

AGENDA

REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO VALLEY CHARTER SCHOOL

2301 Evergreen Avenue, West Sacramento, California 95691

June 5, 2019

6:00 p.m.

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

The Sacramento Valley Charter School ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
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 "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at Sacramento Valley Charter School in the School Office at 2399 Sellers Way, West Sacramento, CA 95691 and viewed online at <https://www.sacvalleycharter.org/board-meetings-2017-19.html>.

I. OPEN SESSION

A. CALL TO ORDER

Meeting was called to order by the Board Chair at _____.

B. ROLL CALL

	Present	Absent
Chamkaur Dhatt	_____	_____
Narinder Thandi	_____	_____
Darshan Mundy	_____	_____
Surjit S. Dhillon	_____	_____
Bhajan S. Bhinder	_____	_____

II. APPROVAL OF THE MEETING AGENDA

III. APPROVAL OF MEETING MINUTES: Regular Meeting April 10, 2019, Regular Meeting May 8, 2019 and Special Meeting May 15, 2019

IV. COMMUNICATIONS

A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes* and the total time for this purpose shall not exceed fifteen (15) minutes. 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. *Persons requiring and interpreter shall receive a maximum of six (6) minutes.

B. FOR INFORMATION: BOARD/STAFF DISCUSSIONS: Board and staff discuss items of mutual interest.

V. CONSENT AGENDA ITEMS: All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them.

VI. PUBLIC HEARINGS

VII. ITEMS SCHEDULED FOR ACTION

A. BUSINESS (30 minutes)

1. Approve Revenue and Expense Reports
2. Approve SB 1436 Salary and Benefits Disclosure
3. Approve 2019-20 Teaching Staff Salary Schedule
4. Approve 2019-20 Education Protection Account (EPA) Spending Plan

5. Approve 2019-20 Local Control Accountability Plan (LCAP)
6. Approve 2019-20 Budget
7. Approve Business and Fiscal Services Agreement for July 1, 2019 – June 30, 2020
8. Approve three Chevron gas cards for bus, van and general.

B. CURRICULUM AND INSTRUCTION

C. PERSONNEL

VIII. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

A. BUSINESS (10 minutes)

1. Board Policies
2. Safety Update

B. CURRICULUM AND INSTRUCTION (10 minutes)

1. Principal's Report: This is a presentation of information which has occurred since the previous Board meeting. This also includes ongoing efforts for student performance and enrollment update.

C. PERSONNEL (10 minutes)

1. Staffing Update 2019-20

D. PUPIL SERVICES (5 minutes)

1. Update on Transportation Services

IX. ITEMS FROM THE BOARD

X. ADJOURNMENT

The meeting was adjourned at _____

MINUTES

REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO VALLEY CHARTER SCHOOL

2301 Evergreen Avenue, West Sacramento, California 95691

April 10, 2019

6:00 p.m.

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

The Sacramento Valley Charter School ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
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 "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at Sacramento Valley Charter School in the School Office at 2399 Sellers Way, West Sacramento, CA 95691 and online at <https://www.sacvalleycharter.org/board-meetings-2017-19.html>.

I. PRELIMINARY

A. CALL TO ORDER

Meeting was called to order by the Board Chair at 6:19 PM.

B. ROLL CALL

	Present	Absent
Chamkaur Dhatt	<u>X</u>	<u> </u>
Narinder Thandi	<u>X(arrived at 6:56 PM)</u>	<u> </u>
Darshan Mundy	<u>X</u>	<u> </u>
Surjit S. Dhillon	<u> </u>	<u>X</u>
Bhajan S. Bhinder	<u>X</u>	<u> </u>

C. APPROVED MINUTES OF: March 13, 2019 Regular Board Meeting

As motioned by B. Bhinder; Seconded by D. Mundy; Approved 3 – Ayes, 2 – Absent

II. PUBLIC SESSION

III. COMMUNICATIONS

A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes* and the total time for this purpose shall not exceed fifteen (15) minutes. 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. *Persons requiring and interpreter shall receive a maximum of six (6) minutes.

B. FOR INFORMATION: BOARD/STAFF DISCUSSIONS: Board and staff discuss items of mutual interest.

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

A. Approval of Meeting Agenda

D. Mundy made a Motion to approve the Consent Agenda; Seconded by B. Bhinder; Approved 3 – Ayes, 2 – Absent

V. ITEMS SCHEDULED FOR ACTION

A. BUSINESS (30 minutes)

1. Approved Revenue and Expense Reports

As motioned by B. Bhinder; Seconded by D. Mundy; Approved 3 – Ayes, 2 – Absent

2. Approved Calendars for 2019-20

a. Instructional Calendar

b. Certificated Staff Calendar

c. Board Meeting Calendar

N. Thandi made a Motion to approve the 2019-20 Calendars with 2. b. renamed Teacher Calendar; Seconded by D. Mundy; Approved 4 – Ayes, 1 – Absent

B. CURRICULUM AND INSTRUCTION

C. PERSONNEL

1. Ratified the hiring of School Secretary, English Language Learner Specialist, and Bus Driver

As motioned by B. Bhinder; Seconded by N. Thandi; Approved 4 – Ayes, 1 – Absent

VI. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

A. BUSINESS (45 minutes)

1. Charter Renewal MOU

A. WUSD proposals for Board member composition were considered and staff were asked to respond

B. Other items including Special Education costs and the volume of due dates and reports were discussed

2. Charter – Authorizer Calendar of Due Dates

3. Security Assessment – Locks, gate, signage, etc. for further discussion in May

4. Robotics Class

5. Board Policies Development – a comprehensive review, update and approval of policies will occur over the course of the next several meetings.

B. CURRICULUM AND INSTRUCTION (15 minutes)

1. Principal's Report: Dr. Singh provided information since the previous Board meeting, including ongoing efforts for student performance and enrollment update.

C. PERSONNEL (10 minutes)

1. Staffing Update 2019-20: preliminary discussion of teacher base pay was discussed for inclusion in the 2019-20 draft budget to be presented at the May Board Meeting.

D. PUPIL SERVICES (10 minutes)

1. Update on Transportation Services

VII. ITEMS FROM THE BOARD

VIII. CLOSED SESSION

IX. ADJOURNMENT

The meeting was adjourned at 8:47 PM as Motioned by B. Bhinder, Seconded by N. Thandi and Approved 4 – Ayes, 1 – Absent.

MINUTES

REGULAR MEETING

**BOARD OF DIRECTORS
SACRAMENTO VALLEY CHARTER SCHOOL**

2301 Evergreen Avenue, West Sacramento, California 95691

May 8, 2019

6:00 p.m.

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

The Sacramento Valley Charter School ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
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 "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at Sacramento Valley Charter School in the School Office at 2399 Sellers Way, West Sacramento, CA 95691 and viewed online at <https://www.sacvalleycharter.org/board-meetings-2017-19.html>.

I. OPEN SESSION

A. CALL TO ORDER

Meeting was called to order by the Board Chair at 6:27 PM.

B. ROLL CALL

	Present	Absent
Chamkaur Dhatt	<u>X</u>	<u> </u>
Narinder Thandi	<u>X (departed at 8:15 PM)</u>	<u> </u>
Darshan Mundy	<u>X</u>	<u> </u>
Surjit S. Dhillon	<u> </u>	<u>X</u>
Bhajan S. Bhinder	<u>X</u>	<u> </u>

II. ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

III. PUBLIC COMMENT REGARDING CLOSED SESSION

IV. CLOSED SESSION began at 6:30 PM

A. Principal Annual Evaluation and Compensation

V. RECONVENED OPEN SESSION at 8:09 PM

VI. ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION – None taken, the item was tabled for further discussion and action at the next Regular Meeting.

