

## EXHIBITS

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EXHIBIT C:	2020-2021 Summit Charter School Calendar
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EXHIBIT E:	Bell Schedule
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ROCK TREE SKY  
SELF-DIRECTED EDUCATION

### 2019/2020 Fee Schedule

**Rock Tree Sky is committed to being an economically diverse community. We work with families of all financial backgrounds and offer assistance to make RTS widely accessible. If RTS feels like the right program for your children, please do not hesitate to contact us to figure out how the program can work for your family.**

PROGRAM	SCHEDULE	YEARLY FEE
Rock Tree Sky K-8		
Mondays	9am-3pm	\$2,000
Tuesdays Wednesdays & Thursdays	9am-3pm	\$5,500
Fridays	9am-3pm	\$2,000
All 3 Programs	9am-3pm	\$9,000
Rock Tree Sky 9-12		
Mondays	9am-3pm	\$2,200
Tuesdays Wednesdays & Thursdays	9am-3pm	\$6,000
Fridays	9am-3pm	\$2,200
All 3 Programs	9am-3pm	\$10,000

### Additional Costs

\$200/year materials fee per child
\$220/year aftercare program for once per month short Wednesdays (optional)

### FEE PAYMENT POLICY

The Security Deposit, equal to one tenth of enrollment cost, is due upon enrollment and will be used as a final fee payment. The Materials Fee is invoiced during the first regular billing cycle.

One-tenth of the yearly fee is billed nine times, on the fifteenth of each month (August – April) with payment due within 30 days from date of invoice.

Fee is payable in advance and continues during student absences or planned partial attendance.

# Nina Raquel Neulight, Ph.D., M.Ed.

## Professional Summary

Energetic educator with a solid history of achievement in K-12 classroom teaching, research, and industry.

## Qualifications

- California Professional Clear Multiple Subject Teaching Credential with BCLAD (Spanish)
- Experienced EL teacher and coordinator
- Spanish fluent
- STEM/STEAM integration

## Education

*University of California, Los Angeles*

Ph.D. in Educational Psychology, 2012

*Stanford University, School of Education*

M.A. in Learning, Design and Technology, 2002

*Dartmouth College*

A.B. in Spanish Literature, 1992

## Experience

*Education Advisor and Consultant*

2012-2019

*Jib Jab Media, Inc. and Storybots, Inc.*

Marina del Rey, CA

- Shape the educational content for animated songs, apps, and television episodes.

*Teacher*

2017-2018

*Ventura Unified School District*

Ventura, CA

- Taught 3<sup>rd</sup> grade in a bilingual Spanish-English program and represented school as its GATE Liaison.
- Applied for, received, and used Legos to integrate engineering into the 3<sup>rd</sup> grade science curriculum and aligned the curriculum with the Next Generation Science Standards.

*Teacher*

2016-2017, 1998-2001

*Los Angeles Unified School District*

Los Angeles, CA

- Taught Kindergarten and grade 1
- Represented school as its English Learner Coordinator.
- Chaired the School Site Council and was a member of the technology committee.
- Received a stipend from Center X, UCLA to conduct a teacher research study to document effective teaching strategies for English Language Learners within my 1st grade class.

*Teacher*

1994-1998

*Campbell Hall*

North Hollywood, CA

- Taught grade 5 science, mathematics, and social studies; Junior High Spanish and mathematics (Pre-Algebra, Algebra).

*Teacher*

1993-1994

*Beverly Hills Preparatory School*

Beverly Hills, CA

- Taught grades 9-12 science and mathematics.

**Thea Oseguera Wilcox**

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[theaose@yahoo.com](mailto:theaose@yahoo.com)

**EDUCATION:**

- City University of Seattle, Masters in Business Administration
- California State University Northridge, B.S. in Business Administration

**WORK EXPERIENCE:**

***Equivity, Inc.*** – February 2017- Present

Office Manager/Executive Assistant to CEO.

- Project management and coordination, communications.

***MED3000/McKesson – Oxnard, CA*** - April 2006 to December 2014

Facilities Manager and Executive Assistant to two company Vice Presidents - Oxnard, CA

- Financial analysis, general report analysis, project management, communications, lease negotiations, managing internal database administration.
- Supervisor to facility staff, including temp hires for specific projects.

***A + Maintenance*** - November 2004 to March 2006

Owner/Manager busy handyman business - Ojai, California

- Company setup and ongoing maintenance and management, oversight of labor and bid process and collections, company bookkeeping, client contact, marketing.

***JS DreamWorks Incorporated*** - January 2003 to January 2005

General Manager, Rose Garden Inn and Hummingbird Inn - Ojai, CA

- Oversight of all aspects of management for two hotels. Promoted from entry level in six months.
- Developed and executed successful marketing campaign to boost company profit.

**SKILLS:**

- Extensive project management
- Organized and effective
- Adapts to fast paced, changing environment
- Effective communication
- Seasoned in staff recruitment, retention and relations
- Effective at analyzing data and compiling easy to read results
- Experienced working with all levels of staff
- Organized and effective

**VOLUNTEER:**

***Condor Kids*** – Spring 2018 – present.

Community organizing to maintain connection hub for kids in wake of wildfire.

***Ventura County Garden Club*** - January 2010 to December 2014

Online communications, website management.

***Circle of Friends*** – January 2014 to June 2015

Facilitate and organize children playgroups for military spouses on a weekly basis.

***Stroller Warriors***- June 2014 to June 2015

Volunteer Fundraising coordinator for the China Lake chapter.

# PAUL ROYLE M.Ed.

805-525-7202

## EDUCATION:

**Azusa Pacific University** – Azusa, CA 1998-2005

- California Administrative Services Credential

**California State University**, Northridge, 1983-1985

- Masters Degree, Secondary Education

**California State University**, Los Angeles, 1968-1972

- Bachelor Science, Business Economics
- California Teaching Credential; Crosscultural, Language and Academic Development (CLAD) Credential.

## EMPLOYMENT:

Santa Paula Union High School District, 1972 – Retired in 2009

- Santa Paula High School
  - Taught: A.P., C.P. standard, SDAIE, vocational classes.
  - Principal, Summer School (four years)
  - Digital High School Principal (four years)
  - Chair, Vocational Education
  - Chair of Instructional Support, Western Association of Schools and Colleges.
  - Lead negotiator, American Federation of Teachers, six years.
  - Treasurer, American Federation of Teachers, four years.

Ojai Unified School District 2009-current

- Substitute teacher in all grades, at all schools.

## OTHER SKILLS/EXPERIENCE:

C.I.F coach – (swimming, football, track, and tennis)

Grant award winner, School-to-Career, Vocational Educational department.

National Prayer Day

Ventura County School to Career Network

Santa Paula Beautiful volunteers.

# KIMBERLY RIVERS

## CAREER HIGHLIGHTS

- strategic consulting on various successful local policy campaigns.
- broke recent story of leading U.S. Geological Survey hypothesis linking oil drilling to gases found in water wells. New drilling moratorium passed.
- nonprofit governance and management training, including nonprofit accounting.
- led grant-writing team to receive a \$500k state grant for a community air monitoring program, focus on environmental justice neighborhoods.
- expert on local oil and gas issues and permitting since 2011.
- broke story about expansion of commercial Class II oil-field waste disposal company. Expansion was halted.
- wrote story that led to finding that city law charging fees for campaign signs in front yards violated First Amendment. Law was removed.

## CORE COMPETENCIES

- sees connections, finds the key questions
- builds partnerships
- strong integrity and truth-seeker
- able to meet tight deadlines and address different client concerns
- storyteller - word & photo
- strategic thinker

## CONTACT DETAILS

Cell: 805-727-1393

Kimberly.rivers@gmail.com

## RECENT CAREER SUMMARY

### STAFF WRITER/REPORTER

VC Reporter | July 2019 - current

- News writer/reporter for countywide free weekly newspaper.
- Investigative journalism.

### FREELANCE REPORTER/WRITER

| 2011 - 2016 | Feb. 2019-July 2019

- Pitched stories and took assignments for Santa Paula Times, Ojai Valley News, VC Reporter, Endurance News, Arabian Horse World Magazine.
- Founded online news site, VCInFocus.

### EXECUTIVE DIRECTOR

Citizens For Responsible Oil & Gas | 2016-2019

- managed all aspects of nonprofit, environmental, watchdog organization - focus on government accountability of local oil and gas industry - land use, permitting.
- developed key relationships with decision makers, government officials, members of the public, stakeholders.
- Public Records Act requests.

## EDUCATION/CERTIFICATIONS/MEMBERSHIPS

### UNIVERSITY OF CALIFORNIA, SANTA BARBARA

Bachelor of Arts in Law & Society | 1993-1998

- pre-law degree focused on the intersection of law and the public.

### MIDWEST ACADEMY

Organizing for Social Change | 2018

- five-day certification program in community organizing.

### CALIFORNIA NATURALIST

University of CA Cooperative | 2016

### MEMBER

- Clean Air Fund Committee, Ventura County Air Pollution Control District.
- Committee on Natural Resources & the Environment for CA Assemblymember Monique Limón | 2017-2019

# **TERESA ZAMORA CASTRO**

[zcastro3450@yahoo.com](mailto:zcastro3450@yahoo.com)

(805) 766-6185

## **EDUCATION:**

Loyola Marymount University, 2015-2018

- Certificates.

The Archdioceses of Los Angeles: Department of Catholic Seminaries, 2010-2011

- Certificate, dual training in Spanish.

Santa Paula High School 1993-1997

## **EXPERIENCE:**

Majlar Productions, Feb. 1996-March 2013

Estate manager/personal assistant

- Oversight and manage all aspects of management of extensive estate – supervise office and housekeeping staff, project and event management.
- Manage/coordinate care of collection of artwork, valuables.

**Narconon Pacific Coast** Oct, 2013-Dec, 2016

Housekeeping Supervisor/ Cook

- Manage menu and meal prep for clients, staff, large group events. Strict dietary requests.
- Supervised staff in multiples facilities.
- Translation.

## **VOLUNTEER** 2010- present

Our Lady of Guadalupe Church 427 North Oak Street Santa Paula CA 93060

- Wedding coordinator, leads pre-marriage prep class.
- Organize one day retreats, coordinate couple support group.

## **SKILLS**

- Well organized and detail-oriented
- Ability to multi-task
- Responsible
- Flexible
- Bilingual
- Work well under pressure

# Andrew Gilman

1112 Golden West Avenue • Ojai, California 93023

Phone: (805) 231-5974

Email: [andrew.g.gilman@gmail.com](mailto:andrew.g.gilman@gmail.com)

*Objectives:* I have been fortunate to be involved with outstanding organizations that are making significant contributions to their communities and beyond. My focus has been on civic engagement, leadership, communication, design, marketing, strategic planning, and meaningful education. I strive to be a lifelong learner and want to continue to wholeheartedly apply myself and my skills to endeavors that are fostering real impact. I have years of experience in using Adobe and Microsoft products, fiscal management (Quickbooks), photography, writing, HTML, CSS, and WordPress.

## Education:

### **California Institute of the Arts**

[www.calarts.edu](http://www.calarts.edu)

Valencia, California

June 1998 • *Bachelor's Degree in Fine Art, Design*

### **St. John's College**

[www.sjc.edu](http://www.sjc.edu)

Santa Fe, New Mexico

August 2003 • *Master's Degree in Liberal Arts*

## Interests:

In a limited capacity, I work with clients who are accomplishing important things, including: *The No-Fault Zone*, *Thomas Aquinas College*, and *Casa of Ventura County*. Recently I joined the board of the *Ojai Storytelling Festival*.

I enjoy traveling, playing music, drawing, cooking, gardening, reading, and hiking. I've walked the *Camino de Santiago* in Spain twice, and hike the Los Padres and Sierra Nevada ranges as often as I can.

## Experience:

### **The Agora Foundation**

[www.theagorafoundation.org](http://www.theagorafoundation.org)

Ojai, California • September 1998 to the present

*Executive Director*

In addition to leading seminars for adults (please visit the foundation's website and click on "past offerings" for subject areas covered), responsibilities include non-profit corporate governance and board relations, marketing, event planning, grant writing, budgeting, and fiscal management. Since 2014, the foundation has also produced the Ojai Chautauqua panels. Please visit [www.ojaichat.org](http://www.ojaichat.org).

### **Oak Grove School**

[www.oakgroveschool.org](http://www.oakgroveschool.org)

Ojai, California • June 2010 to the present

*Former Director of Admissions and Outreach, current teacher*

As a former member of the leadership team, responsibilities include creation and execution of three-year marketing plans directly tied to enrollment and retention goals, implementation of upstream and downstream effectiveness measures, budget management, public written and visual communications, public event management, media production (video, photography, illustration, email), branding, social media management, website and internet presence, and board reporting.

### **Ventura Charter School of Arts and Global Education**

[www.venturacharterschool.org](http://www.venturacharterschool.org)

Ventura, California • January 2005 June 2010

*Founding Board Member and Former Board President*

Being a part of the creation of a K-8 charter school was an incredible honor. Former responsibilities included the creation and fulfillment of a five-year strategic plan, marketing, fiscal management, implementation of a performance planning process, the creation of a K-8 music program, and teaching several subjects. The school continues to thrive and just celebrated its 11th anniversary.

### **Behavioral Science Technology, Inc.**

[www.bstsolutions.com](http://www.bstsolutions.com) (now [www.dekra-insight.com](http://www.dekra-insight.com))

Ojai, California • February 1991 - April 2009

*Marketing Manager, Communications Consultant*

My duties at BST included marketing management, team leadership, managing a \$2 million budget, design (print, web, displays), writing, branding, instructional design, public speaking, tradeshow management, creating and leading courses on strategic communication and leadership development, and communications consulting with clients throughout the U.S. and Canada.



# Summit Charter School

## 2020 - 2021 School Calendar

August '20						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September '20						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October '20						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November '20						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December '20						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January '21						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February '21						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March '21						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April '21						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May '21						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June '21						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July '19						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



School Closed/ Holidays



Teacher in-Service Day (no school for students)



Minimum Day



First and Last Day of School

## SUMMIT CHARTER SCHOOL

### Attendance Policy

This policy is adopted from Ojai Unified's Policy

#### **COMPULSORY ATTENDANCE**

EC 48200

Parents are legally required to send their children, between the ages of 6 and 18, to school regularly and must enroll in a school in the school district in which the parent resides.

#### **ABSENCES**

Absence from school, regardless of the reason, limits your child's educational opportunities and can negatively affect his/her grades, academic achievement, promotion, graduation, self-esteem, and future employment. To emphasize the importance of regular school attendance, students may be required to make up time for absences when the absence is not excused or if it is not for a justifiable reason (EC 37223)

In the event that your child is, absent from school, please include the following elements in your verification phone call or note to school:

- your child's name
- the date(s) of the absence
- the reason for the absence (example: fever, vomiting, flu, stomachache, etc.)
- name of parent/guardian and relationship to the child
- for notes only-the signature of parent/guardian and the date of note

There are two types of absences: parent excused (verified) absences and unexcused (unverified absences).

Absences without a verified excuse (defined below) are recorded as unexcused absences.

#### **EXCUSED (VERIFIED) ABSENCES**

EC 48205

A pupil shall be excused from school when the absence is:

- 1) due to his or her illness
- 2) due to quarantine under the direction of a county or city health officer.
- 3) for the purpose of having medical, dental, optometric, or chiropractic services rendered.
- 4) for the purpose of attending the funeral services of a member of his or her immediate family, as long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
- 5) due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.
- 6) for justifiable personal reason, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, or attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization when the pupil's absence is requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the board.

- 7) for the purpose of spending time with a member of the pupil's immediate family, who is an active duty member of the uniformed services, as defined in Section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district

A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provide and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

Attendance at religious retreats shall not exceed four hours per semester.

Absences pursuant to this section are deemed absences in computing average daily attendance and shall not generate state apportionment payments. The district does not receive funds for these excused absences.

"Immediate family," as used in this section, includes mother, father, grandmother, grandfather, spouse, son son-in-law, daughter, daughter-in-law, brother, sister, or any relative living in the immediate household of the student (EC 49194)

## **TARDINESS**

Students are required to be on time for school. If students are late, they should bring a valid/verified excuse from home to the school office. Frequent tardiness in excess of 30 minutes without valid/verified excuse is considered truancy under state law.

