

LIVE OAK CHARTER SCHOOL
100 GROSS CONCOURSE PETALUMA, CA 94952 • (707) 762-9020

Agenda for the Regular Meeting of the Board of Directors Live Oak Charter School
June 11, 2020
6:00pm

Mission & Program

To ensure the humanity and potential of its students through an education resonant with their unfolding awareness and capacities, and supportive of the full and integrated development of body, heart, and mind. LOCS provides a K-8 program inspired by Waldorf education to children and families of Petaluma and surrounding communities. Waldorf inspired education is a developmental approach to learning that cultivates the innate capacities of each child through age appropriate curriculum. Live Oak educates the whole child – head, heart, and hands, through an education that integrates each child's creative, intellectual, emotional, physical and social domains. Live Oak offers an interdisciplinary liberal arts program where art, music, and movement are integrated with core academic instruction. Exploration of the natural world, human culture, language and mathematics enlivens curiosity which is the foundation of intellectual growth, conceptual flexibility, empathy and sense of connectedness.

OPENING

PUBLIC COMMENT

This portion of the meeting is set aside for members of the public to make comments or raise issues that are not specifically on the agenda. The board cannot, by law, respond or take action on any issue not specifically on the agenda. Public Comment presentations are limited to three minutes per presentation and the total time allotted to non-agenda items will not exceed fifteen minutes.

OPEN SESSION

A. Approve the agenda

B. Reports

1. Committee reports
 - a. Executive Committee (Sarah Grossi)
 - b. Finance Committee (James Jensen)
2. Executive Director Report (Justin Tomola)
3. Foundation Report (Sarah Grossi)
4. In gratitude (Sarah Grossi)

C. Consent agenda

All matters listed under Consent Agenda are considered to be routine, and all will be enacted by one motion and vote. There will be no separate discussion of these items unless a Board member requests items to be removed from the Consent Agenda for separate action.

1. Board minutes for May 14, 2020 regular board meeting; June 2, 2020 Special Board meeting
2. Monthly financials for May 2020
3. Approval of certificated staff stipends

D. The board will consider the following for discussion and approval

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Agenda for the Regular Meeting of the Board of Directors Live Oak Charter School
June 11, 2020
6:00pm

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors ("Board") and employees of Live Oak Charter shall meet via the Zoom meeting platform. Members of the public who wish to access the Board meeting may do so at: <https://us02web.zoom.us/j/85695420949?pwd=SFVVYUdMNEJvOFczb3ZpZ0JKODJJQT09>

You may also call in using the Zoom phone number:

699 900 9128 US

Meeting ID: 856 9542 0949

Password: 9irsAK

Members of the public who wish to comment during public comment sections at the start of the meeting or after presentation of items on the agenda may use the "raise hand" on the Zoom platform. Public comment is limited to three (3) minutes. If an interpreter is needed for comments, they will be translated into English and the time limit shall be six (6) minutes. The Board may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a participant from the meeting if the participant unreasonably disrupts the Board Meeting

Access to Board Materials: A copy of the written materials which will be submitted to the Board may be reviewed by any interested persons on the Live Oak Charter School's website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by emailing kim.anderson@liveoakcharter.org. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

1. LOCS Enrollment Policy amendment (Justin Tomola)
2. LOCS MOU with Live Oak Foundation (Sarah Grossi, Richard Deering)
3. Election of Board members for terms starting July 1, 2020.
 - a. Interview with candidates:
Robert Bunce, James Jensen, Patrick Kennel, Jessica Umpress
 - b. Election of board member for 2-year term starting July 1, 2020
 - c. Election of board member for 2-year term starting July 1, 2020
 - d. Election of board member for 3-year term starting July 1, 2020

E. The board will consider the following for discussion

1. Update on 2020/21 budget (James Jensen)

CLOSED SESSION

F. Pursuant to Government Code 54956.8 Conference with Real Property Negotiator
Property: 100 Gness Concourse, Petaluma; Negotiating Parties: Sonoma-Marín Fair; under
negotiation: price and terms

G. Pursuant to Government Code 54957: Public Employee Contracts

OPEN SESSION

Report on actions taken in closed session

ADJOURNMENT

LIVE OAK CHARTER SCHOOL
100 GROSS CONCOURSE PETALUMA, CA 94952 • (707) 762-9020

Agenda for the Regular Meeting of the Board of Directors Live Oak Charter School
May 14, 2020
6:00pm

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Agenda for the Regular Meeting of the Board of Directors Live Oak Charter School
May 14, 2020
6:00pm

Present

Sarah Grossi (SG), Board Chair
James Jensen (JJ), Board Treasurer
Stacy Ito (SI), Board Secretary
Erin Wrightsman (EW), Director
Josh Kizner (JK), Director
Chris Fox (CF), Director
Justin Tomola (JT), Executive Director

John Azzizzi (JA), Business Manager
Krista Wigert (KW), Middle School Math Teacher

Absent

Daniella Baker, Director

OPENING 6:05 pm

PUBLIC COMMENT

None

OPEN SESSION

A. Approve the agenda--Move to approve JJ, 2nd CF, Aye SG, JK, EW

B. Reports

1. Committee reports
 - a. Executive Committee (Sarah Grossi)
 - i. Met and set the agenda for today's meeting.
 - b. Finance Committee (James Jensen)
 - i. Met and discussed the constantly evolving budget news from the State
2. Executive Director Report (Justin Tomola)
 - a. Reflection on the 2019-2020 school year: Transition to a new Executive Director, ongoing mold investigation and remediation, smoke days with 1000+ people in the evacuation center on campus, loss of SB740 funding, novel coronavirus, 7+ weeks of distance learning, with distance learning planned until end of the school year...what a year our school community has been through!
 - b. Gratitude for our hard working teachers for their tireless efforts, for their flexibility and adaptability, in these challenging times.
 - c. A look into our school
 - i. Kindergarten: Sunflower uses a website to stay connected to families and

- sends home packets; Rosemary is using Google classroom and a blog to stay connected.
- ii. 1st Grade: Project based lessons, 2nd Step social-emotional lessons, and 1-1 Zoom meetings with each student weekly.
- iii. 2nd: Working on a unit on the solar system, fables, raising chicks in an incubator in anticipation of next year's practical arts.
- iv. 3rd: Utilizing Google Classroom and Zoom for science, math and main lesson, shelter projects built at home using items found in the home.
- v. 4th: Daily Zoom calls and Google Classroom, now in their animal report block.
- vi. 6th: Preparing for their knighting ceremony, making costumes and a feast at home, celebrating 5/17 with a possible car parade.
- vii. 7th: Started brand new block on environmental science--new block is due to a grant facilitated by Robert Bunce.
- viii. Handwork: 51 instructional videos available so far, plus weekly Zoom check-ins.
- ix. Strings/Music: Exploring diverse musical subjects, students bringing musical offerings.
- x. Reading Specialist: Progressing on student goals using 1-1 meetings on Zoom, finding both Zoom and Google Classroom surprisingly effective.
- xi. Movement: Meeting weekly with classes on Zoom, focus on staying active and connected with weekly activities for students and families.
- d. Fairgrounds Update
 - i. Darrin (maintenance) and Ashley (front office) moving on and positions not being refilled.
 - ii. Reapplying for statewide grant for money to finish repairing Middle School building
 - iii. Fair will be held virtually this year, and linked to the LOCS website for students wishing to exhibit.
- e. New looping model email sent to the LOCS community
 - i. TK-K, 1-3, 4-5, 6-8 are the new cohorts
 - 1. 1st-3rd cohort will be Ms. Amy, Ms. Leah, and Ms. Lois
 - 2. 4th-5th cohort will be Ms. Julie and Ms. Mann
 - 3. 6th-8th cohort will be Ms. Riley (new), Ms. Osner, and Ms. Sheppard
 - ii. Next year 2020-2021 is a transitional year wherein Ms. Mann will pick up the 3rd grade class and carry them through 5th, and Ms. Leah will do 5th grade before heading down to 1st grade in the following year.
- f. Picture for Fall 2020--3 possible scenarios
 - i. Complete distance learning
 - ii. Complete in-person learning
 - iii. Hybrid model with some students on campus some of the time while some students are participating in distance learning.
 - 1. The hybrid model is the most likely scenario, given developments with the COVID-19 coronavirus and the State's roadmap for reopening.
 - 2. No plan is final yet, still in the exploration stage and waiting for

direction from the state.

- g. Graduation
 - i. Ms. Leah and a parent from the 8th grade class are creating a documentary and will host a viewing party when the SIP order is lifted.
 - ii. Planning for a Zoom call for the class to present 8th grade projects.
- 3. Foundation Report (Sarah Grossi)
 - a. Last year's projected grant to the school was \$187,128. This year we are projecting a grant to the school in the amount of \$185,808. This is an amount equal to 80% of our net income for the year, as set in the MOU between the Foundation and the School.
 - b. Three events fundraised at our recent auction may possibly not happen due to COVID-19, social distancing requirements and/or the Shelter in Place order. These events are Grow the Music, the comedy night, and the Back to School Breather. Funds raised for these events will be held in an escrow account until refunded or until it becomes clear whether or not these events can/will occur.

C. Consent agenda--Move to approve JK, 2nd JJ, Aye SG, EW, SI, CF

All matters listed under Consent Agenda are considered to be routine, and all will be enacted by one motion and vote. There will be no separate discussion of these items unless a Board member requests items to be removed from the Consent Agenda for separate action.

- 1. Board minutes for April 9, 2020 regular board meeting
- 2. Monthly financials for April 2020
- 3. Clifton Larson Allen LLP auditor letter to Board of Directors

D. The board will consider the following for discussion and approval

- 1. California Office of Emergency Services form OES 130 Resolution (Justin Tomola)
 - a. Recommended by SCOE, LOCS needs to submit this form to be eligible to apply for public assistance, this could be valuable for funding for disinfection/sanitizing supplies, PPE, and funds if LOCS were to be used for emergency relief activity.
 - b. Move to approve EW, 2nd SI, Aye SG, JJ, JK, CF
- 2. COVID-19 Employment- Related Policy Approval (Justin Tomola)
 - a. This policy would make LOCS compliant with the new federal CARES Act and LOCS is legally required to add this policy to the employee handbook
 - b. Move to approve JJ, 2nd JK, Aye SG, CF, EW

E. The board will consider the following for discussion

- 1. Update on distance learning at Live Oak Middle School (Krista Wiggert)
 - a. Middle school teaching team meets twice a week and all would like to have clearer expectations for students and their requirements for participation, noting a wide variety of student work and engagement. Team is feeling positive overall and considering creating a parent survey for family feedback. Middle school assigns work 2x/week, on Mondays and Wednesdays at 9am, with work being due on Tuesdays and Thursdays at 4pm, respectively. Middle school team is using instructional videos, Zoom classrooms and Zoom office hours
 - b. Public Comment