VII. APPROVED THE MEETING AGENDA as Motioned by D. Mundy, Seconded by B. Bhinder, Approved 4 – Ayes, 1 – Absent.

VIII. COMMUNICATIONS

A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes* and the total time for this purpose shall not exceed fifteen (15) minutes. 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. *Persons requiring and interpreter shall receive a maximum of six (6) minutes.

B. FOR INFORMATION: BOARD/STAFF DISCUSSIONS: Board and staff discuss items of mutual interest.

IX. CONSENT AGENDA ITEMS: All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion

or removed from the agenda, there will be no discussion of these items prior to the Board votes on them.

X. PUBLIC HEARINGS (40 minutes)

1. Preliminary 2019-20 LCAP – the public hearing was opened at 7:55 PM and closed at 8:04 PM.
2. Preliminary 2019-20 Budget – the public hearing was opened at 8:09 PM and closed at 8:21 PM.

XI. ITEMS SCHEDULED FOR ACTION

A. BUSINESS (30 minutes)

1. Approved the Revenue and Expense Reports as Motioned by B. Bhinder, Seconded by C. Dhatt, Approved – 3 Ayes, 2 – Absent.
2. Approved the Operating Memorandum of Understanding (MOU) by and between Washington Unified School District and Sacramento Valley Charter School and authorized Dr. Amrik Singh to sign the MOU on behalf of the school as Motioned by C. Dhatt, Seconded by D. Mundy, Approved – 3 Ayes, 2 – Absent.
3. Approved adding security fence/gates at the stairs in front of the Aux Hall and the stairs by the elevator with Mr. Dhillon to be consulted for implementation as Motioned by B. Bhinder, Seconded by C. Dhatt and Approved 3 – Ayes, 2 – Absent.
4. Approve the Lease Agreement with Sikh Temple of Sacramento for the five-year period of July 1, 2019 to June 30, 2024. This item was tabled.

B. CURRICULUM AND INSTRUCTION

C. PERSONNEL

XII. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

A. BUSINESS (20 minutes)

1. Options to Satisfy Board Training Requirement
 - A. CCSA Board Governance Workshop, Sacramento Session, May 23 10am-2:00pm at CCSA’s Sacramento Office. Five spaces have been reserved at no cost.
 - B. Hire YMC to provide Board Governance and Effectiveness Workshop (cost estimate: \$1,225)

The options were discussed and C. Dhatt, S. Dhillon, B. Bhinder, N. Thandi and Dr. Singh will be signed up for the CCSA Workshop.

2. Board Policies – The timeline for Updating and Adopting Policies was discussed and a July meeting will be held for first readings of several policy sections.
3. The expiration of Chromebooks and writing off obsolete electronic items was discussed as Google will no longer provide updates to oldest devices and they could lose essential functionality. The 2019-20 preliminary budget includes fund for replacing 30 obsolete Chromebooks.

B. CURRICULUM AND INSTRUCTION (10 minutes)

1. Principal's Report: The Principal presented information updates since the previous Board meeting including ongoing efforts for student performance and an enrollment update.

C. PERSONNEL (10 minutes)

1. Staffing Update 2019-20 – there were no updates.

D. PUPIL SERVICES (5 minutes)

1. Update on Transportation Services – the new driver is still moving forward with completing the CA licensing process.

XIII. ITEMS FROM THE BOARD

XIV. ADJOURNMENT

The meeting was adjourned at 9:03 PM as Motioned by B. Bhinder, Seconded by D. Mundy and Approved 3 – Ayes, 2 Absent.

DRAFT

MINUTES

SPECIAL MEETING

BOARD OF DIRECTORS
SACRAMENTO VALLEY CHARTER SCHOOL

2301 Evergreen Avenue, West Sacramento, California 95691

May 15, 2019

11:00 AM

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

The Sacramento Valley Charter School ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
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 "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at Sacramento Valley Charter School in the School Office at 2399 Sellers Way, West Sacramento, CA 95691 and viewable online at <https://www.sacvalleycharter.org/board-meetings-2017-19.html>.

I. PRELIMINARY

A. CALL TO ORDER

Meeting was called to order by the Board Chair at 11:16 AM.

B. ROLL CALL

	Present	Absent
Chamkaur Dhatt	<u>X</u>	<u> </u>
Narinder Thandi	<u>X</u>	<u> </u>
Darshan Mundy	<u>Arrived at 11:30 AM</u>	<u> </u>
Surjit S. Dhillon	<u>X</u>	<u> </u>
Bhajan S. Bhinder	<u>X</u>	<u> </u>

II. OPEN SESSION

III. COMMUNICATIONS

A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes* and the total time for this purpose shall not exceed fifteen (15) minutes. 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. *Persons requiring and interpreter shall receive a maximum of six (6) minutes.

B. FOR INFORMATION: BOARD/STAFF DISCUSSIONS: Board and staff discuss items of mutual interest.

IV. APPROVED THE MEETING AGENDA as Motioned by B. Bhinder, Seconded by N. Thandi, Approved 4 – Ayes, 1 - Absent

V. ITEMS SCHEDULED FOR ACTION

A. BUSINESS (15 minutes)

1. Approved the facility lease agreement with Sikh Temple Sacramento, effective July 1, 2019 – June 30, 2024 as Motioned by C. Dhatt, Seconded by B. Bhinder, Approved 3 – Ayes, 0 – Absent, 2 – Abstained (S. Dhillon and D. Mundy recused themselves and left the room for all discussion and action of this agenda item).
2. Approved Board member term extensions for existing members whose current term expires on August 31, 2019 with N. Thandi, S. Dhillon and B. Bhinder terms extended to August 31, 2021 as Motioned by C. Dhatt, Seconded by B. Bhinder, Approved 5 – Ayes.
3. Establish a Board Nominations Committee to begin the process identifying candidates to fill a vacancy or vacancies if a current member does not extend their term beyond August 31, 2019. By the action taken in item #2, all Board member positions remain filled; accordingly, this item was tabled and will be brought back for further discussion at a future meeting.

VI. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION

VII. ITEMS FROM THE BOARD

VIII. CLOSED SESSION

IX. ADJOURNMENT

The meeting was adjourned at 11:42 AM as Motioned by B. Bhinder, Seconded by N. Thandi, Approved 5 – Ayes.