## **TRUANCY**

EC 48260 - 48264

A student is considered truant after three unverified absences or tardies in a school year. After a student has been reported as truant three or more times in a school year, the student is considered a habitual truant. A student who is absent from school without a valid excuse for 10% or more of the school days in one school year, from the date of enrollment to the current date, is considered a chronic truant.

If any minor pupil in any district of a county is a habitual truant, or is irregular in attendance at school, as defined in the parent excuse process below, or is habitual insubordinate or disorderly during attendance at school. The school attendance supervisor, administrator or designee, a peace officer, or probation officer may arrest or assume temporary custody during school hours, of any minor who is found away from his/her home and who is absent from school without valid excuse within the county, city or school district. A student who is truant may be referred to a School Attendance and Review Board. (SARB)

### **The truancy notification process:**

#### **unexcused (unverified) absences:**

- 3 or more unexcused absences/tardies-First truancy letter sent to parents
- 4 or more unexcused absences/tardies-Second truancy letter and parent conference scheduled
- 5 or more unexcused absences/tardies-Third truancy letter and required Saturday School

- If failed to attend Saturday School or the student continues truant behavior - Fourth truancy letter and the student will be referred to SARB.

**Parent excused (verified) absences:**

- 12 or more excused absences/tardies-First truancy letter sent to parents
- 15 or more excused absences/tardies-Second truancy letter sent and parent conference scheduled.
- More than 15 excused absences/tardies-Third truancy letter and required Saturday School
- If failed to attend Saturday School or the student continues truant behavior-Fourth truancy letter and the student will be referred to SARB.

**ABSENCE FOR RELIGIOUS PURPOSES**

EC 46014

A student may be excused for religious exercises for a part of a day up to four times per month, provided a minimum day is completed. The district does not receive funds for these excused days, unless the student attends a minimum day. No pupil shall have her or her grade reduced or lose academic credit for any excused absence or absences, if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time.

**EXCUSE FROM SCHOOL FOR CONFIDENTIAL MEDICAL SERVICES**

EC46010.1

School authorities may excuse any minor pupil in grades 7-12 from school for obtaining confidential medical services without the consent of the pupil's parent or guardian.

**SHORT-TERM INDEPENDENT STUDY AGREEMENT**

If you know in advance that your child will be absent for 5 or more consecutive days, please contact the office of your school no fewer than three (3) days prior to the planned absence. We can provide an opportunity for your child to receive assignments and credit for work completed through an Independent Study Agreement.

Summit Charter School Bell Schedule

Regular Day Bell Schedule	TK/K	1 to 2	3 to 8
School starts	8:30	8:30	8:30
Recess	10:30-10:50	10:30-10:50	10:30-10:50
Lunch/Recess	11:50-12:30	11:50-12:30	11:50-12:30
Dismissal	1:30	2:40	3:05

Minimum Day Bell Schedule	TK/K	1 to 2	3 to 8
School starts	8:30	8:30	8:30
Recess	10:30-10:50	10:30-10:50	10:30-10:50
Lunch/Recess	11:50-12:30	11:50-12:30	11:50-12:30
Dismissal	1:10	1:10	1:10

Shortened Day Bell Schedule	TK/K	1 to 2	3 to 8
School starts	8:30	8:30	8:30
Recess	10:30-10:50	10:30-10:50	10:30-10:50
Lunch	11:50-12:10	11:50-12:10	11:50-12:10
Dismissal	12:10	12:10	12:10

## Classroom Practices and Strategies

*Responsive Classroom* is an approach to teaching based on the belief that integrating academic and social-emotional skills creates an environment where students can do their best learning. The *Responsive Classroom* approach consists of a set of practices and strategies that build academic and social-emotional competencies. This approach works well with many other programs and can be introduced gradually into a teacher's practice.

These core classroom practices are the heart of the *Responsive Classroom* approach:

### Shared Practices (K–8)

- **Interactive Modeling**—An explicit practice for teaching procedures and routines (such as those for entering and exiting the room) as well as academic and social skills (such as engaging with the text or giving and accepting feedback).
- **Teacher Language**—The intentional use of language to enable students to engage in their learning and develop the academic, social, and emotional skills they need to be successful in and out of school.
- **Logical Consequences**—A non-punitive response to misbehavior that allows teachers to set clear limits and students to fix and learn from their mistakes while maintaining their dignity.
- **Interactive Learning Structures**—Purposeful activities that give students opportunities to engage with content in active (hands-on) and interactive (social) ways.

### Elementary Practices (K–6)

- **Morning Meeting**—Everyone in the classroom gathers in a circle for twenty to thirty minutes at the beginning of each school day and proceeds through four sequential components: greeting, sharing, group activity, and morning message.
- **Establishing Rules**—Teacher and students work together to name individual goals for the year and establish rules that will help everyone reach those goals.
- **Energizers**—Short, playful, whole-group activities that are used as breaks in lessons.
- **Quiet Time**—A brief, purposeful and relaxed time of transition that takes place after lunch and recess, before the rest of the school day continues.
- **Closing Circle**—A five- to ten-minute gathering at the end of the day that promotes reflection and celebration through participation in a brief activity or two.

### Middle School Practices (5–8)

- **Responsive Advisory Meeting**—A practice with a set, predictable routine, organized around one of seven distinct purposes, that offers a solid framework for building meaningful connections and developing respectful and trusting relationships while meeting students' developmental needs. The meetings have four sequential components: arrival welcome, announcements, acknowledgments, and activity.
- **Investing Students in the Rules**—A process facilitated by the teacher that is composed of four steps: setting SMART goals, connecting the goals to rules, connecting the rules to concrete behaviors, and making the rules come alive.
- **Brain Breaks**—Short breaks in whole-class lessons that give students a chance to move and interact, used to increase focus, motivation, learning, and memory.

- **Active Teaching**—A strategy for delivering curriculum content where the teacher presents, explains, illustrates, and demonstrates content in a way that enables students to meet a learning objective. The three phases of active teaching are Teach and Model, Student Collaboration, and Facilitate Reflection.
- **Student Practice**—A process that follows active teaching where students explore and practice, under the teacher's guidance, the content and skills taught during a lesson. This gives the teacher the opportunity to identify and correct students' thinking before they practice further on their own.
- **Small Group Learning**—A structured way for students to work together on a specific learning goal, assignment, or project that is organized by the teacher.

Accessed at <https://www.responsiveclassroom.org/about/principles-practices/>

## SUMMIT CHARTER SCHOOL

**INDEPENDENT STUDY BOARD POLICY**

The Board of Directors of Summit Charter School (“Board”) recognizes its responsibilities for the education of all students in the Charter School. The Board authorizes independent study as an optional alternative instructional strategy by which all enrolled students may achieve curriculum objectives in a setting other than the classroom. Independent study is a means of individualizing the educational plan for students whose needs may be met best through study outside of the regular classroom setting. Independent study may be used by all students who are motivated to achieve educationally as well as or better than they would in the regular classroom. The following policies apply to all independent study offered by Summit Charter School:

1. For pupils in all grade levels offered by the Charter School, the maximum length of time that may elapse between the time an assignment is made and the date by which the pupil must complete the assigned work shall be **twenty (20)** school days.
2. When any student fails to complete three independent study assignments during any period of 20 school days, the Principal or designee shall conduct an evaluation to determine whether it is in the best interests of the student to remain in independent study. A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim pupil record. This record shall be maintained for a period of three years from the date of the evaluation and if the pupil transfers to another California public school, the record shall be forwarded to that school.
3. No student shall be required to participate in independent study.
4. No course required for high school graduation shall be offered exclusively through independent study.
5. No individual with exceptional needs as defined in Education Code Section 56026 may participate in independent study unless his or her individualized education program specifically provides for that participation.
6. No temporarily disabled student may receive individual instruction pursuant to Education Code 48206.3 through independent study.
7. The Charter School shall provide appropriate existing services and resources to enable students to complete their independent study successfully and shall ensure that the independent study student has the same access to all existing services and resources available to all other students in the Charter School.
8. Any Student who request independent study, together with the student’s parents or guardians, shall recognize that independent study must emphasize a commitment on the part of the student’s parent(s) or guardian.



9. The Charter School shall comply with the Education Code Sections 51745 through 51749.3 and the provisions of the Charter School's Act of 1992 and the State Board of Education regulations adopted there under.
10. The Principal shall establish regulations to implement these policies in accordance with the law.

### Independent Study Written Agreements

A written independent study agreement shall be executed and maintained for each participating student. The parent, guardian, or caregiver, student, certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil must approve and sign the written agreement prior to commencement of independent study.

Students engaging in independent study must be residents of Ventura County or an adjacent county and must be made available on site for standardized testing during the months of April and May.

The Charter School shall not provide to students engaged in independent study, or to their parents, guardians, or caregivers, funds or any things of value that are not provided for students engaged in regular classroom-based instruction, as required by Education Code Section 51747.3.

The independent study agreement for a student must require and cover a study plan that represents the same amount of study that would be required of a student in the classroom. Written agreements may include subsidiary agreements, such as course contracts and assignment and work records. Also, each written agreement shall include:

- ◆ The manner, time, frequency, and place for submitting a pupil's assignments and for reporting his or her progress.
- ◆ The objectives and methods of study for the pupil's work, and the methods utilized to evaluate that work.
- ◆ The specific resources, including materials and personnel, that will be made available to the pupil.
- ◆ A statement of the policies adopted herein regarding the maximum length of time allowed between the assignment and the completion of a pupil's assigned work, and the number of missed assignments allowed prior to an evaluation of whether or not the pupil should be allowed to continue in independent study.
- ◆ The duration of the independent study agreement, including beginning and ending dates for the pupil's participation in independent study under the agreement. No

independent study agreement shall be valid for any period longer than one school year.

- ◆ A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the pupil upon completion.
- ◆ The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no pupil may be required to participate. In the case of a pupil who is referred or assigned to any school, class or program pursuant to Education Code Section 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the pupil through independent study only if the pupil is offered the alternative of classroom instruction.
- ◆ Each written agreement shall be signed, prior to the commencement of independent study, by the pupil, the pupil's parent, legal guardian, or care giver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of the Family Code.



Secretary of State

ARTS-PB-  
501(c)(3)Articles of Incorporation of a  
Nonprofit Public Benefit Corporation**IMPORTANT — Read Instructions before completing this form.**

Filing Fee - \$30.00

Copy Fees - First page \$1.00; each attachment page \$0.50;  
Certification Fee - \$5.00Note: A separate California Franchise Tax Board application is required to obtain  
tax exempt status. For more information, go to <https://www.ftb.ca.gov>.FILED BPC  
Secretary of State  
State of California

JUN 18 2019

This Space For Office Use Only

**1. Corporate Name** (Go to [www.sos.ca.gov/business/be/name-availability](http://www.sos.ca.gov/business/be/name-availability) for general corporate name requirements and restrictions.)The name of the corporation is Summit Charter School**2. Business Addresses** (Enter the **complete** business addresses. Item 2a cannot be a P.O.Box or "in care of" an individual or entity.)

a. Initial Street Address of Corporation - <b>Do not enter a P.O. Box</b> 12520 Ojai-Santa Paula Road	City (no abbreviations) Ojai	State CA	Zip Code 93023
b. Initial Mailing Address of Corporation, if different than item 2a	City (no abbreviations)	State	Zip Code

**3. Service of Process** (Must provide either Individual **OR** Corporation.)**INDIVIDUAL** — Complete Items 3a and 3b only. Must include agent's full name and California street address.

a. California Agent's First Name (if agent is <b>not</b> a corporation) Thea	Middle Name	Last Name Wilcox	Suffix
b. Street Address (if agent is <b>not</b> a corporation) - <b>Do not enter a P.O. Box</b> 12520 Ojai-Santa Paula Road	City (no abbreviations) Ojai	State CA	Zip Code 93023

**CORPORATION** — Complete Item 3c. Only include the name of the registered agent Corporation.

c. California Registered Corporate Agent's Name (if agent is a corporation) — Do not complete Item 3a or 3b

**4. Purpose Statement****Item 4a:** One or both boxes **must** be checked.**Item 4b:** If "public" purposes is checked in Item 4a, or if you intend to apply for tax-exempt status in California, you **must** enter the specific purpose in Item 4b.)

- a. This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for: ☒ public purposes. ☒ charitable purposes.
- b. The specific purpose of this corporation is to operate, manage, over see a free, public, locally run charter school.

**5. Additional Statements** (See Instructions and Filing Tips.)

- a. This corporation is organized and operated exclusively for the purposes set forth in **Article 4** hereof within the meaning of Internal Revenue Code section 501(c)(3).
- b. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and this corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.
- c. The property of this corporation is irrevocably dedicated to the purposes in **Article 4** hereof and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person.
- d. Upon the dissolution or winding up of this corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for **charitable, educational and/or religious** purposes and which has established its tax-exempt status under Internal Revenue Code section 501(c)(3).

**6. Read and Sign Below** (This form must be signed by each incorporator. See Instructions. Do not include a title.)

Signature

Kimberly Rivers

Type or Print Name

# SUMMIT CHARTER SCHOOL

UPPER OJAI



## **Bylaws of Summit Charter School (A California Nonprofit Public Benefit Corporation)**

### **ARTICLE I NAME**

The name of this corporation is Summit Charter School.

### **ARTICLE II PRINCIPAL OFFICE OF THE CORPORATION**

Section 1. PRINCIPAL OFFICE OF THE CORPORATION. The principal office for the transaction of the activities and affairs of this corporation is 12520 Ojai Santa Paula Rd, State of California. The Governing Board may change the location of the principal office. Any such change of location must be noted by the Secretary on these bylaws opposite this Section; alternatively, this Section may be amended to state the new location.

Section 2. OTHER OFFICES OF THE CORPORATION. The Governing Board may at any time establish branch or subordinate offices at any place or places where this corporation is qualified to conduct its activities.

### **ARTICLE III GENERAL AND SPECIFIC PURPOSES; LIMITATIONS**

Section 1. GENERAL AND SPECIFIC PURPOSES. The purpose of this corporation is to manage, operate, guide, direct and promote the SUMMIT CHARTER SCHOOL ("Charter School"), a California public charter school. Also in the context of these purposes, the Corporation shall not, except to an insubstantial degree, engage in any other activities or exercise of power that do not further the purposes of the Corporation.

The Corporation shall not carry on any other activities not permitted to be carried on by: (a) a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code; or (b) a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code. No substantial part of the activities of the Corporation shall consist of the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office.

## **ARTICLE IV CONSTRUCTION AND DEFINITIONS**

Section 1. CONSTRUCTION AND DEFINITIONS. Unless the context indicates otherwise, the general provisions, rules of construction, and definitions in the California Nonprofit Corporation Law shall govern the construction of these bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, and the plural includes the singular, and the term “person” includes both a legal entity and a natural person.

## **ARTICLE V DEDICATION OF ASSETS**

Section 1. DEDICATION OF ASSETS. This corporation’s assets are irrevocably dedicated to public benefit purposes as set forth in the Charter School’s Charter. No part of the net earnings, properties, or assets of the corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual, or to any Board member or officer of the corporation. On liquidation or dissolution, all properties and assets remaining after payment, or provision for payment, of all debts and liabilities of the corporation shall be distributed to a nonprofit fund, foundation, or corporation that is organized and operated exclusively for charitable purposes and that has established its exempt status under Internal Revenue Code section 501(c)(3).

## **ARTICLE VI CORPORATIONS WITHOUT MEMBERS**

Section 1. CORPORATIONS WITHOUT MEMBERS. This corporation shall have no voting members within the meaning of the Nonprofit Corporation Law. The corporation’s Governing Board may, in its discretion, admit individuals to one or more classes of nonvoting members; the class or classes shall have such rights and obligations as the Governing Board finds appropriate.