- i. Desire for town hall meeting, for school to hear community input on distance learning.
 - ii. We love hearing the passion of our teachers, they do amazing work.
 - iii. There's a wide spread of family engagement--some families are just now finding out that work is expected to be turned in. We need clearer expectations--where are we on observing this?
 - iv. With experience working in a large district, I've seen where administration and some staff are present to give live virtual updates, hear from parents, and start to build a vision for what it could be going forward. This would be great for our school too.
 - v. Classroom aides have been instrumental in facilitating and bearing the load of distance learning.
 - vi. Desire to keep Waldorf traditions alive, especially seasonal rituals and events. Curiosity on how they can be carried forward in this time.
 - vii. Do all students have access to the internet and technology?
- c. Board discussion
 - i. 8th grade project presentations are such a lovely school tradition--will they be open and public? Might be recorded on a Zoom meeting, with a link posted later.
 - ii. Can we hear more about instructional videos? The #1 priority for the Middle School team is real contact and engagement daily between the classroom teachers and their students. KW provides instructional videos as guided examples, much like she would have in the classroom. Office hours are available for extra 1-1 help.
 - iii. What is the biggest driver of scheduling problems? Siblings on screens at the same time for class meetings, families not wanting students on screen as much as they're in class.
 - iv. What should we change/grow/develop for the fall to provide quality education?
 - 1. More accountability for attendance and viewership
 - 2. Reimplementing grades for student feedback and improvement
 - 3. More upfront on expectations for students and families
- 2. Update on California State budget May revise (John Azzizzi)
 - a. Summary: the State's May Revised budget came out today, but with State taxes delayed until July 15, much of the state's revenue is still a question mark. The revised reductions could be much higher, but we won't know solid numbers until August or September, and then another revision in January. Legislation must pass a budget in June, but with so many revisions, we can be sure of a rocky year ahead.
 - i. 10% LCFF funding cut, unsure if that includes or excludes COLA
 - 1. Net impact is additional 7.7% decrease in 2019-2020 funding
 - ii. With LOCS current deficit, looking at \$340k minimum reduction to this year's budget to break even.
 - iii. LOCS reserves are at 13%, \$427k. Our target is 17%, and the minimum required is 5%.
 - b. Public Comment--none
 - c. Board Discussion

- i. How will ADA be calculated in distance learning or hybrid models? No idea yet, but if we're still under emergency conditions in the fall, LOCS can put in a waiver for material loss of ADA funding.
 - ii. Due to likely delays in payments and funding gaps, JK advises setting up a bridge loan ASAP. Possibly could work with the Foundation to help provide access to money to manage cash flow.
- 3. 2020/21 budgeting priorities (James Jensen)
 - a. LOCS Budgeting Priorities
 - i. Create a balanced budget with no intentional deficit spending.
 - ii. Use accurate and realistic numbers with all revenue streams.
 - iii. Maintain fidelity to our Waldorf roots with respect to Specialty classes.
 - iv. Minimize Human Resource modifications.
 - v. Minimize classroom budget reductions.
 - b. The Budget Advisory Council, composed of Justin Tomola, James Jensen, Krista Wigert, Kim Anderson and Robert Bunce is working diligently to reconcile the dilemmas between the current and coming state budget reductions and our school's priorities.
 - c. The board expresses its deep thanks for this team, taking on an incredibly difficult and challenging task.
 - d. LOCS 2020-2021 budget will be presented at the June board meeting.
- 4. Anticipated board openings for 2019/20 year (Sarah Grossi)
 - a. Public Comment--none
 - b. Two openings will be available soon, as Josh Kizner and Daniella Baker complete their terms and step down from the board
 - c. Any interested persons should contact Sarah Grossi with a Letter of Intent as soon as possible, elections will be at the June board meeting.

CLOSED SESSION 9:02pm

F. Pursuant to Government Code 54956.8 Conference with Real Property Negotiator
 Property: 100 Gness Concourse, Petaluma; Negotiating Parties: Sonoma-Marin Fair; under negotiation: price and terms

G. Pursuant to Government Code 54957: Public Employee Contracts

OPEN SESSION

The Board unanimously votes to extend a one-year contract for the 2020-2021 school year to Justin Tomola, as Executive Director. Aye: SG, JK, JJ, SI, EW, CF. Absent: DB

ADJOURNMENT 10:40pm



Fundraising Report Through April 2020

Total Fundraising Goal: \$253,360

Last years projected grant to the school was \$187,128. This year we are projecting a grant to the school in the amount of \$185,808. This is an amount equal to 80% of our net income for the year, as set in the MOU between the Foundation and the School.

Donations Received by Month

<u>Month</u>	<u>2015/16 Year</u>	<u>2016/17 Year</u>	<u>2017-18 Year</u>	<u>2018-19 Year</u>	<u>2019-20 Year</u>
July	\$5,943.12	\$3,617.89	\$10,868.36	\$8,383.21	\$10,989.33
August	\$12,950.00	\$9,250.20	\$15,409.62	\$8,652.51	\$21,194.89
September	\$12,817.53	\$19,680.00	\$12,892.50	\$23,645.47	\$16,006.07
October	\$8,773.96	\$10,922.55	\$19,718.56	\$11,717.19	\$11,153.66
November	\$11,366.17	\$16,357.86	\$16,616.22	\$17,345.91	\$12,510.24
December	\$18,886.31	\$16,650.60	\$15,892.75	\$21,067.03	\$23,091.80
January	\$15,033.44	\$30,199.56	\$28,411.15	\$25,915.16	\$33,871.50
February	\$14,856.20	\$19,602.98	\$24,635.87	\$15,592.43	\$15,300.49
March	\$22,635.39	\$87,260.89	\$93,079.22	\$84,452.77	\$99,049.54
April	\$15,018.20	\$12,970.35	\$10,531.03	\$14,613.46	\$10,752.15
May	\$72,234.12	\$13,967.58	\$16,081.63	\$13,789.51	
June	\$18,401.27	\$12,590.20	\$10,458.09	\$39,777.09	
Total	\$228,900.71	\$253,070.06	\$274,595.00	\$284,951.74	\$253,919.67

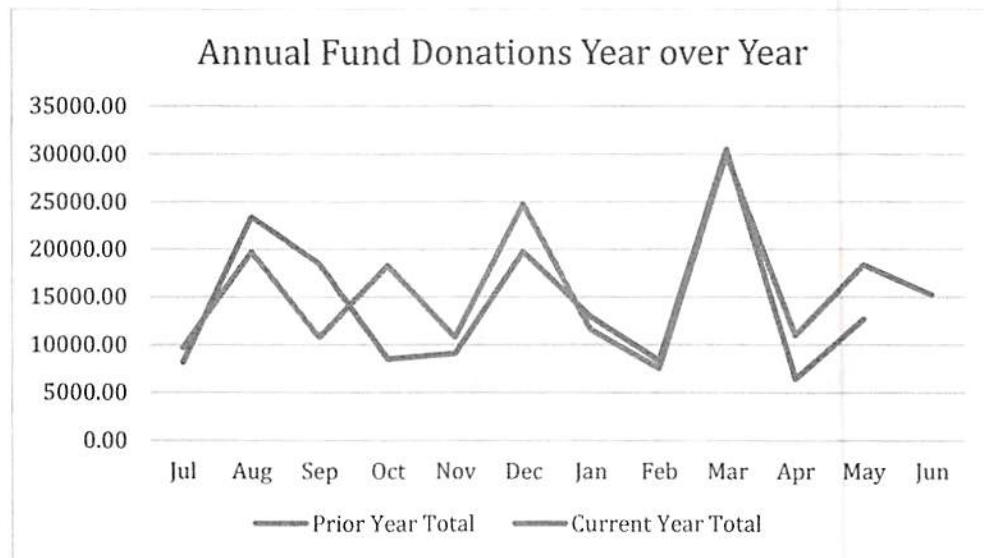
Variance From Last Year YTD: +\$25,234.53

Long-Term Capital Fund Ending Balance: Approx. \$91,048



Annual Fund Participation by Grade through May 2020

Grade	2015-16	2016-17	2017-18	2018-19	This month last year	2019-20
K-Rosemary	86%	91%	100%	77%	77%	95%
K-Sunflower	77%	95%	82%	64%	64%	73%
1 st	91%	91%	91%	88%	88%	69%
2 nd	97%	94%	84%	84%	81%	88%
3 rd	84%	84%	84%	66%	63%	77%
4 th	78%	84%	88%	81%	81%	67%
5 th	77%	69%	84%	81%	81%	63%
6 th	66%	87%	69%	74%	68%	81%
7 th	77%	69%	100%	59%	59%	75%
8 th	67%	72%	57%	86%	86%	61%
Totals	76%	83%	83%	76%	75%	74%



The discrepancy between the Neon report and the table from Foundation records is due to end-of-the-month donation that are recorded in Neon by check date or initiation of a credit card transaction, but recorded in our books when funds are received in our bank account which can be several days later.

Balances through 05/31/2020

Fiscal Year 2019/20

FD- RSRC- Y- GOAL- FUNC- OBJ T- SCH- MGMT	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Object 1100 - Teachers' Salar						
62- 0000- 0- 1110- 1000- 1100- 000- 0000	Teachers' Salar,Instructi	695,942.00	693,451.00		599,356.90	94,094.10
62- 1100- 0- 1110- 1000- 1100- 000- 0000	Teachers' Salar,Instructi	30,536.00	32,020.00		27,187.29	4,832.71
62- 1400- 0- 1110- 1000- 1100- 000- 0000	Teachers' Salar,Instructi	38,045.00	38,053.00		32,862.97	5,190.03
Total for Object 1100 and Expense accounts		764,523.00	763,524.00	.00	659,407.16	104,116.84
Object 1130 - Teachers' Sals						
62- 0000- 0- 1110- 1000- 1130- 000- 0000	Teachers' Sals,Instructio	9,000.00	11,000.00		10,000.00	1,000.00
Total for Object 1130 and Expense accounts		9,000.00	11,000.00	.00	10,000.00	1,000.00
Object 1148 - Teacher Substit						
62- 0000- 0- 1110- 1000- 1148- 000- 0000	Teacher Substit,Instructi	8,000.00	8,000.00		5,640.00	2,360.00
Total for Object 1148 and Expense accounts		8,000.00	8,000.00	.00	5,640.00	2,360.00
Object 1300 - Cert Suprvrs'						
62- 0000- 0- 0000- 7150- 1300- 000- 0000	Cert Suprvrs',Superinten	33,000.00	33,000.00		28,875.00	4,125.00
62- 0000- 0- 1110- 2700- 1300- 000- 0000	Cert Suprvrs',School Adm	77,000.00	77,000.00		67,375.14	9,624.86
Total for Object 1300 and Expense accounts		110,000.00	110,000.00	.00	96,250.14	13,749.86
Object 2100 - Instructional A						
62- 0000- 0- 1110- 1000- 2100- 000- 0000	Instructional A,Instructi	206,072.00	224,374.00		185,963.69	38,410.31
62- 0000- 0- 5770- 1190- 2100- 000- 0000	Instructional A,Spec Ed-o	18,182.00	17,474.00		14,986.97	2,487.03
Total for Object 2100 and Expense accounts		224,254.00	241,848.00	.00	200,950.66	40,897.34
Object 2148 - Instr Aides Sub						
62- 0000- 0- 1110- 1000- 2148- 000- 0000	Instr Aides Sub,Instructi	6,013.00	1,500.00		1,427.51	72.49
Total for Object 2148 and Expense accounts		6,013.00	1,500.00	.00	1,427.51	72.49
Object 2199 - Instr Aides Oth						
62- 0000- 0- 1110- 1000- 2199- 000- 0000	Instr Aides Oth,Instructi	9,000.00	10,000.00		8,895.23	1,104.77
Total for Object 2199 and Expense accounts		9,000.00	10,000.00	.00	8,895.23	1,104.77
Object 2220 - Classfd Hrlr Cu						
62- 0000- 0- 1110- 8200- 2220- 000- JAN	Classfd Hrlr Cu,Operation	12,024.00	3,549.00		3,065.08	483.92
Total for Object 2220 and Expense accounts		12,024.00	3,549.00	.00	3,065.08	483.92
Object 2300 - Classified Direc						
62- 0000- 0- 0000- 7300- 2300- 000- CBSC	Classified Direc,Fiscal Se	39,600.00	39,600.00		34,650.00	4,950.00
62- 0000- 0- 7110- 7300- 2300- 000- CBSC	Classified Direc,Fiscal Se	70,400.00	70,400.00		61,600.14	8,799.86
Total for Object 2300 and Expense accounts		110,000.00	110,000.00	.00	96,250.14	13,749.86
Object 2400 - Clerical & Offi						
62- 0000- 0- 0000- 7200- 2400- 000- 0000	Clerical & Offi,Other Gen	35,000.00	35,500.00		31,125.14	4,374.86

