



# **ALLEGIANCE STEAM ACADEMY**

## **REGULAR MEETING OF THE BOARD OF DIRECTORS**

**January 9, 2023**

**5:00 pm**

**Meeting Location:**

**The Den**

**or**

**CEO Office**

**5862 C St.,**

**Chino, CA 91710**

View Online: <https://zoom.us/j/94095362729>

Telephone: (669) 900-6833; Meeting ID: 940 9536 2729

### **AGENDA**

#### **INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS**

**Allegiance STEAM Academy- Thrive charter school (“Allegiance STEAM Academy”), also known as ASA Thrive, is a direct-funded, independent, public charter school operated by the Allegiance STEAM Academy nonprofit public benefit corporation and governed by Allegiance STEAM Academy, Incorporated corporate Board of Directors (“Board”). The purpose of a public meeting of the Board, is to conduct the affairs of Allegiance STEAM Academy in public. We are pleased that you are in attendance and hope you will visit these meetings often. Your participation assures us of continuing community interest in our school.**

1. Agendas are available to all audience members at the meeting. Note that the order of business on this agenda may be changed without prior notice. For more information on this agenda, please contact Allegiance at: [info@asathrive.org](mailto:info@asathrive.org)
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Public Comments.”
3. “Public Comments” are set aside for members of the audience to comment. However, due to public meeting laws, the Board can only listen to your issue, not take action. The public is invited to address the Board regarding items listed on the agenda. Comments on an agenda item will be accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item. Please turn in comment cards to the Board Secretary prior to the item you wish to speak on. These presentations are limited to three (3) minutes.
4. In compliance with the Americans with Disabilities Act (ADA) and upon request, Allegiance STEAM Academy may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact Allegiance STEAM Academy.

## **I. Preliminary**

### **A. Call to Order**

The meeting was called to order by the Board Chair at \_\_\_\_\_.

### **B. Roll Call**

	<b>Present</b>	<b>Absent</b>
Troy Stevens, President	_____	_____
Marcilyn Jones, Secretary	_____	_____
Samantha Odo, Treasurer	_____	_____
Claudia Reynolds, Member	_____	_____

### **C. Approval of Agenda for the Regular Board Meeting for January 9, 2023**

It is recommended that the Board of Directors approve the Agenda for Regular Board Meeting for January 9, 2023.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call: \_\_\_\_\_

## **II. Open Session:**

### **A. Pledge of Allegiance**

### **B. Student Celebrations - Music Production Elective Course**

### **C. Public Comments- Items not on the Agenda**

No individual presentations shall be for more than three (3) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

### **D. ITEMS SCHEDULED FOR INFORMATION:**

- 1. Update from Parents and Community for Kids**
- 2. School Site Council Report (no report)**
- 3. PAL Report**
- 4. Staff Report - ASA Chino**
- 5. Principal's Report - ASA Chino**
- 6. Principal's Report - ASA Fontana**
- 7. CEO's Report**
- 8. Board Recruitment Update**

### **E. ITEMS SCHEDULED FOR CONSENT:**

1. **Minutes for the Regular Meeting of the Board of Directors December 5, 2022**
2. **Check Register for November, 2022**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call: \_\_\_\_\_

## **F. ITEMS SCHEDULED FOR DISCUSSION/ACTION:**

### **1. Financial Update for November, 2022**

*(see attached)*

**It is recommended the Board of Directors:**

Adopt and approve the Financial Update for November, 2022

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call: \_\_\_\_\_

### **2. Revised FY23 Budget- ASA Chino**

*(see attached)*

**It is recommended the Board of Directors:**

Adopt and approve the Revised FY23 Budget - ASA Chino

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call: \_\_\_\_\_

### **3. Revised FY23 Budget- ASA Fontana**

*(see attached)*

**It is recommended the Board of Directors:**

Adopt and approve the Revised FY23 Budget - ASA Fontana

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call: \_\_\_\_\_

### **4. Comprehensive School Safety Plan**

*(see attached)*

**It is recommended the Board of Directors:**

Review the Comprehensive School Safety Plan in compliance with Ed Code 32280

## **G. COMMUNICATIONS**

1. **Comments from Board of Directors**

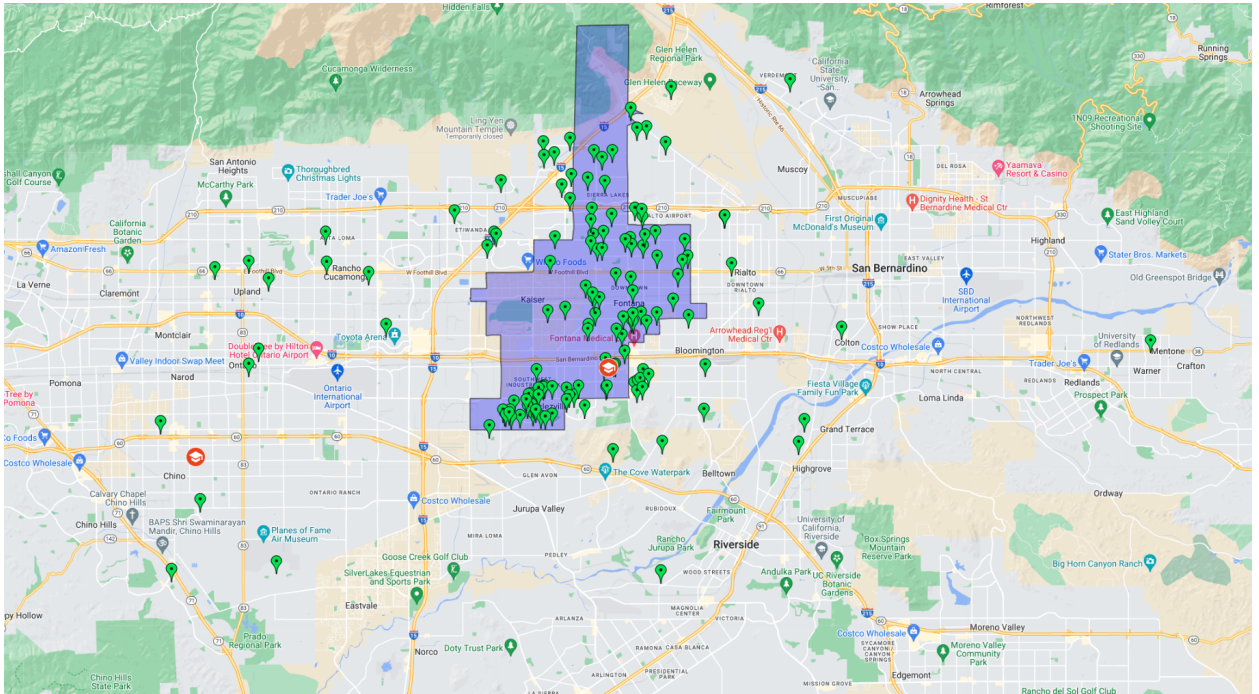
## **H. ADJOURNMENT**

1. **It is recommended the Board of Directors:**

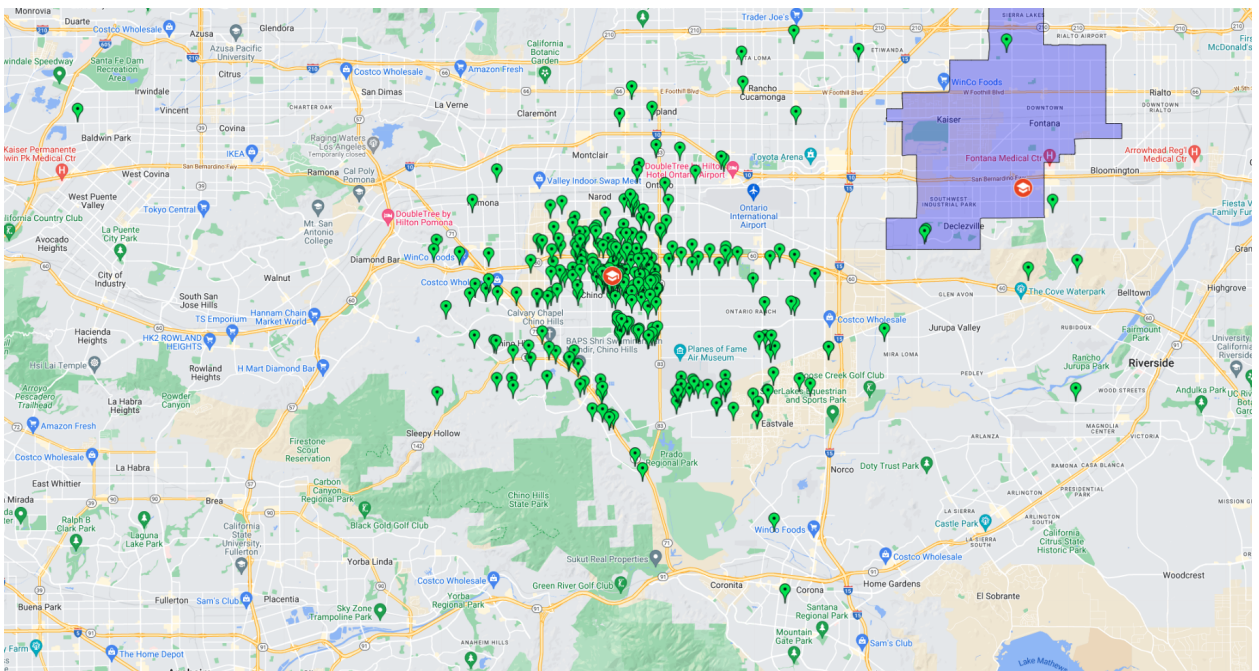
Adjourn the Regular Meeting of the Board of Directors for January 9, 2023

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call: \_\_\_\_\_

## Fontana Open Enrollment (225)



## Chino Open Enrollment (419)





# **ALLEGIANCE STEAM ACADEMY**

## **REGULAR MEETING OF THE BOARD OF DIRECTORS**

**December 5, 2022**

**5:00 pm**

**Meeting Location:**

**The Den**

**or**

**CEO Office**

**5862 C St.,**

**Chino, CA 91710**

View Online: <https://zoom.us/j/94095362729>

Telephone: (669) 900-6833; Meeting ID: 940 9536 2729

### **MEETING MINUTES**

#### **INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS**

**Allegiance STEAM Academy- Thrive charter school ("Allegiance STEAM Academy"), also known as ASA Thrive, is a direct-funded, independent, public charter school operated by the Allegiance STEAM Academy nonprofit public benefit corporation and governed by Allegiance STEAM Academy, Incorporated corporate Board of Directors ("Board"). The purpose of a public meeting of the Board, is to conduct the affairs of Allegiance STEAM Academy in public. We are pleased that you are in attendance and hope you will visit these meetings often. Your participation assures us of continuing community interest in our school.**

1. Agendas are available to all audience members at the meeting. Note that the order of business on this agenda may be changed without prior notice. For more information on this agenda, please contact Allegiance at: [info@asathrive.org](mailto:info@asathrive.org)
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## I. Preliminary

### A. Call to Order

The meeting was called to order by the Board Chair at \_\_\_\_ 5:07PM \_\_\_\_.

### B. Roll Call

	Present	Absent
Troy Stevens, President	___X___	_____
Marcilyn Jones, Secretary	___X___	_____
Samantha Odo, Treasurer	___X___	_____
Claudia Reynolds, Member	___X___	_____

### C. Approval of Agenda for the Regular Board Meeting for December 5, 2022

It is recommended that the Board of Directors approve the Agenda for Regular Board Meeting for December 5, 2022.

Motion: \_\_\_Sam\_\_\_ Second: \_\_\_Marcy\_\_\_ Roll Call: \_\_\_4-0 Passes\_\_\_

## II. Open Session:

### A. Pledge of Allegiance

### B. Student Celebrations - Music Production Elective Course

*Music Production Elective Course led by Dr. Johnson presented. Students Jayden Murillo, Paxton Cabrera, Zephania Pho, and Gavin Stevens first shared about the songs they created in class and the songs were played.*

### C. Public Comments- Items not on the Agenda

No individual presentations shall be for more than three (3) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

*No Comments*

### D. ITEMS SCHEDULED FOR INFORMATION:

#### 1. Update from Parents and Community for Kids

*Thanked the Board members for their continued service and presented a gift to each board member. Grinch-mas movie night was held last week with two sessions with hot chocolate and cookies. Enjoyed being fully in person again and it was great to have the support of the school and families. See's candy*

*fundraiser was a success and raised \$52,000 and will send out information when orders are ready for pick up (either late this week or next week). Party Kingdom gift card fundraiser - 3 gift cards for \$25 and make great stocking stuffers. Middle School dance coming in January.*

**2. School Site Council Report**

*Mr. W shared that they are working on a subcommittee for parent outreach. They worked to develop a mission and vision statement.*

**3. PAL Report**

*Mrs. Cameron shared worked on spreading awareness about celebrations from around the world. They also created a winter wonderland spirit week with opportunities for students and faculty to participate. Excited to help with the Middle School dance.*

**4. Annual Governance Training - Procopio**

*Board members received their annual training regarding the Brown Act and Governance training.*

**5. Staff Report - ASA Chino**

*Ms. Okamoto shared that we were excited to share our first awards assembly to recognize students. Clubs/Sports: First cross country meet was held in November where ASA took first place in the elementary divisions and participated in the Reindeer Romp this past Saturday. The debate team will have their first event on 12/9. 5 new clubs will start in January. ELAC committee elected 3 members last month. #observeme update: Staff members were assigned another staff member to observe at random.*

**6. Principal's Report - ASA Chino**

*Shout out to our amazing staff at ASA. They continue to go above and beyond in all that they do. The Chino Christmas parade will take place on Saturday. 4th & 5th graders will perform on recorders. First week in February will be student-led conferences. Portables should be available very soon. MAP testing is taking place this week.*

**7. Principal's Report - ASA Fontana**

*The Fontana team has been busy developing and implementing a recruitment plan. Dr. Cognetta and Mr. Espinoza shared a presentation at an informational*



*meeting for interested families recently. The original plan has been updated to recruit more students to the school. ASA Fontana public calendar will be made live this week on the website. ASA has partnered with the Ontario Reign hockey team to help in recruitment efforts. More information will be shared about the specifics of the events. Connected with the Chamber of Commerce to help participate in the community. Working on social media to help with recruitment efforts. Many families have filled out interest forms or participated in open enrollment. 630 students is the goal to enroll.*

#### **8. CEO's Report**

*Due to a lengthy agenda, many of his items are on the agenda and will be addressed later in the meeting. Thank you to PACK and volunteers. Enrollment in Chino is at 957. Shared about his ongoing professional development that is very timely and supportive from the CSGF. Claudia Reynolds will finish serving her term in June and the board is actively looking to add members, including someone for the Fontana community. They are looking to add to board members. Board will interview candidates in the next two weeks. They currently have 4 candidates interested in participating in the board. Gave a shout out to Mrs. Lazo for helping to pursue avenues and help to bring cost down for fingerprinting for volunteers.*

#### **9. Conflict of Interest Policy Review**

#### **10. Board Recruitment Update**

### **E. ITEMS SCHEDULED FOR CONSENT:**

- 1. Minutes for the Regular Meeting of the Board of Directors November 7, 2022**
- 2. Check Register for October, 2022**