DRAFT

Sacramento Valley Charter School Transaction Report

May 8 - June 5, 2019

	Account	Amount
8096 - Cash in Lieu of Property Taxes	UNRESTRICTED REVENUE:0000 - Unrestricted:8096 - Cash in Lieu of Property Taxes	\$ 33,105.00
Total for After School Program	UNRESTRICTED REVENUE:0000 - Unrestricted:8699 - Other Local Income:After School Program	\$ 2,675.00
Total for Field Trip - Donation	UNRESTRICTED REVENUE:0000 - Unrestricted:8699 - Other Local Income:Field Trip - Donation	\$ 3,433.00
Total for Miscellaneous	UNRESTRICTED REVENUE:0000 - Unrestricted:8699 - Other Local Income:Miscellaneous- Caps, Gowns & donation from Amazon	\$ 425.00
Total for Transportation - Donation	UNRESTRICTED REVENUE:0000 - Unrestricted:8699 - Other Local Income:Transportation - Donation	\$ 140.00
Total for UNRESTRICTED REVENUE		\$ 39,778.00

Sacramento Valley Charter School
Check Detail
May 8 - June 4, 2019

Date	Num	Name	Memo/Description	Amount
05/09/2019	3703	RAD Testing & Mobile Collection	drug testing for drivers	130.00
05/09/2019	3704		Voided	0.00
05/09/2019	3705	Melvin Krines	new bus driver training	1,892.50
05/09/2019	3706		Voided	0.00
05/13/2019	3707	Time for Kids	2019-20 subscription for magazine issues related to ELA & Social Studies	1,237.50
05/13/2019	3708	TIAA Bank	Copier lease	99.99
05/13/2019	3709	Harpreet Singh	transport students from West Sac repairs & maintenance	1,105.00 60.00
				1,165.00
05/13/2019	3710	SchoolWise Technologies	student info system subscription 2019-20	2,750.00
05/13/2019	3711	The UPS Store	Background check	135.00
05/13/2019	3712	Victoria Dali	Invoice for April	1,650.00
05/13/2019	3713	Young, Minney & Corr, LLP	legal services regarding MOU with WUSD	1,421.67
05/13/2019	3714	California Choice	health insurance premiums for June	7,706.09
05/13/2019	3715	Sikh Temple	Janitorial services for April	2,200.00
05/13/2019	3716	WageWorks	Cobra services	40.00
05/13/2019	3717	West Sacramento Truck Stop	fuel expense for April	2,275.34
05/13/2019	3718	California Choice Builder	dental & vision premiums for June	860.79
05/13/2019	3719	Sikh Temple	Rent for May	20,445.00
05/23/2019	3720	Sukhdeep Kaur	reimbursement for staff meeting snacks	52.96
05/23/2019	3721	Ajaib Singh	refund Six Flags & Sunsplash field trip payment	64.00
05/23/2019	3722	Teresa Phillips	reimbursement for classroom supplies	135.92
05/23/2019	3723	MetLife	Life , LTD & ADD	330.05
05/23/2019	3724	Cammi Ruffino	Reimbursement for classroom supplies	10.20
05/23/2019	3725	PLTW	2019-20 Launch participation fee for Science	750.00
05/23/2019	3726	SWEAT Team	fitness & wellness session	2,550.00
05/23/2019	3727	Amrik Singh	staff meeting snacks	61.28
05/23/2019	3728	Aptech Surveillance	installed speaker & cameras	4,827.17
05/23/2019	3729	Chill-Chain, Inc.	Milk	443.21

06/04/2019	3730 California Choice	health insurance premiums for July	7,065.81
06/04/2019	3731 Edmentum, Inc.	2019-20 subscription renewal for Study Island & ESL program	9,776.05
06/04/2019	3732 Sarbjeet Nijjar	reimbursement for graduation decoration supplies	115.69
06/04/2019	3733 Manmohan Singh	transport students from Norwood	1,495.00
		took school van for service	36.00
			1,531.00
06/04/2019	3734 Andrea Anaya	reimbursement for classroom supplies	76.76
06/04/2019	3735 Harpreet Singh	transport students from West Sac	1,365.00
		2nd payment for buying lunch grocery	1,500.00
		repairs & maintenance	312.00
			3,177.00
06/04/2019	3736 North Valley Fleet Services, Inc.	Buses' repairs & maintenance	4,009.27
06/04/2019	3737 West Sacramento Truck Stop	fuel expense for May	4,477.12
06/04/2019	3738 Quill.com	classroom supplies	129.88
06/04/2019	3739 US Bank	fuel for vans	1,098.32
		grocery for school lunch	4,040.01
		Caps & gowns for graduation	686.65
		Six Flags field trip payment	824.00
		Sunsplash field trip payment	2,030.00
		medals for award assembly	72.76
		facebook ad	47.53
		Microsoft fee	34.00
		park permit for field day	350.00
		breakfast during testing & classroom supplies for multi culture night	770.50
		van service & def fluid for buses	282.35
		coffee for staff meeting	32.89
		refund from Bureau of Education for cancellation of workshop	-244.00
			10,025.01
06/04/2019	3740 Great America Financial	copier lease	1,081.61
06/04/2019	3741 Amazon.Com	desktop with 3 year warranty for cameras	587.98
		classroom supplies	638.73
		office supplies	373.84
		refund for damaged copier papers	-163.08
			1,437.47
06/04/2019	3742 Chill-Chain, Inc.	Milk	91.14
06/04/2019	3743 Wave Broadband	Phone & Internet services	363.90
06/04/2019	3744 Department of Motor Vehicles	Van registration	385.00
06/04/2019	3745 Sikh Temple	Loan payment	25,000.00

Principal's Salary and Benefits Disclosure per SB 1436:

		Annual
Board-approved	Salary	\$ 95,000.00
Board-approved	Doctoral stipend	<u>2,000.00</u>
	Gross Salary Paid to Employee	97,000.00
Board-approved	Medical	9,010.92 ^
Board-approved	Dental	288.24 ^
Board-approved	Vision	76.44 ^
Board-approved	Life Insurance/AD&D and Long-Term Disability	202.20 ^
Statutory (required by law)	Medicare at 1.45%	1,406.50 *
Statutory (required by law)	Social Security at 6.2%	6,014.00 *
Statutory (required by law)	Unemployment EDD (6.2% on first \$7,000 income per year)	434.00
Statutory (required by law)	Worker's Compensation at 1.258% (CharterSAFE JPA rate)	<u>1,220.26 ^</u>
	Position Expense for Fiscal Year 2019-20	<u><u>\$ 115,652.56</u></u>

The Board has approved the benefits package for all full-time staff. The Principal receives the same Board-authorized benefits as all other full-time staff.

The Board has approved employee-only medical benefits at 100% of the cost of the selected base plan. The school does not currently provide any retirement benefits (there is no employer matching on the 403(b) and the school has opted out of the cost-prohibitive STRS and PERS pension systems)

*Employees pay the employee share equal to the employer share of these two statutory benefits plus 1% State Disability Insurance withholding.

^ These are at 2018-19 rates. When the insurance providers update the rates for 2019-20, an updated disclosure will be provided to the Board.



Sacramento Valley Charter School
2399 Sellers Way
West Sacramento, CA 95691
916.596.6422/916.596.6434
916.617.2707 (fax)



2019-20 Teacher Staff Salary Schedule

Teacher Salary Formula = \$45,000 Base Salary + \$500 per year of qualifying experience up to \$5,000 max + \$250 per year of service to SVCS prior to 2017-18 then \$500 per year of service to SVCS from 2017-18 forward up to \$5,000 max and either \$1,000 for Masters or \$2,000 for Doctorate. Board approved on May 16, 2018 with effective date of July 1, 2018.

