



Board of Directors Meeting

675 41st St.

Oakland, CA 94609

December 14, 2017

6:00 PM

Vision & Mission

Yu Ming Charter School will provide a challenging and comprehensive education for Kindergarten through 8th grade students, preparing them to be inquisitive and analytic lifelong learners in the 21st Century world. Our mission is:

- *To provide an academically rigorous college preparatory program*
- *To graduate students with bilingual and biliterate skills in Mandarin-Chinese and English*
- *To nurture intellectual curiosity, international perspective and diligence in attaining personal goals*
- *To develop young people with compassion, sound moral character and a sense of responsibility for the community and the environment*

I. Preliminary

- A. **CALL TO ORDER**
- B. **ROLL CALL**
- C. **APPROVAL OF AGENDA**

II. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

III. CONSENT AGENDA (10 mins)

- A. Approval of October 19th minutes
- B. Approval of November 30th minutes
- C. Approve August, September, and October check registers
- D. Education Committee Report
- E. Board Funds Committee Report
- F. Diversity and Enrollment Committee Report

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

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REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

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IV. ITEMS OF BUSINESS

- A. Principal's report (Principal Park) (15 mins)**
 - 1. Include FSO report
- B. Board Governance (Brianna Swartz) (60 mins)**
 - 1. Discuss disclosure by Board member Jessica Norman of employment with ExEd, a Yu Ming Contractor
 - 2. Discuss Board Self-Assessment results
 - 3. Vote Board Officer Elections Chair, nominee Eric Peterson
 - 4. Vote Board Officer Elections Vice Chair, nominee Brianna Swartz
 - 5. Vote Board Officer Elections Treasurer, nominee Jessica Norman
 - 6. Vote Board Officer Elections Secretary, nominee Joy Lee
 - 7. Discuss Board Strategic Plan Development
 - 8. Vote Proposal to Change Board meeting calendar to incorporate time for strategic plan development
- C. Finance Committee (Jessica Norman) (30 mins)**
 - 1. Vote 1st Interim Financial Report
 - 2. Discuss October Financial Report
- D. Audit Committee (Brianna Swartz and Joy Lee) (15 mins)**
 - 1. Vote 2017 Audit Report
- E. Education Committee (Julie Mikuta) (15 mins)**
 - 1. Vote Proposal to revise the school calendar and reduce the number of instructional days
- F. Facilities Committee (Lucia Hwang) (15 mins)**
 - 1. Discuss Facilities Committee Report

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G. Enrollment & Diversity Committee (Ron Lewis) (15 mins)

1. Vote Updated Lottery Process

V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

VI. ADJOURNMENT

The meeting was adjourned at _____.

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Yu Ming Charter School at 1086 Alcatraz Ave, Oakland, CA 94608; telephone (510) 452-2063



Board of Directors Meeting - Minutes

675 41st St.

Oakland, CA 94609

October 19, 2017

6:00 PM

Vision & Mission

Yu Ming Charter School will provide a challenging and comprehensive education for Kindergarten through 8th grade students, preparing them to be inquisitive and analytic lifelong learners in the 21st Century world. Our mission is:

- *To provide an academically rigorous college preparatory program*
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- *To nurture intellectual curiosity, international perspective and diligence in attaining personal goals*
- *To develop young people with compassion, sound moral character and a sense of responsibility for the community and the environment*

I. Preliminary

A. **CALL TO ORDER** -- The meeting was called to order at 6:21 p.m.

B. **ROLL CALL**

| NAME | PRESENT | ABSENT |
|----------------|---------|--------|
| Lucia Hwang | X | |
| Joy Lee | X | |
| Ron Lewis | X | |
| Julie Mikuta | X | |
| Jessica Norman | X | |

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| | | |
|----------------|---|--|
| Thompson Paine | X | |
| Eric Peterson | X | |
| Brianna Swartz | X | |

C. APPROVAL OF AGENDA

Vote to Approve: Agenda

Moved by: Eric Peterson

Motion second by: Ron Lewis

Result: Approved

| <u>NAME</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|----------------|------------|-----------|----------------|
| Lucia Hwang | X | | |
| Joy Lee | X | | |
| Ron Lewis | X | | |
| Julie Mikuta | X | | |
| Jessica Norman | X | | |
| Thompson Paine | X | | |
| Eric Peterson | X | | |
| Brianna Swartz | X | | |

II. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

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III. CONSENT AGENDA (10 mins)

- A. Approval of August 26 (retreat) minutes
- B. Approve July check register
- C. Approve EPA Resolution
- D. Approve School Goals with final revisions
- E. Review August Financials
- F. Approve final board committee descriptions
- G. Approve revised board meeting calendar
 - a. May meeting moved to May 10
- H. Approve Transportation Safety Plan

Vote to Approve: Consent Agenda

Moved by: Julie Mikuta

Motion second by: Jessica Norman

Result: Approved

| <u>NAME</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|----------------|------------|-----------|----------------|
| Lucia Hwang | X | | |
| Joy Lee | X | | |
| Ron Lewis | X | | |
| Julie Mikuta | X | | |
| Jessica Norman | X | | |
| Thompson Paine | X | | |
| Eric Peterson | X | | |
| Brianna Swartz | X | | |

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IV. ITEMS OF BUSINESS

A. Head of School's Report and FSO Report (Sue) (15 mins)

B. Board Development (Brianna, Eric) (30 mins)

1. Vote to add Ethan Warsh to YMCS Board of Directors

Vote to Approve: Addition of Ethan Warsh to YMCS Board of Directors

Moved by: Brianna Swartz

Motion second by: Lucia Hwang

Result: Approved

| <u>NAME</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|----------------|------------|-----------|----------------|
| Lucia Hwang | X | | |
| Joy Lee | X | | |
| Ron Lewis | X | | |
| Julie Mikuta | X | | |
| Jessica Norman | X | | |
| Thompson Paine | X | | |
| Eric Peterson | X | | |
| Brianna Swartz | X | | |

2. Vote to add Sonali Nijhawan to YMCS Board of Directors

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Vote to Approve: addition of Sonali Nijhawan to the YMCS Board of Directors

Moved by: Joy Lee

Motion second by: Eric Peterson

Result: Approved

| <u>NAME</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|----------------|------------|-----------|----------------|
| Lucia Hwang | X | | |
| Joy Lee | X | | |
| Ron Lewis | X | | |
| Julie Mikuta | X | | |
| Jessica Norman | X | | |
| Thompson Paine | X | | |
| Eric Peterson | X | | |
| Brianna Swartz | X | | |

3. Discuss 2017-18 board meeting facilitation/admin

Notes: Discussion of sharing board responsibilities, including leaders of next four board meetings.

4. Discuss Board Officer elections to be held at December Meeting
5. Discuss Cal Berkeley Board Fellows Introduction and potential work
6. Next meeting: individual board member self evaluation

C. Finance Committee (Jessica) (20 mins)

1. Vote on revised Fiscal Policies

Vote to Approve: Updated Fiscal Policies

Moved by: Thompson Paine

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Motion second by: Brianna Swartz

Result: Approved

| <u>NAME</u> | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|----------------|------------|-----------|----------------|
| Lucia Hwang | X | | |
| Joy Lee | X | | |
| Ron Lewis | X | | |
| Julie Mikuta | X | | |
| Jessica Norman | X | | |
| Thompson Paine | X | | |
| Eric Peterson | X | | |
| Brianna Swartz | X | | |

2. Discuss Financial report

D. Education Committee (Julie) (15 mins)

1. Education Committee report - Notes: Report coming next boarding meeting.

E. Enrollment & Diversity Committee (Ron) (15 mins)

1. Enrollment & Diversity Committee report
2. Review ACOE MOU submitted Oct 3

F. Funds Committee (Eric) (15 mins)

1. Funds Committee report

G. Facilities Committee (Lucia) (15 mins)

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1. Facilities Committee report

H. Performance, Recruitment & Retention Committee (Joy) (15 mins)

1. Performance, Recruitment & Retention Committee report

V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

VI. **ADJOURNMENT**

The meeting was adjourned at 8:53 p.m.

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Board of Directors Meeting - MINUTES
675 41st St.
Oakland, CA 94609
November 30, 2017
5:00 PM

Dial-in Number: 641-715-3580
Access Code: 820-840

Meeting is by Teleconference from the locations listed below:

Locations

| | | | | | |
|---|--|---|---|---|--|
| 2688 Becard Ct Pleasant on 94566 | 1712 Fell Street, Apt 2, San Francisco, CA 94117 | 155 Grand Ave. Oaklan d CA 94612 | 237 Haas Ave San Leandr o, CA 94577 | 1442 Lawren ce St, Housto n TX 77008 | 360 22nd St., Oakland , CA 94612 |
|---|--|---|---|---|--|

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- *To develop young people with compassion, sound moral character and a sense of responsibility for the community and the environment*

I. PRELIMINARY

- A. CALL TO ORDER** -- The meeting was called to order at 5:07 p.m.
- B. ROLL CALL**

| NAME | PRESENT | ABSENT |
|-----------------|---------|--------|
| Lucia Hwang | X | |
| Joy Lee | X | |
| Ron Lewis | X | |
| Julie Mikuta | X | |
| Sonali Nijhawan | X | |
| Jessica Norman | X | |
| Thompson Paine | | X |
| Eric Peterson | | X |
| Brianna Swartz | X | |
| Ethan Warsh | X | |

- C. APPROVAL OF AGENDA**
Vote to Approve: Agenda
Moved by: Julie Mikuta
Motion second by: Lucia Hwang
Result: Approved

| NAME | YES | NO |
|--------------|-----|----|
| Lucia Hwang | X | |
| Joy Lee | X | |
| Ron Lewis | X | |
| Julie Mikuta | X | |

| | | |
|-----------------|---|--|
| Sonali Nijhawan | X | |
| Jessica Norman | X | |
| Thompson Paine | | |
| Eric Peterson | | |
| Brianna Swartz | X | |
| Ethan Warsh | X | |

II. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

III. ITEMS OF BUSINESS

A. Presentation of California School Dashboard “Local Indicators” for Yu Ming (Information and Discussion)

- Based on the Local Control Funding Formula, California has a new accountability system that is based on multiple measures.
- These measures are used to determine LEA and school progress toward meeting the needs of their students.
- The measures are based on factors that contribute to a quality education including student test scores, English learner (EL) progress, suspension rates, and parent engagement.
- There are three performance levels for ranking progress on the Dashboard priorities: Met, Not Met, and Not Met for two or more years.
- LEAs must measure their progress annually on these priorities and report the progress at a regularly scheduled meeting of the board.
- They do not require board approval but minutes should indicate these were reported.
- If this data is not entered by the December 1st cutoff indicators will automatically show as "Not Met" on the dashboard.
- All LEAs are required to complete, submit and present to their governing board 4 Local Indicators as reported on the CA Dashboard.



- For the Fall 2017 California School Dashboard, LEA's including charter public schools, must report on their California School Dashboard local indicators by December 1, 2017.
- Indicators include the following priorities:
 - Priority 1: Basic Services
 - Priority 2: Implementation of State Standards
 - Priority 3: Parent Engagement
 - Priority 4: School Climate (suspension, expulsions, etc.)
- The criteria for each Local indicator is: Met, Not Met, and Not Met for Two or More Years.

IV. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

V. ADJOURNMENT

The meeting was adjourned at 5:29pm. .

**Yu Ming Charter School
Check Register**

From 8/1/2017 to 8/31/2017

| Effective Date | Document Number | Name | Transaction Description | Transaction Amount |
|----------------|-----------------|--|--|--------------------|
| 8/1/2017 | 1000001 | ALAMEDA COUNTY OFFICE OF EDUCATION | 04/01/17-06/30/17: OVERSIGHT & MONITORING FEES | 22,726.26 |
| 8/1/2017 | 1000002 | ALL N ONE PEST ELIMINATORS | 06/17: PEST CONTROL | 75.00 |
| 8/1/2017 | 1000003 | AMPLIFY EDUCATION, INC. | 06/17: SCIENCE CURRICULUM | 3,290.52 |
| 8/1/2017 | 1000004 | A PLUS CHARTER CONSULTING, INC. | 06/17: LCAP COMPLETION | 1,500.00 |
| 8/1/2017 | 1000005 | BETTER CHINESE, LLC. | 06/17: DIGITAL EDUCATIONAL EBOOKS | 21,730.81 |
| 8/1/2017 | | BETTER CHINESE, LLC. | 06/17: DIGITAL BOOKS | 210.00 |
| 8/1/2017 | 1000006 | BRIGHT PATH THERAPISTS, INC. | 05/17: SPED SERVICES | 2,160.00 |
| 8/1/2017 | | BRIGHT PATH THERAPISTS, INC. | 06/17: SPED SERVICES | 800.00 |
| 8/1/2017 | 1000007 | CALIFORNIA WASTE SOLUTIONS | 07/17-09/17: RECYCLING SERVICES | 285.00 |
| 8/1/2017 | | CALIFORNIA WASTE SOLUTIONS | 07/17-09/17: RECYCLING SERVICES | 570.00 |
| 8/1/2017 | 1000008 | CHINA SPROUT, INC. | 06/17: BILINGUAL BOOKS | 14,087.75 |
| 8/1/2017 | 1000009 | CO POWER | 08/17: DENTAL INSURANCE PREMIUM | 687.88 |
| 8/1/2017 | 1000010 | DURHAM SCHOOL SERVICES | 06/17: FIELD TRIP TRANSPORTATION | 598.55 |
| 8/1/2017 | 1000011 | EBMUD PAYMENT CENTER | 05/10/17-07/11/17: WATER & WASTE MANAGEMENT (470237) | 454.50 |
| 8/1/2017 | | EBMUD PAYMENT CENTER | 05/10/17-07/11/17: WATER & WASTE MANAGEMENT (613600) | 214.72 |
| 8/1/2017 | 1000012 | EDTEC, INC. | 06/17: CONSULTING SERVICES | 13,780.00 |
| 8/1/2017 | | EDTEC, INC. | 06/17: CONSULTING SERVICES | 917.50 |
| 8/1/2017 | 1000013 | EXED | 07/17: MANAGEMENT CONTRACT FEE, CALPADS & SIS SUPPORT | 8,346.67 |
| 8/1/2017 | 1000014 | FAGEN, FRIEDMAN & FULFROST, LLP | 06/17: LEGAL SERVICES | 617.50 |
| 8/1/2017 | 1000015 | FIRST NOTE FINANCE, INC. | 06/17: ENERGY MANAGEMENT SERVICES | 1,885.20 |
| 8/1/2017 | 1000016 | KAISER FOUNDATION HEALTH PLAN | 08/17: HEALTH INSURANCE PREMIUM FROM 05/26/17-06/25/17 | 10,476.07 |
| 8/1/2017 | 1000017 | LAW OFFICES OF YOUNG, MINNEY & CORR, LLP. | 05/17-06/17: LEGAL SERVICES | 591.50 |
| 8/1/2017 | 1000018 | LMI.NET | 06/17: COMPUTER MAINTENANCE SERVICES | 357.31 |
| 8/1/2017 | | LMI.NET | 06/17: COMPUTERS | 3,154.20 |
| 8/1/2017 | 1000019 | LPG LIVE SCAN | 07/17: FINGERPRINTS | 55.00 |
| 8/1/2017 | 1000020 | MICHAEL'S TRANSPORTATION SERVICE, INC. | 05/17: FIELD TRIP TRANSPORTATION | 787.75 |
| 8/1/2017 | 1000021 | MUSICK, PEELER & GARRETT, LLP | 06/17: LEGAL SERVICES | 5,747.50 |
| 8/1/2017 | 1000022 | OFFICE DEPOT | 06/17: COPY PAPER & OTHER OFFICE SUPPLIES | 172.59 |
| 8/1/2017 | | OFFICE DEPOT | 06/17: ENVELOPES, TAPE & FOLDERS | 55.38 |
| 8/1/2017 | | OFFICE DEPOT | 07/17: ENVELOPES, TAPE & FILE FOLDERS | 68.53 |
| 8/1/2017 | 1000023 | OPEN WORKS | 07/17: JANITORIAL SERVICES | 1,255.00 |
| 8/1/2017 | 1000024 | PANORAMA EDUCATION | 07/17: PLATFORM LICENSE FEE | 500.00 |
| 8/1/2017 | 1000025 | POWERSCHOOL GROUP, LLC. | 07/28/17-07/27/18: POWERSCHOOL SIS PROGRAM | 4,216.33 |
| 8/1/2017 | 1000026 | REVOLUTION FOODS, INC. | 06/17: SCHOOL LUNCHESES | 4,592.24 |
| 8/1/2017 | 1000027 | U.S. BANK EQUIPMENT FINANCE | 07/01/17-08/01/17: COPIER LEASE | 2,325.18 |
| 8/1/2017 | 1000028 | WEBMY.ME, INC. | 06/01/17-08/31/17: WEBSITE DESIGN SERVICES | 4,960.00 |
| 8/1/2017 | 1000029 | ZEARN, INC. | 07/17: 2017-2018: ZEARN MEMBERSHIP FEE | 2,500.00 |
| 8/1/2017 | 1708011 | STRIPE DASHBOARD | 07/17: CREDIT CARD FEE | 58.45 |
| 8/2/2017 | 1470 | MINT LEAF VIETNAMESE RESTAURANT | 08/17: LUNCH FOR STAFF | 327.75 |
| 8/2/2017 | 1708021 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE REFUND | (26.82) |
| 8/3/2017 | 1708031 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 87.80 |
| 8/3/2017 | 1708086 | CARDMEMBER SERVICE | 06/10/17-07/09/17: CREDIT CARD PURCHASES | 23,168.62 |
| 8/4/2017 | 1708041 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 55.70 |
| 8/7/2017 | 1000030 | ALAMEDA COUNTY OFFICE OF EDUCATION | 07/17: STRS | 9,897.91 |
| 8/7/2017 | 1000031 | AVANT ASSESSMENT, LLC. | 05/17: STAMP TESTING | 647.50 |
| 8/7/2017 | 1000032 | HENRY C. LEVY, TAX COLLECTOR, ALAMEDA COUNTY | 2017-2018: PROPERTY TAXES (00-351987-00-000-17-00-00) | 429.17 |
| 8/7/2017 | | HENRY C. LEVY, TAX COLLECTOR, ALAMEDA COUNTY | 2017-2018: PROPERTY TAXES (02-351987-00-001-17-00-00) | 565.71 |
| 8/7/2017 | 1000033 | KAISER FOUNDATION HEALTH PLAN | 09/17: HEALTH INSURANCE PREMIUM FROM 06/26/17-07/25/17 | 12,598.74 |
| 8/7/2017 | 1000034 | LMI.NET | 07/17: IT SERVICES | 1,033.70 |
| 8/7/2017 | 1000035 | LPG LIVE SCAN | 07/17: FINGERPRINTS | 275.00 |
| 8/7/2017 | 1000036 | OPEN WORKS | 08/17: JANITORIAL SERVICES | 1,255.00 |
| 8/7/2017 | 1000037 | SHAMROCK OFFICE SOLUTIONS | 07/17: SHIPPING FEE FOR TONER | 10.87 |
| 8/7/2017 | 1708071 | AT&T | 07/17: PHONE (960 761 3474 555 8) | 1,062.72 |
| 8/7/2017 | 1708072 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 121.40 |
| 8/7/2017 | 1708073 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 123.11 |
| 8/7/2017 | 1708074 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 143.53 |
| 8/8/2017 | 1708081 | PACIFIC GAS & ELECTRIC | 07/17: GAS AND ELECTRIC (2086434523-4) | 1,063.63 |
| 8/8/2017 | 1708082 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 61.16 |
| 8/8/2017 | 1708083 | VANTIC INTERGRATED PAYMENT SOLUTIONS | 07/17: PROCESSING SERVICE FEE | 59.95 |
| 8/9/2017 | 1708091 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 225.91 |
| 8/10/2017 | 1708101 | ST. COLUMBA PARISH CHURCH | 08/17: RENT | 13,109.00 |
| 8/10/2017 | 1708102 | SACRED HEART CHURCH | 08/17: RENT | 17,945.00 |
| 8/10/2017 | 1708103 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 28.45 |
| 8/11/2017 | 1708111 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 49.50 |
| 8/14/2017 | 1708141 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 1.59 |
| 8/14/2017 | 1708142 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 38.10 |
| 8/14/2017 | 1708143 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 43.58 |
| 8/15/2017 | 1708151 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 12.89 |
| 8/15/2017 | 1708152 | PAYCHEX | 08/17: PAYROLL INVOICE | 162.70 |
| 8/16/2017 | 1708161 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 6.12 |
| 8/17/2017 | 1471 | SARA PARK | 08/17: ADMINISTRATIVE SUPPORT CONSULTANT | 666.00 |
| 8/17/2017 | 1708171 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 21.14 |
| 8/18/2017 | 1708181 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 10.80 |

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From 8/1/2017 to 8/31/2017

| Effective Date | Document Number | Name | Transaction Description | Transaction Amount |
|---------------------------------------|-----------------|--|---|--------------------|
| 8/21/2017 | 1472 | CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING) | 08/17: TEACHING CREDENTIALS | 100.00 |
| 8/21/2017 | 1708211 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 0.53 |
| 8/21/2017 | 1708212 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 51.10 |
| 8/21/2017 | | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 10.07 |
| 8/21/2017 | 1708213 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE REFUND | (3.75) |
| 8/22/2017 | 1708221 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 2.96 |
| 8/23/2017 | 1708231 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE REFUND | (0.83) |
| 8/24/2017 | 1708241 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 5.13 |
| 8/24/2017 | | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 56.57 |
| 8/25/2017 | 1708251 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 1.35 |
| 8/25/2017 | | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 202.03 |
| 8/28/2017 | 1473 | LYNDA DJIOUA | 08/17: ADMINISTRATIVE SUPPORT CONSULTANT | 255.00 |
| 8/28/2017 | 1708281 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 7.97 |
| 8/28/2017 | | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 43.57 |
| 8/28/2017 | 1708282 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 6.87 |
| 8/28/2017 | | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 62.53 |
| 8/28/2017 | 1708283 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 6.24 |
| 8/28/2017 | | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 145.18 |
| 8/29/2017 | 1000038 | BAY ALARM COMPANY | 07/27/17-09/01/17: BURGLAR MONITORING FEE | 498.65 |
| 8/29/2017 | 1000039 | BAY JANITORIAL SUPPLY, INC. | 08/17: BRITA FILTERS | 65.54 |
| 8/29/2017 | 1000040 | EBMUD PAYMENT CENTER | 05/10/17-06/30/17: WATER & WASTE MANAGEMENT | 492.71 |
| 8/29/2017 | 1000041 | EXED | 08/17: MANAGEMENT CONTRACT FEE, CALPADS & SIS SUPPORT | 8,346.67 |
| 8/29/2017 | 1000042 | J T LAWRENCE & CO. | 02/17: ELEVATOR INSPECTION | 175.00 |
| 8/29/2017 | | J T LAWRENCE & CO. | 07/17: ELEVATOR INSPECTION | 175.00 |
| 8/29/2017 | 1000043 | LAW OFFICES OF YOUNG, MINNEY & CORR, LLP. | 07/17: LEGAL SERVICES | 632.70 |
| 8/29/2017 | 1000044 | OFFICE DEPOT | 07/17: COPY PAPER & OTHER OFFICE SUPPLIES | 237.83 |
| 8/29/2017 | 1000045 | JAMES SAMPSON | 08/17: PE TEACHER MENTORING | 550.00 |
| 8/29/2017 | 1000046 | SHAMROCK OFFICE SOLUTIONS | 07/17: TONER | 10.87 |
| 8/29/2017 | 1000047 | U.S. BANK EQUIPMENT FINANCE | 07/01/17-08/01/17: COPIER LEASE | 4,302.54 |
| 8/29/2017 | 1708291 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 30.65 |
| 8/30/2017 | 1000048 | ALAMEDA COUNTY OFFICE OF EDUCATION | 08/17: STRS | 36,723.18 |
| 8/30/2017 | 1708301 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 6.39 |
| 8/30/2017 | | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 115.46 |
| 8/31/2017 | 1000049 | OAKLAND UNIFIED SCHOOL DISTRICT | 07/17-08/17: RENT | 6,715.00 |
| 8/31/2017 | 1708311 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 6.91 |
| 8/31/2017 | | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 107.01 |
| 8/31/2017 | 1708312 | PAYCHEX | 08/17: PAYROLL INVOICE | 241.00 |
| Total 9120 - Cash in Bank - Operating | | | | 282,479.45 |
| Report Total | | | | 282,479.45 |