Motion: \_\_\_ Marcy \_\_\_ Second: \_\_\_ Claudia \_\_\_ Roll Call: \_\_\_ 4-0 Passes \_\_\_

### **F. ITEMS SCHEDULED FOR DISCUSSION/ACTION:**

#### **1. Financial Update for October, 2022**

*(see attached)*

**It is recommended the Board of Directors:**

Adopt and approve the Financial Update for September, 2022

Motion: \_\_\_ Sam \_\_\_ Second: \_\_\_ Marcy \_\_\_ Roll Call: \_\_\_ 4-0 Passes \_\_\_

**2. Revised FY23 Budget- ASA Chino**

*(see attached)*

**It is recommended the Board of Directors:**

Adopt and approve the Revised FY23 Budget - ASA Chino

Motion: \_\_\_ Claudia \_\_\_ Second: \_\_\_ Marcy \_\_\_ Roll Call: \_\_\_ 4-0 Passes \_\_\_

**3. Revised FY23 Budget- ASA Fontana**

*(see attached)*

**It is recommended the Board of Directors:**

Adopt and approve the Revised FY23 Budget - ASA Fontana

Motion: \_\_\_ Sam \_\_\_ Second: \_\_\_ Troy \_\_\_ Roll Call: \_\_\_ 4-0 Passes \_\_\_

**4. First Interim Financial Report**

*(see attached)*

**It is recommended the Board of Directors:**

Adopt and approve the First Interim Financial Report for 2022-2023

Motion: \_\_\_ Sam \_\_\_ Second: \_\_\_ Marcy \_\_\_ Roll Call: \_\_\_ 4-0 Passes \_\_\_

**5. Arts, Music, and Instructional Materials Block Grant**

*(see attached)*

**It is recommended the Board of Directors:**

Adopt and approve the Arts, Music, and Instructional Materials Block Grant

Motion: \_\_\_ Marcy \_\_\_ Second: \_\_\_ Sam \_\_\_ Roll Call: \_\_\_ 4-0 Passes \_\_\_

**6. Board of Directors Roles and Responsibilities**

**It is recommended the Board of Directors:**

Adopt and approve the revised Board of Directors Duties and Responsibilities and Delegation of Power to CEO

Motion: \_\_\_ Sam \_\_\_ Second: \_\_\_ Claudia \_\_\_ Roll Call: \_\_\_ 4-0 Passes \_\_\_

**7. Employee Retention Credit Service Fee Agreement**

*(see attached)*

**It is recommended the Board of Directors:**

Approve and adopt the Employee Retention Credit Service Fee Agreement with CFOMW Tax, LLC

Motion: \_\_\_ Troy \_\_\_ Second: \_\_\_ Marcy \_\_\_ Roll Call: \_4-0 Passes\_\_\_

**8. Local Assignment Resolutions**

*(see attached)*

**It is recommended the Board of Directors:**

Approve and adopt the revised Non-Discrimination Policy

Motion: \_\_\_ Marcy \_\_\_ Second: \_ Sam \_\_\_ Roll Call: \_4-0 Passes\_\_\_

**9. Williams Monitoring: First Quarterly Report**

*(see attached)*

**It is recommended the Board of Directors:**

Approve the Williams Monitoring First Quarterly Report for 2022-23

Motion: \_\_\_ Claudia \_\_\_ Second: \_\_\_ Troy \_\_\_ Roll Call: \_4-0 Passes\_\_\_

**10. DM Charter SELPA Assurances - ASA Fontana**

*(see attached)*

**It is recommended the Board of Directors:**

Approve and adopt the DM Charter SELPA Assurances - ASA Fontana

Motion: \_\_\_ Sam \_\_\_ Second: \_\_\_ Troy \_\_\_ Roll Call: \_\_\_4-0 Passes\_\_\_

**11. CAHELP JPA Agreement**

*(see attached)*

**It is recommended the Board of Directors:**

Approve and adopt the CAHELP JPA Agreement

Motion: \_\_\_ Marcy \_\_\_ Second: \_\_\_ Claudia \_\_\_ Roll Call: \_4-0 Passes\_\_\_

**12. DM Charter SELPA Agreement for Participation**

(see attached)

**It is recommended the Board of Directors:**

Approve and adopt the DM Charter SELPA Agreement for Participation

Motion: \_\_\_ Claudia \_\_\_ Second: \_\_\_ Sam \_\_\_ Roll Call: \_\_\_ 4-0 Passes \_\_\_

**13. PowerSchool Charter Enrollment Bundle Quote - ASA Fontana**

(see attached)

**It is recommended the Board of Directors:**

Approve and adopt the PowerSchool Charter Enrollment Bundle Quote - ASA Fontana in the amount of \$15,165.00.

Motion: \_\_\_ Sam \_\_\_ Second: \_\_\_ Marcy \_\_\_ Roll Call: \_\_\_ 4-0 Passes \_\_\_

**G. COMMUNICATIONS**

**1. Comments from Board of Directors**

*Claudia Reynolds: Thank you to Dr. Johnson. It was nice to see the students expressing their creativity. Thank you to the PACK for the gift. Thank you to the new faces that showed up to the board meeting. Enjoys hearing nice things about Fontana and is available to help with recruitment and can help translate if needed. She wants all teachers and staff to enjoy their break. She's very thankful to be a part of this team and her heart will always be with Allegiance.*

*Troy Stevens: Thanked students for coming out tonight. Thanked Fontana team for all their work and wants to push them because he is excited to watch the interest grow. Gave a shout out to Mr. Alex and his team for all their hard work on our facilities each day—very well deserved. Thanked all the volunteers and PACK for movie night. Finally thanked the paraprofessionals for greeting the students each morning outside. He knows it means a lot to the students and they look up to them.*

*Marcy Jones: Thank you to the students that shared their music and Dr. Johnson. Enjoy your winter break and teachers should enjoy your break. Glad to hear about the #observeme and encourage staff to participate. Thank you to the PACK and all their hard work.*

*Sam Odo: Thanked the students for coming out and Dr. Johnson for bringing music production to the board meeting. Nice to see smiling faces at the movie and glad to hear about the PACK fundraisers to help the school. She wants the staff to enjoy their break and relax.*

## **H. ADJOURNMENT**

### **1. It is recommended the Board of Directors:**

*Adjourn the Regular Meeting of the Board of Directors for December 5, 2022  
@ 7:18PM.*

Motion: \_\_\_ Sam \_\_\_ Second: \_\_\_ Claudia \_\_\_ Roll Call: \_\_\_ 4-0 Passes \_\_\_\_\_

## Allegiance STEAM Academy - Chino

### Check Register

For the period ended November 30, 2022

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
21824	Amy's Farm	Field Trip - 10/25/22	11/2/2022	\$ 492.96
21825	Blue Shield of California	Health Ins - 11/22	11/2/2022	26,424.47
21826	Braille Abilities, LLC	SpEd svcs - 09/22	11/2/2022	10,535.75
21827	Charter Impact	Payroll Processing Fee - 08/22	11/2/2022	1,018.29
21828	Chino Valley USD	Copier Lease - 09/01/22-09/30/22	11/2/2022	2,599.53
21829	Antonio Guillen	Reimb - 09/19/21 - 11/04/21	11/2/2022	351.59
21830	Guitar Center Stores Stores, Inc dba Woodwind & Braqsswind	Drum Kit	11/2/2022	179.94
21831	MetLife Small Business Center	Health Ins - 11/22	11/2/2022	3,962.17
21832	Callie Moreno	Reimb - 11/02/21	11/2/2022	304.82
21833	Scoot.education	Sub svcs - 10/17/22-10/20/22	11/2/2022	6,106.00
21834	Amrit Sidhu	Reimb - 10/04/21	11/2/2022	55.72
21835	Swing Education Inc	Sub svcs - 10/15/22-10/21/22	11/2/2022	4,388.00
21836	Waxie Sanitary Supply	Janitorial Supplies	11/2/2022	784.08
21837	San Bernardino County	STRS 10/2022	11/4/2022	125,166.84
21838	California State Disbursement Unit	Confidential	11/4/2022	450.00
21839	Braille Abilities, LLC	SpEd Svcs - 10/22	11/9/2022	2,897.75
21840	Kellie Cameron	Reimb. - 10/19/22-10/27/22	11/9/2022	317.44
21841	Carrie Birchler	Consulting Svcs - 10/22	11/9/2022	1,500.00
21842	Charter Impact	Business Mgmt svcs - 11/22	11/9/2022	27,947.00
21843	Chino Valley USD	Office Supplies	11/9/2022	1,842.27
21844	Cintas Corporation #150	Janitorial Supplies	11/9/2022	172.56
21845	Elite Modular Leasing & Sales, Inc.	Classroom Lease 08/01/22-07/31/23	11/9/2022	50,000.00
21846	Cheyenne Gutierrez	Reimb 10/15/22-10/22/22	11/9/2022	215.02
21847	Kaiser Foundation Health Plan	Health Ins - 12/22	11/9/2022	11,011.10
21848	Optiva IT	IT Svcs - 11/22	11/9/2022	6,825.00
21849	Scoot.education	Sub Svcs - 10/24/22-10/28/22	11/9/2022	5,807.00
21850	John Shipes	Reimb - 10/17/22	11/9/2022	298.27
21851	Amrit Sidhu	Reimb - 09/29/22-10/20/22	11/9/2022	67.13
21852	Kristen Stevens	Reimb - 10/04/22-10/23/22	11/9/2022	81.69
21853	Sunny Kids Therapy Inc	SpEd Svcs - 10/22	11/9/2022	16,708.30
21854	Swing Education Inc	Sub Svcs - 10/01/22-10/07/22	11/9/2022	4,088.00
21855	Uplift + Empower	Consulting Svcs - 10/22	11/9/2022	3,000.00
21856	California State Disbursement Unit	Confidential	11/16/2022	360.50
21857	Airwave Communication Ent.	Analog/Digital Radios (40)	11/18/2022	7,712.47
21858	Braille Abilities, LLC	SpEd Svcs - 10/22	11/18/2022	7,380.75
21859	Charter Impact	Payroll Processing Fee - 10/22	11/18/2022	917.55
21860	Chino Valley USD	Copier Lease - 10/20/22-11/19/22	11/18/2022	671.53
21861	Cintas Corporation #150	Janitorial Supplies	11/18/2022	86.28
21862	Gayle Hinazumi	SpEd Svcs - 10/22	11/18/2022	2,500.00
21863	Terry Keyson	SpEd Svcs - 10/22	11/18/2022	600.00
21864	McGraw Hill LLC	Books	11/18/2022	24,046.49
21865	Scoot.education	Sub Svcs - 10/03/22-10/07/22	11/18/2022	9,369.00
21866	Southern California Council of Chinese Schools	Membership Fees - 2023	11/18/2022	100.00
21867	Swing Education Inc	Sub Svcs - 10/29/22-11/04/22	11/18/2022	1,688.00
21868	Blue Shield of California	Health Ins - 12/22	11/22/2022	25,174.82
21869	Emily Campagna	Reimb - 11/09/22	11/22/2022	61.86
21870	Carrie Birchler	Consulting Svcs - 11/22	11/22/2022	3,000.00
21871	Cintas Corporation #150	Janitorial Supplies	11/22/2022	86.28
21872	Maranda Claro	Reimb - 11/02/22	11/22/2022	73.75
21873	Lori Cunningham	Reimb 08/24/22-11/07/22	11/22/2022	167.54
21874	Wendy Dastrup	Reimb - 10/28/22	11/22/2022	84.91
21875	MetLife Small Business Center	Health Ins - 12/22	11/22/2022	3,558.79
21876	Callie Moreno	Reimb - 09/28/22-10/18/22	11/22/2022	397.51
21877	Jennifer Piyawadhanachai	Reimb - 10/20/22	11/22/2022	59.88
21878	Rancho Janitorial Supplies	Janitorial Supplies	11/22/2022	571.34
21879	Swing Education Inc	Sub Svcs - 11/05/22-11/11/22	11/22/2022	1,888.00
21880	California State Disbursement Unit	Confidential	11/30/2022	150.00
21881	California State Disbursement Unit	Confidential	11/30/2022	360.50

## Allegiance STEAM Academy - Chino

### Check Register

For the period ended November 30, 2022

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
ACH	American Express	CC Payment - AMEX	11/2/2022	20,566.19
ACH	Internal Revenue Services	Federal Tax Payment PPE093022	11/2/2022	518.56
ACH	Mid Atlantic Trust Company	Mid Atlantic - No Backup 11/22	11/7/2022	6,735.00
ACH	CharterSafe	Package Premium & Workers Comp - 11/22	11/8/2022	22,859.00
ACH	Internal Revenue Services	Federal Tax Payment PPE111022	11/14/2022	13,944.22
ACH	Employment Development Department	State Tax Pmt SDI & CA PIT PPE111022	11/14/2022	1,955.77
ACH	Employment Development Department	State Tax Pmt SUI PPE111022	11/14/2022	549.99
ACH	Pali Institute	Pali Institute - No back up 11/22	11/16/2022	1,500.00
ACH	Pali Institute	Pali Institute - No Backup 11/22	11/16/2022	1,500.00
ACH	Internal Revenue Services	Federal Tax Payment PPE112322	11/25/2022	74,465.02
ACH	Employment Development Department	State Tax Pmt SDI & CA PIT PPE112322	11/25/2022	24,615.91
ACH	Employment Development Department	State Tax Pmt SUI PPE112322	11/25/2022	864.38
ACH	Health Equity	FSA - Health 11/22	11/29/2022	1,075.00
ACH	PC Parts Plus	Office Expense	11/29/2022	376.07
ACH	PC Parts Plus	Office Expense	11/29/2022	359.91
ACH	PC Parts Plus	Office Expense	11/29/2022	256.11
ACH	PC Parts Plus	Office Expense	11/29/2022	147.02
ACH	PC Parts Plus	Office Expense	11/29/2022	85.09
ACH	Bank	Deposit Error	11/30/2022	104.00

**Total Disbursements Issued in November**    **\$ 579,143.68**

**Allegiance STEAM Academy - Fontana**

**Check Register**

For the period ended November 30, 2022

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
80010	Uplift + Empower	Consulting Svcs - 10/22	11/9/2022	\$ <u>1,050.00</u>
<b>Total Disbursements Issued in November</b>				<b>\$ <u>1,050.00</u></b>



