



ALLEGIANCE STEAM ACADEMY

REGULAR MEETING OF THE BOARD OF DIRECTORS

January 6, 2020

7:30 pm

Meeting Location:

5862 C Street, Chino, CA 91710

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
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 Board Chair at _____.

B. Roll Call

	Present	Absent
Samantha Odo, Chairperson	_____	_____
Jason Liso, Treasurer	_____	_____
Marcilyn Jones, Secretary	_____	_____
Troy Stevens, Member	_____	_____
Claudia Reynolds, Member	_____	_____

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. Approval of Agenda for the Regular Board Meeting for January 6, 2020

It is recommended that the Board of Directors approve the Agenda for Regular Board Meeting for January 6, 2020.

Motion: _____ Second: _____ Roll Call: _____

II. Open Session:

A. PLEDGE OF ALLEGIANCE

B. ITEMS SCHEDULED FOR INFORMATION:

- 1. Update from Parents and Community for Kids**
- 2. CEO's Report**
- 3. Staff Report**
- 4. PAL Report**

C. ITEMS SCHEDULED FOR CONSENT:

- 1. Minutes for the Regular Meeting of the Board of Directors December 9, 2019**
- 2. Check Register for the month of November, 2019**

D. ITEMS SCHEDULED FOR DISCUSSION/ACTION:

1. Financial Update for November, 2019

(See attached)

It is recommended the Board of Directors:

Approve Financial Update for November, 2019

Motion: _____ Second: _____ Roll Call: _____

2. Updated FY20 ASA Budget

(See attached)

It is recommended the Board of Directors:

Approve and adopt Updated FY20 ASA Budget

Motion: _____ Second: _____ Roll Call: _____

3. Annual Audit

California Education Code sections 47605.6(m) and 41020(h)

It is recommended the Board of Directors:

Approve and adopt the ASA Annual Audits for FY17-18 and FY18-19

Motion: _____ Second: _____ Roll Call: _____

4. ASA Cardiac Emergency Policy

(See attached)

It is recommended the Board of Directors:

Approve and adopt the ASA Cardiac Emergency Policy

Motion: _____ Second: _____ Roll Call: _____

5. ASA Concussion Policy and Protocol

(See attached)

It is recommended the Board of Directors:

Approve and adopt the ASA Concussion Policy and Protocol

Motion: _____ Second: _____ Roll Call: _____

6. Job Description: Instructional Coach

(See attached)

It is recommended the Board of Directors:

Approve and adopt the Job Description: Instructional Coach

Motion: _____ Second: _____ Roll Call: _____

E. COMMUNICATIONS

1. Comments from Board of Directors

F. ADJOURNMENT

1. It is recommended the Board of Directors:

Adjourn the Regular Meeting of the Board of Directors for January 6, 2020

Motion: _____ Second: _____ Roll Call: _____



ALLEGIANCE STEAM ACADEMY

REGULAR MEETING OF THE BOARD OF DIRECTORS

December 9th, 2019

Minutes

I. Preliminary

A. Call to Order

The meeting was called to order by Board Chair at 6:30 pm.

B. Roll Call

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

C. Public Comments- Items not on the Agenda

Superintendent Dr. Enfield with Chino Valley Unified School District spoke. He wanted the board members to know that they made the right decision when they hired Dr. Cognetta. He has been working with Dr. Cognetta for some time now and it is obvious to him that the kids are Dr. Cognetta's top priority and wants what's best for them. He said Dr. Cognetta has worked hard to create a collaborative and positive relationship with CVUSD. Dr. Enfield and Dr. Cognetta have been working closely together, going back and forth, to be sure the charter renewal is ready to be submitted to their board. When he presents it to their board he plans on recommending that they vote yes to approve the renewal.

D. Approval of Agenda for the Regular Board Meeting for December 9, 2019

Motion (Stevens), second (Liso), motion carried by a vote of 5-0 to approve the Agenda for Regular Board Meeting for December 9, 2019.

II. Public Announcement of Reason for Closed Session:

A. Public Comments on Closed Session Items

There were no public comments on Closed Session Items.

B. Closed Session- For Discussion/ Possible Action

Samantha Odo, Board Chair, announced closed session at 6:36 pm so The Board of Directors could discuss Public Employee Discipline/Dismissal/Release (Government Code 54957). CEO/Principal Dr. Cognetta joined the board.

Samantha Odo, Board Chair, announced the meeting was back in session at 7:04 pm. No comments regarding closed session were made by Board Members.

III. Open Session:

A. PLEDGE OF ALLEGIANCE

B. ITEMS SCHEDULED FOR INFORMATION:

1. Governance Training Presentation

Attorney Merrick Wadsworth with Procopio gave a presentation regarding Governance Training.

2. Update from Parents and Community for Kids

PACK member Jennifer Stevens gave the following report:

- *This past Friday was the Polar Express with two showings (free event).*
- *Last Thursday was Restaurant of the Month (Ono Hawaiian Barbecue).*
- *For the recent Ultra Fun Run, close to \$33,000 was raised (last year was \$20,000). This year we used the Ultra Fun Run company and they offered the students incentive prizes. They are waiting to hear back from teachers and staff members to see what they'd like the money spent on.*
- *Recent purchases:*
 - *8th Grade Area - the PACK provided the area with tarp and tables.*
 - *Four picnic tables with umbrellas were also purchased for the campus.*
 - *PACK will contribute money for students to go on the upcoming 5th, 6th, and 8th grade trips.*
 - *Pins were purchased for the awards ceremonies for the remainder of the year.*
 - *Speakers for Mr. Raven's classroom were also purchased.*
- *The Holiday Boutique is coming up. This allows vendors to sell items for \$5 or less to students.*
- *The recent See's Candies fundraiser was a success; around \$6,000 was made.*
- *Every Friday is Flavored Water Friday; students may bring their water bottles and fill them up.*
- *Every Friday is Spirit Wear and Ice Cream sales.*
- *The next PACK meeting will be on December 18th.*
- *The PACK provided all board members with a gift.*

3. CEO's Report

Dr. Cognetta gave an update on the following:

- *He thanked the PACK and parents for all their work on the recent fundraisers and what they've provided the school with.*

- *He commended the staff on the report cards and how much work was put into them so that parents would get precise and detailed information. He also said for parents to be sure to check the Parent Portal and stay connected with SeeSaw so they could stay in the loop in regards to the happenings with their children.*
- *We're currently fully enrolled at 660 students.*
- *Attendance is at 97.5% (we're above budget). He gave kudos to the front office and teachers for staying on top of the Short-term Independent Study arrangement as this helps keep our attendance above budget.*
- *Professional Development:*
 - *Last week, Director of Business Services Sara Lopez, Teacher Tammy Lohoff, and Director of Educational Programs Callie Moreno attended the Charter School Development Center Conference which is one of the top conferences in the state and brought back informative information which will be given to staff.*
 - *Our Teacher Leaders are continuing to drive the Professional Development. Mrs. Calvert and Mrs. Dizon gave an overview to teachers recently about student led celebrations which will take place during National School Choice Week at the end of January.*
- *Due to a technical glitch which caused the first several minutes of the meeting to not record, Dr. Cognetta spoke about what Dr. Enfield said during the public comments:*
 - *Dr. Cognetta said it was a unique moment to have our authorizer's Superintendent speak during public comments at a charter school's board meeting. He said Dr. Enfield wanted to reassure our board about the renewal process and to acknowledge that it's somewhat unprecedented to collaborate at the extent that we have. The renewal petition has gone back and forth between Laurie Warner, Dr. Cognetta, our staff, and Dr. Enfield and his staff as well. Our community is to be assured that we are working collaboratively with CVUSD on our renewal. It was also shared that we're entering into a Prop 39 5 year agreement and their motivation as our authorizer is to go over everything thoroughly now so we won't need to make corrections during mid-authorization.*
- *Open Enrollment for next year has started. The office was able to move up the date to begin the process earlier than last year. Within a day we had around 100 applications, and we are now a week into it and have over 230 applications. Being that we are growing to 150 more students next year, we've already surpassed that number, so we're going in the right direction. We've advertised on social media, the Chino Champion, as well as flyers being sent out to all families with children within the boundaries of ASA.*
- *Tomorrow is the third Superintendent Student Advisory Council in which he'll be attending with three of our students.*

4. Staff Report

- *Teacher Stacey Lazo:*
 - *Track practice for TK-8th grades will be starting soon, meetings were held last week. Around 30 people have signed up.*
 - *Coach Cox is starting boys and girls basketball for 6th to 8th grade students.*

- *Last week we had our awards which was exciting. Teachers selected between 4 to 6 students to receive awards in the areas of Academics, Growth, Wolves Ways, PE, World Language, Music, and STEAM Lab. 28 Mileage club certificates were also given out for students who have ran 25 or more miles so far.*
- *Mr. Raven is busy getting the Jingle Jam performances ready.*
- *The teachers are busy with Benchmark testing and getting the data in to make plans for the second trimester.*
- *Teacher Deanna Campagna:*
 - *This past Polar Express was the first one she's ever been to and she expressed how much fun everything was.*
 - *She's happy about changes made to the report cards and how they enter information into their gradebooks.*
 - *She's looking forward to Student Led Celebrations.*

5. PAL Report

Teacher Tammy Lohoff gave the following update:

- *They'll be working with the PACK to provide Polar Grams this week. The students will be able to send a message to someone on campus for \$1. They'll be delivered before the break starts along with a pencil.*
- *Next week we'll have an Ugly Sweater fashion show. Teachers will pick four students in their classrooms to be entered into the contest.*

C. ITEMS SCHEDULED FOR CONSENT:

1. Minutes for the Regular Meeting of the Board of Directors November 4, 2019

2. Check Register for the month of October, 2019

Motion (Jones), second (Reynolds), motion carried by a vote of 5-0 to approve the Minutes for Regular Board Meeting for November 4, 2019 and the Check Register for the month of October, 2019.

D. ITEMS SCHEDULED FOR DISCUSSION/ACTION:

1. Financial Update for October, 2019

Jim Weber with Charter Impact gave a presentation on the October 2019 Financial Update.

Motion (Stevens), second (Odo), motion carried by a vote of 5-0 to approve the Financial Update for the month of October, 2019.

2. Updated FY20 ASA Budget

Jim Weber with Charter Impact gave a presentation on the Updated FY20 ASA Budget.

Motion (Liso), second (Jones), motion carried by a vote of 5-0 to adopt and approve the Updated FY 20 ASA Budget.

3. 2019-20 1st Interim Report

Jim Weber with Charter Impact provided information in regards to the 2019-2020 1st Interim Report.

Motion (Jones), second (Reynolds), motion carried by a vote of 5-0 to adopt and approve the 2019-2020 1st Interim Report.

4. ASA Board Resolution Credit Card Parameters

Motion (Stevens), second (Liso), motion carried by a vote of 5-0 to adopt and approve the ASA Board Resolution Credit Card Parameters.

E. COMMUNICATIONS

1. Comments from Board of Directors

- *Jason Liso said he had the opportunity to attend the Ultra Fun Run and it was fun watching the kids. He also said that Home Depot has a program where they reach out to veterans and they reached out to him so they could provide our school with donated items. On the same day as the Ultra Fun Run, he was also here when the Home Depot delivered the items. He was able to speak to the manager that runs the local Home Depot and he was told that they have a lot of funds to provide items but they don't always have veterans that reach out to get the funds. Next year they'll have more in their budget and will reach out to us. He gave a shout out to Home Depot for their generosity. He's looking forward to Jingle Jam. He thanked the PACK for the nice gift.*
- *Claudia Reynolds said she was able to witness when Home Depot came. It was nice to see how excited the kids were and how they were into what they were building. She's happy that they have a place to learn and be creative. She thanked the PACK for the gift as well and to everyone for allowing her to be here.*
- *Marcilyn Jones said that last week she was at the Charter School Conference and was happy to see ASA's staff. She also said that in the 15 plus years she's been involved with charter schools she has never seen a superintendent come to a board meeting and speak on behalf of their school, so this speaks volumes. She gave kudos to Dr. Cognetta for creating the relationship with the superintendent and our authorizer. She also thanked the PACK for the gift.*
- *Troy Stevens said next year he'd like some of the board members to be invited to the Charter School Development Center Conference. He thanked the PACK for the gifts along with all of their hard work. He knows all the money they've raised will go to a good cause for the kids. He said that it is unprecedented that Dr. Enfield came to speak. He doesn't believe he would have come if he didn't have a close relationship with Dr. Cognetta; it's obvious they are working hand and hand and he thanked Dr. Cognetta for this. He also thanked the entire staff and volunteers. He feels the school is an amazing place to be. He enjoys seeing how happy the kids are with all of the activities going on (sports, Odyssey, Robotics, etc.). He encouraged parents to help out as much as they can. He also thanked*

the board members and all they've done and their decisions; he thanked them for their passion and commitment.