Selection Grouped by Account Type, Filtered by User Permissions, (Org = 12, Online/Offline = N, Period = 12, UnPosted JEs? = N, Assets and Liabilities? =

ESCAPE ONLINE

Page 1 of 12 Restricted Accts? = Y, Obj Digits = 0, Page Break Lvl =)

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Balances through 05/31/2020

Fiscal Year 2019/20

FD- RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Object 3311 - Benefits - Oasd						
62- 0000- 0- 1110- 1000- 3311- 000- 0000	Benefits - Oasd,Instructi	1,797.00	1,867.00		1,793.00	74.00
62- 1400- 0- 1110- 1000- 3311- 000- 0000	Benefits - Oasd,Instructi	2,153.00	2,153.00		1,860.31	292.69
Total for Object 3311 and Expense accounts		3,950.00	4,020.00	.00	3,653.31	366.69
Object 3312 - Benefits - Oasd						
62- 0000- 0- 0000- 3700- 3312- 000- FOOD	Benefits - Oasd,Food Serv	825.00	825.00		712.12	112.88
62- 0000- 0- 0000- 7200- 3312- 000- 0000	Benefits - Oasd,Other Gen	2,114.00	2,122.00		1,862.86	259.14
62- 0000- 0- 0000- 7300- 3312- 000- CBSC	Benefits - Oasd,Fiscal Se	2,321.00	2,321.00		2,031.94	289.06
62- 0000- 0- 1110- 1000- 3312- 000- 0000	Benefits - Oasd,Instructi	21,208.00	21,607.00		18,209.32	3,397.68
62- 0000- 0- 1110- 2420- 3312- 000- LI BR	Benefits - Oasd,Instructi	577.00	577.00		498.56	78.44
62- 0000- 0- 1110- 2700- 3312- 000- 0000	Benefits - Oasd,School Ad	7,823.00	7,628.00		6,711.29	916.71
62- 0000- 0- 1110- 8200- 3312- 000- JANI	Benefits - Oasd,Operation	745.00	220.00		190.00	30.00
62- 0000- 0- 5770- 1190- 3312- 000- 0000	Benefits - Oasd,Spec Ed-o	1,127.00	1,127.00		938.26	188.74
62- 0000- 0- 7110- 7300- 3312- 000- CBSC	Benefits - Oasd,Fiscal Se	4,127.00	4,127.00		3,612.35	514.65
62- 9033- 0- 8500- 5900- 3312- 000- car e	Benefits - Oasd,Other Com	5,381.00	5,979.00		5,024.25	954.75
Total for Object 3312 and Expense accounts		46,248.00	46,533.00	.00	39,790.95	6,742.05
Object 3331 - Benefits - Medi						
62- 0000- 0- 0000- 7150- 3331- 000- 0000	Benefits - Medi,Superinte	479.00	455.00		398.08	56.92
62- 0000- 0- 1110- 1000- 3331- 000- 0000	Benefits - Medi,Instructi	11,010.00	9,635.00		8,315.63	1,319.37
62- 0000- 0- 1110- 2700- 3331- 000- 0000	Benefits - Medi,School Ad	1,117.00	1,061.00		929.00	132.00
62- 1100- 0- 1110- 1000- 3331- 000- 0000	Benefits - Medi,Instructi	449.00	449.00		388.03	60.97
62- 1400- 0- 1110- 1000- 3331- 000- 0000	Benefits - Medi,Instructi	504.00	504.00		435.11	68.89
Total for Object 3331 and Expense accounts		13,559.00	12,104.00	.00	10,465.85	1,638.15
Object 3332 - Benefits - Medi						
62- 0000- 0- 0000- 3700- 3332- 000- FOOD	Benefits - Medi,Food Serv	193.00	193.00		166.63	26.37
62- 0000- 0- 0000- 7200- 3332- 000- 0000	Benefits - Medi,Other Gen	494.00	496.00		435.57	60.43
62- 0000- 0- 0000- 7300- 3332- 000- CBSC	Benefits - Medi,Fiscal Se	543.00	543.00		475.15	67.85
62- 0000- 0- 1110- 1000- 3332- 000- 0000	Benefits - Medi,Instructi	5,960.00	5,053.00		4,258.85	794.15
62- 0000- 0- 1110- 2420- 3332- 000- LI BR	Benefits - Medi,Instructi	135.00	135.00		116.47	18.53
62- 0000- 0- 1110- 2700- 3332- 000- 0000	Benefits - Medi,School Ad	1,830.00	1,784.00		1,569.55	214.45
62- 0000- 0- 1110- 8200- 3332- 000- JANI	Benefits - Medi,Operation	174.00	51.00		44.46	6.54
62- 0000- 0- 5770- 1190- 3332- 000- 0000	Benefits - Medi,Spec Ed-o	264.00	264.00		219.39	44.61
62- 0000- 0- 7110- 7300- 3332- 000- CBSC	Benefits - Medi,Fiscal Se	965.00	965.00		844.85	120.15
62- 9033- 0- 8500- 5900- 3332- 000- car e	Benefits - Medi,Other Com	1,508.00	1,398.00		1,175.18	222.82
Total for Object 3332 and Expense accounts		12,066.00	10,882.00	.00	9,306.10	1,575.90

Fiscal Year 2019/20Object 3601 - Benefits - Wcom

Balances through 05/31/2020					Fiscal Year 2019/20	
FD- RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Object 3601 - Benefits - Wcom						
62- 0000- 0- 0000- 7150- 3601- 000- 0000	Benefits - Wcom,Superinte	488.00	488.00		427.35	60.65
62- 0000- 0- 1110- 1000- 3601- 000- 0000	Benefits - Wcom,Instructi	10,552.00	10,552.00		9,102.03	1,449.97
62- 0000- 0- 1110- 2700- 3601- 000- 0000	Benefits - Wcom,School Ad	1,140.00	1,140.00		997.08	142.92
62- 1100- 0- 1110- 1000- 3601- 000- 0000	Benefits - Wcom,Instructi	466.00	466.00		402.42	63.58
62- 1400- 0- 1110- 1000- 3601- 000- 0000	Benefits - Wcom,Instructi	563.00	563.00		486.22	76.78
Total for Object 3601 and Expense accounts		13,209.00	13,209.00	.00	11,415.10	1,793.90
Object 3602 - Benefits - Wcom						
62- 0000- 0- 0000- 3700- 3602- 000- FOOD	Benefits - Wcom,Food Serv	197.00	197.00		170.05	26.95
62- 0000- 0- 0000- 7200- 3602- 000- 0000	Benefits - Wcom,Other Gen	518.00	525.00		460.79	64.21
62- 0000- 0- 0000- 7300- 3602- 000- CBSC	Benefits - Wcom,Fiscal Se	586.00	586.00		512.82	73.18
62- 0000- 0- 1110- 1000- 3602- 000- 0000	Benefits - Wcom,Instructi	5,090.00	5,455.00		4,601.92	853.08
62- 0000- 0- 1110- 2420- 3602- 000- LI BR	Benefits - Wcom,Instructi	138.00	138.00		118.94	19.06
62- 0000- 0- 1110- 2700- 3602- 000- 0000	Benefits - Wcom,School Ad	1,899.00	1,858.00		1,633.28	224.72
62- 0000- 0- 1110- 8200- 3602- 000- JANI	Benefits - Wcom,Operation	178.00	53.00		45.22	7.78
62- 0000- 0- 5770- 1190- 3602- 000- 0000	Benefits - Wcom,Spec Ed-o	269.00	269.00		223.97	45.03
62- 0000- 0- 7110- 7300- 3602- 000- CBSC	Benefits - Wcom,Fiscal Se	1,042.00	1,042.00		911.61	130.39
62- 9033- 0- 8500- 5900- 3602- 000- car e	Benefits - Wcom,Other Com	1,303.00	1,446.00		1,215.17	230.83
Total for Object 3602 and Expense accounts		11,220.00	11,569.00	.00	9,893.77	1,675.23
Object 4110 - Textbooks						
62- 6300- 0- 1110- 1000- 4110- 000- 0000	Textbooks,Instruction,Reg	5,500.00	750.00		134.88	615.12
Total for Object 4110 and Expense accounts		5,500.00	750.00	.00	134.88	615.12
Object 4210 - Books Other Tha						
62- 0000- 0- 1110- 1000- 4210- 000- 0000	Books Other Tha,Instructi	1,000.00	200.00		566.69	366.69-
62- 0000- 0- 1110- 1000- 4210- 000- LI BR	Books Other Tha,Instructi	1,000.00	1,000.00		1,043.34	43.34-
Total for Object 4210 and Expense accounts		2,000.00	1,200.00	.00	1,610.03	410.03-
Object 4300 - Materials & Sup						
62- 9038- 0- 1110- 1000- 4300- 000- 0000	Materials & Sup,Instructi	1,000.00	17,400.00		19,469.03	2,069.03-
Total for Object 4300 and Expense accounts		1,000.00	17,400.00	.00	19,469.03	2,069.03-
Object 4310 - Instructional M						
62- 0000- 0- 1110- 1000- 4310- 000- 5t h1	Instructional M,Instructi	1,000.00	1,000.00		995.82	4.18
62- 0000- 0- 1110- 1000- 4310- 000- 6t h1	Instructional M,Instructi	1,000.00	1,000.00		544.98	455.02
62- 0000- 0- 1110- 1000- 4310- 000- 7TH1	Instructional M,Instructi	1,000.00	1,000.00		773.08	226.92
62- 0000- 0- 1110- 1000- 4310- 000- 8t h1	Instructional M,Instructi	1,000.00	1,000.00		157.13	842.87
62- 0000- 0- 1110- 1000- 4310- 000- BUDG	Instructional M,Instructi	2,869.00	9,544.00-			9,544.00-

Selection: Grouped by Account Type, Filtered by: User Permissions, (Org = 12, Online/Offline = N, Period = 12, UnPosted JEs? = N, Assets and Liabilities? =