## Allegiance STEAM Academy - Chino

### Check Register - greater than \$2,000

For the period ended November 30, 2022

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
<b>Employee Benefits</b>				
21825	Blue Shield of California	3401 - Health and Welfare	11/2/2022	26,424.47
21831	MetLife Small Business Center	3401 - Health and Welfare	11/2/2022	3,962.17
21837	San Bernardino County	3101/9513 - STRS	11/4/2022	125,166.84
ACH	Mid Atlantic Trust Company	3401 - Health and Welfare	11/7/2022	6,735.00
ACH	CharterSafe	3601 - Workers' Compensation	11/8/2022	22,859.00
21847	Kaiser Foundation Health Plan	3401 - Health and Welfare	11/9/2022	11,011.10
ACH	Internal Revenue Services	3301/3311/9512 - Payroll taxes	11/14/2022	13,944.22
21868	Blue Shield of California	3401 - Health and Welfare	11/22/2022	25,174.82
21875	MetLife Small Business Center	3401 - Health and Welfare	11/22/2022	3,558.79
ACH	Internal Revenue Services	3301/3311/9512 - Payroll taxes	11/25/2022	74,465.02
ACH	Employment Development Department	3301/3311/9512 - Payroll taxes	11/25/2022	24,615.91
				<b>337,917.34</b>
<b>Books and Supplies</b>				
ACH	American Express	4302 - School Supplies	11/2/2022	20,566.19
21857	Airwave Communication Ent.	4400 - Noncapitalized Equipment	11/18/2022	7,712.47
21864	McGraw Hill LLC	4305 - Software	11/18/2022	24,046.49
				<b>52,325</b>
<b>Subagreement Services</b>				
21826	Braille Abilities, LLC	5102 - Special Education	11/2/2022	10,535.75
21833	Scoot.education	5103 - Substitute Teacher	11/2/2022	6,106.00
21835	Swing Education Inc	5103 - Substitute Teacher	11/2/2022	4,388.00
21853	Sunny Kids Therapy Inc	5102 - Special Education	11/9/2022	16,708.30
21839	Braille Abilities, LLC	5102 - Special Education	11/9/2022	2,897.75
21849	Scoot.education	5103 - Substitute Teacher	11/9/2022	5,807.00
21854	Swing Education Inc	5103 - Substitute Teacher	11/9/2022	4,088.00
21858	Braille Abilities, LLC	5102 - Special Education	11/18/2022	7,380.75
21862	Gayle Hinazumi	5102 - Special Education	11/18/2022	2,500.00
21865	Scoot.education	5103 - Substitute Teacher	11/18/2022	9,369.00
				<b>69,781</b>
<b>Facilities, Repairs and Other Leases</b>				
21828	Chino Valley USD	5603 - Equipment Leases	11/2/2022	2,599.53
21845	Elite Modular Leasing & Sales, Inc.	5604 - Other Leases	11/9/2022	50,000.00
				<b>52,599.53</b>
<b>Professional/Consulting Services</b>				
21842	Charter Impact	5811 - Management Fee	11/9/2022	27,947.00
21848	Optiva IT	5801 - IT	11/9/2022	6,825.00
21855	Uplift + Empower	5805 - General Consulting	11/9/2022	3,000.00
21870	Carrie Birchler	5805 - General Consulting	11/22/2022	3,000.00
				<b>40,772.00</b>
				<b>Total Disbursement over \$2,000 \$ 553,394.57</b>



# Allegiance STEAM Academy Schools

Monthly Financial Presentation – November 2022

# November Highlights

## Highlights

### Chino Forecast

- Forecast surplus **+\$373K**, a **+\$167k** change from budget due to increases in revenue.
- Revenue forecast **\$12M**, a **+\$1.33M** increase includes one-time funds and LCFF entitlement recalculations.
- Expenses forecasted **\$11.7M**, above budget **+\$1M**. Due to one-time funds, staffing model changes, and modular costs.
- Cash ended the month at **\$3.39M**, 29% of expenses.

### Fontana Forecast

- Forecast a **(\$94K)** deficit.
- Revenue forecast **\$980k** includes PCSGP and Growth Fund.
- Expenses forecast **\$1M**, above budget **+\$1M**. Due to grant funds and staffing model changes.
- Cash ended the month at **\$1.06M**, 360 days of expenses.

### Compliance and Reporting

- Federal Stimulus Reporting due January 13
- Mid-Year Expenditure Report due January 16
- Dispute Prevention & Learning Recovery Funding due January 16
- Federal Cash Management Due January 31

### Enrollment and Revenues

- Actual average attendance rate performing at a budgeted rate of 95%.



# Allegiance STEAM Academy -Thrive

Monthly Financial Presentation – November 2022

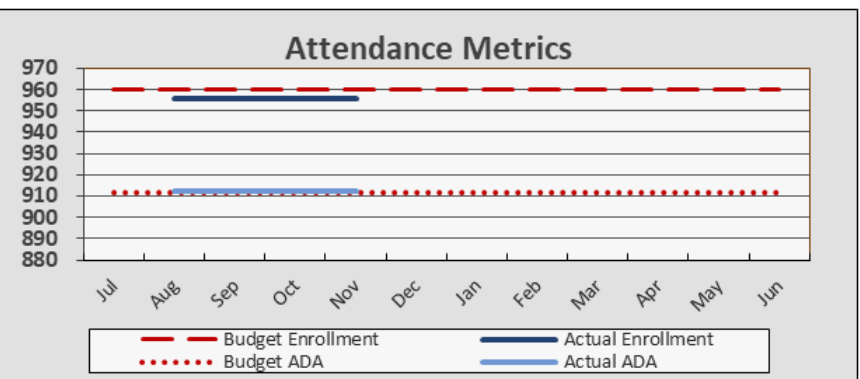
# Attendance Data and Metrics



## Enrollment and Per Pupil Data

<b>Enrollment &amp; Per Pupil Data</b>			
	<b><u>Actual</u></b>	<b><u>Forecast</u></b>	<b><u>Budget</u></b>
<i>Average Enrollment</i>	956	960	960
<i>ADA</i>	912	912	912
<i>Attendance Rate</i>	95.4%	95.0%	95.0%
<i>Unduplicated %</i>	34.5%	34.5%	34.5%
<i>Revenue per ADA</i>		\$13,332	\$11,868
<i>Expenses per ADA</i>		\$12,922	\$11,643

## Attendance Metrics



Forecast 960 enrollment, 95% ADA 912 and UPP 34.5%.  
LCFF is calculated at \$10,398 per ADA

# Revenue

- November Updates

- Year-To-Date –Variance in Year-to-Date due to the timing of receivable funds.
- Forecast revenue
  - State Aid-Rev Limit:** LCFF Entitlement was recalculated with adjusted base grant rates to reflect the statutory COLA of 6.56 percent, plus a 6.28 percent adjustment. Transitional Kindergarten Add-on at \$2,813 per current ADA count.
  - Federal Revenue:** Adjustment per P2-ADA and one-time funds planned.
  - Other State revenue:** One-time funds planned FY23-FY24.
  - Other Local Revenue:** Fundraising

	One-Time Funding					
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
ELO-G ESSER II	\$ 7,291	\$ -	\$ -	\$ -	\$ -	\$ -
ESSER III 3213	259,562					
ESSER III 3214 Learning Loss	7,429					
Expanded Learning Opportunities Program FY21-22	73,021					
UPK/Pre-K	112,690					
Educator Effectiveness Block Grant	66,000	74,666				
Expanded Learning Opportunities Program FY22-23	129,816	351,463				
Instructional Material Block Grant	411,015	50,000	50,000	50,893		
Learning Recovery Emergency Block Grant	201,160	110,000	114,200	118,000	125,000	28,000
	\$ 1,267,984	\$ 586,129	\$ 164,200	\$ 168,893	\$ 125,000	\$ 28,000

Revenue	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 2,601,023	\$ 2,510,101	\$ 90,922	\$ 9,590,263	\$ 9,231,796	\$ 358,467
Federal Revenue	119,054	132,150	(13,096)	654,005	563,233	90,772
Other State Revenue	164,234	205,498	(41,264)	1,873,194	1,029,024	844,170
Other Local Revenue	41,325	-	41,325	41,325	-	41,325
<b>Total Revenue</b>	<b>\$ 2,925,637</b>	<b>\$ 2,847,750</b>	<b>\$ 77,887</b>	<b>\$ 12,158,787</b>	<b>\$ 10,824,053</b>	<b>\$ 1,334,734</b>

# Expenses



- November Updates**
  - Expenses update** – Expenses are slightly above budget due to one-time funds, modular lease costs, and changes in the staffing model.

One-Time Funding Spending Plan						
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
ELO-G ESSER II	\$ 7,291	\$ -	\$ -	\$ -	\$ -	\$ -
ESSER III 3213	259,562	-	-	-	-	-
ESSER III 3214 Learning Loss	7,429	-	-	-	-	-
Expanded Learning Opportunities Program FY21-22	73,021	-	-	-	-	-
UPK/Pre-K	112,690	-	-	-	-	-
Educator Effectiveness Block Grant	66,000	74,666	-	-	-	-
Expanded Learning Opportunities Program FY22-23	129,816	351,463	-	-	-	-
Instructional Material Block Grant	411,015	50,000	50,000	50,893	-	-
Learning Recovery Emergency Block Grant	201,160	110,000	114,200	118,000	125,000	28,000
	<u>\$ 1,267,984</u>	<u>\$ 586,129</u>	<u>\$ 164,200</u>	<u>\$ 168,893</u>	<u>\$ 125,000</u>	<u>\$ 28,000</u>

Expenses	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Certificated Salaries	\$ 1,770,215	\$ 1,839,015	\$ 68,800	\$ 4,751,124	\$ 4,959,781	\$ 208,657
Classified Salaries	639,682	525,270	(114,412)	1,819,498	1,524,944	(294,554)
Benefits	743,461	835,705	92,244	2,182,585	2,238,532	55,947
Books and Supplies	504,105	465,197	(38,908)	1,633,652	713,347	(920,305)
Subagreement Services	127,694	46,213	(81,481)	186,734	122,900	(63,834)
Operations	115,451	121,320	5,869	265,390	292,327	26,937
Facilities	38,499	9,917	(28,582)	48,800	23,800	(25,000)
Professional Services	296,573	253,777	(42,796)	894,439	742,015	(152,425)
Depreciation	1,190	208	(982)	2,854	500	(2,354)
<b>Total Expenses</b>	<b>\$ 4,236,870</b>	<b>\$ 4,096,622</b>	<b>\$ (140,248)</b>	<b>\$ 11,785,077</b>	<b>\$ 10,618,145</b>	<b>\$ (1,166,931)</b>

# Surplus / (Deficit) & Fund Balance

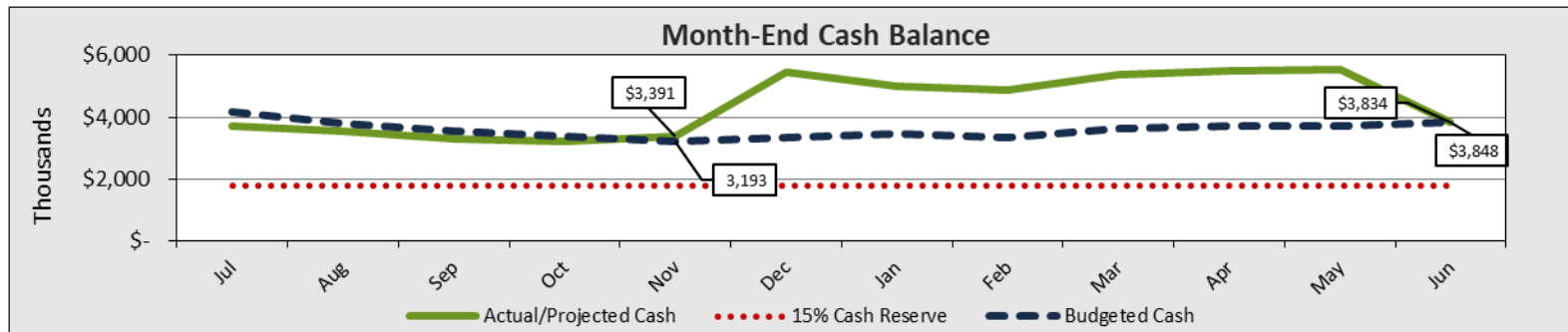
- Current forecast annual surplus **\$373K**, **+\$167K** above budget due to changes in revenue increases from state aid funding and one-time funds.
- School forecast ending fund balance of **\$5.57M (47.3%)**, 173-day expenses.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
<b>Total Surplus(Deficit)</b>	<b>\$ (1,311,233)</b>	<b>\$ (1,248,872)</b>	<b>\$ (62,361)</b>	<b>\$ 373,710</b>	<b>\$ 205,908</b>	<b>\$ 167,803</b>
Beginning Fund Balance	<u>5,202,710</u>	<u>5,202,710</u>		<u>5,202,710</u>	<u>5,202,710</u>	
<b>Ending Fund Balance</b>	<b><u>\$ 3,891,477</u></b>	<b><u>\$ 3,953,838</u></b>		<b><u>\$ 5,576,420</u></b>	<b><u>\$ 5,408,618</u></b>	
<i>As a % of Annual Expenses</i>	33.0%	37.2%		47.3%	50.9%	



# Cash Balance

- Cash at month end **\$3.39 million, 29%** of expenses.
- Cash increase due to AR of +\$900K of one-time funds.





# Allegiance STEAM Academy -Fontana

Monthly Financial Presentation – November 2022

# Revenue

- **November Updates**
  - **Year-To-Date** –Variance in Year-to-Date due to the timing of receivable funds.
  - **Forecast revenue**
    - **Federal Revenue:** PCSGP Grant.
    - **Other State revenue:** Charter School Growth Fund.

	<i>Year-to-Date</i>			<i>Annual/Full Year</i>		
	<b>Actual</b>	<b>Budget</b>	<b>Fav/(Unf)</b>	<b>Forecast</b>	<b>Budget</b>	<b>Fav/(Unf)</b>
<b>Revenue</b>						
Federal Revenue	\$ 27,204	\$ -	\$ 27,204	\$ 600,000	\$ -	\$ 600,000
Other Local Revenue	380,000	-	380,000	380,000	-	380,000
<b>Total Revenue</b>	<b>\$ 407,204</b>	<b>\$ -</b>	<b>\$ 407,204</b>	<b>\$ 980,000</b>	<b>\$ -</b>	<b>\$ 980,000</b>

# Expenses



- **November Updates**
  - **Total forecasted expenses above budget due to awarded grant funds.**

	<i>Year-to-Date</i>			<i>Annual/Full Year</i>		
	<b>Actual</b>	<b>Budget</b>	<b>Fav/(Unf)</b>	<b>Forecast</b>	<b>Budget</b>	<b>Fav/(Unf)</b>
<b>Expenses</b>						
Certificated Salaries	\$ 39,040	\$ -	\$ (39,040)	\$ 142,656	\$ -	\$ (142,656)
Classified Salaries	11,551	-	(11,551)	12,948	-	(12,948)
Benefits	10,121	-	(10,121)	57,749	-	(57,749)
Books and Supplies	8,243	-	(8,243)	329,620	16,320	(313,300)
Subagreement Services	-	-	-	130,000	-	(130,000)
Operations	23	-	(23)	279,025	-	(279,025)
Professional Services	11,853	17,935	6,083	113,353	38,340	(75,013)
Interest	3,867	-	(3,867)	9,278	-	(9,278)
<b>Total Expenses</b>	<b>\$ 84,696</b>	<b>\$ 17,935</b>	<b>\$ (66,761)</b>	<b>\$ 1,074,629</b>	<b>\$ 54,660</b>	<b>\$ (1,019,969)</b>

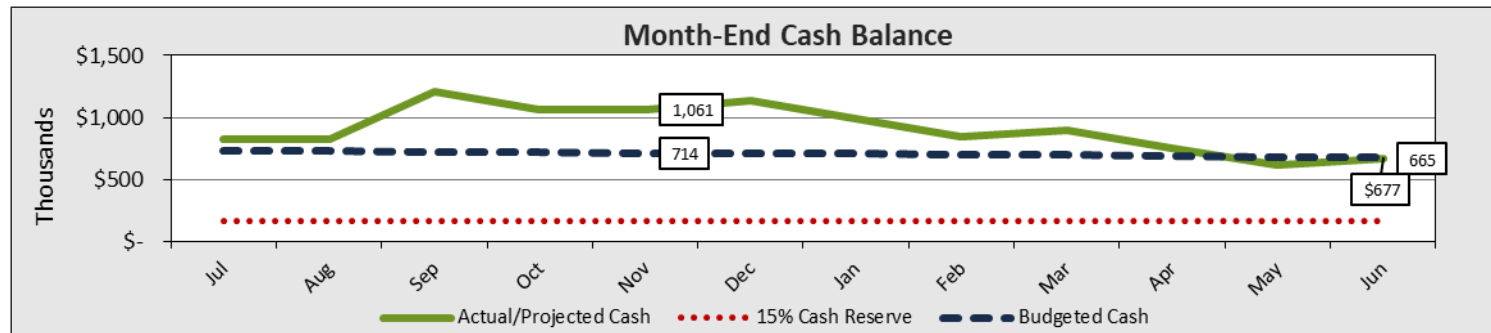
# Surplus / (Deficit) & Fund Balance

- Forecast annual forecast deficit +(\$94K), +(39K) above budget due to awarded grant funds.
- Fund balance forecast +(\$197k) (18.4%).