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From 9/1/2017 to 9/30/2017

| Effective Date | Document Number | Name | Transaction Description | Transaction Amount |
|----------------|-----------------|--------------------------------------|--|--------------------|
| 9/1/2017 | 1000050 | SACRED HEART CHURCH | 09/17: RENT | 17,945.00 |
| 9/1/2017 | 1000051 | ST. COLUMBA PARISH CHURCH | 09/17: RENT | 13,109.00 |
| 9/1/2017 | 1474 | SARA PARK | 09/17: ADMINISTRATIVE SUPPORT CONSULTANT | 108.00 |
| 9/1/2017 | 1709011 | STRIPE DASHBOARD | 08/17: CREDIT CARD FEE | 94.87 |
| 9/5/2017 | 1000052 | A & G MUSIC PRODUCTS CO | 08/17: CLARINET | 191.19 |
| 9/5/2017 | 1000053 | BAY ALARM COMPANY | 09/01/17-12/01/17: BURGLAR MONITORING FEE | 592.06 |
| 9/5/2017 | 1000054 | CENTER FOR APPLIED LINGUISTICS | 08/17: ELLOPA RATING VERIFICATION | 3,112.00 |
| 9/5/2017 | 1000055 | CO POWER | 09/17: DENTAL INSURANCE PREMIUM | 1,563.72 |
| 9/5/2017 | 1000056 | LYNDA DJIOUA | 09/17: FINGERPRINTS | 57.00 |
| 9/5/2017 | 1000057 | WHITNEY DORMAN | REIM: FINGERPRINTS | 57.00 |
| 9/5/2017 | 1000058 | LEVEL CHINESE | 08/19/17-07/31/18: READING FOUNDATION SUBSCRIPTION | 150.00 |
| 9/5/2017 | 1000059 | METROPOLITAN VAN & STORAGE, INC | 08/17: MOVING SERVICES | 4,650.00 |
| 9/5/2017 | 1000060 | OFFICE DEPOT | 08/17: LABEL MAKER, EXPO MARKERS& BOARD CLEANER | 164.59 |
| 9/5/2017 | | OFFICE DEPOT | 08/17: BINDER, TAPE & LAMINATING POUCHES | 78.41 |
| 9/5/2017 | | OFFICE DEPOT | 08/17: COPY PAPER | 91.76 |
| 9/5/2017 | | OFFICE DEPOT | 08/17: COPY PAPER, HANGING FILE FOLDERS & FILE TOTES | 201.56 |
| 9/5/2017 | 1000061 | SARAH'S SCIENCE | 08/17: TOYOLOGY WORKSHOP | 7,818.46 |
| 9/5/2017 | 1000062 | SHAMROCK OFFICE SOLUTIONS | 08/17: SHIPPING FEE FOR TONER | 10.87 |
| 9/5/2017 | | SHAMROCK OFFICE SOLUTIONS | 08/17: SHIPPING FEE FOR TONER | 10.87 |
| 9/5/2017 | | SHAMROCK OFFICE SOLUTIONS | 08/17: SHIPPING FEE FOR TONER | 10.87 |
| 9/5/2017 | 1000063 | SYNCB/AMAZON | 06/17-07/17: CREDIT CARD PURCHASES | 17,682.21 |
| 9/5/2017 | | SYNCB/AMAZON | 07/17-08/17: CREDIT CARD PURCHASES | 2,572.54 |
| 9/5/2017 | 1000064 | MIN WEI | 09/17: FINGERPRINTS | 48.82 |
| 9/5/2017 | 1709051 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 5.17 |
| 9/5/2017 | 1709052 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 17.74 |
| 9/5/2017 | 1709053 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 27.32 |
| 9/5/2017 | 1709054 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 143.57 |
| 9/6/2017 | 1709061 | AT&T | 09/17: PHONE (960 761 3474 555 8) | 1,065.70 |
| 9/6/2017 | 1709062 | PACIFIC GAS & ELECTRIC | 08/17: GAS AND ELECTRIC (2086434523-4) | 1,076.22 |
| 9/6/2017 | 1709063 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 0.74 |
| 9/7/2017 | 1709071 | VANTIV INTERGRATED PAYMENT SOLUTIONS | 08/17: PROCESSING SERVICE FEE | 59.95 |
| 9/7/2017 | 1709072 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 57.32 |
| 9/8/2017 | 1709081 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 51.27 |
| 9/11/2017 | 1709111 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 10.87 |
| 9/11/2017 | 1709112 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 19.16 |
| 9/11/2017 | 1709113 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 151.17 |
| 9/12/2017 | 1000065 | A & G MUSIC PRODUCTS CO | 08/17: TRUMPET & MUSIC SUPPLIES | 293.28 |
| 9/12/2017 | 1000066 | BAY JANITORIAL SUPPLY, INC. | 08/17: TRASH BAGS & CUSTODIAL SUPPLIES | 370.71 |
| 9/12/2017 | 1000067 | CHARTERSAFE | 2016-2017: WORKERS COMPENSATION AUDIT | 8,734.47 |
| 9/12/2017 | | CHARTERSAFE | 09/17: GENERAL INSURANCE | 3,256.00 |
| 9/12/2017 | 1000068 | IVY CHEN, MPH | 09/17: PUBERTY EDUCATION | 2,640.00 |
| 9/12/2017 | 1000069 | MEREDITH HANSEN FAVERO | REIM: CONFERENCE TRANSPORTATION & MEALS | 148.75 |
| 9/12/2017 | 1000070 | MARINA ISIDRO | 08/17: CLEANING SERVICES | 400.00 |
| 9/12/2017 | 1000071 | HIRAM JAMISON | REIM: HYPER DRIVE FOR MACBOOK | 109.24 |
| 9/12/2017 | 1000072 | KAISER FOUNDATION HEALTH PLAN | 10/17: HEALTH INSURANCE PREMIUM FROM 07/26/17- 08/25/17 | 12,370.09 |
| 9/12/2017 | 1000073 | LMI.NET | 08/17: COMPUTER MAINTENANCE SERVICES | 300.00 |
| 9/12/2017 | 1000074 | LPG LIVE SCAN | 08/17: FINGERPRINTS | 385.00 |
| 9/12/2017 | 1000075 | MAN CAVE AMERICA LLC | 08/17: TV INSTALLATION | 2,223.82 |
| 9/12/2017 | 1000076 | NAN HAI CO., INC. | 05/17: CHINESE CLASSROOM BOOKS | 348.98 |
| 9/12/2017 | | NAN HAI CO., INC. | 06/17: CHINESE BOOKS | 8,719.30 |
| 9/12/2017 | 1000077 | OFFICE DEPOT | 08/17: STICKY NOTES & OFFICE SUPPLIES | 107.87 |
| 9/12/2017 | | OFFICE DEPOT | 08/17: COPY PAPER | 65.53 |
| 9/12/2017 | | OFFICE DEPOT | 08/17: COPY PAPER, LABELS & OFFICE SUPPLIES | 301.07 |
| 9/12/2017 | | OFFICE DEPOT | 08/17: TAPE, STAPLES & OFFICE SUPPLIES | 314.13 |
| 9/12/2017 | | OFFICE DEPOT | 08/17: TAPE | 7.64 |
| 9/12/2017 | 1000078 | OPEN WORKS | 09/17: JANITORIAL SERVICES | 1,255.00 |
| 9/12/2017 | 1000079 | SHAMROCK OFFICE SOLUTIONS | 08/17: SHIPPING FEE FOR TONER | 10.87 |
| 9/12/2017 | 1000080 | SPOTLIGHT: GIRLS | 08/17: SPRING AFTER SCHOOL CLUB | 1,690.00 |
| 9/12/2017 | 1000081 | STARLINE SUPPLY COMPANY | 08/17: TOILET PAPER, LINERS & PAPER TOWELS | 212.31 |
| 9/12/2017 | 1709121 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 19.70 |
| 9/13/2017 | 1709131 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 24.55 |
| 9/14/2017 | 1709141 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 134.97 |
| 9/15/2017 | 1709151 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 22.11 |
| 9/15/2017 | 1709152 | PAYCHEX | 09/17: PAYROLL INVOICE | 352.50 |
| 9/18/2017 | 1709180 | CARDMEMBER SERVICE | 07/17-08/17: CREDIT CARD PURCHASES | 16,897.91 |
| 9/18/2017 | 1709181 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 25.95 |
| 9/18/2017 | 1709182 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 80.89 |
| 9/18/2017 | 1709183 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 118.87 |
| 9/19/2017 | 1000082 | BAY ALARM COMPANY | 08/17: BATTERY REPLACEMENT INSTALLATION FEE | 121.86 |
| 9/19/2017 | | BAY ALARM COMPANY | 08/27/17-10/01/17: BURGLAR MONITORING FEE | 507.75 |
| 9/19/2017 | 1000083 | BAY JANITORIAL SUPPLY, INC. | 09/17: TOILET PAPER & OTHER CUSTODIAL SUPPLIES | 546.16 |
| 9/19/2017 | 1000084 | CHRISTINA EDWARDS | REIM: SNACKS & BAGS | 52.44 |
| 9/19/2017 | 1000085 | DAWN WILLIAMS FERREIRA | 09/17: SPANISH CLASS CONSULTANT | 450.00 |
| 9/19/2017 | 1000086 | JHEQUELA KING | REIM: FOOD FOR STAFF | 130.44 |
| 9/19/2017 | 1000087 | WENDY LARSON | REIM: TIPS FOR MOVERS | 480.00 |
| 9/19/2017 | 1000088 | DANNY LAU | REIM: FLOOR CLEANER | 31.63 |

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From 9/1/2017 to 9/30/2017

| Effective Date | Document Number | Name | Transaction Description | Transaction Amount |
|---------------------------------------|-----------------|--|---|--------------------|
| 9/19/2017 | 1000089 | SHARON LEONG | REIM: FINGERPRINTS | 62.00 |
| 9/19/2017 | 1000090 | OFFICE DEPOT | 08/17: COPY PAPER & OTHER OFFICE SUPPLIES | 247.90 |
| 9/19/2017 | | OFFICE DEPOT | 08/17: EXPO MARKERS | 39.92 |
| 9/19/2017 | 1000091 | SACRED HEART CHURCH | 10/17: RENT | 17,945.00 |
| 9/19/2017 | 1000092 | STARLINE SUPPLY COMPANY | 09/17: GLOVES & OTHER CUSTODIAL SUPPLIES | 64.36 |
| 9/19/2017 | 1000093 | ST. COLUMBA PARISH CHURCH | 10/17: RENT | 13,109.00 |
| 9/19/2017 | 1000094 | WILFRED TANG | REIM: PAINT | 55.48 |
| 9/19/2017 | 1000095 | LYNNA TSOU | REIM: FOOD FOR STAFF | 298.21 |
| 9/19/2017 | 1000096 | KEYI WANG | REIM: FINGERPRINTS | 52.00 |
| 9/19/2017 | 1000097 | ALIN WEN | REIM: FINGERPRINTS | 70.00 |
| 9/19/2017 | 1475 | KRISTAL CRAWFORD | 09/17: PAYROLL CHECK | 621.95 |
| 9/19/2017 | 1476 | CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING) | 09/17: TEACHING CREDENTIALS | 100.00 |
| 9/19/2017 | 1709191 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 6.99 |
| 9/20/2017 | 1709201 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 48.99 |
| 9/21/2017 | 1709211 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 4.71 |
| 9/22/2017 | 1709221 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 0.74 |
| 9/25/2017 | 1477 | SAM MULBERRY | 09/17: FIELD TRIP TOUR GUIDE | 175.00 |
| 9/25/2017 | 1709251 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 5.08 |
| 9/25/2017 | 1709252 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 14.28 |
| 9/26/2017 | 1000098 | ALAMEDA COUNTY OFFICE OF EDUCATION | 07/17-09/17: STRS PROCESSING FEE | 354.00 |
| 9/26/2017 | 1000099 | CALIFORNIA WASTE SOLUTIONS | 10/17-12/17: RECYCLING SERVICES | 285.00 |
| 9/26/2017 | | CALIFORNIA WASTE SOLUTIONS | 10/17-12/17: RECYCLING SERVICES | 570.00 |
| 9/26/2017 | 1000100 | CO POWER | 10/17: DENTAL INSURANCE PREMIUM | 1,683.08 |
| 9/26/2017 | 1000101 | DONAHUE FITZGERALD ATTORNEYS | 08/17: LEGAL SERVICES | 2,126.00 |
| 9/26/2017 | 1000102 | EBMUD PAYMENT CENTER | 07/11/17-09/11/17: WATER & WASTE MANAGEMENT (61360013774) | 234.58 |
| 9/26/2017 | | EBMUD PAYMENT CENTER | 07/11/17-09/11/17: WATER & WASTE MANAGEMENT (42099745569) | 439.78 |
| 9/26/2017 | | EBMUD PAYMENT CENTER | 07/11/17-09/11/17: WATER & WASTE MANAGEMENT (47023778523) | 319.13 |
| 9/26/2017 | 1000103 | EXED | 09/17: MANAGEMENT CONTRACT FEE, CALPADS & SIS SUPPORT | 8,346.67 |
| 9/26/2017 | 1000104 | FIRST NOTE FINANCE, INC. | 09/17: TRACKING & REPORTING SERVICES | 754.00 |
| 9/26/2017 | 1000105 | GABRIEL LOCK & KEY | 09/17: LOCK INSTALLATION & KEYS | 2,036.27 |
| 9/26/2017 | 1000106 | ILLUMINATE EDUCATION, INC. | 07/01/17-06/30/18: STUDENT ASSESSMENT MANAGEMENT SYSTEMS | 4,392.50 |
| 9/26/2017 | 1000107 | KOPLIN DESIGN PARTNERS | 06/17: PROJECT MANAGEMENT SERVICES | 4,875.00 |
| 9/26/2017 | 1000108 | LAW OFFICES OF YOUNG, MINNEY & CORR, LLP. | 08/17: LEGAL SERVICES | 964.00 |
| 9/26/2017 | 1000109 | LIESE OLUKOYA CHARTER FACILITIES CONSULTING | 04/17: CONSULTING SERVICES | 6,000.00 |
| 9/26/2017 | 1000110 | OPEN WORKS | 08/17: JANITORIAL SERVICES | 1,044.52 |
| 9/26/2017 | 1000111 | QUANTUM CAMP | 09/25/17-09/29/17: BREAK WEEK CAMP | 3,900.00 |
| 9/26/2017 | 1000112 | SHAMROCK OFFICE SOLUTIONS | 09/17: SHIPPING FEE FOR TONER | 10.87 |
| 9/26/2017 | | SHAMROCK OFFICE SOLUTIONS | 09/17: SHIPPING FEE FOR TONER | 10.87 |
| 9/26/2017 | | SHAMROCK OFFICE SOLUTIONS | 09/17: SHIPPING FEE FOR TONER | 10.87 |
| 9/26/2017 | 1000113 | STATE OF CALIFORNIA FRANCHISE TAX BOARD | 09/17: PENALTY FEE | 50.00 |
| 9/26/2017 | 1000114 | WENTING WANG | REIM: TRAVEL EXPENSES | 153.06 |
| 9/26/2017 | 1000115 | YI HUNG WU | REIM: FINGERPRINTS | 57.00 |
| 9/26/2017 | 1000116 | XINYI XU | REIM: TRAVEL EXPENSES | 583.18 |
| 9/26/2017 | 1000117 | BRIGITTE YEH | REIM: PAINT, HOOKS & OTHER SUPPLIES | 898.01 |
| 9/26/2017 | 1709261 | VSP VISION CARE | 10/17: VISION INSURANCE | 168.62 |
| 9/26/2017 | 1709262 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 5.37 |
| 9/27/2017 | 1000118 | ALAMEDA COUNTY OFFICE OF EDUCATION | 09/17: STRS | 43,122.54 |
| 9/27/2017 | 1709271 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 30.88 |
| 9/28/2017 | 1478 | HUI XU | 09/17: PAYROLL CHECK | 227.16 |
| 9/28/2017 | 1709281 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 12.81 |
| 9/29/2017 | 1709291 | STRIPE DASHBOARD | 09/17: CREDIT CARD FEE | 1.89 |
| 9/29/2017 | 1709292 | PAYCHEX | 09/17: PAYROLL INVOICE | 210.44 |
| Total 9120 - Cash in Bank - Operating | | | | 254,068.50 |
| Report Total | | | | 254,068.50 |

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| Effective Date | Document Number | Name | Transaction Description | Transaction Amount |
|----------------|-----------------|---------------------------------------|---|--------------------|
| 10/2/2017 | 1710021 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 0.30 |
| 10/2/2017 | 1710022 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 0.63 |
| 10/3/2017 | 1000119 | BAY ALARM COMPANY | 10/01/17-01/01/18: CLOSED CIRCUIT TV | 218.85 |
| 10/3/2017 | | BAY ALARM COMPANY | 10/01/17-01/01/18: ACCESS CONTROL & INTERCOM CHARGES | 87.51 |
| 10/3/2017 | | BAY ALARM COMPANY | 10/01/17-01/01/18: FIRE MONITORING FEE | 1,809.75 |
| 10/3/2017 | | BAY ALARM COMPANY | 10/01/17-01/01/18: FIRE MONITORING FEE | 653.76 |
| 10/3/2017 | | BAY ALARM COMPANY | 10/01/17-01/01/18: BURGLAR MONITORING FEE | 401.22 |
| 10/3/2017 | 1000120 | BRANDING BOULEVARD | 09/17: RETRACTABLE LANYARDS | 514.55 |
| 10/3/2017 | | BRANDING BOULEVARD | 09/17: WATER BOTTLES & STAFF T-SHIRTS | 938.46 |
| 10/3/2017 | | BRANDING BOULEVARD | 09/17: UNIFORMS | 213.37 |
| 10/3/2017 | 1000121 | COMCAST | 09/19/17-10/18/17: PHONE & INTERNET (8155 40 039 5378779) | 558.62 |
| 10/3/2017 | | COMCAST | 07/19/17-09/18/17: PHONE & INTERNET (8155 40 039 5378910) | 970.30 |
| 10/3/2017 | 1000122 | EDTEC, INC. | 07/17-08/17: CONSULTING SERVICES | 787.50 |
| 10/3/2017 | 1000123 | FAGEN, FRIEDMAN & FULFROST, LLP | 08/17: LEGAL SERVICES | 1,051.00 |
| 10/3/2017 | 1000124 | NATUREBRIDGE | 09/17: FIELD TRIP DEPOSIT | 3,083.75 |
| 10/3/2017 | 1000125 | GLORIA NG | REIM: FINGERPRINTS | 51.00 |
| 10/3/2017 | 1000126 | SCHOLASTIC INC | 08/17: BOOKS | 784.52 |
| 10/3/2017 | | SCHOLASTIC INC | 08/17: BOOKS | 849.52 |
| 10/3/2017 | 1000127 | WEI SHEN | REIM: WIRELESS PRINTER & OTHER OFFICE SUPPLIES | 139.48 |
| 10/3/2017 | | WEI SHEN | REIM: TONER | 49.29 |
| 10/3/2017 | 1000128 | SYNCB/AMAZON | 07/17-08/17: CREDIT CARD PURCHASES | 3,434.14 |
| 10/3/2017 | 1000129 | THERAPY WORKS | 08/17: OCCUPATIONAL THERAPY SERVICES | 423.00 |
| 10/3/2017 | 1000130 | TSAN-YU TSAI | REIM: TRAVEL EXPENSES | 66.85 |
| 10/3/2017 | 1000131 | LYNNA TSOU | REIM: LUNCH FOR STUDENTS | 32.78 |
| 10/3/2017 | 1710031 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 11.24 |
| 10/4/2017 | 1710041 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 3.84 |
| 10/4/2017 | | CARDMEMBER SERVICE | 08/10/17-09/09/17: CREDIT CARD PURCHASES | 13,251.66 |
| 10/5/2017 | 1710051 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 0.74 |
| 10/6/2017 | 1710061 | AT&T | 09/17: PHONE (960 761 3474 555 8) | 1,065.14 |
| 10/6/2017 | 1710062 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 17.44 |
| 10/10/2017 | 1710101 | PG&E | 09/17: GAS AND ELECTRIC (2086434523-4) | 1,329.30 |
| 10/10/2017 | 1710102 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 1.92 |
| 10/10/2017 | 1710103 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 11.17 |
| 10/10/2017 | 1710104 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 17.40 |
| 10/10/2017 | 1710105 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 146.31 |
| 10/11/2017 | 1000132 | YI ANGELOV | REIM: POCKET CHARTS & OTHER CLASSROOM SUPPLIES | 503.96 |
| 10/11/2017 | 1000133 | CHARTERSAFE | 10/17: GENERAL INSURANCE | 3,256.00 |
| 10/11/2017 | 1000134 | WHITNEY DORMAN | REIM: JAZZ BAND MUSIC | 127.00 |
| 10/11/2017 | 1000135 | EMILY GRIBBLE | REIM: TRAVEL EXPENSES | 75.41 |
| 10/11/2017 | 1000136 | KAISER FOUNDATION HEALTH PLAN | 11/17: HEALTH INSURANCE PREMIUMS FROM 08/26/17-09/25/17 | 14,101.21 |
| 10/11/2017 | 1000137 | LMI.NET | 09/17: COMPUTER MAINTENANCE SERVICES | 300.00 |
| 10/11/2017 | 1000138 | LPG LIVE SCAN | 09/17: FINGERPRINTS | 165.00 |
| 10/11/2017 | 1000139 | TERESA LUCAN | REIM: TICKETS & TREATS FOR AUCTION | 168.99 |
| 10/11/2017 | 1000140 | OFFICE DEPOT | 09/17: COPY PAPER & LABELS | 84.80 |
| 10/11/2017 | | OFFICE DEPOT | 09/17: COPY PAPER, TAPE & PAPER CLIPS | 157.92 |
| 10/11/2017 | 1000141 | SHAMROCK OFFICE SOLUTIONS | 10/17: SHIPPING FEE FOR TONER | 10.87 |
| 10/11/2017 | | SHAMROCK OFFICE SOLUTIONS | 10/17: SHIPPING FEE FOR TONER | 10.87 |
| 10/11/2017 | 1000142 | STARLINE SUPPLY COMPANY | 09/17: TRASH BAGS, GLOVES & OTHER CUSTODIAL SUPPLIES | 257.00 |
| 10/11/2017 | 1000143 | WASTE MANAGEMENT OF ALAMEDA COUNTY | 10/17: TRASH SERVICES | 920.78 |
| 10/11/2017 | 1710111 | VANTIV INTERGRATED PAYMENT SOLUTIONS | 09/17: PROCESSING SERVICE FEE | 79.90 |
| 10/16/2017 | 1710161 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 2.44 |
| 10/16/2017 | 1710162 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 3.60 |
| 10/17/2017 | 1710171 | VANTIV INTERGRATED PAYMENT SOLUTIONS | 10/17: VANTIV TESTING | 0.01 |
| 10/17/2017 | 1710172 | VANTIV INTERGRATED PAYMENT SOLUTIONS | 10/17: VANTIV TESTING | 0.01 |
| 10/17/2017 | 1710173 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 0.74 |
| 10/18/2017 | 1479 | SACRAMENTO COUNTY OFFICE OF EDUCATION | 05/18: FIELD TRIP TRANSPORTATION | 600.00 |
| 10/18/2017 | 1710181 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 13.26 |
| 10/19/2017 | 1710191 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 1.70 |
| 10/20/2017 | 1710201 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 14.34 |
| 10/23/2017 | 1710231 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 2.22 |
| 10/23/2017 | 1710232 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 10.50 |
| 10/24/2017 | 1000028 | WEBMY.ME, INC. | 06/01/17-08/31/17: WEBSITE DESIGN SERVICES | (4,960.00) |
| 10/24/2017 | 1000144 | AMITY INSTITUTE, LTD. | 10/17: ADMINISTRATIVE FEES | 12,800.00 |
| 10/24/2017 | 1000145 | CHARTERSAFE | 08/17: GENERAL INSURANCE | 3,256.00 |
| 10/24/2017 | 1000146 | CO POWER | 11/17: DENTAL INSURANCE PREMIUM | 1,933.42 |
| 10/24/2017 | 1000147 | DONAHUE FITZGERALD ATTORNEYS | 08/17-09/17: LEGAL SERVICES | 2,448.50 |
| 10/24/2017 | 1000148 | EXED | 10/17: MANAGEMENT CONTRACT FEE, CALPADS & SIS SUPPORT | 7,292.86 |
| 10/24/2017 | 1000149 | JAMIE GAO | REIM: SNACKS & OTHER SUPPLIES | 145.14 |
| 10/24/2017 | 1000150 | EMILY GRIBBLE | REIM: PENCILS, ERASERS & OTHER CLASSROOM SUPPLIES | 26.14 |
| 10/24/2017 | 1000151 | CHARLES HASTINGS | 10/17: HEARING & VISION TEST CONSULTANT | 115.00 |
| 10/24/2017 | 1000152 | DANNY LAU | REIM: NAILS, SCREWS & PIPES | 27.87 |

**Yu Ming Charter School
Check Register**

From 10/1/2017 to 10/31/2017

| Effective Date | Document Number | Name | Transaction Description | Transaction Amount |
|---------------------------------------|-----------------|---|--|--------------------|
| 10/24/2017 | 1000153 | LAW OFFICES OF YOUNG, MINNEY & CORR, LLP. | 09/17: LEGAL SERVICES | 846.00 |
| 10/24/2017 | 1000154 | LMI.NET | 06/17: COMPUTERS | 491.63 |
| 10/24/2017 | 1000155 | NATUREBRIDGE | 10/17: FIELD TRIP BALANCE | 9,601.25 |
| 10/24/2017 | 1000156 | NOB HILL CATERING, INC. | 08/17: STUDENT LUNCHES | 674.00 |
| 10/24/2017 | | NOB HILL CATERING, INC. | 09/17: STUDENT LUNCHES | 1,998.00 |
| 10/24/2017 | 1000157 | OFFICE DEPOT | 09/17: COPY PAPER, PAPER CLIPS & OTHER OFFICE SUPPLIES | 64.41 |
| 10/24/2017 | | OFFICE DEPOT | 09/17: LAMINATING POUCHES | 30.66 |
| 10/24/2017 | | OFFICE DEPOT | 09/17: COPY PAPER, LABELS, TAPE & FILING TABS | 159.35 |
| 10/24/2017 | | OFFICE DEPOT | 09/17: LAMINATING POUCHES | 30.66 |
| 10/24/2017 | 1000158 | LYNN PERKINS | 03/17-06/17: SCHOOL NURSE CONSULTANT | 600.00 |
| 10/24/2017 | 1000159 | SACRED HEART CHURCH | 11/17: RENT | 17,945.00 |
| 10/24/2017 | 1000160 | SARAH'S SCIENCE | 10/17: TOYOLOGY WORKSHOP | 174.48 |
| 10/24/2017 | 1000161 | SHAMROCK OFFICE SOLUTIONS | 09/17: DELIVERY FEE FOR COPIER | 195.00 |
| 10/24/2017 | | SHAMROCK OFFICE SOLUTIONS | 10/17: SHIPPING FEE FOR TONER | 10.87 |
| 10/24/2017 | | SHAMROCK OFFICE SOLUTIONS | 10/17: SHIPPING FEE FOR TONER | 10.87 |
| 10/24/2017 | 1000162 | STARLINE SUPPLY COMPANY | 08/17: TRASH BAGS, HAND SANITIZER & SOAP | 260.65 |
| 10/24/2017 | 1000163 | ST. COLUMBA PARISH CHURCH | 11/17: RENT | 13,109.00 |
| 10/24/2017 | 1000164 | THERAPY WORKS | 09/17: OCCUPATIONAL THERAPY SERVICES | 689.00 |
| 10/24/2017 | 1000165 | STEPHEN TROWBRIDGE | REIM: MATH OLYMPIAD REGISTRATION FEE | 218.00 |
| 10/24/2017 | 1000166 | U.S. BANK EQUIPMENT FINANCE | 10/01/17-11/01/17: COPIER LEASE | 1,796.96 |
| 10/24/2017 | 1000167 | WEBMY.ME, INC. | 06/01/17-08/31/17: WEBSITE DESIGN SERVICES | 4,960.00 |
| 10/24/2017 | 1710241 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 1.48 |
| 10/24/2017 | 1710243 | BENEVITY COMMUNITY IMPACT FUND | 10/17: MERCHANT AND MANAGEMENT FEE | 36.30 |
| 10/25/2017 | 1710251 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 8.58 |
| 10/26/2017 | 1710261 | VSP VISION CARE | 11/17: VISION CARE | 204.84 |
| 10/26/2017 | 1710262 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 4.78 |
| 10/27/2017 | 1480 | PROSPECT SIERRA SCHOOL | 10/17: STUDENT RUNNER REGISTRATION FEE | 60.00 |
| 10/27/2017 | 1710271 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 4.34 |
| 10/30/2017 | 1000168 | ALAMEDA COUNTY OFFICE OF EDUCATION | 10/17: STRS | 43,575.62 |
| 10/30/2017 | 1710301 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 1.44 |
| 10/30/2017 | 1710302 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 3.54 |
| 10/30/2017 | 1710303 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 4.56 |
| 10/31/2017 | 1000169 | ALAMEDA COUNTY OFFICE OF EDUCATION | 07/01/17-09/30/17: OVERSIGHT & MONITORING FEES | 15,894.57 |
| 10/31/2017 | 1000170 | AMITY INSTITUTE, LTD. | 10/17: ADMINISTRATIVE FEES | 12,800.00 |
| 10/31/2017 | 1000171 | BAY ALARM COMPANY | 10/17: UL CERTIFICATE | 115.00 |
| 10/31/2017 | 1000172 | BAY JANITORIAL SUPPLY, INC. | 10/17: TOILET PAPER, TRASH BAGS & OTHER CUSTODIAL SUPPLIES | 501.48 |
| 10/31/2017 | 1000173 | CHARTERSAFE | 11/17: GENERAL INSURANCE | 3,256.00 |
| 10/31/2017 | 1000174 | COMCAST | 10/19/17-11/18/17: PHONE & INTERNET (8155 40 039 5378910) | 288.68 |
| 10/31/2017 | | COMCAST | 10/19/17-11/18/17: PHONE & INTERNET (8155 40 039 5378779) | 288.68 |
| 10/31/2017 | 1000175 | FAGEN, FRIEDMAN & FULFROST, LLP | 09/17: LEGAL SERVICES | 938.00 |
| 10/31/2017 | 1000176 | FIRST NOTE FINANCE, INC. | 10/17: ENERGY MANAGEMENT SERVICES | 1,131.10 |
| 10/31/2017 | 1000177 | LISA HILLEY | REIM: GIFTS FOR STAFF APPRECIATION | 688.90 |
| 10/31/2017 | 1000178 | KOPLIN DESIGN PARTNERS | 09/17: PROJECT MANAGEMENT SERVICES | 975.00 |
| 10/31/2017 | 1000179 | PATRICIA LOW | REIM: RULERS & OTHER CLASSROOM SUPPLIES | 343.09 |
| 10/31/2017 | 1000180 | PG&E | 10/05/17-10/16/17: ELECTRICAL USAGE (3514922506-8) | 364.81 |
| 10/31/2017 | 1000181 | SHAMROCK OFFICE SOLUTIONS | 10/17: SHIPPING FEE FOR TONER | 10.87 |
| 10/31/2017 | 1000182 | WEI SHEN | REIM: MILEAGE | 87.21 |
| 10/31/2017 | 1000183 | SYNCB/AMAZON | 09/17-10/17: CREDIT CARD PURCHASES | 3,567.58 |
| 10/31/2017 | 1000184 | YU-SHUAN TARANGO-SHO | REIM: FOOD FOR STAFF | 244.93 |
| 10/31/2017 | 1710311 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 1.44 |
| Total 9120 - Cash in Bank - Operating | | | | 216,209.25 |
| Report Total | | | | 216,209.25 |