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Balances through 05/31/2020

Fiscal Year 2019/20

FD- RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Object 4310 - Instructional M (continued)						
62- 0000- 0- 1110- 1000- 4310- 000- GAME	Instructional M,Instructi	750.00	750.00		614.21	135.79
62- 0000- 0- 1110- 1000- 4310- 000- HAND	Instructional M,Instructi	6,000.00	6,000.00		3,824.67	2,175.33
62- 0000- 0- 1110- 1000- 4310- 000- KND1	Instructional M,Instructi	50.00	50.00		50.00	
62- 0000- 0- 1110- 1000- 4310- 000- KND2	Instructional M,Instructi	50.00	50.00		50.00	
62- 0000- 0- 1110- 1000- 4310- 000- MATH	Instructional M,Instructi	500.00	500.00		112.12	387.88
62- 0000- 0- 1110- 1000- 4310- 000- MJSC	Instructional M,Instructi	2,000.00	2,000.00		1,934.09	65.91
62- 0000- 0- 1110- 1000- 4310- 000- RSP1	Instructional M,Instructi	500.00	500.00		144.44	355.56
62- 0000- 0- 1110- 1000- 4310- 000- RT1 1	Instructional M,Instructi	408.00	408.00		128.50	279.50
62- 6300- 0- 1110- 1000- 4310- 000- 1st 1	Instructional M,Instructi	1,500.00	1,500.00		1,512.40	12.40-
62- 6300- 0- 1110- 1000- 4310- 000- 2nd 1	Instructional M,Instructi	1,000.00	1,000.00		978.13	21.87
62- 6300- 0- 1110- 1000- 4310- 000- 3RD1	Instructional M,Instructi	1,000.00	1,000.00		1,021.71	21.71-
62- 6300- 0- 1110- 1000- 4310- 000- 4TH1	Instructional M,Instructi	1,000.00	1,000.00		989.43	10.57
62- 6300- 0- 1110- 1000- 4310- 000- BUDG	Instructional M,Instructi	2,881.00	9,544.00		135.25	9,408.75
62- 6300- 0- 1110- 1000- 4310- 000- KND1	Instructional M,Instructi	1,000.00	1,000.00		994.06	5.94
62- 6300- 0- 1110- 1000- 4310- 000- knd2	Instructional M,Instructi	1,000.00	1,000.00		920.33	79.67
Total for Object 4310 and Expense accounts		26,508.00	20,758.00	.00	15,880.35	4,877.65
Object 4340 - Computer Sftwar						
62- 0000- 0- 1110- 1000- 4340- 000- 0000	Computer Sftwar,Instructi	200.00	405.00		374.99	30.01
62- 0000- 0- 1110- 2700- 4340- 000- 0000	Computer Sftwar,School Ad	200.00	1,500.00		756.99	743.01
Total for Object 4340 and Expense accounts		400.00	1,905.00	.00	1,131.98	773.02
Object 4350 - Office Supplies						
62- 0000- 0- 1110- 2700- 4350- 000- 0000	Office Supplies,School Ad	7,000.00	5,000.00		3,337.49	1,662.51
Total for Object 4350 and Expense accounts		7,000.00	5,000.00	.00	3,337.49	1,662.51
Object 4353 - Duplicating Cos						
62- 0000- 0- 1110- 2700- 4353- 000- 0000	Duplicating Cos,School Ad	4,000.00	750.00		418.91	331.09
Total for Object 4353 and Expense accounts		4,000.00	750.00	.00	418.91	331.09
Object 4370 - Custodial Suppl						
62- 0000- 0- 1110- 8200- 4370- 000- JAN1	Custodial Suppl,Operation	4,000.00	4,750.00		4,084.12	665.88
Total for Object 4370 and Expense accounts		4,000.00	4,750.00	.00	4,084.12	665.88
Object 4390 - Other Supplies						
62- 0000- 0- 1110- 1000- 4390- 000- 0000	Other Supplies,Instructio	1,500.00	300.00		300.52	.52-
62- 0000- 0- 1110- 1000- 4390- 000- 2020	Other Supplies,Instructio	800.00	800.00		345.10	454.90
62- 0000- 0- 1110- 1000- 4390- 000- 2021	Other Supplies,Instructio	800.00	800.00		800.00	
62- 0000- 0- 1110- 1000- 4390- 000- 2022	Other Supplies,Instructio	1,200.00	1,200.00		692.10	507.90

Selection: Grouped by Account Type, Filtered by User Permissions, (Org = 12, Online/Offline = N, Period = 12, UnPosted JEs? = N, Assets and Liabilities? =

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Fiscal Year 2019/20

FD- RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Object 4390 - Other Supplies (continued)						
62- 0000- 0- 1110- 1000- 4390- 000- 2023	Other Supplies,Instructio	1,200.00	1,200.00		660.68	539.32
62- 0000- 0- 1110- 1000- 4390- 000- 2024	Other Supplies,Instructio	800.00	800.00		666.23	133.77
62- 0000- 0- 1110- 1000- 4390- 000- 2025	Other Supplies,Instructio	800.00	800.00		127.57	672.43
62- 0000- 0- 1110- 1000- 4390- 000- 2026	Other Supplies,Instructio	800.00	800.00		523.97	276.03
62- 0000- 0- 1110- 1000- 4390- 000- 2027	Other Supplies,Instructio	1,200.00	1,200.00		957.52	242.48
62- 0000- 0- 1110- 1000- 4390- 000- ATHL	Other Supplies,Instructio	500.00	500.00		108.66	391.34
62- 0000- 0- 1110- 1000- 4390- 000- GARD	Other Supplies,Instructio	500.00	500.00		87.12	412.88
62- 0000- 0- 1110- 1000- 4390- 000- GRAD	Other Supplies,Instructio	1,000.00	1,000.00		33.55	966.45
62- 0000- 0- 1110- 1000- 4390- 000- K1SN	Other Supplies,Instructio	3,200.00	3,200.00		2,236.00	964.00
62- 0000- 0- 1110- 1000- 4390- 000- K2SN	Other Supplies,Instructio	3,200.00	3,200.00		2,496.10	703.90
62- 0000- 0- 1110- 1000- 4390- 000- KND1	Other Supplies,Instructio	750.00	750.00		682.45	67.55
62- 0000- 0- 1110- 1000- 4390- 000- KND2	Other Supplies,Instructio	750.00	750.00		286.54	463.46
62- 0000- 0- 1110- 1000- 4390- 000- MJSC	Other Supplies,Instructio	1,500.00	500.00			500.00
62- 0000- 0- 1110- 1000- 4390- 000- TRI P	Other Supplies,Instructio	4,000.00	3,000.00		663.27	2,336.73
62- 0000- 0- 1110- 2420- 4390- 000- LI BR	Other Supplies,Instructio	500.00	500.00		226.10	273.90
62- 0000- 0- 1110- 2700- 4390- 000- 0000	Other Supplies,School Adm	1,000.00	750.00		745.79	4.21
62- 0000- 0- 1110- 2700- 4390- 000- COPY	Other Supplies,School Adm	4,000.00	4,000.00		3,035.71	964.29
62- 0000- 0- 1110- 2700- 4390- 000- FEST	Other Supplies,School Adm	1,000.00	1,000.00		300.39	699.61
62- 0000- 0- 1110- 8200- 4390- 000- 0000	Other Supplies,Operations	4,000.00	2,000.00		1,454.96	545.04
62- 0000- 0- 1110- 8200- 4390- 000- MNTN	Other Supplies,Operations	4,000.00	1,000.00		157.99	842.01
62- 7388- 0- 1110- 8200- 4390- 000- 0000	Other Supplies,Operations				203.81	203.81-
62- 9033- 0- 8500- 5900- 4390- 000- CARE	Other Supplies,Other Comm	4,000.00	4,000.00		2,232.59	1,767.41
62- 9038- 0- 1110- 1000- 4390- 000- LOWE	Other Supplies,Instructio	4,000.00	2,045.00		1,794.41	250.59
62- 9038- 0- 1110- 1000- 4390- 000- NMSF	Other Supplies,Instructio	4,000.00	993.00		95.80	897.20
62- 9090- 0- 0000- 8300- 4390- 000- 0000	Other Supplies,Security,U	1,500.00	1,000.00		763.36	236.64
Total for Object 4390 and Expense accounts		52,500.00	38,588.00	.00	22,678.29	15,909.71
Object 4400 - Inventory Suppl						
62- 0000- 0- 1110- 1000- 4400- 000- 0000	Inventory Suppl,Instructi	1,000.00				
62- 0000- 0- 1110- 1000- 4400- 000- MJSC	Inventory Suppl,Instructi	1,000.00	1,000.00		1,000.00	
62- 0000- 0- 1110- 8200- 4400- 000- 0000	Inventory Suppl,Operation		3,798.00		3,797.81	.19
Total for Object 4400 and Expense accounts		2,000.00	4,798.00	.00	4,797.81	.19
Object 4710 - Food Purchases						
62- 0000- 0- 0000- 3700- 4710- 000- FOOD	Food Purchases,Food Servi		14,000.00		9,989.80	4,010.20
Total for Object 4710 and Expense accounts		.00	14,000.00	.00	9,989.80	4,010.20
Object 5200 - Travel & Confer						

Selection: Grouped by Account Type, Filtered by User Permissions, (Org = 12, Online/Offline = N, Period = 12, UnPosted JEs? = N, Assets and Liabilities? =

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0012 - Live Oak Charter School To: Kim Anderson (KANDERSON) Jun 9 2020 2:22PM

Balances through 05/31/2020

Fiscal Year 2019/20

FD-RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Object 5200 - Travel & Confer						
62-0000-0-0000-7300-5200-000-CBSC	Travel & Confer,Fiscal Se	1,000.00	1,000.00		563.39	436.61
62-0000-0-1110-1000-5200-000-0000	Travel & Confer,Instructi	11,000.00	14,538.00		14,723.78	185.78-
62-0000-0-1110-1000-5200-000-TRI P	Travel & Confer,Instructi	500.00	500.00		292.04	207.96
62-0000-0-1110-2700-5200-000-0000	Travel & Confer,School Ad	1,000.00	1,000.00		314.85	685.15
62-0000-0-7110-7300-5200-000-CBSC	Travel & Confer,Fiscal Se	1,500.00	1,500.00		845.06	654.94
Total for Object 5200 and Expense accounts		15,000.00	18,538.00	.00	16,739.12	1,798.88
Object 5300 - Dues & Membersh						
62-0000-0-1110-2700-5300-000-0000	Dues & Membersh,School Ad	3,000.00	3,300.00		3,270.00	30.00
Total for Object 5300 and Expense accounts		3,000.00	3,300.00	.00	3,270.00	30.00
Object 5450 - Other Insurance						
62-0000-0-1110-2700-5450-000-0000	Other Insurance,School Ad	15,000.00	15,000.00		14,928.00	72.00
Total for Object 5450 and Expense accounts		15,000.00	15,000.00	.00	14,928.00	72.00
Object 5520 - Electricity						
62-0000-0-1110-8200-5520-000-0000	Electricity,Operations,Re	25,000.00	27,000.00		27,017.77	17.77-
Total for Object 5520 and Expense accounts		25,000.00	27,000.00	.00	27,017.77	17.77-
Object 5530 - Water						
62-0000-0-1110-8200-5530-000-0000	Water,Operations,Regular	10,000.00	13,800.00		12,307.54	1,492.46
Total for Object 5530 and Expense accounts		10,000.00	13,800.00	.00	12,307.54	1,492.46
Object 5560 - Waste Disposal						
62-0000-0-1110-8200-5560-000-0000	Waste Disposal,Operations	4,000.00	6,500.00		4,308.42	2,191.58
Total for Object 5560 and Expense accounts		4,000.00	6,500.00	.00	4,308.42	2,191.58
Object 5600 - Rentals And Lea						
62-0000-0-1110-8200-5600-000-0000	Rentals And Lea,Operation	4,000.00	7,000.00		6,425.30	574.70
62-0000-0-1110-8200-5600-000-COPY	Rentals And Lea,Operation	7,000.00	9,000.00		7,461.55	1,538.45
62-0000-0-1110-8200-5600-000-FAI R	Rentals And Lea,Operation	175,000.00	164,400.00		164,400.00	
62-0000-0-1110-8200-5600-000-PORT	Rentals And Lea,Operation	13,000.00	15,760.00		14,440.50	1,319.50
Total for Object 5600 and Expense accounts		199,000.00	196,160.00	.00	192,727.35	3,432.65
Object 5630 - Repairs						
62-0000-0-1110-8200-5630-000-ROP1	Repairs,Operations,Regula	7,500.00	31,500.00		31,343.84	156.16
62-6230-0-1110-8200-5630-000-ROP1	Repairs,Operations,Regula	173,327.00	173,327.00		173,327.00	
Total for Object 5630 and Expense accounts		180,827.00	204,827.00	.00	204,670.84	156.16
Object 5632 - Copier Repairs						
62-0000-0-1110-8200-5632-000-COPY	Copier Repairs,Operations	2,000.00	2,000.00		1,179.10	820.90

Selection: Grouped by Account Type, Filtered by User Permissions, (Org = 12, Online/Offline = N, Period = 12, UnPosted JEs? = N, Assets and Liabilities? =