## **ARTICLE VII GOVERNING BOARD**

Section 1. GENERAL POWERS. Subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, and subject to any limitations of the articles of incorporation or bylaws, the corporation’s activities and affairs shall be managed, and all corporate powers shall be exercised, by or under the direction of the Governing Board (“Board”). The Board may delegate the management of the corporation’s activities to any person(s), management company or committees, however composed, provided that the activities and affairs of the corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board.

Section 2. SPECIFIC POWERS. Without prejudice to the general powers set forth in Section 1 of these bylaws, but subject to the same limitations, the Governing Board shall have the power to:

1. Appoint and remove, at the pleasure of the Governing Board, all corporate officers, agents, and employees; prescribe powers and duties for them as are consistent with the law, the

articles of incorporation, and these bylaws; fix their compensation; and require from the security for faithful service.

2. Change the principal office of the principal business office in California from one location to another; cause the corporation to be qualified to conduct its activities in any other state, territory, dependency, or country; conduct its activities in or outside California.
3. Borrow money and incur indebtedness on the corporation's behalf and cause to be executed and delivered for the corporation's purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and securities.
4. Adopt and use a corporate seal.

Section 3. DESIGNATED DIRECTORS AND TERMS. The number of directors shall be no less than three (3) and no more than nine (9), unless changed by amendments to these bylaws. The Board composition shall include at least two (2) parents of students currently enrolled in the Charter School. All directors shall have full voting rights, including any representative appointed by the charter authorizer as consistent with Education Code Section 47604(c). If the charter authorizer appoints a representative to serve on the Board of Directors, the Board of Directors may appoint an additional director to ensure an odd number of Board members. All directors, except for the representative appointed by the charter authorizer, shall be designated by the existing Board of Directors at the corporation's annual meeting of the Board of Directors.

Except for the initial Board of Directors, members shall serve a term of four (4) year(s) and until a successor director has been designated and qualified. Anticipated terms for the initial Board of Directors shall be staggered with approximately half of the members serving two (2) year terms and approximately half serving four (4) year terms.

Section 4. RESTRICTION ON INTERESTED PERSONS AS DIRECTORS. No persons serving on the Board of Directors may be interested persons. An interested person is (a) any person currently being compensated by the corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director; and (b) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such person. However, any violation of this paragraph shall not affect the validity or enforceability of transactions entered into by the corporation. The Board may adopt other policies circumscribing potential conflicts of interest.

Section 5. DIRECTORS' TERM. Each director shall hold office for two (2) years and until a successor director has been designated and qualified.

Section 6. IF A BOARD MEMBER WISHES TO REMAIN ON THE BOARD beyond his/her two-year term, a nominating committee will be convened and will be comprised of:

1. A Teacher chosen by the Learning Council
2. A Parent chosen by the Parent Teacher Organization



3. The Board President (if not currently seeking renewal)
4. A board member chosen by the Board (not currently seeking renewal)
5. The Principal

Board members wishing to extend their term shall provide what they accomplished during their two-year term, their successes and challenges, and why they wished to remain on the board. If the Board member is elected to a subsequent term, the length of the subsequent term will be set for two years or shorter period designed to stagger the terms of the sitting Board members.

Section 7. NOMINATIONS BY COMMITTEE. The president of the Board of Directors or, if none, the vice-president will appoint a committee to designate qualified candidates for designation to the Board of Directors at least thirty (30) days before the date of any election of directors. The nominating committee shall be composed of two (2) parents selected by the parent membership of the Parent Teacher Organization; two (2) teachers selected by the teachers of the Charter School; and two (2) Board members selected by the Board of Directors. The nominating committee shall make its report at least seven (7) days before the date of the election or at such other time as the Board of Directors may set and the secretary shall forward to each Board member, with the notice of meeting required by these bylaws, a list of all candidates nominated by committee.

Section 8. USE OF CORPORATE FUNDS TO SUPPORT NOMINEE. No corporation funds may be expended to support a nominee without the Board's authorization.

Section 9. EVENTS CAUSING VACANCIES ON BOARD. A vacancy or vacancies on the Board of Directors shall occur in the event of (a) the death or resignation of any director; (b) the declaration by resolution of the Board of Directors of a vacancy in the office of a director who has been convicted of a felony, declared of unsound mind by a court order, or found by final order or judgment of any court to have breached a duty under California Nonprofit Public Benefit Corporation Law, Chapter 2, Article 3; or (c) the increase of the authorized number of directors.

Section 10. RESIGNATION OF DIRECTORS. Except as provided below, any director may resign by giving written notice to the president of the Board, if any, or to the vice president or the secretary of the Board. The resignation shall be effective when the notice is given unless the notice specifies a later time for the resignation to become effective. If a director's resignation is effective at a later time, the Board of Directors may elect a successor to take office as of the date when the resignation becomes effective.

Section 11. DIRECTOR MAY NOT RESIGN IF NO DIRECTOR REMAINS. Except on notice to the California Attorney General, no director may resign if the corporation would be left without a duly elected director or directors.

Section 12. REMOVAL OF DIRECTORS. Any director, except for the representative appointed by the charter authorizer, may be removed, with or without cause, by the vote of the majority of the members of the entire Board of Directors at a special meeting called for that purpose, or at a regular meeting, provided that notice of that meeting and of the removal questions are given as provided in Section 18. The representative appointed by the charter authorizer may be removed without cause by the charter authorizer or with the written consent of the charter authorizer. Any vacancy caused by the removal of a director shall be filled as provided in Section 13.

Section 13. VACANCIES FILLED BY BOARD. Vacancies on the Board of Directors may be filled by approval of the Board of Directors or, if the number of directors then in office is less than a quorum, by (1) the affirmative vote of a majority of the directors then in office at a regular or special meeting of the Board, or (3) a sole remaining director. A vacancy in the seat of the representative of the charter authorizer shall be filled by the charter authorizer.

Section 14. NO VACANCY ON REDUCTION OF NUMBER OF DIRECTORS. Any reduction of the authorized number of directors shall not result in any directors being removed before his or her term of office expires.

Section 15. PLACE OF BOARD OF DIRECTORS MEETINGS. Meetings shall be held at the principal office of the corporation. The Board of Directors may designate that a meeting be held at any place within the boundaries of Ventura County that has been designated in the notice of the meeting. All meetings of the Board of Directors shall be called, held and conducted in accordance with the terms and provisions of the Ralph M. Brown Act ("Brown Act"), California Government Code Sections 54950, et seq., as said chapter may be modified by subsequent legislation.

Section 16. TELECONFERENCE MEETINGS. Members of the Board of Directors may participate in teleconference meetings so long as all of the following requirements in the Brown Act are complied with:

- a. At a minimum, a quorum of the members of the Board of Directors shall participate in the teleconference meeting from locations within the boundaries of the granting agency in which the Corporation operates;
- b. All votes taken during a teleconference meeting shall be by roll call;
- c. If the Board of Directors elects to use teleconferencing, it shall post agendas at all teleconference locations with each teleconference location being identified in the notice and agenda of the meeting;
- d. All locations where a member of the Board of Directors participates in a meeting via teleconference must be fully accessible to members of the public and shall be listed on the agenda;<sup>1</sup>
- e. Members of the public must be able to hear what is said during the meeting and shall be provided with an opportunity to address the Board of Directors directly at each teleconference location; and
- f. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.

<sup>1</sup> This means that members of the Board of Directors who choose to utilize their homes or offices as teleconference locations must open these locations to the public and accommodate any members of the public who wish to attend the meeting at that location.

Section 17. ANNUAL AND REGULAR MEETINGS. It is the intent of the Board to hold Regular meetings once a month, except during summer break. At least 72 hours before a regular meeting, the Board of Directors, or its designee shall post an agenda on or near school grounds and on the school website homepage containing a brief general description of each item of business to be transacted or discussed at the meeting. The Board of Directors shall hold an annual meeting for purposes of organization, election of officers, and transaction of other business. This meeting shall be held at a time, date, and place as noticed by the Board of Directors in accordance with the



Brown Act. The Board may hold regular, special and emergency meetings. All meetings of the Board of Directors shall be called, held and conducted in accordance with the terms and provisions of the Brown Act.

Section 18. **AUTHORITY TO CALL SPECIAL MEETINGS.** Special meetings of the Board of Directors for any purpose may be called at any time by the President of the Board or a majority of the directors. If a President of the Board has not been elected then the Vice President is authorized to call a special meeting in place of the President of the Board. The party calling a special meeting shall determine the place, date, and time thereof.

Section 19. **NOTICE OF SPECIAL MEETINGS.** In accordance with the Brown Act, special meetings of the Board of Directors may be held only after twenty-four (24) hours notice is given to the public through the posting of an agenda on or near school grounds and on the school website homepage. Notice of the time and place of special or emergency meetings shall be given to each director by (a) personal delivery of written notice; (b) first-class mail, postage prepaid; (c) telephone, including a voice messaging system or other system or technology designed to record and communicate messages, either directly to the director or to a person at the director's office who would reasonably be expected to communicate that notice promptly to the director; (d) telegram; (e) facsimile; (f) electronic mail; or (g) other electronic means. All such notices shall be given or sent to the director's address or telephone number as shown on the corporation's records and shall be sent with at least such notice as is required in accordance with the terms and provisions of the Brown Act

Notice of the time and place of special meetings shall be given to all media who have provided written notice to the Summit Charter School.

The notice shall state the time and place of the meeting, and the business to be transacted at the meeting.

All notice requirements will comply with the terms and provisions of the Brown Act.

Section 20. **QUORUM.** A majority of the directors then in office shall constitute a quorum for the transaction of any business except adjournment. Every action taken or decision made by a majority of the directors present at a duly held meeting at which a quorum is present shall be an act of the Board, subject to the more stringent provisions of the California Nonprofit Public Benefit Corporation Law, including, without limitation, those provisions relating to (a) approval of contracts or transactions in which a director has a direct or indirect material financial interest, (b) approval of certain transactions between corporations having common directorships, (c) creation of and appointments to committees of the Board, and (d) indemnification of directors. Directors may not vote by proxy. The vote or abstention of each Board member present for each action taken shall be publicly reported.

Section 21. **ADJOURNMENT.** A majority of the directors present, whether or not a quorum is present, may adjourn any meeting to another time and place.

Section 22. **COMPENSATION AND REIMBURSEMENT.** Directors may not receive compensation for their services as directors or officers only such reimbursement of expenses, as

the Board of Directors may establish by resolution to be just and reasonable as to the corporation at the time that the resolution is adopted.

Section 23. CREATION OF POWERS OF COMMITTEES. The Board, by resolution adopted by a majority of the directors then in office, may create one or more committees, each consisting of two or more directors and no one who is not a director, to serve at the pleasure of the Board. Appointments to committees of the Board of Directors shall be by majority vote of the authorized number of directors. The Board of Directors may appoint one or more directors as alternate members of any such committee, who may replace any absent member at any meeting. Any such committee shall have all the authority of the Board, to the extent provided in the Board of Directors' resolution, except that no committee may:

- a. Take any final action on any matter that, under the California Nonprofit Public Benefit Corporation Law, also requires approval of the members or approval of a majority of all members;
- b. Fill vacancies on the Board of Directors or any committee of the Board;
- c. Fix compensation of the directors for serving on the Board of Directors or on any committee;
- d. Amend or repeal bylaws or adopt new bylaws;
- e. Amend or repeal any resolution of the Board of Directors that by its express terms is not so amendable or subject to repeal;
- f. Create any other committees of the Board of Directors or appoint the members of committees of the Board;
- g. Expend corporate funds to support a nominee for director if more people have been nominated for director than can be elected; or
- h. Approve any contract or transaction to which the corporation is a party and in which one or more of its directors has a material financial interest, except as special approval is provided for in Corporations Code section 5233(d)(3).

The Board may also create one or more advisory committees composed of directors and non-directors. It is the intent of the Board to encourage the participation and involvement of faculty, staff, parents, students and administrators through attending and participating in open committee meetings. The Board may establish, by resolution adopted by a majority of the directors then in office, advisory committees to serve at the pleasure of the Board.

Section 24. MEETINGS AND ACTION OF COMMITTEES. Meetings and actions of committees of the Board of Directors shall be governed by, held, and taken under the provisions of these bylaws concerning meetings, other Board of Directors' actions, and the Brown Act, if applicable, except that the time for general meetings of such committees and the calling of special meetings of such committees may be set either by Board of Directors' resolution or, if none, by resolution of the committee. Minutes of each meeting shall be kept and shall be filed with the corporate

records. The Board of Directors may adopt rules for the governance of any committee as long as the rules are consistent with these bylaws. If the Board of Directors has not adopted rules, the committee may do so.

Section 25. NON-LIABILITY OF DIRECTORS. No Director shall be personally liable for the debts, liabilities, or other obligations of this corporation.

Section 26. COMPLIANCE WITH LAWS GOVERNING STUDENT RECORDS. The Charter School and the Board of Directors shall comply with all applicable provisions of the Family Education Rights Privacy Act ("FERPA") as set forth in Title 20 of the United States Code Section 1232g and attendant regulations as they may be amended from time to time.

Section 27. COMPLIANCE WITH CONFLICT OF INTEREST LAWS. The Charter School and its Board of Directors shall comply with the conflict of interest provisions of the Political Reform Act ("PRA") and California Governments Code Section 1090 et seq. as set forth in Education Code Section 47604.1 and any attendant regulations as they may be amended from time to time.

Section 28. CONTRACTS WITH DIRECTORS. The Corporation shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (nor any other corporation, firm, association, or other entity in which one or more of the Corporation's directors are directors and have a material financial interest).

## **ARTICLE VIII OFFICERS OF THE CORPORATION**

Section 1. OFFICES HELD. The officers of this corporation shall be a President, a Vice President, a Secretary, and a Treasurer. The corporation, at the Board's direction, may also have one or more vice-presidents, one or more assistant secretaries, one or more assistant treasurers, and such other officers as may be appointed under Article VIII, Section 4, of these bylaws. The officers in addition to the corporate duties set forth in this Article VIII shall also have administrative duties as set forth in any applicable contract for employment or job specification.

Section 2. DUPLICATION OF OFFICE HOLDERS. Any number of offices may be held by the same person, except that neither the Secretary nor the Treasurer may serve concurrently as either the Director of Operations or the President of the Board.

Section 3. ELECTION OF OFFICERS. The officers of this corporation shall be chosen annually by the Board of Directors and shall serve at the pleasure of the Board, subject to the rights of any officer under any employment contract.

Section 4. APPOINTMENT OF OTHER OFFICERS. The Board of Directors may appoint and authorize the President of the Board, the Vice-President, or another officer to appoint any other officers that the corporation may require. Each appointed officer shall have the title and authority, hold office for the period, and perform the duties specified in the bylaws or established by the Board.

Section 5. REMOVAL OF OFFICERS. Without prejudice to the rights of any officer under an employment contract, the Board of Directors may remove any officer with or without cause. An

officer who was not chosen by the Board of Directors may be removed by any other officer on whom the Board of Directors confers the power of removal.

Section 6. RESIGNATION OF OFFICERS. Any officer may resign at any time by giving written notice to the Board. The resignation shall take effect on the date the notice is received or at any later time specified in the notice. Unless otherwise specified in the notice, the resignation need not be accepted to be effective. Any resignation shall be without prejudice to any rights of the corporation under any contract to which the officer is a party.

Section 7. VACANCIES IN OFFICE. A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these bylaws for normal appointment to that office, provided, however, that vacancies need not be filled on an annual basis.

Section 8. PRESIDENT OF THE BOARD. The President of the Board of Directors shall preside at the Board of Directors' meetings and shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time. If a President of the Board of Directors is elected, there shall also be a Vice-President of the Board of Directors.

Section 9. VICE-PRESIDENTS. If the President of the Board is absent or disabled, the vice-presidents, if any, in order of their rank as fixed by the Board, or, if not ranked, a vice-president designated by the Board, shall perform all duties of the President of the Board. When so acting, a vice-president shall have all powers of and be subject to all restrictions on the President of the Board. The vice-presidents shall have such other powers and perform such other duties as the Board of Directors or the bylaws may require. In the absence of the President of the Board, the Vice-President shall preside at Board of Directors meetings and shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time.