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
<b>Total Surplus(Deficit)</b>	\$ 322,508	\$ (17,935)	\$ 340,443	\$ (94,629)	\$ (54,660)	\$ (39,969)
Beginning Fund Balance	<u>(102,773)</u>	<u>(102,773)</u>		<u>(102,773)</u>	<u>(102,773)</u>	
<b>Ending Fund Balance</b>	<b><u>\$ 219,734</u></b>	<b><u>\$ (120,708)</u></b>		<b><u>\$ (197,402)</u></b>	<b><u>\$ (157,433)</u></b>	
<i>As a % of Annual Expenses</i>	20.4%	-220.8%		-18.4%	-288.0%	

# Cash Balance

- Current cash **\$1M**, **360** days of expenses.
- Cash increase due to Charter School Growth Funds received \$380k.



# Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
DATA	Jan-02	<b>CALPADS - Fall 2 Submission Window opens</b> - Information will be used by the US Department of Education and the California Department of Education to gain insights into student course enrollments, services rendered in support of school's English Learner population, staff assignments and full-time equivalent levels. The reported data represent a snapshot of a school's status in the previously listed areas per Census Day, October 5, 2022. Schools have until February 24, 2023 to certified data. <b>IMPORTANT:</b> Fall 2 Staff assignment data will be referenced by the Commission on Teacher Credentialing (CTC) for accountability purposes. CTC will cross reference teachers' credential information with the courses/sections they are assigned to teach. CTC will report misassignments/discrepancies to your charter authorizer.	Charter Impact submits with data provided by ASA	No	No	<a href="https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp">https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp</a>
FINANCE	Jan-13	<b>Federal Stimulus Reporting</b> - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP. (ESSER I, GEER, ESSER II, ESSER III). LEAs are required to report status of funds for the period October 1, 2021 - December 31, 2021.	Charter Impact with ASA support	No	No	<a href="https://www.cde.ca.gov/cr/reporting.asp">https://www.cde.ca.gov/cr/reporting.asp</a>
FINANCE	Jan-13	<b>CTEIG Application 2022/23</b> - The California Career Technical Education Incentive Grant (CTEIG) is a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grades twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education.	ASA with Charter Impact support	No	No	<a href="https://www.cde.ca.gov/fg/fo/r17/ctejg22rfa.asp">https://www.cde.ca.gov/fg/fo/r17/ctejg22rfa.asp</a>
DATA TEAM	Set by Authorizer (by Jan 17)	<b>Principal Apportionment P-1</b> - The First Principal attendance period, designated P-1, is the attendance count for all full school months during the period from July 1 through the last school month that ends on or before December 31 of the FY, and is used by the CDE to compute the P-1 Apportionment. Attendance data collected within the P-1 reporting date range must be uploaded into the state's Principal Apportionment Data Collection portal.	Charter Impact with ASA support	No	Yes	<a href="https://www.cde.ca.gov/fg/sf/pa/">https://www.cde.ca.gov/fg/sf/pa/</a>
FINANCE	Jan-16	<b>Mid-Year Expenditure Report due to SELPA (EDCOE)</b> - Interim financial reporting for actuals through December 31 are due to Desert/Mountain SELPA and Charter SELPA	Charter Impact	No	No	<a href="https://www.cahelp.org/">https://www.cahelp.org/</a>
FINANCE	Jan-16	<b>SELPA Pandemic Dispute Prevention &amp; Learning Recovery Funding Reports due (EDCOE)</b> - Expenditure reports are due to Desert/Mountain SELPA and Charter SELPA	Charter Impact	No	No	<a href="https://www.cahelp.org/">https://www.cahelp.org/</a>
DATA	Jan-20	<b>CALPADS - Fall 1 Amendment deadline</b> - Final opportunity to review and correct your certified CALPADS - Fall 1 student data. Students' program eligibility information associated with lunch, special education, homeless, English language learner, school enrollment and graduation statuses will be submitted to the CDE. This data will be used to in CDE's CA Dashboard calculations and determine access to funding such as student meal reimbursements and unduplicated count factors.	Charter Impact submits with data provided by ASA	No	No	<a href="https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp">https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp</a>
FINANCE	TBD	<b>Federal Stimulus Annual Report</b> - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP. (ESSER I, GEER, ESSER II, ESSER III). LEAs are required to report status of funds for the period July 1, 2021 - June 30, 2022.	Charter Impact with ASA support	No	No	<a href="https://www.cde.ca.gov/fg/cr/anreporthehelp.asp">https://www.cde.ca.gov/fg/cr/anreporthehelp.asp</a>

# Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Jan-31	<b>Federal Cash Management - Period 3</b> - The Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III EL; Title III Immigrant; and Title IV, Part A programs under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the ESSA, will utilize the Federal Cash Management program. Charter schools that are awarded a grant under any of these programs must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter; CDE will apportion funds to LEAs whose cash balance is below a certain threshold.	Charter Impact	No	No	<a href="https://www.cde.ca.gov/fg/aa/cm/">https://www.cde.ca.gov/fg/aa/cm/</a>
FINANCE	Jan-31	<b>Public Charter School Grant Program (PCSGP) - Qtr 2</b> - The PCSGP Quarterly Expenditure Report (QER) is the accountability document that reflects the dollar amount spent towards work plan activities. A QER is due to the CDE's Charter Schools Division within 30 days of each respective quarter.	Charter Impact	No	No	<a href="https://www.cde.ca.gov/sp/cs/re/pcsgp.asp">https://www.cde.ca.gov/sp/cs/re/pcsgp.asp</a>
FINANCE	Jan-31	<b>IRS Form 1095-C, Employer-Provided Health Insurance Offer and Coverage</b> - Employers with 50 or more full-time employees (including full-time equivalent employees) in the previous year use Forms 1094-C and 1095-C to report the information required under sections 6055 and 6056 about offers of health coverage and enrollment in health coverage for their employees.	ASA with Charter Impact support	No	No	<a href="https://www.irs.gov/forms-pubs/about-form-1095-c">https://www.irs.gov/forms-pubs/about-form-1095-c</a>
DATA	Feb-01	<b>School Accountability Report Card</b> - All public schools in California are required to prepare an annual SARC (2021/22). SARCs are intended to provide the public with important information about each public school and to communicate a school's progress in achieving its goals. EC Section 35256 requires LEA governing boards to approve SARCs for publications.	ASA	Yes	No	<a href="http://www.cde.ca.gov/ta/ac/sa/">http://www.cde.ca.gov/ta/ac/sa/</a>
FINANCE	Feb-15	<b>Board of Equalization Property Tax Exemption</b> - Property used exclusively for public schools, community colleges, state colleges, and state universities is exempt from property taxation (article XIII, section 3, subd. (d), Revenue and Taxation Code section 202, subd. (a)(3)). The property is exempt from taxation on the basis of its exclusive use for public school purposes. If the property is not owned by the public school, the owner of the property is required to file a claim for the Lessor's Exemption. If the owner of the property does not claim the exemption, the public school may file the Public School Exemption claim.	Charter Impact	No	Yes	<a href="https://www.boe.ca.gov/proptaxes/lessor_exemption.htm">https://www.boe.ca.gov/proptaxes/lessor_exemption.htm</a>
FINANCE	Feb-20	<b>Certification of the First Principal Apportionment</b> - The Principal Apportionment includes funding for the Local Control Funding Formula, the primary source of an LEA's general purpose funding; Special Education (AB 602); and funding for several other programs. The First Principal Apportionment (P-1), certified by February 20, is based on the first period data that LEAs report to CDE in November through January. P-1 supersedes the Advance Apportionment calculations and establishes each LEA's monthly state aid payment for February through May.	Charter Impact	No	No	<a href="https://www.cde.ca.gov/fg/aa/pa/">https://www.cde.ca.gov/fg/aa/pa/</a>
DATA	Feb-24	<b>CALPADS - Fall 2 deadline</b> - Please be mindful that Level-2 certification within CALPADS means that these data have been reviewed and approved by your superintendent or IRC administrator. Failure to properly review and amend these data in CALPADS within the allotted amendment window will result in the improper certification of official Fall 2 data within CALPADS, which can impact a number of things, including LCFF funding, student course enrollments, staff assignments and English learner education services. Students' course enrollments, teacher course assignments, staff job assignments, FTE count and English Learner education services are reported datasets.	Charter Impact submits with data provided by ASA	No	No	<a href="https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp">https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp</a>
FINANCE	Set by Authorizer (by Mar 15)	<b>2nd Interim Financial Report</b> - Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report is due December 15 for the period ending October 31. The second is due March 15 for the period ending January 31	Charter Impact	Yes	Yes	<a href="https://www.cde.ca.gov/fg/sf/fr/calendar19district.asp">https://www.cde.ca.gov/fg/sf/fr/calendar19district.asp</a>



# Appendices

## As of November 30, 2022

- Cash Flow – Monthly and Annual Forecast
- Statement of Financial Position (Balance Sheet)
- Statement of Cash Flows
- Detailed Month and YTD Budget vs. Actual
- Accounts Payable Aging
- Check Register
- Checks issued over \$2K – additional details

# *Allegiance STEAM Academy - Thrive*

**Financial Package**  
**November 30, 2022**

*Presented by:*



# Allegiance STEAM Academy - Thrive

## Monthly Cash Flow/Forecast FY22-23

Revised 11/30/2022

ADA = 912.00



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)	
<b>ADA = 912.00</b>																	
<b>Revenues</b>																	
<b>State Aid - Revenue Limit</b>																	
8011 LCFF State Aid	-	334,819	334,819	645,990	559,360	602,675	602,675	602,675	710,092	710,092	710,092	710,092	710,092	710,092	7,233,473	6,875,006	358,467
8012 Education Protection Account	-	-	-	42,181	-	-	45,600	-	-	49,019	-	-	45,600	182,400	182,400	-	
8096 In Lieu of Property Taxes	-	120,680	241,360	160,907	160,907	160,907	160,907	160,907	335,939	167,969	167,969	167,969	167,969	2,174,390	2,174,390	-	
	-	455,499	576,179	849,078	720,267	763,582	809,182	763,582	1,046,031	927,080	878,061	878,061	923,661	9,590,263	9,231,796	358,467	
<b>Federal Revenue</b>																	
8181 Special Education - Entitlement	-	-	-	-	-	8,767	8,767	8,767	15,801	15,801	15,801	15,801	15,801	105,303	105,303	-	
8220 Federal Child Nutrition	-	-	-	57,835	33,735	8,691	8,691	8,691	8,691	8,691	8,691	8,691	17,383	169,792	91,488	78,304	
8290 Title I, Part A - Basic Low Income	-	-	-	-	-	58,673	-	-	-	-	-	-	19,558	78,231	80,119	(1,888)	
8291 Title II, Part A - Teacher Quality	-	-	-	-	-	12,297	-	-	-	-	-	-	4,099	16,396	16,761	(365)	
8296 Other Federal Revenue	-	-	-	27,484	-	112,157	-	2,500	68,571	-	5,000	68,571	-	284,283	269,562	14,721	
	-	-	-	85,319	33,735	200,585	17,458	19,958	93,063	24,492	29,492	93,063	56,840	654,005	563,233	90,772	
<b>Other State Revenue</b>																	
8311 State Special Education	-	30,352	30,351	-	-	48,390	48,390	48,390	75,077	75,077	75,077	75,077	75,077	581,256	555,763	25,493	
8520 Child Nutrition	-	-	-	3,571	2,071	823	823	823	823	823	823	823	1,645	13,046	8,660	4,386	
8550 Mandated Cost	-	-	-	-	-	15,472	-	-	-	-	-	-	-	15,472	15,472	-	
8560 State Lottery	-	-	-	-	-	-	49,984	-	-	49,984	-	-	116,176	216,144	207,936	8,208	
8599 Other State Revenue	-	-	-	97,889	-	425,749	-	-	261,819	-	-	261,819	-	1,047,277	241,194	806,083	
	-	30,352	30,351	101,460	2,071	490,434	99,197	49,213	337,718	125,883	75,899	337,718	192,898	1,873,194	1,029,024	844,170	
<b>Other Local Revenue</b>																	
8660 Interest Revenue	773	773	773	773	773	-	-	-	-	-	-	-	-	3,867	-	3,867	
8699 School Fundraising	-	2,830	20,328	(336)	14,636	-	-	-	-	-	-	-	-	37,458	-	37,458	
	773	3,603	21,101	437	15,409	-	-	-	-	-	-	-	-	41,325	-	41,325	
<b>Total Revenue</b>	<b>773</b>	<b>489,454</b>	<b>627,631</b>	<b>1,036,294</b>	<b>771,483</b>	<b>1,454,601</b>	<b>925,836</b>	<b>832,752</b>	<b>1,476,812</b>	<b>1,077,455</b>	<b>983,452</b>	<b>1,308,842</b>	<b>1,173,399</b>	<b>12,158,787</b>	<b>10,824,053</b>	<b>1,334,734</b>	
<b>Expenses</b>																	
<b>Certificated Salaries</b>																	
1100 Teachers' Salaries	12,858	336,205	349,152	332,953	336,933	338,164	338,164	338,164	338,164	338,164	338,164	338,164	-	3,735,247	3,633,816	(101,430)	
1170 Teachers' Substitute Hours	1,520	11,990	12,830	20,315	13,655	10,145	10,145	10,145	10,145	10,145	10,145	10,145	-	131,324	109,014	(22,310)	
1175 Teachers' Extra Duty/Stipends	-	-	1,278	273	23,617	12,416	12,416	12,416	12,416	12,416	12,416	12,416	-	112,083	102,808	(9,275)	
1200 Pupil Support Salaries	-	23,682	27,283	17,334	21,591	21,591	21,591	21,591	21,591	21,591	21,591	21,591	-	241,026	429,472	188,446	
1300 Administrators' Salaries	44,296	46,017	29,417	34,528	42,324	43,528	43,528	43,528	43,528	43,528	43,528	43,528	-	501,280	536,670	35,390	
1900 Other Certificated Salaries	-	4,727	4,727	15,982	4,727	-	-	-	-	-	-	-	-	30,164	148,000	117,836	
	58,674	422,621	424,686	421,387	442,847	425,844	425,844	425,844	425,844	425,844	425,844	425,844	-	4,751,124	4,959,781	208,657	
<b>Classified Salaries</b>																	
2100 Instructional Salaries	-	95,327	86,089	85,729	75,502	103,917	103,917	103,917	103,917	103,917	103,917	100,492	-	1,066,640	896,035	(170,605)	
2200 Support Salaries	15,289	28,957	27,872	30,121	31,921	27,596	27,596	27,596	27,596	27,596	27,596	27,596	-	327,334	319,709	(7,625)	
2300 Classified Administrators' Salaries	6,933	6,933	3,813	6,188	7,588	6,188	6,188	6,188	6,188	6,188	6,188	6,188	-	74,772	83,200	8,428	
2400 Clerical and Office Staff Salaries	27,000	27,000	27,339	24,955	24,917	31,333	31,333	31,333	31,333	31,333	31,333	31,333	-	350,544	226,000	(124,544)	
2900 Other Classified Salaries	-	208	-	-	-	-	-	-	-	-	-	-	-	208	-	(208)	
	49,222	158,425	145,113	146,993	139,928	169,035	169,035	169,035	169,035	169,035	169,035	165,609	-	1,819,498	1,524,944	(294,554)	
<b>Benefits</b>																	
3101 STRS	10,107	77,603	78,352	75,952	81,021	80,937	80,937	80,937	80,937	80,937	80,937	80,937	-	889,595	947,318	57,723	
3202 PERS	12,488	36,211	34,656	36,803	33,571	44,088	44,088	44,088	44,088	44,088	44,088	43,194	-	461,450	386,878	(74,572)	
3301 OASDI	2,922	10,062	8,780	9,784	9,257	10,774	10,774	10,774	10,774	10,774	10,774	10,556	-	116,007	94,547	(21,460)	
3311 Medicare	1,514	8,299	8,108	8,090	8,362	8,662	8,662	8,662	8,662	8,662	8,662	8,612	-	94,959	94,029	(930)	
3401 Health and Welfare	30,056	28,155	23,598	31,073	32,280	46,875	46,875	46,875	46,875	46,875	46,875	46,875	-	473,287	570,000	96,713	
3501 State Unemployment	119	3,281	1,577	1,288	1,142	2,829	14,144	11,315	5,658	2,829	2,829	2,829	-	49,840	54,975	5,135	
3601 Workers' Compensation	3,245	3,245	3,245	25,970	3,245	8,363	8,363	8,363	8,363	8,363	8,363	8,315	-	97,446	90,786	(6,660)	
	60,451	166,856	158,317	188,959	168,878	202,529	213,844	211,016	205,358	202,529	202,529	201,319	-	2,182,585	2,238,532	55,947	

