFF					
Mandate Block Grant	8550	+	\$ 76,821.00	\$ 76,821.00	\$ -
Lottery: Unrestricted	8560	+	270,980.00	281,860.00	(10,880.00)
Lottery: Unrestricted - Prior Year	8560	+	23,044.00	-	23,044.00
Lottery: Instructional Materials	8560	+	106,798.00	111,086.00	(4,288.00)
Lottery: Instructional Materials - Prior Year	8560	+	25,176.00	-	25,176.00
Special Education	8792	+	1,447,498.00	1,442,866.00	4,632.00
Special Education - Dispute Prevention	8792	+	24,972.00	-	24,972.00
Special Education - Learning Recovery	8792	+	10,693.00	-	10,693.00
Special Ed: Mental Health Services - Level 2	8590	+	131,988.00	92,084.00	39,904.00
Career Technical Education Incentive Grant Program	8590	+	183,648.00	183,648.00	-
A-G Access/Success Grant	8590	+	-	72,534.00	(72,534.00)
A-G Learning Loss Mitigation Grant	8590	+	-	27,193.00	(27,193.00)
Learning Recovery Emergency Block Grant	8590	+	-	369,722.00	(369,722.00)
College & Career Access Pathways Grant	8590	+	25,000.00	-	25,000.00
TOTAL, STATE REVENUES		=	\$ 2,326,618.00	\$ 2,657,814.00	\$ (331,196.00)
LOCAL REVENUES					
Interest Income	8660	+	\$ 216,269.00	\$ 170,013.00	\$ 46,256.00
All Other Local Revenue	8699	+	142,803.00	141,544.00	1,259.00
TOTAL, LOCAL REVENUES		=	\$ 359,072.00	\$ 311,557.00	\$ 47,515.00
TOTAL, REVENUES			\$ 26,975,161.00	\$ 27,270,316.00	\$ (295,155.00)

Altus Schools Charter School of San Diego

Revised Preliminary Operational Budget
FY 2023-2024

EXPENDITURES

DESCRIPTION	ACCOUNT CODES		23-24 REVISED BUDGET	23-24 PRELIM BUDGET	INCREASE (DECREASE)
CERTIFICATED SALARIES					
Certificated Teachers' Salaries	1100	+	\$ 6,645,833.00	\$ 7,108,079.00	\$ (462,246.00)
Certificated Pupil Support Salaries	1200	+	\$ 659,943.00	\$ 660,493.00	(550.00)
Certificated Supervisors' & Administrators' Salaries	1300	+	\$ 929,656.00	\$ 921,626.00	8,030.00
Other Certificated Salaries	1900	+	\$ 371,096.00	\$ 390,318.00	(19,222.00)
TOTAL, CERTIFICATED SALARIES		=	\$ 8,606,528.00	\$ 9,080,516.00	\$ (473,988.00)
CLASSIFIED SALARIES					
Classified Instructional Salaries	2100	+	\$ 182,926.00	\$ 187,946.00	\$ (5,020.00)
Classified Support Salaries	2200	+	\$ 64,740.00	\$ 70,199.00	(5,459.00)
Classified Supervisors' and Administrators' Salaries	2300	+	\$ 664,225.00	\$ 673,530.00	(9,305.00)
Clerical, Technical and Office Staff Salaries	2400	+	\$ 1,095,483.00	\$ 1,173,474.00	(77,991.00)
Other Classified Salaries	2900	+	\$ 54,610.00	\$ 57,609.00	(2,999.00)
TOTAL, CLASSIFIED SALARIES		=	\$ 2,061,984.00	\$ 2,162,758.00	\$ (100,774.00)
EMPLOYEE BENEFITS					
STRS Retirement	3100	+	\$ 1,693,609.00	\$ 1,776,969.00	\$ (83,360.00)
PERS Retirement	3200	+	478,875.00	517,383.00	(38,508.00)
Social Security/Medicare	3300	+	267,096.00	284,587.00	(17,491.00)
Health and Welfare Benefits	3400	+	4,105,253.00	4,303,085.00	(197,832.00)
Unemployment Insurance	3500	+	5,320.00	5,622.00	(302.00)
Workers Compensation Insurance	3600	+	99,856.00	105,202.00	(5,346.00)
TOTAL, EMPLOYEE BENEFITS		=	\$ 6,650,009.00	\$ 6,992,848.00	\$ (342,839.00)
TOTAL, PERSONNEL COST			\$ 17,318,521.00	\$ 18,236,122.00	\$ (917,601.00)