Section 10. SECRETARY. The Secretary shall keep or cause to be kept, at the corporation's principal office or such other place as the Board of Directors may direct, a book of minutes of all meetings, proceedings, and actions of the Board, and of committees of the Board. The minutes of meetings shall include the time and place that the meeting was held; whether the meeting was annual, regular, special, or emergency and, if special or emergency, how authorized; the notice given; the names of persons present at Board of Directors and committee meetings; and the vote or abstention of each Board member present for each action taken. .

The Secretary shall keep or cause to be kept, at the principal California office, a copy of the articles of incorporation and bylaws, as amended to date.

The Secretary shall give, or cause to be given, notice of all meetings of the Board, and of committees of the Board of Directors that these bylaws require to be given. The Secretary shall keep the corporate seal, if any, in safe custody and shall have such other powers and perform such other duties as the Board of Directors or the bylaws may require.

Section 11. TREASURER. The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of the corporation's properties and transactions. Treasurer shall send or cause to be given to the members and directors such financial

statements and reports as are required to be given by law, by these bylaws, or by the Board. The books of account shall be open to inspection by any director at all reasonable times.

The Treasurer, along with the President, shall (i) deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the corporation with such depositories as the Board of Directors may designate; (ii) disburse the corporation's funds as the Board of Directors may order; (iii) render to the President of the Board, if any, and the Board, when requested, an account of all transactions as chief financial officer and of the financial condition of the corporation; and (iv) have such other powers and perform such other duties as the Board, contract, job specification, or the bylaws may require.

If required by the Board, the Chief Financial Officer shall give the corporation a bond in the amount and with the surety or sureties specified by the Board of Directors for faithful performance of the duties of the office and for restoration to the corporation of all of its books, papers, vouchers, money, and other property of every kind in the possession or under the control of the Chief Financial Officer on his or her death, resignation, retirement, or removal from office.

## **ARTICLE IX LOANS TO DIRECTORS AND OFFICERS**

Section 1. LOANS TO DIRECTORS AND OFFICERS. This corporation shall not lend any money or property to or guarantee the obligation of any director or officer without the approval of the California Attorney General; provided, however, that the corporation may advance money to a director or officer of the corporation for expenses reasonably anticipated to be incurred in the performance of his or her duties if that director or officer would be entitled to reimbursement for such expenses of the corporation.

## **ARTICLE X INDEMNIFICATION**

Section 1. INDEMNIFICATION. To the fullest extent permitted by law, this corporation shall indemnify its directors, officers, employees, and other persons described in Corporations Code Section 5238(a), including persons formerly occupying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that section, and including an action by or in the right of the corporation by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in that section of the Corporations Code.

On written request to the Board of Directors by any person seeking indemnification under Corporations Code Section 5238 (b) or Section 5238 (c) the Board of Directors shall promptly decide under Corporations Code Section 5238 (e) whether the applicable standard of conduct set forth in Corporations Code Section 5238 (b) or Section 5238 (c) has been met and, if so, the Board of Directors shall authorize indemnification.

## **ARTICLE XI INSURANCE**

Section 1. **INSURANCE.** This corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, to cover any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising from the officer's, director's, employee's, or agent's status as such.

## **ARTICLE XII MAINTENANCE OF CORPORATE RECORDS**

**MAINTENANCE OF CORPORATE RECORDS.** This corporation shall keep:

- a. Adequate and correct books and records of account;
- b. Written minutes of the proceedings of its members, Board, and committees of the Board; and
- c. Such reports and records as required by law.

## **ARTICLE XIII INSPECTION RIGHTS**

Section 1. **DIRECTORS' RIGHT TO INSPECT.** Every director shall have the right at any reasonable time to inspect the corporation's books, records, documents of every kind, physical properties, and the records of each subsidiary as permitted by California and federal law. The inspection may be made in person or by the director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents as permitted by California and federal law. This right to inspect may be circumscribed in instances where the right to inspect conflicts with California or federal law (e.g., restrictions on the release of educational records under FERPA) pertaining to access to books, records, and documents.

Section 2. **ACCOUNTING RECORDS AND MINUTES.** On written demand on the corporation, any member may inspect, copy, and make extracts of the accounting books and records and the minutes of the proceedings of the members, the Board of Directors, and committees of the Board of Directors at any reasonable time for a purpose reasonably related to the member's interest as a member. Any such inspection and copying may be made in person or by the member's agent or attorney. This right of inspection extends to the records of any subsidiary of the corporation.

Section 3. **MAINTENANCE AND INSPECTION OF ARTICLES AND BYLAWS.** This corporation shall keep at its principal California office the original or a copy of the articles of incorporation and bylaws, as amended to the current date, which shall be open to inspection by the members at all reasonable times during office hours. If the corporation has no business office in California, the Secretary shall, on the written request of any member, furnish to that member a copy of the articles of incorporation and bylaws, as amended to the current date.

## **ARTICLE XIV REQUIRED REPORTS**

Section 1. ANNUAL REPORTS. The Board of Directors shall cause an annual report to be sent to the Board of Directors within 120 days after the end of the corporation's fiscal year. That report shall contain the following information, in appropriate detail:

- The assets and liabilities, including the trust funds, or the corporation as of the end of the fiscal year;
- The principal changes in assets and liabilities, including trust funds;
- The corporation's revenue or receipts, both unrestricted and restricted to particular purposes;
- The corporation's expenses or disbursement for both general and restricted purposes;
- Any information required under these bylaws; and
- An independent accountant's report or, if none, the certificate of an authorized officer of the corporation that such statements were prepared without audit from the corporation's books and records.

Section 2. ANNUAL STATEMENT OF CERTAIN TRANSACTIONS AND INDEMNIFICATIONS. As part of the annual report to all members, or as a separate document if no annual report is issued, the corporation shall, within 120 days after the end of the corporation's fiscal year, annually prepare and mail or deliver to each member and furnish to each director a statement of any transaction or indemnification of the following kind: The amount and circumstances of any indemnifications aggregating more than \$10,000 paid during the fiscal year to any director or officer of the Corporation pursuant to Article X of these Bylaws.

## **ARTICLE XV BYLAW AMENDMENTS**

The Board of Directors may adopt, amend or repeal any of these Bylaws by a majority of the directors present at a meeting duly held at which a quorum is present, except that no amendment shall change any provisions of the Charter that created the Summit Charter School or make any provisions of these Bylaws inconsistent with that Charter, the corporation's Articles of Incorporation, or any laws.

## **ARTICLE XVI GREATER VOTE REQUIREMENT**

If any provision of these Bylaws requires the vote of a larger proportion of the Board than is otherwise required by law, that provision may not be altered, amended, or repealed except by that greater vote.

**ARTICLE XVII  
FISCAL YEAR**

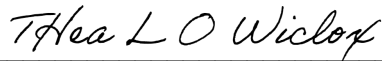
Section 1. FISCAL YEAR OF THE CORPORATION. The fiscal year of the Corporation shall begin on July 1<sup>st</sup> and end on June 30<sup>th</sup> of each year.

**CERTIFICATE OF President or Secretary:**

I certify that I am the duly elected and acting President of the Summit Charter School, a California nonprofit public benefit corporation; that these bylaws, consisting of fourteen (13) pages, are the Bylaws of this corporation as adopted and amended by the Board of Directors.

Approved/Adopted on:

at Upper Ojai, California



Signature of : Thea L. O. Wilcox

Executed on: October 13, 2019



**SUMMIT CHARTER SCHOOL****CONFLICT OF INTEREST CODE****I. ADOPTION**

In compliance with the Political Reform Act of 1974, California Government Code Section 87100, et seq., the Summit Charter School Corporation (“SCS”) hereby adopts this Conflict of Interest Code (“Code”), which shall apply to all governing board members and all other designated employees of SCS and any and all of the California public charter schools it operates, as specifically required by California Government Code Section 87300.

The terms of the Model Conflict of Interest Code set forth in Title 2, Section 18730 of the California Code of Regulations, and any amendments to the Model Conflict of Interest Code subsequently adopted by the Fair Political Practices Commission, are hereby incorporated by reference. The incorporation pages, Regulation 18730, and the attached Appendices designating positions and establishing disclosure categories, shall collectively constitute the Conflict of Interest Code of SCS. The full text of Title 2, Section 18730 of the California Code of Regulations may be found at:

<http://www.fppc.ca.gov/content/dam/fppc/NSDocuments/LegalDiv/Regulations/Index/Chapter7/Article2/18730.pdf>.

**II. DEFINITION OF TERMS**

As applicable to a California public charter school, the definitions contained in the Political Reform Act of 1974, the regulations of the Fair Political Practices Commission, specifically California Code of Regulations Section 18730, and any amendments or modifications to the Act and regulations are incorporated by reference to this Code.

**III. DESIGNATED EMPLOYEES**

Employees of SCS, including governing board members, who hold positions that involve the making or participation in the making, of decisions that may foreseeably have a material effect on any financial interest, shall be “designated employees.” The designated positions are listed in “Exhibit A” attached to this policy and incorporated by reference herein.

**IV. STATEMENT OF ECONOMIC INTERESTS: FILING**

Each designated employee, including governing board members, shall file a Statement of Economic Interests (“Statement”) at the time and manner prescribed by California Code of Regulations, title 2, section 18730, disclosing reportable investments, interests in real property, business positions, and income required to be reported under the category to which the employee’s position is assigned in “Exhibit A.”

An investment, interest in real property, or income shall be reportable, if the business entity in which the investment is held, the interest in real property, the business position, or source of income may foreseeably be affected materially by a decision made or participated in by the designated employee by virtue of his or her position. The specific disclosure responsibilities assigned to each position are set forth in “Exhibit B.”

Statements Filed with SCS. All Statements shall be filed with SCS. If a statement is received in signed paper format, the SCS filing official shall make and retain a copy and forward the original of this statement to the Ventura County Board of Supervisors' Clerk.

Statements retained by SCS are public records available for public inspection and reproduction pursuant to Government Code section 81008.

## **V. DISQUALIFICATION**

No designated employee shall make, participate in making, or try to use his/her official position to influence any SCS decision which he/she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family.

## **VI. MANNER OF DISQUALIFICATION**

### **A. Non-Governing Board Member Designated Employees**

When a non-Governing Board member designated employee determines that he/she should not make a decision because of a disqualifying interest, he/she should submit a written disclosure of the disqualifying interest to his/her immediate supervisor. The supervisor shall immediately reassign the matter to another employee and shall forward the disclosure notice to the Principal, who shall record the employee's disqualification. In the case of a designated employee who is head of an agency, this determination and disclosure shall be made in writing to his/her appointing authority.

### **B. Governing Board Member Designated Employees**

Governing Board members shall comply with all applicable laws and adopted policies relating to potential conflicts of interest. As required under applicable laws, Governing Board members shall disclose a disqualifying interest at the meeting during which the item in which the member has a conflict is agendaized. This disclosure shall be made part of the Board's official record.

To ensure the rest of the Board may hear an item in which a Governing Board member has a conflict of interest, the Governing Board member shall consult with legal counsel prior to the meeting during which consideration of the item takes place. The SCS Board of Directors shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (nor shall the SCS Board of Directors enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the SCS Board of Directors are directors and have a material financial interest).

## **EXHIBIT A**

### **Designated Positions**

<b><u>Designated Position</u></b>	<b><u>Assigned Disclosure Category</u></b>
Members of the Governing Board	1
Principal	1
Chief Financial Officer	1
Financial Director	1
Purchasing Director	1
Consultant <sup>1</sup>	

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

## **EXHIBIT B**

### **Disclosure Categories**

#### **Disclosure Category 1**

Persons in positions designated Category 1 must report:

- Interests in real property that are located in whole or in part within the boundaries or within two miles of the boundaries of any land owned or used by SCS, including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
- a) Investments in business entities that, business positions in business entities that, and income (including gifts, loans, and travel payments) from sources that:
  - are of the type that engage in the purchase or sale of real property or are engaged in building construction or design.
  - are engaged in the performance of work or services of the type to be utilized by SCS;
  - manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type utilized by SCS;

#### **Disclosure Category 2**

Persons in positions designated Category 2 must report: investments in business entities that, business positions in business entities that, and income (including gifts, loans, and travel payments) from sources that:

- are engaged in the performance of work or services of the type to be utilized by SCS;
- manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type utilized by SCS;

#### **Disclosure Category 3**

Persons in positions designated Category 3 must report: investments in business entities that, business positions in business entities that, and income (including gifts, loans, and travel payments) from sources that:

- are engaged in the performance of work or services of the type used by the department for which the designated employee is responsible;
- manufacture, sell, repair, rent or distribute school supplies, books, materials, school furnishings or equipment of the type used by the department for which the designated employee is responsible.

## Summit Charter School Outreach and Recruitment Plan

Summit Charter School is committed to growing its enrollment until it becomes full, with one full multiage strands and 120 students. Our school is committed to creating a student body that fully reflects the full range of diversity found in the school-aged community in Ojai and neighboring communities. Summit Charter School believes that creating a diverse community of learners is critical to a 21st Century education and assists our students by offering public services to close the achievement gap.

SVS will establish relationships with pre-schools and day care centers in our District, and Santa Paula District, and provide them with promotional materials and presentations in both English and Spanish.

Outreach will include the following media:

### Online media:

SVS will maintain a website for parent information and steps to enrollment with important pages available in Spanish.

SVS has a Facebook page in order to maintain a social media presence and will use Facebook boosting and targeting capabilities to reach our target audiences.

### Print based media:

SVS utilizes bilingual flyers, with targeted placements, to encourage enrollment and offer information about upcoming events.

SVS utilizes distributes a bilingual brochure to educate families about RVC offerings.

SVS will identify and attend relevant local meetings and events in order to present and/ or distribute materials. In Ojai annual events we will attend are Art in the Park, Ojai Valley Lavender Festival, Fourth of July Parade & Celebration, Ojai Day, Mexican Festival and local library or other non-profit events. In Santa Paula, annual events we will attend are Jazz & Art Festival, Labor Day Parade, Christmas Parade, and local library events or other non-profit events. We will also work to identify and create a relationship with builders in Santa Paula area.

Advertisements will be put as allowed by budget in local newspapers such as Ojai Valley News, Ventura County Star and Santa Paula Times.

Summit Charter School will hold orientation sessions for new parents throughout the year and will advertise these sessions at pre-schools and through Facebook. It will also conduct weekly tours of its schools for interested parents.

**SUMMIT CHARTER SCHOOL  
BUDGET NARRATIVE**

**Enrollment**

Summit Charter School is planning to open in August of 2020 with 96 students in grades TK/K- 6<sup>th</sup> grade. An additional grade level will be added each year until enrollment reaches up to 8<sup>th</sup> grade in Year 3. Average Daily Attendance (ADA) will drive Summit Charter School's main sources of revenues. ADA is calculated as the total number of days of student attendance divided by the total number of days in the regular school year. Summit Charter School's budget is based off an assumption of a 95% attendance rate.

<b>Planned Enrollment</b>					
	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
TK/K	24	24	24	24	24
1	12	12	12	12	12
2	12	12	12	12	12
3	12	12	12	12	12
4	12	12	12	12	12
5	12	12	12	12	12
6	12	12	12	12	12
7		12	12	12	12
8			12	12	12
<b>Total</b>	<b>96</b>	<b>108</b>	<b>120</b>	<b>120</b>	<b>120</b>
ADA %	95%	95%	95%	95%	95%

<b>Average Daily Attendance (ADA)</b>					
	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
TK-3	57.00	57.00	57.00	57.00	57.00
4-6	34.20	34.20	34.20	34.20	34.20
7-8	0.00	11.40	22.80	22.80	22.80
<b>Total</b>	<b>91.20</b>	<b>102.60</b>	<b>114.00</b>	<b>114.00</b>	<b>114.00</b>

### Student Demographics

Summit Charter School's projected unduplicated pupil percentage is budgeted at 54.55%. This percentage is based from Summit's student demographics from fiscal year 2017-18 when the school operated as a school of Ojai Unified School District. Ojai Unified School District's unduplicated pupil count for fiscal year 2018-19 was 50.81%. Summit Charter School is projected to have total a total English learner percentage of 22.73% which is consistent of what its rate was when the school was in operation in 2017-18 as a school of the district.