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|--|
| Agenda Item | Education Committee Report |
| Time Allotted | 10 minutes |
| Background | |
| Summary | Julie Mikuta to give update on work of Education Committee |
| Type | Discussion |
| Key Questions | |



**Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION**

| | |
|----------------------|---|
| Agenda Item | Funds Committee Report |
| Time Allotted | Consent Agenda |
| Background | The Board Funds Committee monitors and supports the school in meeting its annual fundraising goals and capital needs. |
| Summary | The Fall Read-A-Thon raised \$62,600. This amount surpasses the goal of \$55,000 for the fundraiser. It also surpasses the amount raised last year of \$53,000. |
| Type | Information |
| Key Questions | Is the school on track to meet its fundraising goals for this year? |
| Attachment | |



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|--|
| Agenda Item | Diversity and Enrollment Committee Report |
| Time Allotted | Consent Agenda |
| Background | Since the 10/19/17 Board meeting the Diversity and Enrollment Committee has met twice to finalize outreach and recruitment plans for families who will enter during the 2018-19 schools year. This report includes meeting notes and key recruitment dates |
| Summary | <ul style="list-style-type: none">● We need to make three changes to our lottery process due to our increased Kindergarten class, MLK campus, and FRL lottery mechanics to align with School Mint's software● Admissions calendar and outreach scheduled<ul style="list-style-type: none">○ 11/1 Application Available online○ 12/16 Enroll Oak Options Fair (West Oakland)○ 2/16 Application Deadline○ 3/7 Lottery○ 3/19 Acceptance Deadline● Admissions tour dates set - 12/11, 1/12, 1/16, 2/2. One addition tour focused on FRL families will take place in early February |
| Type | Discussion |
| Attachments | Notes from previous Diversity and Enrollment Committee Meetings |



11/20/17 - Diversity and Enrollment Meeting Notes

Agenda

Review and discuss 2018-19 admissions calendar that Andrea sent on 10/30 (30 min)

Revisit tour strategy and schedule dates (30 min)

2018-19 Admissions calendar

1. 11/1 Application Available online
2. 12/9 EnrollOak Options Fair (East Oakland) - Currently we are opted out of this, but we can always opt in later.
3. 12/16 EnrollOak Options Fair (West Oakland) - Andrea attending, need additional volunteers
4. 2/16 Application Deadline
5. 3/7 Lottery
6. 3/19 Acceptance Deadline

Admissions tour dates: 12/11, 1/12, 1/16, 2/2

FRL Tour - Early Feb??

FRL tour date:

Outreach committee has not decided on a date. Were thinking 2-3 weeks before the deadline.

Sue and Shanice to send Mimi dates for target demographics for tour

12/16 Enroll Oak event

Mimi/Lily to send out info to Outreach Committee to get volunteers for 12/16 Enroll Oak events

12/9 Enroll Oak event

Enroll Oak recommended we only do West Oakland because we would not get as much interest from the East Oakland Enroll Oak event Yu Ming is further away from those families.

Lottery is March 7th at 4pm. EOC window is tightener.

Does the Board need to decide on the lottery date? No



10/30/17 - Diversity and Enrollment Meeting Notes

Agenda

Review October ACOE report (10 min)

Outline plans and dates for upcoming enrollment season (30 min)

Agree on owners for enrollment plan (10 min)

Schedule next Diversity and Enrollment Committee meeting (10 min)

David Cherry Enrollment change that need to be voted on at December board meeting

Three proposed changes

1. Changed section 2.a to reflect 3 Kindergarten classes proposed for academic year 2018-19 and total of 78 Kindergarten slots.

2. Changed section 2.f.ii and subsections to reflect a total of 16 slots (20% of 78 Kindergarten slots) available for applicants eligible for the FRL Preference. Changed the description of how these FRL eligible applicants are selected to be consistent with the mechanics of the School Mint automated lottery system.

3. Added section 2.f.iii.1 to specify that preference for the Local Elementary Attendance Area shall be based on the location of grade (Alcatraz or MLK campus) to which the applicant is applying.

Discussion about potential plans and dates for upcoming enrollment season

- Oct 20, 2017 - Outreach flyer drafted, translated, and ready for distribution
- Nov 1, 2016 – EOC/Yu Ming application available and Yu Ming website updated
- Dec 7, 2016 to Feb 11, 2017 – Tour Dates (12/7, 1/11, 2/3 @ 8:30-10am) and Evening (1/25 @ 6-7:30pm) and Sat (2/11) Info Sessions
- Feb 17, 2017 – EOC/Yu Ming Application Deadline
- Feb 27, 2017 – Yu Ming Mandarin Language Review (TBD)
- Mar 14, 2017 – Yu Ming Public Random Drawing
- Mar 16, 2017 - Enrollment Packets Mailed
- Mar 21, 2017 - Evening Informal Open House at Yu Ming for admitted families



- Apr 3, 2017 - Due Date for Families to Accept/Decline Offer

Admissions Tours

Would not be doing as many tours because they are time consuming. Tours used to be to generate awareness but we have great reputation that leads to strong demand.

Our tours do not match the population that we would like to reach. We should do more focused tours for FRL families. We should tap into current FRL family networks. Potentially have a FRL focused tour in late Feb closer to the application deadline.

We need to have the conversation about not only getting these students but making sure they have a positive experience to drive long term retention. Hesitant to reach out to these families if we can support their student's learning.

Recommendation that we at least have 4 tours (2 mornings, 1 evening, 1 weekend). We should accept all people.

We should also host some tours at the MLK campus

Oakland Head Start has drastically reduced the population that they served from last year. Would not be surprised if we got a lower than expected pipeline from these schools.

App will go live on Wed. Nov 1 2017

Need tour dates to add on the website.



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|---|
| Agenda Item | Principal's Report |
| Time Allotted | 10 minutes |
| Background | (Note: materials to be added as addendum) |
| Summary | Principal Park's regular update on school |
| Type | Discussion |
| Key Questions | |



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|---|
| Agenda Item | FSO Report |
| Time Allotted | 5 minutes |
| Background | (Note: materials to be added as addendum as needed) |
| Summary | Regular FSO update |
| Type | Discussion |
| Key Questions | |



To: Board of Directors
From: Sue Park, Head of School
Date: December 14, 2017
RE: Head of School Report

1. Upcoming School Events
2. Participation in CORE Data Collaborative
3. Envision Learning Partners and Yu Ming Graduate Profile
4. Educate78 Readiness to Grow Process
5. Middle School Update

1. Important Upcoming Dates

- Mon 12/18-Mon 1/1, Winter Recess, No School
- Wed 1/10, Readiness to Grow Academic Program Assessment Visit to Yu Ming (Educate78)
- Fri 1/12, 8:30-10:00am, New Applicant School Tour & Information Session, Alcatraz
- Mon 1/15, Martin Luther King Jr. Day, No School
- Tues 1/16, 6:00-7:30pm, New Applicant School Tour & Information Session, Alcatraz
- Wed 1/17, 6:00-8:00pm, Family Support Organization Council Meeting, MLK
- Fri 1/19, 1:45-2:15pm, Staff Appreciation Lunch, Alcatraz
- Tues 1/23, ACOE Board Meeting
- Sat 1/25, 6:00-8:00pm, Family Support Organization General Meeting, Mandarin Night, MLK
- Sat 2/3, 10:00-11:30am, New Applicant School Tour & Information Session, Alcatraz
- Fri 2/9, 3:00-6:00pm, Lunar New Year Celebration, MLK
- Fri 2/9, 6:00-8:00pm, Hot Pot Fundraiser for Grade 7 China Trip, MLK
- Fri 2/16, Lunar New Year Observed at Yu Ming, No School
- Fri 2/16, 2018-2019 Enrollment Applications Due
- Mon 2/19-Fri 2/23, Winter Recess, No School
- Wed 2/28, 6:00-8:00pm, Family Support Organization Council Meeting, Alcatraz

2. CORE Data Collaborative

Yu Ming will be joining the CORE Data Collaborative which will provide an additional framework, based on academic and cultural/climate indicators, to measure our school quality data at the school level, across Oakland, across the state's 8 CORE Districts (i.e. LAUSD, OUSD, SFUSD, Sacramento City Unified) and about 50 other CORE Data Collaborative districts. The Rogers Family Foundation (RFF) is funding a pilot of select Oakland charter organizations to join the CORE Data Collaborative in 2017-2018 and beyond. In the first year of this pilot, this will include funding the annual fee for participation (\$30,000) as well as the per student cost (\$0.28) for select charters. If the pilot continues, RFF will continue to cover the annual cost and ask Charter Management Organizations/schools to cover the per student cost. Other participating Oakland charter organizations include Aspire Public Schools, Education for Change, Lighthouse Community Public Schools, Envision Education, Urban Montessori Charter School, Roses in Concrete, and Community School for Creative Education.

The members of the Collaborative are able to compare performance and outcome data across members in order to get a clearer picture of strengths and challenges. Participation in the Collaborative will enable Yu Ming to access a complete picture of school performance, including information that is not collected



or available through the state. School and district profiles include locally-driven measures of growth in student academic performance alongside state-driven measures of student test scores and graduation rates.

Benefits of participation in the CORE Data Collaborative will include:

- Access to multiple measures of performance and outcomes comparative data in two domains:
 - Academic Domain: i.e. ELA & math performance and growth, high school readiness rates of 8th graders
 - Social-Emotional & Culture-Climate Domain: Chronic absenteeism, suspension/expulsion rates, English Learner re-designation rates and Student, Family and Staff surveys, and Social-Emotional Skills
- Access to a web-based tool to view performance on CORE School Quality Improvement Index measures, which includes the CORE growth model that looks at how schools have helped students grow more, the same, or less than comparable schools. CORE is building state accountability measures into its system so that we can see CORE and state data in one place.
- Inclusion in a comparative dataset that allows us to see how we are doing compared to schools across Oakland as well as across the CORE Data Collaborative. Supports participation in future research that will inform how school quality is measured at the state and the national level.
- The opportunity to join Oakland Charter Management Organizations/schools to look at summative data and share how we are using the data to drive change within their schools.

3. Envision Learning Partners and Yu Ming Graduate Profile

Yu Ming has engaged Envision Learning Partners (connected to Envision Schools) to help Yu Ming deepen our Graduate Profile definition and build out our Bilingual Portfolio Defense System for 8th grade graduates. Thanks to a grant Envision Learning Partners (ELP) has received from the Hewlett Packard Foundation, Yu Ming will receive ELP's consultation services of coaching and professional development at no charge over the next 3 years, and will receive a \$15,000 stipend (\$5,000 annually) for participation in the grant. Our goals with ELP will be to:

- Finalize the Yu Ming Graduate Profile and position it as the organizing principle for school design and structures.
- Create the vision & structure of an 8th grade Portfolio & Defense that would measure the skills of the Graduate Profile, in a language immersion context.
- Map backwards from the Graduate Profile & Defense in order to create an aligned system of Performance Assessment tasks and integrated curriculum that will provide evidence of student growth and proficiency of the Graduate Profile skills.

Deliverables by the end of year 1 of this 3-year collaboration include:

- A Graduate Profile, synthesizing school-side outcomes from various sources; including a draft of a portrait of what proficiency looks like at the 8th grade level.
- A fleet of shared rubrics to assess Graduate Profile skills & established a plan for those rubrics to guide curricular and instructional planning (PBL units, etc).
- A vision for a comprehensive Performance Assessment system, including a culminating Portfolio Defense of learning.
- A cohesive teacher summer professional development series to orient them to these things.

Year 2 will include support in implementation of assessment system elements, and in Year 3 Yu Ming will serve as a demonstration site for deeper learning assessment systems and portfolio defense.

4. Educate78 Readiness to Grow Assessment



Yu Ming will be participating in a third process this year that I believe will contribute greatly to the Board's Strategic Planning process. As a grant recipient of Educate78's Readiness to Grow (RTG) Assessment, Yu Ming will be conducting an organizational and instructional program assessment to help us determine whether we have the kind of strengths that are needed to consider paths for amplifying our impact. Through this process, Yu Ming will gain a strong understanding of our organizational and academic strengths and areas of development, so that we can develop targeted plans to build on their strengths and address challenge areas. Educate78 has partnered with Bellwether Education Partners to

- Analyze Yu Ming's results and organizational achievements to date
- Conduct a series of two site visits (one operational and one academic focused) to better learn about and understand our unique school and context
- Assess our organization and readiness to grow around multiple dimensions including: Academic program; Student, staff and organizational culture; Organizational roles; Talent; Fundraising; Finance; Operations; Governance; Goal Setting & Strategic Planning; Facilities; Community & Stakeholder Engagement; Organization brand in the city, area, beyond
- Provide Yu Ming with a thorough, nationally-benchmarked analysis of our strengths and challenges, including recommendations for addressing identified challenges

Recent Oakland Charter RTG Grantees include: Voices, Lighthouse, Envision, North Oakland Community Charter School, and Urban Montessori Charter School. Other national Charter organization clients of Bellwether include: Summit Public Schools, Yes Prep, Republic Schools, IDEA, Equitas, and Rocketship.

Following the pilot, we may be able to pursue such Educate78 supported program opportunities as funding to build school capacity, coaching and technical support to develop or refine strategic plans, training to build capacity, and Possible start-up funding and implementation support.

5. Middle School Update

Upper School Director Celia Pascual will present and share updates including:

- Compass Advisory Curriculum - framework for social emotional and relational learning
- STEM Design Lab - integrating making, common core science, engineering, math, and coding
- Grade 7 China Trip - planning and fundraising underway for a 10-14 day trip in March
- Fall Intersession Expeditions
 - Make Public Art and Make a Statement About Your World
 - Geochemistry: From Atoms to Crystals, From Crystals to Geology!
 - Create Your Own Video and Soundtrack
- Personalized Learning - Project Time, Personalized Learning Time, Advisory & Mentoring, Intersession
- Enrichment, Electives, and Student Clubs -
 - 4 Enrichment Classes: Design Lab, Physical Education, Chinese Journalism, Contemporary China
 - 6 Electives Art, Spanish 1, Student Led Inquiry, Coding, Yearbook, Chinese Journalism
 - Lunchtime Clubs: 6 Teacher Led Clubs and 16 Student Led
 - After School Jazz Band, Chorus, Middle School Sports (Cross Country, Flag Football, Basketball)



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|---|
| Agenda Item | B.1. Disclosure by Jessica Norman of employment with ExED |
| Time Allotted | 10 minutes |
| Background | Jessica Norman has been employed part-time by ExED since before joining the Yu Ming board. Yu Ming now contracts with ExED for the school's back-office services. Jessica would like to provide a written disclosure of this employment in compliance with Yu Ming's Conflict of Interest policy, and in the interest of full transparency. |
| Summary | Board members should discuss the potential conflict as outlined in the disclosure letter – Jessica's employment with a current Yu Ming contractor. |
| Type | Discussion |
| Key Questions | <ol style="list-style-type: none">1) Do board members have any questions or concerns about Jessica Norman's employment status?2) If so, how can concerns be addressed or mitigated while Jessica is on the board? |

To: Yu Ming Board

From: Jessica Norman

Date: December 10, 2017

Re: Disclosure of Employment

I have been employed at ExED (Excellent Education Development) since 2006, and have been employed in a part-time position since January 2016. In my current position as Senior Advisor, my work primarily consists of supporting start-up charter schools with their budgets and other financial and operational start-up support. My clients are currently only in the Southern California area and ExED's clients are primarily in that region as well.

Yu Ming Charter School is contracted for the current year with ExED to provide the school's back-office business management services. I have not and will not provide any services to Yu Ming on behalf of ExED. I will recuse myself from decisions on any issues related to ExED and its services, including leaving the room during Board discussion and final vote of such matters. I was not present during the board meeting and vote regarding the ExED contract for this year.

This agenda item is presented in the interest of full transparency and disclosure and is in compliance with the Yu Ming Conflict of Interest Policy. ACOE is already aware of and is comfortable with my ExED position, and recommends this disclosure and my recusals as appropriate, per our own policy. My purpose in this notification is to give the Board and public a full and fair opportunity to discuss publicly any issues related thereto, and for me to have an opportunity to answer any questions regarding it.

Sincerely,

Jessica Norman

Yu Ming Board Treasurer



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|--|
| Agenda Item | Facilities Committee report |
| Time Allotted | 20 minutes |
| Background | The Facilities Committee is responsible for searching for, evaluating, and securing a site for Yu Ming Charter School's short- and long-term needs. |
| Summary | The Facilities Committee has met twice since the last board meeting in October, and is committed to meeting biweekly going forward (first and third Tuesdays of each month) in order to make consistent and faster progress toward our goal of securing a permanent home for Yu Ming's full program. Our 2018-2019 Prop. 39 request was filed on time with Oakland Unified School District, and we expect to receive a Preliminary Facility offer by Feb. 1. We are currently in lease renewal negotiations with St. Columba over the Alcatraz campus. We expect to hear from the state about our Prop. 51 application in January. The committee is pursuing multiple tracks toward our goal and is mapping out timelines and milestones for each option. Please see report for more detailed information. |
| Type | Informational |
| Key Questions | What should we be communicating to the larger Yu Ming community at this time? Can we start figuring out finances and how much money we have to work with? |
| Attachments | Facilities Committee report |



Date: December 14, 2017

Subject: Facilities Committee report and update

From: Facilities Committee

To: Yu Ming Board of Directors

Since the last board meeting, the Facilities Committee met twice, on Nov. 27 and again on Dec. 14. The committee decided to aim for meeting every two weeks in order to build and keep momentum going on our work. We are currently scheduled to meet the first and third Tuesdays of each month. All board members or parents from the Yu Ming community are welcome to attend and participate.

Current active members:

Lucia Hwang, chair and board member

Ethan Warsh, board member

Sue Park, head of school

Tiffany Eng

Ener Chiu

Matthew Sade

Michelle Li

Antonio Lau

Woolsey McKernon

Gerard Lee

Kevin Ma

Michael Chao

JoAnn Koplin, consultant



Update on status of our Prop. 39 request

Prop. 39 references a California state law that requires public school districts to make unused facility space available to charter schools, based on the number of charter school students who reside in that school district. In past years, Yu Ming has leased the Herzog campus from Oakland Unified School District under Prop. 39 or under a separate leasing arrangement in lieu of Prop. 39. Though we are not currently occupying Herzog or any other OUSD site, Yu Ming has submitted a timely [Prop. 39 request](#) for the 2018-2019 school year in order to keep our options open as we grow and renegotiate our lease on the Alcatraz campus. We recently received notice that OUSD has no objections to our enrollment projections, so the next step is to wait for February 1, by which time we should learn our preliminary offer from OUSD.

Update on status of our Prop. 51 application

Prop. 51 provides schools, including charter schools, bond money to construct facilities. Earlier in 2017, Yu Ming school applied to the state for Prop. 51 funds to improve and expand the Herzog campus. We are still waiting to hear from the state, which we expect will happen in January.

Update on renegotiation of our lease of the Alcatraz campus

Our current lease with St. Columba Church of the Oakland Diocese for the Alcatraz campus expires June 30, 2018. Matthew Sade, a facilities committee member parent, and Head of School Sue Park have initiated discussions with the Diocese about renegotiating and renewing the lease to match up with the five-year lease of the MLK campus.

Update on long-term site prospects

At Yu Ming's current growth rate, assuming we continue to open three kindergarten classes each year and have two classes for each of the middle school grades (3x6 elementary grades=18 and 2x3 middle school grades=6) to achieve full enrollment of 24 classes, we expect to run out of core classroom space at the earliest by school year 2021-2022 and definitely by year 2022-2023. This 24 classrooms number does not account for space and rooms we desire to house our music, art, computer, science,



tech/maker programs. Alcatraz's current classroom capacity is 10-11 classrooms and MLK's current capacity is 12 classrooms, for a total of 22-23 classrooms.

| School year | Number of elementary school classes (K-5) | Number of middle school classes (6-8) | Total classes |
|---------------------|---|---------------------------------------|---------------|
| 2017-2018 (current) | 13 | 4 | 17 |
| 2018-2019 | 14 | 6 | 20 |
| 2019-2020 | 15 | 6 | 21 |
| 2020-2021 | 16 | 6 | 22 |
| 2021-2022 | 17 | 6 | 23 |
| 2022-2023 | 18 | 6 | 24 |

The Facilities Committee realistically aims for a grand opening date of any new or improved facility of August 2021. The project would aim for approximately 45,000 sf of indoor classroom and admin space, and include at least 30 classrooms.

Currently, we have four pathways open to us which represent a combination of different sites we currently or have occupied in the past, in addition to a fifth option, which would be locating at a completely new site.

1. Locate entire school at MLK
2. MLK and Alcatraz
3. MLK and Herzog
4. Alcatraz and Herzog
5. new site



The Facilities Committee currently has different members simultaneously working on these different tracks. Some are working to find a broker who can help us continue to look for suitable new sites. Some are working on the steps needed to develop a proposal to present to the Diocese for paths 1 or path 2. We are waiting to hear about our Prop. 51 proposal for action on paths 3 and 4.

We are working on a Gantt chart showing the timeline and work milestones for any new facility to open in August 2021. The design, permitting, and construction timelines are largely the same for any of the paths, just the front-end stage would differ.

Facilities Committee also plans to start collaborating with the Finance Committee to better understand what financial resources we will need and can access to fund these paths.



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|--|
| Agenda Item | 2017 Board Self Assessment |
| Time Allotted | 20 minutes |
| Background | This fall the Board Governance committee asked YMCS Board members to participate in a self assessment. (The last YMCS Board self assessment took place in 2016, with 70% of the Board participating.) |
| Summary | The Board will discuss findings of its self-assessment survey and overall board culture aspirations |
| Type | Discussion |
| Key Questions | <ul style="list-style-type: none">• Have your expectations of being a Board member matched your experiences?• What keeps you engaged? What more would you like to see done around Board engagement?• What kind of Board culture do we want to develop in 2018? |



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|--|
| Agenda Item | Officer Elections |
| Time Allotted | 15 minutes |
| Background | Yu Ming's four officer positions have terms that follow the calendar year, commencing on January 1 of each year, and are open to any board member who will remain on the board for the entire calendar year. |
| Summary | <p>The following are the officer positions:</p> <ul style="list-style-type: none"> ● Chair ● Vice Chair ● Secretary ● Treasurer <p>The following board members are serving terms that continue throughout calendar year 2018:</p> <ul style="list-style-type: none"> ● Lucia Hwang* ^ ● Joy Lee ● Ron Lewis ● Julie Mikuta ^ ● Sonali Nijhawan ● Jessica Norman ● Eric Petersen* ^ ● Brianna Swartz ● Ethan Warsh <p>*parent elected seat ^Signifies YMCS Parent</p> |
| Type | Discussion and Vote |
| Key Questions | Who will fill each of the four officer positions for 2018? |



RESOLUTION #: _____

RESOLUTION OF THE BOARD OF DIRECTORS OF YU MING CHARTER
SCHOOL TO APPOINT OFFICERS

WHEREAS, the Yu Ming Charter School bylaws state that the officers of this corporation shall be chosen annually by the Board of Directors and shall serve at the pleasure of the Board;

WHEREAS, the officer positions of Chair, Vice Chair, Secretary and Treasurer need to be appointed for the remainder of calendar year 2018;

NOW, THEREFORE, BE IT RESOLVED, that the Board determined by majority vote of the Board, in the presence of quorum, that the following directors be appointed to the four officer positions:

- Chair: _____Eric Petersen_____
- Vice Chair: _____Brianna Swartz_____
- Secretary: _____Joy Lee_____
- Treasurer: _____Jessica Norman_____

I, Thompson Paine, do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Board of Directors of Yu Ming Charter School at meeting thereof duly called and noticed and held on December 14th, 2017, and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Date: _____ By: _____

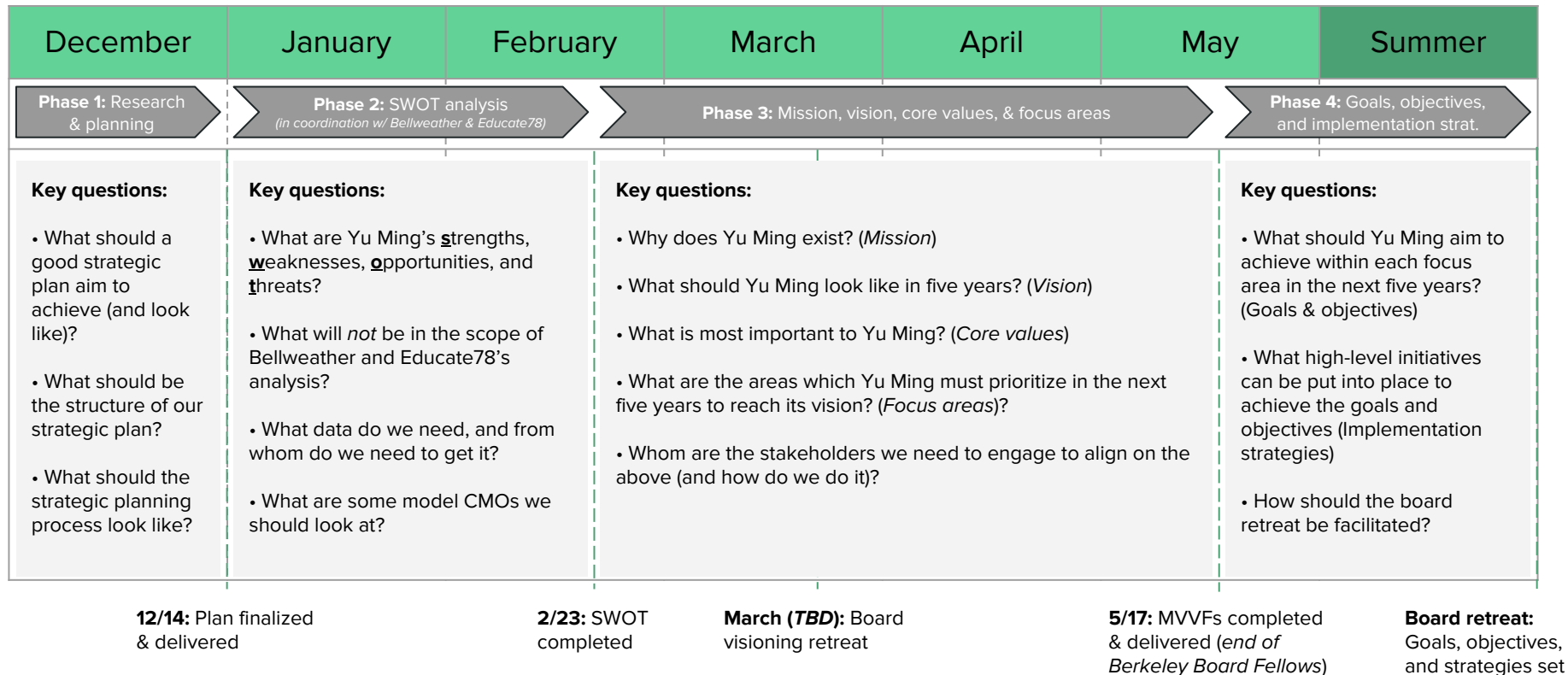
Thompson Paine, Secretary



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|--|
| Agenda Item | Strategic Planning Team |
| Time Allotted | 20 Minutes |
| Background | The Strategic Planning Team would like to provide an update on the timeline for Yu Ming Charter School strategic planning process. |
| Summary | We'll review the attached timeline. We'll also be sharing the attached form/survey for feedback. |
| Type | Discussion item only |
| Key Questions | N/A |

Strategic planning process



Elements of a strategic plan

- Strategic planning context and process
- Mission
- Vision
- Core values
- Focus areas
 - Goals
 - Objectives
- Implementation strategies

YMCS strategic planning - SWOT questionnaire

Yu Ming Charter School's board is conducting a strategic planning exercise, and as part of that exercise, they are looking to gather insights from various stakeholders to assess Yu Ming's strengths and weaknesses, as well as opportunities and threats. (A "SWOT" analysis is a common technique for understanding an organization's internal strengths and weaknesses, as well as the external opportunities and threats the organization faces.)