[Benefit packages are not listed, but are provided in addition to salary]

First-year teacher

	Value	Variable	Salary
Base Salary	\$45,000	1	\$45,000
Years of Experience	\$500	0	\$0
Years of Service with SVCS (= \geq 2017-18)	\$500	0	\$0
Masters or Equivalent	\$1,000	0	\$0
Doctorate or Equivalent	\$2,000	0	\$0
Total Salary			\$45,000

Five years of qualifying experience, four years at SVCS and a master's degree

	Value	Variable	Salary
Base Salary	\$45,000	1	\$45,000
Years of Experience	\$500	5	\$2,500
Years of Service with SVCS (< 2017-18)	\$250	2	\$ 500
Years of Service with SVCS (= \geq 2017-18)	\$500	2	\$1,000
Masters or Equivalent	\$1,000	1	\$1,000
Doctorate or Equivalent	\$2,000	0	\$0
Total Salary			\$50,000

Eleven years of qualifying experience, three years at SVCS and a doctorate degree

	Value	Variable	Salary
Base Salary	\$45,000	1	\$45,000
Years of Experience	\$500	10	\$5,000 (max)
Years of Service with SVCS (<2017-18)	\$250	1	\$250
Years of Service with SVCS (= \geq 2017-18)	\$500	2	\$1,000
Masters or Equivalent	\$1,000	0	\$0
Doctorate or Equivalent	\$2,000	1	\$2,000
Total Salary			\$53,250

The above salary formula is intended as a guideline only and is not to be considered as an offer of employment. SVCS Officers and management personnel are exclusively authorized to make offers of employment, including terms such as salary and duty days. Paid benefit amounts are not included. Candidates must hold a preliminary/intern or clear credential to be placed on this schedule.

**Sacramento Valley Charter School
Education Protection Account
2019-20 Spending Plan
For Action on June 5, 2019**

BACKGROUND

The creation of the Education Protection Account (EPA) by Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*, approved by the voters on November 6, 2012, temporarily increased the states sales tax rate for all taxpayers and the personal income tax rates for upper-income taxpayers.

Revenues generated from Proposition 30 have been deposited into the state account called the EPA and local agencies have the sole authority to determine how the funds received from the EPA are spent, with these provisos:

- The spending plan must be approved by the governing board during a public meeting
- EPA funds cannot be used for the salaries or benefits of administrators or any other administrative costs
- Each year, the local agency must publish on its website an accounting of how much money was received from the EPA and how the funds were expended

EPA funds are not additional revenue, it is an offset to the funds due under the LCFF. Approximately 20% of the school's total LCFF funding must be accounted for under the SACS resource code 1400.

In addition to the above requirements, the school's annual financial audit must include verification that the EPA funds were used as specified by Proposition 30.

RECOMMENDATION

Approve 2019-20 EPA Spending Plan.

For 2019-20 and all remaining years that Proposition 30 remains effective, the EPA spending plan should be approved by the Board at the time the budget is adopted. Consistent with past years' plans, the Board will continue to use the funds for teachers' salaries. The use of QuickBooks and ADP make it impractical to code specific staff to the EPA resource code so the accounting will continue to be by journal entry following the quarterly wire transfer of funds from Yolo County Office of Education/Yolo County Treasury to SVCS.

EPA Spending Plan 2019-20			
--------------------------------------	--	--	--

<u>REVENUE (EST.)</u>	SACS Resource	SACS Object	
LCFF Redirected to EPA	1400	8012	\$368,127
<u>EXPENDITURES (EST.)</u>			
Teacher Salaries (non-admin)	1400	1100	\$368,127

All EPA funds will be expended on non-administrative costs.

SVCS 2019-20 LCAP SUMMARY

Goal 1: With appropriately-assigned, credentialed teachers, all SVCS students will meet or exceed State academic standards that will help prepare them to complete in the global society.

Action 1: Hire and properly assign credentialed teachers.

Action 2: Continue professional development in delivering CCSS-aligned curriculum, differentiated instruction, and using technology in the classroom, and STEM programs to assist students in meeting and exceeding standards. New teachers with preliminary credentials will be scheduled for two years of BTSA (as funding allows, budgeted for seven participants in 2019-20).

Action 3: Purchase curriculum aligned with CCSS and Next Generation Science (NGS) through printed and/or digital instructional materials.

Action 4: Provide intervention and assistance in classrooms, small groups, and individually to unduplicated populations to meet grade-level expectations. A .20 FTE teacher, a full-time EL Specialist and part-time instructional aides will serve these students.

Action 5: Maintain, repair, replace and expand technology in the classrooms.

Action 6: Provide instructional services, materials and support to eligible students under the Low-Performing Students Block Grant.

Action 7: Purchase and implement additional ELD curriculum/resources.

Action 8: Purchase and implement a Reading/ELA program.

NOTE: Goal 1 is unchanged from 2018-19 and covers State Priorities 1-5 and 7. The Actions have been updated to align with actual or anticipated program operations and Actions 6-8 are new for 2018-19.

Goal 2: Continue the development of the physical education (PE) program; continue the integration of visual and performing arts (VAPA) through classroom-based and school-wide opportunities; and, enhance World Language Punjabi curriculum with new instructional materials.

Action 1: Continue lesson plans that ensure 200 minutes of PE every 10 days. Identify and practice the fitness areas in the CA Physical Fitness Test to help students improve their readiness for the fitness testing.

Action 2: Continue the music/fine arts integration onto the classrooms and school-wide. Continue performances at the school and/or as fieldtrips. Expand the elective and extra-curricular dance program from one trimester to the full school year.

Action 3: Enhance students' experience learning World Language Punjabi with the addition of new and/or co-curricular instructional materials.

NOTE: Goal 2 is unchanged from 2018-19 and covers State Priorities 3-7. The Actions have been updated to align with actual or anticipated program operations.

Goal 3: Adopt and implement a course of study that includes all the subject areas described in Education Code section 51210 and subdivisions (a) to (i), inclusive, of Section 51220, as applicable.

"Broad course of STEM focus of study" includes the following, as applicable: Grades K-8: English, mathematics, social sciences, science, visual and performing arts, health, and physical education and World Language Punjabi K-8. E.C. §51210

Action 1: Continue PD training aligned to CCSS curriculum with focus on STEM

- CCSS/NGSS
- Writers' Workshop
- Teacher-led and consultant-led trainings
- Vertical articulation
- Teacher collaboration

Action 2: Continue student support structures during the school day (tutoring, differentiated instruction, re-teaching) to improve student performance.

Action 3: At parent involvement meetings (such as Family Nights and PTO Meetings), remind parents of the importance of their student(s) attendance on learning outcomes. Reduce absences to improve student learning and retention. Update Parent-Student Handbook to address frequent absences and extended independent study.

Action 4: University and College campus visits to encourage students to perform well in elementary and high school and then pursue a degree.

Action 5: Continue to work with parents of EL students through the English Learner Advisory Committee (ELAC) to maximize their understanding of the support and opportunities available to the students and their families.

Action 6: Continue to offer a parent-supported After School Program for additional reading, writing, math and homework support as well as co-curricular activities. The program does not encroach on the school's LCFF or other State funding sources.

NOTE: Goal 3 is unchanged from 2018-9 and covers State Priorities 1-4 and 7-8. The Actions have been updated to align with actual or anticipated program operations.

Goal 4: SVCS will continue to properly maintain and improve its facilities, site security, transportation and food service to enhance student safety, school connectedness and opportunities for well-being.

Action 1: The campus facilities will be repaired, maintained and improved as budgetary resources allow. Emphasis is placed on safety-related items. The interior fencing and gates and upgraded locks are listed as budget and resources allow.

Action 2: SVCS will provide safe, reliable and efficient bus and van transportation.

Action 3: Students will continue to be served fresh, wholesome and nutritious meals prepared daily to help optimize learning conditions.

Action 4: SVCS will provide training to staff on student social-emotional learning, internet safety, suicide prevention, and anti-bullying.

Action 5: SVCS will increase awareness of and access to community resources such as library, county health and mental health services, authorizer-contracted services, State/County/City options.

Action 6: SVCS will continue providing Recess Monitors for student safety at recesses, classroom transitions and during pick up/drop off times.