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Fiscal Year 2019/20

FD- RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
	Total for Object 5632 and Expense accounts	2,000.00	2,000.00	.00	1,179.10	820.90
Object 5800 - Other Svcs & Op						
62- 0000- 0- 0000- 3700- 5800- 000- FOOD	Other Svcs & Op,Food Serv	20,000.00	3,682.00		3,682.00	
62- 0000- 0- 0000- 7100- 5800- 000- FEES	Other Svcs & Op,Board & S	400.00	400.00		.02	399.98
62- 0000- 0- 0000- 7200- 5800- 000- 0000	Other Svcs & Op,Other Gen	350.00	695.00		694.21	.79
62- 0000- 0- 0000- 7600- 5800- 000- DI ST	Other Svcs & Op,All Other	24,000.00	24,000.00			24,000.00
62- 0000- 0- 1110- 1000- 5800- 000- 0000	Other Svcs & Op,Instructi	4,000.00	1,850.00		1,849.05	.95
62- 0000- 0- 1110- 1000- 5800- 000- MENT	Other Svcs & Op,Instructi		4,000.00		3,250.00	750.00
62- 0000- 0- 1110- 1000- 5800- 000- MJSC	Other Svcs & Op,Instructi	1,500.00	1,500.00			1,500.00
62- 0000- 0- 1110- 1000- 5800- 000- TRI P	Other Svcs & Op,Instructi	20,000.00	20,000.00		13,150.00	6,850.00
62- 0000- 0- 1110- 3110- 5800- 000- COUN	Other Svcs & Op,Guidance	8,000.00	16,000.00		16,000.00	
62- 0000- 0- 1110- 8200- 5800- 000- 0000	Other Svcs & Op,Operation	4,000.00	8,800.00		8,579.66	220.34
62- 0000- 0- 1110- 8200- 5800- 000- JANI	Other Svcs & Op,Operation	18,000.00	19,170.00		14,928.40	4,241.60
62- 0000- 0- 1110- 8200- 5800- 000- PORT	Other Svcs & Op,Operation	1,600.00	1,800.00		2,439.31	639.31-
62- 0000- 0- 1110- 8300- 5800- 000- 0000	Other Svcs & Op,Security,	750.00	1,425.00		1,241.00	184.00
62- 9033- 0- 8500- 5900- 5800- 000- CARE	Other Svcs & Op,Other Com	5,000.00	5,505.00		4,830.00	675.00
	Total for Object 5800 and Expense accounts	107,600.00	108,827.00	.00	70,643.65	38,183.35
Object 5817 - Scoe Data Proce						
62- 0000- 0- 1110- 1000- 5817- 000- 0000	Scoe Data Proce,Instructi	2,750.00	2,750.00		1,995.00	755.00
	Total for Object 5817 and Expense accounts	2,750.00	2,750.00	.00	1,995.00	755.00
Object 5821 - Audit Costs						
62- 0000- 0- 1110- 2700- 5821- 000- 0000	Audit Costs,School Admini	7,000.00				
62- 0000- 0- 1110- 7191- 5821- 000- 0000	Audit Costs,External Fina		10,630.00		10,710.00	80.00-
	Total for Object 5821 and Expense accounts	7,000.00	10,630.00	.00	10,710.00	80.00-
Object 5823 - Legal Costs						
62- 0000- 0- 1110- 2700- 5823- 000- 0000	Legal Costs,School Admini	5,000.00	6,000.00		5,401.50	598.50
	Total for Object 5823 and Expense accounts	5,000.00	6,000.00	.00	5,401.50	598.50
Object 5825 - Advertisement (
62- 0000- 0- 0000- 7200- 5825- 000- 0000	Advertisement (,Other Gen	1,000.00	300.00		300.00	
62- 0000- 0- 1110- 2700- 5825- 000- 0000	Advertisement (,School Ad	1,000.00	65.00		62.05	2.95
	Total for Object 5825 and Expense accounts	2,000.00	365.00	.00	362.05	2.95
Object 5830 - Professional/co						
62- 0000- 0- 1705- 1000- 5830- 000- 0000	Professional/co,Instructi	1,000.00				
	Total for Object 5830 and Expense accounts	1,000.00	.00	.00	.00	.00
Object 5860 - Other Employmen						

Balances through 05/31/2020

Fiscal Year 2019/20

FD- RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Encumbered	Expenditure	Account Balance
Object 5860 - Other Employmen						
62- 0000- 0- 1110- 2700- 5860- 000- 0000	Other Employmen,School Ad	500.00	500.00		105.80	394.20
	Total for Object 5860 and Expense accounts	500.00	500.00	.00	105.80	394.20
Object 5862 - Fingerprinting						
62- 0000- 0- 1110- 2700- 5862- 000- 0000	Fingerprinting,School Adm	2,250.00	1,685.00		1,213.00	472.00
	Total for Object 5862 and Expense accounts	2,250.00	1,685.00	.00	1,213.00	472.00
Object 5911 - Telephone						
62- 0000- 0- 1110- 8200- 5911- 000- 0000	Telephone,Operations,Regu	4,200.00	5,900.00		5,876.41	23.59
	Total for Object 5911 and Expense accounts	4,200.00	5,900.00	.00	5,876.41	23.59
Object 5940 - Internet						
62- 0000- 0- 1110- 2700- 5940- 000- 0000	Internet,School Administ,	20,000.00	20,000.00		13,627.67	6,372.33
	Total for Object 5940 and Expense accounts	20,000.00	20,000.00	.00	13,627.67	6,372.33
Object 5950 - Postage						
62- 0000- 0- 1110- 2700- 5950- 000- 0000	Postage,School Administ,R	2,250.00	1,950.00		1,481.94	468.06
	Total for Object 5950 and Expense accounts	2,250.00	1,950.00	.00	1,481.94	468.06
Object 6900 - Depr Exp						
62- 0000- 0- 0000- 8400- 6900- 000- 0000	Depr Exp,Oth Plant Maint,	1,757.00	1,757.00		1,172.00	585.00
	Total for Object 6900 and Expense accounts	1,757.00	1,757.00	.00	1,172.00	585.00
Object 7141 - Oth Tuitn, Exce						
62- 0000- 0- 5001- 9200- 7141- 000- 0000	Oth Tuitn, Exce,Transfers	126,000.00	130,000.00		4,227.00	125,773.00
	Total for Object 7141 and Expense accounts	126,000.00	130,000.00	.00	4,227.00	125,773.00
Object 8011 - Revenue Limit S						
FD- RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget		Revenue	Account Balance
62- 0000- 0- 0000- 0000- 8011- 000- 0000	Revenue Limit S,Unrestric	865,745.00	871,173.00		759,669.00	111,504.00
	Total for Object 8011 and Revenue accounts	865,745.00	871,173.00		759,669.00	111,504.00
Object 8012 - EPA						
62- 1400- 0- 0000- 0000- 8012- 000- 0000	EPA,EPA	56,154.00	56,154.00		40,580.00	15,574.00
	Total for Object 8012 and Revenue accounts	56,154.00	56,154.00		40,580.00	15,574.00
Object 8019 - Revenue Limit S						
62- 0000- 0- 0000- 0000- 8019- 000- 0000	Revenue Limit S,Unrestric				14,374.00-	14,374.00
62- 1400- 0- 0000- 0000- 8019- 000- 0000	Revenue Limit S,EPA				5,627.00	5,627.00-
	Total for Object 8019 and Revenue accounts	.00	.00		8,747.00-	8,747.00

Balances through 05/31/2020

Fiscal Year 2019/20

FD-RSRC-Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Revenue	Account Balance
Object 8096 - In Lieu Of Prop					
62- 0000- 0- 0000- 0000- 8096- 000- 0000	In Lieu Of Prop,Unrestric	1,463,724.00	1,463,724.00	1,277,502.00	186,222.00
62- 0000- 0- 0000- 0000- 8096- 000- PY00	In Lieu Of Prop,Unrestric			1,202.00	1,202.00-
Total for Object 8096 and Revenue accounts		1,463,724.00	1,463,724.00	1,278,704.00	185,020.00
Object 8550 - Mandated Cost R					
62- 0000- 0- 0000- 0000- 8550- 000- 0000	Mandated Cost R,Unrestric	4,734.00	4,734.00	4,681.00	53.00
Total for Object 8550 and Revenue accounts		4,734.00	4,734.00	4,681.00	53.00
Object 8560 - State Lottery R					
62- 1100- 0- 0000- 0000- 8560- 000- 0000	State Lottery R,State Lot	42,396.00	42,958.00	28,732.87	14,225.13
62- 1100- 0- 0000- 0000- 8560- 000- PY00	State Lottery R,State Lot		916.00	915.89	.11
62- 6300- 0- 0000- 0000- 8560- 000- 0000	State Lottery R,Lottery -	14,881.00	15,162.00	70.54	15,091.46
62- 6300- 0- 0000- 0000- 8560- 000- PY00	State Lottery R,Lottery -		1,632.00	1,632.48	.48-
Total for Object 8560 and Revenue accounts		57,277.00	60,668.00	31,351.78	29,316.22
Object 8590 - All Other State					
62- 0000- 0- 0000- 0000- 8590- 000- 0000	All Other State,Unrestric			951.00	951.00-
62- 6030- 0- 0000- 0000- 8590- 000- PY00	All Other State,Charter S		14,111.00-	14,110.81-	.19-
62- 7388- 0- 0000- 0000- 8590- 000- 0000	All Other State,SB 117 CO			4,787.00	4,787.00-
Total for Object 8590 and Revenue accounts		.00	14,111.00-	8,372.81-	5,738.19-
Object 8634 - Food Services S					
62- 0000- 0- 0000- 0000- 8634- 000- FOOD	Food Services S,Unrestric		12,000.00	7,213.25	4,786.75
Total for Object 8634 and Revenue accounts		.00	12,000.00	7,213.25	4,786.75
Object 8660 - Interest					
62- 0000- 0- 0000- 0000- 8660- 000- 0000	Interest,Unrestricted/no	18,590.00	14,400.00	8,411.36	5,988.64
Total for Object 8660 and Revenue accounts		18,590.00	14,400.00	8,411.36	5,988.64
Object 8677 - Interagency Svc					
62- 0000- 0- 7110- 0000- 8677- 000- CBSC	Interagency Svc,Unrestric	110,000.00	92,850.00	92,856.00	6.00-
Total for Object 8677 and Revenue accounts		110,000.00	92,850.00	92,856.00	6.00-
Object 8689 - All Other Fees					
62- 9033- 0- 8500- 0000- 8689- 000- CARE	All Other Fees,After Scho	145,000.00	145,000.00	83,981.68	61,018.32
Total for Object 8689 and Revenue accounts		145,000.00	145,000.00	83,981.68	61,018.32
Object 8699 - All Other Local					
62- 0000- 0- 0000- 0000- 8699- 000- 0000	All Other Local,Unrestric	3,000.00	12,710.00	11,423.26	1,286.74