You are not required to focus on your specific area of expertise or exposure, as any and all observations are helpful.

* Required

1. What are Yu Ming's key STRENGTHS? *

A "strength" is an INTERNAL element that gives Yu Ming an advantage.

2. What are Yu Ming's key WEAKNESSES? *

A "weakness" is an INTERNAL element that places Yu Ming at a disadvantage.

3. What are Yu Ming's key OPPORTUNITIES? *

An "opportunity" is an element of the EXTERNAL environment that could give Yu Ming an advantage.

4. What are Yu Ming's key THREATS? *

A "threat" is an element of the EXTERNAL environment that could place Yu Ming at a disadvantage.

5. If you have any additional relevant information or comments, please provide them below.

6. What is your affiliation with Yu Ming Charter School? *

Check all that apply.

- ☐ Staff member
- ☐ Parent
- ☐ Board member
- ☐ Other: _____

7. Your name (OPTIONAL)

Powered by





Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|--|
| Agenda Item | 2018 Amended Board Meeting Schedule |
| Time Allotted | 10 minutes |
| Background | The Strategic Plan task force requests the YMCS Board of Directors convene for a working session on the Strategic Plan in March 2018. This would require amending the YMCS Board of Directors meeting schedule. |
| Summary | There is important content to discuss and vote on during the scheduled March 1, 2018 meeting. We need several hours additional time in March to focus solely on the Strategic Plan. We will poll the board to find the best half-day option (possibly over a weekend). The revised schedule requires a Board vote and will need to be reflected on the school's website. |
| Type | Discussion and Vote |
| Key Questions | Are there other scheduling considerations? |



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|---|
| Agenda Item | C. 1. 1st Interim Financial Report |
| Time Allotted | 5 Minutes |
| Background | Charter schools are required to submit financial reports to the authorizer, county and state three times during the year. This report is the 1st interim and covers July 1 - October 31st 2017. |
| Summary | The 1st Interim presents the financials for the first four months of the year, including actuals, updated forecast for the year, and projections for the next two years. These figures tie to the October financial report. |
| Type | Vote |
| Key Questions | Are board members comfortable with the numbers and with submission to ACOE? |

**Alameda County Office of Education
Administrative Services
Charter Schools Office**

Charter School Name: Yu Ming Charter School

Date: 12/7/2017

FY: 2017-18

1st Interim ☒

2nd Interim ☐

We have developed this checklist to assist you in the submission of your required Budget Reports, consistent with the terms of the MOU, Section 3.4 Financial Reporting. All items are to be submitted in hard copy and electronically via Epicenter. Please return this completed checklist with your report packet. All items should be addressed to Araceli Varela, ACOE, Room 372. Thank you.

- ☒ Checklist
- ☒ Interim Financial Report - Alternative Form (MOU 3.4.1.3)
 - Detail
 - Summary
 - Certification with Original Signatures
 - Multi-Year Projection (current and 2 subsequent years) (MOU 3.4.2.1)
- ☒ Assumptions Worksheet
 - ☒ Budget Assumptions
 - Current Revenue and Expenditure Assumptions (MOU 3.4.2.2, 3.4.2.4, 3.4.2.6)
 - Narrative/written summary of any significant changes (MOU 3.4.2)
 - ☒ Personnel FTE
 - Current and Multi-Year Projection (MOU 3.4.2.7)
 - Narrative/written summary of any significant changes (MOU 3.4.2)
 - ☒ Multi-year Projections
 - Multi-Year ADA Assumptions (MOU 3.4.2.4)
 - Personnel Cost Assumptions (MOU 3.4.2.5, 3.4.2.7, 3.4.2.8)
 - Written summary of any significant changes (MOU 3.4.2)
 - Assumptions narrative, including, but not limited to:
 - Enrollment projections and impact of growth on liabilities, facilities, etc. (MOU 3.4.2.4)
 - ☒ LCAP Expenditure Worksheet (only if LCAP has been revised) - LCAP has not been revised
- ☒ Supplemental financial report (MOU 3.4.2.9), including:
 - ☒ Printout of Balance Sheet and Revenue & Expense Reports by Fund-ObjectPlease submit a Balance Sheet by Fund (9000 objects) and a statement of Revenues & Expenses by Fund-Object (Unrestricted/Restricted/Combined Total - 2-digit object level).
- ☒ Current year CALPADS - **1.1 Enrollment Report** (formerly CBEDS)
- ☒ Statement of cash flow for the **current** year (MOU 3.4.2.10)
- ☒ Special Education Quarterly Expenditure Report, as reported to your SELPA (MOU 3.4.2.11)
- ☒ Reporting has not been required to be submitted to the SELPA for 2017-18
- ☒ List of Administrative/Business Services Contracts (i.e., food service vendor, back-office provider) (MOU 3.4.4)
- ☒ FCMAT LCFF Calculator (MOU 3.4.4)

**Alameda County Office of Education
Administrative Services
Charter Schools Office**

☐ Electronic copy of all items, ***with the following required to be provided in Excel, without links to any external data sources:***

- ☐ Interim Financial Report Alt MYP Reporting worksheet
- ☐ Checklist – Assumptions - MYP Worksheet
- ☐ Statement of cash flow
- ☐ FCMAT LCFF Calculator

I hereby confirm that the enclosed report and attachments are accurate and complete.

Signature

Sue Park

Print Name

12/7/2017

Date

Head of School

Title

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report Certification**

Charter School Name: Yu Ming Charter
(continued) _____
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Edu
County: Alameda
Charter #: 1296
Fiscal Year: 2017/18

To the entity that approved the charter school:
(x) 2017/18 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report
has been approved, and is hereby filed by the charter school pursuant to *Education Code* Section 47604.33.

Signed: _____ Date: 12/6/2017
Charter School Official
(Original signature required)
Print
Name: Sue Park Title: Head of School

To the County Superintendent of Schools:
(x) 2017/18 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report
is hereby filed with the County Superintendent pursuant to *Education Code* Section 47604.33.

Signed: _____ Date: _____
Authorized Representative of
Charter Approving Entity
(Original signature required)
Print
Name: Teresa Kapellas Title: Exec. Dir., Admin. Svcs

For additional information on the First Interim Report, please contact:

| | |
|--------------------------------------|----------------------------|
| <u>For Approving Entity:</u> | <u>For Charter School:</u> |
| <u>Teresa Kapellas</u> | <u>Matthew Eisenberg</u> |
| Name | Name |
| <u>Executive Dir. Admin Services</u> | <u>VP, School Finance</u> |
| Title | Title |
| <u>510-670-4272</u> | <u>424-208-6092</u> |
| Phone | Phone |
| <u>tkapellas@acoe.org</u> | <u>meisenberg@exed.net</u> |
| E-mail | E-mail |

This report has been verified for mathematical accuracy by the County Superintendent of Schools,
pursuant to *Education Code* Section 47604.33.

ACOE District Advisor Date

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report - Detail**

Charter School Name: Yu Ming Charter
(continued)
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Education
County: Alameda
Charter #: 1296
Fiscal Year: 2017/18

This charter school uses the following basis of accounting:

- ☒ **Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)
☐ **Modified Accrual Basis** (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

| Description | | Object Code | Adopted Budget - July 1 | | | Actuals thru 10/31 | | | 1st Interim Budget | | |
|--|--|-----------------|-------------------------|------------|--------------|--------------------|------------|--------------|--------------------|------------|--------------|
| | | | Unrestricted | Restricted | Total | Unrestricted | Restricted | Total | Unrestricted | Restricted | Total |
| A. REVENUES | | | | | | | | | | | |
| 1. LCFF Sources | | | | | | | | | | | |
| State Aid - Current Year | | 8011 | 2,466,246.92 | | 2,466,246.92 | 495,797.00 | | 495,797.00 | 2,446,837.58 | | 2,446,837.58 |
| Education Protection Account State Aid - Current Year | | 8012 | 453,336.08 | | 453,336.08 | 104,558.00 | | 104,558.00 | 473,978.50 | | 473,978.50 |
| State Aid - Prior Years | | 8019 | | | - | | | - | | | - |
| Transfers to Charter Schools in Lieu of Property Taxes | | 8096 | - | | - | | | - | | | - |
| Other LCFF Transfers | | 8091, 8097 | | | - | | | - | | | - |
| Total, LCFFSources | | | 2,919,583.00 | - | 2,919,583.00 | 600,355.00 | - | 600,355.00 | 2,920,816.08 | - | 2,920,816.08 |
| 2. Federal Revenues | | | | | | | | | | | |
| Every Student Succeeds Act (Title I - V) | | 8290 | | | - | | | - | | | - |
| Special Education - Federal | | 8181, 8182 | | 44,375.00 | 44,375.00 | | | - | | 44,625.00 | 44,625.00 |
| Child Nutrition - Federal | | 8220 | | | - | | | - | | | - |
| Donated Food Commodities | | 8221 | | | - | | | - | | | - |
| Other Federal Revenues | | 8110, 8260-8299 | | | - | | | - | | | - |
| Total, Federal Revenues | | | - | 44,375.00 | 44,375.00 | - | - | - | - | 44,625.00 | 44,625.00 |
| 3. Other State Revenues | | | | | | | | | | | |
| Special Education - State | | StateRevSE | | 217,442.00 | 217,442.00 | | 46,760.00 | 46,760.00 | | 189,967.83 | 189,967.83 |
| All Other State Revenues | | StateRevAO | 398,497.08 | | 398,497.08 | | 151,118.00 | 151,118.00 | 110,456.10 | 323,983.50 | 434,439.60 |
| Total, Other State Revenues | | | 398,497.08 | 217,442.00 | 615,939.08 | - | 197,878.00 | 197,878.00 | 110,456.10 | 513,951.33 | 624,407.43 |
| 4. Other Local Revenues | | | | | | | | | | | |
| All Other Local Revenues | | LocalRevAO | 909,437.59 | | 909,437.59 | 360,286.00 | | 360,286.00 | 1,046,465.90 | | 1,046,465.90 |
| Total, Local Revenues | | | 909,437.59 | - | 909,437.59 | 360,286.00 | - | 360,286.00 | 1,046,465.90 | - | 1,046,465.90 |
| 5. TOTAL REVENUES | | | 4,227,517.67 | 261,817.00 | 4,489,334.67 | 960,641.00 | 197,878.00 | 1,158,519.00 | 4,077,738.08 | 558,576.33 | 4,636,314.41 |
| B. EXPENDITURES | | | | | | | | | | | |
| 1. Certificated Salaries | | | | | | | | | | | |
| Certificated Teachers' Salaries | | 1100 | 1,442,367.48 | 150,868.40 | 1,593,235.88 | 395,743.00 | 22,291.00 | 418,034.00 | 1,501,687.89 | 58,800.00 | 1,560,487.89 |
| Certificated Pupil Support Salaries | | 1200 | | | - | (5,845.00) | 46,686.00 | 40,841.00 | 64,495.50 | 103,820.50 | 168,316.00 |
| Certificated Supervisors' and Administrators' Salaries | | 1300 | 383,394.50 | | 383,394.50 | 101,575.00 | 27,344.00 | 128,919.00 | 322,783.00 | 65,625.00 | 388,408.00 |
| Other Certificated Salaries | | 1900 | | | - | | | - | | | - |
| Total, Certificated Salaries | | | 1,825,761.98 | 150,868.40 | 1,976,630.38 | 491,473.00 | 96,321.00 | 587,794.00 | 1,888,966.39 | 228,245.50 | 2,117,211.89 |
| 2. Non-certificated Salaries | | | | | | | | | | | |
| Non-certificated Instructional Aides' Salaries | | 2100 | 138,005.87 | 85,540.50 | 223,546.37 | 7,503.00 | 17,192.00 | 24,695.00 | 75,127.50 | | 75,127.50 |
| Non-certificated Support Salaries | | 2200 | | | - | 13,921.00 | | 13,921.00 | 62,467.02 | | 62,467.02 |
| Non-certificated Supervisors' and Administrators' Sal. | | 2300 | 151,690.00 | | 151,690.00 | 24,717.00 | | 24,717.00 | 68,600.00 | | 68,600.00 |
| Clerical and Office Salaries | | 2400 | | | - | 31,398.00 | | 31,398.00 | 102,815.00 | | 102,815.00 |
| Other Non-certificated Salaries | | 2900 | 133,715.22 | | 133,715.22 | 37,634.00 | | 37,634.00 | 155,600.74 | | 155,600.74 |
| Total, Non-certificated Salaries | | | 423,411.09 | 85,540.50 | 508,951.59 | 115,173.00 | 17,192.00 | 132,365.00 | 464,610.26 | - | 464,610.26 |
| 3. Employee Benefits | | | | | | | | | | | |
| STRS | | 3101-3102 | 204,757.00 | 21,521.86 | 226,278.86 | 63,613.00 | 13,899.00 | 77,512.00 | 265,271.19 | 32,935.83 | 298,207.02 |
| PERS | | 3201-3202 | | | - | | | - | | | - |
| OASDI / Medicare / Alternative | | 3301-3302 | 83,597.60 | 8,786.88 | 92,384.48 | 16,901.00 | 2,711.00 | 19,612.00 | 63,896.63 | 3,309.56 | 67,206.19 |
| Health and Welfare Benefits | | 3401-3402 | 119,687.35 | 12,580.25 | 132,267.60 | 46,088.00 | | 46,088.00 | 125,000.00 | | 125,000.00 |
| Unemployment Insurance | | 3501-3502 | 19,382.70 | 2,037.30 | 21,420.00 | 5,669.00 | 56.00 | 5,725.00 | 22,141.19 | 114.12 | 22,255.31 |
| Workers' Compensation Insurance | | 3601-3602 | 28,969.35 | 3,044.95 | 32,014.30 | 19,759.00 | | 19,759.00 | 33,305.51 | | 33,305.51 |
| OPEB, Allocated | | 3701-3702 | | | - | | | - | | | - |
| OPEB, Active Employees | | 3751-3752 | | | - | | | - | | | - |
| Other Employee Benefits | | 3901-3902 | | | - | | | - | | | - |
| Total, Employee Benefits | | | 456,394.00 | 47,971.24 | 504,365.24 | 152,030.00 | 16,666.00 | 168,696.00 | 509,614.52 | 36,359.51 | 545,974.03 |
| 4. Books and Supplies | | | | | | | | | | | |
| Approved Textbooks and Core Curricula Materials | | 4100 | 40,000.00 | | 40,000.00 | 8,455.00 | | 8,455.00 | 7,034.00 | 17,966.00 | 25,000.00 |
| Books and Other Reference Materials | | 4200 | | | - | 13,624.00 | | 13,624.00 | 15,000.00 | | 15,000.00 |
| Materials and Supplies | | 4300 | 67,188.65 | | 67,188.65 | 61,541.00 | | 61,541.00 | 99,440.50 | | 99,440.50 |
| Noncapitalized Equipment | | 4400 | 11,084.90 | | 11,084.90 | 50,727.00 | | 50,727.00 | 51,085.00 | | 51,085.00 |
| Food | | 4700 | 83,901.00 | | 83,901.00 | 2,637.00 | | 2,637.00 | 100,000.00 | | 100,000.00 |
| Total, Books and Supplies | | | 202,174.55 | - | 202,174.55 | 136,984.00 | - | 136,984.00 | 272,559.50 | 17,966.00 | 290,525.50 |
| 5. Services and Other Operating Expenditures | | | | | | | | | | | |
| Subagreements for Services | | 5100 | | | - | | | - | | | - |
| Travel and Conferences | | 5200 | 9,270.00 | | 9,270.00 | 6,344.00 | | 6,344.00 | 9,270.00 | | 9,270.00 |
| Dues and Memberships | | 5300 | 4,261.64 | | 4,261.64 | 386.00 | | 386.00 | 4,279.00 | | 4,279.00 |
| Insurance | | 5400 | 24,102.00 | | 24,102.00 | 11,791.00 | | 11,791.00 | 24,118.00 | | 24,118.00 |
| Operations and Housekeeping Services | | 5500 | 109,124.05 | | 109,124.05 | 32,540.00 | | 32,540.00 | 120,793.77 | | 120,793.77 |
| Rentals, Leases, Repairs, and Noncap. Improvements | | 5600 | 409,618.72 | | 409,618.72 | 30,858.00 | 124,216.00 | 155,074.00 | 228,109.50 | 281,017.50 | 509,127.00 |
| Transfers of Direct Costs | | 5700-5799 | | | - | | | - | | | - |
| Professional/Consulting Services and Operating Expend. | | 5800 | 599,270.81 | | 599,270.81 | 159,278.00 | 4,500.00 | 163,778.00 | 588,708.25 | 25,000.00 | 613,708.25 |
| Communications | | 5900 | 30,070.11 | 49,750.00 | 79,820.11 | 9,208.00 | | 9,208.00 | 30,046.00 | | 30,046.00 |
| Total, Services and Other Operating Expenditures | | | 1,185,717.33 | 49,750.00 | 1,235,467.33 | 250,405.00 | 128,716.00 | 379,121.00 | 1,005,324.52 | 306,017.50 | 1,311,342.02 |

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report - Detail**

Charter School Name: Yu Ming Charter
(continued)
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Education
County: Alameda
Charter #: 1296
Fiscal Year: 2017/18

This charter school uses the following basis of accounting:

- ☒ **Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)
☐ **Modified Accrual Basis** (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

| Description | Object Code | Adopted Budget - July 1 | | | Actuals thru 10/31 | | | 1st Interim Budget | | |
|--|-------------|-------------------------|-------------|--------------|--------------------|-------------|--------------|--------------------|-------------|--------------|
| | | Unrestricted | Restricted | Total | Unrestricted | Restricted | Total | Unrestricted | Restricted | Total |
| 6. Capital Outlay (Objects 6100-6170, 6200-6500 for modified accrual basis only) | | | | | | | | | | |
| Land and Land Improvements | 6100-6170 | | | - | | | - | | | - |
| Buildings and Improvements of Buildings | 6200 | | | - | | | - | | | - |
| Books and Media for New School Libraries or Major Expansion of School Libraries | 6300 | | | - | | | - | | | - |
| Equipment | 6400 | | | - | | | - | | | - |
| Equipment Replacement | 6500 | | | - | | | - | | | - |
| Depreciation Expense (for accrual basis only) | 6900 | | | - | | | - | | | - |
| Total, Capital Outlay | | - | - | - | - | - | - | - | - | - |
| 7. Other Outgo | | | | | | | | | | |
| Tuition to Other Schools | 7110-7143 | | | - | | | - | | | - |
| Transfers of Pass-through Revenues to Other LEAs | 7211-7213 | | | - | | | - | | | - |
| Transfers of Apportionments to Other LEAs - Spec. Ed. | 7221-7223SE | | | - | | | - | | | - |
| Transfers of Apportionments to Other LEAs - All Other | 7221-7223AO | | | - | | | - | | | - |
| All Other Transfers | 7281-7299 | | | - | | | - | | | - |
| Transfers of Indirect Costs | 7300-7399 | | | - | | | - | | | - |
| Debt Service: | | | | | | | | | | |
| Interest | 7438 | | | - | | | - | | | - |
| Principal (for modified accrual basis only) | 7439 | | | - | | | - | | | - |
| Total, Other Outgo | | - | - | - | - | - | - | - | - | - |
| 8. TOTAL EXPENDITURES | | 4,093,458.95 | 334,130.14 | 4,427,589.09 | 1,146,065.00 | 258,895.00 | 1,404,960.00 | 4,141,075.19 | 588,588.51 | 4,729,663.70 |
| C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8) | | 134,058.72 | (72,313.14) | 61,745.58 | (185,424.00) | (61,017.00) | (246,441.00) | (63,337.11) | (30,012.18) | (93,349.29) |
| D. OTHER FINANCING SOURCES / USES | | | | | | | | | | |
| 1. Other Sources | 8930-8979 | | | - | | | - | | | - |
| 2. Less: Other Uses | 7630-7699 | | | - | | | - | | | - |
| 3. Contributions Between Unrestricted and Restricted Accounts (must net to zero) | 8980-8999 | (48,313.13) | 48,313.13 | - | | | - | (30,012.18) | 30,012.18 | - |
| 4. TOTAL OTHER FINANCING SOURCES / USES | | (48,313.13) | 48,313.13 | - | - | - | - | (30,012.18) | 30,012.18 | - |
| E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4) | | 85,745.59 | (24,000.01) | 61,745.58 | (185,424.00) | (61,017.00) | (246,441.00) | (93,349.29) | (0.00) | (93,349.29) |
| F. FUND BALANCE, RESERVES | | | | | | | | | | |
| 1. Beginning Fund Balance | | | | | | | | | | |
| a. As of July 1 | 9791 | 1,108,216.12 | 39,084.00 | 1,147,300.12 | 1,108,216.12 | 39,084.00 | 1,147,300.12 | 1,108,216.12 | 39,084.00 | 1,147,300.12 |
| b. Adjustments to Beginning Balance | 9793, 9795 | | | - | | | - | | | - |
| c. Adjusted Beginning Balance | | 1,108,216.12 | 39,084.00 | 1,147,300.12 | 1,108,216.12 | 39,084.00 | 1,147,300.12 | 1,108,216.12 | 39,084.00 | 1,147,300.12 |
| 2. Ending Fund Balance, June 30 (E + F.1.c.) | | 1,193,961.71 | 15,083.99 | 1,209,045.70 | 922,792.12 | (21,933.00) | 900,859.12 | 1,014,866.83 | 39,084.00 | 1,053,950.83 |
| Components of Ending Fund Balance : | | | | | | | | | | |
| a. Nonspendable | | | | | | | | | | |
| Revolving Cash (equals object 9130) | 9711 | | | - | | | - | | | - |
| Stores (equals object 9320) | 9712 | | | - | | | - | | | - |
| Prepaid Expenditures (equals object 9330) | 9713 | | | - | 363.87 | | 363.87 | 363.87 | | 363.87 |
| All Others | 9719 | | | - | | | - | | | - |
| b. Restricted | 9740 | | | - | | | - | | | - |
| c. Committed | | | | | | | | | | |
| Stabilization Arrangements | 9750 | | | - | | | - | | | - |
| Other Commitments | 9760 | | | - | | | - | | | - |
| d. Assigned | | | | | | | | | | |
| Other Assignments | 9780 | | | - | | | - | | | - |
| e. Unassigned/Unappropriated | | | | | | | | | | |
| Reserve for Economic Uncertainties | 9789 | | | - | | | - | | | - |
| Unassigned/Unappropriated Amount | 9790 | 1,193,961.71 | 15,083.99 | 1,209,045.70 | 922,428.25 | (21,933.00) | 900,495.25 | 1,014,502.96 | 39,084.00 | 1,053,586.96 |