- *Samantha Odo thanked the teachers for overhauling the report cards. She was pleased to read her kid's report cards and appreciated the comments. She also thanked the PACK for all they've done and continue to do and said they're amazing. She thanked Lynnsey Okada for coaching Snap the Gap. She thanked Lori Cunningham as she spearheaded the eSTEAM room and all she's done to get electronics, supplies, etc. in there for the kids (gaming systems, tablets, etc). She thanked the PACK for the gifts. She thanked the staff for being amazing. She also thanked Dr. Cognition for the relationship he's built with CVUSD and hearing what Dr. Enfield had to say put her mind at ease.*

F. ADJOURNMENT

Motion (Jones), second (Stevens), motion carried by a vote of 5-0 to adjourn the Regular Meeting of the Board of Directors for December 9, 2019.

Samantha Odo, Board Chair, adjourned the Regular Board Meeting of the Board of Directors for December 9, 2019 at 8:39 pm.

Samantha Odo, Board Chair

Marcylin Jones, Board Secretary

Allegiance STEAM Academy - Thrive

Check Register

For the period ended November 30, 2019

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
20449	San Bernardino County	STRS 10/2019	11/6/2019	\$ 50,626.30
20450	Associated Health Professionals Inc	Nursing svcs - 10/09/19-10/11/19	11/8/2019	786.72
20451	Eide Bailly LLP	2018 Tax Returns	11/8/2019	300.00
20452	Blue Shield of California	Health ins - 11/19	11/8/2019	13,454.62
20453	Charter Impact	Business Mgmt svcs -11/19	11/8/2019	14,780.50
20454	Cintas Corporation #150	Janitorial Supplies	11/8/2019	655.38
20455	Madison Cullen	Reimb - 10/14/19	11/8/2019	46.24
20456	Discovery Education Inc	License - 09/01/19-08/31/24	11/8/2019	9,675.00
20457	Sylvia Gomez	SpEd svcs - 09/03/19-09/25/19	11/8/2019	1,120.00
20458	M & M Sports	Apparel	11/8/2019	134.42
20459	Callie Moreno	Reimb - 08/22/19-10/18/19	11/8/2019	394.38
20460	Mystery Science Inc	Membership FY19/20	11/8/2019	749.00
20461	Optiva IT	IT Supplies	11/8/2019	241.60
20462	Scholastic, Inc	Books	11/8/2019	87.89
20463	Sparkletts	Office Supplies	11/8/2019	175.79
20464	Swing Education Inc	Sub svcs - 10/12/19-10/18/19	11/8/2019	567.00
20465	Cyndi Valenta	Reimb - 06/23/19-10/16/19	11/8/2019	120.18
20466	Visser Bus Service	Thousand Pines Camp - 10/18/19	11/8/2019	900.00
20467	Waxie Sanitary Supply	Janitorial supplies	11/8/2019	571.11
20468	The Yearbook Solution	Yearbook FY 2020	11/8/2019	1,980.00
20469	Schools in Action	Cash Lunch Payments	11/15/2019	592.18
20470	Joshua C. Brannen	SpEd svcs - 10/19	11/22/2019	1,942.50
20471	California Charter School Association	Membership - 01/20/20-12/31/20	11/22/2019	4,750.00
20472	Cintas Corporation #150	Janitorial Supplies	11/22/2019	218.46
20473	Madison Cullen	Reimb - 10/27/19-10/28/19	11/22/2019	106.27
20474	Kaiser Foundation Health Plan	Health Ins - 12/19	11/22/2019	4,249.94
20475	More Prepared	Janitorial Supplies	11/22/2019	1,992.63
20476	Optiva IT	IT svcs - 11/19	11/22/2019	5,000.00
20477	Revolution Enterprises Inc	Folding Cane	11/22/2019	59.78
20478	Swing Education Inc	Sub svcs - 10/19/19-10/25/19	11/22/2019	1,134.00
20479	Visser Bus Service	Discovery Cube - 11/07/19	11/22/2019	1,062.00
20480	California State Disbursement Unit	Confidential	11/22/2019	150.00
20481	Franchise Tax Board	Confidential	11/22/2019	150.00
20482	Franchise Tax Board	Confidential	11/22/2019	838.30
ACH	Citizens Business Bank	Bank Fee	11/4/2019	0.99
ACH	CharterSafe	Package Premium & Workers Comp 11/19	11/4/2019	6,529.00
ACH	Stater Bros	PD Breakfast	11/4/2019	19.48
ACH	American Express	CC pmt - 10/19 AMEX	11/5/2019	8,356.59
ACH	Citizens Business Bank	Bank Fee	11/7/2019	15.15
ACH	Employment Development Department	State PR tax pmt - UI 110819	11/12/2019	316.35
ACH	Employment Development Department	State PR tax pmt - SDI & PIT 110819	11/12/2019	778.86
ACH	Internal Revenue Services	Fed PR tax pmt 110819	11/12/2019	6,216.20
ACH	CalPERS	PERS Pmt	11/15/2019	2,995.07
ACH	CalPERS	PERS Pmt	11/15/2019	17,920.96
ACH	Citizens Business Bank	Bank Fee	11/18/2019	17.00
ACH	Employment Development Department	State PR tax pmt - UI 112519	11/26/2019	244.04
ACH	Mid Atlantic Trust Company	Employee 403B Contributions 11/19	11/26/2019	3,800.00
ACH	Employment Development Department	State PR tax pmt - SDI & PIT 112519	11/26/2019	9,445.33
ACH	Internal Revenue Services	Fed PR tax pmt 112519	11/26/2019	31,791.81
ACH	Citizens Business Bank	Bank Fee	11/29/2019	150.00

Total Disbursements Issued in November \$ 208,209.02

Allegiance STEAM Academy Thrive

Check Register - greater than \$2,000

For the Period Ended November 30, 2019

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
<i>Employee Benefits</i>				
20449	San Bernardino County	3101/9513 - STRS	11/6/2019	50,626.30
ACH	Internal Revenue Service	3301/3311/9512 - Payroll taxes	11/26/2019	31,791.81
ACH	CalPERS	3202/9514 - PERS	11/15/2019	17,920.96
20421	Blue Shield of California	3401 - Health insurance	11/8/2019	13,454.62
ACH	Employee Development Department	3501/9512 - Payroll taxes (SDI & PIT)	11/26/2019	9,445.33
ACH	Internal Revenue Service	3301/3311/9512 - Payroll taxes	11/12/2019	6,216.20
20474	Kaiser Foundation Health Plan	3401 - Health insurance	11/22/2019	4,249.94
ACH	Mid Atlantic Trust Company	9515 - 403(b) Plan	11/26/2019	3,800.00
ACH	CalPERS	3202/9514 - PERS	11/15/2019	2,995.07
				140,500.23
<i>Facility Rent and Housekeeping</i>				
ACH	CharterSafe	5400/3601 - Insurance	11/4/2019	6,529.00
20471	California Charter School Association	5300 - Dues & Memberships	11/22/2019	4,750.00
				11,279.00
<i>Professional/Consulting Services</i>				
20453	Charter Impact	5811 - Management Fee	11/8/2019	14,780.50
20476	Optiva IT	5801 - IT	11/22/2019	5,000.00
				19,780.50
<i>Books and Supplies</i>				
20456	Discovery Education Inc	4100 - Curriculum	11/8/2019	9,675.00
ACH	American Express	4302 - Supplies (credit card statement)	11/5/2019	8,356.59
				18,031.59
				189,591.32
Total Disbursements over \$2,000				\$ 189,591.32



Allegiance STEAM Academy Thrive

Monthly Financial Presentation – November 2019

November Highlights

Highlights

- Revenue forecast near budget, **+\$30K**.
- Expenses forecast near budget **+\$16K**.
- Cash is forecast to end year **\$649K**, 11% of expenses.

Compliance and Reporting

- 2018/19 audit was completed during December.
- 1st Interim report was submitted in December.
- Quarterly grant reporting will be completed during January.

Enrollment and Revenues

- Enrollment is on budget at 660.
- P-1 ADA exceeded forecast with 638.55.

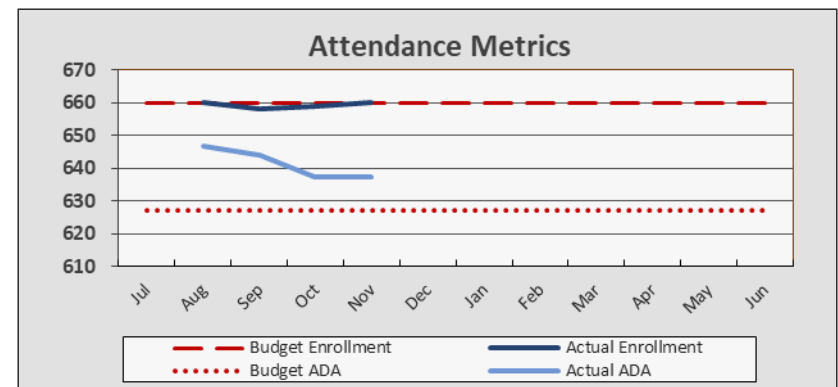
Attendance Data and Metrics



Enrollment and Per Pupil Data

<i>Enrollment & Per Pupil Data</i>			
	<i><u>Actual</u></i>	<i><u>Forecast</u></i>	<i><u>Budget</u></i>
<i>Average Enrollment</i>	659	660	660
<i>ADA</i>	641	627	627
<i>Attendance Rate</i>	97.3%	95.0%	95.0%
<i>Unduplicated %</i>		34.8%	34.8%
<i>Revenue per ADA</i>		\$10,158	\$10,125
<i>Expenses per ADA</i>		\$9,180	\$8,317

Attendance Metrics



Enrollment is on budget at 660, early ADA has exceeded budget.

Forecast is at budget, 660 enrollment and 627 ADA.

Through P-1, attendance averaged 638.55, exceeding forecast by 9.55 ADA.

Changes in ADA impact forecast by \$8.8K LCFF per ADA.

Revenue

- **November Updates**
 - **Revenues forecast near budget** – Revenue is forecast near budget, **+\$30K** variance.

	<i>Year-to-Date</i>			<i>Annual/Full Year</i>		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Revenue						
State Aid-Rev Limit	\$ 1,213,680	\$ 1,261,938	\$ (48,258)	\$ 5,535,006	\$ 5,535,420	\$ (414)
Federal Revenue	77,113	141,966	(64,853)	326,640	318,942	7,698
Other State Revenue	38,123	93,626	(55,503)	484,476	484,391	84
Other Local Revenue	23,007	-	23,007	23,007	-	23,007
Total Revenue	\$ 1,351,924	\$ 1,497,530	\$ (145,606)	\$ 6,369,128	\$ 6,338,753	\$ 30,375



Expenses

- **November Updates**
 - **Expenses forecast below budget** – Forecast **+\$16K favorable** variance.
 - **Salaries and Benefits** – Updating forecast for benefits costs. Changes between certificated and classified staff offset, forecast \$24K substitute costs are moved to **Subagreement Services** for contracted subs.

- **Ongoing**
 - **Offsetting variance** – Expense variance offsets as forecast assumptions are updated by category with limited impact on total budget.
 - **Interest** – Forecast reduction in interest cost due to improved cash flow assumptions.