Balances through 05/31/2020

Fiscal Year 2019/20

FD- RSRC- Y- GOAL- FUNC- OBJT- SCH- MGMT	Description	Adopted Budget	Revised Budget	Revenue	Account Balance
Object 8699 - All Other Local (continued)					
62- 0000- 0- 0000- 0000- 8699- 000- EACH	All Other Local,Unrestric		2,500.00	2,500.00	
62- 0000- 0- 0000- 0000- 8699- 000- FUND	All Other Local,Unrestric	245,000.00	225,000.00	110,219.07	114,780.93
62- 0000- 0- 0000- 0000- 8699- 000- LI BR	All Other Local,Unrestric	1,000.00			
62- 0000- 0- 0000- 0000- 8699- 000- MJSC	All Other Local,Unrestric	2,000.00	2,000.00	2,050.00	50.00-
62- 9038- 0- 0000- 0000- 8699- 000- 0000	All Other Local,Grants -		17,000.00	17,000.00	
62- 9038- 0- 0000- 0000- 8699- 000- RTRY	All Other Local,Grants -		500.00	500.00	
62- 9090- 0- 0000- 0000- 8699- 000- 0000	All Other Local,Resig Saf	1,250.00	1,250.00		1,250.00
Total for Object 8699 and Revenue accounts		252,250.00	260,960.00	143,692.33	117,267.67
Object 8980 - Contribute From					
62- 0000- 0- 0000- 0000- 8980- 000- 0000	Contribute From,Unrestric	4,985.00-	19,975.00-		19,975.00-
62- 6030- 0- 0000- 0000- 8980- 000- 0000	Contribute From,Charter S		14,111.00		14,111.00
62- 9033- 0- 0000- 0000- 8980- 000- 0000	Contribute From,After Sch	4,265.00-	6,166.00		6,166.00
62- 9038- 0- 0000- 0000- 8980- 000- 0000	Contribute From,Grants -	9,000.00	52.00-		52.00-
62- 9090- 0- 0000- 0000- 8980- 000- 0000	Contribute From,Resig Saf	250.00	250.00-		250.00-
Total for Object 8980 and Revenue accounts		.00	.00	.00	.00
Object 9790 - Undesignated/un					
62- 0000- 0- - - 9790- -	Undesignated/un,Unrestric	566,606.00	427,010.00		
Total for Object 9790 and Ending Balance accounts		566,606.00	427,010.00	.00	.00
Object 9791 - Beginning Balan					
62- 0000- 0- - - 9791- -	Beginning Balan,Unrestric	581,299.00	459,908.00	175,517.20	635,425.58
62- 0000- 0- 0000- 0000- 9791- 000- 0000	Beginning Balan,Unrestric		43,870.00	43,870.00	43,870.00
62- 6230- 0- - - 9791- -	Beginning Balan,CACInEnrg	173,327.00	173,327.00	173,327.00	173,327.00
62- 9038- 0- - - 9791- -	Beginning Balan,Grants -		2,990.00	2,989.96	2,989.96
Total for Object 9791 and Starting Balance accounts		754,626.00	680,095.00	175,517.20	855,612.54
Total for Org 012 - Live Oak Charter School					
	Starting Balance	+ Revenues	- Encumbrances	- Expenditures	= Calculated Ending Balance
Budgeted	680,095.00	2,967,552.00		3,220,637.00	427,010.00
Actual	680,095.34	2,434,020.59		2,684,558.53	429,557.40

LIVE OAK CHARTER SCHOOL

100 Gness Concourse Petaluma, CA 94952 707.762.9020

CERTIFICATED TEACHER SALARY SCHEDULE 2018/19- 2020/2021

			Step Rate	Step Value
			2.00%	1110
Step	Years of Experience	Intern & Support Teachers	CA or Waldorf	CA and Waldorf
		85% of Base	92.5% of Base	100% of Base
1	0	47,175	51,338	55,500
2	1	48,285	52,448	56,610
3	2	49,395	53,558	57,720
4	3	50,505	54,668	58,830
5	4	51,615	55,778	59,940
6	5	52,725	56,888	61,050
7	6	53,835	57,998	62,160
8	7	54,945	59,108	63,270
9	8	56,055	60,218	64,380
10	9	57,165	61,328	65,490
11	10	58,275	62,438	66,600
12	11	59,385	63,548	67,710
13	12	60,495	64,658	68,820
14	13	61,605	65,768	69,930
15	14	62,715	66,878	71,040
16	15	63,825	67,988	72,150
17	16	64,935	69,098	73,260
18	17	66,045	70,208	74,370
19	18	67,155	71,318	75,480
20	19	68,265	72,428	76,590
21	20	69,375	73,538	77,700
22	21	70,485	74,648	78,810
23	22	71,595	75,758	79,920
24	23	72,705	76,868	81,030
25	24	73,815	77,978	82,140
26	25	74,925	79,088	83,250
27	26	76,035	80,198	84,360
28	27	77,145	81,308	85,470
29	28	78,255	82,418	86,580
30	29	79,365	83,528	87,690
31	30	80,475	84,638	88,800
32	31	81,585	85,748	89,910
33	32	82,695	86,858	91,020
34	33	83,805	87,968	92,130

STIPENDS

Masters Degree \$1000
 Faculty Co Chair/Teacher in Charge \$1500
 Middle School Coordinator \$1200

Leadership Member at Large \$750
 Per Diem \$200
 Distance Learning Set-Up Support \$200

LIVE OAK CHARTER SCHOOL

BOARD POLICY

Application, Enrollment and Wait List

Due to special circumstances presented by COVID-19 we are making a change to our enrollment policy. We continue to make best decisions based on the circumstances and pedagogical influences of the child's age. Distance learning in an at home environment has proven to be especially difficult and possibly inappropriate for the youngest Kindergarten students who have yet to turn five years old. Application and admission to Live Oak Charter is open to any student residing in California who wishes to attend. However, if the number of students who wish to attend Live Oak Charter exceeds the school's capacity, enrollment shall be determined by a public random drawing (lottery). (Education Code Section 47605(d)(2)(A) and (B))

The Charter School will comply with all laws establishing minimum and maximum age for public school attendance in charter schools. In accordance with Education Code Section 47605(e)(4)(A), the Charter School shall not discourage a pupil from enrolling or seeking to enroll in the charter school for any reason, including, but not limited to, academic performance of the pupil or because the pupil exhibits any of the characteristics described in Education Code Section 47605(e)(2)(B)(iii), including pupils with disabilities, academically low-achieving pupils, English learners, neglected or delinquent pupils, homeless pupils, or pupils who are economically disadvantaged, as determined by eligibility for any free or reduced-price meal program, foster youth, or pupils based on nationality, race, ethnicity, or sexual orientation. Similarly, in accordance with Section 47605(e)(4)(C), the Charter School shall not encourage a pupil currently attending the Charter School to disenroll from the Charter School or transfer to another school for any reason, including, but not limited to the academic performance of the pupil or because the pupil exhibits any of the characteristics described in Education Code Section 47605(e)(2)(B)(iii), as listed above.

Pursuant to Education Code Section 47605(e)(4)(D), the Charter School shall post a notice developed by the CDE on the Charter School website, outlining the requirements of Section 47605(e)(4), and make this notice available to parents.

Currently enrolled students are not required to submit a new application each year, but must notify the school of their intent to re-enroll. In accordance with the lottery preferences articulated in the school's charter, students who are presently enrolled in the school will be exempted from the lottery drawing and will have guaranteed enrollment for the subsequent school year.

A. Grade Assignment by Age

The Waldorf-inspired curriculum followed at Live Oak Charter is based on a developmental model that is directly linked to the age of the student. Below is our grade assignment by student age (birth date):

Kindergarten (2-year)	5 by December 2 (5th bday post June 1 - Jan 15)
Kindergarten (1-year)	5 by June 1
First Grade	6 by June 1
Second Grade	7 by June 1
Third Grade	8 by June 1
Fourth Grade	9 by June 1
Fifth Grade	10 by June 1
Sixth Grade	11 by June 1
Seventh Grade	12 by June 1
Eighth Grade	13 by June 1

Live Oak Charter offers a two year Kindergarten program. However if your fifth birthday is after December 2 the priority for enrollment will be given to students before December 2. All Kindergarten classrooms are mixed age and include Transitional Kindergarten students. All Transitional Kindergarteners will matriculate to the conventional kindergarten program the following school year unless otherwise determined through educational review.

Students will be enrolled or considered for the lottery in each class according to the above chart. Parental concerns about potential grade placement must be submitted in writing with the student's application for Executive Director consideration.

B. Calendar and Deadlines

The annual Open Enrollment period for the following academic year begins in early January and ends on the last business day before the date of the announced random public lottery each academic year, typically held in mid-March.

Prior to its commencement, the dates for each year's Open Enrollment period will be announced within the greater Live Oak community in both English and Spanish so that all interested students will have an equal opportunity to apply for admission. The deadline for accepting completed applications will be clearly stated in announcements and on the enrollment application during the Open Enrollment period.

II. Open Enrollment and Applications

A. Class Size

The Live Oak Charter Board of Directors will approve the maximum capacity ("class cap") for each grade level for the following school year at the January board meeting of the preceding school year, or as soon as reasonably practicable thereafter. Open spaces, if any, in each class will be determined on the basis of the approved class caps, compared with the number of returning students. The Board of Directors will approve appropriate enrollment limits for each

grade, based on the pedagogical requirements of the school's Waldorf-inspired curriculum, Executive Director and faculty recommendations, budget considerations, and facility constraints. These class enrollment limits may be revised during the school year with the approval of the Board.

B. Open Enrollment Period

The annual Open Enrollment process for following year enrollment begins in early January and end on the last business day before the date of the announced random public lottery each academic year, typically held in mid-March. In the event that the annual enrollment process and public random drawing does not result in all available openings being filled, Live Oak Charter reserves the right to conduct subsequent Open Enrollment periods to fill any remaining open spaces.

Families interested in Live Oak Charter may submit an enrollment application at any point during the year. Applications received outside of the Open Enrollment period are labeled as post-Open Enrollment applications and will be processed as described in Section IV below.

C. Enrollment Priority

Students are considered for enrollment with the following priority status as set forth in the school's charter:

1. Students presently enrolled in Live Oak Charter (guaranteed enrollment for following year)
2. Students who have siblings enrolled in Live Oak Charter. (Siblings include children living in the same household who share at least one parent, stepparent or guardian).
3. Students who are the children of staff members (at least .5 FTE) of Live Oak Charter
4. Children residing in attendance area of district school, McKinley Elementary
5. Children residing in attendance area of the Petaluma Elementary School District
6. Children residing outside of the Petaluma Elementary School District

Once a student has been enrolled in the school, they will be guaranteed enrollment for subsequent years, subject to timely notification to the school of his or her intent to re-enroll by submission of the school's Intent to Re-enroll form.

If, however, at any time the school determines that the student did not qualify for an enrollment priority status through which the student was initially granted admission, the school reserves the right to dis-enroll the student. In the event of disenrollment, a new application for enrollment may be submitted and will be processed in accordance with the student's current enrollment priority status and any current wait list.

D. Public Random Drawing (Lottery)

When the number of applicants for a particular grade exceeds the number of open spaces in that grade, applicants will participate in a public lottery held within seven (7) school days of the last day of the Open Enrollment period. All lottery drawings will be conducted in public during normal business hours by the designated lottery official (appointed by the Executive Director), and will be witnessed by at least two people, one of whom serves on the school's board of

directors, and one of whom is selected by the school and is not a school employee or current parent.

Open Enrollment lotteries are conducted as follows:

1. Currently enrolled students are not required to submit new applications each year. The names of returning students in each grade will be enrolled in the appropriate grade.
2. Lotteries are held by grade level, with applications chosen randomly from a general pool and numbered based on that draw.
3. Applicants are placed on a list in the order in which their lottery number is drawn.
4. The order of applicants on the list is then rearranged by the priority status categories outlined in Section II.C.
5. If there is more than one applicant in a particular priority category, the applicants in that category are ranked in order of their initial lottery number, e.g. 3 above 4, 10 above 11, etc. to form a prioritized Open Enrollment wait list.
6. Open spaces, if any, are then offered from the priority-adjusted wait list.
7. After all open spaces are filled in a particular grade, the remaining applicants will be placed on a wait list preserved by the priority-adjusted ranking described above. If spaces become available, Live Oak Charter will extend offers of enrollment to applicants in the order of their Open Enrollment wait list position.

E. Special Conditions for Applying

Twins and Multiples: Families applying for enrollment of twins (or multiples) for the same class must complete a separate application for each child. Each application will be entered in the lottery process as an individual student but with the indication that the student has a twin (multiple) also applying for the same class.