# Allegiance STEAM Academy - Thrive

## Monthly Cash Flow/Forecast FY22-23

Revised 11/30/2022

ADA = 912.00



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
<b>Books and Supplies</b>																
4100 Textbooks and Core Materials	28,947	31,695	1,003	158,904	25,200	-	-	-	-	-	-	-	-	245,749	176,400	(69,349)
4200 Books and Reference Materials	-	-	-	182	-	-	-	-	-	-	-	-	-	182	20,700	20,519
4302 School Supplies	44	3,381	-	1,107	2,089	11,168	11,168	11,168	11,168	11,168	11,168	11,168	-	84,800	74,800	(10,000)
4305 Software	57,674	12,847	525	6,728	-	-	-	-	-	-	-	-	-	77,773	74,900	(2,873)
4310 Office Expense	-	6,172	1,075	3,937	12,152	12,095	12,095	12,095	12,095	12,095	12,095	12,095	-	108,000	108,000	-
4311 Business Meals	-	31	107	96	2,089	568	568	568	568	568	568	568	-	6,300	6,300	-
4400 Noncapitalized Equipment	-	8,243	712	44,461	18,862	427,867	427,867	-	-	-	-	-	-	928,011	152,100	(775,911)
4700 Food Services	-	(21,368)	-	61,405	35,807	15,285	15,285	15,285	15,285	15,285	15,285	15,285	-	182,837	100,147	(82,690)
	86,665	41,001	3,421	276,819	96,199	466,983	466,983	39,116	39,116	39,116	39,116	39,116	-	1,633,652	713,347	(920,305)
<b>Subagreement Services</b>																
5101 Nursing	-	-	-	-	-	4,100	4,100	4,100	4,100	4,100	4,100	4,100	-	28,700	28,700	-
5102 Special Education	-	3,477	11,985	18,747	40,623	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	95,834	52,000	(43,834)
5103 Substitute Teacher	-	544	6,504	12,481	33,334	1,305	1,305	1,305	1,305	1,305	1,305	1,305	-	62,000	42,000	(20,000)
5105 Security	-	-	-	-	-	29	29	29	29	29	29	29	-	200	200	-
	-	4,021	18,489	31,228	73,957	8,434	8,434	8,434	8,434	8,434	8,434	8,434	-	186,734	122,900	(63,834)
<b>Operations and Housekeeping</b>																
5201 Auto and Travel	-	-	62	-	145	170	170	170	170	170	170	170	-	1,400	1,400	-
5300 Dues & Memberships	11,910	-	-	2,871	1,239	1,283	1,283	1,283	1,283	1,283	1,283	1,283	-	25,000	15,000	(10,000)
5400 Insurance	9,735	9,735	9,735	9,735	9,735	9,735	9,735	9,735	9,735	9,735	9,735	9,735	-	116,820	116,000	(820)
5501 Utilities	8,565	8,565	8,565	8,565	8,565	8,565	8,565	8,565	8,565	8,565	8,565	8,565	-	102,783	137,100	34,317
5502 Janitorial Services	501	501	501	501	501	502	502	502	502	502	502	502	-	6,014	10,127	4,113
5531 ASB Fundraising Expense	-	-	-	-	673	-	-	-	-	-	-	-	-	673	-	(673)
5900 Communications	1,503	1,225	453	453	453	730	730	730	730	730	730	730	-	9,200	9,200	-
5901 Postage and Shipping	-	51	307	-	100	435	435	435	435	435	435	435	-	3,500	3,500	-
	32,214	20,077	19,623	22,125	21,412	21,420	21,420	21,420	21,420	21,420	21,420	21,420	-	265,390	292,327	26,937
<b>Facilities, Repairs and Other Leases</b>																
5603 Equipment Leases	-	459	-	2,651	35,389	657	657	657	657	657	657	657	-	43,100	18,100	(25,000)
5604 Other Leases	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5610 Repairs and Maintenance	-	-	-	-	-	814	814	814	814	814	814	814	-	5,700	5,700	-
	-	459	-	2,651	35,389	1,472	1,472	1,472	1,472	1,472	1,472	1,472	-	48,800	23,800	(25,000)
<b>Professional/Consulting Services</b>																
5801 IT	6,400	6,400	8,220	6,825	6,825	6,825	6,825	6,825	6,825	6,825	6,825	6,825	-	82,446	81,900	(546)
5802 Audit & Taxes	-	-	2,993	2,625	-	5,883	-	-	-	-	-	-	-	11,500	11,500	-
5803 Legal	-	-	-	948	-	2,936	2,936	2,936	2,936	2,936	2,936	2,936	-	21,500	21,500	-
5804 Professional Development	-	-	-	2,000	168	19,933	19,933	19,933	19,933	19,933	19,933	19,933	-	141,700	75,700	(66,000)
5805 General Consulting	-	3,000	5,100	6,213	7,500	598	598	598	598	598	598	598	-	26,000	26,000	-
5806 Special Activities/Field Trips	-	(75)	29,290	2,688	3,393	-	-	-	-	-	-	-	-	35,296	11,200	(24,096)
5807 Bank Charges	-	-	-	-	-	43	43	43	43	43	43	43	-	300	300	-
5808 Printing	-	-	-	-	-	657	657	657	657	657	657	657	-	4,600	4,600	-
5809 Other taxes and fees	20	454	-	-	-	261	261	261	261	261	261	261	-	2,300	2,300	-
5810 Payroll Service Fee	27	-	2,001	-	1,936	1,084	1,084	1,084	1,084	1,084	1,084	1,084	-	11,552	10,700	(852)
5811 Management Fee	20,295	23,068	21,218	24,601	20,993	21,781	21,781	21,781	21,781	21,781	21,781	21,781	-	262,638	212,461	(50,177)
5812 District Oversight Fee	-	13,665	17,285	24,173	22,907	22,907	24,275	22,907	31,381	27,812	26,342	26,342	27,711	287,708	276,954	(10,754)
5815 Public Relations/Recruitment	-	-	-	-	3,420	497	497	497	497	497	497	497	-	6,900	6,900	-
	26,742	46,512	86,106	70,072	67,141	83,405	78,891	77,523	85,996	82,428	80,957	80,957	27,711	894,439	742,015	(152,425)
<b>Depreciation</b>																
6900 Depreciation Expense	238	238	238	238	238	238	238	238	238	238	238	238	-	2,854	500	(2,354)
	238	238	238	238	238	238	238	238	238	238	238	238	-	2,854	500	(2,354)
<b>Total Expenses</b>	<b>314,206</b>	<b>860,210</b>	<b>855,994</b>	<b>1,160,472</b>	<b>1,045,989</b>	<b>1,379,359</b>	<b>1,386,160</b>	<b>954,096</b>	<b>956,912</b>	<b>950,515</b>	<b>949,044</b>	<b>944,409</b>	<b>27,711</b>	<b>11,785,077</b>	<b>10,618,145</b>	<b>(1,166,931)</b>
<b>Monthly Surplus (Deficit)</b>	<b>(313,432)</b>	<b>(370,756)</b>	<b>(228,362)</b>	<b>(124,177)</b>	<b>(274,506)</b>	<b>75,241</b>	<b>(460,324)</b>	<b>(121,344)</b>	<b>519,900</b>	<b>126,940</b>	<b>34,408</b>	<b>364,433</b>	<b>1,145,689</b>	<b>373,710</b>	<b>205,908</b>	<b>167,803</b>

# Allegiance STEAM Academy - Thrive

## Monthly Cash Flow/Forecast FY22-23

Revised 11/30/2022

ADA = 912.00



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
<b>Cash Flow Adjustments</b>																
Monthly Surplus (Deficit)	(313,432)	(370,756)	(228,362)	(124,177)	(274,506)	75,241	(460,324)	(121,344)	519,900	126,940	34,408	364,433	1,145,689	373,710		
Cash flows from operating activities																
Depreciation/Amortization	238	238	238	238	238	238	238	238	238	238	238	238	-	2,854		
Public Funding Receivables	703,184	(69,562)	(156,970)	(785,140)	(56,861)	1,972,256	-	-	-	-	-	-	(1,173,399)	433,507		
Grants and Contributions Rec.	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Due To/From Related Parties	(773)	(773)	(21,137)	(13,854)	(16,504)	-	-	-	-	-	-	-	-	(53,042)		
Prepaid Expenses	60,263	13,669	(50,071)	33,376	(54,610)	-	-	-	-	-	-	-	-	2,627		
Other Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Accounts Payable	(142,033)	27,311	(27,311)	-	-	-	-	-	-	-	-	-	27,711	(114,322)		
Accrued Expenses	(92,724)	200,847	(197,251)	27,072	58,104	-	-	-	-	-	-	-	-	(3,953)		
Deferred Revenues	13,748	24,270	434,733	760,969	541,218	-	-	-	-	-	-	(2,056,375)	-	(281,439)		
Cash flows from investing activities																
Purchases of Prop. And Equip.	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
<b>Total Change in Cash</b>	228,470	(174,757)	(246,132)	(101,516)	197,078	2,047,735	(460,086)	(121,106)	520,137	127,178	34,646	(1,691,704)				
Cash, Beginning of Month	3,487,985	3,716,455	3,541,699	3,295,567	3,194,051	3,391,129	5,438,864	4,978,778	4,857,671	5,377,808	5,504,986	5,539,632				
<b>Cash, End of Month</b>	<b>3,716,455</b>	<b>3,541,699</b>	<b>3,295,567</b>	<b>3,194,051</b>	<b>3,391,129</b>	<b>5,438,864</b>	<b>4,978,778</b>	<b>4,857,671</b>	<b>5,377,808</b>	<b>5,504,986</b>	<b>5,539,632</b>	<b>3,847,928</b>				