	<i>Year-to-Date</i>			<i>Annual/Full Year</i>		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Expenses						
Certificated Salaries	\$ 804,137	\$ 839,478	\$ 35,341	\$ 2,200,470	\$ 2,266,265	\$ 65,795
Classified Salaries	319,075	298,969	(20,106)	811,617	775,598	(36,019)
Benefits	330,456	330,375	(81)	886,893	872,426	(14,467)
Books and Supplies	180,318	329,262	148,944	504,579	502,603	(1,975)
Subagreement Services	37,685	59,800	22,115	173,710	149,500	(24,210)
Operations	60,029	103,838	43,809	260,663	257,046	(3,617)
Facilities	673	6,917	6,244	14,523	16,600	2,077
Professional Services	200,246	226,282	26,035	866,277	864,229	(2,048)
Interest	19,009	40,325	21,316	36,968	67,784	30,816
Total Expenses	\$ 1,951,628	\$ 2,235,244	\$ 283,616	\$ 5,755,700	\$ 5,772,052	\$ 16,351

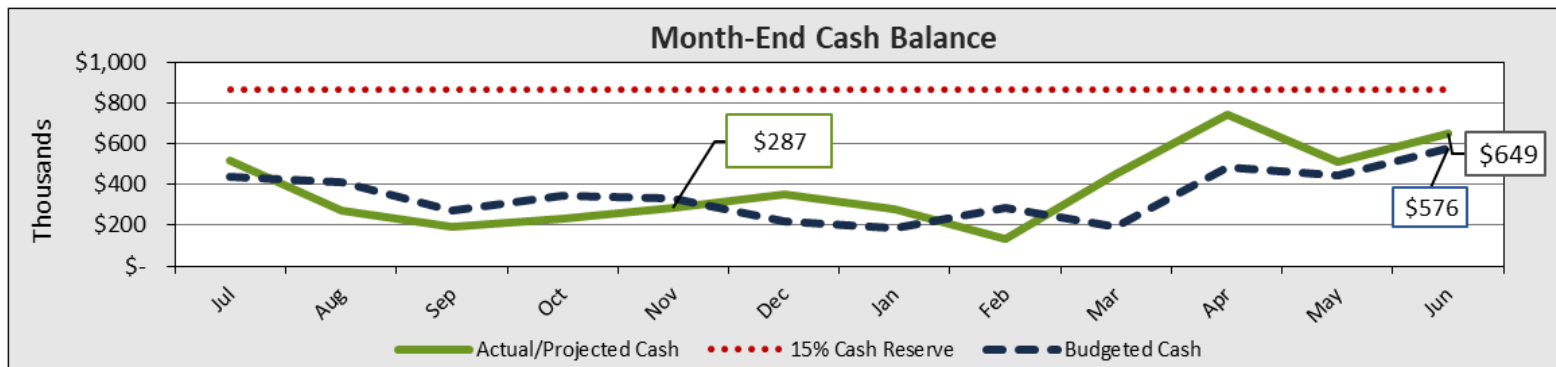
Surplus / (Deficit) & Fund Balance

- Current early forecast surplus of **\$613K (11%)** is above, but near budget.
- Fund balance is forecast to end year **\$1.3 million, 22.6%**, exceeding goal of 10% cumulative balance for 2nd year.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (599,704)	\$ (737,714)	\$ 138,010	\$ 613,428	\$ 566,701	\$ 46,727
Beginning Fund Balance	684,557	684,557		684,557	684,557	
Ending Fund Balance	<u>\$ 84,853</u>	<u>\$ (53,157)</u>		<u>\$ 1,297,986</u>	<u>\$ 1,251,259</u>	
<i>As a % of Annual Expenses</i>	1.5%	-0.9%		22.6%	21.7%	

Cash Balance

- Current cash is \$287K, with \$214,684 factoring outstanding.
- Cash is forecast to end the year at \$649K, 11% of expenses, with no outstanding factoring and \$871K AR and \$159K liabilities outstanding, (\$712K net AR-AP, 12% expenses).
- Current factoring balances:
 - October: Factored January advance apportionment \$200,000 (scheduled repay \$214,684 February 2020)
 - February: Following repayment of January appt, anticipate factoring April P-1 apportionment \$250,000 (forecast repay \$267,500 May 2020).



Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
DATA	Jan-07	CALPADS - Fall 2 Submission Window opens - Fall 2 data is used for many purposes by the US department of education and California department of education. At the federal and state level, the data is also used in the production of many reports, some of which are used to determine eligibility for funding or grants. Fall 2 reporting includes three main data groups: student course enrollments, staff assignments, FTE percentage and English learner education services. Data is reported as of October 2, 2019. Schools have until late March to submit certified data.	Charter Impact submits with data provided by ASA	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalen/dar.asp
DATA	Jan-15	Period 1 (P1) Attendance Report - P1 ADA is due to CDE on 1/15/2020. It represents a school's total ADA for a reporting period from the beginning of the school year through December 31,2019. Note that signatures from your charter authorizer and county superintendent is needed to complete the certification process.	Charter Impact prepares report; ASA submits	No	Yes	https://www.cde.ca.gov/fg/aa/pa/ataglanace192
DATA	Jan-24	CALPADS - Fall 1 Amendment deadline - 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	https://www.cde.ca.gov/ds/sp/cl/rptcalen/dar.asp
FINANCE	Jan-31	Federal Cash Management - Period 3 - 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	https://www.cde.ca.gov/fg/aa/cm/
FINANCE	Jan-31	Public Charter School Grant Program (PCSGP) and Dissemination Grant Program - Qtr 2 - 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	https://www.cde.ca.gov/sp/cs/re/pcsgp.asp
DATA	Feb-01	School Accountability Report Card - All public schools in California are required to prepare an annual SARC (2018/19). 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	http://www.cde.ca.gov/ta/ac/sa/
FINANCE	Feb-20	Certification of the First Principal Apportionment - 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	Yes	https://www.cde.ca.gov/fg/aa/pa/
FINANCE	Feb-26	E-Rate FCC Form 470 Due date (FY2020) - To requests bids for service, applicants certify an FCC Form 470 in the E-rate Productivity Center (EPC). This is a formal process to identify and request the products and services you need so that potential service providers can review your requests and submit bids. The FCC Form 470 must be certified in EPC at least 28 days before the close of the filing window. February 26, 2020 is the deadline to certify an FY2020 FCC Form 470 and still be able to certify an FCC Form 471 within the FY2020 filing window.	ASA	No	No	https://www.usac.org/si/tools/forms/
FINANCE	Feb-28	Consolidated Application (ConApp) reporting - Winter - The ConApp is used by the CDE to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California. The winter release is submitted in January of each year and contains the LEA's entitlements for each funded program.	Charter Impact	Yes	No	https://www.cde.ca.gov/fg/aa/co/cars.asp
FINANCE	Feb-28	Every Student Succeeds Act Per-Pupil Expenditure Application -The Elementary and Secondary Education Act of 1965 (ESEA), as reauthorized by the Every Student Succeeds Act (ESSA), requires state educational agencies (SEAs) and their local educational agencies (LEAs) to prepare and publish annual report cards that contain specified data elements, including LEA and school-level per-pupil expenditures (PPE).	Charter Impact	No	No	https://www3.cde.ca.gov/essars

Appendices

As of November 30, 2019

- 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, 2019

Presented by:



Allegiance STEAM Academy - Thrive

Monthly Cash Flow/Forecast FY19-20

Revised 1/03/20

ADA = 627.00



	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
ADA = 627.00																
Revenues																
State Aid - Revenue Limit																
8011 LCFE State Aid	-	148,037	148,037	266,467	266,467	266,467	266,467	266,467	489,895	489,895	489,895	489,895	489,895	4,077,883	4,077,883	-
8012 Education Protection Account	-	-	-	22,971	-	-	22,971	-	-	48,108	-	-	31,350	125,400	125,400	-
8019 State Aid - Prior Year	-	-	(414)	-	-	-	-	-	-	-	-	-	-	(414)	-	(414)
8096 In Lieu of Property Taxes	-	58,566	117,131	78,087	108,331	78,087	78,087	78,087	245,253	122,627	122,627	122,627	122,627	1,332,137	1,332,137	-
	-	206,603	264,754	367,525	374,798	344,554	367,525	344,554	735,148	660,629	612,521	612,521	643,871	5,535,006	5,535,420	(414)
Federal Revenue																
8181 Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	67,089	67,089	67,089	-
8220 Federal Child Nutrition	-	-	-	8,782	8,781	6,094	6,094	6,094	6,094	6,094	6,094	9,502	-	63,631	60,944	2,687
8290 Title I, Part A - Basic Low Income	-	-	-	-	-	-	21,668	-	-	16,148	-	-	28,057	65,872	67,147	(1,275)
8291 Title II, Part A - Teacher Quality	-	-	2,662	-	-	-	-	-	5,323	-	-	-	-	10,647	14,362	(3,715)
8294 Title V, Part B - PCSG	-	-	-	56,888	0	-	52,512	-	-	-	-	-	-	109,400	109,400	-
8296 Other Federal Revenue	-	-	-	-	-	2,500	-	-	2,500	-	-	5,000	-	10,000	-	10,000
	-	-	2,662	65,670	8,781	8,594	80,274	6,094	13,918	22,242	6,094	14,502	97,808	326,640	318,942	7,698
Other State Revenue																
8311 State Special Education	-	19,366	-	-	17,431	22,493	22,493	22,493	47,362	47,362	47,362	47,362	47,362	341,088	341,088	-
8520 Child Nutrition	-	-	-	665	662	577	577	577	577	577	577	1,066	-	5,854	5,769	85
8550 Mandated Cost	-	-	-	-	-	7,746	-	-	-	-	-	-	-	7,746	7,746	-
8560 State Lottery	-	-	-	-	-	-	23,775	-	-	23,775	-	-	82,239	129,789	129,789	-
8598 Prior Year Revenue	-	-	(1)	-	-	-	-	-	-	-	-	-	-	(1)	-	(1)
	-	19,366	(1)	665	18,093	30,816	46,845	23,070	47,939	71,714	47,939	48,428	129,601	484,476	484,391	84
Other Local Revenue																
8634 Food Service Sales	190	-	-	612	-	-	-	-	-	-	-	-	-	802	-	802
8699 School Fundraising	-	90	-	15,279	6,836	-	-	-	-	-	-	-	-	22,205	-	22,205
	190	90	-	15,891	6,836	-	-	-	-	-	-	-	-	23,007	-	23,007
Total Revenue	190	226,059	267,415	449,751	408,508	383,965	494,645	373,719	797,005	754,585	666,555	675,451	871,280	6,369,128	6,338,753	30,375
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	5,528	162,259	163,333	156,394	154,278	160,696	160,696	160,696	160,696	160,696	160,696	160,696	-	1,766,667	1,833,215	66,548
1170 Teachers' Substitute Hours	-	550	2,365	3,785	2,085	5,316	5,316	5,316	5,316	5,316	5,316	5,316	-	46,000	73,000	27,000
1175 Teachers' Extra Duty/Stipends	4,000	600	995	995	995	1,774	1,774	1,774	1,774	1,774	1,774	1,774	-	20,000	20,000	-
1200 Pupil Support Salaries	435	4,545	4,545	4,545	4,545	4,545	4,545	4,545	4,545	4,545	4,545	4,545	-	50,435	50,000	(435)
1300 Administrators' Salaries	20,338	20,338	28,701	24,519	20,338	24,519	24,519	24,519	24,519	24,519	24,519	24,519	-	285,868	290,050	4,182
1900 Other Certificated Salaries	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	2,625	-	31,500	-	(31,500)
	32,925	190,917	202,565	192,864	184,866	199,476	199,476	199,476	199,476	199,476	199,476	199,476	-	2,200,470	2,266,265	65,795
Classified Salaries																
2100 Instructional Salaries	11,121	41,813	31,985	43,882	32,479	37,727	37,727	37,727	37,727	37,727	37,727	37,727	-	425,369	365,845	(59,524)
2200 Support Salaries	10,455	13,672	13,472	13,472	13,271	13,911	13,911	13,911	13,911	13,911	13,911	13,911	-	161,717	158,427	(3,290)
2300 Classified Administrators' Salaries	7,760	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	-	71,927	70,000	(1,927)
2400 Clerical and Office Staff Salaries	7,388	7,563	15,213	10,113	10,113	10,113	10,113	10,113	10,113	10,113	10,113	10,113	-	121,175	150,750	29,575
2900 Other Classified Salaries	1,228	6,702	(1,561)	3,131	2,471	2,780	2,780	2,780	2,780	2,780	2,780	2,780	-	31,429	30,576	(853)
	37,950	75,583	64,943	76,431	64,167	70,363	70,363	70,363	70,363	70,363	70,363	70,363	-	811,617	775,598	(36,019)
Benefits																
3101 STRS	5,630	30,463	31,802	31,332	31,355	33,696	33,696	33,696	33,696	33,696	33,696	33,696	-	366,452	387,531	21,079
3202 PERS	13,255	14,468	14,121	17,927	14,359	14,185	14,185	14,185	14,185	14,185	14,185	14,185	-	173,423	161,115	(12,308)
3301 OASDI	2,250	5,355	530	4,967	4,022	4,053	4,053	4,053	4,053	4,053	4,053	4,053	-	45,498	48,087	2,589
3311 Medicare	1,003	3,809	3,759	3,798	3,499	3,901	3,901	3,901	3,901	3,901	3,901	3,901	-	43,177	44,107	930
3401 Health and Welfare	17,846	13,449	16,844	24,235	5,390	18,333	18,333	18,333	18,333	18,333	18,333	18,333	-	206,098	168,000	(38,098)
3501 State Unemployment	262	2,187	1,060	759	448	1,525	7,627	6,101	3,051	1,525	1,525	1,525	-	27,597	33,167	5,570
3601 Workers' Compensation	2,054	2,054	2,054	2,054	2,053	2,054	2,054	2,054	2,054	2,054	2,054	2,054	-	24,648	30,419	5,771
	42,301	71,785	70,170	85,072	61,127	77,748	83,849	82,324	79,273	77,748	77,748	77,748	-	886,893	872,426	(14,467)