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report - Summary**

Charter School Name: Yu Ming Charter
(continued)
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Educa
County: Alameda
Charter #: 1296
Fiscal Year: 2017/18

| | | | | | 1st Interim vs. Adopted Budget Increase, (Decrease) | |
|--|-----------------|---------------------------|---------------------------|---------------------------|--|-------------------------|
| Description | Object Code | 7/1 Adopted Budget (X) | Actuals thru 10/31 (Y) | 1st Interim Budget (Z) | \$ Difference (Z) vs. (X) | % Change (Z) vs. (X) |
| A. REVENUES | | | | | | |
| 1. LCFF/Revenue Limit Sources | | | | | | |
| State Aid - Current Year | 8011 | 2,466,246.92 | 495,797.00 | 2,446,837.58 | (19,409.34) | -0.79% |
| Education Protection Account State Aid - Current Year | 8012 | 453,336.08 | 104,558.00 | 473,978.50 | 20,642.42 | 4.55% |
| State Aid - Prior Years | 8019 | - | - | - | - | |
| Transfers to Charter Schools Funding in Lieu of Property Taxes | 8096 | - | - | - | - | |
| Other LCFF Transfers | 8091, 8097 | - | - | - | - | |
| Total, LCFF Sources | | 2,919,583.00 | 600,355.00 | 2,920,816.08 | 1,233.08 | 0.04% |
| 2. Federal Revenues | | | | | | |
| Every Student Succeeds Act (Title I-V) | 8290 | - | - | - | - | |
| Special Education - Federal | 8181, 8182 | 44,375.00 | - | 44,625.00 | 250.00 | 0.56% |
| Child Nutrition - Federal | 8220 | - | - | - | - | |
| Donated Food Commodities | 8221 | - | - | - | - | |
| Other Federal Revenues | 8110, 8260-8299 | - | - | - | - | |
| Total, Federal Revenues | | 44,375.00 | - | 44,625.00 | 250.00 | 0.56% |
| 3. Other State Revenues | | | | | | |
| Special Education - State | StateRevSE | 217,442.00 | 46,760.00 | 189,967.83 | (27,474.17) | -12.64% |
| All Other State Revenues | StateRevAO | 398,497.08 | 151,118.00 | 434,439.60 | 35,942.52 | 9.02% |
| Total, Other State Revenues | | 615,939.08 | 197,878.00 | 624,407.43 | 8,468.35 | 1.37% |
| 4. Other Local Revenues | | | | | | |
| All Other Local Revenues | LocalRevAO | 909,437.59 | 360,286.00 | 1,046,465.90 | 137,028.31 | 15.07% |
| Total, Local Revenues | | 909,437.59 | 360,286.00 | 1,046,465.90 | 137,028.31 | 15.07% |
| 5. TOTAL REVENUES | | 4,489,334.67 | 1,158,519.00 | 4,636,314.41 | 146,979.74 | 3.27% |
| B. EXPENDITURES | | | | | | |
| 1. Certificated Salaries | | | | | | |
| Certificated Teachers' Salaries | 1100 | 1,593,235.88 | 418,034.00 | 1,560,487.89 | (32,747.99) | -2.06% |
| Certificated Pupil Support Salaries | 1200 | - | 40,841.00 | 168,316.00 | 168,316.00 | New |
| Certificated Supervisors' and Administrators' Salaries | 1300 | 383,394.50 | 128,919.00 | 388,408.00 | 5,013.50 | 1.31% |
| Other Certificated Salaries | 1900 | - | - | - | - | |
| Total, Certificated Salaries | | 1,976,630.38 | 587,794.00 | 2,117,211.89 | 140,581.51 | 7.11% |
| 2. Non-certificated Salaries | | | | | | |
| Non-certificated Instructional Aides' Salaries | 2100 | 223,546.37 | 24,695.00 | 75,127.50 | (148,418.87) | -66.39% |
| Non-certificated Support Salaries | 2200 | - | 13,921.00 | 62,467.02 | 62,467.02 | New |
| Non-certificated Supervisors' and Administrators' Sal. | 2300 | 151,690.00 | 24,717.00 | 68,600.00 | (83,090.00) | -54.78% |
| Clerical and Office Salaries | 2400 | - | 31,398.00 | 102,815.00 | 102,815.00 | New |
| Other Non-certificated Salaries | 2900 | 133,715.22 | 37,634.00 | 155,600.74 | 21,885.52 | 16.37% |
| Total, Non-certificated Salaries | | 508,951.59 | 132,365.00 | 464,610.26 | (44,341.33) | -8.71% |
| 3. Employee Benefits | | | | | | |
| STRS | 3101-3102 | 226,278.86 | 77,512.00 | 298,207.02 | 71,928.16 | 31.79% |
| PERS | 3201-3202 | - | - | - | - | |
| OASDI / Medicare / Alternative | 3301-3302 | 92,384.48 | 19,612.00 | 67,206.19 | (25,178.29) | -27.25% |
| Health and Welfare Benefits | 3401-3402 | 132,267.60 | 46,088.00 | 125,000.00 | (7,267.60) | -5.49% |
| Unemployment Insurance | 3501-3502 | 21,420.00 | 5,725.00 | 22,255.31 | 835.31 | 3.90% |
| Workers' Compensation Insurance | 3601-3602 | 32,014.30 | 19,759.00 | 33,305.51 | 1,291.21 | 4.03% |
| OPEB, Allocated | 3701-3702 | - | - | - | - | |
| OPEB, Active Employees | 3751-3752 | - | - | - | - | |
| Other Employee Benefits | 3901-3902 | - | - | - | - | |
| Total, Employee Benefits | | 504,365.24 | 168,696.00 | 545,974.03 | 41,608.79 | 8.25% |

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report - Summary**

Charter School Name: Yu Ming Charter
(continued)
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Educa
County: Alameda
Charter #: 1296
Fiscal Year: 2017/18

| | | | | | 1st Interim vs. Adopted Budget Increase, (Decrease) | |
|--|-------------|---------------------------|---------------------------|---------------------------|--|-------------------------|
| Description | Object Code | 7/1 Adopted Budget (X) | Actuals thru 10/31 (Y) | 1st Interim Budget (Z) | \$ Difference (Z) vs. (X) | % Change (Z) vs. (X) |
| 4. Books and Supplies | | | | | | |
| Approved Textbooks and Core Curricula Materials | 4100 | 40,000.00 | 8,455.00 | 25,000.00 | (15,000.00) | -37.50% |
| Books and Other Reference Materials | 4200 | - | 13,624.00 | 15,000.00 | 15,000.00 | New |
| Materials and Supplies | 4300 | 67,188.65 | 61,541.00 | 99,440.50 | 32,251.85 | 48.00% |
| Noncapitalized Equipment | 4400 | 11,084.90 | 50,727.00 | 51,085.00 | 40,000.10 | 360.85% |
| Food | 4700 | 83,901.00 | 2,637.00 | 100,000.00 | 16,099.00 | 19.19% |
| Total, Books and Supplies | | 202,174.55 | 136,984.00 | 290,525.50 | 88,350.95 | 43.70% |
| 5. Services and Other Operating Expenditures | | | | | | |
| Subagreements for Services | 5100 | - | - | - | - | |
| Travel and Conferences | 5200 | 9,270.00 | 6,344.00 | 9,270.00 | - | 0.00% |
| Dues and Memberships | 5300 | 4,261.64 | 386.00 | 4,279.00 | 17.36 | 0.41% |
| Insurance | 5400 | 24,102.00 | 11,791.00 | 24,118.00 | 16.00 | 0.07% |
| Operations and Housekeeping Services | 5500 | 109,124.05 | 32,540.00 | 120,793.77 | 11,669.72 | 10.69% |
| Rentals, Leases, Repairs, and Noncap. Improvements | 5600 | 409,618.72 | 155,074.00 | 509,127.00 | 99,508.28 | 24.29% |
| Transfers of Direct Costs | 5700-5799 | - | - | - | - | |
| Professional/Consulting Services and Operating Expend. | 5800 | 599,270.81 | 163,778.00 | 613,708.25 | 14,437.44 | 2.41% |
| Communications | 5900 | 79,820.11 | 9,208.00 | 30,046.00 | (49,774.11) | -62.36% |
| Total, Services and Other Operating Expenditures | | 1,235,467.33 | 379,121.00 | 1,311,342.02 | 75,874.69 | 6.14% |
| 6. Capital Outlay (Objects 6100-6170, 6200-6500 modified accrual basis only) | | | | | | |
| Land and Land Improvements | 6100-6170 | - | - | - | - | |
| Buildings and Improvements of Buildings | 6200 | - | - | - | - | |
| Books and Media for New School Libraries or Major Expansion of School Libraries | 6300 | - | - | - | - | |
| Equipment | 6400 | - | - | - | - | |
| Equipment Replacement | 6500 | - | - | - | - | |
| Depreciation Expense (for accrual basis only) | 6900 | - | - | - | - | |
| Total, Capital Outlay | | - | - | - | - | |
| 7. Other Outgo | | | | | | |
| Tuition to Other Schools | 7110-7143 | - | - | - | - | |
| Transfers of Pass-through Revenues to Other LEAs | 7211-7213 | - | - | - | - | |
| Transfers of Apportionments to Other LEAs - Spec. Ed. | 7221-7223SE | - | - | - | - | |
| Transfers of Apportionments to Other LEAs - All Other | 7221-7223AO | - | - | - | - | |
| All Other Transfers | 7281-7299 | - | - | - | - | |
| Transfers of Indirect Costs | 7300-7399 | - | - | - | - | |
| Debt Service: | | | | | | |
| Interest | 7438 | - | - | - | - | |
| Principal (for modified accrual basis only) | 7439 | - | - | - | - | |
| Total, Other Outgo | | - | - | - | - | |
| 8. TOTAL EXPENDITURES | | 4,427,589.09 | 1,404,960.00 | 4,729,663.70 | 302,074.61 | 6.82% |
| C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8) | | 61,745.58 | (246,441.00) | (93,349.29) | (155,094.87) | -251.18% |

**CHARTER SCHOOL
INTERIM FINANCIAL REPORT - ALTERNATIVE FORM
First Interim Report - Summary**

Charter School Name: Yu Ming Charter
(continued) _____
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Educa
County: Alameda
Charter #: 1296
Fiscal Year: 2017/18

| | | | | | 1st Interim vs. Adopted Budget Increase, (Decrease) | |
|---|-------------|---------------------------|---------------------------|---------------------------|--|-------------------------|
| Description | Object Code | 7/1 Adopted Budget (X) | Actuals thru 10/31 (Y) | 1st Interim Budget (Z) | \$ Difference (Z) vs. (X) | % Change (Z) vs. (X) |
| D. OTHER FINANCING SOURCES / USES | | | | | | |
| 1. Other Sources | 8930-8979 | - | - | - | - | |
| 2. Less: Other Uses | 7630-7699 | - | - | - | - | |
| 3. Contributions Between Unrestricted and Restricted Accounts (must net to zero) | 8980-8999 | - | - | - | - | |
| 4. TOTAL OTHER FINANCING SOURCES / USES | | - | - | - | - | |
| E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4) | | 61,745.58 | (246,441.00) | (93,349.29) | (155,094.87) | -251.18% |
| F. FUND BALANCE, RESERVES | | | | | | |
| 1. Beginning Fund Balance | | | | | | |
| a. As of July 1 | 9791 | 1,147,300.12 | 1,147,300.12 | 1,147,300.12 | - | 0.00% |
| b. Adjustments/Restatements | 9793, 9795 | - | - | - | - | |
| c. Adjusted Beginning Fund Balance | | 1,147,300.12 | 1,147,300.12 | 1,147,300.12 | | |
| 2. Ending Fund Balance, June 30 (E + F.1.c.) | | 1,209,045.70 | 900,859.12 | 1,053,950.83 | | |
| Components of Ending Fund Balance : | | | | | | |
| a. Nonspendable | | | | | | |
| Revolving Cash (equals object 9130) | 9711 | - | - | - | - | |
| Stores (equals object 9320) | 9712 | - | - | - | - | |
| Prepaid Expenditures (equals object 9330) | 9713 | - | 363.87 | 363.87 | 363.87 | New |
| All Others | 9719 | - | - | - | - | |
| b. Restricted | 9740 | - | - | - | - | |
| c. Committed | | | | | | |
| Stabilization Arrangements | 9750 | - | - | - | - | |
| Other Commitments | 9760 | - | - | - | - | |
| d. Assigned | | | | | | |
| Other Assignments | 9780 | - | - | - | - | |
| e. Unassigned/Unappropriated | | | | | | |
| Reserve for Economic Uncertainties | 9789 | - | - | - | - | |
| Unassigned/Unappropriated Amount | 9790 | 1,209,045.70 | 900,495.25 | 1,053,586.96 | (155,458.74) | -12.86% |

**CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM
First Interim Report - MYP**

Charter School Name: Yu Ming Charter

(continued) _____

CDS #: 01-10017-0124172

Charter Approving Entity: Alameda County Office of Education

County: Alameda

Charter #: 1296

Fiscal Year: 2017/18

This charter school uses the following basis of accounting:

☒ **Accrual Basis** (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)

☐ **Modified Accrual Basis** (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

| Description | Object Code | FY 2017/18 | | | Totals for 2018/19 | Totals for 2019/20 |
|--|-----------------|--------------|------------|--------------|-----------------------|-----------------------|
| | | Unrestricted | Restricted | Total | | |
| A. REVENUES | | | | | | |
| 1. LCFF Sources | | | | | | |
| State Aid - Current Year | 8011 | 2,446,837.58 | 0.00 | 2,446,837.58 | 2,890,539.85 | 3,239,870.06 |
| Education Protection Account State Aid - Current Year | 8012 | 473,978.50 | 0.00 | 473,978.50 | 546,474.99 | 595,050.54 |
| State Aid - Prior Years | 8019 | 0.00 | 0.00 | 0.00 | | |
| Transfers of Charter Schools in Lieu of Property Taxes | 8096 | 0.00 | 0.00 | 0.00 | | |
| Other LCFF Transfers | 8091, 8097 | 0.00 | 0.00 | 0.00 | | |
| Total, LCFF Sources | | 2,920,816.08 | 0.00 | 2,920,816.08 | 3,437,014.84 | 3,834,920.60 |
| 2. Federal Revenues | | | | | | |
| Every Student Succeeds Act (Title I - V) | 8290 | 0.00 | 0.00 | 0.00 | | |
| Special Education - Federal | 8181, 8182 | 0.00 | 44,625.00 | 44,625.00 | 46,836.25 | 54,000.00 |
| Child Nutrition - Federal | 8220 | 0.00 | 0.00 | 0.00 | | |
| Donated Food Commodities | 8221 | 0.00 | 0.00 | 0.00 | | |
| Other Federal Revenues | 8110, 8260-8299 | 0.00 | 0.00 | 0.00 | | |
| Total, Federal Revenues | | 0.00 | 44,625.00 | 44,625.00 | 46,836.25 | 54,000.00 |
| 3. Other State Revenues | | | | | | |
| Special Education - State | StateRevSE | 0.00 | 189,967.83 | 189,967.83 | 222,048.00 | 238,492.80 |
| All Other State Revenues | StateRevAO | 110,456.10 | 323,983.50 | 434,439.60 | 438,765.57 | 475,926.40 |
| Total, Other State Revenues | | 110,456.10 | 513,951.33 | 624,407.43 | 660,813.57 | 714,419.20 |
| 4. Other Local Revenues | | | | | | |
| All Other Local Revenues | LocalRevAO | 1,046,465.90 | 0.00 | 1,046,465.90 | 1,023,282.80 | 1,129,354.10 |
| Total, Local Revenues | | 1,046,465.90 | 0.00 | 1,046,465.90 | 1,023,282.80 | 1,129,354.10 |
| 5. TOTAL REVENUES | | 4,077,738.08 | 558,576.33 | 4,636,314.41 | 5,167,947.46 | 5,732,693.90 |
| B. EXPENDITURES | | | | | | |
| 1. Certificated Salaries | | | | | | |
| Certificated Teachers' Salaries | 1100 | 1,501,687.89 | 58,800.00 | 1,560,487.89 | 1,658,854.97 | 1,824,317.39 |
| Certificated Pupil Support Salaries | 1200 | 64,495.50 | 103,820.50 | 168,316.00 | 174,207.06 | 180,304.31 |
| Certificated Supervisors' and Administrators' Salaries | 1300 | 322,783.00 | 65,625.00 | 388,408.00 | 402,002.28 | 416,072.36 |
| Other Certificated Salaries | 1900 | 0.00 | 0.00 | 0.00 | | |
| Total, Certificated Salaries | | 1,888,966.39 | 228,245.50 | 2,117,211.89 | 2,235,064.31 | 2,420,694.06 |
| 2. Non-certificated Salaries | | | | | | |
| Non-certificated Instructional Aides' Salaries | 2100 | 75,127.50 | 0.00 | 75,127.50 | 77,756.96 | 98,478.46 |
| Non-certificated Support Salaries | 2200 | 62,467.02 | 0.00 | 62,467.02 | 64,653.37 | 66,916.23 |
| Non-certificated Supervisors' and Administrators' Sal. | 2300 | 68,600.00 | 0.00 | 68,600.00 | 71,001.00 | 73,486.04 |
| Clerical and Office Salaries | 2400 | 102,815.00 | 0.00 | 102,815.00 | 106,413.53 | 110,138.00 |
| Other Non-certificated Salaries | 2900 | 155,600.74 | 0.00 | 155,600.74 | 161,046.77 | 166,683.40 |
| Total, Non-certificated Salaries | | 464,610.26 | 0.00 | 464,610.26 | 480,871.63 | 515,702.13 |

**CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM
First Interim Report - MYP**

Charter School Name: Yu Ming Charter
(continued) _____
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Education
County: Alameda
Charter #: 1296
Fiscal Year: 2017/18

| Description | Object Code | FY 2017/18 | | | Totals for 2018/19 | Totals for 2019/20 |
|--|-------------|--------------|-------------|--------------|--------------------|--------------------|
| | | Unrestricted | Restricted | Total | | |
| 3. Employee Benefits | | | | | | |
| STRS | 3101-3102 | 265,271.19 | 32,935.83 | 298,207.02 | 363,868.47 | 438,871.83 |
| PERS | 3201-3202 | 0.00 | 0.00 | 0.00 | | |
| OASDI / Medicare / Alternative | 3301-3302 | 63,896.63 | 3,309.56 | 67,206.19 | 69,195.11 | 74,551.28 |
| Health and Welfare Benefits | 3401-3402 | 125,000.00 | 0.00 | 125,000.00 | 165,240.00 | 175,968.00 |
| Unemployment Insurance | 3501-3502 | 22,141.19 | 114.12 | 22,255.31 | 23,411.37 | 25,311.74 |
| Workers' Compensation Insurance | 3601-3602 | 33,305.51 | 0.00 | 33,305.51 | 36,437.00 | 40,970.48 |
| OPEB, Allocated | 3701-3702 | 0.00 | 0.00 | 0.00 | | |
| OPEB, Active Employees | 3751-3752 | 0.00 | 0.00 | 0.00 | | |
| Other Employee Benefits | 3901-3902 | 0.00 | 0.00 | 0.00 | | |
| Total, Employee Benefits | | 509,614.52 | 36,359.51 | 545,974.03 | 658,151.95 | 755,673.32 |
| 4. Books and Supplies | | | | | | |
| Approved Textbooks and Core Curricula Materials | 4100 | 7,034.00 | 17,966.00 | 25,000.00 | 28,920.31 | 31,491.00 |
| Books and Other Reference Materials | 4200 | 15,000.00 | 0.00 | 15,000.00 | 17,352.19 | 18,894.60 |
| Materials and Supplies | 4300 | 99,440.50 | 0.00 | 99,440.50 | 115,577.62 | 126,186.86 |
| Noncapitalized Equipment | 4400 | 51,085.00 | 0.00 | 51,085.00 | 59,095.76 | 64,348.71 |
| Food | 4700 | 100,000.00 | 0.00 | 100,000.00 | 115,681.23 | 125,964.01 |
| Total, Books and Supplies | | 272,559.50 | 17,966.00 | 290,525.50 | 336,627.11 | 366,885.18 |
| 5. Services and Other Operating Expenditures | | | | | | |
| Subagreements for Services | 5100 | 0.00 | 0.00 | 0.00 | | |
| Travel and Conferences | 5200 | 9,270.00 | 0.00 | 9,270.00 | 11,124.00 | 12,360.00 |
| Dues and Memberships | 5300 | 4,279.00 | 0.00 | 4,279.00 | 5,098.50 | 5,718.25 |
| Insurance | 5400 | 24,118.00 | 0.00 | 24,118.00 | 28,737.00 | 32,230.14 |
| Operations and Housekeeping Services | 5500 | 120,793.77 | 0.00 | 120,793.77 | 139,735.72 | 152,156.68 |
| Rentals, Leases, Repairs, and Noncap. Improvements | 5600 | 228,109.50 | 281,017.50 | 509,127.00 | 518,000.54 | 550,291.95 |
| Transfers of Direct Costs | 5700-5799 | 0.00 | 0.00 | 0.00 | | |
| Professional/Consulting Services and Operating Expend. | 5800 | 588,708.25 | 25,000.00 | 613,708.25 | 706,335.92 | 786,553.19 |
| Communications | 5900 | 30,046.00 | 0.00 | 30,046.00 | 18,045.60 | 18,586.97 |
| Total, Services and Other Operating Expenditures | | 1,005,324.52 | 306,017.50 | 1,311,342.02 | 1,427,077.28 | 1,557,897.17 |
| 6. Capital Outlay (Obj. 6100-6170, 6200-6500 for mod. accr. basis only) | | | | | | |
| Land and Land Improvements | 6100-6170 | 0.00 | 0.00 | 0.00 | | |
| Buildings and Improvements of Buildings | 6200 | 0.00 | 0.00 | 0.00 | | |
| Books and Media for New School Libraries or Major Expansion of School Libraries | 6300 | 0.00 | 0.00 | 0.00 | | |
| Equipment | 6400 | 0.00 | 0.00 | 0.00 | | |
| Equipment Replacement | 6500 | 0.00 | 0.00 | 0.00 | | |
| Depreciation Expense (for accrual basis only) | 6900 | 0.00 | 0.00 | 0.00 | | |
| Total, Capital Outlay | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7. Other Outgo | | | | | | |
| Tuition to Other Schools | 7110-7143 | 0.00 | 0.00 | 0.00 | | |
| Transfers of Pass-through Revenues to Other LEAs | 7211-7213 | 0.00 | 0.00 | 0.00 | | |
| Transfers of Apportionments to Other LEAs - Spec. Ed. | 7221-7223SE | 0.00 | 0.00 | 0.00 | | |
| Transfers of Apportionments to Other LEAs - All Other | 7221-7223AO | 0.00 | 0.00 | 0.00 | | |
| All Other Transfers | 7280-7299 | 0.00 | 0.00 | 0.00 | | |
| Transfers of Indirect Costs | 7300-7399 | 0.00 | 0.00 | 0.00 | | |
| Debt Service: | | | | | | |
| Interest | 7438 | 0.00 | 0.00 | 0.00 | | |
| Principal (for modified accrual basis only) | 7439 | 0.00 | 0.00 | 0.00 | | |
| Total, Other Outgo | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 8. TOTAL EXPENDITURES | | 4,141,075.19 | 588,588.51 | 4,729,663.70 | 5,137,792.27 | 5,616,851.86 |
| C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8) | | (63,337.11) | (30,012.18) | (93,349.29) | 30,155.19 | 115,842.04 |

**CHARTER SCHOOL
MULTI-YEAR PROJECTION - ALTERNATIVE FORM
First Interim Report - MYP**

Charter School Name: Yu Ming Charter
(continued) _____
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Education
County: Alameda
Charter #: 1296
Fiscal Year: 2017/18

| Description | Object Code | FY 2017/18 | | | Totals for 2018/19 | Totals for 2019/20 |
|---|-------------|--------------|------------|--------------|-----------------------|-----------------------|
| | | Unrestricted | Restricted | Total | | |
| D. OTHER FINANCING SOURCES / USES | | | | | | |
| 1. Other Sources | 8930-8979 | 0.00 | 0.00 | 0.00 | | |
| 2. Less: Other Uses | 7630-7699 | 0.00 | 0.00 | 0.00 | | |
| 3. Contributions Between Unrestricted and Restricted Accounts (must net to zero) | 8980-8999 | (30,012.18) | 30,012.18 | 0.00 | | |
| 4. TOTAL OTHER FINANCING SOURCES / USES | | (30,012.18) | 30,012.18 | 0.00 | 0.00 | 0.00 |
| E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4) | | (93,349.29) | (0.00) | (93,349.29) | 30,155.19 | 115,842.04 |
| F. FUND BALANCE, RESERVES | | | | | | |
| 1. Beginning Fund Balance | | | | | | |
| a. As of July 1 | 9791 | 1,108,216.12 | 39,084.00 | 1,147,300.12 | 1,053,950.83 | 1,084,106.02 |
| b. Adjustments/Restatements | 9793, 9795 | 0.00 | 0.00 | 0.00 | | |
| c. Adjusted Beginning Balance | | 1,108,216.12 | 39,084.00 | 1,147,300.12 | 1,053,950.83 | 1,084,106.02 |
| 2. Ending Fund Balance, June 30 (E + F.1.c.) | | 1,014,866.83 | 39,084.00 | 1,053,950.83 | 1,084,106.02 | 1,199,948.05 |
| Components of Ending Fund Balance: | | | | | | |
| a. Nonspendable | | | | | | |
| Revolving Cash (equals object 9130) | 9711 | 0.00 | 0.00 | 0.00 | | |
| Stores (equals object 9320) | 9712 | 0.00 | 0.00 | 0.00 | | |
| Prepaid Expenditures (equals object 9330) | 9713 | 363.87 | 0.00 | 363.87 | | |
| All Others | 9719 | 0.00 | 0.00 | 0.00 | | |
| b. Restricted | 9740 | | 0.00 | 0.00 | | |
| c. Committed | | | | | | |
| Stabilization Arrangements | 9750 | 0.00 | 0.00 | 0.00 | | |
| Other Commitments | 9760 | 0.00 | 0.00 | 0.00 | | |
| d. Assigned | | | | | | |
| Other Assignments | 9780 | 0.00 | 0.00 | 0.00 | | |
| e. Unassigned/Unappropriated | | | | | | |
| Reserve for Economic Uncertainties | 9789 | 0.00 | 0.00 | 0.00 | | |
| Unassigned/Unappropriated Amount | 9790 | 1,014,502.96 | 39,084.00 | 1,053,586.96 | 1,084,106.02 | 1,199,948.05 |

Budget Assumptions Worksheet

Yu Ming

CHARTER SCHOOL

2017/18 REPORTING PERIOD (please check one):

☐ Annual Budget

☒ 1st Interim

☐ 2nd Interim

Assumptions should include deficit and proration factors as applicable

Include a narrative discussion and reason for significant changes between the current and the prior reporting categories.

| CURRENT REPORTING PERIOD RATES | K-3 | Grades 4-6 | Grades 7-8 | Grades 9-12 | TOTAL | and the prior reporting categories. |
|--|-------------------------------------|-------------|-------------|-------------|----------|--|
| A. REVENUES | | | | | | |
| 1. LCFF/Revenue Limit Sources | | | | | | |
| State Aid - Current Year | \$ 7,795.29 | \$ 7,795.29 | \$ 7,795.29 | | 23385.87 | Average LCFF/ADA per LCFF Calculator |
| Education Protection Account State Aid | 24.76% | 0.2476 | 0.2476 | | 0.7428 | |
| State Aid - Prior Years | | | | | 0 | |
| Charter School Funding in Lieu of Property Taxes | | | | | 0 | |
| Other Revenue (please provide breakdown): | | | | | 0 | |
| 2. Federal Revenues | | | | | | |
| Title I | | | | | 0 | |
| Title II | | | | | 0 | |
| Title III | | | | | 0 | |
| Special Education - Federal | \$ 125.00 | \$ 125.00 | \$ 125.00 | | 375 | \$125/Prior Year CBEDS Enrollment |
| Other Federal (please provide breakdown): | | | | | 0 | |
| 3. Other State Revenues | | | | | | |
| Facility Grant | \$ 281,017.50 | | | | 281017.5 | \$750 * Projected P-2 ADA |
| Lottery | 194 | 194 | 194 | | 582 | Fundraite of \$194/ADA |
| Special Education - State | \$507 | | | | 507 | \$507/Current Year ADA |
| Other State (please provide breakdown): | | | | | 0 | -Mandate lock grant @ 15.90/ADA, one-time |
| 4. Other Local Revenues | | | | | | |
| Special Education (from SELPA) | *see sections for state and federal | | | | 0 | Local revenue based on field trips, donations, enrichment, after school. Increase based on new facility ability to accommodate additional students |
| Other Local (please provide breakdown): | 1,046,466 | | | | 1046466 | |
| | | | | | | |
| Other Sources: | | | | | 0 | |
| | K-3 | Grades 4-6 | Grades 7-8 | Grades 9-12 | TOTAL | |
| ENROLLMENT | 235 | 124 | 30 | | 389 | |
| AVERAGE DAILY ATTENDANCE | 226.02 | 119.72 | 28.95 | | 374.69 | |
| % Unduplicated pupil count (includes FRM, EL, Foster Students) | 49 | 26 | 6 | | 81.2621 | |