Goal 4 is modified for 2019-20 to include site security and covers State Priorities 1, 3, 4, 5 and 6. The Actions have been updated to align with actual or anticipated program operations, especially Action 1 for added security features.

To view the entire 81-page Board-approved LCAP, please go to the SVCS Board Tab and then the LCAP and Announcements Line, then click on the LCAP 2019-2020.

Sacramento Valley Charter School
2019-20 Budget Narrative
June 5, 2019

The following narrative is provided to highlight and explain significant components and assumptions used in developing the 2019-20 budget.

Revenue:

LCFF:

The main reasons for the increases in LCFF revenue are:

- 1) Receiving funding for unduplicated populations. Collecting household income certifications from families allowed SVCS to collect the maximum supplemental funding plus concentration funding began in 2018-19. This funding allows SVCS to have small class sizes along with staff and instructional resources to specifically assist these populations. Supplemental and concentration funding is based on a three-year rolling average and will continue at the higher levels as long as SVCS' unduplicated population remains stable:
2016-17 act: \$119,414
2017-18 act: \$181,208
2018-19 est: \$336,488
2019-20 est: \$410,246
2020-21 est: \$413,080
- 2) Improved enrollment. After facing declining enrollment, SVCS has entered an enrollment and ADA growth trend. The projection for 2019-20 is also for an additional 10 students.
2013-14: 230.42 ADA
2014-15: 226.46 ADA
2015-16: 215.36 ADA
2016-17: 198.58 ADA
2017-18: 220.42 ADA
2018-19: 239.78 ADA
- 3) Governor Brown fully funded the Local Control Funding Formula (LCFF) in 2018-19 (three years ahead of schedule). Governor Newsom's May Revise meets the statutory obligations for public school funding and has a slightly lower COLA estimated at 3.26% (down from 3.46% in January).

Other State Revenue:

Other State revenue will decrease by about \$47,600 as three streams of one-time funding are discontinued (low-performing block grant, classified staff development block grant and one-time mandate block grant) and, while SB740 is expected to increase because of the new lease, it is also facing a 20% deficit for being oversubscribed without planned backfill or increased funding.

Local Revenue: Local revenue was reduced by \$2,000 based on 2018-19 year-to-date actual experience. Overall, local revenue has been stabilized as more families are consistently paying for transportation services their scholars receive.

Expenses:

Certificated: The budget includes the salary schedule base pay increase from \$43,500 to \$45,000 and maintains the existing language for years of experience and stipends for advanced degrees. The Principal's salary is based on the Board approving the Principal's compensation package as proposed.

Classified: Pay increases for hard-to-fill positions are reflected from the beginning of the year. Positions not receiving an increase at the beginning of the year include a \$.50/hour raise effective 1/1/2020. The budget includes a total of five full-time bus drivers.

Benefits: The employer share of medical benefits is reflected at the Board-approved level of 100% for employee-only coverage at the selected base plan. The renewal rates will be received in August 2019 and included in SVCS' 45-day budget revise (an 8% increase is included in the budget). The workers' compensation rate has decreased from 1.364% to 1.258%.

Books and Supplies: Increases in books and supplies are for the State-required implementation of Common Core instructional materials in Science, replenishing consumables and adding instructional materials and supplies at the correct grade level for increased student counts by grade level, as applicable. The budget for fuel is increased as fuel prices are on the rise and the school operates three vans and five buses. Also, included is \$10,000 for EL curriculum and resources and \$20,000 for a Reading/ELA program.

Services and Operating Expenses: There were several specific line items with targeted increases to improve students' educational experiences and opportunities (such as the dance program for the full year adds \$10,000, security improvements adds \$10,000, \$4,000 additional BTSA and \$5,000 for Science Professional Development). The amount reflected for the facility lease is based on the five-year lease agreement approved by the Temple's and SVCS' respective Boards.

Other Outgo/Financing Uses:

Depreciation expense increases by about \$11,300 for a full year's depreciation on all vehicles owned including the bus and van purchased in 2018-19. The interest on the 3-bus loan continues to decrease and the loan will be fully-retired in 2019-20. The new one-bus loan is the reason for higher interest expense in 2019-20.

Summary:

SVCS is experiencing stability in its financial condition for the budgeted and two subsequent years. The modest budget surpluses will allow for small variances and fluctuations to occur without impacting the overall program. As funds allow, the Board has continued taking steps to ensure total compensation is increasingly attractive and competitive. This will help SVCS retain staff, maintain high morale and attract well-qualified staff.

The multi-year projection shows that SVCS will be able to meet its future obligations as well as maintain its reserves at the Board's stated level of three times average monthly expenses (and exceed the 5% level contained in the Operations MOU).

Cash flow remains tight especially in September and October as SVCS continues to rebuild its cash balance. It will be necessary for SVCS to closely monitor cash flow and defer some payments (possibly making 40% rent payments until the 60% portion is received from CSFA for SB740).

Once the school year begins in August 2019, enrollment is confirmed, and the State's budget has been adopted, the SVCS budget will be updated for any significant changes.

Sacramento Valley Charter School

	2nd Interim Budget 1/31/2019 <u>2018-19</u>	Budget for Adoption 6/5/2019 <u>2019-20</u>
Fiscal Year Budget Cycle		
Key Budget and Financial Variables		
Enrollment	250.00	260.00
Estimated School P2 ADA	240.00	250.00
Unduplicated Count - EL/FRLE	185.00	185.00
A. Revenues:		
State (using FCMAT LCFF Calculator)		
Base Grade Span (includes CiL & EPA)	\$ 1,904,166	\$ 2,046,010
Supplemental and Concentration	333,819	410,246
PY Adj to CiL, EPA, State Aid	(55,303)	-
Subtotal - State Revenue	<u>\$2,182,682</u>	<u>\$2,456,256</u>
Federal		
Other State (Lottery, MBG, OTO, SB740 CSFGP)	268,792	221,209
Local (bus, fund raising, donations, after school)	71,500	69,500
Total Revenue	<u>\$ 2,522,974</u>	<u>\$ 2,746,965</u>
B. Expenditures:		
1000-1999 Certificated Personnel Salaries	\$802,420	\$849,570
1100 Teachers (all)	694,600	728,950
1100 2 P.D. days, 14 teachers @ \$140/day + 50 hours@\$20/hr	4,920	4,920
1100.01 Substitutes (absence coverage)	9,800	12,600
1100.02 LT Subs at \$199/day	-	-
1100.03 Substitutes for PD release time	2,100	2,100
1100 Teacher-in-Charge Stipend	2,000	2,000
1100 Hard-to-Fill Position (Math+Science) Stipends	2,000	2,000
1300 Principal @ 210 days/yr	87,000	97,000
2000-2999 Classified Personnel Salaries	\$391,867	\$433,038
2100 Instructional Aides/EL, hourly (rates/hours vary, 180 days)	96,708	117,564
2200 Non-Certificated Support (drivers, food svcs)	155,893	177,191
2400 School Office/Clerical (all)	85,857	83,851
2900 Other Classified (RM, After School)	53,409	54,432
3000-3999 Employee Benefits	\$209,778	\$245,936
3300 OASDI and Medicare	93,752	100,685
3400 Health & Welfare	78,500	107,850
3500 State Unemployment	21,236	21,266
3600 Worker's Compensation	16,290	16,135
4000-4999 Books and Supplies	\$170,200	\$234,700
4100 Textbooks	41,500	71,500
4200 Other Books/Library	5,000	35,000
4300 Materials and Supplies	44,700	44,700
4300 Transportation - Gasoline	41,500	47,000
4400 Non-capitalized Furn/Equip (>\$500, <\$5,000)	2,000	2,000
4700 Food	32,000	32,000
4700 After School Program Snacks	3,500	2,500
5000-5999 Services and Other Operating Expenditures	\$642,002	\$678,215
5200 Travel & Conferences	3,000	3,000
5300 Dues & Memberships	3,200	3,200
5400 Insurance	38,741	45,092
5501 Operations & Housekeeping	20,600	22,000
5530 Utilities	15,000	15,000
5610 Facility Rent/Lease	245,340	280,344
5600 Facility Maintenance and Safety Improvements	11,400	15,400
5630 Copier Leases	9,660	9,660