- a) During the lottery process, if one of the twins (multiples) is chosen, the second twin (or multiples) will be placed on the waitlist immediately after the first twin's (multiple's) name.
- b) If a class space is offered to one twin (multiple) and not the other(s) for the same class, the same time frame for accepting the class spot and participating in the enrollment process is required in order to reserve the class space.

F. Wait List

Open Enrollment applicants not offered enrollment will remain on the Open Enrollment wait list in the order of their priority ranking. Wait-list applicants may be contacted to confirm their continued interest. The Open Enrollment wait list does not carry forward following the next lottery and is dissolved at the time of the subsequent lottery.

A new application must be submitted during the subsequent Open Enrollment period and that application will be processed with all others received in the public lottery.

Applicants from subsequent lotteries will be placed, based on priority, after applicants on the existing wait list who have confirmed their continued interest through the submission of a new application.

If an open space in a class becomes available during the year as determined by the class cap,

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Last Adoption June 11, 2020

offers of enrollment will be made to applicant(s) on the Open Enrollment wait list in order of their ranking. Students will not be enrolled for the current school year after April 15 unless approved by the Executive Director. Children of military personnel or those subject to the McKinney-Vento Homeless Assistance Act may be enrolled at any time during the year, in accordance with their wait list position.

Applicants on the wait list will forfeit their spot if they decline a placement in class, but may reapply for subsequent school years.

G. Changes to Priority Status

Current Open Enrollment wait list applicants and post-Open Enrollment wait list applicants (see Section IV below) may request a change in priority status at any time during the year with a written request from parent(s)/guardian(s) and proof of changed status, and their status on the corresponding prioritized wait list will be adjusted accordingly. A change in sibling or residence priority status for a post-Open Enrollment applicant may allow the applicant to obtain a higher priority on the post-Open Enrollment wait list but will not alter their status in relationship to the Open Enrollment wait list.

- a) Change in Sibling Status: A family enrolling two or more children must complete the enrollment process with one child before sibling priority status can be requested for any remaining children.
- b) Change in Residence Status: A family may request in-district priority status with the submission of proof of residence in accordance with the school's In-District Residency Policy.

III. The Enrollment Process

A. Notification of Enrollment Offer

An offer of admission, if any, will be made by email to the applicant's family, to be sent within ten (10) business days of the enrollment lottery. The family will have five (5) business days from the date of notice to respond. If the family does not respond, one phone call will be made, and the family has two (2) business days to contact the school. If the family still does not respond, the applicant will be considered to have "declined" and will lose their place in the class.

Families that accept the admission offer must complete an enrollment packet that must be returned to the school office within five (5) business days. If the paperwork is not submitted in a timely manner, the admission offer will be withdrawn and the applicant will lose their place in the class.

Upon timely completion and review of the Enrollment Packet, the applicant is considered an enrolled new student.

IV. Post-Open Enrollment Applications

Families interested in Live Oak Charter may submit an admission application at any point in the year. Applications received outside of the Open Enrollment period are labeled as post-Open

Enrollment applications and will be held in a post-Open Enrollment application file. Families with applications on file will be contacted at least once a year to confirm their continued interest. In order to participate in the next annual lottery, a new application must be submitted during the subsequent Open Enrollment period.

If a space becomes available during the year, applications received post-Open Enrollment will be considered after any applicants on the current Open Enrollment wait list.

If there is an available space in the class, there are no students on the Open Enrollment wait list, and there is more than one post-Open Enrollment applicant for that class, the school will conduct a public lottery as described in Section II.D to determine the order in which the open space(s) will be offered to applicants. Priority status will be applied to the results of this lottery, as described in Section 11.C and a post-Open Enrollment wait list will be compiled. This post-Open Enrollment wait list will not carry forward following the subsequent Open Enrollment public lottery.

If there is an available space in the class with no applicants on the Open Enrollment wait list, and there is only one post-Open Enrollment applicant, admission will be offered to that applicant. The enrollment process will begin upon submission of a completed enrollment packet as described in Section III above. Students will not be enrolled for the current school year after April 15 unless approved by the Executive Director in accordance with Section II.F above.

LIVE OAK CHARTER SCHOOL

100 Gness Concourse#1, Petaluma, CA 94952

707-762-9020 Phone

707-762-9019 Fax

MEMORANDUM OF UNDERSTANDING

Between Live Oak Charter School and Live Oak Charter School Foundation.

The purpose of this Memorandum of Understanding (MOU) is to articulate an Operating Agreement for 2020-21 between Live Oak Charter School (LOCS) and Live Oak Charter School Foundation (LOCSF), for receiving, managing and transferring funds to support operations.

OPERATING AGREEMENT

Part A: Fundraising and Donor Management

1. Fundraising revenue in support of LOCS, with the exception of grants and fees, and Student Body fundraisers, will be received by LOCSF. "Funds" refers to gifts of cash, stock, or "in kind" donations.
2. Student Body fundraisers will be overseen by the Executive Director to ensure such efforts do not conflict with LOCSF campaigns.
3. Donations may be given in a restricted form. Prior to accepting such donations, the LOCS and LOCSF chairs, and the Executive Director must agree upon such commitment to the restricted designation.
4. Restricted funds will be accounted for in budget line items and financial reports. Such funds will be received by LOCSF and earmarked and forwarded to LOCS as received or as stipulated in the agreement with the donor. Upon receiving the funds, LOCS will track earmarked monies into the budget as a designated revenue and then allocate them to the appropriate line item account. The monies so earmarked will rollover annually with earmarks retained until expended.
5. The primary source of fundraising revenues is the Annual Fund program administered by LOCSF.
6. Grant writing concerning the programs and/or operations of LOCS is entirely the purview of LOCS. Upon consultation and coordination with the Executive Director, LOCSF may undertake grant writing for their internal purposes. All grant revenue will be deposited directly into the account of the legal entity that solicited the grant.
7. Donor databases will be kept secure and confidential by LOCSF.
8. Only LOCSF staff (volunteer or paid) with immediate responsibility for outreach, processing and accounting of donations will have access to the Donor Database and the information held therein. Electronic databases will likewise be protected by LOCSF.
9. Thank you letters acknowledging receipt of gifts to LOCSF, other than Annual Fund or Auction donations, will be mailed within two weeks of receipt of the gift. In addition, the solicitor of any specific donation is responsible to issue a personal thank you.
10. LOCSF agrees to produce all promotional literature in accordance with LOCS policies. Any documents using the LOCS logo must be approved by the Executive Director.

11. Under the approval and supervision of the Executive Director, LOCS will support LOCSF communication and fundraising efforts, including but not limited to posting notices, sharing contact information of enrolled families, providing meeting space, and facilitating the collection of donations.
12. In coordination with school administration and its own fundraising calendar, LOCSF will organize and fund events and activities that enhance school community and spirit, both of which indirectly affect its fundraising goals.

PART B: Management of Accounts

1. LOCSF income will be allocated into the following classifications:
 - a. **Annual LOCS Support Grant:** For support of the general fund at LOCS, this grant shall be approximately equal to 80% of adjusted net income. Restricted funds (defined in A4) will be included in the 80%.
 - b. **Long Term Capital:** The purpose of this fund is to build long-term reserves for unique expenses that may arise in the event of LOCS pursuing significant program expansion or facilities improvements, including the lease or purchase of a new site. LOCSF shall contribute approximately 5% of adjusted net income each year.
 - c. **Operating Reserve:** LOCSF will hold up to 15% of annual gross income as Operating Reserve. Funds in excess of the operating reserve will be given to LOCS in a supplemental grant in September.
 - d. **Community Initiative Grant:** As mutually agreed upon by the Executive Director, and chairs of the LOCS, and LOCSF boards, up to \$5,000 of the 80% support grant to LOCS, may be used to provide funds for unique projects proposed by the LOCS community.
 - e. **Operating Expense:** LOCSF aims to keep expenses below 15% of gross income.
 - f. **Revenue from Community Events:** Only the net proceeds from LOCSF hosted community events will be considered as income for the purposes of calculating the Support Grant and Long Term Capital fund.
2. All Funds received by LOCSF will be deposited in a federally insured bank or credit union account or an interest bearing account from a recognized investment agency. Funds will not be held in other investment vehicles.
3. A draft LOCSF budget for the following fiscal school year (July-June) including expected revenues and expenses will be submitted to the LOCS board pursuant to the LOCS budget process, by May 2021. The purpose of submitting this draft budget is for LOCS to have a fundraising figure to include in its draft LOCS budget. Given that much of the LOCSF goal is contingent upon enrollment, it is understood that the figure will change as enrollment changes and will be finalized in September when the LOCS budget gets adjusted for actual enrollment.
4. If requested by LOCS, LOCSF will submit to an external audit and share the findings with the LOCS board as they become available.

PART C: Transfer of Funds

1. **Support Grant:** LOCSF will disburse the Support Grant to LOCS in ten monthly checks excluding January and July equal to 80% of the adjusted net income from two months prior. The August grant will equal 80% of the total adjusted net income from the prior May and June. The February grant will equal 80% of the total adjusted net income from the prior November and December. In order to support LOCS cash flow needs, payment amounts and schedule may be adjusted by agreement of the Chair of LOCSF, the Executive Director, and the Chair of the LOCS Board.
2. **Long Term Capital:** The release of these funds will occur through a joint resolution for disbursement by the Executive Director and the chairs of the LOCSF and the LOCS boards.
3. **Community Initiative Grants** will be governed by a joint grant committee consisting of one member from each of the following groups: Faculty Team, LOCSF Board, LOCS Board, and the Executive Director. Grants will be awarded on criteria including pedagogical appropriateness, logistical congruence, and "needs priority" basis.

PART D: Projections

Based on LOCSF historical income trends and current enrollment projections, it is estimated that LOCSF will raise a total of \$162,000 gross for 2020-21. This puts the total Support Grant to LOCS at \$127,760 and an additional \$7,235 in the Long-Term Capital fund.

PART E: OVERSIGHT

1. The LOCSF Board will prepare monthly written reports to the LOCS board from August through June of each year. Reports will contain a monthly income with year-to-year comparisons, long-term capital fund balance and by-class participation counts. Additionally, the LOCSF designee will report, as needed, on recent business including community communications, cash flow, pledge realization, and upcoming events.
2. The Executive Director, Chair of LOCSF, and Chair of LOCS will meet quarterly to discuss current business including community communications, budget, and board actions.
3. Should LOCSF fail to meet its fundraising goals, LOCS may appoint one member to LOCSF board.
4. The LOCS board will annually approve LOCSF board membership after its October elections.
5. The Executive Director is charged with overseeing this Operating Agreement.

The undersigned, on this day, _____, authorize this Operating Agreement, which will remain in effect until amended or extended by an agreement between LOCS and LOCSF.