Page 1

Expenditure Assumptions Narrative

Yu Ming Charter School

CHARTER SCHOOL

2017/18 FISCAL YEAR

Please include a narrative discussion and reason for significant changes between the current and prior reporting categories, if applicable.

| |
|---|
| Salaries and Benefits |
| Increase in FTE to deal with increased school enrollment as well as increased amount of support required for new and/or returning students. Increases in STRS employer portion. Increases in afterschool staff to deal with increased after school population being served. |
| Books and Supplies |
| Increases in non-capitalized equipment due to expanding student population (i.e. tech items) and additional facility (i.e. student desks, tables, etc.) |
| Services and Other Operating Expenditures |
| Increase in rent costs due to the school serving students at both the Alcatraz site as well as the MLK site. |
| Capital Outlay |
| -No assumed capital expenditures |
| Other Outgo |
| -No assumed other outgo |
| Other Uses |
| -Other sources/uses utilized for contributions from Unrestricted & Restricted due to Special Education encroachment |

Personnel - Full Time Equivalents (FTE)

Yu Ming

CHARTER SCHOOL

2017-18 FISCAL YEAR

| | Adopted Budget 17/18 | First Interim 17/18 | Budget Projection 18/19 | Budget Projection 19/20 | Include a narrative discussion and reason for significant changes between the current and the prior or future reporting categories. |
|---|----------------------------|---------------------------|-------------------------------|-------------------------------|---|
| Certificated Non-Management | | | | | |
| Unrestricted: | 20 | 25.35 | 26.25 | 28.15 | |
| Restricted: | 1.51 | 2.9 | 3 | 3.1 | |
| Total: | 21.51 | 28.25 | 29.25 | 31.25 | |
| Classified Non-Management | | | | | |
| Unrestricted: | 6.65 | 8.5 | 8.4 | 8.8 | |
| Restricted: | 2.56 | 1 | 1.1 | 1.2 | |
| Total: | 9.21 | 9.5 | 9.5 | 10 | |
| Certificated Management/Supervisor | | | | | |
| Unrestricted: | 3.51 | 3.25 | 3.25 | 3.25 | |
| Restricted: | 0 | 0.75 | 0.75 | 0.75 | |
| Total: | 3.51 | 4 | 4 | 4 | |
| Classified Management/Supervisor | | | | | |
| Unrestricted: | 2.88 | 1 | 1 | 1 | |
| Restricted: | 0 | 0 | 0 | 0 | |
| Total: | 2.88 | 1 | 1 | 1 | |
| FTE TOTALS | 37.11 | 42.75 | 43.75 | 46.25 | |

Multi-Year Projections

Yu Ming

CHARTER SCHOOL

2017/18 FISCAL YEAR

| | Adopted Budget 17/18 | First Interim 17/18 | Budget Projection 18/19 | Budget Projection 19/20 | Include a narrative discussion and reason for significant changes between the current and prior and/or future reporting categories. |
|---|----------------------------|---------------------------|-------------------------------|-------------------------------|--|
| TOTAL ENROLLMENT: | | | | | |
| Average Daily Attendance (use prior year P-2) | | | | | |
| K-3 | 227.52 | 226.02 | 249.60 | 274.56 | -Assumes a 96% ADA Rate in 18-19 & 19-20 |
| Grades 4-6 | 121.92 | 119.72 | 134.40 | 134.40 | |
| Grades 7-8 | 24.96 | 28.95 | 48.00 | 61.44 | |
| Grades 9-12 | | | | | |
| Certificated Salary COLA Increase: % and Total \$ (if % varies, include total \$ only) | | | | | |
| Unrestricted: | 3% | 3% | 3.50% | 3.50% | |
| Restricted: | 3% | 3% | 3.50% | 3.50% | |
| Total: | 6% | 6% | 7% | 7% | |
| Classified Salary COLA Increase: % and Total \$ (if % varies, include total \$ only) | | | | | |
| Unrestricted: | 3% | 3% | 3.50% | 3.50% | |
| Restricted: | 3% | 3% | 3.50% | 3.50% | |
| Total: | 6% | 6% | 7% | 7% | |
| Other Certificated Salary Adjustments: total \$ (provide explanation) | | | | | |
| Unrestricted: | 3% | 3% | 3.50% | 3.50% | |
| Restricted: | 3% | 3% | 3.50% | 3.50% | |
| Total: | 6% | 6% | 7% | 7% | |
| Other Classified Salary Adjustments: total \$ (provide explanation) | | | | | |
| Unrestricted: | 3% | 3% | 3.50% | 3.50% | |
| Restricted: | 3% | 3% | 3.50% | 3.50% | |
| Total: | 6% | 6% | 7% | 7% | |
| Health and Welfare Benefits Increase: % and total \$ (provide explanation if approximate annual is employee/employer) | | | | | |
| Unrestricted: | 8% | 8% | 5% | 5% | |
| Restricted: | 8% | 8% | 5% | 5% | |
| Total: | 16% | 16% | 10% | 10% | |
| Are salary and benefit negotiations finalized? Y/N | | | | | |
| Are Health Benefits included in salary schedule? Y/N | N | Y | N | N | |
| | Y | Y | Y | Y | |

Multi-Year Projections

Yu Ming

CHARTER SCHOOL

2017/18 FISCAL YEAR

Include a narrative discussion of assumptions used in the current and two subsequent fiscal years including:

1. Source of Data: (Example: FCMAT LCFF Calculator, SSC dashboard, etc.)

FCMAT LCFF Calculator, SSC Dartboard, EDCOE SELPA Forecasts

2. Change and Cause: (Example: health benefit costs increased from an estimated 15% at budget adoption to 18% at first interim based on actual renewal rates from ABC group.)

Increases in salaries and H&W rates based on underlying increases in these costs along with rises in COLA.

3. Effect. (Example: resulting in a health benefit cost increase of \$3,000)

Increased portion of budget spent towards salaries and benefits.

Provide projected growth in average daily attendance, including details regarding the impact to cash flow, facilities, assets/liabilities, etc.

School anticipates growing in ADA per the ADA multi-year table above. The school's current facilities will accommodate this growth. Yu Ming plans to alleviate any cash-flow growth issues with a combination of the following: PENSEC, Line of Credit w/ First Republic Bank, Cash reserve

Provide detail of state, federal and local revenues by source for current and two subsequent fiscal years.

-State Revenues: LCFF State Aid, EPA Entitlement, Special Ed, School Facilities Funding (SB740), Mandate Cost Reimbursements, and State Lottery funds

-Federal Revenues: Special Ed

-Local Revenues: Food service sales, After school programs, enrichment revenue, field trips, fundraising, and donations

Identify current staffing levels/positions and provide projected growth for two subsequent fiscal years. Include justification for significant changes in staff and/or salaries that are not aligned with associated changes in ADA.

School anticipates adding teacher positions, aid, and office staff in future years to deal with school enrollment growth.

Identify all multiyear fiscal obligations, excluding salaries and benefits, for the next three years and identify the resources used to service those commitments.

Multi-year lease obligations (facilities). Yu Ming will utilize primary Charter School funding streams to satisfy these obligations.

Identify any potential or contingent liabilities that may affect the budget.

Not Applicable

If a significant percentage of ongoing expenditures are funded with one-time resources, explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following years.

Not Applicable

Alameda County Office of Education | Administrative Services
Charter Schools Office

LCAP Expenditures Worksheet

From your completed Local Control Accountability Plan, list the total of identified expenditures by Object Code. Expenditures need not be categorized by State Priority or by group/subgroup. The purpose of this listing is to assist in ensuring that your budget and LCAP FOR 2016-17 are generally consistent.

| EXPENDITURES | | Object Code | Current Year 2017-2018 |
|--------------|--|-------------|---------------------------|
| 1 | Certificated Salaries | | |
| | Certificated Teacher Salaries | 1100 | |
| | Certificated Pupil Support Salaries | 1200 | |
| | Certificated Supervisors' and Administrators' Salaries | 1300 | |
| | Other Certificated Services | 1900 | |
| | Total, Certificated Salaries | | |
| 2 | Non-certificated Salaries | | |
| | Non-certificated Instructional Aides Salaries | 2100 | |
| | Non-certificated Support Salaries | 2200 | |
| | Non-certificated Supervisors' and Administrators' Salaries | 2300 | |
| | Clerical and Office Salaries | 2400 | |
| | Other Non-certificated Salaries | 2900 | |
| | Total, Non-certificated Salaries | | |
| 3 | Employee Benefits | | |
| | STRS | 3101-3102 | |
| | PERS | 3201-3202 | |
| | OASDI/Medicare/Alternative | 3301-3302 | |
| | Health and Welfare Benefits | 3401-3402 | |
| | Unemployment Insurance | 3501-3502 | |
| | Workers' Compensation Insurance | 3601-3602 | |
| | OPEB, Allocated | 3701-3702 | |
| | OPEB, Active Employees | 3751-3752 | |
| | PERS Reduction (for revenue limit funded schools) | 3801-3802 | |
| | Other Employee Benefits | 3901-3902 | |
| | Total, Employee Benefits | | |
| 4 | Books and Supplies | | |
| | Approved Textbooks and Core Curricula Materials | 4100 | |
| | Books and Other Reference Materials | 4200 | |
| | Materials and Supplies | 4300 | |
| | Noncapitalized Equipment | 4400 | |
| | Food | 4700 | |
| | Total, Books and Supplies | | |
| 5 | Services and Other Operating Expenditures | | |
| | Subagreements for Services | 5100 | |
| | Travel and Conferences | 5200 | |
| | Dues and Membership | 5300 | |
| | Insurance | 5400 | |
| | Operations and Housekeeping Services | 5500 | |
| | Rentals, Leases, Repairs, and Noncap. Improvements | 5600 | |
| | Professional/Consulting Services & Operating Expenditures | 5800 | |
| | Communications | 5900 | |
| | Total, Services and Other Operating Expenditures | | |
| 6 | Capital Outlay (Objects 6100-6170, 6200-6500 - modified accrual basis) | | |

| EXPENDITURES | | Object Code | Current Year 2017-2018 |
|---|--|-------------|---------------------------|
| | Sites and Improvements of Sites | 6100-6170 | |
| | Buildings and Improvements of Buildings | 6200 | |
| | Books and Media for New or Major Expansion of School Libraries | 6300 | |
| | Equipment | 6400 | |
| | Equipment Replacement | 6500 | |
| | <i>Depreciation Expense (for full accrual basis only)</i> | 6900 | |
| | Total, Capital Outlay | | |
| 7 | Other Outgo | | |
| | Tuition to Other Schools | 7110-7143 | |
| | Transfers of Pass-through Revenues to Other LEAs | 7211-7213 | |
| | Transfers of Apportionments to Other LEAs - Spec. Ed. | 7221-7223SE | |
| | Transfers of Apportionments to Other LEAs - All Other | 7221-7223AO | |
| | All Other Transfers | 7281-7299 | |
| | Debt Service: Interest | 7438 | |
| | Debt Service: Principal | 7439 | |
| | Total, Other Outgo | | |
| TOTAL LCAP-IDENTIFIED EXPENDITURES | | | \$ - |

Yu Ming Charter School
Balance Sheet
As of 10/31/2017

| | <u>Current Year</u> |
|--|--------------------------|
| Assets | |
| Cash | |
| Cash in Bank - Operating | 601,846.92 |
| Investments | <u>0.00</u> |
| Total Cash | 601,846.92 |
| Accounts Receivable | |
| Due from Government Grantor | 20,798.02 |
| Other | <u>205.20</u> |
| Total Accounts Receivable | 21,003.22 |
| Due From Others | |
| | <u>0.00</u> |
| Total Due From Others | 0.00 |
| Prepaid Expenses | |
| | <u>363.87</u> |
| Total Prepaid Expenses | 363.87 |
| Deposits | |
| | <u>280,000.00</u> |
| Total Deposits | 280,000.00 |
| Net Fixed Assets | |
| Improvement of Sites | 14,420.00 |
| Accumulated Depreciation-Sites | (14,420.00) |
| Computer / Equipment | 10,800.00 |
| Accumulated Depreciation-Computer /Equipment | (10,800.00) |
| Total Net Fixed Assets | <u>0.00</u> |
| Total Assets | <u><u>903,214.01</u></u> |
| Liabilities | |
| Accounts Payable | |
| | <u>0.00</u> |
| Total Accounts Payable | 0.00 |
| Payroll Liabilities | |
| SDI Payable | 0.00 |
| Federal Taxes Withholding | 227.43 |
| State Tax Withholding | 1,086.81 |
| Salaries Payable | (220.65) |
| STRS Payable | 58.79 |
| OASDI Payable | 0.00 |
| Medicare Payable | 114.19 |
| SUI Payable | <u>0.00</u> |
| Total Payroll Liabilities | 1,266.57 |
| Due to Others | |
| Due to Grantor Government | 0.00 |
| Due to Other Agencies | <u>1,089.03</u> |
| Total Due to Others | <u>1,089.03</u> |
| Total Liabilities | <u><u>2,355.60</u></u> |
| Equity | |
| Net Income / (Loss) | |
| | (246,441.71) |
| Total Net Income / (Loss) | (246,441.71) |
| Total Equity | <u>(246,441.71)</u> |
| Beginning Fund Balance | |
| | <u>1,147,300.12</u> |
| Total Beginning Fund Balance | <u>1,147,300.12</u> |
| Total Liabilities & Equity | <u><u>903,214.01</u></u> |

Yu Ming Charter School
Income Statement
7/1/17-10/31/17

| | | |
|---------------------------------|--|-------------------------|
| Revenue | | |
| Principal Apportionments | | |
| 8011 | LCFF Revenue | 495,797 |
| 8012 | Education Protection Account | <u>104,558</u> |
| | Total Principal Apportionments | 600,355 |
| Other Federal Income | | |
| 8181 | Special Ed - IDEA | <u>0</u> |
| | Total Other Federal Income | 0 |
| Other State Income | | |
| 8550 | Mandate Block Grant | 0 |
| 8560 | State Lottery Revenue | (54) |
| 8590 | MENTAL HEALTH II & III | 0 |
| 8591 | SB740 | 0 |
| 8599 | All Other State Revenues | 151,172 |
| 8792 | Transfer of Apportionments - Sp Ed | <u>46,760</u> |
| | Total Other State Income | 197,879 |
| Other Income - Local | | |
| 8634 | Food Service Sales | 74 |
| 8690 | All Other Local Revenue | 169,872 |
| 8698 | Grants | 0 |
| 8699 | Fundraising | <u>190,340</u> |
| | Total Other Income - Local | <u>360,286</u> |
| | Total Revenue | <u>1,158,519</u> |
| Expense | | |
| Certificated Salaries | | |
| 1110 | Teachers' Salaries | 367,627 |
| 1170 | Teacher Salaries - Substitute | 3,300 |
| 1175 | Teachers' Salaries - Stipend/Extra Duty | 47,107 |
| 1200 | Certificated Pupil Support Salaries | 40,841 |
| 1300 | Certificated Supervisor and Administrator Salaries | <u>128,919</u> |
| | Total Certificated Salaries | 587,794 |
| Classified Salaries | | |
| 2100 | Instructional Aide Salaries | 24,695 |
| 2200 | Classified Support Salaries | 13,921 |
| 2300 | Classified Supervisor and Administrator Salaries | 24,717 |
| 2400 | Clerical/Technical/Office Staff Salaries | 31,398 |
| 2900 | Other Classified Salaries | <u>37,634</u> |
| | Total Classified Salaries | 132,365 |
| Employee Benefits | | |
| 3111 | STRS - State Teachers Retirement System | 77,512 |
| 3311 | Social Security (OASDI) | 9,321 |
| 3331 | Medicare | 10,291 |
| 3401 | Health & Welfare | 46,088 |
| 3501 | State Unemployment Insurance | 5,725 |
| 3601 | Workers Compensation | 19,759 |
| 3901 | 403b | 0 |
| | Total Employee Benefits | 168,697 |
| Supplies | | |
| 4110 | Approved Textbooks & Core Curriculum Materials | 8,455 |
| 4210 | Books and Other Reference Materials | 13,624 |
| 4310 | Student Materials | 32,105 |
| 4350 | Office Supplies | 7,556 |
| 4370 | Custodial Supplies | 2,390 |
| 4390 | Other Supplies | 19,490 |
| 4400 | Non Capitalized Equipment | 50,727 |
| 4700 | Food and Food Supplies | <u>2,637</u> |
| | Total Supplies | 136,984 |
| Operating Services | | |
| 5200 | Travel and Conferences | 6,344 |
| 5300 | Dues and Memberships | 386 |
| 5450 | General Insurance | 11,791 |
| 5500 | Operation and Housekeeping Services | 32,540 |
| 5610 | Building Rent | 144,486 |
| 5620 | Equipment Lease | 7,883 |
| 5630 | Vendor Repairs | 2,705 |
| 5812 | Field Trips/Pupil Transportation | 25,404 |
| 5820 | Legal / Audit Fees | 9,006 |
| 5830 | Advertisement / Recruitment | 1,446 |
| 5850 | Non Instructional Consultants | 32,890 |
| 5851 | Instructional Consultants | 5,330 |

Yu Ming Charter School
Income Statement
7/1/17-10/31/17

| | | |
|------|--|------------------|
| 5853 | ExED | 33,387 |
| 5860 | Non Instructional Software and Subscriptions | 4,505 |
| 5890 | Other Fees / Bank Charges /Credit Card Fees | 51,521 |
| 5896 | Special ED Fair Share (LAUSD) | 0 |
| 5897 | Fundraising Cost | 289 |
| 5900 | Communications | <u>9,208</u> |
| | Total Operating Services | <u>379,122</u> |
| | Total Expense | <u>1,404,961</u> |
| | Net Income | <u>(246,442)</u> |

1.1 Enrollment - Primary Status by Subgroup

| | | | | | |
|-----------------------|-----------|---------------------|-----------------|---------------------|----------------------|
| Academic Year: | 2017-2018 | LEA: | Yu Ming Charter | User ID: | exed.0124172 |
| View: | Snapshot | School Type: | ALL | Create Date: | 12/5/2017 9:01:02 PM |
| | | School: | ALL | Print Date: | 12/6/2017 6:09:47 AM |

| School Code | School Name | Primary Enrollments | Transitional Kindergarten (TK) | English Learners | Title III Eligible Immigrants | Gifted and Talented Education | Title I Part C Migrant | Special Education | Socio-Economically Disadvantaged |
|-------------------------------|---------------------------------|---------------------|--------------------------------|------------------|---|-------------------------------|------------------------|-------------------|----------------------------------|
| 0124172 | Yu Ming Charter | 387 | 0 | 24 | 17 | 0 | 0 | 24 | 53 |
| TOTAL-Selected Schools | | 387 | 0 | 24 | 17 | 0 | 0 | 24 | 53 |

| | | | | | |
|---------------|--|------------------------|-----|----------------|-----|
| Grade: | 01-First Grade,02-Second Grade,03-Third Grade,04-Fourth Grade,05-Fifth Grade,06-Sixth Grade,07-Seventh Grade,08-Eighth Grade,09-Ninth Grade,10-Tenth Grade,11-Eleventh Grade,12-Twelfth Grade,KN-Kindergarten,UE-Ungraded Elementary,US-Ungraded Secondary | Ethnicity/Race: | ALL | Gender: | ALL |
|---------------|--|------------------------|-----|----------------|-----|

This report is confidential and use is restricted to authorized individuals.

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The data on this report is filtered by the user selections that appear on the last page of this report.

**2017-2018 1st Interim
Cashflow Worksheet**

| Charter Name: Yu Ming Charter School | | Beginning | | | | | | | | | | | | | | | | | |
|--------------------------------------|--|-----------|---------|-----------|---------|---------|----------|-----------|---------|----------|----------|---------|----------|----------|-----------|----------|-----------|-----------|---|
| | Object | Balances | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June | Sub-total | Accruals | Total | Budget | |
| Estimates through Month of: October | | | | | | | | | | | | | | | | | | | |
| A | Beginning Cash | 9110 | 803,698 | 878,501 | 588,649 | 589,165 | 601,846 | 551,157 | 366,291 | 390,126 | 303,303 | 248,469 | 460,463 | 380,664 | 6,162,331 | | 6,162,331 | 554,310 | |
| B | Receipts | | | | | | | | | | | | | | | | | | |
| | LCFF/Revenue Limit Sources | | | | | | | | | | | | | | | | | | |
| | State Aid - Current Year | 8011 | 0 | 111,911 | 182,447 | 201,439 | 201,439 | 241,850 | 201,439 | 201,440 | 222,176 | 222,176 | 222,176 | 222,176 | 2,230,669 | 216,168 | 2,446,838 | 2,466,247 | |
| | Education Protection Account | 8012 | 0 | 0 | 0 | 104,558 | 0 | 0 | 104,558 | 0 | 0 | 147,241 | 0 | 0 | 356,357 | 117,622 | 473,979 | 453,336 | |
| | State Aid - Prior Year | 8019 | | | | | | | | | | | | | 0 | | 0 | | |
| | Tax Relief Subventions | 8020-8039 | | | | | | | | | | | | | 0 | | 0 | | |
| | County and District Taxes | 8040-8079 | | | | | | | | | | | | | 0 | | 0 | | |
| | In Lieu of Property Taxes | 8096 | | | | | | | | | | | | | 0 | | 0 | | |
| | Federal Revenue | 8100-8299 | | | | | | | | | 22,313 | | | 11,156 | 33,469 | 11,156 | 44,625 | 44,375 | |
| | Other State Revenue | 8300-8599 | 8,383 | 8,350 | 166,116 | 15,030 | 85,284 | (113,856) | 49,944 | 45,361 | 33,192 | 175,093 | 16,431 | 15,964 | 505,292 | 119,115 | 624,407 | 615,939 | |
| | Other Local Revenue | 8600-8799 | 97,554 | 80,957 | 149,865 | 31,909 | 85,773 | 85,773 | 85,773 | 85,773 | 85,773 | 85,773 | 85,773 | 85,773 | 1,046,466 | | 1,046,466 | 909,438 | |
| | Interfund Transfers In | 8910-8929 | | | | | | | | | | | | | 0 | | 0 | | |
| | All Other Financing Sources | 8930-8979 | | | | | | | | | | | | | 0 | | 0 | | |
| | Other Receipts/Non-Revenue | TRANS | | | | | | | | | | | | | 0 | | 0 | | |
| | Total Receipts | | 105,937 | 201,218 | 498,428 | 352,936 | 372,496 | 213,766 | 441,714 | 332,574 | 363,454 | 630,282 | 324,380 | 335,069 | 4,172,253 | 464,061 | 4,636,314 | 4,489,335 | |
| C | Disbursements | | | | | | | | | | | | | | | | | | |
| | Certificated Salaries | 1000-1999 | 32,230 | 154,905 | 206,178 | 194,480 | 191,177 | 191,177 | 191,177 | 191,177 | 191,177 | 191,177 | 191,177 | 191,177 | 2,117,212 | | 2,117,212 | 1,976,630 | |
| | Classified Salaries | 2000-2999 | 16,206 | 33,308 | 46,142 | 36,709 | 41,531 | 41,531 | 41,531 | 41,531 | 41,531 | 41,531 | 41,531 | 41,531 | 464,610 | | 464,610 | 508,952 | |
| | Employee Benefits | 3000-3999 | 15,662 | 41,360 | 61,090 | 50,586 | 51,624 | 46,318 | 46,318 | 46,318 | 46,318 | 46,318 | 46,318 | 47,747 | 545,974 | | 545,974 | 504,365 | |
| | Books & Supplies | 4000-4999 | 11,749 | 41,745 | 55,587 | 27,904 | 19,193 | 19,193 | 19,193 | 19,193 | 19,193 | 19,193 | 19,193 | 19,193 | 290,526 | | 290,526 | 202,175 | |
| | Services | 5000-5999 | 46,138 | 79,188 | 128,443 | 125,353 | 119,661 | 119,661 | 119,661 | 121,178 | 120,069 | 120,069 | 105,961 | 105,961 | 1,311,342 | | 1,311,342 | 1,235,468 | |
| | Capital Outlay | 6000-6599 | | | | | | | | | | | | | 0 | | 0 | | |
| | Other Outgo | 7000-7499 | | | | | | | | | | | | | 0 | | 0 | | |
| | Interfund Transfers Out | 7600-7629 | | | | | | | | | | | | | 0 | | 0 | | |
| | All Other Financing Uses | 7630-7699 | | | | | | | | | | | | | 0 | | 0 | | |
| | Other Disbursements/Non-Exp. | | | | | | | | | | | | | | 0 | | 0 | | |
| | Total Disbursements | | 121,984 | 350,505 | 497,439 | 435,033 | 423,185 | 417,879 | 417,879 | 419,397 | 418,288 | 418,288 | 404,179 | 405,608 | 4,729,664 | 0 | 4,729,664 | 4,427,590 | |
| D | Balance Sheet Items | | | | | | | | | | | | | | | | | | |
| | Assets and Deferred Outflows | | | | | | | | | | | | | | | | | | |
| | Accounts Receivable | 9200-9299 | 124,283 | 281,521 | 11,131 | (1,063) | 93,211 | 0 | 19,247 | | | | | | 404,048 | 464,062 | 404,048 | | |
| | Stores | 9320 | | | | | | | | | | | | | 0 | | 0 | | |
| | Prepaid Expenses | 9330 | 35,212 | 34,860 | | (13) | | | | | | | | | 34,848 | | 34,848 | | |
| | Other Current Assets | 9340 | 30,000 | (250,000) | | | | | | | | | | 50,000 | (200,000) | | (200,000) | | |
| | Deferred Outflows of Resources | 9490 | | | | | | | | | | | | | 0 | | 0 | | |
| | Liabilities and Deferred Inflows | | | | | | | | | | | | | | | | | | |
| | Accounts Payable | 9500-9599 | 87,538 | (24,470) | 151,697 | (603) | (1,567) | | | | | | | | 125,058 | | 125,058 | | |
| | Current Loans | 9640 | | | | | | | | | | | | | 0 | | 0 | | |
| | Unearned Revenues | 9650 | | | | | | | | | | | | | 0 | | 0 | | |
| | Deferred Inflows of Resources/Unearned | 9690 | | | | | | | | | | | | | 0 | | 0 | | |
| | Total Balance Sheet Items | | 90,850 | (140,566) | (473) | 94,778 | 0 | 19,247 | 0 | 0 | 0 | 0 | 0 | 50,000 | 113,837 | 464,062 | 577,899 | | |
| E | Net Increase/Decrease (B-C+D) | | 74,803 | (289,853) | 516 | 12,681 | (50,689) | (184,865) | 23,835 | (86,823) | (54,834) | 211,995 | (79,799) | (20,540) | (443,574) | 928,123 | | | |
| F | Ending Cash (A+E) | | 878,501 | 588,649 | 589,165 | 601,846 | 551,157 | 366,291 | 390,126 | 303,303 | 248,469 | 460,463 | 380,664 | 360,124 | 5,718,757 | | | | |
| G | Ending Cash plus Accruals | | | | | | | | | | | | | | | | | | 0 |