Allegiance STEAM Academy - Thrive

Monthly Cash Flow/Forecast FY19-20

Revised 1/03/20

ADA = 627.00



	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Books and Supplies																
4100 Textbooks and Core Materials	437	5,942	1,937	5,067	2,921	13,076	13,076	13,076	13,076	13,076	13,076	-	-	94,760	97,812	3,052
4200 Books and Reference Materials	2,579	473	-	-	550	-	-	-	-	-	-	-	-	3,602	-	(3,602)
4302 School Supplies	497	9,484	1,988	8,733	3,295	7,000	7,000	7,000	7,000	7,000	7,000	-	-	66,000	66,000	-
4305 Software	1,368	2,858	2,616	1,641	2,523	5,735	5,735	5,735	5,735	5,735	5,735	5,735	-	51,150	51,150	-
4310 Office Expense	881	7,154	635	12,573	6,198	880	880	880	880	880	880	880	-	33,600	33,600	-
4311 Business Meals	475	671	-	621	794	348	348	348	348	348	348	348	-	5,000	5,000	-
4400 Noncapitalized Equipment	56,850	3,236	8,674	5,535	961	17,487	17,487	17,487	17,487	17,487	17,487	-	-	180,180	182,330	2,150
4700 Food Services	-	213	453	9,447	10,035	7,163	7,163	7,163	7,163	7,163	7,163	7,163	-	70,287	66,712	(3,575)
	63,088	30,032	16,304	43,617	27,278	51,689	51,689	51,689	51,689	51,689	51,689	14,125	-	504,579	502,603	(1,975)
Subagreement Services																
5101 Nursing	-	1,929	4,439	4,307	787	6,340	6,340	6,340	6,340	6,340	6,340	-	-	49,500	49,500	-
5102 Special Education	-	2,866	2,230	14,631	3,063	12,869	12,869	12,869	12,869	12,869	12,869	-	-	100,000	100,000	-
5103 Substitute Teacher	-	1,200	324	-	1,701	3,463	3,463	3,463	3,463	3,463	3,463	-	-	24,000	-	(24,000)
5105 Security	-	-	-	210	-	-	-	-	-	-	-	-	-	210	-	(210)
	-	5,994	6,993	19,148	5,550	22,671	22,671	22,671	22,671	22,671	22,671	-	-	173,710	149,500	(24,210)
Operations and Housekeeping																
5201 Auto and Travel	97	(24)	-	-	258	1,195	1,195	1,195	1,195	1,195	1,195	-	-	7,500	7,500	-
5300 Dues & Memberships	396	472	396	3,282	396	520	520	520	520	520	520	520	-	8,580	8,580	-
5400 Insurance	4,475	4,475	4,477	4,476	4,476	4,475	4,475	4,475	4,475	4,475	4,475	4,475	-	53,704	37,800	(15,904)
5501 Utilities	3,790	3,790	5,577	8,519	5,577	19,216	19,216	19,216	19,216	19,216	19,216	19,216	-	161,766	161,766	-
5502 Janitorial Services	369	369	415	415	415	350	350	350	350	350	350	350	-	4,435	4,200	(235)
5900 Communications	317	734	930	370	127	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	23,479	36,000	12,521
5901 Postage and Shipping	346	175	-	72	68	77	77	77	77	77	77	77	-	1,200	1,200	-
	9,790	9,992	11,795	17,134	11,317	28,833	28,833	28,833	28,833	28,833	28,833	27,638	-	260,663	257,046	(3,617)
Facilities, Repairs and Other Leases																
5603 Equipment Leases	-	673	-	-	-	550	550	550	550	550	550	550	-	4,523	6,600	2,077
5610 Repairs and Maintenance	515	-	-	(515)	-	1,429	1,429	1,429	1,429	1,429	1,429	1,429	-	10,000	10,000	-
	515	673	-	(515)	-	1,979	1,979	1,979	1,979	1,979	1,979	1,979	-	14,523	16,600	2,077
Professional/Consulting Services																
5801 IT	4,205	5,320	5,000	5,000	4,680	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-	59,205	60,000	795
5802 Audit & Taxes	-	-	9,000	-	-	8,400	-	-	-	-	-	-	-	17,400	12,900	(4,500)
5803 Legal	-	2,346	1,865	4,250	-	4,506	4,506	4,506	4,506	4,506	4,506	4,506	-	40,000	40,000	-
5804 Professional Development	190	1,069	-	-	935	3,972	3,972	3,972	3,972	3,972	3,972	3,972	-	30,000	30,000	-
5805 General Consulting	-	-	-	-	-	1,429	1,429	1,429	1,429	1,429	1,429	1,429	-	10,000	10,000	-
5806 Special Activities/Field Trips	230	10	-	14,982	4,369	6,606	6,606	6,606	6,606	6,606	6,606	6,606	-	65,835	65,835	-
5807 Bank Charges	164	164	183	185	183	200	200	200	200	200	200	200	-	2,280	2,400	120
5808 Printing	385	-	106	-	-	101	101	101	101	101	101	101	-	1,200	1,200	-
5809 Other taxes and fees	-	769	350	274	300	197	197	197	197	197	197	197	-	3,075	3,150	75
5810 Payroll Service Fee	339	693	737	549	550	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	9,867	12,000	2,133
5811 Management Fee	11,762	12,737	11,762	13,062	14,232	13,262	13,262	13,262	13,262	13,262	13,262	16,018	-	159,145	158,462	(683)
5812 District Oversight Fee	-	-	67,309	-	-	85,763	-	-	96,573	-	-	109,726	19,304	378,675	378,688	12
5814 SPED Encroachment	-	-	-	-	-	-	-	-	-	-	-	-	79,595	79,595	79,595	-
5815 Public Relations/Recruitment	-	-	-	-	-	1,429	1,429	1,429	1,429	1,429	1,429	1,429	-	10,000	10,000	-
	17,275	23,108	96,312	38,302	25,249	131,865	37,702	37,702	134,275	37,702	37,702	150,184	98,899	866,277	864,229	(2,048)
Interest																
7438 Interest Expense	-	-	3,615	15,056	338	215	159	17,585	-	-	-	-	-	36,968	67,784	30,816
	-	-	3,615	15,056	338	215	159	17,585	-	-	-	-	-	36,968	67,784	30,816
Total Expenses	203,844	408,085	472,697	487,110	379,893	584,838	496,721	512,622	588,559	490,460	490,460	541,513	98,899	5,755,700	5,772,052	16,351
Monthly Surplus (Deficit)	(203,654)	(182,025)	(205,281)	(37,359)	28,615	(200,873)	(2,076)	(138,903)	208,446	264,125	176,094	133,938	772,382	613,428	566,701	46,727
														11%		

Allegiance STEAM Academy - Thrive

Monthly Cash Flow/Forecast FY19-20

Revised 1/03/20

ADA = 627.00



	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)	
Cash Flow Adjustments																	
Monthly Surplus (Deficit)	(203,654)	(182,025)	(205,281)	(37,359)	28,615	(200,873)	(2,076)	(138,903)	208,446	264,125	176,094	133,938	772,382	613,428			
Cash flows from operating activities																	
Public Funding Receivables	376,875	(77,932)	117,794	(62,627)	92,747	187,587	94,826	-	52,512	-	-	-	(871,280)	(89,498)			
Prepaid Expenses	(8,598)	(25,319)	(4,685)	33,609	(14,429)	12,775	8,525	7,699	3,591	7,111	3,591	2,966	-	26,838			
Accounts Payable	(10,148)	-	13,952	(13,952)	-	-	-	-	-	-	-	-	-	88,751			
Accrued Expenses	(166,030)	44,716	35,336	(50,114)	(11,562)	106,461	(134,306)	(23,546)	50,869	22,216	(141,005)	(1,013)	-	(267,979)			
Cash flows from financing activities																	
Proceeds from Factoring	-	-	-	214,684	-	-	-	267,500	-	-	-	-	-	-	482,184		
Payments on Factoring	-	-	-	-	-	-	-	(214,684)	-	-	(267,500)	-	-	-	(482,184)		
Proceeds(Payments) on Debt	-	-	(41,667)	(41,667)	(41,667)	(41,667)	(41,667)	(41,665)	-	-	-	-	-	(250,000)			
Total Change in Cash	(11,555)	(240,560)	(84,551)	42,574	53,705	64,283	(74,698)	(143,599)	315,418	293,452	(228,820)	135,891					
Cash, Beginning of Month	527,247	515,691	275,131	190,580	233,154	286,859	351,142	276,444	132,845	448,262	741,715	512,895					
Cash, End of Month	515,691	275,131	190,580	233,154	286,859	351,142	276,444	132,845	448,262	741,715	512,895	648,787					

Alliegance STEAM Academy - Thrive

Statement of Financial Position

November 30, 2019

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 286,859	\$ 102,104	\$ 184,755	181%
Accounts Receivable	1,129	-	1,129	0%
Public Funding Receivables	334,925	7,162	327,763	4576%
Factored Receivables	(214,684)	-	(214,684)	0%
Prepaid Expenses	81,220	15,274	65,946	432%
Total Current Assets	489,449	124,540	364,908	293%
Total Assets	\$ 489,449	\$ 124,540	\$ 364,908	293%
Liabilities				
Current Liabilities				
Accounts Payable	\$ -	\$ 11,000	\$ (11,000)	-100%
Accrued Liabilities	279,597	13,515	266,082	1969%
Deferred Revenue	-	163,020	(163,020)	-100%
Notes Payable, Current Portion	124,999	-	124,999	0%
Total Current Liabilities	404,596	187,535	217,061	116%
Total Liabilities	404,596	187,535	217,061	116%
Total Net Assets	84,853	(62,995)	147,848	-235%
Total Liabilities and Net Assets	\$ 489,449	\$ 124,540	\$ 364,908	293%

Allegiance STEAM Academy - Thrive

Statement of Cash Flows

For the period ended November 30, 2019

	Month Ended 11/30/19	YTD Ended 11/30/19
Cash Flows from Operating Activities		
Change in Net Assets	\$ 28,615	\$ (599,704)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	92,747	446,857
Grants, Contributions & Pledges Receivable	-	214,684
Prepaid Expenses	(14,429)	(19,421)
Accounts Payable	-	(10,148)
Accrued Expenses	(11,562)	(147,654)
Total Cash Flows from Operating Activities	95,372	(115,387)
Cash Flows from Financing Activities		
Proceeds from (payments on) Long-Term Debt	(41,667)	(125,001)
Total Cash Flows from Financing Activities	(41,667)	(125,001)
Change in Cash & Cash Equivalents	53,705	(240,388)
Cash & Cash Equivalents, Beginning of Period	233,154	527,247
Cash and Cash Equivalents, End of Period	\$ 286,859	\$ 286,859