# Allegiance STEAM Academy - Fontana

## Monthly Cash Flow/Forecast FY22-23

Revised 12/09/2022

ADA = 0.00



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
<b>Federal Revenue</b>																
8294 Title V, Part B - PCSG	-	-	27,204	-	-	190,932	-	-	190,932	-	-	190,932	-	600,000	-	600,000
	-	-	27,204	-	-	190,932	-	-	190,932	-	-	190,932	-	600,000	-	600,000
<b>Other Local Revenue</b>																
8990 Contributions, Restricted	-	-	-	-	380,000	-	-	-	-	-	-	-	-	380,000	-	380,000
	-	-	-	-	380,000	-	-	-	-	-	-	-	-	380,000	-	380,000
<b>Total Revenue</b>	-	-	27,204	-	380,000	190,932	-	-	190,932	-	-	190,932	-	980,000	-	980,000
<b>Expenses</b>																
<b>Certificated Salaries</b>																
1300 Administrators' Salaries	-	-	6,200	2,205	30,635	14,802	14,802	14,802	14,802	14,802	14,802	14,802	-	142,656	-	(142,656)
1900 Other Certificated Salaries	-	-	-	15,833	(15,833)	-	-	-	-	-	-	-	-	-	-	-
	-	-	6,200	18,038	14,802	14,802	14,802	14,802	14,802	14,802	14,802	14,802	-	142,656	-	(142,656)
<b>Classified Salaries</b>																
2300 Classified Administrators'	-	-	3,120	1,092	1,092	1,092	1,092	1,092	1,092	1,092	1,092	1,092	-	12,948	-	(12,948)
2400 Clerical and Office Staff Salaries	-	-	-	-	6,247	-	-	-	-	-	-	-	-	-	-	-
	-	-	3,120	1,092	7,339	1,092	1,092	1,092	1,092	1,092	1,092	1,092	-	12,948	-	(12,948)
<b>Benefits</b>																
3101 STRS	-	-	1,184	3,445	2,827	3,520	3,520	3,520	3,520	3,520	3,520	3,520	-	32,099	-	(32,099)
3202 PERS	-	-	792	277	593	278	278	278	278	278	278	278	-	3,611	-	(3,611)
3301 OASDI	-	-	163	55	132	-	-	-	-	-	-	-	-	350	-	(350)
3311 Medicare	-	-	128	274	244	282	282	282	282	282	282	282	-	2,623	-	(2,623)
3401 Health and Welfare	-	-	535	(246)	(318)	2,380	2,380	2,380	2,380	2,380	2,380	2,380	-	16,630	-	(16,630)
3501 State Unemployment	-	-	-	-	36	70	70	70	70	70	70	70	-	526	-	(526)
3601 Workers' Compensation	-	-	-	-	-	273	273	273	273	273	273	273	-	1,909	-	(1,909)
	-	-	2,801	3,805	3,515	6,804	6,804	6,804	6,804	6,804	6,804	6,804	-	57,749	-	(57,749)
<b>Books and Supplies</b>																
4310 Office Expense	-	-	-	-	-	2,331	2,331	2,331	2,331	2,331	2,331	2,331	-	16,320	16,320	-
4400 Noncapitalized Equipment	-	-	8,243	-	-	43,580	43,580	43,580	43,580	43,580	43,580	43,580	-	313,300	-	(313,300)
	-	-	8,243	-	-	45,911	45,911	45,911	45,911	45,911	45,911	45,911	-	329,620	16,320	(313,300)
<b>Subagreement Services</b>																
5102 Special Education	-	-	-	-	-	4,286	4,286	4,286	4,286	4,286	4,286	4,286	-	30,000	-	(30,000)
5106 Other Educational Consultants	-	-	-	-	-	14,286	14,286	14,286	14,286	14,286	14,286	14,286	-	100,000	-	(100,000)
	-	-	-	-	-	18,571	18,571	18,571	18,571	18,571	18,571	18,571	-	130,000	-	(130,000)
<b>Operations and Housekeeping</b>																
5201 Auto and Travel	-	-	-	-	23	-	-	-	-	-	-	-	-	23	-	(23)
5516 Miscellaneous Expense	-	-	-	-	-	39,857	39,857	39,857	39,857	39,857	39,857	39,857	-	279,002	-	(279,002)
	-	-	-	-	23	39,857	39,857	39,857	39,857	39,857	39,857	39,857	-	279,025	-	(279,025)
<b>Professional/Consulting Services</b>																
5802 Audit & Taxes	-	-	-	-	-	4,000	4,000	-	-	-	-	-	-	8,000	8,000	-
5803 Legal	-	-	-	-	-	4,286	4,286	4,286	4,286	4,286	4,286	4,286	-	30,000	30,000	-
5804 Professional Development	-	-	-	-	-	9,023	9,023	9,023	9,023	9,023	9,023	9,023	-	63,160	-	(63,160)
5805 General Consulting	-	1,200	300	2,463	1,050	-	-	-	-	-	-	-	-	5,013	-	(5,013)
5807 Bank Charges	-	-	-	-	-	49	49	49	49	49	49	49	-	340	340	-
5815 Public Relations/Recruitment	-	-	6,840	-	-	-	-	-	-	-	-	-	-	6,840	-	(6,840)
	-	1,200	7,140	2,463	1,050	17,357	17,357	13,357	13,357	13,357	13,357	13,357	-	113,353	38,340	(75,013)
<b>Interest</b>																
7438 Interest Expense	773	773	773	773	773	773	773	773	773	773	773	773	-	9,278	-	(9,278)
	773	773	773	773	773	773	773	773	773	773	773	773	-	9,278	-	(9,278)
<b>Total Expenses</b>	773	1,973	28,277	26,170	27,502	145,168	145,168	141,168	141,168	141,168	141,168	141,168	-	1,074,629	54,660	(1,019,969)
<b>Monthly Surplus (Deficit)</b>	(773)	(1,973)	(1,073)	(26,170)	352,498	45,764	(145,168)	(141,168)	49,764	(141,168)	(141,168)	49,764	-	(94,629)	(54,660)	(39,969)

# Allegiance STEAM Academy - Fontana

## Monthly Cash Flow/Forecast FY22-23

Revised 12/09/2022

ADA = 0.00



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
<b>Cash Flow Adjustments</b>																
Monthly Surplus (Deficit)	(773)	(1,973)	(1,073)	(26,170)	352,498	45,764	(145,168)	(141,168)	49,764	(141,168)	(141,168)	49,764	-	(94,629)		
Cash flows from operating activities																
Depreciation/Amortization	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Public Funding Receivables	-	-	(27,204)	-	-	27,204	-	-	-	-	-	-	-	-		
Due To/From Related Parties	773	773	21,137	13,854	16,504	-	-	-	-	-	-	-	-	53,041		
Accrued Expenses	-	-	6,840	10,816	9,949	-	-	-	-	-	-	-	-	27,605		
Deferred Revenues	-	-	380,000		(380,000)	-	-	-	-	-	-	-	-	-		
Cash flows from investing activities																
Purchases of Prop. And Equip.	-	-	-	(142,759)	-	-	-	-	-	-	-	-	-	(142,759)		
<b>Total Change in Cash</b>	-	(1,200)	379,700	(144,259)	(1,050)	72,967	(145,168)	(141,168)	49,764	(141,168)	(141,168)	49,764				
Cash, Beginning of Month	827,630	827,630	826,430	1,206,130	1,061,870	1,060,821	1,133,788	988,619	847,451	897,215	756,046	614,878				
<b>Cash, End of Month</b>	<b>827,630</b>	<b>826,430</b>	<b>1,206,130</b>	<b>1,061,870</b>	<b>1,060,821</b>	<b>1,133,788</b>	<b>988,619</b>	<b>847,451</b>	<b>897,215</b>	<b>756,046</b>	<b>614,878</b>	<b>664,641</b>				

## Allegiance STEAM Academy - Thrive

### Statement of Financial Position

November 30, 2022

	Allegiance STEAM Academy - Chino	Allegiance STEAM Academy - Fontana	Combined
<b>Assets</b>			
<b>Current Assets</b>			
Unrestricted Cash	\$ 1,334,754	\$ 1,060,821	\$ 2,395,574
Restricted Cash	2,056,375	-	2,056,375
Total Cash & Cash Equivalents	3,391,129	1,060,821	4,451,949
Public Funding Receivables	1,972,256	27,204	1,999,460
Due To/From Related Parties	983,445	(983,445)	-
Prepaid Expenses	146,133	-	146,133
<b>Total Current Assets</b>	<b>6,492,963</b>	<b>104,579</b>	<b>6,597,542</b>
<b>Long-Term Assets</b>			
Property & Equipment, Net	7,140	142,759	149,899
<b>Total Long Term Assets</b>	<b>7,140</b>	<b>142,759</b>	<b>149,899</b>
<b>Total Assets</b>	<b>\$ 6,500,103</b>	<b>\$ 247,339</b>	<b>\$ 6,747,441</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accrued Liabilities	552,251	27,605	579,855
Deferred Revenue	2,056,375	-	2,056,375
<b>Total Current Liabilities</b>	<b>2,608,626</b>	<b>27,605</b>	<b>2,636,230</b>
<b>Total Liabilities</b>	<b>2,608,626</b>	<b>27,605</b>	<b>2,636,230</b>
<b>Total Net Assets</b>	<b>3,891,477</b>	<b>219,734</b>	<b>4,111,211</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 6,500,103</b>	<b>\$ 247,339</b>	<b>\$ 6,747,441</b>



## Allegiance STEAM Academy - Thrive

### Statement of Cash Flows

For the period ended November 30, 2022

	Allegiance STEAM Academy - Chino	Allegiance STEAM Academy - Fontana	Month Ended 11/30/22
<b>Cash Flows from Operating Activities</b>			
Change in Net Assets	\$ (274,506)	\$ 352,498	\$ 77,991
Adjustments to reconcile change in net assets to net cash flows from operating activities:			
Depreciation	238	-	238
Public Funding Receivables	(56,861)	-	(56,861)
Due from Related Parties	(16,504)	16,504	-
Prepaid Expenses	(54,610)	-	(54,610)
Accrued Expenses	58,104	9,949	68,052
Deferred Revenue	541,218	(380,000)	161,218
<b>Total Cash Flows from Operating Activities</b>	<b>197,078</b>	<b>(1,050)</b>	<b>196,028</b>
Change in Cash & Cash Equivalents	197,078	(1,050)	196,028
Cash & Cash Equivalents, Beginning of Period	3,194,051	1,061,871	4,255,922
<b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 3,391,129</b>	<b>\$ 1,060,821</b>	<b>\$ 4,451,949</b>

**Allegiance STEAM Academy - Chino**

**Budget vs Actual**

For the period ended November 30, 2022

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
<b>Revenues</b>							
State Aid - Revenue Limit							
LCFF State Aid	\$ 559,360	\$ 572,351	\$ (12,991)	\$ 1,874,988	\$ 1,780,648	\$ 94,340	\$ 6,875,006
Education Protection Account	-	-	-	42,181	45,600	(3,419)	182,400
In Lieu of Property Taxes	160,907	160,907	0	683,854	683,854	0	2,174,390
Total State Aid - Revenue Limit	720,267	733,258	(12,991)	2,601,023	2,510,102	90,921	9,231,796
Federal Revenue							
Special Education - Entitlement	-	8,767	(8,767)	-	27,274	(27,274)	105,303
Federal Child Nutrition	33,735	8,691	25,044	91,570	13,266	78,304	91,487
Title I, Part A - Basic Low Income	-	-	-	-	20,030	(20,030)	80,119
Title II, Part A - Teacher Quality	-	-	-	-	4,190	(4,190)	16,761
Other Federal Revenue	-	2,500	(2,500)	27,484	67,391	(39,906)	269,562
Total Federal Revenue	33,735	19,958	13,777	119,054	132,150	(13,096)	563,232
Other State Revenue							
State Special Education	-	46,268	(46,268)	60,703	143,944	(83,241)	555,763
State Child Nutrition	2,071	823	1,249	5,642	1,256	4,386	8,660
Mandated Cost	-	-	-	-	-	-	15,472
State Lottery	-	-	-	-	-	-	207,936
Other State Revenue	-	-	-	97,889	60,299	37,591	241,194
Total Other State Revenue	2,071	47,090	(45,019)	164,234	205,498	(41,264)	1,029,024
Other Local Revenue							
Interest Revenue	773	-	773	3,867	-	3,867	-
School Fundraising	14,636	-	14,636	37,458	-	37,458	-
Total Other Local Revenue	15,409	-	15,409	41,325	-	41,325	-
<b>Total Revenues</b>	<b>771,483</b>	<b>800,306</b>	<b>(28,823)</b>	<b>2,925,637</b>	<b>2,847,750</b>	<b>77,887</b>	<b>10,824,053</b>
<b>Expenses</b>							
Certificated Salaries							
Teachers' Salaries	336,933	330,347	(6,586)	1,368,101	1,321,388	(46,713)	3,633,816
Teachers' Substitute Hours	13,655	9,910	(3,745)	60,310	39,642	(20,668)	109,015
Teachers' Extra Duty/Stipends	23,617	9,346	(14,271)	25,168	37,385	12,216	102,808
Pupil Support Salaries	21,591	38,398	16,807	89,890	160,689	70,799	429,472
Administrators' Salaries	42,324	44,723	2,398	196,582	223,613	27,031	536,670
Other Certificated Salaries	4,727	13,100	8,373	30,164	56,300	26,136	148,000
Total Certificated Salaries	442,847	445,824	2,976	1,770,215	1,839,015	68,800	4,959,781
Classified Salaries							
Instructional Salaries	75,502	89,603	14,101	342,647	268,810	(73,837)	896,035
Support Salaries	31,921	27,440	(4,481)	134,160	127,626	(6,534)	319,709
Supervisors' and Administrators' Salaries	7,588	6,933	(655)	31,456	34,667	3,211	83,200
Clerical and Office Staff Salaries	24,917	18,833	(6,083)	131,211	94,167	(37,044)	226,000
Other Classified Salaries	-	-	-	208	-	(208)	-
Total Classified Salaries	139,928	142,811	2,883	639,682	525,270	(114,412)	1,524,944
Benefits							
State Teachers' Retirement System, certificated positions	81,021	85,152	4,131	323,035	351,252	28,217	947,318
Public Employees' Retirement System, classified positions	33,571	36,231	2,660	153,728	133,261	(20,467)	386,878
OASDI/Medicare/Alternative, certificated positions	9,257	8,854	(403)	40,805	32,567	(8,238)	94,547
Medicare/Alternative, certificated positions	8,362	8,535	173	34,373	34,282	(91)	94,029
Health and Welfare Benefits, certificated positions	32,280	47,500	15,220	145,162	237,500	92,338	570,000
State Unemployment Insurance, certificated positions	1,142	2,749	1,607	7,407	13,744	6,336	54,975
Workers' Compensation Insurance, certificated positions	3,245	8,241	4,996	38,950	33,100	(5,850)	90,786
Total Benefits	168,878	197,262	28,384	743,461	835,705	92,244	2,238,532