Student Demographics					
	2020-21	2021-22	2022-23	2023-24	2024-25
	Year 1	Year 2	Year 3	Year 4	Year 5
FRL %	54.55%	54.55%	54.55%	54.55%	54.55%
EL %	22.73%	22.73%	22.73%	22.73%	22.73%
Unduplicated %	54.55%	54.55%	54.55%	54.55%	54.55%
# Unduplicated	52	59	65	65	65

### Revenues

With 92% of total revenue coming from Local Control Funding Formula sources, revenue will rely heavily on Summit Charter School's Average Daily Attendance (ADA). Budgeted revenues are based on enrollment and ADA rates as displayed in previous sections. Total revenue from all sources is projected to be approximately \$10,192 per ADA in Year 1. Total revenue per ADA is projected to steadily increase. The budget conservatively projects flat growth in Year 4 and Year 5. Assumptions used to budget revenue include but are not limited to FCMAT's Local Control Funding Formula Calculator, School Services of California's Financial Projection Dartboard for 2019-20 and other resources. Fundraising revenue is budgeted for the planning year to assist with costs for legal and financial consulting associated with the charter petition and to assist with other start up costs in Year 1.

	2019-20 Planning Year	2020-21 Year 1	2021-22 Year 2	2022-23 Year 3	2023-24 Year 4	2024-25 Year 5	% of Total Revenue
Local Control Funding Formula		858,541	990,678	1,132,990	1,132,990	1,132,990	92%
Other State Income		20,704	23,292	25,880	25,880	25,880	2%
Other Income-Local		18,878	22,822	25,380	25,578	25,578	2%
TOTAL INCOME	25,000	31,415	35,342	39,269	39,269	39,269	3%
Total Revenues	\$ 25,000	\$ 929,539	\$ 1,072,134	\$ 1,223,519	\$ 1,223,717	\$ 1,223,717	
Revenue Per ADA		\$ 10,192	\$ 10,450	\$ 10,733	\$ 10,734	\$ 10,734	

### **Local Control Funding Formula Revenue**

Total Local Control Funding Formula revenue for the first year of operations is budgeted at \$858,541. This includes a supplemental grant of \$83,922 based on Summit Charter School's unduplicated pupil percentage of 54.55%. Summit Charter School is not eligible to receive the concentration grant based on Ojai Unified School District's unduplicated percentage falling lower than 55%. In order to calculate total Local Control Funding Formula (LCFF) revenue, the most recently released version of the FCMAT LCFF calculator was used. This calculator reflects a 3% cost of living adjustment in 2020-21, 2.8% in 2021-22, 3.16% in 2022-23 and 3.2% in 2023-24.

### ***Local Control Funding Formula Revenue (continued)***

LCFF revenue consists of 3 different sources; state aid, Education Protection Account, and in lieu of property taxes. Education Protection Account revenue is awarded at \$200 per ADA and in lieu of property tax revenue is based off Ojai Unified School District's property tax revenue rate for 2018-19 of \$5,451.17 per ADA.

	2020-21	2021-22	2022-23	2023-24	2024-25
	Year 1	Year 2	Year 3	Year 4	Year 5
<b>INCOME</b>					
<b>Local Control Funding Formula Revenue</b>					
Local Control Funding Formula	\$ 343,154	\$ 410,868	\$ 488,757	\$ 488,757	\$ 488,757
Education Protection Account	\$ 18,240	\$ 20,520	\$ 22,800	\$ 22,800	\$ 22,800
In Lieu of Property Taxes	\$ 497,147	\$ 559,290	\$ 621,433	\$ 621,433	\$ 621,433
<b>Local Control Funding Formula Revenue</b>	<b>\$ 858,541</b>	<b>\$ 990,678</b>	<b>\$ 1,132,990</b>	<b>\$ 1,132,990</b>	<b>\$ 1,132,990</b>

### ***Federal Revenue***

Total federal revenue for Year 1 is budgeted at \$20,704 which consists of 2% of total budgeted revenues. Federal revenues consist of programs described below.

#### ***Public Charter School Grant Program (Title V)***

Summit Charter School plans to apply for the Public Charter School Grant Program when the application becomes available in July of 2020. Summit expects to receive at least the minimum award amount of \$175,000 in year 1 to assist with start-up costs. These revenues are not currently included within the budget in order to remain conservative since it is a competitive grant and not guaranteed.

#### ***Other Title Program Revenue***

Summit Charter School is budgeted to receive some revenue from federal Title programs based on its projected percentage of students eligible for free and reduced priced meals of 54.55%.

### ***Other State Revenue***

Total other state revenue is budgeted at \$18,878 or 2% of total revenue for Year 1. Other state revenue sources are described below.

#### ***Mandate Block Grant***

The Mandate Block Grant is awarded based on prior year ADA. Summit Charter School is not eligible to receive these funds until Year 2 in which the award rate per ADA is budgeted at \$17.37.

#### ***Lottery Revenue***

Lottery revenue is apportioned based on prior year annual ADA until current year ADA becomes available. Since Summit Charter School's annual ADA will not be available until the end of Year 1, lottery funds for Year 1 are not projected to be received until Year 2. Lottery revenue is budgeted in Year 1 at a rate of \$207 per annual ADA. Of the \$207 funding rate, \$54 per ADA is restricted for use on instructional materials.



### ***Local Revenue***

Total local revenue is budgeted at \$31,415 or 3% of total revenue for Year 1. Other local revenue sources are described below.

### ***Food Service Sales***

Summit Charter School plans to purchase lunches from Ojai Unified School District at a rate of \$4 per lunch. Food service revenue is budgeted for lunch sales collected from student's ineligible for free and reduced priced meals. The budget conservatively assumes that zero funds will be collected from reduced priced meal eligible students.

### **Expenditures**

Summit Charter School has budgeted total expenses of \$915,340 in Year 1 or approximately \$10,037 per ADA. Summit Charter School's main sources of expenditures are shown below for the planning year through Year 5. Various assumptions were used for budgeting purposes and some of those are highlighted for the major expenses in the sections that follow.

	2019-20 Planning Year	2020-21 Year 1	2021-22 Year 2	2022-23 Year 3	2023-24 Year 4	2024-25 Year 5	% of Total Expenses
Classified Salaries	-	285,000	345,050	355,402	366,064	377,045	31%
Employee Benefits	-	90,872	98,594	101,552	104,599	107,737	10%
Books & Supplies	-	114,432	137,852	146,048	154,871	164,380	13%
Services & Operating Expenses	-	119,520	134,460	149,400	149,400	149,400	13%
<b>TOTAL EXPENSE</b>	<b>9,335</b>	<b>305,516</b>	<b>331,209</b>	<b>365,763</b>	<b>359,262</b>	<b>357,553</b>	<b>33%</b>
Total Expenses	9,335	915,340	1,047,166	1,118,164	1,134,195	1,156,115	
Expense Per ADA		\$ 10,037	\$ 10,206	\$ 9,808	\$ 9,949	\$ 10,141	

### ***Salaries and Employee Benefits***

Total salaries and employee benefit costs consist of 54% of total budgeted expenditures. Staffing assumptions by position and FTE are shown in the table below. Summit Charter School expects to be fully staffed by the time its doors open in August 2020. The office manager will mostly likely begin as early as July 2020. The additional month and a half's pay for this position is included in the budgeted expenses for Year 1.

	2019-20 Planning Year	2020-21 Year 1	2021-22 Year 2	2022-23 Year 3	2023-24 Year 4	2024-25 Year 5
Certificated Teachers	0.00	4.00	5.00	5.00	5.00	5.00
Certificated Administrators	0.00	1.00	1.00	1.00	1.00	1.00
Classified Instructional Aides	0.00	1.50	2.00	2.00	2.00	2.00
Classified Instructional Aide-SPED	0.00	1.00	1.00	1.00	1.00	1.00
Office Manager	0.00	1.16	1.00	1.00	1.00	1.00
<b>Total FTE</b>	<b>0.00</b>	<b>8.66</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>
Student to Instructional Staff Ratio		14.77	13.50	15.00	15.00	15.00

### ***Salaries and Employee Benefits***

Total average compensation by full time budgeted position is shown in the table below.

	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Teachers	50,000	51,500	53,045	54,636	56,275
Principal	85,000	87,550	90,177	92,882	95,668
Classified Instructional Aides	20,578	21,195	21,831	22,486	23,160
Classified Instructional Aides-SPED	20,578	21,195	21,831	22,486	23,160
Office Manager	33,990	35,010	36,060	37,142	38,256

### ***Salaries and Employee Benefits (continued)***

Employee benefit costs include staff benefits such as Social Security, Medicare, State Unemployment Insurance, health benefits, worker's compensation and employer contributions to the California Teacher State Retirement System (CalSTRS). Summit Charter School plans to contribute up to \$6,000 in health insurance to each eligible employee per year. Additionally, as an employer participant in CalSTRS, Summit Charter School will make contributions equivalent to 18.4% of all eligible plan members' compensation in Year 1. The table below shows the total breakdown of employee benefit costs from Year 1 to Year 5.

	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Planning Year</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
<b>Employee Benefits</b>						
STRS - State Teachers Retirement System	\$ -	\$ 52,440	\$ 62,454	\$ 64,328	\$ 66,258	\$ 68,245
PERS - Public Employee Retirement System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OASDI - Social Security	\$ -	\$ 4,358	\$ 4,799	\$ 4,943	\$ 5,091	\$ 5,244
Medicare	\$ -	\$ 5,152	\$ 6,126	\$ 6,309	\$ 6,499	\$ 6,694
Health Benefits	\$ -	\$ 42,960	\$ 52,800	\$ 58,080	\$ 63,888	\$ 70,277
State Unemployment Insurance	\$ -	\$ 2,061	\$ 2,380	\$ 2,380	\$ 2,380	\$ 2,380
Workers' Compensation	\$ -	\$ 7,461	\$ 9,294	\$ 10,008	\$ 10,756	\$ 11,541
<b>Employee Benefits</b>	<b>\$ -</b>	<b>\$ 114,432</b>	<b>\$ 137,852</b>	<b>\$ 146,048</b>	<b>\$ 154,871</b>	<b>\$ 164,380</b>

### ***Books and Supplies***

Expenses for books and supplies were budgeted based on a per student rate. Summit Charter School plans to purchase all curriculum for its students including textbooks and online learning software. The budget also includes expense for non-capitalized equipment for technology purchases, student materials, reference materials and office supplies. Summit Charter School plans to purchase 5 computers for each of its classrooms. Total food expenses are also budgeted within books and supplies to account for student lunches purchased from Ojai Unified School District at \$4 per meal. The table below shows a breakdown of total books and supplies expense.

	2020-21	2021-22	2022-23	2023-24	2024-25
	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Books &amp; Supplies</b>					
Textbooks & Core Curriculum Materials	\$ 24,000	\$ 27,000	\$ 30,000	\$ 30,000	\$ 30,000
Books & Other Reference Materials	\$ 7,200	\$ 8,100	\$ 9,000	\$ 9,000	\$ 9,000
Student Materials	\$ 4,800	\$ 5,400	\$ 6,000	\$ 6,000	\$ 6,000
Other Supplies	\$ 4,800	\$ 5,400	\$ 6,000	\$ 6,000	\$ 6,000
Non-Capitalized Equipment (Computers, Printers, etc)	\$ 9,600	\$ 10,800	\$ 12,000	\$ 12,000	\$ 12,000
Food Expense (Student Meals)	\$ 69,120	\$ 77,760	\$ 86,400	\$ 86,400	\$ 86,400
<b>Books &amp; Supplies</b>	<b>\$ 119,520</b>	<b>\$ 134,460</b>	<b>\$ 149,400</b>	<b>\$ 149,400</b>	<b>\$ 149,400</b>

### ***Services and Other Operating Expenditures***

Services and other operating expenditures make up 33% of the total budget and include costs for the categories displayed in the table below.

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
	Planning Year	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Services &amp; Operating Expenses</b>						
Travel and Conferences	\$ -	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814
Dues and Memberships	\$ -	\$ 1,200	\$ 1,236	\$ 1,273	\$ 1,311	\$ 1,351
Insurance (Liability, D&O)	\$ -	\$ 15,760	\$ 16,233	\$ 16,720	\$ 17,221	\$ 17,738
Janitorial Services	\$ -	\$ 14,400	\$ 14,835	\$ 19,478	\$ 20,088	\$ 20,717
Utilities	\$ -	\$ 14,400	\$ 14,835	\$ 19,478	\$ 20,088	\$ 20,717
Repairs, Maintenance, Non-Capital Improvements	\$ -	\$ 6,000	\$ 6,181	\$ 8,116	\$ 8,370	\$ 8,632
Field Trips & Other Student Transportation	\$ -	\$ 4,000	\$ 4,120	\$ 4,244	\$ 4,371	\$ 4,502
Marketing & Recruitment	\$ -	\$ 1,500	\$ 1,545	\$ 1,591	\$ 1,639	\$ 1,688
Legal Fees	\$ 8,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 6,500	\$ 6,700
Audit Fees	\$ -	\$ 9,000	\$ 9,270	\$ 9,548	\$ 9,835	\$ 10,130
Back-office Provider Fees	\$ 1,335	\$ 38,634	\$ 44,581	\$ 50,985	\$ 50,985	\$ 50,985
Special Education Contractors	\$ -	\$ 8,000	\$ 9,000	\$ 10,000	\$ 10,000	\$ 10,000
Substitutes (i.e. Teachers on Reserve)	\$ -	\$ 3,450	\$ 4,313	\$ 4,313	\$ 4,313	\$ 4,313
Special Ed Encroachment / Fair Share	\$ -	\$ 115,915	\$ 130,405	\$ 144,894	\$ 144,894	\$ 144,894
Communications (Phone, Internet, etc.)	\$ -	\$ 6,000	\$ 6,181	\$ 8,116	\$ 8,370	\$ 8,632
District Oversight Fee	\$ -	\$ 25,756	\$ 29,720	\$ 33,990	\$ 33,990	\$ 33,990
Other Services & Operating Expenses	\$ -	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753
CSC Discount Fees	\$ -	\$ 21,000	\$ 18,000	\$ 12,000	\$ 8,000	\$ 3,000
<b>Services &amp; Operating Expenses</b>	<b>\$ 9,335</b>	<b>\$ 305,516</b>	<b>\$ 331,209</b>	<b>\$ 365,763</b>	<b>\$ 359,262</b>	<b>\$ 357,553</b>
<b>TOTAL EXPENSE</b>	<b>\$ 9,335</b>	<b>\$ 915,340</b>	<b>\$ 1,047,166</b>	<b>\$ 1,118,164</b>	<b>\$ 1,134,195</b>	<b>\$ 1,156,115</b>

Budgeted expenses noted above were based on a mixture of industry standards for charter schools similar in size to Summit Charter School and some known costs. Major expense line items are described in more detail in the following sections.

*Back Office Provider Fees*

Summit Charter School has contract with CharterWise Management to provide business management services including general accounting, accounts payable, budgeting and compliance reporting. Annual back office fees are based on a rate of 4.5% of total budgeted LCFF revenues.

*Special Ed Encroachment*

Summit Charter School will be considered a school of Ojai Unified School District (OUSD) for Special Education purposes and will not receive state or federal funding for special education. OUSD will provide special education services to Summit Charter School in exchange for an encroachment fee. An exact encroachment rate per ADA for OUSD was not known at the time the petition budget was completed. A 2016 study named *Special Education Finance in California* completed by the California Public Policy Institute, states that the majority of SELPAs in California make local contributions between 40% and 80% of total special education costs at an average local contribution rate being between \$997 and \$1,546 per ADA. An average of these two rates was used to reasonably project an encroachment rate of \$1,271 per ADA.

*District Oversight Fee*

Ojai Unified School District will charge Summit Charter School 1% of its total LCFF revenues for oversight services. Summit will be located on district property and will be charged an additional fee of 2% of LCFF revenues.