Sacramento Valley Charter School

Fiscal Year Budget Cycle	2nd Interim	Budget
	Budget 1/31/2019	for Adoption 6/5/2019
	2018-19	2019-20
5600 Transportation - Bus/Van Maint	41,500	41,500
5625 Van Rental for Student Transportation	10,500	-
5640 Food Service Shopping & Delivery	4,725	4,725
5800 District Admin Oversight (1% State Aid)	21,827	24,563
5800 Nursing Services (screenings) est.	1,500	1,500
5800 Accounting Services	30,275	27,660
5820 Audit Services	11,025	11,025
5800 Fieldtrips	9,500	9,500
5625 Contracted Student Transportation (Three Drivers)	29,500	29,500
5830 Legal Services	16,000	10,000
5800 Marketing/Recruiting	10,000	10,000
5800 Technology Upgrade	5,000	5,000
5800 Technology Support	15,000	15,000
5800 Other Contracted Srvc (ADP, banking, tech, licenses, driver training, SWEAT)	44,771	54,771
5800 Prop 39 Expenses	13,163	-
5800 Professional Development	23,775	32,775
5900 Postage and Communications	7,000	7,000
6000-6999 Capital Outlay	\$81,516	\$92,783
6400 Furniture and Equipment (>\$5,000)	-	-
6500 FF&E Replacement (>\$5,000)	-	-
6900 Depreciation Expense (non-cash)	81,516	92,783
Total Expenditures	\$2,297,783	\$2,534,241
Net Annual Operations	\$225,191	\$212,724
7000-7999 Other Outgo/Other Financing Uses		
7141 Special Ed. Pro-Rata Share of Unfunded Costs	\$ 158,400	\$ 174,200
7438 Debt Service (bus loan interest 3 buses)	2,840	83
7438 Debt Service (bus loan interest 1 bus)	3,357	8,863
Other Uses	-	-
Total Other Outgo	\$164,597	\$183,146
Net increase (decrease):	\$60,594	\$29,577
Beginning Balance	\$ 724,548	\$ 781,131
Ending Balance*	\$ 785,142	\$ 810,708

Bank cash balance at 6/30/2018:	\$345,349
Book cash balance at 6/30/2018:	\$322,615
Bank balance 6/2/19:	\$361,347
Est cash balance at 6/30/2019:	\$367,260
Loan Balance Due to Temple 6/5/19:	\$25,000
Loan Balance Due to Temple at 6/30/19:	\$0

Sacramento Valley Charter School

Fiscal Year Budget Cycle	Budget for Adoption	MYP	MYP
	2019-20	2020-21	2021-22
Key Budget and Financial Variables			
Enrollment	260.00	260.00	260.00
Estimated School P2 ADA	250.00	250.00	250.00
Unduplicated Count - EL/FRLE	185.00	180.00	180.00
A. Revenues:			
State (using FCMAT LCFF Calculator)			
Base Grade Span (includes CiL & EPA)	\$ 2,046,010	\$ 2,107,445	\$ 2,166,378
Supplemental and Concentration	410,246	413,080	417,873
PY Adj to Cil, EPA, State Aid	-	-	-
Subtotal - State Revenue	<u>\$2,456,256</u>	<u>\$2,520,525</u>	<u>\$2,584,251</u>
Federal	-	-	-
Other State (Lottery, MBG, SB740 CSFGP)	221,209	225,246	229,127
Local (bus, fund raising, donations, after school)	69,500	69,500	69,500
Total Revenue	<u>\$ 2,746,965</u>	<u>\$ 2,815,271</u>	<u>\$ 2,882,878</u>
B. Expenditures:			
1000-1999 Certificated Personnel Salaries	\$849,570	\$866,095	\$879,195
1100 Teachers (all)	728,950	743,950	758,950
1100 2 P.D. days, 14 teachers @ \$140/day + 50 hours@\$20/hr	4,920	4,920	4,920
1100.01 Substitutes	12,600	13,050	10,150
1100.02 LT Subs at \$199/day	-	-	-
1100.03 Substitutes for PD	2,100	2,175	2,175
1100 Teacher-in-Charge Stipend	2,000	2,000	2,000
1100 Hard-to-Fill Position (Math+Science) Stipends	2,000	2,000	2,000
1300 Principal @ 210 days/yr	97,000	98,000	99,000
2000-2999 Classified Personnel Salaries	\$433,038	\$441,699	\$450,533
2100 Instructional Aides/EL, hourly (rates/hours vary, 180 days)	117,564	119,915	122,314
2200 Non-Certificated Support (drivers, food svcs)	177,191	180,735	184,350
2400 School Office/Clerical (all)	83,851	85,528	87,239
2900 Other Classified (RM, After School)	54,432	55,521	56,631
3000-3999 Employee Benefits	\$245,936	\$259,590	\$272,196
3300 OASDI and Medicare	100,685	102,662	104,384
3400 Health & Welfare	107,850	117,557	128,137
3500 State Unemployment	21,266	21,266	21,266
3600 Worker's Compensation	16,135	18,106	18,410
4000-4999 Books and Supplies	\$234,700	\$187,734	\$189,299
4100 Textbooks	71,500	50,000	50,000
4200 Other Books/Library	35,000	5,000	5,000
4300 Materials and Supplies (incl. after school)	44,700	45,594	46,506
4300 Transportation - Fuel	47,000	47,000	47,000
4400 Non-capitalized Furn/Equip (>\$500, <\$5,000)	2,000	5,000	5,000
4700 Food	32,000	32,640	33,293
4700 After School Program Snacks	2,500	2,500	2,500
5000-5999 Services and Other Operating Expenditures	\$678,215	\$687,250	\$705,101
5200 Travel & Conferences	3,000	3,000	3,000
5300 Dues & Memberships	3,200	3,200	3,200
5400 Insurance	45,092	46,219	47,375
5501 Operations & Housekeeping	22,000	22,550	23,114
5530 Utilities	15,000	20,000	20,000
5610 Facility Rent/Lease	280,344	288,754	296,839
5600 Facility Maintenance	15,400	5,535	5,673