Allegiance STEAM Academy - Thrive

Budget vs Actual

For the period ended November 30, 2019

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	\$ 266,467	\$ 266,467	\$ -	\$ 829,008	\$ 829,008	\$ -	\$ 4,077,883
Education Protection Account	-	-	-	22,971	22,971	-	125,400
State Aid - Prior Year	-	-	-	(414)	-	(414)	-
In Lieu of Property Taxes	108,331	78,087	30,244	362,115	409,959	(47,844)	1,332,137
Total State Aid - Revenue Limit	374,798	344,554	30,244	1,213,680	1,261,938	(48,258)	5,535,420
Federal Revenue							
Special Education - Entitlement	-	-	-	-	-	-	67,089
Federal Child Nutrition	8,781	6,094	2,687	17,563	12,189	5,374	60,944
Title I, Part A - Basic Low Income	-	-	-	-	16,787	(16,787)	67,147
Title II, Part A - Teacher Quality	-	-	-	2,662	3,590	(928)	14,362
Title V, Part B - PCSGP	0	109,400	(109,400)	56,888	109,400	(52,512)	109,400
Total Federal Revenue	8,781	115,495	(106,714)	77,113	141,966	(64,853)	318,942
Other State Revenue							
State Special Education	17,431	22,493	(5,062)	36,797	92,472	(55,675)	341,088
State Child Nutrition	662	577	85	1,327	1,154	173	5,769
Mandated Cost	-	-	-	-	-	-	7,746
State Lottery	-	-	-	-	-	-	129,789
Prior Year Revenue	-	-	-	(1)	-	(1)	-
Total Other State Revenue	18,093	23,070	(4,977)	38,123	93,626	(55,503)	484,391
Other Local Revenue							
Food Service Sales	-	-	-	802	-	802	-
School Fundraising	6,836	-	6,836	22,205	-	22,205	-
Total Other Local Revenue	6,836	-	6,836	23,007	-	23,007	-
Total Revenues	408,508	483,119	(74,611)	1,351,924	1,497,530	(145,606)	6,338,753
Expenses							
Certificated Salaries							
Teachers' Salaries	154,278	166,656	12,378	641,792	666,624	24,831	1,833,215
Teachers' Substitute Hours	2,085	6,636	4,551	8,785	26,545	17,760	73,000
Teachers' Extra Duty/Stipends	995	1,818	823	7,585	7,273	(312)	20,000
Pupil Support Salaries	4,545	4,545	-	18,617	18,182	(435)	50,000
Administrators' Salaries	20,338	24,171	3,833	114,233	120,854	6,621	290,050
Other Certificated Salaries	2,625	-	(2,625)	13,125	-	(13,125)	-
Total Certificated Salaries	184,866	203,827	18,961	804,137	839,478	35,340	2,266,265
Classified Salaries							
Instructional Salaries	32,479	33,259	779	161,279	133,034	(28,245)	365,844
Support Salaries	13,271	13,656	385	64,343	62,837	(1,506)	158,427
Supervisors' and Administrators' Salaries	5,833	5,833	-	31,093	29,167	(1,927)	70,000
Clerical and Office Staff Salaries	10,113	12,563	2,450	50,388	62,813	12,425	150,750
Other Classified Salaries	2,471	2,780	308	11,972	11,119	(853)	30,576
Total Classified Salaries	64,167	68,090	3,922	319,075	298,969	(20,106)	775,598
Benefits							
State Teachers' Retirement System, certificated positions	31,355	34,854	3,499	130,583	143,551	12,968	387,531
Public Employees' Retirement System, classified positions	14,359	14,144	(215)	74,130	62,105	(12,025)	161,115
OASDI/Medicare/Alternative, certificated positions	4,022	4,222	199	17,125	18,536	1,411	48,087
Medicare/Alternative, certificated positions	3,499	3,943	444	15,868	16,507	640	44,107
Health and Welfare Benefits, certificated positions	5,390	14,000	8,610	77,765	70,000	(7,765)	168,000
State Unemployment Insurance, certificated positions	448	1,658	1,210	4,717	8,292	3,575	33,167
Workers' Compensation Insurance, certificated positions	2,053	2,719	666	10,270	11,384	1,115	30,419
Total Benefits	61,127	75,541	14,413	330,456	330,375	(81)	872,426
Books & Supplies							
Textbooks and Core Materials	2,921	-	(2,921)	16,304	97,812	81,508	97,812
Books and Reference Materials	550	-	(550)	3,602	-	(3,602)	-
School Supplies	3,295	6,000	2,705	23,997	30,000	6,003	65,999
Software	2,523	4,263	1,739	11,007	21,313	10,305	51,150
Office Expense	6,198	2,800	(3,398)	27,442	14,000	(13,442)	33,600
Business Meals	794	417	(378)	2,562	2,083	(479)	5,000
Noncapitalized Equipment	961	5,470	4,509	75,256	144,041	68,785	182,330
Food Services	10,035	6,671	(3,364)	20,148	20,014	(134)	66,713
Total Books & Supplies	27,278	25,620	(1,658)	180,318	329,262	148,944	502,604
Subagreement Services							

Allegiance STEAM Academy - Thrive

Budget vs Actual

For the period ended November 30, 2019

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Nursing	787	4,950	4,163	11,461	19,800	8,339	49,500
Special Education	3,063	10,000	6,938	22,789	40,000	17,211	100,000
Substitute Teacher	1,701	-	(1,701)	3,225	-	(3,225)	-
Security	-	-	-	210	-	(210)	-
Total Subagreement Services	5,550	14,950	9,400	37,685	59,800	22,115	149,500
Operations & Housekeeping							
Auto and Travel	258	-	(258)	331	-	(331)	7,500
Dues & Memberships	396	715	319	4,942	3,575	(1,367)	8,580
Insurance	4,476	3,150	(1,326)	22,379	15,750	(6,629)	37,800
Utilities	5,577	13,481	7,903	27,253	67,403	40,150	161,766
Janitorial Services	415	350	(65)	1,985	1,750	(235)	4,200
Communications	127	3,000	2,873	2,479	15,000	12,521	36,000
Postage and Shipping	68	120	52	661	360	(301)	1,200
Total Operations & Housekeeping	11,317	20,816	9,498	60,029	103,838	43,809	257,046
Facilities, Repairs & Other Leases							
Equipment Leases	-	550	550	673	2,750	2,077	6,600
Repairs and Maintenance	-	833	833	-	4,167	4,167	10,000
Total Facilities, Repairs & Other Leases	-	1,383	1,383	673	6,917	6,244	16,600
Professional/Consulting Services							
IT	4,680	5,000	320	24,205	25,000	795	60,000
Audit & Taxes	-	4,300	4,300	9,000	8,600	(400)	12,900
Legal	-	3,333	3,333	8,461	16,667	8,206	40,000
Professional Development	935	3,000	2,065	2,194	9,000	6,806	30,000
General Consulting	-	1,000	1,000	-	3,000	3,000	10,000
Special Activities/Field Trips	4,369	-	(4,369)	19,590	-	(19,590)	65,835
Bank Charges	183	200	17	880	1,000	120	2,400
Printing	-	120	120	492	360	(132)	1,200
Other Taxes and Fees	300	315	15	1,693	945	(748)	3,150
Payroll Service Fee	550	1,000	450	2,867	5,000	2,133	12,000
Management Fee	14,232	13,205	(1,027)	63,555	66,026	2,471	158,462
District Oversight Fee	-	-	-	67,309	69,652	2,343	378,688
SPED Encroachment	-	4,386	4,386	-	18,032	18,032	79,594
Public Relations/Recruitment	-	1,000	1,000	-	3,000	3,000	10,000
Total Professional/Consulting Services	25,249	36,860	11,611	200,246	226,281	26,035	864,229
Interest							
Interest Expense	338	12,338	12,000	19,009	40,325	21,316	67,784
Total Interest	338	12,338	12,000	19,009	40,325	21,316	67,784
Total Expenses	379,893	459,424	79,531	1,951,628	2,235,244	283,616	5,772,051
Change in Net Assets	28,615	23,695	4,920	(599,704)	(737,714)	138,010	566,702
Net Assets, Beginning of Period	56,238			684,557			
Net Assets, End of Period	\$ 84,853			\$ 84,853			

Allegiance STEAM Academy - Thrive

Accounts Payable Aging

November 30, 2019

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
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\$ - \$ - \$ - \$ - \$ - \$ -

Total Outstanding Invoices \$ - \$ - \$ - \$ - \$ - \$ -

Allegiance STEAM Academy - Thrive

Check Register

For the period ended November 30, 2019

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
20449	San Bernardino County	STRS 10/2019	11/6/2019	\$ 50,626.30
20450	Associated Health Professionals Inc	Nursing svcs - 10/09/19-10/11/19	11/8/2019	786.72
20451	Eide Bailly LLP	2018 Tax Returns	11/8/2019	300.00
20452	Blue Shield of California	Health ins - 11/19	11/8/2019	13,454.62
20453	Charter Impact	Business Mgmt svcs -11/19	11/8/2019	14,780.50
20454	Cintas Corporation #150	Janitorial Supplies	11/8/2019	655.38
20455	Madison Cullen	Reimb - 10/14/19	11/8/2019	46.24
20456	Discovery Education Inc	License - 09/01/19-08/31/24	11/8/2019	9,675.00
20457	Sylvia Gomez	SpEd svcs - 09/03/19-09/25/19	11/8/2019	1,120.00
20458	M & M Sports	Apparel	11/8/2019	134.42
20459	Callie Moreno	Reimb - 08/22/19-10/18/19	11/8/2019	394.38
20460	Mystery Science Inc	Membership FY19/20	11/8/2019	749.00
20461	Optiva IT	IT Supplies	11/8/2019	241.60
20462	Scholastic, Inc	Books	11/8/2019	87.89
20463	Sparkletts	Office Supplies	11/8/2019	175.79
20464	Swing Education Inc	Sub svcs - 10/12/19-10/18/19	11/8/2019	567.00
20465	Cyndi Valenta	Reimb - 06/23/19-10/16/19	11/8/2019	120.18
20466	Visser Bus Service	Thousand Pines Camp - 10/18/19	11/8/2019	900.00
20467	Waxie Sanitary Supply	Janitorial supplies	11/8/2019	571.11
20468	The Yearbook Solution	Yearbook FY 2020	11/8/2019	1,980.00
20469	Schools in Action	Cash Lunch Payments	11/15/2019	592.18
20470	Joshua C. Brannen	SpEd svcs - 10/19	11/22/2019	1,942.50
20471	California Charter School Association	Membership - 01/20/20-12/31/20	11/22/2019	4,750.00
20472	Cintas Corporation #150	Janitorial Supplies	11/22/2019	218.46
20473	Madison Cullen	Reimb - 10/27/19-10/28/19	11/22/2019	106.27
20474	Kaiser Foundation Health Plan	Health Ins - 12/19	11/22/2019	4,249.94
20475	More Prepared	Janitorial Supplies	11/22/2019	1,992.63
20476	Optiva IT	IT svcs - 11/19	11/22/2019	5,000.00
20477	Revolution Enterprises Inc	Folding Cane	11/22/2019	59.78
20478	Swing Education Inc	Sub svcs - 10/19/19-10/25/19	11/22/2019	1,134.00
20479	Visser Bus Service	Discovery Cube - 11/07/19	11/22/2019	1,062.00
20480	California State Disbursement Unit	Confidential	11/22/2019	150.00
20481	Franchise Tax Board	Confidential	11/22/2019	150.00
20482	Franchise Tax Board	Confidential	11/22/2019	838.30
ACH	Citizens Business Bank	Bank Fee	11/4/2019	0.99
ACH	CharterSafe	Package Premium & Workers Comp 11/19	11/4/2019	6,529.00
ACH	Stater Bros	PD Breakfast	11/4/2019	19.48
ACH	American Express	CC pmt - 10/19 AMEX	11/5/2019	8,356.59
ACH	Citizens Business Bank	Bank Fee	11/7/2019	15.15
ACH	Employment Development Department	State PR tax pmt - UI 110819	11/12/2019	316.35
ACH	Employment Development Department	State PR tax pmt - SDI & PIT 110819	11/12/2019	778.86
ACH	Internal Revenue Services	Fed PR tax pmt 110819	11/12/2019	6,216.20
ACH	CalPERS	PERS Pmt	11/15/2019	2,995.07
ACH	CalPERS	PERS Pmt	11/15/2019	17,920.96
ACH	Citizens Business Bank	Bank Fee	11/18/2019	17.00
ACH	Employment Development Department	State PR tax pmt - UI 112519	11/26/2019	244.04
ACH	Mid Atlantic Trust Company	Employee 403B Contributions 11/19	11/26/2019	3,800.00
ACH	Employment Development Department	State PR tax pmt - SDI & PIT 112519	11/26/2019	9,445.33
ACH	Internal Revenue Services	Fed PR tax pmt 112519	11/26/2019	31,791.81
ACH	Citizens Business Bank	Bank Fee	11/29/2019	150.00