### *CSC Discount Fees*

Summit Charter School has secured external financing through Charter School Capital (CSC) to assist with the costs associated with starting a new charter school. As a new school, Summit will experience delays in funding and will need to pay salaries, benefits and purchase curriculum and supplies for students prior to its receipt of its first principal apportionment payment. Summit has obtained a letter of intent from CSC to purchase its first principal apportionment payments to assist with cashflow needs during the early years of operation. CSC will charge Summit Charter School an interest rate of 3% of each receivable sale. This cost has been budgeted for in Year 1 and is slowly declining until Year 5 although it is anticipated based on cash flow projections that beginning Year 4, cashflow and timing of revenue received will no longer be of concern. Schedules for receivable sales and payments for Year 1 through Year 3 are displayed below.

#### **Year 1**

<b>Sale Month</b>	<b>Amount</b>	<b>Repayment Month</b>
July 2020	\$ 217,800	Oct 2020
Oct 2020	\$ 86,300	Jan 2021
Dec 2020	\$ 85,400	March 2021
Feb 2021	\$ 111,700	May-June 2021
May 2021	\$ 146,500	July-Sept 2021

#### **Year 2**

<b>Sale Month</b>	<b>Amount</b>	<b>Repayment Month</b>
Aug 2021	\$ 120,100	Nov-Dec 2021
Nov 2021	\$ 174,600	Feb-March 2022
Feb 2022	\$ 152,300	May-June 2022
May 2022	\$ 120,500	Aug-Sept 2022

#### **Year 3**

<b>Sale Month</b>	<b>Amount</b>	<b>Repayment Month</b>
Sept 2022	\$ 138,900	Jan-Feb 2023
Jan 2023	\$ 173,500	May-June 2023

### **Fund Balance/Reserves**

Summit Charter School is projected to have an ending fund balance of \$29,863 at the end of Year 1. This equates to 3.26% of total annual expenses. Summit is projected to reach a 27.45% reserve balance by the end of Year 5.

**Summit Charter School**  
**Budget: Planning Year & Years 1-5**  
**2019-20 Through 2024-25**

2019-20 Through 2024-25						
2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	
Planning Year	Year 1	Year 2	Year 3	Year 4	Year 5	
<hr/>						
<b>INCOME</b>						
<b>Local Control Funding Formula Revenue</b>						
	\$ 343,154	\$ 410,868	\$ 488,757	\$ 488,757	\$ 488,757	
Local Control Funding Formula	\$ 18,240	\$ 20,520	\$ 22,800	\$ 22,800	\$ 22,800	
Education Protection Account	\$ 497,147	\$ 559,290	\$ 621,433	\$ 621,433	\$ 621,433	
In Lieu of Property Taxes	\$ -	\$ 858,541	\$ 990,678	\$ 1,132,990	\$ 1,132,990	
<b>Local Control Funding Formula Revenue</b>						
<b>Federal Income</b>						
Title I (Low-Income)	\$ 18,329	\$ 20,620	\$ 22,911	\$ 22,911	\$ 22,911	
Title II (Teacher Quality)	\$ 262	\$ 295	\$ 327	\$ 327	\$ 327	
Title III (Limited English Proficiency)	\$ 2,114	\$ 2,378	\$ 2,642	\$ 2,642	\$ 2,642	
<b>Federal Income</b>	\$ -	\$ 20,704	\$ 23,292	\$ 25,880	\$ 25,880	
<b>Other State Income</b>						
Mandated Block Grant	\$ -	\$ 1,584	\$ 1,782	\$ 1,980	\$ 1,980	
State Lottery	\$ 18,878	\$ 21,238	\$ 23,598	\$ 23,598	\$ 23,598	
<b>Other State Income</b>	\$ -	\$ 18,878	\$ 22,822	\$ 25,380	\$ 25,578	
<b>Other Income-Local</b>						
Food Service Sales	\$ 31,415	\$ 35,342	\$ 39,269	\$ 39,269	\$ 39,269	
Fundraising	\$ 25,000	\$ -	\$ -	\$ -	\$ -	
<b>Other Income-Local</b>	\$ 25,000	\$ 31,415	\$ 35,342	\$ 39,269	\$ 39,269	
<b>TOTAL INCOME</b>	\$ 25,000	\$ 929,539	\$ 1,072,134	\$ 1,223,519	\$ 1,223,717	
<hr/>						
<b>EXPENSE</b>						
<b>Certificated Salaries</b>						
Teacher Salaries	\$ -	\$ 200,000	\$ 257,500	\$ 265,225	\$ 273,182	
Certificated Administrator Salaries	\$ -	\$ 85,000	\$ 87,550	\$ 90,177	\$ 92,882	
<b>Certificated Salaries</b>	\$ -	\$ 285,000	\$ 345,050	\$ 355,402	\$ 366,064	
<b>Classified Salaries</b>						
Classified Aide Salaries	\$ -	\$ 30,866	\$ 42,390	\$ 43,662	\$ 44,971	
Clerical/Office Staff Salaries	\$ -	\$ 39,428	\$ 35,010	\$ 36,060	\$ 37,142	
Classified Special Ed Salaries	\$ -	\$ 20,578	\$ 21,195	\$ 21,831	\$ 22,486	
<b>Classified Salaries</b>	\$ -	\$ 90,872	\$ 98,594	\$ 101,552	\$ 104,599	
<b>Employee Benefits</b>						

Summit Charter School  
Budget: Planning Year & Years 1-5  
2019-20 Through 2024-25

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Planning Year	Year 1	Year 2	Year 3	Year 4	Year 5	
STRS - State Teachers Retirement System	\$ -	\$ 52,440	\$ 62,454	\$ 64,328	\$ 66,258	\$ 68,245
OASDI - Social Security	\$ -	\$ 4,358	\$ 4,799	\$ 4,943	\$ 5,091	\$ 5,244
Medicare	\$ -	\$ 5,152	\$ 6,126	\$ 6,309	\$ 6,499	\$ 6,694
Health Benefits	\$ -	\$ 42,960	\$ 52,800	\$ 58,080	\$ 63,888	\$ 70,277
State Unemployment Insurance	\$ -	\$ 2,061	\$ 2,380	\$ 2,380	\$ 2,380	\$ 2,380
Workers' Compensation	\$ -	\$ 7,461	\$ 9,294	\$ 10,008	\$ 10,756	\$ 11,541
Employee Benefits	\$ -	\$ 114,432	\$ 137,852	\$ 146,048	\$ 154,871	\$ 164,380
Books & Supplies						
Textbooks & Core Curriculum Materials	\$ -	\$ 24,000	\$ 27,000	\$ 30,000	\$ 30,000	\$ 30,000
Books & Other Reference Materials	\$ -	\$ 7,200	\$ 8,100	\$ 9,000	\$ 9,000	\$ 9,000
Student Materials	\$ -	\$ 4,800	\$ 5,400	\$ 6,000	\$ 6,000	\$ 6,000
Other Supplies	\$ -	\$ 4,800	\$ 5,400	\$ 6,000	\$ 6,000	\$ 6,000
Non-Capitalized Equipment (Computers, Printers, etc.)	\$ -	\$ 9,600	\$ 10,800	\$ 12,000	\$ 12,000	\$ 12,000
Food Expense (Student Meals)	\$ -	\$ 69,120	\$ 77,760	\$ 86,400	\$ 86,400	\$ 86,400
Books & Supplies	\$ -	\$ 119,520	\$ 134,460	\$ 149,400	\$ 149,400	\$ 149,400
Services & Operating Expenses						
Travel and Conferences	\$ -	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814
Dues and Memberships	\$ -	\$ 1,200	\$ 1,236	\$ 1,273	\$ 1,311	\$ 1,351
Insurance (Liability, D&O)	\$ -	\$ 15,760	\$ 16,233	\$ 16,720	\$ 17,221	\$ 17,738
Janitorial Services	\$ -	\$ 14,400	\$ 14,835	\$ 19,478	\$ 20,088	\$ 20,717
Utilities	\$ -	\$ 14,400	\$ 14,835	\$ 19,478	\$ 20,088	\$ 20,717
Repairs, Maintenance, Non-Capital Improvements	\$ -	\$ 6,000	\$ 6,181	\$ 8,116	\$ 8,370	\$ 8,632
Field Trips & Other Student Transportation	\$ -	\$ 4,000	\$ 4,120	\$ 4,244	\$ 4,371	\$ 4,502
Marketing & Recruitment	\$ -	\$ 1,500	\$ 1,545	\$ 1,591	\$ 1,639	\$ 1,688
Legal Fees	\$ 8,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 6,500	\$ 6,700
Audit Fees	\$ -	\$ 9,000	\$ 9,270	\$ 9,548	\$ 9,835	\$ 10,130
Back-office Provider Fees	\$ 1,335	\$ 38,634	\$ 44,581	\$ 50,985	\$ 50,985	\$ 50,985
Special Education Contractors	\$ -	\$ 8,000	\$ 9,000	\$ 10,000	\$ 10,000	\$ 10,000
Substitutes (i.e. Teachers on Reserve)	\$ -	\$ 3,450	\$ 4,313	\$ 4,313	\$ 4,313	\$ 4,313
Special Ed Encroachment / Fair Share	\$ -	\$ 115,915	\$ 130,405	\$ 144,894	\$ 144,894	\$ 144,894
Communications (Phone, Internet, etc.)	\$ -	\$ 6,000	\$ 6,181	\$ 8,116	\$ 8,370	\$ 8,632
District Oversight Fee	\$ -	\$ 25,756	\$ 29,720	\$ 33,990	\$ 33,990	\$ 33,990

Summit Charter School  
Budget: Planning Year & Years 1-5  
2019-20 Through 2024-25

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Planning Year	Year 1	Year 2	Year 3	Year 4	Year 5	
Other Services & Operating Expenses						
CSC Discount Fees	\$ -	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753
	\$ -	\$ 21,000	\$ 18,000	\$ 12,000	\$ 8,000	\$ 3,000
Services & Operating Expenses	\$ 9,335	\$ 305,516	\$ 331,209	\$ 365,763	\$ 359,262	\$ 357,553
TOTAL EXPENSE	\$ 9,335	\$ 915,340	\$ 1,047,166	\$ 1,118,164	\$ 1,134,195	\$ 1,156,115
NET INCOME	\$ 15,665	\$ 14,198	\$ 24,969	\$ 105,355	\$ 89,522	\$ 67,602
Fund Balance / Reserve	\$ 29,863	\$ 54,832	\$ 160,187	\$ 249,709	\$ 317,311	
Reserve as % of Annual Expense	3.26%	5.24%	14.33%	22.02%	27.45%	



Charter School Data Elements required to calculate the LCFF
Summit Charter School - Summit Charter School

10/8/19

COLA & Augmentation

2020-21
2021-22
2022-23
2023-24

3.00%
2.80%
3.16%
3.20%

GAP Funding rate

2020-21
2021-22
2022-23
2023-24

100.00%
100.00%
100.00%
0.00%

In-Lieu of Property Tax

2020-21
2021-22
2022-23
2023-24

497,147
559,290
621,433
621,433

Statewide 90th percentile rate

2020-21
2021-22
2022-23
2023-24

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UNDUPLICATED PUPIL PERCENTAGE

Charter School:

2020-21
2021-22
2022-23
2023-24

A-1, A-2, A-3
120

B-1, B-2, B-3
65

Single Year Unduplicated Pupil Percentage

2020-21
2021-22
2022-23
2023-24

54.17%
54.63%
54.17%
54.31%

Unduplicated Pupil Percentage (%)

2020-21
2021-22
2022-23
2023-24

54.17%
54.41%
54.32%
54.31%

Concentration Grant Funding Limitation: District of Physical Location

Enter the unduplicated pupil percentage for the district that the charter school is physically located in. If the charter school is located in more than one district, enter the information for the district that yields the highest unduplicated pupil percentage. Beginning in 2014-15, include the authorizing agency automatically in the list of physical locations.

Unduplicated Pupil Percentage (%)

2020-21
2021-22
2022-23
2023-24

50.81%
50.81%
50.81%
50.81%

Unduplicated Pupil Percentage: Supplemental Grant

54.17%

Unduplicated Pupil Percentage: Concentration Grant

50.81%

AVERAGE DAILY ATTENDANCE (ADA)

Enter P2 Data - Note: Charter School/ADA is always funded on Current Year

2020-21
2021-22
2022-23
2023-24

B-1
57.00
57.00
57.00
57.00

B-2
34.20
34.20
34.20
34.20

B-3
11.40
22.80
22.80
22.80

B-4
91.20
102.60
114.00
114.00

RATIO: ADA to Enrollment

2020-21
2021-22
2022-23
2023-24

0.95
0.95
0.95
0.95

OTHER LCFF TRANSITION INFORMATION

E-1

G-2

True/False

TRUE

TRUE

TRUE

LCFF Calculator Universal Assumptions				
Summit Charter School - Summit Charter			10/8/2019	
Summary of Funding				
	2020-21	2021-22	2022-23	2023-24
Target Components:				
COLA & Augmentation	3.00%	2.80%	3.16%	3.20%
Base Grant	727,594	845,117	972,089	1,003,166
Grade Span Adjustment	47,025	48,336	49,875	51,471
Supplemental Grant	83,922	97,225	111,026	114,555
Concentration Grant	-	-	-	-
Add-ons	-	-	-	-
Total Target	858,541	990,678	1,132,990	1,169,192
Transition Components:				
Target	\$	990,678 \$	1,132,990 \$	1,169,192
Funded Based on Target Formula (PY P-2)	TRUE	TRUE	TRUE	TRUE
Floor	-	-	-	-
Remaining Need after Gap (informational only)				
Gap %	100%	100%	100%	0%
Current Year Gap Funding	-	-	-	-
Miscellaneous Adjustments	-	-	-	-
Economic Recovery Target	-	-	-	-
Additional State Aid	-	-	-	-
Total LCFF Entitlement	\$ 858,541 \$	990,678 \$	1,132,990 \$	1,169,192
Components of LCFF By Object Code				
	2020-21	2021-22	2022-23	2023-24
8011 - State Aid	\$	343,154 \$	410,868 \$	488,757 \$
8011 - Fair Share	-	-	-	-
8311 & 8590 - Categoricals	-	-	-	-
EPA (for LCFF Calculation purposes)	18,240	20,520	22,800	22,800
Local Revenue Sources:				
8021 to 8089 - Property Taxes	-	-	-	-
8096 - In-Lieu of Property Taxes	497,147	559,290	621,433	621,433
Property Taxes net of In-lieu	-	-	-	-
TOTAL FUNDING	\$ 858,541 \$	990,678 \$	1,132,990 \$	1,169,192
Basic Aid Status				
Less: Excess Taxes	\$ - \$	- \$	- \$	\$ -
Less: EPA In Excess to LCFF Funding	\$ - \$	- \$	- \$	-
Total Phase-In Entitlement	\$ 858,541 \$	990,678 \$	1,132,990 \$	1,169,192
EPA Details				
% of Adjusted Revenue Limit - Annual	30.50770954%	30.50770954%	30.50770954%	30.50770954%
% of Adjusted Revenue Limit - P-2	30.50770954%	30.50770954%	30.50770954%	30.50770954%
EPA (for LCFF Calculation purposes)	\$ 18,240 \$	20,520 \$	22,800 \$	22,800
8012 - EPA, Current Year Receipt	18,240	20,520	22,800	22,800
(P-2 plus Current Year Accrual)	-	-	-	-
8019 - EPA, Prior Year Adjustment	-	-	-	-
(P-A less Prior Year Accrual)	-	-	-	-
Accrual (from Assumptions)	-	-	-	-