Sacramento Valley Charter School

Fiscal Year Budget Cycle	Budget for Adoption	MYP	MYP
	2019-20	2020-21	2021-22
5630 Copier Leases	9,660	9,660	9,660
5600 Transportation - Bus/Van Maint	41,500	45,000	50,000
5625 Van Rental for Student Transportation	-	-	-
5640 Food Service Shopping & Delivery	4,725	4,725	4,725
5800 District Admin Oversight (1% State Aid)	24,563	25,205	25,843
5800 Nursing Services (screenings) est.	1,500	1,575	1,654
5800 Accounting Services	27,660	28,160	28,660
5820 Audit Services	11,025	11,025	11,600
5800 Fieldtrips	9,500	9,500	9,500
5625 Contracted Student Transportation (Drivers)	29,500	29,500	29,500
5830 Legal Services	10,000	10,000	10,000
5800 Marketing/Recruiting	10,000	10,000	10,000
5800 Technology Upgrade	5,000	5,000	5,000
5800 Technology Support	15,000	15,000	15,000
5800 Other Contracted Srvc (ADP, banking, tech, licenses, driver training)	54,771	55,866	56,984
5800 Professional Development	32,775	30,775	30,775
5900 Postage and Communications	7,000	7,000	7,000
6000-6999 Capital Outlay	\$92,783	\$92,783	\$91,415
6400 Furniture and Equipment (>\$5,000)	-	-	-
6500 FF&E Replacement (>\$5,000)	-	-	-
6900 Depreciation Expense (non-cash)	92,783	92,783	91,415
Total Expenditures	\$2,534,241	\$2,535,151	\$2,587,739
Net Annual Operations	\$212,724	\$280,120	\$295,139
7000-7999 Other Outgo/Other Financing Uses			
7141 Special Ed. Pro-Rata Share of Unfunded Costs	\$ 174,200	\$ 184,700	\$ 195,800
7438 Debt Service (bus loan interest 3 buses)	83	-	-
7438 Debt Service (bus loan interest 1 bus)	8,863	6,959	4,934
Other Uses	-	-	-
Total Other Outgo	\$183,146	\$191,659	\$200,734
Net increase (decrease):	\$29,577	\$88,461	\$94,405
Beginning Balance	\$ 781,131	\$ 810,708	\$ 899,169
Ending Balance	\$ 810,708	\$ 899,169	\$ 993,574

2019-20 Budget for Adoption

Beg. Bal. (Ref. Only)		JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	EST ACCRLS @ 6/30/20	TOTAL	BUDGET (Gk. Fig)
A. BEGINNING CASH		318,750	183,311	119,194	92,246	145,223	113,022	289,732	258,566	140,013	233,028	210,544	212,878			
B. RECEIPTS																
Revenue Limit:	9110															
State Aid, incl. EPA	8010-8019	0	81,601	146,882	230,303	146,882	240,303	146,882	146,882	240,303	146,882	146,882	244,745	81,602	2,000,153	2,000,153
Other	8020-8079															
Cash in Lieu of Prop Tax	8080-8096	0	27,366	54,732	36,488	36,488	36,488	36,488	36,488	76,625	38,313	38,313	38,313	0	456,103	456,103
Federal Revenues	8100-8299															
Other State Revenues	8300-8599					4,043	96,338				12,235	42,052	12,235	54,306	221,209	221,209
Other Local Revenues	8600-8799		35,000	3,800	3,800	3,800	4,000	5,600	5,500	2,000	2,000	2,000	2,000		69,500	69,500
Interfund Transfers In	8810-8929															
All Other Financing Sources	8931-8979															
TOTAL RECEIPTS		0	143,967	205,415	270,592	191,214	377,130	188,971	188,871	318,929	199,430	229,247	297,293	54,306	2,746,965	2,746,965
C. DISBURSEMENTS																
Certificated Salaries	1000-1999		80,435	80,435	80,435	80,435	80,435	82,935	80,435	80,435	80,435	80,435	42,718		849,570	849,570
Classified Salaries	2000-2999		35,000	42,000	42,000	42,000	40,000	40,000	38,000	43,000	43,000	43,000	25,038		433,038	433,038
Employee Benefits	3000-3999	8,500	22,100	22,100	22,700	22,700	19,700	22,932	22,700	22,700	19,700	22,700	17,404		245,936	245,936
Books and Supplies	4000-4999	9,300	34,000	34,000	24,000	24,000	16,000	16,000	16,000	16,000	15,000	15,000	15,000	400	234,700	234,700
Services	5000-5999	5,500	26,500	50,500	45,200	51,000	139,102	55,000	60,000	60,500	60,500	62,500	40,000	21,913	678,215	678,215
Capital Outlay	6000-6999														0	0
Other Outgo - SPED	7000-7499								87,000					87,200	174,200	174,200
Interfund Transfers Out	7600-7629		917	895	846	833	821	808	795	782	770	756	723		8,946	8,946
All Other Financing Uses - Bus Loan	7630-7699												0		0	0
Temple Loan Payment	9640															
TOTAL DISBURSEMENTS		23,300	198,952	229,930	215,181	220,968	286,058	217,675	304,630	223,417	219,405	224,391	140,883	109,513	2,624,605	2,624,605
D. BALANCE SHEET TRANSACTIONS																
Prepaid Expenditures	8200-8299															
Accounts Receivable	9200-9299						98,096								0	0
Fixed Asset Addition	9400-9499														0	0
Accounts Payable	9500-9599	102,928													0	0
Van Purchase															0	0
Repayment of Temple Loan	9640		(9,132)	(2,433)	(2,433)	(2,446)	(2,458)	(2,471)	(2,484)	(2,496)	(2,509)	(2,522)	0		0	0
Principal Reduction on Buses	9640															
Adjustment to Reconcile																
TOTAL BALANCE SHEET TRANSACTIONS		(112,139)	(9,132)	(2,433)	(2,433)	(2,446)	(2,458)	(2,471)	(2,484)	(2,496)	(2,509)	(2,522)	(2,535)	0	(5,057)	0
E. NET INCREASE/DECREASE		(135,439)	(64,117)	(26,949)	(26,949)	(32,201)	(176,709)	(31,175)	(118,544)	(93,015)	(22,484)	(2,334)	153,875	(55,207)	122,360	122,360
F. ENDING CASH		183,311	119,194	92,246	145,223	113,022	289,732	258,566	140,013	233,028	210,544	212,878	366,753			

Vicky Dali, CPA

West Sacramento, CA 95691
916-996-3943
vdali@sacvalleycharter.org

BUSINESS AND FISCAL SERVICES MANAGEMENT AGREEMENT

This agreement is by and between Vicky Dali, CPA (Contractor) and Sacramento Valley Charter School (Client). In consideration of the covenants herein, Contractor and Client hereby agree to the following:

The purpose of this agreement is to appoint Contractor as the Fiscal Services Consultant for the Client. The contracted services to be rendered may include:

- Prepare the Annual Budget (based on management and Board assumptions) and present to the Board for approval as required by the CDE (public hearing and approval, in two separate meetings).
 - Prepare the financial components of the LCAP and present to the Board for approval as required by State regulations (public hearing and approval, in two separate meetings).
 - Prepare the 45-day budget revision and present to the Board for approval (if there are material changes since the budget adoption).
 - Prepare First Interim, Second Interim and Unaudited Actual Reports and present the reports to the Board for approval as required by the CDE.
 - Assist the Principal with Charter Renewal/MOU annual compliance reporting and annual presentation to the authorizer's Board.
 - Prepare audit schedules and tax information returns supporting documentation as requested by the auditors and tax return preparer.
 - Provide support to the audit team during interim and year-end procedures, as applicable.
 - Provide guidance and supervision to accounting/office staff consistent with the duties of a part-time Fiscal Services Consultant.
 - Provide training, technical assistance and review of office staff business-related and accounting transactions in QuickBooks and ADP (i.e. coding, entries, reconciliations, chart of accounts maintenance).
 - Assist with benefits analysis, implementation and maintenance, as needed (dental, vision, life, 403(b) and medical benefits).
 - Assist staff with developing, documenting and updating internal controls for business office procedures such as receipts and deposits; payables including vendor set up with W-9, sales & use tax, 1099; hiring and termination process; payroll and benefits set up, changes and terminations, etc.
 - Perform Grant and One-Time Funds accounting and reporting, as applicable.
 - Advise Management and the Board about funding streams (i.e. Local Control Funding Formula, Education Protection Account, One-Time Funding, SB 740, Prop 39 Energy, etc.)
 - Provide requested documents to First Northern Bank (for Line of Credit, Loans, etc.).
 - Prepare and submit the June deferral exemption application, if needed and available.
 - Agendize the timing for annual completion and retention of Form 700s Statement of Economic Interests.
 - Serve as a designated liaison with YCOE BMAS, WUSD Business Services and CDE, as needed.
1. APPOINTMENT: This appointment shall begin on July 1, 2019 and end on June 30, 2020. This agreement may be extended by a duly-executed Addendum that shall document the terms of the extension. This agreement may be terminated by either party, with or without cause, by giving sixty (60) days written notice. Client agrees to pay Contractor at the rate of \$105 per hour, billed monthly, based on the following schedule:
- July 2019 – not to exceed twenty (20) hours