Total Disbursements Issued in November \$ 208,209.02

Allegiance STEAM Academy Thrive

Check Register - greater than \$2,000

For the Period Ended November 30, 2019

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
<i>Employee Benefits</i>				
20449	San Bernardino County	3101/9513 - STRS	11/6/2019	50,626.30
ACH	Internal Revenue Service	3301/3311/9512 - Payroll taxes	11/26/2019	31,791.81
ACH	CalPERS	3202/9514 - PERS	11/15/2019	17,920.96
20421	Blue Shield of California	3401 - Health insurance	11/8/2019	13,454.62
ACH	Employee Development Department	3501/9512 - Payroll taxes (SDI & PIT)	11/26/2019	9,445.33
ACH	Internal Revenue Service	3301/3311/9512 - Payroll taxes	11/12/2019	6,216.20
20474	Kaiser Foundation Health Plan	3401 - Health insurance	11/22/2019	4,249.94
ACH	Mid Atlantic Trust Company	9515 - 403(b) Plan	11/26/2019	3,800.00
ACH	CalPERS	3202/9514 - PERS	11/15/2019	2,995.07
				140,500.23
<i>Facility Rent and Housekeeping</i>				
ACH	CharterSafe	5400/3601 - Insurance	11/4/2019	6,529.00
20471	California Charter School Association	5300 - Dues & Memberships	11/22/2019	4,750.00
				11,279.00
<i>Professional/Consulting Services</i>				
20453	Charter Impact	5811 - Management Fee	11/8/2019	14,780.50
20476	Optiva IT	5801 - IT	11/22/2019	5,000.00
				19,780.50
<i>Books and Supplies</i>				
20456	Discovery Education Inc	4100 - Curriculum	11/8/2019	9,675.00
ACH	American Express	4302 - Supplies (credit card statement)	11/5/2019	8,356.59
				18,031.59
				189,591.32
Total Disbursements over \$2,000				\$ 189,591.32



Board of Directors
Allegiance STEAM Academy
Chino, California

We have audited the financial statements of Allegiance STEAM Academy (the Organization) as of and for the year ended June 30, 2019, and have issued our report thereon dated December 11, 2019. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, and the *2018-19 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Appeals Panel, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Significant audit findings

Qualitative aspects of accounting practices

Accounting policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Allegiance STEAM Academy are described in Note 1 to the financial statements.

As described in Note 1, the Organization changed accounting policies related to the change in accounting principle by adopting Financial Accounting Standards Board (FASB) Accounting Standards Update No. 2016-14, Presentation of Financial Statements of Not-for-Profit Entities, in 2019. Accordingly, the accounting change has been retrospectively applied to prior periods presented as if the policy had always been used.

No new accounting policies were adopted and the application of existing policies was not changed during 2019, other than that noted above.

We noted no transactions entered into by the entity during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates

There were no accounting estimates affecting the financial statements which were particularly sensitive or required substantial judgments by management.

Financial statement disclosures

There were no particularly sensitive financial statement disclosures.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties encountered in performing the audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Uncorrected misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management did not identify and we did not notify them of any uncorrected financial statement misstatements.

Corrected misstatements

Management did not identify and we did not notify them of any financial statement misstatements detected as a result of audit procedures.

Disagreements with management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

Management representations

We have requested certain representations from management that are included in a management representation letter dated December 11, 2019.

Management consultations with other independent accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the entity's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Significant issues discussed with management prior to engagement

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to engagement as the entity's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our engagement.

Other information in documents containing audited financial statements

With respect to the supplementary information accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period or the reasons for such changes, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting

records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated December 11, 2019.

Our auditors' opinion, the audited financial statements, and the notes to financial statements should only be used in their entirety. Inclusion of the audited financial statements in a document you prepare, such as an annual report, should be done only with our prior approval and review of the document.

* * *

Recent accounting standards

Our promise is to get to know you and help you. For your consideration, we provided recent accounting standards applicable to your entity.

Revenue recognition –

- Effective for fiscal years beginning after December 15, 2017 for public entities and December 15, 2018 for nonpublic entities. For your entity – June 30, 2020's financial statements. Early adoption is permitted.
- Principles-based revenue standard to be applied to all industries.
- 5-step process for revenue recognition.
- Recognize revenue when an entity transfers goods or services to a customer, the amount recognized should represent the consideration to which the entity expects to be entitled.

Statement of cash flows –

- Effective for fiscal years beginning after December 15, 2017 for public entities and December 15, 2018 for nonpublic entities. For your entity – June 30, 2020's financial statements.
- Streamlines activities between cash and restricted cash as operating, investing or financing, or as a combination of those activities.
- Provides explanation for the change in cash, cash equivalents and restricted cash.

Leases –

- Effective for fiscal years beginning after December 15, 2019 for public entities and December 15, 2020 for nonpublic entities. For your entity – June 30, 2022's financial statements.
- Requires lessees to recognize the assets and liabilities arising from all leases on the statement of financial position.
- A lessee should recognize the liability to make lease payments (the lease liability) and a right-of-use asset representing its right to use the underlying asset for the lease term.
- Continued differentiation between finance and operating leases.

Grants and Contracts –

- Effective for fiscal years beginning after June 15, 2018 for public entities and December 15, 2018 for nonpublic entities. For your entity – June 30, 2020's financial statements.
- Provides decision trees to assist in evaluating transactions in determining revenue recognition of grant and contracts.
- Defines nonreciprocal transactions (contributions) and conditional contributions that have been placed on the resourced provided.
- Conditional contributions only if both criteria exist:

- Contributor retains either a right of return to the resources provided, and,
- An entity must overcome a barrier in order to be entitled to the resources provided.
- Refers to the revenue recognition standard for reciprocal transactions (exchange).

* * *

This communication is intended solely for the information and use of the Board of Directors and management of Allegiance STEAM Academy and is not intended to be, and should not be, used by anyone other than these specified parties.



CliftonLarsonAllen LLP

Glendora, California
December 11, 2019

ALLEGIANCE STEAM ACADEMY

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

YEAR ENDED JUNE 30, 2019

**OPERATING:
ALLEGIANCE STEAM ACADEMY – THRIVE
CHARTER SCHOOL NUMBER: 1945**



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**WEALTH ADVISORY
OUTSOURCING
AUDIT, TAX, AND
CONSULTING**

**ALLEGIANCE STEAM ACADEMY
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INDEPENDENT AUDITORS' REPORT

Board of Directors
Allegiance STEAM Academy
Chino, California

Report on the Financial Statements

We have audited the accompanying financial statements of Allegiance STEAM Academy (the Academy), a California nonprofit public benefit corporation, which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, cash flows, and functional expenses for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to on page 1 present fairly, in all material respects, the financial position of the Academy as of June 30, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

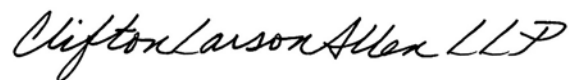
Other Matters

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the Academy's financial statements as a whole. The accompanying supplementary schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated December 11, 2019 on our consideration of the Academy's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness on the Academy's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Academy's internal control over financial reporting and compliance.



CliftonLarsonAllen LLP

Glendora, California
December 11, 2019

**ALLEGIANCE STEAM ACADEMY
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2019**

ASSETS

CURRENT ASSETS

Cash and Cash Equivalents	\$ 527,247
Accounts Receivable - Federal and State	782,911
Prepaid Expenses and Other Assets	61,799
Total Current Assets	<u>1,371,957</u>

Total Assets	<u>\$ 1,371,957</u>
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LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts Payable and Accrued Liabilities	\$ 437,399
Notes Payable, Current Portion	250,000
Total Current Liabilities	<u>687,399</u>

NET ASSETS

Without Donor Restriction	<u>684,558</u>
Total Net Assets	<u>684,558</u>

Total Liabilities and Net Assets	<u>\$ 1,371,957</u>
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See accompanying Notes to Financial Statements.

**ALLEGIANCE STEAM ACADEMY
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2019**

	Without Donor Restriction	With Donor Restriction	Total
REVENUES			
State Revenue:			
State Aid	\$ 2,925,441	\$ -	\$ 2,925,441
Other State Revenue	356,251	-	356,251
Federal Revenue:			
Grants and Entitlements	540,790	-	540,790
Local Revenue:			
In-Lieu Property Tax Revenue	976,093	-	976,093
Other Revenue	5,673	-	5,673
Contributions	27,572	-	27,572
Total Revenues	4,831,820	-	4,831,820
EXPENSES			
Program Services	3,448,833	-	3,448,833
Management and General	635,434	-	635,434
Total Expenses	4,084,267	-	4,084,267
CHANGE IN NET ASSETS	747,553	-	747,553
Net Assets - Beginning of Year	(62,995)	-	(62,995)
NET ASSETS - END OF YEAR	\$ 684,558	\$ -	\$ 684,558

See accompanying Notes to Financial Statements.

**ALLEGIANCE STEAM ACADEMY
STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2019**

CASH FLOWS FROM OPERATING ACTIVITIES

Change in Net Assets	\$ 747,553
Adjustments to Reconcile Change in Net Assets to Net Cash Provided (Used) by Operating Activities:	
Change in Operating Assets:	
Accounts Receivable - Federal and State	(775,749)
Prepaid Expenses and Other Assets	(46,525)
Change in Operating Liabilities:	
Accounts Payable and Accrued Liabilities	412,884
Net Cash Provided by Operating Activities	338,163

CASH FLOWS FROM FINANCING ACTIVITIES

Proceeds from Debt	1,459,841
Repayments of Debt	(1,372,861)
Net Cash Provided by Financing Activities	86,980

NET CHANGE IN CASH AND CASH EQUIVALENTS

425,143

Cash and Cash Equivalents - Beginning of Year

102,104

CASH AND CASH EQUIVALENTS - END OF YEAR

\$ 527,247

SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION

Cash Paid for Interest

\$ 59,841

See accompanying Notes to Financial Statements.

**ALLEGIANCE STEAM ACADEMY
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2019**

	Program Services	Management and General	Total Expenses
Salaries and Wages	1,908,259	\$ 338,478	2,246,737
Pension Expense	306,689	54,302	360,991
Other Employee Benefits	131,544	23,332	154,876
Payroll Taxes	66,680	11,827	78,507
Management Fees	117,046	123,021	240,067
Legal Expenses	-	25,272	25,272
Accounting Expenses	-	8,400	8,400
Instructional Materials	288,427	-	288,427
Other Fees for Services	76,409	1,172	77,581
Advertising and Promotion Expenses	-	3,244	3,244
Office Expenses	38,550	9,444	47,994
Information Technology Expenses	42,537	7,545	50,082
Occupancy Expenses	74,870	13,208	88,078
Travel Expenses	6,409	-	6,409
Interest Expense	50,826	9,015	59,841
Insurance Expense	29,389	5,213	34,602
Other Expenses	311,198	1,961	313,159
	<u>311,198</u>	<u>1,961</u>	<u>313,159</u>
Total	<u>\$ 3,448,833</u>	<u>\$ 635,434</u>	<u>\$ 4,084,267</u>

See accompanying Notes to Financial Statements.

**ALLEGIANCE STEAM ACADEMY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

Allegiance STEAM Academy (the Academy) is a nonprofit public benefit corporation under the laws of the state of California for the purpose of managing and operating public charter school located in Chino. The Academy is economically dependent on state and federal funding.