LCFF Calculator Universal Assumptions				
Summit Charter School - Summit Charter			10/8/2019	
Summary of Student Population				
	2020-21	2021-22	2022-23	2023-24
Unduplicated Pupil Population				
Enrollment	96	108	120	120
COE Enrollment	-	-	-	-
Total Enrollment	96	108	120	120
Unduplicated Pupil Count	52	59	65	65
COE Unduplicated Pupil Count	-	-	-	-
Total Unduplicated Pupil Count	52	59	65	65
Rolling %, Supplemental Grant	54.1700%	54.4100%	54.3200%	54.3100%
Rolling %, Concentration Grant	50.8100%	50.8100%	50.8100%	50.8100%
FUNDED ADA				
Adjusted Base Grant ADA				
Grades TK-3	57.00	57.00	57.00	57.00
Grades 4-6	34.20	34.20	34.20	34.20
Grades 7-8	-	11.40	22.80	22.80
Grades 9-12	-	-	-	-
Total Adjusted Base Grant ADA	91.20	102.60	114.00	114.00
Necessary Small School ADA				
Grades TK-3	-	-	-	-
Grades 4-6	-	-	-	-
Grades 7-8	-	-	-	-
Grades 9-12	-	-	-	-
Total Necessary Small School ADA	-	-	-	-
Total Funded ADA	91.20	102.60	114.00	114.00
ACTUAL ADA (Current Year Only)				
Grades TK-3	57.00	57.00	57.00	57.00
Grades 4-6	34.20	34.20	34.20	34.20
Grades 7-8	-	11.40	22.80	22.80
Grades 9-12	-	-	-	-
Total Actual ADA	91.20	102.60	114.00	114.00
Funded Difference (Funded ADA less Actual ADA)				
	-	-	-	-
LCAP Percentage to Increase or Improve Services				
	2020-21	2021-22	2022-23	2023-24
Current year estimated supplemental and concen \$	83,922 \$	97,225 \$	111,026 \$	114,555
Current year Percentage to Increase or Improve S	10.83%	10.88%	10.86%	10.86%

LOCAL CONTROL FUNDING FORMULA (LCFF)

Total LCFF Funding

Funding per ADA

Education Protection Account per ADA

In-Lieu of Property Tax: Tax per ADA (most recent year available)

	Year 1	Year 2	Year 3	Year 4	Year 5
	\$ 858,541	\$ 990,678	\$ 1,132,990	\$ 1,132,990	\$ 1,132,990
	\$ 9,414	\$ 9,656	\$ 9,939	\$ 9,939	\$ 9,939
	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200

\$ 5,451.17

CDE Exhibit

FCMAT Calculator for years 1-3 (years 4 and 5 conservatively assume flat rate of per ADA funding)

Assuming EPA is funded at \$200/ADA

HOW TO

TITLE FUNDING

Do you plan on applying for Title I-III Funding ?

yes

	Year 1	Year 2	Year 3	Year 4	Year 5
Title I (Low-income) per FRL student	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00
Title II (Teacher Quality) per FRL student	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Title III (Limited English Proficiency) per EL	\$ 96.86	\$ 96.86	\$ 96.86	\$ 96.86	\$ 96.86

Year 1 based on average year 1 funding for charters statewide; rate is conservatively held flat in all years

Year 1 based on average year 1 funding for charters statewide; rate is conservatively held flat in all years

Model conservatively assumes flat rate based on 2015-16 CDE published funding rate

Cost of full price meals:

Lunch	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00
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FUNDRAISING & GRANTS

Planning Yr	Year 1	Year 2	Year 3	Year 4	Year 5
Fundraising	\$ 25,000				

Enter fundraising (you should have backup to support the likelihood of fundraising this amount)

CERTIFICATED SALARIES

Cost of Living Adjustment (COLA) for salaries

3% is a common COLA for charter schools statewide

Enter # of each employee type and average salary:

Planning Yr	Year 1	Year 2	Year 3	Year 4	Year 5
Teachers FTE's	4.00	5.00	5.00	5.00	5.00
Average Teacher Salary	\$ 50,000	\$ 51,000	\$ 53,045	\$ 54,816	\$ 56,275
Total Teacher Salary Expense	\$ -	\$ 205,000	\$ 265,225	\$ 273,582	\$ 281,377
Certificated Administrators (FTE's)	1.00	1.00	1.00	1.00	1.00
Average Cert. Admin. Salary	\$ 85,000	\$ 87,550	\$ 90,177	\$ 92,882	\$ 95,668
Total Cert. Admin. Salary Expense	\$ -	\$ 85,000	\$ 87,550	\$ 90,177	\$ 92,882
Total Certificated Salary Expense	\$ -	\$ 290,000	\$ 352,775	\$ 363,759	\$ 377,045

CLASSIFIED SALARIES

Enter # of each employee type and average salary:

Planning Yr	Year 1	Year 2	Year 3	Year 4	Year 5
Classified Aide FTE's	1.50	2.00	2.00	2.00	2.00
Average Classified Aide Salary	\$ 20,378	\$ 21,195	\$ 21,881	\$ 22,486	\$ 23,160
Total Classified Aide Salary Expense	\$ -	\$ 38,666	\$ 42,800	\$ 43,662	\$ 46,321
Office/Office Employees (FTE's)	1.58	1.00	1.00	1.00	1.00
Average Office/Office Salary	\$ 33,992	\$ 35,010	\$ 36,060	\$ 37,142	\$ 38,256
Total Office/Office Salary Expense	\$ -	\$ 38,428	\$ 35,010	\$ 36,060	\$ 37,142
Classified Special Ed FTE's	1.00	1.00	1.00	1.00	1.00
Average Classified Special Ed Salary	\$ 20,378	\$ 21,195	\$ 21,881	\$ 22,486	\$ 23,160
Total Classified Special Ed Salary Expense	\$ -	\$ 20,378	\$ 21,195	\$ 21,881	\$ 22,486
Total Classified Salary Expense	\$ -	\$ 78,292	\$ 77,600	\$ 79,722	\$ 84,377

EMPLOYEE BENEFITS

Choose benefits for each employee type:

Retirement	Health
Teacher	
STPS	yes
Certificated Aide	no
STPS	no
Certificated Administrator	yes
STPS	yes
Certificated Special Ed	no
STPS	no
Other Certificated	no
Classified Aide	no
Classified Support (Maintenance, Food)	no
Classified Administrator	no
Classified Office	yes
Classified Special Ed	no
Other Classified	no

Health insurance cost per employee

Planning Yr	Year 1	Year 2	Year 3	Year 4	Year 5
STPS	\$ -	\$ 6,000	\$ 6,000	\$ 7,086	\$ 8,795

Employee cost of retirement plan (% of salary):

STPS	17.20%	18.40%	18.50%	18.50%	18.50%
Other					

BOOKS & SUPPLIES

Inflation rate for expense increase over time

3% is a common rate for charter schools statewide

Enter flat amount for planning year purchases:

Planning Yr	Year 1	Year 2	Year 3	Year 4	Year 5
Textbooks & Core Curriculum Materials	\$ -	\$ -	\$ -	\$ -	\$ -
Books & Other Reference Materials	\$ -	\$ -	\$ -	\$ -	\$ -
Student Materials	\$ -	\$ -	\$ -	\$ -	\$ -
Other Supplies	\$ -	\$ -	\$ -	\$ -	\$ -

Choose per student or flat amount for years 1-5:

Per Student	Per Student
Textbooks & Core Curriculum Materials	\$ 250 n/a
Books & Other Reference Materials	\$ 75 n/a
Student Materials	\$ 50 n/a
Other Supplies	\$ 50 n/a

SERVICES & OPERATING EXPENSES

Enter flat amount for planning year purchases/expenses:

Planning Yr	Year 1	Year 2	Year 3	Year 4	Year 5
Travel and Conferences	\$ -	\$ -	\$ -	\$ -	\$ -
Dues and Memberships	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -

These expenses grow with enrollment or inflation, depending on your selection

Planning Yr	Year 1	Year 2	Year 3	Year 4	Year 5
Travel and Conferences	\$ 24,000	\$ 27,000	\$ 30,000	\$ 30,000	\$ 30,000
Dues and Memberships	\$ 7,200	\$ 8,100	\$ 9,000	\$ 9,000	\$ 9,000
Insurance	\$ 4,800	\$ 5,400	\$ 6,000	\$ 6,000	\$ 6,000
Other Supplies	\$ 4,800	\$ 5,400	\$ 6,000	\$ 6,000	\$ 6,000
Non-Capitalized Equipment (Computers, Printers, etc.)	\$ 9,000	\$ 10,800	\$ 12,600	\$ 12,600	\$ 12,600

Jaritorial Services	\$ -
Utilities	\$ -
Private Facility Lease Expense	\$ -
Equipment Leases	\$ -
Repairs, Maintenance, Non-Capital Improvements	\$ -
Field Trips & Other Student Transportation	\$ -
Marketing & Recruitment	\$ -
Legal Fees	\$ 8,000
Audit Fees	\$ -
Back office Provider Fees	\$ 1,315
Instructional Consultants	\$ -
Special Education Contractors	\$ -
Non-Instructional Consultants	\$ -
Substitutes (i.e. Teachers on Reserve)	\$ -
Internet / Financing Fees	\$ -
Communications (Phone, Internet, etc.)	\$ -
Other Services & Operating Expenses	\$ -

Choose variable or flat amount for years 1-5:

Variable rate	Year 1	Year 2	Year 3	Year 4	Year 5
Travel and Conferences	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Dues and Memberships	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Insurance (Liability, C&O)	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Field Trips & Other Student Transportation	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Marketing & Recruitment	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Legal Fees	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Audit Fees	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Instructional Consultants	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Non-Instructional Consultants	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Substitutes (i.e. Teachers on Reserve)	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Other Services & Operating Expenses	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount

Enter amounts for years 1-5:

Year 1	Year 2	Year 3	Year 4	Year 5
\$ 38,814	\$ 44,581	\$ 50,885	\$ 50,885	\$ 50,885

Back office Provider Fees

Enter monthly rate for years 1-5:

Variable rate	Year 1	Year 2	Year 3	Year 4	Year 5
Jaritorial Services	Monthly	Monthly	Monthly	Monthly	Monthly
Utilities	Monthly	Monthly	Monthly	Monthly	Monthly
Repairs, Maintenance, Non-Capital Improvements	Monthly	Monthly	Monthly	Monthly	Monthly
Communications (Phone, Internet, etc.)	Monthly	Monthly	Monthly	Monthly	Monthly

### SPECIAL EDUCATION

If you will be a school of district (or special ed for hybrid agreement), enter districts' most recent revenue/their share rate (if revenue share blank)

Year 1	Year 2	Year 3	Year 4	Year 5
Special Ed Revenue	\$ -	\$ -	\$ -	\$ -
-LES: Special Ed Salaries	\$ 20,578	\$ 21,199	\$ 21,811	\$ 22,486
-LES: Special Ed Contractors	\$ 8,000	\$ 8,000	\$ 10,000	\$ 10,000
-LES: Special Ed Income/ment / fee share	\$ 115,935	\$ 135,405	\$ 144,694	\$ 144,694
Unspent Special Ed Revenue	\$ 144,694	\$ 168,600	\$ 178,725	\$ 178,694

From Revenue Input tab  
From Salaries section, above  
Enter annual amount for year 1. Automatically grows with enrollment

This line should be negative in all years, you must report all Special Ed funds each year

### DISTRICT OVERSIGHT

What % of CTF revenue will you pay for district oversight?

Jaritorial Services	\$ -
Utilities	\$ -
Private Facility Lease Expense	\$ -
Equipment Leases	\$ -
Repairs, Maintenance, Non-Capital Improvements	\$ -
Field Trips & Other Student Transportation	\$ -
Marketing & Recruitment	\$ -
Legal Fees	\$ 8,000
Audit Fees	\$ -
Back office Provider Fees	\$ 1,315
Instructional Consultants	\$ -
Special Education Contractors	\$ -
Non-Instructional Consultants	\$ -
Substitutes (i.e. Teachers on Reserve)	\$ -
Internet / Financing Fees	\$ -
Communications (Phone, Internet, etc.)	\$ -
Other Services & Operating Expenses	\$ -

Choose variable or flat amount for years 1-5:

Variable rate	Year 1	Year 2	Year 3	Year 4	Year 5
Travel and Conferences	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Dues and Memberships	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Insurance (Liability, C&O)	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Field Trips & Other Student Transportation	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Marketing & Recruitment	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Legal Fees	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Audit Fees	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Instructional Consultants	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Non-Instructional Consultants	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Substitutes (i.e. Teachers on Reserve)	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount
Other Services & Operating Expenses	Flat amount	Flat amount	Flat amount	Flat amount	Flat amount

Enter amounts for years 1-5:

Year 1	Year 2	Year 3	Year 4	Year 5
\$ 38,814	\$ 44,581	\$ 50,885	\$ 50,885	\$ 50,885

Back office Provider Fees

Enter monthly rate for years 1-5:

Variable rate	Year 1	Year 2	Year 3	Year 4	Year 5
Jaritorial Services	Monthly	Monthly	Monthly	Monthly	Monthly
Utilities	Monthly	Monthly	Monthly	Monthly	Monthly
Repairs, Maintenance, Non-Capital Improvements	Monthly	Monthly	Monthly	Monthly	Monthly
Communications (Phone, Internet, etc.)	Monthly	Monthly	Monthly	Monthly	Monthly

Per student expense grow automatically with enrollment. Flat amounts grow automatically with inflation. Per teacher expense grow automatically with teachers

Year 1	Year 2	Year 3	Year 4	Year 5
\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814
\$ 1,200	\$ 1,236	\$ 1,273	\$ 1,311	\$ 1,351
\$ 15,760	\$ 16,233	\$ 16,720	\$ 17,221	\$ 17,738
\$ 4,000	\$ 4,120	\$ 4,244	\$ 4,371	\$ 4,502
\$ 1,500	\$ 1,545	\$ 1,591	\$ 1,639	\$ 1,688
\$ 12,000	\$ 12,000	\$ 12,000	\$ 6,000	\$ 6,700
\$ 9,000	\$ 9,270	\$ 9,548	\$ 9,835	\$ 10,130
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 3,450	\$ 4,331	\$ 4,313	\$ 4,313	\$ 4,313
\$ 6,000	\$ 6,380	\$ 6,385	\$ 6,556	\$ 6,793

\$112 per day per substitute teacher/assume all teachers use 25% of sub balance/1014 days available each Attendance System Hosting and Subscription and Payroll Processing Fees

Enter amount for your expected back office contract

Year 1	Year 2	Year 3	Year 4	Year 5
\$ 38,814	\$ 44,581	\$ 50,885	\$ 50,885	\$ 50,885

These monthly rates automatically grow at the same rate as your private facility lease expense