Yu Ming Charter School – List of Contracts

2017-18 First Interim

Hannah Acevedo
Tamara Teffeteller
Sly Park - SCOE
Nature Bridge
Playworks
PledgeStar
Therapy Works
Waste Management
WebMY.me Inc
Vincenti Lloyd
OpenWorks
Amity
Seneca Family of Agencies
ExED – Business Services
ExED – Calpads
Alcatraz Site Facility Lease
MLK Site Facility Lease
Herzog Site Facility Lease

| | |
|--|--|
| LCFF Calculator Universal Assumptions | |
| Yu Ming Charter (124172) - YU MING | |

| Summary of Funding | | 2016-17 | 2017-18 | 2018-19 | 2019-20 |
|--|-----------|------------------|---------------------|---------------------|---------------------|
| Target Components: | | | | | |
| Base Grant | | 2,437,375 | 2,717,484 | 3,205,056 | 3,573,759 |
| Grade Span Adjustment | | 150,842 | 169,063 | 190,694 | 214,706 |
| Supplemental Grant | | 107,360 | 120,600 | 149,346 | 176,164 |
| Concentration Grant | | - | - | - | - |
| Add-ons | | - | - | - | - |
| Total Target | | 2,695,577 | 3,007,147 | 3,545,096 | 3,964,629 |
| Transition Components: | | | | | |
| Target | \$ | 2,695,577 | \$ 3,007,147 | \$ 3,545,096 | \$ 3,964,629 |
| Funded Based on Target Formula <i>(based on prior)</i> | | FALSE | FALSE | FALSE | FALSE |
| Floor | | 2,492,862 | 2,855,184 | 3,367,566 | 3,742,526 |
| <i>Remaining Need after Gap (informational only)</i> | | <i>89,039</i> | <i>86,330</i> | <i>108,080</i> | <i>129,708</i> |
| Current Year Gap Funding | | 113,676 | 65,633 | 69,450 | 92,395 |
| Miscellaneous Adjustments | | - | - | - | - |
| Economic Recovery Target | | - | - | - | - |
| Additional State Aid | | - | - | - | - |
| Total Phase-In Entitlement | \$ | 2,606,538 | \$ 2,920,817 | \$ 3,437,016 | \$ 3,834,921 |

| Components of LCFF By Object Code | | 2016-17 | 2017-18 | 2018-19 | 2019-20 |
|--|-----------|------------------|---------------------|---------------------|---------------------|
| 8011 - State Aid | \$ | 2,168,819 | \$ 2,446,838 | \$ 2,890,540 | \$ 3,239,870 |
| 8011 - Fair Share | | - | - | - | - |
| 8311 & 8590 - Categoricals | | - | - | - | - |
| EPA (for LCFF Calculation purposes) | | 432,754 | 473,979 | 546,475 | 595,051 |
| <i>Local Revenue Sources:</i> | | | | | |
| 8021 to 8089 - Property Taxes | | - | - | - | - |
| 8096 - In-Lieu of Property Taxes | | 4,965 | - | - | - |
| <i>Property Taxes net of in-lieu</i> | | <i>-</i> | <i>-</i> | <i>-</i> | <i>-</i> |
| TOTAL FUNDING | \$ | 2,606,538 | \$ 2,920,817 | \$ 3,437,016 | \$ 3,834,921 |
| <i>Basic Aid Status</i> | | <i>\$ -</i> | <i>\$ -</i> | <i>\$ -</i> | <i>\$ -</i> |
| <i>Less: Excess Taxes</i> | \$ | - | \$ - | \$ - | \$ - |
| <i>Less: EPA in Excess to LCFF Funding</i> | \$ | - | \$ - | \$ - | \$ - |
| Total Phase-In Entitlement | \$ | 2,606,538 | \$ 2,920,817 | \$ 3,437,016 | \$ 3,834,921 |
| <i>8012 - EPA Receipts (for budget & cashflow)</i> | <i>\$</i> | <i>435,759</i> | <i>\$ 474,031</i> | <i>\$ 546,475</i> | <i>\$ 595,051</i> |

| LCFF Calculator Universal Assumptions | | | | |
|---|---------------------|---------------------|---------------------|---------------------|
| Yu Ming Charter (124172) - YU MING | | | | |
| Pupil Population | | | | |
| | 2016-17 | 2017-18 | 2018-19 | 2019-20 |
| Unduplicated Pupil Population | | | | |
| Agency Unduplicated Pupil Count | 76.00 | 83.00 | 104.00 | 122.00 |
| COE Unduplicated Pupil Count | - | - | - | - |
| Total Unduplicated pupil Count | 76.00 | 83.00 | 104.00 | 122.00 |
| Rolling %, Supplemental Grant | 20.7400% | 20.8900% | 21.9900% | 23.2500% |
| Rolling %, Concentration Grant | 20.7400% | 20.8900% | 0.0000% | 0.0000% |
| FUNDED ADA | | | | |
| Adjusted Base Grant ADA | <i>Current Year</i> | <i>Current Year</i> | <i>Current Year</i> | <i>Current Year</i> |
| Grades TK-3 | 204.67 | 226.02 | 249.60 | 274.56 |
| Grades 4-6 | 137.39 | 119.72 | 134.40 | 134.40 |
| Grades 7-8 | - | 28.95 | 48.00 | 61.44 |
| Grades 9-12 | - | - | - | - |
| Total Adjusted Base Grant ADA | 342.06 | 374.69 | 432.00 | 470.40 |
| Necessary Small School ADA | <i>Current year</i> | <i>Current year</i> | <i>Current year</i> | <i>Current year</i> |
| Grades TK-3 | - | - | - | - |
| Grades 4-6 | - | - | - | - |
| Grades 7-8 | - | - | - | - |
| Grades 9-12 | - | - | - | - |
| Total Necessary Small School ADA | - | - | - | - |
| Total Funded ADA | 342.06 | 374.69 | 432.00 | 470.40 |
| ACTUAL ADA (Current Year Only) | | | | |
| Grades TK-3 | 204.67 | 226.02 | 249.60 | 274.56 |
| Grades 4-6 | 137.39 | 119.72 | 134.40 | 134.40 |
| Grades 7-8 | - | 28.95 | 48.00 | 61.44 |
| Grades 9-12 | - | - | - | - |
| Total Actual ADA | 342.06 | 374.69 | 432.00 | 470.40 |
| <i>Funded Difference (Funded ADA less Actual ADA)</i> | - | - | - | - |
| Percentage to Increase or Improve Services | | | | |
| | 2016-17 | 2017-18 | 2018-19 | 2019-20 |
| Current year estimated supplemental and concentr \$ | 107,360 \$ | 120,600 \$ | 149,346 \$ | 176,164 |
| Current year Percentage to Increase or Improve Se | 4.30% | 4.31% | 4.54% | 4.81% |



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|--|
| Agenda Item | C.2. October Financial Report |
| Time Allotted | 15 Minutes |
| Background | At each board meeting, the latest financial statements are presented for review by the board. |
| Summary | This financial report includes actuals through October 2017, an updated forecast for the year, written variance analysis, monthly cash flow forecast. The dashboard presents the key information for board members, highlighting ADA, changes at the State level, and major variances in cash and forecast vs. budget. Matt Eisenberg from ExED will present the financial report. |
| Type | Discussion |
| Key Questions | <ol style="list-style-type: none">1) Given the projected net loss, are board members comfortable assuming this net loss is only for one year?2) What, if any, changes does the board want to make to school operations or other assumptions at this time? |

YU MING CHARTER SCHOOL - Financial Dashboard (October 2017)

Key Performance Indicators

ADA vs. Budget



Cash on Hand



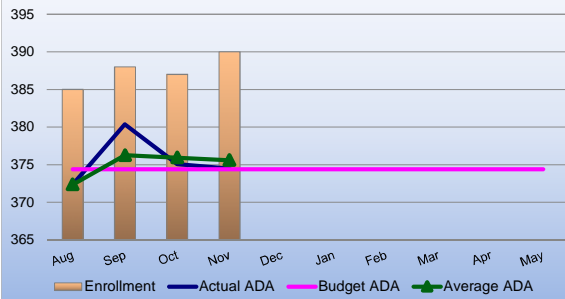
Net Income / (Loss)



Year End Cash



ADA & Enrollment



KEY POINTS

Per SSC:

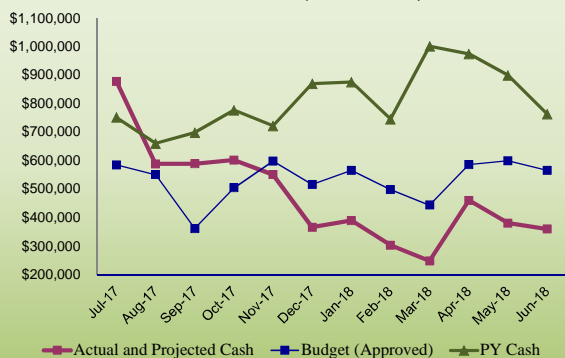
California State Controller Betty T. Yee released her monthly revenue report on Saturday, October 7, 2017, showing a continuation of strong revenue performance in California. While September revenue outpaced budget expectations more modestly than the prior two months, it still exceeded budget projections by \$50.9 million. Since the beginning of fiscal year 2017-18, revenues exceed estimates by \$583.4 million.

Personal Income Tax (PIT) revenues remain a key source of California's robust earnings, with year-to-date PIT receipts \$216.2 million over projections. Similarly, sales tax receipts are outperforming the budget by \$150.3 million while corporate tax revenue exceeds expectations by \$222 million, bringing year-to-date revenues from the "Big Three" taxes to \$588.5 million above budget projections.

| ADA Analysis | | | | | | LCFF S&C Grant Factors | | | Revenue & Expenses per ADA | | |
|--------------|------------------------|---------------|-------------|----------------|---------------|--------------------------|--------|----------|----------------------------|--------|----------|
| Category | Actual through Month 4 | Forecasted P2 | Budgeted P2 | Better/(Worse) | Prior Year P2 | Category | Budget | Forecast | Category | Budget | Forecast |
| Enrollment | 390 | 389 | 390 | (1) | 342 | Unduplicated Pupil Count | 83 | 83 | Revenue | 11,991 | 12,374 |
| ADA % | 96.3% | 96.2% | 96.0% | 0.2% | 95.8% | 3-Year Average % | 20.9% | 20.9% | Rev. w/o Fundraising | 10,615 | 11,002 |
| Average ADA | 375.61 | 374.69 | 374.40 | 0.29 | 342.06 | District UPP | 77.6% | 77.6% | Expense | 11,826 | 12,623 |

| INCOME STATEMENT | FY 17-18 YTD | | | FY 17-18 Forecast | | | | | FY 16-17 Actual | |
|------------------------|------------------|------------------|------------------|-------------------|------------|------------------|------------|------------------|------------------|------------|
| | Actual YTD | Budget YTD | Variance B/(W) | Total Forecast | % of Total | Total Budget | % of Total | Variance B/(W) | 16-17 | % of Total |
| LCFF | 600,355 | 594,276 | 6,079 | 2,920,816 | 63% | 2,919,583 | 65% | 1,233 | 2,633,511 | 62% |
| Federal Revenue | 0 | 0 | 0 | 44,625 | 1% | 44,375 | 1% | 250 | 39,116 | 1% |
| State Revenue | 197,879 | 43,500 | 154,379 | 624,407 | 13% | 615,939 | 14% | 8,468 | 503,831 | 12% |
| Other Local Revenue | 169,946 | 78,888 | 91,058 | 532,466 | 11% | 394,437 | 9% | 138,029 | 391,892 | 9% |
| Grants/Fundraising | 190,340 | 103,000 | 87,340 | 514,000 | 11% | 515,000 | 11% | (1,000) | 660,295 | 16% |
| TOTAL REVENUE | 1,158,519 | 819,664 | 338,855 | 4,636,314 | | 4,489,334 | | 146,980 | 4,228,644 | |
| Certificated Salaries | 587,794 | 561,757 | (26,037) | 2,117,212 | 45% | 1,976,631 | 45% | (140,581) | 1,566,242 | 40% |
| Classified Salaries | 132,365 | 149,002 | 16,637 | 464,610 | 10% | 508,952 | 11% | 44,342 | 574,669 | 15% |
| Benefits | 168,697 | 173,461 | 4,764 | 545,974 | 12% | 504,365 | 11% | (41,609) | 419,527 | 11% |
| Student Supplies | 136,984 | 67,392 | (69,592) | 290,526 | 6% | 227,218 | 5% | (63,308) | 380,712 | 10% |
| Operating Expenses | 379,122 | 322,103 | (57,019) | 1,311,342 | 28% | 1,210,423 | 27% | (100,919) | 990,806 | 25% |
| Other | 0 | 0 | 0 | 0 | 0% | 0 | 0% | 0 | 0 | 0% |
| TOTAL EXPENSES | 1,404,961 | 1,273,715 | (131,246) | 4,729,664 | | 4,427,589 | | (302,075) | 3,931,955 | |
| INCOME / (LOSS) | (246,442) | (454,051) | 207,609 | (93,349) | | 61,745 | | (155,094) | 296,690 | |

Cash Balance (in \$1,000's)



Y/E Cash Balance

| Projected | Budget | Variance |
|-----------|---------|-----------|
| 360,125 | 566,362 | (206,237) |

| Balance Sheet | 6/30/2017 | 9/30/2017 | 10/31/2017 | 6/30/2018 Forecast | Notes |
|---------------------------------------|------------------|----------------|----------------|--------------------|-------------------|
| Assets | | | | | |
| Cash | 763,823 | 589,166 | 601,847 | 360,125 | |
| Accounts Receivable | 405,804 | 112,259 | 21,003 | 465,817 | |
| Due From Others | 0 | 1,955 | 0 | 0 | |
| Other Assets | 65,212 | 280,364 | 280,364 | 230,364 | |
| Net Fixed Assets | 0 | 0 | 0 | 0 | |
| Total Assets | 1,234,838 | 983,744 | 903,214 | 1,056,306 | |
| Liabilities | | | | | |
| A/P & Payroll | 87,538 | 789 | 1,267 | 1,267 | |
| Due to Others | 0 | 0 | 1,089 | 1,089 | |
| Deferred Revenue | 0 | 0 | 0 | 0 | |
| Total Debt | 0 | 0 | 0 | 0 | |
| Total Liabilities | 87,538 | 789 | 2,356 | 2,356 | |
| Equity | | | | | |
| Beginning Fund Bal. | 850,610 | 1,147,300 | 1,147,300 | 1,147,300 | |
| Net Income/(Loss) | 296,690 | (164,345) | (246,442) | (93,349) | |
| Total Equity | 1,147,300 | 982,955 | 900,858 | 1,053,951 | |
| Total Liabilities & Equity | 1,234,838 | 983,744 | 903,214 | 1,056,306 | |
| Available Line of Credit | \$250K | \$250K | \$250K | \$250K | |
| Days Cash on Hand | | | 46 | 28 | > 45 days is good |
| Cash Reserve % | 19% | | 13% | 8% | |

Yu Ming Charter School Financial Analysis October 2017

Net Income

Yu Ming Charter School is forecasted to have a net income of \$-93,349 in FY 17-18. A net income variance of \$-155,094 compared to the net income in the board approved budget, \$61,745.

Balance Sheet

As of October 2017, the school's cash balance was \$601,847. Forecasted cash at 6/30/2018 is \$360,125.

As of October 2017, the Accounts Payable balance totaled \$1,267 and the school does not have any debt.

Income Statement

Revenue

Total revenue for 17-18 is forecasted to be \$4,636,314, which is \$146,980 or 3% over budgeted revenue of \$4,489,334.

- Other State Revenues are forecasted to be \$8,468 over budget primarily due to increases in SB740 revenues. Although legislation was passed to increase the SB 740 funding rate to \$1,117/ADA the program has become over-subscribed. Currently we are forecasting based on the original per ADA rate of \$750
- All other local revenue is forecasted to be \$138,029 over budget primarily due to the school expanding the after school program capacity and the school being eligible to receive funding from the OUSD Bonds.

Expenses

Total expenses for 17-18 are forecasted to be \$4,729,664, which is \$302,075 or 7% over budgeted expenditures of \$4,427,589.

- Personnel expenses are forecasted to be \$138,118 over budget due to increased hires as well as an undercalculation in the budget of STRS expenses
- Non-capitalized equipment is forecasted to be \$40,000 over budget due to the schools growth as well as equipment/furniture expenses planned to be captured against the 16-17 budget that were expensed in 17-18.
- Food service expenses are forecasted to be \$23,000 over budget based on increases from the food vendor
- Rent is forecasted to be \$103,020 over budget based on the increase in rent from the new facility, which includes base rent as well as 50k increase per year from the facility improvement costs (250K) being spread out over the life of the lease (5 years)

This report will discuss revenue and expenditure variances from the Board-approved budget that are above \$20,000 and 10%.

Average Daily Attendance

Budgeted ADA for 17-18 was 374.40 based on an enrollment of 390 and a 96.0% ADA rate. P2 ADA is forecasted to be 374.69 based on a forecasted enrollment of 389.

- Month 1 ADA: 372.35 (95.7%)
- Month 2 ADA: 380.37 (96.2%)
- Month 3 ADA: 375.07 (96.9%)
- Month 4 ADA: 374.47 (96.5%)

Cash Reserve Supplemental Information:

| ADJUSTED CASH RESERVE | | |
|--|----------------|-----|
| CASH - 6/30/18 | 360,125 | |
| RECEIVABLES TO BE COLLECTED IN JULY 2018 | 333,790 | |
| ADJUSTED CASH RESERVE | 693,915 | 15% |

This report will discuss revenue and expenditure variances from the Board-approved budget that are above \$20,000 and 10%.

Yu Ming Charter School
Income Statement
From 10/1/2017 to 10/31/2017

| | | Current Period | YTD | Total Budget - |
|--------------------------|--|----------------|---------|----------------|
| | | Actual | Actual | Original |
| Revenue | | | | |
| Principal Apportionments | | | | |
| 8011 | LCFF Revenue | 201,439 | 495,797 | 2,466,247 |
| 8012 | Education Protection Account | 104,558 | 104,558 | 453,336 |
| | Total Principal Apportionments | 305,997 | 600,355 | 2,919,583 |
| Other Federal Income | | | | |
| 8181 | Special Ed - IDEA | 0 | 0 | 44,375 |
| | Total Other Federal Income | 0 | 0 | 44,375 |
| Other State Income | | | | |
| 8550 | Mandate Block Grant | 0 | 0 | 4,861 |
| 8560 | State Lottery Revenue | 0 | (54) | 71,865 |
| 8590 | MENTAL HEALTH II & III | 0 | 0 | 25,000 |
| 8591 | SB740 | 0 | 0 | 273,883 |
| 8599 | All Other State Revenues | 0 | 151,172 | 47,888 |
| 8792 | Transfer of Apportionments - Sp Ed | 15,030 | 46,760 | 192,442 |
| | Total Other State Income | 15,030 | 197,879 | 615,939 |
| Other Income - Local | | | | |
| 8634 | Food Service Sales | 74 | 74 | 82,400 |
| 8690 | All Other Local Revenue | 11,416 | 169,872 | 312,037 |
| 8698 | Grants | 0 | 0 | 125,000 |
| 8699 | Fundraising | 20,419 | 190,340 | 390,000 |
| | Total Other Income - Local | 31,909 | 360,286 | 909,437 |
| | Total Revenue | 352,936 | ##### | 4,489,334 |
| Expense | | | | |
| Certificated Salaries | | | | |
| 1110 | Teachers' Salaries | 133,297 | 367,627 | 1,580,618 |
| 1170 | Teacher Salaries - Substitute | 2,250 | 3,300 | 12,618 |
| 1175 | Teachers' Salaries - Stipend/Extra Duty | 13,089 | 47,107 | 0 |
| 1200 | Certificated Pupil Support Salaries | 13,614 | 40,841 | 0 |
| 1300 | Certificated Supervisor and Administrator Salaries | 32,230 | 128,919 | 383,395 |
| | Total Certificated Salaries | 194,480 | 587,794 | 1,976,631 |
| Classified Salaries | | | | |
| 2100 | Instructional Aide Salaries | 6,602 | 24,695 | 223,547 |
| 2200 | Classified Support Salaries | 3,033 | 13,921 | 48,072 |
| 2300 | Classified Supervisor and Administrator Salaries | 5,579 | 24,717 | 151,690 |
| 2400 | Clerical/Technical/Office Staff Salaries | 8,617 | 31,398 | 0 |
| 2900 | Other Classified Salaries | 12,878 | 37,634 | 85,643 |
| | Total Classified Salaries | 36,709 | 132,365 | 508,952 |
| Employee Benefits | | | | |
| 3111 | STRS - State Teachers Retirement System | 23,857 | 77,512 | 226,279 |
| 3311 | Social Security (OASDI) | 2,616 | 9,321 | 92,384 |
| 3331 | Medicare | 3,243 | 10,291 | 0 |
| 3401 | Health & Welfare | 15,289 | 46,088 | 132,268 |
| 3501 | State Unemployment Insurance | 856 | 5,725 | 21,420 |
| 3601 | Workers Compensation | 4,725 | 19,759 | 32,014 |
| 3901 | 403b | 0 | 0 | 0 |
| | Total Employee Benefits | 50,586 | 168,697 | 504,365 |
| Supplies | | | | |
| 4110 | Approved Textbooks & Core Curriculum Materials | (3,674) | 8,455 | 40,000 |
| 4210 | Books and Other Reference Materials | 2,352 | 13,624 | 0 |

Yu Ming Charter School
Income Statement
From 10/1/2017 to 10/31/2017

| | | Current Period | YTD | Total Budget - |
|------|--|----------------|----------------|------------------|
| | | Actual | Actual | Original |
| 4310 | Student Materials | 3,102 | 32,105 | 49,853 |
| 4350 | Office Supplies | 3,012 | 7,556 | 20,632 |
| 4370 | Custodial Supplies | 1,084 | 2,390 | 3,183 |
| 4390 | Other Supplies | 9,189 | 19,490 | 25,465 |
| 4400 | Non Capitalized Equipment | 10,203 | 50,727 | 11,085 |
| 4700 | Food and Food Supplies | <u>2,637</u> | <u>2,637</u> | <u>77,000</u> |
| | Total Supplies | 27,904 | 136,984 | 227,218 |
| | Operating Services | | | |
| 5200 | Travel and Conferences | 730 | 6,344 | 9,270 |
| 5300 | Dues and Memberships | 278 | 386 | 4,262 |
| 5450 | General Insurance | 5,068 | 11,791 | 24,102 |
| 5500 | Operation and Housekeeping Services | 6,822 | 32,540 | 120,794 |
| 5610 | Building Rent | 31,054 | 144,486 | 371,357 |
| 5620 | Equipment Lease | 1,797 | 7,883 | 26,571 |
| 5630 | Vendor Repairs | 0 | 2,705 | 11,690 |
| 5812 | Field Trips/Pupil Transportation | 13,524 | 25,404 | 31,000 |
| 5820 | Legal / Audit Fees | 5,284 | 9,006 | 45,320 |
| 5830 | Advertisement / Recruitment | 0 | 1,446 | 10,676 |
| 5850 | Non Instructional Consultants | 5,195 | 32,890 | 107,414 |
| 5851 | Instructional Consultants | 0 | 5,330 | 161,806 |
| 5853 | ExED | 8,347 | 33,387 | 102,860 |
| 5860 | Non Instructional Software and Subscriptions | 39 | 4,505 | 11,845 |
| 5890 | Other Fees / Bank Charges /Credit Card Fees | 42,866 | 51,521 | 96,270 |
| 5896 | Special ED Fair Share (LAUSD) | 0 | 0 | 8,757 |
| 5897 | Fundraising Cost | 169 | 289 | 36,359 |
| 5900 | Communications | <u>4,182</u> | <u>9,208</u> | <u>30,070</u> |
| | Total Operating Services | <u>125,353</u> | <u>379,122</u> | <u>1,210,423</u> |
| | Total Expense | <u>435,033</u> | ##### | <u>4,427,589</u> |
| | Net Income | (82,097) | (246,442) | <u>61,745</u> |