The charter may be revoked by the Chino Valley Unified School District for material violations of the charter, failure to meet pupil outcomes identified in the charter, failure to meet generally accepted standards of fiscal management, or violation of any provision of the law.

Basis of Presentation

The accompanying financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America as prescribed by the Financial Accounting Standards Board.

Basis of Accounting

The financial statements have been prepared on the accrual method of accounting and accordingly reflect all significant receivables and liabilities.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and disclosures. Accordingly, actual results could differ from those estimates.

Functional Allocation of Expenses

Costs of providing the Academy's programs and other activities have been presented in the statement of functional expenses. During the year, such costs are accumulated into separate groupings as either direct or indirect. Indirect or shared costs are allocated among program and support services by a method that best measures the relative degree of benefit.

Cash and Cash Equivalents

The Academy defines its cash and cash equivalents to include only cash on hand, demand deposits, and liquid investments with original maturities of three months or less.

**ALLEGIANCE STEAM ACADEMY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Asset Classes

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.

Net Assets With Donor Restrictions – Net assets subject to donor- (or certain grantor-) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

Contributions restricted by donors are reported as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions, depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Accounts Receivable

Accounts receivable primarily represent amounts due from federal and state governments as of June 30, 2019. Management believes that all receivables are fully collectible; therefore, no provisions for uncollectible accounts were recorded.

Revenue Recognition

Amounts received from the California Department of Education are recognized as revenue by the Academy based on the average daily attendance (ADA) of students. Revenue that is restricted is recorded as an increase in net assets without donor restriction, if the restriction expires in the reporting period in which the revenue is recognized. All other restricted revenues are reported as increases in net assets with donor restriction.

Compensated Absences

Accumulated unpaid employee vacation benefits are recognized as a liability of the Academy. Full-time employees accrue 1 day of paid vacation per month of work. A maximum of 12 days of vacation may be accrued.

**ALLEGIANCE STEAM ACADEMY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Income Taxes

The Academy is a nonprofit entity exempt from the payment of income taxes under Internal Revenue Code Section 501(c)(3) and California Revenue and Taxation Code Section 23701d. Accordingly, no provision has been made for income taxes. Management has determined that all income tax positions are more likely than not of being sustained upon potential audit or examination; therefore, no disclosures of uncertain income tax positions are required. The Academy is subject to income tax on net income that is derived from business activities that are unrelated to the exempt purposes. The Academy files an exempt return and applicable unrelated business income tax return in the U.S. federal jurisdiction and with the California Franchise Tax Board.

Property Taxes

Secured property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on September 1 and are payable in two installments on or before November 1 and February 1. Unsecured property taxes are not a lien against real property and are payable in one installment on or before August 31. The County bills and collects property taxes for all taxing agencies within the County and distributes these collections to the various agencies. The sponsor agency of the School is required by law to provide in-lieu property tax payments on a monthly basis, from August through July. The amount paid per month is based upon an allocation per student, with a specific percentage to be paid each month.

Change in Accounting Principle

On August 18, 2016, FASB issued Accounting Standards Update (ASU) 2016-14, Not-for-Profit Entities (Topic 958) – Presentation of Financial Statements of Not-for-Profit Entities. The update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return. The School has implemented ASU 2016-14 and have adjusted the presentation in these financial statements accordingly.

Evaluation of Subsequent Events

The Academy has evaluated subsequent events through December 11, 2019, the date these financial statements were available to be issued.

NOTE 2 LIQUIDITY AND AVAILABILITY

Financial assets available for general expenditure are those without donor or other restrictions limiting their use within one year of the statement of financial position date. Financial assets available for general expenditures comprise cash and cash equivalents and accounts receivable for the total amount of \$1,310,158.

As part of its liquidity management plan, the Academy monitors liquidity required and cash flows to meet operating needs on a monthly basis. The Academy structures its financial assets to be available as general expenditures, liabilities and other obligations come due.

**ALLEGIANCE STEAM ACADEMY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 3 CONCENTRATION OF CREDIT RISK

The Academy maintains an interest bearing cash account with a financial institution. The account at this institution is insured by the Federal Deposit Insurance Corporation (FDIC). At times, cash in this account exceeds the maximum insured amount. The Academy has not experienced any losses regarding this account and believes it is not exposed to any significant credit risk on its cash and cash equivalents.

NOTE 4 EMPLOYEE RETIREMENT

State Teachers' Retirement System (STRS)

Plan Description

The Academy contributes to the State Teachers' Retirement System (STRS), a cost-sharing multi-employer public employee retirement system defined benefit pension plan administered by STRS. The plan provides retirement, disability and survivor benefits to beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the State Teachers' Retirement Law. According to the most recently available Comprehensive Annual Financial Report and Actuarial Valuation Report for the year ended June 30, 2018 total STRS plan net assets are \$225 billion, the total actuarial present value of accumulated plan benefits is \$374 billion, contributions from all employers totaled \$4.9 billion, and the plan is 64% funded. The School did not contribute more than 5% of the total contributions to the plan.

Copies of the STRS annual financial reports may be obtained from STRS, 7667 Folsom Boulevard, Sacramento, CA 95826 and www.calstrs.com.

Funding Policy

Active plan members hired before January 1, 2013 are required to contribute 10.25% of their salary and those hired after are required to contribute 9.205% of their salary. The School is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the STRS Teachers' Retirement Board. Under the 2014 funding plan, employer contributions on compensation creditable to the program will increase every year for the next seven years, up to 19.10% in 2020-21. The required employer contribution rate for year ended June 30, 2019 was 16.28% of annual payroll. The contribution requirements of the plan members are established and may be amended by state statute.

The Academy's contributions to STRS are as follows:

<u>Year Ending June 30,</u>	<u>Required</u>	<u>Percent</u>
2019	Contribution	Contributed
	\$ 243,536	100%

**ALLEGIANCE STEAM ACADEMY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 4 EMPLOYEE RETIREMENT (CONTINUED)

Public Employees' Retirement System (PERS)

Plan Description

The Academy contributes to the School Employer Pool under the California Public Employees' Retirement System (CalPERS), a cost-sharing multi-employer public employee retirement system defined benefit pension plan administered by CalPERS. Plan information for PERS is not publicly available. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the Public Employees' Retirement Law. According to the most recently available Actuarial Valuation Report for the year ended June 30, 2018, the School Employer Pool total plan assets are \$60.9 billion, the present value of accumulated plan benefits is \$99.6 billion, contributions from all employers totaled \$1.8 billion, and the plan is 72.1% funded. The school did not contribute more than 5% of the total contributions to the plan.

Copies of the CalPERS' annual financial reports may be obtained from the CalPERS Executive Office, 400 P Street, Sacramento, CA 95814 and www.calpers.ca.gov.

Funding Policy

Active plan members brought into PERS membership prior to January 1, 2013 are required to contribute 7.0% of their salary while new members after January 1, 2013 are required to contribute 6.5%. The school is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the CalPERS Board of Administration. The required employer contribution rate for year ended June 30, 2019 was 18.062%. The contribution requirements of the plan members are established and may be amended by state statute.

The Academy's contributions to PERS are as follows:

<u>Year Ending June 30,</u>	<u>Required</u>	<u>Percent</u>
2019	<u>Contribution</u>	<u>Contributed</u>
2019	\$ 117,455	100%

NOTE 5 LONG-TERM DEBT

The Academy received a revolving loan from the California School Finance Authority in the amount of \$250,000. The loan carries an interest rate of 2.245% and is expected to be repaid by June 2020.

NOTE 6 FUNCTIONALIZED EXPENSES

The financial statements report certain categories of expenses that are attributed to more than one program or supporting function(s). Therefore, expenses require allocation on a reasonable basis that is consistently applied. The expenses that are allocated include salaries and wages, benefits, payroll taxes, professional services, occupancy, information technology, interest, insurance, and other, which are allocated on the basis of estimates of time and effort.

**ALLEGIANCE STEAM ACADEMY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

NOTE 7 CONTINGENCIES

The Academy has received state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate disallowances under terms of the grants, it is believed that any required reimbursement would not be material.

NOTE 8 SUBSEQUENT EVENTS

In October 2019 the Academy entered into a factoring agreement with Charter Asset Management in the amount of \$200,000 to assist in operation costs.

SUPPLEMENTARY INFORMATION

**ALLEGIANCE STEAM ACADEMY
LOCAL EDUCATION AGENCY ORGANIZATION STRUCTURE
YEAR ENDED JUNE 30, 2019**

The Academy was established in May 2018, and granted its charter through Chino Valley Unified District (the District) and its charter school status from the California Department of Education in June 2018. The charter may be revoked by the District for material violations of the charter, failure to meet or make progress toward student outcomes, failure to meet generally accepted standards of fiscal management, or violation of any provision of the law.

Charter School number authorized by the State: 1945

The Board of Directors and the Administrator as of June 30, 2019 were as follows:

BOARD OF DIRECTORS

Member	Office	Term Expires (term)
Andrew Vestey	Chair	January 2021 – 3 years
Vanessa Okamoto	Secretary	November 2020 – 3 years
Remen Santos	Treasurer	February 2020 – 3 years
Samantha Odo	Member	December 2019 – 2 years
Raquel Rall	Member	December 2021 – 3 years
Melanie Choi	Member	February 2020 – 2 years
Jason Liso	Member	November 2021 – 3 years
Marcilyn Jones	Member	December 2021 – 3 years

ADMINISTRATOR

Sebastian Cognetta	Chief Executive Officer
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**ALLEGIANCE STEAM ACADEMY
SCHEDULE OF INSTRUCTIONAL TIME
YEAR ENDED JUNE 30, 2019**

	Instructional Minutes		Traditional Calendar	Status
	Requirement	Actual	Days	
Kindergarten	36,000	45,135	177	In compliance
Grade 1	50,400	56,190	177	In compliance
Grade 2	50,400	56,190	177	In compliance
Grade 3	50,400	56,190	177	In compliance
Grade 4	54,000	58,215	177	In compliance
Grade 5	54,000	58,215	177	In compliance
Grade 6	54,000	58,215	177	In compliance
Grade 7	54,000	59,985	177	In compliance
Grade 8	54,000	59,985	177	In compliance

See the Auditors' Report and Notes to the Supplementary Information

**ALLEGIANCE STEAM ACADEMY
SCHEDULE OF AVERAGE DAILY ATTENDANCE
YEAR ENDED JUNE 30, 2019**

	Second Period Report		Annual Report	
	Classroom		Classroom	
	Based	Total	Based	Total
Grades TK/K-3	228.94	231.91	228.58	231.47
Grades 4-6	172.46	174.51	171.87	174.24
Grades 7-8	52.44	53.00	52.60	53.24
ADA Totals	453.84	459.42	453.05	458.95

**ALLEGIANCE STEAM ACADEMY
RECONCILIATION OF ANNUAL FINANCIAL REPORT WITH
AUDITED FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2019**

There were no adjustments or reclassifications for the year ended June 30, 2019.

**ALLEGIANCE STEAM ACADEMY
NOTES TO SUPPLEMENTARY INFORMATION
YEAR ENDED JUNE 30, 2019**

PURPOSE OF SCHEDULES

NOTE 1 SCHEDULE OF INSTRUCTIONAL TIME

This schedule presents information on the amount of instructional time offered by the Academy and whether the Academy complied with the provisions of California Education Code.

NOTE 2 SCHEDULE OF AVERAGE DAILY ATTENDANCE

Average daily attendance is a measurement of the number of pupils attending classes of the Academy. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of state funds are made to charter schools. This schedule provides information regarding the attendance of students at various grade levels.

NOTE 3 RECONCILIATION OF ANNUAL FINANCIAL REPORT WITH AUDITED FINANCIAL STATEMENTS

This schedule provides the information necessary to reconcile the net assets of the charter schools as reported on the Annual Financial Report form to the audited financial statements.



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Directors
Allegiance STEAM Academy
Chino, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Allegiance STEAM Academy (the Academy), a nonprofit California public benefit corporation, which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, cash flows, and functional expenses for the year then ended, the related notes to the financial statements, and have issued our report thereon dated December 11, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Academy's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Academy's internal control. Accordingly, we do not express an opinion on the effectiveness of the Academy's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency or a combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Academy’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



CliftonLarsonAllen LLP

Glendora, California
December 11, 2019



INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

Board of Directors
Allegiance STEAM Academy
Chino, California

We have audited Allegiance STEAM Academy (the Academy) compliance with the types of compliance requirements described in the *2018-2019 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel for the year ended June 30, 2019. The Academy's state compliance requirements are identified in the table below.