**Allegiance STEAM Academy - Chino**

**Budget vs Actual**

For the period ended November 30, 2022

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Materials	25,200	44,100	18,900	245,749	176,400	(69,349)	176,400
Books and Reference Materials	-	4,140	4,140	182	20,700	20,519	20,700
School Supplies	2,089	6,233	4,145	6,622	31,167	24,545	74,800
Software	-	6,242	6,242	77,773	31,208	(46,565)	74,900
Office Expense	12,152	9,000	(3,152)	23,336	45,000	21,664	108,000
Business Meals	2,089	525	(1,564)	2,322	2,625	303	6,300
Noncapitalized Equipment	18,862	30,420	11,558	72,277	121,680	49,403	152,100
Food Services	35,807	9,104	(26,702)	75,844	36,417	(39,427)	100,147
<b>Total Books &amp; Supplies</b>	<b>96,199</b>	<b>109,764</b>	<b>13,566</b>	<b>504,105</b>	<b>465,197</b>	<b>(38,908)</b>	<b>713,347</b>
Subagreement Services							
Nursing	-	2,392	2,392	-	11,958	11,958	28,700
Special Education	40,623	4,727	(35,895)	74,831	18,909	(55,922)	52,000
Substitute Teacher	33,334	3,818	(29,516)	52,863	15,273	(37,590)	42,000
Security	-	18	18	-	73	73	200
<b>Total Subagreement Services</b>	<b>73,957</b>	<b>10,955</b>	<b>(63,001)</b>	<b>127,694</b>	<b>46,213</b>	<b>(81,481)</b>	<b>122,900</b>
Operations & Housekeeping							
Auto and Travel	145	127	(18)	208	509	302	1,400
Dues & Memberships	1,239	1,250	11	16,020	6,250	(9,770)	15,000
Insurance	9,735	9,667	(68)	48,675	48,333	(342)	116,000
Utilities	8,565	11,425	2,860	42,825	57,125	14,300	137,100
Janitorial Services	501	844	343	2,503	4,220	1,717	10,127
ASB Fundraising Expense	673	-	(673)	673	-	(673)	-
Communications	453	767	313	4,089	3,833	(256)	9,200
Postage and Shipping	100	350	250	458	1,050	592	3,500
<b>Total Operations &amp; Housekeeping</b>	<b>21,412</b>	<b>24,430</b>	<b>3,018</b>	<b>115,451</b>	<b>121,320</b>	<b>5,869</b>	<b>292,327</b>
Facilities, Repairs & Other Leases							
Equipment Leases	35,389	1,508	(33,881)	38,499	7,542	(30,957)	18,100
Other Leases	-	-	-	-	-	-	-
Repairs and Maintenance	-	475	475	-	2,375	2,375	5,700
<b>Total Facilities, Repairs &amp; Other Leases</b>	<b>35,389</b>	<b>1,983</b>	<b>(33,406)</b>	<b>38,499</b>	<b>9,917</b>	<b>(28,582)</b>	<b>23,800</b>
Professional/Consulting Services							
IT	6,825	6,825	-	34,670	34,125	(545)	81,900
Audit & Taxes	-	3,833	3,833	5,618	7,667	2,049	11,500
Legal	-	1,792	1,792	948	8,958	8,010	21,500
Professional Development	168	7,570	7,403	2,168	22,710	20,543	75,700
General Consulting	7,500	2,600	(4,900)	21,813	7,800	(14,013)	26,000
Special Activities/Field Trips	3,393	-	(3,393)	35,296	-	(35,296)	11,200
Bank Charges	-	30	30	-	90	90	300
Printing	-	460	460	-	1,380	1,380	4,600
Other Taxes and Fees	-	230	230	474	690	216	2,300
Payroll Service Fee	1,936	892	(1,044)	3,964	4,458	495	10,700
Management Fee	20,993	17,705	(3,288)	110,174	88,525	(21,648)	212,461
District Oversight Fee	22,907	21,998	(909)	78,030	75,303	(2,727)	276,954
Public Relations/Recruitment	3,420	690	(2,730)	3,420	2,070	(1,350)	6,900
<b>Total Professional/Consulting Services</b>	<b>67,141</b>	<b>64,624</b>	<b>(2,517)</b>	<b>296,573</b>	<b>253,777</b>	<b>(42,796)</b>	<b>742,015</b>
Depreciation							
Depreciation Expense	238	42	(196)	1,190	208	(982)	500
<b>Total Depreciation</b>	<b>238</b>	<b>42</b>	<b>(196)</b>	<b>1,190</b>	<b>208</b>	<b>(982)</b>	<b>500</b>
<b>Total Expenses</b>	<b>1,045,989</b>	<b>997,695</b>	<b>(48,294)</b>	<b>4,236,870</b>	<b>4,096,622</b>	<b>(140,247)</b>	<b>10,618,146</b>
<b>Change in Net Assets</b>	<b>(274,506)</b>	<b>(197,389)</b>	<b>(77,117)</b>	<b>(1,311,233)</b>	<b>(1,248,872)</b>	<b>(62,361)</b>	<b>205,907</b>
Net Assets, Beginning of Period	4,165,983			5,202,710			
<b>Net Assets, End of Period</b>	<b>\$ 3,891,477</b>			<b>\$ 3,891,477</b>			

# Allegiance STEAM Academy - Fontana

## Budget vs Actual

For the period ended November 30, 2022

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
<b>Revenues</b>							
Federal Revenue							
Title V, Part B - PCSGP	\$ -	\$ -	\$ -	\$ 27,204	\$ -	\$ 27,204	\$ -
Total Federal Revenue	-	-	-	27,204	-	27,204	-
Other Local Revenue							
Contributions, Restricted	380,000	-	380,000	380,000	-	380,000	-
Total Other Local Revenue	380,000	-	380,000	380,000	-	380,000	-
<b>Total Revenues</b>	<b>380,000</b>	<b>-</b>	<b>380,000</b>	<b>407,204</b>	<b>-</b>	<b>407,204</b>	<b>-</b>
<b>Expenses</b>							
Certificated Salaries							
Administrators' Salaries	30,635	-	(30,635)	39,040	-	(39,040)	-
Other Certificated Salaries	(15,833)	-	15,833	-	-	-	-
Total Certificated Salaries	14,802	-	(14,802)	39,040	-	(39,040)	-
Classified Salaries							
Supervisors' and Administrators' Salaries	1,092	-	(1,092)	5,304	-	(5,304)	-
Clerical and Office Staff Salaries	6,247	-	(6,247)	6,247	-	(6,247)	-
Total Classified Salaries	7,339	-	(7,339)	11,551	-	(11,551)	-
Benefits							
State Teachers' Retirement System, certificated positions	2,827	-	(2,827)	7,457	-	(7,457)	-
Public Employees' Retirement System, classified positions	593	-	(593)	1,662	-	(1,662)	-
OASDI/Medicare/Alternative, certificated positions	132	-	(132)	350	-	(350)	-
Medicare/Alternative, certificated positions	244	-	(244)	646	-	(646)	-
Health and Welfare Benefits, certificated positions	(318)	-	318	(30)	-	30	-
State Unemployment Insurance, certificated positions	36	-	(36)	36	-	(36)	-
Total Benefits	3,515	-	(3,515)	10,121	-	(10,121)	-
Books & Supplies							
Office Expense	-	-	-	-	-	-	16,320
Noncapitalized Equipment	-	-	-	8,243	-	(8,243)	-
Total Books & Supplies	-	-	-	8,243	-	(8,243)	16,320
Operations & Housekeeping							
Auto and Travel	23	-	(23)	23	-	(23)	-
Total Operations & Housekeeping	23	-	(23)	23	-	(23)	-
Professional/Consulting Services							
Audit & Taxes	-	2,667	2,667	-	5,333	5,333	8,000
Legal	-	2,500	2,500	-	12,500	12,500	30,000
General Consulting	1,050	-	(1,050)	5,013	-	(5,013)	-
Bank Charges	-	34	34	-	102	102	340
Public Relations/Recruitment	-	-	-	6,840	-	(6,840)	-
Total Professional/Consulting Services	1,050	5,201	4,151	11,853	17,935	6,083	38,340
Interest							
Interest Expense	773	-	(773)	3,867	-	(3,867)	-
Total Interest	773	-	(773)	3,867	-	(3,867)	-
<b>Total Expenses</b>	<b>27,502</b>	<b>5,201</b>	<b>(22,302)</b>	<b>84,696</b>	<b>17,935</b>	<b>(66,761)</b>	<b>54,660</b>
<b>Change in Net Assets</b>	<b>352,498</b>	<b>(5,201)</b>	<b>357,698</b>	<b>322,507</b>	<b>(17,935)</b>	<b>340,443</b>	<b>(54,660)</b>
Net Assets, Beginning of Period	(132,764)			(102,773)			
<b>Net Assets, End of Period</b>	<b>\$ 219,734</b>			<b>\$ 219,734</b>			





## COMPREHENSIVE SCHOOL SAFETY PLAN – EXECUTIVE SUMMARY

<b>SCHOOL</b>	
<b>SCHOOL YEAR</b>	
<b>PRINCIPAL</b>	

In compliance with State law and Board policy, stake-holders at our school engaged in a systematic planning process for the purpose of reviewing and updating our comprehensive school safety plan. This process included gathering and analyzing crime and safety data in order to develop reasonable safety goals relevant to the needs and resources of our campus. This Executive Summary details the two data-driven safety goals that resulted from our planning process. The entire plan can be viewed by making an appointment with the Principal.

### **GOAL - 1**

### **GOAL - 2**

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#### **FOR ADMINISTRATIVE USE ONLY**

Procedure for Comprehensive Safe School Plans	
Plan adopted on	
Plan approved on	

# COMPREHENSIVE SCHOOL SAFETY PLAN

## ABOUT THIS TEMPLATE “Safety” is a Process!

### The Law

California Ed Codes 32280-32289.5, require every school in a district with more than 2501 average daily attendance to develop and maintain plans designed to address campus risks. The law also requires designated stakeholders at each school, along with local law enforcement, fire department, and other first responder agencies, to annually engage in a systematic planning process for the purpose of developing strategies to prevent and respond potential incidents involving crimes and violence on campus.

***Ed Code 32280***  
***A “safety plan” means a plan to develop strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on the school campus.***

### The Template

This template was created by the Campus Safety Group on behalf of the Los Angeles County Office of Education, the California Department of Education, and the California Department of Justice.

### Planning Due Dates

There are two mandatory due dates in Education Code:

- March 1 - The School must have “adopted” their school safety plan by March 1, and have forwarded it to the District for “approval.”
- October 15 – The District must approve the school’s plan by October 15. The District is required to report to CDE any individual schools that do not have approved plans by October 15. Non-compliance must be indicated on that schools’ SARC.

### Planning Timeline

Schools should create a timeline to ensure compliance with the March 1, adoption date. An example of a compliance timeline:

- September/October
  - Step 1 - Identify Collaborative Comprehensive Safe School Planning Committee.
  - Step 2 - Create a vision of school as a safe place to learn.
  - Step 3 - Gather and assess school related crime and safety data.
- November/December
  - Step 4 – Identify data driven areas for desired change.
  - Step 5 – Select and implement strategies for safe and orderly environment.
- January/February
  - Step 6 – Share and then adopt the plan. Forward the adopted plan to the District.
- March/June
  - Step 7 – Implement the plan by achieving your data driven safety goals.



## COMPREHENSIVE SCHOOL SAFETY PLAN

School Name	
Principal	
School year Plan is for the upcoming school year	

Our school engaged in the systematic planning process recommended in the law:

- Step One** We Identified our safety committee
- Step Two** We created a vision of a school as a safe place to learn.
- Our Mission Statement and existing safety practices.
- Step Three** We gathered and assessed school related crime and safety data.
- Specific data known to have an impact on campus safety.
- Step Four** We Identified areas of desired change.
- Data driven analysis towards improvement.
- Step Five** We developed strategies to maintain a safe and orderly environment.
- Two data driven safety goals that are meaningful to our unique campus circumstances and achievable through existing resources.
- Step Six** We shared and adopted the plan.
- A public meeting was held with invitations extended to campus and community stakeholders.
- Step Seven** We will continue to evaluate and revise the plan
- Stakeholders at our school will continue to monitor progress towards achieving our goals and revise strategies as necessary.

**COMPREHENSIVE SCHOOL SAFETY PLAN**

**Step 1 – Identify the committee**

Ed Codes 32280 & 32281 “In cooperation with local law enforcement, fire department, and other first responder agencies.” “The schoolsite council...shall write and develop a comprehensive school safety plan relevant to the needs and resources of that particular school.”

Name		Agency
Local Law Enforcement		
Local Fire Department		
American Red Cross contact, (if any)		

**Schoolsite Council / Safety Planning Committee Members**

Name	Title
	Principal
	Certificated
	Classified
	Parent
	Student (If applicable)
	Medical Team Leader
	S&R Team Leader
	Reunification Team Leader

# COMPREHENSIVE SCHOOL SAFETY PLAN

## Step Three – Gather & assess school crime and safety data

### **3.1 - Safety Policies and Procedures**

Ed Code 32282 establishes a list of required and recommended safety policies and procedures that must be included in the safety planning process. Check “included” indicating that you have attached a current PDF version of applicable policies and procedures to this plan. Remember, you can include other safety practices in your planning process that may not be mentioned in the law.

Required Safety Policies/Procedures	
Policy/Procedure	Included
Child Abuse Reporting	
Disaster Response Procedures	
Suspension & Expulsion Policies	
Procedure to notify teachers of dangerous pupils	
Anti-Discrimination/Harassment Policy	
Anti-Bullying Policy	
School Dress Code re “anti-gang” apparel	
Procedure for safe ingress/egress	
Rules for school discipline	
Lockdown procedure	
Tactical response procedure	
Other Safety Policies/Procedures	
Haz-Mat with ¼ mile of campus	
Building evacuation plan	
Campus evacuation plan	
Bomb threat	
Visitors on campus	
Anti-sex abuse/trafficking procedures	
Guidelines for mental health and law enforcement contacts at school	
Procedures to address the mental health of students who have witnessed a violent act on campus, going to or headed from school, or at any other school related event.	

# COMPREHENSIVE SCHOOL SAFETY PLAN

## Step Two – Our schools vision of a safe place to learn

### School Mission Statement

#### **About our school, a safe place to learn**

A brief description of our school's existing safety related programs, drills, staff, and partnership etc.

## COMPREHENSIVE SCHOOL SAFETY PLAN

### Section 3.2 – Step Three Task Log.

Red numbers indicate the task is for the principal or designee.

Form#	Primary Person Tasked
3.3 Crime assessment	
3.4 Tactical response	Plan Handled at District Level Lock-Down & evacuation procedure are school's responses
3.5 Lockdown procedure	
3.6 Disaster plan, incident commander	
3.7 Disaster plan, general	
3.8 Disaster plan, medical team	
3.9 Disaster plan, search & rescue	
3.10 Disaster plan, reunification	
3.11 Anti-Bullying	
3.12 Expulsion/Suspension/Discipline	
3.13 Notify teachers of dangerous pupils	
3.14 Pesticide & harmful materials plan	
3.15 Visitors on campus	
3.16 Safe ingress/egress	
3.17 Anti-Harassment procedure	
3.18 Dress code, gang related apparel	
3.19 Child abuse reporting procedures	
3.20 Existing resources	

## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.3 – Assessment of Campus Crime

This assessment to be completed by the school principal or designee.

Assessment performed by The listed name must be the person who does the assessment.	Date

The purpose of this assessment to assure the school is aware of criminal behavior or dangerous trends occurring on campus or at school related functions. Consult with local law enforcement to be certain all relevant information is gathered.

Number of crimes reported on campus or at school related events.

These numbers are from the previous school year and will come from your local law enforcement agency as well as crimes that might not have been reported to the police such as significant vandalism or reported thefts. Internal data sources include work orders and insurance claims.

Type of crime

Avoid using code sections. For example, enter vandalism instead of 594 PC.

Type	Number	Type	Number

Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.4 – Tactical Response Plan

This assessment to be completed by the school principal or designee.

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

Assessment performed by	Date
The listed name must be the person who does the assessment.	

The purpose of this assessment to assure that the campus has a “Tactical Response Plan” for dangerous criminal incidents occurring on campus, including incidents involving firearms, and that those plans support first responder efforts.

<b>Does your local law enforcement agency have a “tactical response” plan for your school?</b> Most modern first responder agencies do have tactical response plans in place for schools within their jurisdiction. If you do not know, it is your job to make sure.	
<b>Does your school have a plan for responding to dangerous criminal events on campus, including events involving firearms?</b> Generally, such plans involve preparing for, initiating, maintaining, ending, and recovering from a lock-down or rapid evacuation. If you do not have this plan, skip the next question and add “Develop a Tactical Response Plan” as a suggested action plan.	
<b>Is your school plan coordinated with the law enforcement plan?</b> The purpose of this assessment is to facilitate continual communications between the school and local first responder agencies. DON'T accept a District level “we’re working with local law enforcement” statement. It’s your job insure the school’s efforts are coordinated with responder efforts.	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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# COMPREHENSIVE SCHOOL SAFETY PLAN

## 3.5 – Lockdown Plan

This assessment to be completed by the school principal or designee.

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	Date

The purpose of this assessment to assure the school is taking all reasonable steps to be prepared for a lock-down scenario.

<b>Does the school have a lockdown procedure?</b> If no, add create procedure as a suggested action plan. If yes, review the procedure and proceed to the next questions.	
<b>Does the procedure include redundant announcements?</b> Redundant announcements refer to multiple ways of signaling a lockdown, such as bells, PA systems, flashing lights and any other means of campus mass communications. If the answer is no, suggest adding redundant announcements as an action plan.	
<b>Does the procedure include documentation and reviews of the drills?</b> Dates/times of drills must be documented. A drill review would include information from staff visitors, and when age-appropriate, from students and include information related on how effective the drill was. If the answer is no, suggest adding an after-drill review.	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.6 - Disaster Plan – Incident Commander

This form to be completed by the school principal or designated Incident Commander

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

Assessment performed by	Date
The listed name must be the person who does the assessment.	