Altus Schools Charter School of San Diego

Revised Preliminary Operational Budget FY 2023-2024

EXPENDITURES

DESCRIPTION	ACCOUNT CODES		23-24 REVISED BUDGET	23-24 PRELIM BUDGET	INCREASE (DECREASE)
BOOKS AND SUPPLIES					
Textbooks and Core Curricula Materials	4100	+	\$ 45,598.00	\$ 50,400.00	\$ (4,802.00)
Books and Other Reference Materials	4200	+	34,030.00	31,200.00	2,830.00
Materials and Supplies	4300	+	330,611.00	305,400.00	25,211.00
On-Line Courses	4312	+	148,253.00	147,161.00	1,092.00
Research and Development	4313	+	20,250.00	20,250.00	-
Noncapitalized Equipment	4400	+	157,458.00	144,000.00	13,458.00
Food	4700	+	39,353.00	36,000.00	3,353.00
TOTAL, BOOKS AND SUPPLIES		=	\$ 775,553.00	\$ 734,411.00	\$ 41,142.00
SERVICES, OTHER OPERATING EXPENSES					
Travel and Conference	5200	+	\$ 195,028.00	\$ 183,543.00	\$ 11,485.00
Research and Development Travel	5202	+	60,750.00	60,750.00	-
Dues and Memberships	5300	+	61,959.00	60,530.00	1,429.00
Liability Insurance	5400	+	200,666.00	203,000.00	(2,334.00)
Operations and Housekeeping Services	5500	+	842,075.00	706,800.00	135,275.00
Rental, Leases, Repairs & Non-Capitalized Improvements	5600	+	2,295,311.00	2,102,497.00	192,814.00
Professional/Consulting Services/Operating Exp.	5800	+	2,526,977.00	2,389,509.00	137,468.00
Marketing Fees	5812	+	539,503.00	409,055.00	130,448.00
Communications	5900	+	269,188.00	267,400.00	1,788.00
TOTAL, SERVICES AND OTHER OPERATING EXPENSES		=	\$ 6,991,457.00	\$ 6,383,084.00	\$ 608,373.00
CAPITAL OUTLAY					
Depreciation - Buildings and Leasehold Improvements	6900	+	\$ 888,323.00	\$ 907,889.00	\$ (19,566.00)
Depreciation - Equipment	6900	+	187,953.00	186,600.00	1,353.00
TOTAL, CAPITAL OUTLAY		=	\$ 1,076,276.00	\$ 1,094,489.00	\$ (18,213.00)
OTHER OUTGO					
Debt Service Payment - Interest (Capitalized Leases)	7438	+	\$ 4,100.00	\$ 4,100.00	\$ -
TOTAL, OTHER OUTGO		=	\$ 4,100.00	\$ 4,100.00	\$ -
RESERVES					
Operation Reserve (Non-Payroll Expenses)	9780	+	\$ 404,627.00	\$ 409,055.00	\$ (4,428.00)
Reserve for Economic Uncertainties	9789	+	404,627.00	409,055.00	(4,428.00)
TOTAL, RESERVES		=	\$ 809,254.00	\$ 818,110.00	\$ (8,856.00)
%			3.00%	3.00%	
TOTAL, EXPENDITURES			\$ 26,975,161.00	\$ 27,270,316.00	\$ (295,155.00)