Index by CA CIP per school services

Index by CA CIP per school services

Year 1	Year 2	Year 3	Year 4	Year 5
\$ 14,400	\$ 14,835	\$ 15,478	\$ 16,088	\$ 16,717
\$ 14,400	\$ 14,835	\$ 15,478	\$ 16,088	\$ 16,717
\$ 6,000	\$ 6,381	\$ 6,316	\$ 6,370	\$ 6,632
\$ 6,000	\$ 6,381	\$ 6,316	\$ 6,370	\$ 6,632

per ADA

Public Policy Institute of California Study Average Rate per ADA for SEDAS

\$ 1,271



Summit Charter School  
Cash Flow: Years 1-3  
2020-21 Through 2022-23

2020-21 Through 2022-23														
	Annual Budget	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accrual
Equipment Leases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs, Maintenance, Non-Capital Improvements	\$ 6,000	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
Field Trips & Other Student Transportation	\$ 4,000	\$ -	\$ 200	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 200	\$ -
Marketing & Recruitment	\$ 1,500	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ 125	\$ -
Legal Fees	\$ 12,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Audit Fees	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000
Back-office Provider Fees	\$ 38,634	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ -
Instructional Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Education Contractors	\$ 8,000	\$ -	\$ 400	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 400	\$ -
Non-Instructional Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Substitutes (i.e. Teachers on Reserve)	\$ 3,450	\$ -	\$ 173	\$ 345	\$ 345	\$ 345	\$ 345	\$ 345	\$ 345	\$ 345	\$ 345	\$ 345	\$ 173	\$ -
Interest / Financing Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Ed Encroachment / Fair Share	\$ 115,915	\$ -	\$ -	\$ -	\$ 30,138	\$ 9,273	\$ 9,273	\$ 9,273	\$ 9,273	\$ 16,228	\$ 8,114	\$ 8,114	\$ 8,114	\$ 8,114
Communications (Phone, Internet, etc.)	\$ 6,000	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
District Oversight Fee	\$ 25,756	\$ -	\$ -	\$ -	\$ 6,697	\$ 2,060	\$ 2,060	\$ 2,060	\$ 2,060	\$ 3,606	\$ 1,803	\$ 1,803	\$ 1,803	\$ 1,803
Other Services & Operating Expenses	\$ 6,000	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
CSC discount cost	\$ 21,000	\$ 6,534	\$ -	\$ -	\$ 2,589	\$ -	\$ 2,562	\$ -	\$ 3,351	\$ -	\$ -	\$ 5,964	\$ -	\$ -
Services & Operating Expenses	\$ 305,516	\$ 19,815	\$ 10,328	\$ 11,101	\$ 50,524	\$ 22,434	\$ 24,996	\$ 22,434	\$ 25,785	\$ 30,935	\$ 21,018	\$ 26,982	\$ 20,245	\$ 18,917
TOTAL EXPENSE	\$ 915,340	\$ 38,233	\$ 52,433	\$ 78,656	\$ 106,879	\$ 78,790	\$ 81,352	\$ 78,790	\$ 82,141	\$ 87,290	\$ 77,373	\$ 83,337	\$ 51,150	\$ 18,917
Operating surplus (deficit)	\$ -	\$ (38,233)	\$ (52,433)	\$ (78,656)	\$ 153,906	\$ (35,876)	\$ (38,438)	\$ 30,451	\$ (39,227)	\$ 16,336	\$ (3,987)	\$ (14,511)	\$ 17,675	\$ 97,193
Prior Year Revenue Accruals														
Prior Year Expense Accruals														
Beginning CASH BALANCE	\$ -	\$ -	\$ 179,567	\$ 127,134	\$ 48,478	\$ 70,883	\$ 35,007	\$ 81,969	\$ 26,120	\$ 98,593	\$ 29,529	\$ 25,541	\$ 101,680	
Receivable Sales	\$ 217,800	\$ -	\$ -	\$ -	\$ 86,300	\$ -	\$ 85,400	\$ -	\$ 111,700	\$ -	\$ -	\$ 146,500	\$ -	
Receivable Sales Redemptions	\$ -	\$ -	\$ -	\$ -	\$ (217,800)	\$ -	\$ -	\$ (86,300)	\$ -	\$ (85,400)	\$ -	\$ (55,850)	\$ (55,850)	
ENDING CASH BALANCE	\$ 179,567	\$ 127,134	\$ 127,134	\$ 48,478	\$ 70,883	\$ 35,007	\$ 81,969	\$ 26,120	\$ 98,593	\$ 29,529	\$ 25,541	\$ 101,680	\$ 63,505	



## 2020-21 Through 2022-23

**BEGINNING CASH BALANCE**

### Local Control Funding Formula Revenue

[illegible]

## Federal Income

[illegible]

## Other State Income Tax

\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
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## Other Income-Local

[illegible]

**EXPENSE**

### Certificated Salaries

[illegible]

## Classified Salaries

[illegible]

## Employee Benefits

[illegible]

## Books & Supplies

[illegible]

### Services & Operating Expenses

[illegible]

Summit Charter School  
Cash Flow: Years 1-3  
2020-21 Through 2022-23

Year 2

	Annual Budget	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accrual
Janitorial Services	\$ 14,835	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ -
Utilities	\$ 14,835	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ 1,236	\$ -
Private Facility Lease Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prop 39 Facility Fees (If Applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Leases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs, Maintenance, Non-Capital Improvements	\$ 6,181	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ -
Field Trips & Other Student Transportation	\$ 4,120	\$ -	\$ 206	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 412	\$ 206	\$ -
Marketing & Recruitment	\$ 1,545	\$ 129	\$ 129	\$ 129	\$ 129	\$ 129	\$ 129	\$ 129	\$ 129	\$ 129	\$ 129	\$ 129	\$ 129	\$ -
Legal Fees	\$ 12,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Audit Fees	\$ 9,270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,270
Back-office Provider Fees	\$ 44,581	\$ 3,715	\$ 3,715	\$ 3,715	\$ 3,715	\$ 3,715	\$ 3,715	\$ 3,715	\$ 3,715	\$ 3,715	\$ 3,715	\$ 3,715	\$ 3,715	\$ -
Instructional Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Education Contractors	\$ 9,000	\$ -	\$ 450	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 450	\$ -
Non-Instructional Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Substitutes (i.e. Teachers on Reserve)	\$ 4,313	\$ -	\$ 216	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 216	\$ -
Interest / Financing Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Ed Encroachment / Fair Share	\$ 130,405	\$ -	\$ 6,955	\$ 13,910	\$ 9,273	\$ 9,273	\$ 9,273	\$ 9,273	\$ 9,273	\$ 21,058	\$ 10,529	\$ 10,529	\$ 10,529	\$ 10,529
Communications (Phone, Internet, etc.)	\$ 6,181	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ -
District Oversight Fee	\$ 29,720	\$ -	\$ 1,545	\$ 3,091	\$ 2,060	\$ 2,060	\$ 2,060	\$ 2,060	\$ 2,060	\$ 4,927	\$ 2,464	\$ 2,464	\$ 2,464	\$ -
Other Services & Operating Expenses	\$ 6,180	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ 515	\$ -
CSC discount cost	\$ 18,000	\$ -	\$ 3,603	\$ -	\$ -	\$ 5,238	\$ -	\$ -	\$ -	\$ 4,569	\$ -	\$ 4,590	\$ -	\$ -
Services & Operating Expenses	\$ 331,209	\$ 14,049	\$ 23,187	\$ 28,956	\$ 23,289	\$ 28,227	\$ 23,289	\$ 23,289	\$ 23,289	\$ 37,940	\$ 24,948	\$ 29,538	\$ 24,076	\$ 22,263
TOTAL EXPENSE	\$ 1,047,166	\$ 35,412	\$ 72,212	\$ 107,539	\$ 89,572	\$ 94,810	\$ 89,572	\$ 89,572	\$ 94,141	\$ 104,223	\$ 91,231	\$ 95,821	\$ 60,501	\$ 22,263
Operating surplus (deficit)	\$	\$ (35,412)	\$ (25,225)	\$ (31,023)	\$ (14,356)	\$ (15,961)	\$ (13,798)	\$ (854)	\$ (19,951)	\$ 38,711	\$ 13,467	\$ (2,702)	\$ 37,276	\$ 94,797
Prior Year Revenue Accruals	\$	\$ 73,386	\$ 3,142	\$ 20,704		\$	\$	\$ 9,439		\$	\$ 9,439			
Prior Year Expense Accruals	\$	\$ 18,917												
Beginning CASH BALANCE	\$	\$ 63,505	\$ 26,762	\$ 84,878	\$ 23,859	\$ 9,503	\$ 108,042	\$ 34,144	\$ 42,729	\$ 114,978	\$ 39,189	\$ 62,096	\$ 103,794	
Receivable Sales	\$	\$ -	\$ 120,100	\$ -	\$ -	\$ 174,600	\$ -	\$ -	\$ 163,300	\$ -	\$ -	\$ 120,500	\$ -	
Receivable Sales Redemptions	\$	\$ (55,800)	\$ (39,900)	\$ (50,700)	\$ -	\$ (60,100)	\$ (60,100)	\$ -	\$ (60,100)	\$ (114,500)	\$ -	\$ (76,100)	\$ (76,100)	
ENDING CASH BALANCE	\$	\$ 26,762	\$ 84,878	\$ 23,859	\$ 9,503	\$ 108,042	\$ 34,144	\$ 42,729	\$ 114,978	\$ 39,189	\$ 62,096	\$ 103,794	\$ 64,970	

## 2020-21 Through 2022-23

2020-21 Through 2022-23

**BEGINNING CASH BALANCE**

BEGINNING CASH BALANCE																						
	\$	64,970	\$	106,819	\$	43,724	\$	75,943	\$	76,178	\$	71,077	\$	62,581	\$	84,899	\$	133,786	\$	155,065	\$	76,805
INCOME																						
Local Control Funding Formula Revenue																						
Local Control Funding Formula	\$	488,357	\$	-	\$	20,543	\$	20,543	\$	36,978	\$	36,978	\$	36,978	\$	36,978	\$	52,556	\$	52,556	\$	52,556
Education Protection Account	\$	22,800	\$	-	\$	-	\$	5,130	\$	-	\$	-	\$	5,130	\$	-	\$	6,840	\$	-	\$	5,700
In Lieu of Property Taxes	\$	621,433	\$	-	\$	33,557	\$	67,115	\$	44,743	\$	44,743	\$	44,743	\$	44,743	\$	99,015	\$	49,508	\$	49,508
Local Control Funding Formula Revenue	\$	1,132,590	\$	-	\$	54,101	\$	87,658	\$	86,851	\$	81,721	\$	86,851	\$	81,721	\$	151,571	\$	108,903	\$	102,063
Federal Income																						
Special Ed - IDEA	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Federal Child Nutrition	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Title I (Low-income)	\$	22,911	\$	-	\$	-	\$	4,582	\$	-	\$	-	\$	4,582	\$	-	\$	4,582	\$	-	\$	4,582
Title II (Teacher Quality)	\$	327	\$	-	\$	-	\$	65	\$	-	\$	-	\$	65	\$	-	\$	65	\$	-	\$	65
Title III (Limited English Proficiency)	\$	2,642	\$	-	\$	-	\$	528	\$	-	\$	-	\$	528	\$	-	\$	528	\$	-	\$	528
Title V (Public Charter School Grant Program)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
All Other Federal Revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Federal Income	\$	25,880	\$	-	\$	-	\$	-	\$	5,176	\$	-	\$	5,176	\$	-	\$	5,176	\$	-	\$	5,176
Other State Income																						
Special Ed - AB602	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
State Child Nutrition	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Mandated Block Grant	\$	1,782	\$	-	\$	-	\$	-	\$	1,782	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
State Lottery	\$	23,598	\$	-	\$	-	\$	-	\$	-	\$	-	\$	5,900	\$	-	\$	5,900	\$	-	\$	11,799
SB740 Facility Grant	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
All Other State Revenues	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Other State Income	\$	25,380	\$	-	\$	-	\$	-	\$	1,782	\$	-	\$	5,900	\$	-	\$	5,900	\$	-	\$	11,799
Other Income-Local																						
Food Service Sales	\$	39,269	\$	-	\$	-	\$	-	\$	3,927	\$	-	\$	3,927	\$	-	\$	3,927	\$	-	\$	7,854
Grants	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Fundraising	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
All Other Local Revenue	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Other Income-Local	\$	39,269	\$	-	\$	-	\$	-	\$	3,927	\$	-	\$	3,927	\$	-	\$	3,927	\$	-	\$	7,854
TOTAL INCOME	\$	1,223,519	\$	-	\$	54,101	\$	87,658	\$	86,851	\$	90,824	\$	87,430	\$	101,854	\$	85,648	\$	118,730	\$	112,592

**EXPENSE**

[illegible]

Summit Charter School  
Cash Flow: Years 1-3  
2020-21 Through 2022-23

Year 3

	Annual Budget	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accual
Janitorial Services	\$ 19,478	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ -
Utilities	\$ 19,478	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ 1,623	\$ -
Private Facility Lease Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prop 39 Facility Fees (If Applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Leases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repairs, Maintenance, Non-Capital Improvements	\$ 8,116	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ -
Field Trips & Other Student Transportation	\$ 4,244	\$ -	\$ 212	\$ 424	\$ 424	\$ 424	\$ 424	\$ 424	\$ 424	\$ 424	\$ 424	\$ 424	\$ 212	\$ -
Marketing & Recruitment	\$ 1,591	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ 133	\$ -
Legal Fees	\$ 12,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Audit Fees	\$ 9,548	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,548
Back-office Provider Fees	\$ 50,985	\$ 4,249	\$ 4,249	\$ 4,249	\$ 4,249	\$ 4,249	\$ 4,249	\$ 4,249	\$ 4,249	\$ 4,249	\$ 4,249	\$ 4,249	\$ 4,249	\$ -
Instructional Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Education Contractors	\$ 10,000	\$ -	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 500	\$ -
Non-Instructional Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Substitutes (i.e. Teachers on Reserve)	\$ 4,313	\$ -	\$ 216	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 431	\$ 216	\$ -
Interest / Financing Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Ed Encroachment / Fair Share	\$ 144,894	\$ -	\$ 7,824	\$ 15,649	\$ 10,432	\$ 10,432	\$ 10,432	\$ 10,432	\$ 10,432	\$ 23,086	\$ 11,543	\$ 11,543	\$ 11,543	\$ 11,543
Communications (Phone, Internet, etc.)	\$ 8,116	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ 676	\$ -
District Oversight Fee	\$ 33,980	\$ -	\$ 1,783	\$ 3,566	\$ 2,378	\$ 2,378	\$ 2,378	\$ 2,378	\$ 2,378	\$ 5,584	\$ 2,792	\$ 2,792	\$ 2,792	\$ 2,792
Other Services & Operating Expenses	\$ 6,365	\$ 530	\$ 530	\$ 530	\$ 530	\$ 530	\$ 530	\$ 530	\$ 530	\$ 530	\$ 530	\$ 530	\$ 530	\$ -
CSC discount cost	\$ 12,000	\$ -	\$ -	\$ 4,167	\$ -	\$ -	\$ -	\$ 7,833	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Operating Expenses	\$ 365,763	\$ 15,854	\$ 22,437	\$ 37,139	\$ 26,567	\$ 26,567	\$ 26,567	\$ 34,400	\$ 26,567	\$ 42,428	\$ 28,093	\$ 28,093	\$ 27,165	\$ 23,883
TOTAL EXPENSE	\$ 1,118,164	\$ 39,446	\$ 74,730	\$ 120,498	\$ 95,926	\$ 95,926	\$ 95,926	\$ 103,759	\$ 95,926	\$ 111,786	\$ 97,451	\$ 97,451	\$ 65,457	\$ 23,883
Operating surplus (deficit)	\$ -	\$ (39,446)	\$ (20,629)	\$ (32,840)	\$ (9,074)	\$ (5,101)	\$ (8,495)	\$ (1,905)	\$ (10,278)	\$ 48,888	\$ 21,279	\$ 8,539	\$ 45,709	\$ 108,709
Prior Year Revenue Accruals	\$ 103,538	\$ 3,534	\$ 4,658	\$ 5,310										
Prior Year Expense Accruals	\$ 22,263													
Beginning CASH BALANCE	\$ 64,970	\$ 106,819	\$ 43,724	\$ 79,943	\$ 76,178	\$ 76,178	\$ 71,077	\$ 62,581	\$ 164,676	\$ 84,899	\$ 133,786	\$ 155,065	\$ 76,805	
Receivable Sales	\$ -	\$ -	\$ 138,900	\$ -	\$ -	\$ -	\$ -	\$ 173,500	\$ (69,500)	\$ (69,500)	\$ -	\$ (86,800)	\$ (86,800)	
Receivable Sales Redemptions	\$ -	\$ (46,000)	\$ (74,500)	\$ -	\$ -	\$ -	\$ -	\$ (69,500)	\$ (69,500)	\$ -	\$ -	\$ -	\$ -	
ENDING CASH BALANCE	\$ 106,819	\$ 43,724	\$ 79,943	\$ 76,178	\$ 76,178	\$ 71,077	\$ 62,581	\$ 164,676	\$ 84,899	\$ 133,786	\$ 155,065	\$ 76,805	\$ 35,713	

**We the undersigned** believe that the attached charter for the creation of Summit Charter School (the “Charter School”) merits consideration and hereby petition the governing board of the Ojai Unified School District to grant approval of the charter pursuant to Education Code Section 47605 to enable the creation of the Charter School. The Petitioners for the Charter School agree to operate the Charter School pursuant to the terms of the Charter Schools Act and the provisions of the Charter School’s charter. The petitioners listed below certify that they are teachers who are meaningfully interested in teaching at the Charter School.

**By the Lead Petitioner:**

Name Thea L.O. Wilcox

May J. O. Wilcox  
Signature

Date 10/14/19

The petitioners recognize Thea L.O. Wilcox as the Lead Petitioner and hereby authorize the Lead Petitioner to negotiate any amendments to the attached charter necessary to secure approval by the Ojai Unified School District governing board.

**By the Petitioners:**

[illegible]