The purpose of this assessment to assure the Campus Incident Commander (IC) has the requisite training and supplies to manage the school during a disaster or other unusual occurrence requiring an Incident Command Post.

<b>Do the IC &amp; alternate IC have NIMS/SIMS training?</b> This includes ICS 100 & NIMS 700. <a href="#">You can check training requirements here.</a> If no, add training as a suggested action plan.	
<b>Is there a list of IC forms &amp; supplies?</b> If no, add creating a list as a suggested action plan.	
<b>Are all required forms &amp; supplies in place and serviceable?</b> If no, add updating forms & supplies to suggested action plans.	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.7 - Disaster Plan – General

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

Assessment performed by	Date
The listed name must be the person who does the assessment.	

The purpose of this assessment to assure the school is taking all reasonable steps to be prepared for a disaster.

<b>Is there an earthquake procedure in compliance with state law?</b> <a href="#">(See Ed Code 32282 B(i)-(IV)(ii))</a> If no, add create procedures as a suggested action plan.	
<b>Is there a map of the school showing the location of gas and water meters?</b> If no, add create maps as a suggested action plan. If yes, when was it last updated?	
<b>Is there a list of classroom disaster supplies?</b> If no, add "create a list of classroom disaster supplies" as a suggested action plan. If yes, answer the next questions.	
<b>Are classroom supplies in place and serviceable?</b> If no, add updating supplies as a suggested action plan.	
<b>Is there a procedure to routinely check for non-structural dangers?</b> Non-structural dangers include, but are not limited to, heavy objects in high places, untethered bookcases/shelving, and other situations presenting otherwise avoidable injuries.	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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# COMPREHENSIVE SCHOOL SAFETY PLAN

## 3.8 - Disaster Plan – Medical Team

This form should be completed by the school Medical Unit Leader. If no such position exists, consider the school nurse or other person who would be assigned to the Medical Unit in a disaster.

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>

The purpose of this assessment to assure the campus medical team is prepared for a disaster.

<b>Is there a written procedure for the campus medical team?</b> If no, add "prepare written medical team procedure as suggested action plan. If yes, go to the next question.	
<b>Are there training requirements in the procedure?</b> If no, add training requirements to the suggested action plans. If yes, go to the next question	
<b>Are medical team members trained to the procedure?</b> If no, add training to suggested action plans.	
<b>Is there a list of medical team forms and supplies?</b> If no, add create a list of medical team forms and supplies as a suggested action plan. If yes, go to the next question.	
<b>Are all forms and supplies in place and serviceable?</b> If no, add obtaining required forms and supplies as a suggested action plan.	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.9 – Disaster Plan – Search and Rescue

This form should be completed by the school Search & Rescue Team Leader. If no such position exists, consider a person who would be assigned to the Search & Rescue Unit in a disaster. Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>

The purpose of this assessment to assure the Campus Search & Rescue Team (S&R) has the requisite training and supplies to manage the school during a disaster.

<b>Are there written procedures for the S&amp;R unit?</b> If no, add, "Create Search & Rescue procedures" as a suggested action plan. If yes, answer the next question.	
<b>Are there training recommendations?</b> If no, add creating training recommendations to the suggested action plans. If yes, answer the next question.	
<b>Are S&amp;R team members trained?</b> If no, add obtain training to the suggested action plans.	
<b>Is there a list of S&amp;R forms &amp; supplies?</b> If no, add creating a list to the suggested action plans. If yes, answer the next questions.	
<b>Are forms and supplies in place and serviceable?</b> If no, add search & rescue supplies to the suggested action plans.	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.10 – Disaster Plan – Reunification Team

This form should be completed by the school Reunification Team Leader. If no such position exists, consider a person who would be assigned to the Reunification Unit in a disaster. Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>

The purpose of this assessment to assure the Reunification Team has the requisite training and supplies to manage the school during a disaster or other unusual occurrence.

<b>Is there a procedure for reunification?</b> If no, add, "Create reunification procedures" as a suggested action plan. If yes, answer the next question.	
<b>Is there a list of reunification forms &amp; supplies?</b> If no, add creating a list to the suggested action plans. If yes, answer the next question.	
<b>Are all forms &amp; supplies in place and serviceable?</b> If no, add reunification supplies to the suggested action plans.	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.11 – Anti-Bullying Procedure

This form to be completed by the school principal or designee.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>

The purpose of this assessment is to assure all staff have met minimum training requirements and to look for trends. Prior to this assessment, review school and school district policy on bullying. Also, when was the last time the school/school district performed a bullying survey? Is it time for a new one?

<b>Is staff sufficiently trained in recognizing/responding to bullying?</b> If "no," suggest training as an action plan.	
<b>Compare the numbers for the previous three years of bullying reports.</b>	
<b>Is there an identified trend in bullying reports?</b> Identify trends and consider action plans designed to promote what is working or where improvements can be made.	

#### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.12 –Procedures for Expulsion, Suspension, and School Discipline

This form to be completed by the school principal or designee.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>

**Review the numbers/reasons for the previous two years of expulsions.**

**Review the numbers/reasons for the previous two years of suspensions.**

**Review the numbers/reasons for the previous two years of disciplinary office referrals.**

**Do any of these comparisons suggest a trend?**

If so, assess what you are doing well or what the challenges are and consider an action plan(s) to promote what working or address the challenges.

### **Assets/Suggested action plan(s)**

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### **Section 3.13 – Procedure to Notify Teachers of Dangerous Students**

This form to be completed by the school principal or designee.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>

State law requires certain teachers to be notified of students who have been arrested for, or through routine school processes believed to have committed specific violent crimes. This assessment is to assure you are complying with that law. Review the law here. ([Link to law](#))

<b>Is your school compliant with the law?</b>	
If these notifications are not happening it is likely that the “fix” needs to come from a level above the school. If you are not making these notifications you should be specific that the District office has been made aware of the matter.	

### **Assets/Suggested action plan(s)**

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### Section 3.14 – Procedures for Pesticide or Other Harmful Material Spill

All related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	Date

The purpose of this assessment to assure the school aware of, and taking all reasonable steps to be prepared for, a Hazardous Materials (HAZMAT) incident.

<b>Is there a potential pesticide or harmful material concern within ¼ mile of the school?</b> This information should be provided by the local fire department. Response procedures generally follow evacuation plans or shelter in place plans.	
<b>Does the school have a shelter in place procedure?</b> Shelter-in-place is similar to, but different to a lockdown. <a href="#">You can read about shelter in place here.</a> If you do not have a shelter-in-place procedure, include creating one as a suggested action plan item. If you do have a procedure, answer the following questions.	
<b>Are staff aware of shelter in place and evacuation plans?</b> This requires a simple survey of staff asking if they are aware of the plan?	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### Section 3.15 – Procedures for Visitors on Campus

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

<b>Assessment performed by</b>	<b>Date</b>
The listed name must be the person who does the assessment. This can be a group project.	

<b>Are there written guidelines for visitors on campus?</b> If no, add "prepare written guidelines for visitors on campus" to action plans.	
<b>Is there sufficient signage guiding visitors?</b> Best practice is to have multilingual signs directing visitors to check in location(s). Additionally, signage should be clear that failing to check in could result in law enforcement being called.	
<b>Are staff and students (age appropriate) trained how to report unidentified visitors on campus?</b> Best practice is to establish a "culture of compliance" related to visitors. Staff and students should instinctively know how to direct or report unidentified visitors	
<b>Conduct a survey</b> Pick a random week and survey the campus to determine if any visitors are on campus that did not follow the procedure. You can use other safety committee members to assist you.	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### Section 3.16 – Plan for Safe Ingress and Egress

Related procedures must contain specific accommodations for staff, students, or visitors with access and functional needs.

<b>Assessment performed by</b>	<b>Date</b>
The listed name must be the person who does the assessment. This can be a group project.	

An ingress/egress plan is generally a map of the school, created in cooperation with law enforcement, fire department, and neighbors, designating “routine” arrival and departure points as well as emergency departure paths (showing both building evacuation paths, campus evacuation paths, as well as assembly areas.) Although it is not always possible, the ideal arrival plan limits points of access to only those areas that can be monitored by staff and/or cameras that are monitored by staff. An emergency egress plan must take into consideration how locked gates might be opened during an emergency.

<b>Does the school have a written ingress/egress plan?</b> If no, add “Create ingress/egress plan” to the suggested action plans.	
<b>Does the school have a plan to assure exterior gates and doors are locked during school hours?</b> The plan should go beyond requiring gates doors to be locked to include some sort of daily check.	
<b>Is there a plan to assure designated gates can be unlocked to facilitate emergency egress?</b> Check for redundancy in opening locked gates. What if the primary “key holder” was not available?	
<b>Is there sufficient signage directing visitors?</b> If no, add “consider exterior/interior signage” to suggested action plans.	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.17 Anti-Harassment Procedure

This form to be completed by the school principal or designee.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>

<b>Are all staff members trained as required in policy?</b> A "no" answer requires a suggested action plan that all staff meet training requirements.	
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### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### Section 3.18 – Dress Code – “Gang Related Apparel”

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>

#### **Review the current policy, specific to “gang related apparel.”**

If the policy does not address gang related apparel, disregard this assessment. If it does, continue.

#### **Conduct a survey**

Pick random times during a week and walk the campus specifically looking for violations of this policy. You can ask other safety team members to assist you with this survey.

#### **Assets/Suggested action plan(s)**

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### 3.19 – Child Abuse Reporting Procedure

This form to be completed by the school principal or designee.

<b>Assessment performed by</b> The listed name must be the person who does the assessment.	<b>Date</b>

Review your policy, specific to mandatory training.

<b>Are all staff members current in required training?</b> This information should be available through Human Resources. If “no” add an action plan to have all staff current on this training.	

### Assets/Suggested action plan(s)

A brief statement to highlight assets and/or area of desired change.

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## COMPREHENSIVE SCHOOL SAFETY PLAN

### Section 3.20 – Existing Resources

<b>Assessment performed by</b>	<b>Date</b>
The listed name must be the person who does the assessment. This can be a group project.	

The law requires safety goals that are specific to the “needs and resources” of that school. This form helps stakeholders accomplish this expectation by establishing a realistic understanding of resources before goals are developed.

Keep in mind “resources” include, but are not limited to funding, volunteerism, and technical support. One of your goals may be to ask parent groups and other partners to set aside funds to accomplish goals. Another goal might be to establish a list of volunteers, including volunteers with specific skill sets, and partners that might be able to furnish the supplies or non-monetary resources. Use a second or third form if needed.

In the “Type” column, “funding” means the group can provide money. “Time” means the group/person can provide time that might be needed for safety projects/programs. An example of “Time” would be parent or other volunteers who agree to walk the exterior of the school from time to time to assure gates and exterior doors are shut and locked.

RESOURCE	TYPE	DESCRIPTION
School Safety Budget	FUNDING	EST \$
Parent Group(s)	FUNDING	EST \$
Other funding sources	FUNDING	EST \$

# COMPREHENSIVE SCHOOL SAFETY PLAN

## Step Four – Assets/Suggested Action Plans

3.3 Crime On Campus <b>Physical</b> <b>Social</b>	
3.4 Tactical Response  <b>Physical</b>	
3.5 Lockdown  <b>Physical</b>	
3.6 Disaster Incident Commander  <b>Physical</b>	
3.7 Disaster General  <b>Physical</b>	
3.8 Disaster Medical  <b>Physical</b>	



## COMPREHENSIVE SCHOOL SAFETY PLAN

3.9 Disaster S&R <b>Physical</b>	
3.10 Disaster Reunify <b>Physical</b>	
3.11 Anti Bullying <b>Social</b>	
3.12 Expulsion Susp Discipline <b>Social</b>	
3.13 Notify of Dangerous Pupils <b>Social</b>	
3.14 Pesticide Harmful Material <b>Physical</b>	

## COMPREHENSIVE SCHOOL SAFETY PLAN

3.15 Visitors on Campus  <b>Social</b>	
3.16 Safe ingress Egress  <b>Physical</b>	
3.17 Anti Harassment  <b>Social</b>	
3.18 Gang Apparel  <b>Social</b>	
3.19 Child Abuse Reporting  <b>Social</b>	
3.20 Existing Resources  <b>Physical</b> <b>Social</b>	

# COMPREHENSIVE SCHOOL SAFETY PLAN

## Step Five - Select and implement strategies for a safe and orderly environment.

Prioritizing the information gathered in Step Four, our team has developed the following goals designed to enhance our efforts at maintaining a safe and orderly environment

### **Section 5.1 - Component 1 Goal - "People."**

#### **The social climate, people and programs.**

Ed Code 32281(b)(1) "Relevant to the needs and resources of that particular school."

This goal pertains to the school's social climate, considering assets and challenges. Based on our assessment, achieving this goal should assist in improving the overall safety of students, staff, and visitors on our campus.

### **Section 5.1.1 - Action Plans for "People" Goal**

Task	Person	Due Date

# COMPREHENSIVE SCHOOL SAFETY PLAN

## **Section 5.2 - Component 2 Goal - "Place."**

### **The physical environment.**

Ed Code 32281(b)(1) "Relevant to the needs and resources of that particular school."

This goal pertains to the physical school grounds, considering assets and challenges. Based on our assessment, achieving this goal should assist in improving the overall safety of students, staff, and visitors on our campus.

### **Section 5.2.1 Action Plans for "Place" Goal**

Task	Person	Due Date

## COMPREHENSIVE SCHOOL SAFETY PLAN

### Step Six – Share & adopt the plan

#### Section 6.1 - Public Meeting

Ed Code 32288 (2) (b) (1) - Before adopting its comprehensive school safety plan, the schoolsite council or school safety planning committee shall hold a public meeting at the schoolsite in order to allow members of the public the opportunity to express an opinion about the school safety plan.

<b>On the indicated date, we shared our plan at a public meeting.</b> The notice of the meeting as well as a list of required invitees is attached to this plan.	Date
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#### Section 6.2 - Adoption of School Safety Plan

Ed Code 32286(a) Each school shall adopt its comprehensive school safety plan by March 1, 2000, and shall review and update its plan by March 1, every year thereafter.

<b>On the indicated date our Committee met and voted to adopt our school safety plan.</b> The minutes from this meeting are attached to this plan. The plan was then forwarded to the District Officer for approval.	Date
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### Step Seven – Revise and evaluate

This plan represents a continual safety process. Stakeholders at our school will continue to evaluate the progress and impact of the listed goals while, at the same time, starting the systematic planning process over again at the beginning of the next school year.

**Safety is a process!!**

# COMPREHENSIVE SCHOOL SAFETY PLAN

# COMPREHENSIVE SCHOOL SAFETY PLAN

# COMPREHENSIVE SCHOOL SAFETY PLAN



**COMPREHENSIVE SCHOOL SAFETY PLAN**

# COMPREHENSIVE SCHOOL SAFETY PLAN