Management's Responsibility

Management is responsible for the compliance with the state laws and regulations as identified below.

Auditors' Responsibility

Our responsibility is to express an opinion on the Academy's compliance based on our audit of the types of compliance requirements referred to below. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *2018-2019 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the specific areas listed below has occurred. An audit includes examining, on a test basis, evidence about the Academy's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion on state compliance. Our audit does not provide a legal determination of the Academy's compliance.

Compliance Requirements Tested

In connection with the audit referred to above, we selected and tested transactions and records to determine the Academy's compliance with the laws and regulations applicable to the following items:

<u>Description</u>	<u>Procedures Performed</u>
School Districts, County Offices of Education, and Charter Schools:	
California Clean Energy Jobs Act	Not applicable
Before and After School Education and Safety Program	Not applicable
Proper Expenditure of Education Protection Account Funds	Yes

<u>Description</u>	<u>Procedures Performed</u>
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Local Control and Accountability Plan	Yes
Independent Study-Course Based	Not applicable
Charter Schools:	
Attendance	Yes
Mode of Instruction	Yes
Nonclassroom-based instructional/independent study	No ¹
Determination of funding for nonclassroom-based instruction	Not applicable
Annual instructional minutes – classroom based	Yes
Charter School Facility Grant Program	Not applicable

¹ Nonclassroom-based ADA was under the threshold that required testing.

Opinion on State Compliance

In our opinion, the Academy complied with the laws and regulations of the state programs referred to above in all material respects for the year ended June 30, 2019.

Purpose of this Report

The purpose of this report on state compliance is solely to describe the results of testing based on the requirements of the *2018-2019 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Accordingly, this report is not suitable for any other purpose.



CliftonLarsonAllen LLP

Glendora, California
December 11, 2019

**ALLEGIANCE STEAM ACADEMY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2019**

All audit findings must be identified as one or more of the following categories:

<u>Five Digit Code</u>	<u>Finding Types</u>
10000	Attendance
20000	Inventory of Equipment
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Program
43000	Apprenticeship
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

Our audit did not disclose any matters required to be reported in accordance with *Government Auditing Standards* or the *2018-2019 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*.

**ALLEGIANCE STEAM ACADEMY
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
YEAR ENDED JUNE 30, 2019**

2018-001 INTERNAL CONTROLS OVER CONTRIBUTIONS

30000

Copies of check, correspondence, or other supporting documentation was not maintained for funds raised during the year ended June 30, 2018. Supporting documentation, including copies of donor acknowledgements, should be kept on file for all contributions.

Status: Implemented

Emergency Response Plan for Sudden Cardiac Arrest

School name: Allegiance STEAM Academy

The on-site coordinator of this EAP is Health Technician, PE Teacher, and Administrators.

Number of AEDs on schools' grounds: 1

The AED is located in: Health Office in marked case (AED) next to the restroom door.

Storage: The AED will be stored in unlocked cabinets in locations easily accessible during all hours that the building is open. These cabinets will have clear plexiglass doors with the AED symbol prominent on them. Each cabinet will have an audible alarm that sounds when the door is opened. Also, a sign will be placed above each cabinet identifying the AED location.

Associated Equipment: One set of pads will always be connected to the AED (if possible) and a spare set of pads will be kept in the AED case. One rescue kit will also be stored with each AED. This kit will contain latex-free gloves, a razor, one set of trauma shears, a washcloth or small towel, and a pocket facemask or other barrier device.

Authorization to Use AED: **Gina Willocks, Health Technician** will maintain a list of personnel authorized to use the AED. Authorized staff will be those who have current certification in CPR and the use of AEDs from a recognized training agency. Additionally, trained and certified members of the general public are authorized to use the AED in cardiac emergencies. **All trained and certified persons present when a cardiac emergency occurs will constitute the emergency response team (ERT).**

Procedure: In the event of an unresponsive individual on the grounds or in any of the buildings of **Allegiance STEAM Academy**, the **Front Office** is to be notified. **The 911 system is to be immediately activated.** The front office will notify at least two members of ERT. Those individuals shall go to the location of the patient, assess the patient and if necessary, begin CPR. At least one other member of the ERT shall go to the location of the AED and bring the AED to the patient. Any remaining members or bystanders should be used for crowd control or should be sent to direct emergency personnel.

Protocol for the Use of the AED

IMMEDIATELY UPON ARRIVAL, CHECK THE SCENE FOR SAFETY, AND THEN VERIFY SUDDEN CARDIAC ARREST:

- Verify unconsciousness
- If no response, call or have someone CALL 911
- Don appropriate personal protective equipment
- Verify no breathing
- Perform CPR by
 - Baring the patient's chest
 - Provide chest compressions
- As soon as the AED arrives:
- Turn on the AED
- Prepare the patient's chest
 - Cut or tear away clothing
 - If excessive chest hair, shave it
 - If medication patch where pads are to be placed, remove it with gloved hand, wipe off medication and discard
 - Dry the chest, if wet, or move patient to a dry area if lying in water
 - If patient is lying on a metal surface, move him
 - Pads should be attached at least one inch away from an implanted pacemaker/defibrillator
 - Apply defibrillation pads as per diagram on machine
 - Clear the patient as the AED analyzes heart rhythm and again immediately prior to shock delivery
 - Follow all prompts given by the AED

- When EMS arrives, the rescuer will continue the AED protocol until EMS personnel acknowledge they are assuming responsibility for patient care.

Contradictions

- The AED should not be attached to persons who are breathing, conscious, or responsive
- The AED should not be used with children under the age of one (1) year
- If the victim is less than eight (8) years of age and if the facility has them, pediatric pads should be used. If no pediatric pads are available, adult pads can be used on a young patient if they do not overlap. Pediatric pads should never be used with adult patients

Post Use Procedure

Following any use of the AED

- Complete an incident report.
- Supply any recorded data from the rescue and all electronic files captured by the AED, if requested
- File a copy of incident report in student's cumulative file.
- Restock electrode pads, batteries, razors, gloves. Inspect all supplies for any damage, expiration dates and required replacement
- Clean the AED. Inspect the exterior and connector for dirt or contamination
- Notify staff AED is back in service

Post Event Review

Following each use of an AED by the ERT or a volunteer responder, a review shall be conducted to learn from the experience. All key participants in the event shall participate in the review. Included in the review shall be the identification of actions that went well and the collection of opportunities for improvement as well as stress debriefing.

Monthly System Check

Once each calendar month, The Health Technician shall conduct and document a system check. These records shall be retained in the School Health Office. This check shall include review of the following elements:

- Emergency kit supplies
- AED battery life
- AED operation and status
- Pad expiration date

Policy Adopted: (Date) _____

CONCUSSION PROTOCOL: ASSEMBLY BILL No. 2007

Assembly bill No. 2007 requires all youth sports organizations to offer concussion and head injury education, or related materials, or both, to each of their coaches and administrators on a yearly basis. The bill also requires each of these coaches to successfully complete the concussion and head injury free online course offered by the CDC: <https://www.cdc.gov/HeadsUp/>, at least once.

All coaches will receive:

- A certificate that they completed the online course
- A concussion fact sheet for coaches
- Heads up action plan
- Parent/athlete concussion information sheet.
- Signs and symptoms check list

1. All coaches will hand out to parents and athletes who are engaging in a before/after school athletic program The Parent and Athlete Concussion Information Sheet. This must be done annually.
2. A concussion fact sheet may be put up on the coaches' website if available to the coach.
3. All coaches will speak with athletes about the dangers of a concussion and the importance of reporting any injury to the head or jolt to the body.
4. Any athlete who is believed to have or has reported any type of injury involving the head or severe jolt to the body during practice or a game will be removed from play right away. Contact the parent to pick up the athlete.
5. If you suspect an athlete may have a concussion remove the athlete from play: **When in doubt, sit them out.**
6. After the athlete has been removed from play, the student will be observed for any signs or symptoms of a concussion during the time it takes to contact the parent and for the parent to arrive to pick up the athlete. The "sign and symptom check list" form, can be utilized for this purpose
7. When parents arrive to pick up the athlete if utilized give parent the sign and symptom check list or inform them of any signs or symptoms you noticed so that they may inform their health care provider.
8. **An athlete MAY NOT return to play until cleared by a health care professional** and the physician must include information about when the athlete can return to play.
9. If a student reveals to the coach that they hit their head during the game or at practice or are exhibiting signs and symptoms of a possible concussion then the same protocols apply: remove from play, parent is contacted and student may not return to play until cleared by a physician.

Policy Adopted: (Date) _____



Instructional Coach

Under the direction of Director of Educational Programs and Principal, the Instructional Coach will develop teacher capacity, with a focus on new teachers, to ensure diverse learners meet the demands of the State Standards. The Instructional Coach will work collaboratively with general and special education teachers, administrators, and other staff to support the use of evidence based instructional practices and the implementation of the adopted curricula. The Instructional Coach will help identify and implement a quality professional learning plan through teacher observation and feedback, collaboration, coaching, and mentoring.

Additionally, the Instructional Coach will analyze student data and observe classrooms to identify areas of need for students and help implement a plan to support the needs of students. The Instructional Coach will help plan and implement interventions for students and may provide push-in or pull-out services to small groups of students to aid in the implementation of interventions.

Primary responsibilities include, but are not limited to:

- Maintains a growth mindset, engaging people and tasks with a willingness to learn, listen, reflect, share, and change;
- Supports the instructional development of all teachers in understanding the CCSS, curriculum and varied assessments, and data analysis;
- Provide direction and coordination for how the curriculum is implemented aligned to ASA Thrive expectations;
- Assist teachers with resources, materials, tools, information, etc. to support classroom instruction and planning, including new resources.
- Utilize a coaching process, including data analysis, co-planning, demonstration, co-teaching, observation;
- Utilize adult learning theory tenets to develop teacher capacity;
- Support school-wide assessment administration, data collection, and analysis;
- Provide targeted intervention to individual and small groups;
- Support SST and 504 processes
- Build strong relationships with teachers, administrators, and other coaches.
- Employee must be able to work as a team with other faculty, students, and parents; and
- Provides leadership for the school. Initiating proposals, expanding opportunities for the school to accomplish its goals, and inspiring others to work towards high standards are an essential part of being a teacher at ASA THRIVE.

Additional responsibilities include:

- Minimum 5 years' experience teaching;
- Record of successfully impacting student achievement and working successfully with students who have the greatest needs;
- Proven ability to work cooperatively and effectively with colleagues, including the ability to create and nurture a professional community of adult learners;
- Demonstrated leadership qualities and strong interpersonal skills, including giving and receiving constructive feedback;
- Proven ability in using student-level data to guide instructional decisions;
- Demonstrated Teacher Leadership;
- Strong pedagogical knowledge and content expertise;
- Demonstrated expertise in oral and written communication;
- Strong interpersonal skills;
- Models continual improvement, demonstrates lifelong learning, and applies new learning to help all students achieve;
- Represents ASA Thrive professionally to all stakeholders
- Demonstrates evidence of professional growth.

To be employed by ASA THRIVE the following conditions must be met:

- All employees must fulfill California Education Code § 44237, which requires fingerprints to be obtained from each new employee in order to obtain a criminal record summary prior to commencing employment from the Department of Justice. The employee is responsible to pay for the fingerprinting costs;
- All employees who are mandated reporters, as defined by Penal Code 11165.7, are to report known or suspected instances of child abuse or neglect. Prior to employment, each employee shall sign a statement, on a form provided to him/her by Allegiance STEAM Academy, to the effect that he/she has knowledge of the statutory requirement that if he/she observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect, he/she shall immediately report this to Child Protective Services. The CEO/Principal shall ensure that the provisions of this policy are carried out in accordance with the law;
- All employees must complete the "I-9" form to verify that they have the legal right to work in the United States;
- All employees must have a social security card; and
- All employees and volunteers must provide the results of a T.B. test as required by current state law and renew their T.B. verification every four years.