August 2019 – not to exceed twenty-five (25) hours
September 2019 – not to exceed twenty-five (25) hours
October 2019 – not to exceed twenty (20) hours
November 2019 – not to exceed twenty (20) hours
December 2019 – not to exceed twenty (20) hours
January 2020 – not to exceed fifteen (15) hours
February 2020 – not to exceed twenty (20) hours
March 2020 – not to exceed twenty-two (22) hours
April 2020 – not to exceed eighteen (18) hours
May 2020 – not to exceed twenty-two (22) hours
June 2020 – not to exceed twenty (20) hours

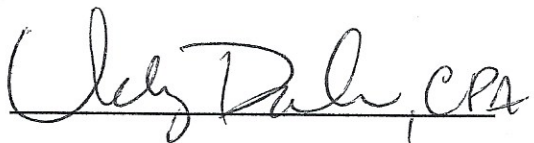
If the estimated hours are insufficient to perform the necessary and appropriate tasks, Contractor shall explain and receive approval from the SVCS Chairman or SVCS President, by email or in writing, prior to incurring any further cost to Client. If the requested additional time is not approved, Client understands and accepts that work will cease until time becomes available in the subsequent month. It is understood that Contractor will cease services on the 15th day of the month if the fees have not been received by Contractor on or before the 14th day of the month. The Contractor will only invoice for hours worked; if actual hours worked are less than the estimated hours listed above, the invoice will reflect the lesser amount.

In addition, Contractor shall provide services as administrative coordinator to the Board to include preparing draft meeting minutes at the rate of an additional .50 hours per Board meeting in addition to the hours listed above.

2. **LOCATION OF WORK TO BE PERFORMED:** It is understood that most of these services can and may be performed off-site. This agreement does not create or establish a requirement for on-site office hours or work days. However, when Client requests work to be performed on site, all reasonable attempts will be made to meet Client's request.
3. **ACCURACY OF FINANCIAL INFORMATION:** It is understood that the accuracy of financial information supplied to Contractor is the sole responsibility of the Client. Contractor shall not be held responsible for the production of inaccurate financial statements or any other financial reports if the financial data submitted by the Client is inaccurate. In addition, the Client agrees to be responsible for all costs, expenses, and attorneys' fees incurred in an independent financial review for the purpose of correcting financial data of the Client.
4. **INDEMNIFICATION:** Contractor shall have no obligation under this section with respect to any loss or damage arising from, in connection with or caused, directly or indirectly, by any act, omission, active negligence or willful misconduct of Client and its board members, officers, employees, authorized volunteers and agents and is not contributed to by any act or omission by Contractor. Contractor shall indemnify and hold harmless the Client and its board members, officers, employees, authorized volunteers and agents with respect to any loss or damage arising from, in connection with or caused, directly or indirectly, by any act, omission, active negligence or willful misconduct of Contractor and is not contributed to by any act or omission of Client and its board members, officers, employees, authorized volunteers and agents.
5. **WORKERS COMPENSATION INSURANCE:** Contractor is aware of the provisions of the California Labor Code which require employers to be insured or self-insured against liability for workers' compensation. As an independent contractor, Contractor is not eligible to participate in Client's Workers' Compensation insurance.

6. ENTIRE AGREEMENT: It is specifically agreed by both parties to this agreement that the entire agreement of the parties is contained in this written agreement and this agreement supersedes all other previous agreements, written, oral or otherwise. This agreement shall only be modified and/or amended in writing signed by the parties hereto.
7. EFFECTIVE DATE OF AGREEMENT: Even though the date this agreement is signed by each party may be different, the parties hereto agree that this agreement shall be effective as of July 1, 2019.
8. APPLICABLE LAW AND PARTIAL INVALIDITY: The execution, interpretation and performance of this agreement shall in all respects be controlled and governed by the laws of the State of California. If any part of this agreement shall be deemed invalid or unenforceable, the remainder of this agreement shall continue in full force and effect.

In witness whereof, this agreement has been executed in the county of Yolo, State of California, as of the date herein:



Vicky Dali, CPA

6/5/19

Date

Chamkaur Dhatt, Board Chairman
Sacramento Valley Charter School

Date



Sacramento Valley Charter School

Principal Report May 9 – June 5, 2019

Healthy Schools Collaborative Measles Training

In view of the rising threats of measles to our young scholars, two of SVCS staff members, Jagdeep Kaur and Josia Sidhu attended Healthy Schools Measles Training in Yolo County Office of Education on May 8, 2019.

Engaging Parents: To engage parents, Kindergarten teacher arranged pastries for parents on May 9, in Kindergarten classroom. More than 90% of the parents attended the meeting.

Teacher Appreciation Week: PTO celebrated Teacher Appreciation Week, May 6-10, by providing breakfast for the entire SVCS staff on each day. On the last day, PTO gave gifts of school supplies to teachers and the staff. On behalf of the staff, the principal thanked PTO for appreciating teachers and the staff for their hard work.

Talent Show: There was more interest and participation in the Talent Show this year. The program lasted 2 hours. The participation was in dance, singing, play, magic show, instrument playing. A large number parents attended the show.

Field Day: Second annual field day, scheduled for May 21st in Regency Park, Natomas was canceled due to bad weather.

Multicultural Night, May 22, 2019: Teachers were assigned countries to work on their projects. Scholars researched history, culture, geography and political system of the country assigned to them. About 250-300 parent and family members joined and left very encouraging comments for teachers.

Achievement Award ceremony for grade 1-7 took place on May 29, 2019 between 9:30-10:30am. Kindergarten graduation ceremony was held at 2:30pm. There were more scholars who exceeded standards in Smarter Balanced ELA and Math. High achievers were awarded with

Governance Academy : Board Members Mr. Chamkaur Dhatt, Mr. Surjit Singh Dhillon and principal Dr. Amrik Singh attended Governance Academy on May 23 in downtime. It was very useful information about Brown's Act and how to run a successful charter school.

Principal Honor Rolls and Honor Rolls.



A Special Breakfast Scholar who Exceeded in ELA and Math:

The principal and the staff honored high achievers with the breakfast of pancakes, fruits, milk and juice. They were encouraged to maintain their high standards.

Eighth Grade Graduation Ceremony: The scholars who joined in 2011 in first grade and now in 8th grade graduated for high school. Their graduation ceremony was held on May 30, 9:00am.



Enrollment for 2019-2020: In view of the current enrollment interest shown by parents, it appears there are going to be two kindergarten classes and two 5th grade sections. We need more class rooms to accommodate the increased enrollment.