Sarah Grossi, Chair
Board of Directors
Live Oak Charter School

Richard Deering, Chair
Board of Directors
Live Oak Charter School Foundation

Date

Date

Live Oak Charter School Foundation
2020-2021 Budget

	<u>2020-2021</u>	<u>2020-2021</u>
	<u>Actuals</u>	<u>Budget</u>
Beginning Balance		
Operating Funds	\$ 30,000.00	\$ 30,000.00
Long Term Capital Fund		\$ 92,000.00
Income		
Annual Fund		
General Donations		\$ 100,000.00
Matching Donations		\$ 3,000.00
Holiday Appeal		\$ 1,000.00
Annual Fund Income Total	\$ -	\$ 104,000.00
Auction		
Auction Income		\$ 40,000.00
Fund-A-Need		\$ 10,000.00
Auction Income Total	\$ -	\$ 50,000.00
Restricted Funds Total		\$ 2,000.00
Innovation Fund Total		\$ 5,000.00
Community Events		
Winter Faire		\$ -
Rummage Sale		\$ -
Community Events Total	\$ -	\$ -
Community Services		
T-Shirts		\$ 90.00
Miscellaneous Income		
Community Services Total	\$ -	\$ 90.00
Scrip		\$ 900.00
Interest		\$ 10.00
Gross Income	\$ -	\$ 162,000.00
Escrow	\$ 11,515.00	

Expenses			
Administrative			
Accounting	\$		3,600.00
Annual Fund Administrator	\$		7,200.00
Donor Management Services	\$		1,400.00
Website	\$		600.00
Bank Charges	\$		50.00
Filing Fees	\$		100.00
Postage & Delivery	\$		80.00
Supplies & Materials	\$		50.00
Tax Preparer	\$		350.00
Administrative Expenses Total	\$	-	\$ 13,430.00
Fundraising			
Annual Fund			
Printing	\$		100.00
Postage	\$		50.00
Credit Card fees	\$		3,500.00
Bank Fees	\$		20.00
Supplies & Materials	\$		100.00
Annual Fund Expenses Total	\$	-	\$ 3,770.00
Auction			
Auction Items	\$		1,000.00
Auction Dinner	\$		-
Volunteer Dinner	\$		-
Bank Fee	\$		10.00
License & Permits	\$		150.00
Postage & Delivery	\$		100.00
Printing	\$		150.00
Professional Services	\$		150.00
Rental	\$		340.00
Auction Website	\$		1,400.00
Credit Card Fees	\$		1,500.00
Supplies & Materials	\$		300.00
Auction Expenses Total	\$	-	\$ 5,100.00
Innovation Fund Total			\$ 2,500.00
Community Events			
Grow The Music	\$		-

Winter Faire		\$	-
Rummage Sale			
Community Events Total	\$	-	\$ -
Community Services			
Volunteer Party		\$	-
T-shirts		\$	-
Supplies		\$	200.00
Community Services Total	\$	-	\$ 200.00
Program Services			
Petaluma Education Foundation		\$	-
Total Expenses	\$	-	\$ 25,000.00
Gross Income	\$	-	\$ 162,000.00
Net Income	\$	-	\$ 137,000.00
Adjusted Gross Income	\$	-	\$ 150,000.00
Adjusted Net Income	\$	-	\$ 144,700.00
LOCS Grant	\$	-	\$ 127,760.00
Remaining Net Income	\$	-	\$ 9,240.00
Long Term Capital	\$	-	\$ 8,100.00
Operating Funds	\$	-	\$ 1,140.00
Ending Balance			
Long Term Capital Fund	\$	-	\$ 100,100.00
Operating Funds	\$	30,000.00	\$ 31,140.00
2019-2020 Supplemental Grant	\$	24,992.11	

Hey Sarah,

I would like to schedule a time to talk to you about the open seats on the school board. I have very much enjoyed my time on the LO Foundation, Executive Hiring Team, and Budget Committee. I believe these experiences along with my career in education have prepared me to serve in this role.

A few highlights about my experience:

- Self-directed and results-driven Deputy Director and Educator offering 20+ year career in education, working with culturally diverse populations and traditionally under-represented groups, within a variety of publicly-funded academic institutions and community-based organizations.
- Team-player/team-builder recognized for capacity to interact effectively with key internal/external stakeholders, cultivate collaborative relationships with nonprofit partners, schools, and the community.
- Successful fundraiser, grant maker and program manager with a proven track record of setting a strategic direction and securing the necessary financial and human resources to ensure its success.
- Skilled facilitator and thought partner with a history of catalyzing multi-sector efforts in out-of-school time, early learning and college access, developing and implementing various county-wide and city programs based on national best practices and identifying and securing new alliances/recourses to maximize existing infrastructure/programming to improve outcomes.
- Self-reflective, life-long learner committed to establishing a dynamic climate and cultivating vibrant staff and community to address the diverse needs of our students and schools.

Credentials:

- Administrative Services Credential - Educational Testing Services, Princeton, New Jersey
- Teaching Credential, Professional Clear Single Subject - Dominican University, San Rafael, California
- Specially Designed Academic Instruction in English - San Joaquin Office of Education, Princeton, California

Education:

- Masters Education - Sonoma State University, Rohnert Park, California
- Bachelor of Arts in History - Sonoma State University, Rohnert Park, California

Key Competencies:

• Nonprofit Management • Donor Cultivation • Community Development • Budget Development & Administration • Collective Impact Strategy • Nonprofit Strategy • Crisis Counseling • Program Planning & Evaluation • Fund Development • Grant Writing • Group Facilitation • Board Development • Branding & Marketing

I look forward to speaking with you,

Robert

Robert Bunce
Deputy Director
Ed Fund
217 C W. Richmond Ave
Richmond CA, 94801
510.233.1464x104
www.edfundwest.org
robert@edfundwest.org

Sarah,

I have enjoyed my first term on the Live Oak Charter School Board of Directors and appreciate the opportunity to serve the school in this capacity and also as Treasurer, especially in these challenging times. It is my intention to continue to serve the school in this manner and I will gladly continue serving as school Treasurer.

The next three years will be challenging as we cope with the fallout of the pandemic's effect on the state budget; therefore, I would like to take on a three year term instead of a two year term, if possible.

Thank you.

James L. Jensen, P.E.
Live Oak Charter School
Treasurer

PATRICK KENNEL

May 12, 2020

Patrick Kennel
223 Kentucky St #1
Petaluma, CA 94952

To The Members of the Live Oak Charter School Board,

Hello everyone! After careful consideration of the matter - I would like to submit myself for entry to the spring 2020 elections for Live Oak board members.

For those of you with whom I not yet acquainted myself, let me provide some backstory on myself. I am father to one child, my 7 year old daughter Daisy Blades, who is in attendance at LOCS with Ms. Amy currently in 1st grade. This is our 3rd year at Live Oak, and we couldn't be happier with this school and the community. I am an East Coast transplant from Virginia and Pennsylvania - and Daisy's mother (Lisa Blades) is a native of the wider Bay Area. When we both moved to Petaluma 4+ years ago I was yet unfamiliar with the Waldorf philosophy but by stroke of luck - a friend of ours being a colleague of Ms Julie Yarnell (owner of Heart & Hands) -we were able to enter into the world of Waldorf education through her incredible and imaginative arms.

When it was time for Daisy to move on to Kindergarten - her mother and I did not hesitate to enroll at Live Oak! We then had 2 more sweet and precious years with Ms. Rebecca that I know all 3 of us will cherish for a lifetime.

While the path was not necessarily intentional for us arriving at Live Oak - I feel blessed and lucky that it happened. My own heritage is rooted in spirituality and community and although I did not have a familiarity with Waldorf education before coming to Petaluma over 4 years ago - I feel like I have already been aligned with it for my whole life.

I have also recognized that since our entry into Live Oak 3 years ago there have been some rather significant changes at the school, and some even large challenges ahead: facilities, budget, etc. What has become obvious to me is that while it was fine for us to sit on the sidelines for the first year or so, and to draw from the group momentum and energy of those who have come before us - that it is now time for us

CONTACT

to start to contribute in to that same momentum and energy. For as I understand it this school (and all charter schools for that matter) exist because at a certain point in time a significant enough group of parents cared enough about educating their children a certain way that they banded together with enough energy to create the school. And along the way - like any living thing, the school experiences change and transformation through the attrition and addition of members. And in seeing the school start to go through such change I have been looking around and asking myself - "with all of these changes... who now is going to keep the spirit of this school alive?"

So now back to the matter at hand — I personally have come to love this school and what it represents. I cannot say that I know the ins and outs of the Waldorf pedagogy - but I can say that I would like to. And I can say that I am in alignment with the spirit of what is happening here. And I see that there is now an opportunity to serve this community in a new way. I have been doing that as opportunities have arisen - in helping the office staff with IT support, in attending board meetings, in being a part of the facilities focus group, in taking on Grow the Music. And I will continue to do so whether or not the timing is correct this year for me to join the board. But over the last weeks I have been asking myself the question of whether or not my sitting on the board would help this school get through the challenges of the next years - and I believe that the answer is yes. I have also been asking myself if I have the personal bandwidth to step up to this role. And the answer there is that while free time is not a word I am familiar with any more - this is important enough for me and my daughter and her mother, and the community that I have come to care about, that I will make time for it.

Now — I don't know exactly how to be a school board member yet - but I am willing to learn. I can't say that I have any particular skill set that will help us through the coming years - but I do have the will arise to what lies ahead. And so - I humbly submit myself for your consideration for the election of new board members.

Sincerely yours,

Patrick Kennel

A handwritten signature in black ink, appearing to read 'P. Kennel', written in a cursive style.

CONTACT

May 31, 2020

Dear Live Oak Charter School Board of Directors,

I am applying for one of the open seats on the school board. My family is wrapping up our eighth year at LOCS, with children finishing 4th and 6th grades. Our kids have loved their adventures and education at Live Oak, from the first days of T-K to their most recent experiences with distance learning.

I can make significant contributions to the board of directors in several ways. First, I have a long professional background in the field of education, including a doctoral degree from the School of Education and Social Policy at Northwestern University. Although I am a staunch advocate of public education, when I was working on my degree I became quickly convinced that the traditional model of public schooling in the United States fails most children for a variety of reasons. Sadly, models of holistic education and alternatives like Waldorf and Montessori pedagogies have remained largely the provenance of private schools in the US. I was thrilled when my own family landed in Northern California and discovered that there is a serious movement to marry public schools with holistic education through the opportunity that charter schools provide in California. For the last decade I've been applying both my professional and parental viewpoints to news and developments about the legacy and future of charters in California, and Petaluma specifically.

In addition to having had a deep professional study of the field of education and education research, my personal research specialty is how children learn when they're at home. As part of a curriculum development team for a nationally distributed science curriculum, I designed a series of at-home science activities for children to do with their parents in conjunction with the classroom curriculum. As part of my research on how children learn at home, I designed another series of at-home activities for families to do together and spent years analyzing the ways that parents and children interacted around those activities. Wrapped around all of those studies and research was participation in additional research on issues in child development and how culture and issues of equity affect learning. Now I've added to that list a deeper concern about how trauma impacts learning, and how to address trauma and distressed kids in classrooms. What should "school" look like in the future for a generation of kids who have experienced the trauma of a pandemic? How can a school cope with the variation in trauma that its students have experienced?

Aside from my professional background in education, I've spent the last eight years as a parent watching the fortunes of LOCS wax and wane. As much as I'd like us to be the star of our own show, our school is an actor in a much bigger play. We're reliant on statewide political whims regarding charter schools, our budget is determined at the state and local level, we are chartered by Petaluma City Schools, and we lease our physical facilities from the fairgrounds organization. Thus, in addition to the board of directors having oversight on issues impacting our educational programming, the board also has to contend with the issues and problems arising on all of these external fronts. Discussions with current LOCS board members have

provided me with a front row seat to the complexities of accomplishing our goals as a public educational institution balanced with the impacts from these external forces. Although I have not yet served on the board myself, I'm well versed in many of the areas that will be critical in ensuring that LOCS continues to have a bright future.

Lastly, I offer the years of volunteer service I have provided LOCS as a qualification for joining the board. Through my two kids, I've been able to experience and assist with countless festivals, assemblies, field trips, auction projects, and classroom programs at the school. Each grade level unfolds new adventures and new trials for kids and their families. When we started our journey at LOCS, I applied my professional curiosity towards learning all that I could about what holistic and Waldorf education meant, and have been able to experience and enjoy it firsthand as a parent ever since. It has been a blessing in my life that my schedule has remained flexible enough to allow deep participation in the daily life of the school.

I see the years ahead of us as a time filled with serious challenges for LOCS. Continuing to flourish as a school and as a community will require everyone to lean in and commit to working together. I would like to offer my service to the board, to bring whatever experience and expertise I can to taming the dragons that are confronting us.

Thank you for your consideration.

Jessica Umphress