| | 2017-18 Budget | Actuals as of 10/31/2017 | | | | | | | | | | | | | FORECAST | | Budget Variance | |
|--|-------------------|--------------------------|------------------|------------------|------------------|---------|-----------|---------|---------|---------|---------|---------|---------|---------|-----------------|--|------------------|--------------------|
| | | ACTUAL Jul-17 | ACTUAL Aug-17 | ACTUAL Sep-17 | ACTUAL Oct-17 | Nov-17 | Dec-17 | Jan-18 | Feb-18 | Mar-18 | Apr-18 | May-18 | Jun-18 | Accrual | Jul-17 - Jun-18 | | Better / (Worse) | % Better / (Worse) |
| Enrollment | | | | | | | | | | | | | | | 389 | | | |
| Unduplicated Count of Low Income, EL, Foster Youth | | | | | | | | | | | | | | | 83 | | | |
| ADA | | | | | | | | | | | | | | | 374.69 | | | |
| Income | | | | | | | | | | | | | | | | | | |
| 8011-8096 - Local Control Funding Formula Revenue | | - | - | - | - | | | | | | | | | | | | | |
| 8011 Local Control Funding Formula | 2,466,247 | - | 111,911 | 182,447 | 201,439 | 201,439 | 241,850 | 201,439 | 201,440 | 222,176 | 222,176 | 222,176 | 222,176 | 216,168 | 2,446,838 | | (19,409) | -1% |
| 8012 Education Protection Account | 453,336 | - | - | - | 104,558 | - | - | 104,558 | - | - | 147,241 | - | - | 117,622 | 473,979 | | 20,643 | 5% |
| 8096 In Lieu of Property Taxes | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | - | |
| Total 8011-8096 - Local Control Funding Formula Revenue | 2,919,583 | - | 111,911 | 182,447 | 305,997 | 201,439 | 241,850 | 305,997 | 201,440 | 222,176 | 369,417 | 222,176 | 222,176 | 333,790 | 2,920,816 | | 1,233 | 0% |
| 8100-8299 - Other Federal Income | | | | | | | | | | | | | | | | | | |
| 8181 Federal Special Education (IDEA) | 44,375 | - | - | - | - | - | - | - | - | 22,313 | - | - | 11,156 | 11,156 | 44,625 | | 250 | 1% |
| Total 8100-8299 - Other Federal Income | 44,375 | - | - | - | - | - | - | - | - | 22,313 | - | - | 11,156 | 11,156 | 44,625 | | 250 | 1% |
| 8300-8599 - Other State Income | | | | | | | | | | | | | | | | | | |
| 8792 Transfers of Apportionments - Special Ed | 192,442 | 8,350 | 8,350 | 15,030 | 15,030 | 15,030 | 15,030 | 15,030 | 32,861 | 16,431 | 16,431 | 16,431 | 15,964 | - | 189,968 | | (2,474) | -1% |
| 8312 Supplemental Hourly Programs | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | - | |
| 8434 Class Size Reduction - Grades K-3 | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | - | |
| 8520 Child Nutrition - State | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | - | |
| 8550 Mandate Block Grant | 4,861 | - | - | - | - | - | 22,200 | 16,761 | - | 16,761 | - | - | - | - | 55,722 | | 50,861 | 1046% |
| 8560 State Lottery Revenue | 71,865 | (54) | - | - | - | - | - | 18,154 | - | - | - | 18,154 | - | 36,361 | 72,614 | | 749 | 1% |
| 8590 State Mental Health Revenue | 25,000 | - | - | - | - | - | - | - | 12,500 | - | - | - | - | 12,500 | 25,000 | | - | |
| 8591 SB740 | 273,883 | - | - | - | - | 70,254 | - | - | - | - | 140,509 | - | - | 70,254 | 281,018 | | 7,135 | 3% |
| 8593 Art and Music Block Grant | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | - | |
| 8595 Secondary School Counselor | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | - | |
| 8599 All Other State Revenues | 47,888 | 86 | - | 151,086 | - | - | (151,086) | - | - | - | - | - | - | - | 86 | | (47,802) | -100% |
| Total 8300-8599 - Other State Income | 615,939 | 8,383 | 8,350 | 166,116 | 15,030 | 85,284 | (113,856) | 49,944 | 45,361 | 33,192 | 175,093 | 16,431 | 15,964 | 119,115 | 624,407 | | 8,468 | 1% |
| 8600-8799 - Other Income-Local | | | | | | | | | | | | | | | | | | |
| 8634 Food Service Sales | 82,400 | - | - | - | 74 | 10,291 | 10,291 | 10,291 | 10,291 | 10,291 | 10,291 | 10,291 | 10,291 | - | 82,400 | | - | |
| 8690 All Other Local Revenue | 312,037 | 97,398 | 48,588 | 12,471 | 11,416 | 35,024 | 35,024 | 35,024 | 35,024 | 35,024 | 35,024 | 35,024 | 35,024 | - | 450,066 | | 138,029 | 44% |
| 8698 Grants | 125,000 | - | - | - | - | 15,625 | 15,625 | 15,625 | 15,625 | 15,625 | 15,625 | 15,625 | 15,625 | - | 125,000 | | - | |
| 8699 Fundraising | 390,000 | 157 | 32,370 | 137,394 | 20,419 | 24,832 | 24,832 | 24,832 | 24,832 | 24,832 | 24,832 | 24,832 | 24,832 | - | 389,000 | | (1,000) | 0% |
| Total 8600-8799 - Other Income-Local | 909,437 | 97,554 | 80,957 | 149,865 | 31,909 | 85,772 | 85,772 | 85,772 | 85,772 | 85,772 | 85,772 | 85,772 | 85,772 | - | 1,046,466 | | 137,029 | 15% |
| TOTAL INCOME | 4,489,334 | 105,937 | 201,218 | 498,428 | 352,936 | 372,496 | 213,766 | 441,714 | 332,574 | 363,453 | 630,282 | 324,379 | 335,069 | 464,062 | 4,636,314 | | 146,980 | 3% |
| Expense | | | | | | | | | | | | | | | | | | |
| 1000 - Certificated Salaries | | | | | | | | | | | | | | | | | | |
| 1110 Teachers' Salaries | 1,580,618 | - | 104,959 | 129,371 | 133,297 | 135,770 | 135,770 | 135,770 | 135,770 | 135,770 | 135,770 | 135,770 | 135,770 | - | 1,453,788 | | 126,830 | -8% |
| 1170 Teacher Salaries - Substitute | 12,618 | - | - | 1,050 | 2,250 | 975 | 975 | 975 | 975 | 975 | 975 | 975 | 975 | - | 11,100 | | 1,518 | -12% |
| 1175 Teachers' Salaries - Stipend/Extra Duty | | - | 13,376 | 20,641 | 13,089 | 6,062 | 6,062 | 6,062 | 6,062 | 6,062 | 6,062 | 6,062 | 6,062 | - | 95,600 | | - | |
| 1200 Certificated Pupil Support Salaries | | - | 4,340 | 22,886 | 13,614 | 15,934 | 15,934 | 15,934 | 15,934 | 15,934 | 15,934 | 15,934 | 15,934 | - | 168,316 | | - | |
| 1300 Certificated Supervisor and Administrator Salaries | 383,395 | 32,230 | 32,230 | 32,230 | 32,230 | 32,436 | 32,436 | 32,436 | 32,436 | 32,436 | 32,436 | 32,436 | 32,436 | - | 388,408 | | (5,013) | 1% |
| Total 1000 - Certificated Salaries | 1,976,631 | 32,230 | 154,905 | 206,178 | 194,480 | 191,177 | 191,177 | 191,177 | 191,177 | 191,177 | 191,177 | 191,177 | 191,177 | - | 2,117,212 | | (140,581) | 7% |
| 2000 - Classified Salaries | | | | | | | | | | | | | | | | | | |
| 2100 Instructional Aide Salaries | 223,547 | - | 7,277 | 10,815 | 6,602 | 6,304 | 6,304 | 6,304 | 6,304 | 6,304 | 6,304 | 6,304 | 6,304 | - | 75,128 | | 148,420 | -66% |
| 2200 Classified Support Salaries (Maintenance, Food) | 48,072 | 3,248 | 3,040 | 4,601 | 3,033 | 6,068 | 6,068 | 6,068 | 6,068 | 6,068 | 6,068 | 6,068 | 6,068 | - | 62,467 | | (14,395) | 30% |
| 2300 Classified Supervisor and Administrator Salaries | 151,690 | 7,979 | 5,579 | 5,579 | 5,579 | 5,485 | 5,485 | 5,485 | 5,485 | 5,485 | 5,485 | 5,485 | 5,485 | - | 68,600 | | 83,090 | -55% |
| 2400 Clerical/Technical/Office Staff Salaries | | 4,978 | 8,916 | 8,887 | 8,617 | 8,927 | 8,927 | 8,927 | 8,927 | 8,927 | 8,927 | 8,927 | 8,927 | - | 102,815 | | - | |
| 2900 Other Classified Salaries (Supervision, After School) | 85,643 | - | 8,496 | 16,260 | 12,878 | 14,746 | 14,746 | 14,746 | 14,746 | 14,746 | 14,746 | 14,746 | 14,746 | - | 155,601 | | (69,958) | 82% |
| Total 2000 - Classified Salaries | 508,952 | 16,206 | 33,308 | 46,142 | 36,709 | 41,531 | 41,531 | 41,531 | 41,531 | 41,531 | 41,531 | 41,531 | 41,531 | - | 464,610 | | 44,342 | -9% |
| 3000 - Employee Benefits | | | | | | | | | | | | | | | | | | |
| 3111 STRS - State Teachers Retirement System | 226,279 | 5,787 | 21,981 | 25,886 | 23,857 | 27,587 | 27,587 | 27,587 | 27,587 | 27,587 | 27,587 | 27,587 | 27,587 | - | 298,207 | | (71,928) | 32% |
| 3311 OASDI - Social Security | 92,384 | 1,033 | 2,093 | 3,579 | 2,616 | 2,575 | 2,575 | 2,575 | 2,575 | 2,575 | 2,575 | 2,575 | 2,575 | - | 29,921 | | 62,463 | -68% |
| 3331 MED - Medicare | | 825 | 2,651 | 3,573 | 3,243 | 3,374 | 3,374 | 3,374 | 3,374 | 3,374 | 3,374 | 3,374 | 3,374 | - | 37,285 | | - | |
| 3401 H&W - Health & Welfare | 132,268 | 3,068 | 12,197 | 15,535 | 15,289 | 14,507 | 9,201 | 9,201 | 9,201 | 9,201 | 9,201 | 9,201 | 9,201 | - | 125,000 | | 7,268 | -5% |
| 3501 SUI - State Unemployment Insurance | 21,420 | 224 | 2,438 | 2,207 | 856 | 2,006 | 2,006 | 2,006 | 2,006 | 2,006 | 2,006 | 2,006 | 2,489 | - | 22,255 | | (835) | 4% |
| 3601 Workers' Compensation | 32,014 | 4,725 | - | 10,309 | 4,725 | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 2,521 | - | 33,306 | | (1,292) | 4% |
| Total 3000 - Employee Benefits | 504,365 | 15,662 | 41,360 | 61,090 | 50,586 | 51,624 | 46,318 | 46,318 | 46,318 | 46,318 | 46,318 | 46,318 | 47,747 | - | 545,974 | | (41,609) | 8% |
| 4000 - Supplies | | | | | | | | | | | | | | | | | | |
| 4110 Approved Textbooks and Core Curriculum Materials | 40,000 | - | 12,129 | - | (3,674) | 2,068 | 2,068 | 2,068 | 2,068 | 2,068 | 2,068 | 2,068 | 2,068 | - | 25,000 | | 15,000 | -38% |
| 4210 Books and Other Reference Materials | | - | - | 11,273 | 2,352 | 172 | 172 | 172 | 172 | 172 | 172 | 172 | 172 | - | 15,000 | | - | |
| 4310 Student Materials | 49,853 | 11,680 | 6,080 | 11,242 | 3,102 | 2,224 | 2,224 | 2,224 | 2,224 | 2,224 | 2,224 | 2,224 | 2,224 | - | 49,900 | | (47) | 0% |
| 4350 Office Supplies | 20,632 | 69 | 303 | 4,172 | 3,012 | 1,650 | 1,650 | 1,650 | 1,650 | 1,650 | 1,650 | 1,650 | 1,650 | - | 20,757 | | (125) | 1% |
| 4370 Custodial Supplies | 3,183 | - | - | 1,306 | 1,084 | 99 | 99 | 99 | 99 | 99 | 99 | 99 | 99 | - | 3,180 | | 3 | 0% |
| 4390 Other Supplies | 25,465 | - | 2,726 | 7,574 | 9,189 | 764 | 764 | 764 | 764 | 764 | 764 | 764 | 764 | - | 25,604 | | (139) | 1% |
| 4400 Non Capitalized Equipment | 11,085 | - | 20,506 | 20,018 | 10,203 | 45 | 45 | 45 | 45 | 45 | 45 | 45 | 45 | - | 51,085 | | (40,000) | 361% |
| 4700 Food and Food Supplies | 77,000 | - | - | - | 2,637 | 12,170 | 12,170 | 12,170 | 12,170 | 12,170 | 12,170 | 12,170 | 12,170 | - | 100,000 | | (23,000) | 30% |
| Total 4000 - Supplies | 227,218 | 11,749 | 41,745 | 55,587 | 27,904 | 19,193 | 19,193 | 19,193 | 19,193 | 19,193 | 19,193 | 19,193 | 19,193 | - | 290,526 | | (63,308) | 28% |
| 5000 - Operating Services | | | | | | | | | | | | | | | | | | |
| 5200 Travel and Conferences | 9,270 | - | 3,583 | 2,031 | 730 | 366 | 366 | 366 | 366 | 366 | 366 | 366 | 366 | - | 9,270 | | - | |
| 5300 Dues and Memberships | 4,262 | - | 108 | - | 278 | 487 | 487 | 487 | 487 | 487 | 487 | 487 | 487 | - | 4,279 | | (17) | 0% |
| 5450 General Insurance | 24,102 | 5,042 | - | 1,681 | 5,068 | 5,068 | 5,068 | 5,068 | 5,068 | 5,068 | 5,068 | (9,040) | (9,040) | - | 24,118 | | (16) | 0% |
| 5500 Operation and Housekeeping Services | 120,794 | 4,969 | 6,939 | 13,810 | 6,822 | 11,032 | 11,032 | 11,032 | 11,032 | 11,032 | 11,032 | 11,032 | 11,032 | - | 120,794 | | 0 | 0% |
| 5610 Rent - Facilities / Buildings / Space | 371,357 | 13,555 | 37,769 | 62,108 | 31,054 | 41,236 | 41,236 | 41,236 | 41,236 | 41,236 | 41,236 | 41,236 | 41,236 | - | 474,377 | | (103,020) | 28% |
| 5620 Equipment Lease | 26,571 | 2,145 | 3,942 | - | 1,797 | 2,140 | 2,140 | 2,140 | 2,140 | 2,140 | 2,140 | 2,140 | 2,140 | - | 25,000 | | 1,571 | -6% |

| | 2017-18 Budget | Actuals as of 10/31/2017 | | | | | | | | | | | | FORECAST | Budget Variance | | |
|---|-------------------|--------------------------|------------------|------------------|------------------|----------|-----------|---------|----------|----------|---------|----------|----------|-----------|-----------------|------------------|--------------------|
| | | ACTUAL Jul-17 | ACTUAL Aug-17 | ACTUAL Sep-17 | ACTUAL Oct-17 | Nov-17 | Dec-17 | Jan-18 | Feb-18 | Mar-18 | Apr-18 | May-18 | Jun-18 | Accrual | Jul-17 - Jun-18 | Better / (Worse) | % Better / (Worse) |
| 5630 Vendor Repairs | 11,690 | - | 669 | 2,036 | - | 881 | 881 | 881 | 881 | 881 | 881 | 881 | 881 | - | 9,750 | 1,940 | -17% |
| 5812 Field Trips/Pupil Transportation | 31,000 | - | 7,509 | 4,372 | 13,524 | 699 | 699 | 699 | 699 | 699 | 699 | 699 | 699 | - | 31,000 | - | |
| 5820 Legal / Audit Fees | 45,320 | - | 633 | 3,090 | 5,284 | 4,539 | 4,539 | 4,539 | 4,539 | 4,539 | 4,539 | 4,539 | 4,539 | - | 45,320 | - | |
| 5830 Advertisement / Recruitment | 10,676 | - | 1,080 | 366 | - | 1,154 | 1,154 | 1,154 | 1,154 | 1,154 | 1,154 | 1,154 | 1,154 | - | 10,676 | (0) | 0% |
| 5850 Non Instructional Consultants | 107,414 | 4,149 | 1,911 | 21,635 | 5,195 | 9,491 | 9,491 | 9,491 | 9,491 | 9,491 | 9,491 | 9,491 | 9,491 | - | 108,814 | (1,400) | 1% |
| 5851 Instructional Consultants | 161,806 | - | 550 | 4,780 | - | 19,560 | 19,560 | 19,560 | 19,560 | 19,560 | 19,560 | 19,560 | 19,560 | - | 161,806 | (0) | 0% |
| 5853 ExED | 102,860 | 8,347 | 8,347 | 8,347 | 8,347 | 8,684 | 8,684 | 8,684 | 8,684 | 8,684 | 8,684 | 8,684 | 8,684 | - | 102,860 | - | |
| 5860 Non Instructional Software and Subscriptions | 11,845 | 4,365 | 62 | 39 | 39 | 918 | 918 | 918 | 918 | 918 | 918 | 918 | 918 | - | 11,845 | - | |
| 5890 Other Fees / Bank Charges /Credit Card Fees | 96,270 | 2,523 | 3,657 | 2,476 | 42,866 | 5,594 | 5,594 | 5,594 | 5,594 | 5,594 | 5,594 | 5,594 | 5,594 | - | 96,270 | (0) | 0% |
| 5897 Fundraising Cost | 36,359 | - | 60 | 60 | 169 | 4,509 | 4,509 | 4,509 | 4,509 | 4,509 | 4,509 | 4,509 | 4,509 | - | 36,359 | - | |
| 5900 Communications | 30,070 | 1,045 | 2,369 | 1,612 | 4,182 | 2,605 | 2,605 | 2,605 | 2,605 | 2,605 | 2,605 | 2,605 | 2,605 | - | 30,046 | 24 | 0% |
| Total 5000 - Operating Services | 1,210,423 | 46,138 | 79,188 | 128,443 | 125,353 | 119,661 | 119,661 | 119,661 | 121,178 | 120,069 | 120,069 | 105,961 | 105,961 | - | 1,311,342 | (100,919) | 8% |
| 6000 - Capital Outlay | | | | | | | | | | | | | | | | | |
| 6900 Depreciation Expense | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| Total 6000 - Capital Outlay | - | | | | | | | | | | | | | | | | |
| TOTAL EXPENSE | 4,427,589 | 121,984 | 350,505 | 497,439 | 435,033 | 423,185 | 417,879 | 417,879 | 419,397 | 418,288 | 418,288 | 404,179 | 405,608 | - | 4,729,664 | (302,075) | 7% |
| NET INCOME | 61,745 | (16,047) | (149,287) | 989 | (82,097) | (50,689) | (204,113) | 23,835 | (86,823) | (54,835) | 211,995 | (79,800) | (70,539) | 464,062 | (93,349) | (155,094) | -251% |
| Beginning Cash Balance | | 803,698 | 878,502 | 588,650 | 589,166 | 601,847 | 551,158 | 366,292 | 390,127 | 303,304 | 248,469 | 460,464 | 380,664 | 360,125 | 803,698 | | |
| Cash Flow from Operating Activities | | (16,047) | (149,287) | 989 | (82,097) | (50,689) | (204,113) | 23,835 | (86,823) | (54,835) | 211,995 | (79,800) | (70,539) | 464,062 | (93,349) | | |
| Net Income | | | | | | | | | | | | | | | | | |
| Change in Accounts Receivable | | | | | | | | | | | | | | | | | |
| Prior Year Accounts Receivable | | 281,664 | 11,880 | - | 91,256 | - | 19,247 | - | - | - | - | - | - | - | 404,048 | | |
| Current Year Accounts Receivable | | | | | | | | | | | | | | (464,062) | (464,062) | | |
| Change in Due from | | (144) | (749) | (1,063) | 1,955 | | | | | | | | | | - | | |
| Change in Accounts Payable | | 14,572 | (141,805) | | | | | | | | | | | - | (127,234) | | |
| Change in Due to | | | | - | 1,089 | - | - | - | - | - | - | - | - | - | 1,089 | | |
| Change in Accrued Vacation | | | | | | | | | | | | | | | - | | |
| Change in Payroll Liabilities | | 9,898 | (9,891) | 603 | 478 | | | | | | | | | | 1,087 | | |
| Change in Prepaid Expenditures | | 34,860 | | (13) | | | | | | | | | | | 34,848 | | |
| Change in Deposits | | (250,000) | | | | | | | | | | | 50,000 | | (200,000) | | |
| Change in Deferred Revenue | | | | | | | | | | | | | | | - | | |
| Depreciation Expense | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | |
| Cash Flow from Investing Activities | | | | | | | | | | | | | | | | | |
| Capital Expenditures | | - | - | - | - | - | - | - | - | - | - | - | - | - | - | | |
| Ending Cash Balance | | 878,502 | 588,650 | 589,166 | 601,847 | 551,158 | 366,292 | 390,127 | 303,304 | 248,469 | 460,464 | 380,664 | 360,125 | 360,125 | 360,125 | | |

**Yu Ming Charter School
Check Register**

From 10/1/2017 to 10/31/2017

| Effective Date | Document Number | Name | Transaction Description | Transaction Amount |
|----------------|-----------------|---------------------------------------|---|--------------------|
| 10/2/2017 | 1710021 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 0.30 |
| 10/2/2017 | 1710022 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 0.63 |
| 10/3/2017 | 1000119 | BAY ALARM COMPANY | 10/01/17-01/01/18: CLOSED CIRCUIT TV | 218.85 |
| 10/3/2017 | | BAY ALARM COMPANY | 10/01/17-01/01/18: ACCESS CONTROL & INTERCOM CHARGES | 87.51 |
| 10/3/2017 | | BAY ALARM COMPANY | 10/01/17-01/01/18: FIRE MONITORING FEE | 1,809.75 |
| 10/3/2017 | | BAY ALARM COMPANY | 10/01/17-01/01/18: FIRE MONITORING FEE | 653.76 |
| 10/3/2017 | | BAY ALARM COMPANY | 10/01/17-01/01/18: BURGLAR MONITORING FEE | 401.22 |
| 10/3/2017 | 1000120 | BRANDING BOULEVARD | 09/17: RETRACTABLE LANYARDS | 514.55 |
| 10/3/2017 | | BRANDING BOULEVARD | 09/17: WATER BOTTLES & STAFF T-SHIRTS | 938.46 |
| 10/3/2017 | | BRANDING BOULEVARD | 09/17: UNIFORMS | 213.37 |
| 10/3/2017 | 1000121 | COMCAST | 09/19/17-10/18/17: PHONE & INTERNET (8155 40 039 5378779) | 558.62 |
| 10/3/2017 | | COMCAST | 07/19/17-09/18/17: PHONE & INTERNET (8155 40 039 5378910) | 970.30 |
| 10/3/2017 | 1000122 | EDTEC, INC. | 07/17-08/17: CONSULTING SERVICES | 787.50 |
| 10/3/2017 | 1000123 | FAGEN, FRIEDMAN & FULFROST, LLP | 08/17: LEGAL SERVICES | 1,051.00 |
| 10/3/2017 | 1000124 | NATUREBRIDGE | 09/17: FIELD TRIP DEPOSIT | 3,083.75 |
| 10/3/2017 | 1000125 | GLORIA NG | REIM: FINGERPRINTS | 51.00 |
| 10/3/2017 | 1000126 | SCHOLASTIC INC | 08/17: BOOKS | 784.52 |
| 10/3/2017 | | SCHOLASTIC INC | 08/17: BOOKS | 849.52 |
| 10/3/2017 | 1000127 | WEI SHEN | REIM: WIRELESS PRINTER & OTHER OFFICE SUPPLIES | 139.48 |
| 10/3/2017 | | WEI SHEN | REIM: TONER | 49.29 |
| 10/3/2017 | 1000128 | SYNCB/AMAZON | 07/17-08/17: CREDIT CARD PURCHASES | 3,434.14 |
| 10/3/2017 | 1000129 | THERAPY WORKS | 08/17: OCCUPATIONAL THERAPY SERVICES | 423.00 |
| 10/3/2017 | 1000130 | TSAN-YU TSAI | REIM: TRAVEL EXPENSES | 66.85 |
| 10/3/2017 | 1000131 | LYNNA TSOU | REIM: LUNCH FOR STUDENTS | 32.78 |
| 10/3/2017 | 1710031 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 11.24 |
| 10/4/2017 | 1710041 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 3.84 |
| 10/4/2017 | | CARDMEMBER SERVICE | 08/10/17-09/09/17: CREDIT CARD PURCHASES | 13,251.66 |
| 10/5/2017 | 1710051 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 0.74 |
| 10/6/2017 | 1710061 | AT&T | 09/17: PHONE (960 761 3474 555 8) | 1,065.14 |
| 10/6/2017 | 1710062 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 17.44 |
| 10/10/2017 | 1710101 | PG&E | 09/17: GAS AND ELECTRIC (2086434523-4) | 1,329.30 |
| 10/10/2017 | 1710102 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 1.92 |
| 10/10/2017 | 1710103 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 11.17 |
| 10/10/2017 | 1710104 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 17.40 |
| 10/10/2017 | 1710105 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 146.31 |
| 10/11/2017 | 1000132 | YI ANGELOV | REIM: POCKET CHARTS & OTHER CLASSROOM SUPPLIES | 503.96 |
| 10/11/2017 | 1000133 | CHARTERSAFE | 10/17: GENERAL INSURANCE | 3,256.00 |
| 10/11/2017 | 1000134 | WHITNEY DORMAN | REIM: JAZZ BAND MUSIC | 127.00 |
| 10/11/2017 | 1000135 | EMILY GRIBBLE | REIM: TRAVEL EXPENSES | 75.41 |
| 10/11/2017 | 1000136 | KAISER FOUNDATION HEALTH PLAN | 11/17: HEALTH INSURANCE PREMIUMS FROM 08/26/17-09/25/17 | 14,101.21 |
| 10/11/2017 | 1000137 | LMI.NET | 09/17: COMPUTER MAINTENANCE SERVICES | 300.00 |
| 10/11/2017 | 1000138 | LPG LIVE SCAN | 09/17: FINGERPRINTS | 165.00 |
| 10/11/2017 | 1000139 | TERESA LUCAN | REIM: TICKETS & TREATS FOR AUCTION | 168.99 |
| 10/11/2017 | 1000140 | OFFICE DEPOT | 09/17: COPY PAPER & LABELS | 84.80 |
| 10/11/2017 | | OFFICE DEPOT | 09/17: COPY PAPER, TAPE & PAPER CLIPS | 157.92 |
| 10/11/2017 | 1000141 | SHAMROCK OFFICE SOLUTIONS | 10/17: SHIPPING FEE FOR TONER | 10.87 |
| 10/11/2017 | | SHAMROCK OFFICE SOLUTIONS | 10/17: SHIPPING FEE FOR TONER | 10.87 |
| 10/11/2017 | 1000142 | STARLINE SUPPLY COMPANY | 09/17: TRASH BAGS, GLOVES & OTHER CUSTODIAL SUPPLIES | 257.00 |
| 10/11/2017 | 1000143 | WASTE MANAGEMENT OF ALAMEDA COUNTY | 10/17: TRASH SERVICES | 920.78 |
| 10/11/2017 | 1710111 | VANTIV INTERGRATED PAYMENT SOLUTIONS | 09/17: PROCESSING SERVICE FEE | 79.90 |
| 10/16/2017 | 1710161 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 2.44 |
| 10/16/2017 | 1710162 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 3.60 |
| 10/17/2017 | 1710171 | VANTIV INTERGRATED PAYMENT SOLUTIONS | 10/17: VANTIV TESTING | 0.01 |
| 10/17/2017 | 1710172 | VANTIV INTERGRATED PAYMENT SOLUTIONS | 10/17: VANTIV TESTING | 0.01 |
| 10/17/2017 | 1710173 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 0.74 |
| 10/18/2017 | 1479 | SACRAMENTO COUNTY OFFICE OF EDUCATION | 05/18: FIELD TRIP TRANSPORTATION | 600.00 |
| 10/18/2017 | 1710181 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 13.26 |
| 10/19/2017 | 1710191 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 1.70 |
| 10/20/2017 | 1710201 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 14.34 |
| 10/23/2017 | 1710231 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 2.22 |
| 10/23/2017 | 1710232 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 10.50 |
| 10/24/2017 | 1000028 | WEBMY.ME, INC. | 06/01/17-08/31/17: WEBSITE DESIGN SERVICES | (4,960.00) |
| 10/24/2017 | 1000144 | AMITY INSTITUTE, LTD. | 10/17: ADMINISTRATIVE FEES | 12,800.00 |
| 10/24/2017 | 1000145 | CHARTERSAFE | 08/17: GENERAL INSURANCE | 3,256.00 |
| 10/24/2017 | 1000146 | CO POWER | 11/17: DENTAL INSURANCE PREMIUM | 1,933.42 |
| 10/24/2017 | 1000147 | DONAHUE FITZGERALD ATTORNEYS | 08/17-09/17: LEGAL SERVICES | 2,448.50 |
| 10/24/2017 | 1000148 | EXED | 10/17: MANAGEMENT CONTRACT FEE, CALPADS & SIS SUPPORT | 7,292.86 |
| 10/24/2017 | 1000149 | JAMIE GAO | REIM: SNACKS & OTHER SUPPLIES | 145.14 |
| 10/24/2017 | 1000150 | EMILY GRIBBLE | REIM: PENCILS, ERASERS & OTHER CLASSROOM SUPPLIES | 26.14 |
| 10/24/2017 | 1000151 | CHARLES HASTINGS | 10/17: HEARING & VISION TEST CONSULTANT | 115.00 |
| 10/24/2017 | 1000152 | DANNY LAU | REIM: NAILS, SCREWS & PIPES | 27.87 |

**Yu Ming Charter School
Check Register**

From 10/1/2017 to 10/31/2017

| Effective Date | Document Number | Name | Transaction Description | Transaction Amount |
|---------------------------------------|-----------------|---|--|--------------------|
| 10/24/2017 | 1000153 | LAW OFFICES OF YOUNG, MINNEY & CORR, LLP. | 09/17: LEGAL SERVICES | 846.00 |
| 10/24/2017 | 1000154 | LMI.NET | 06/17: COMPUTERS | 491.63 |
| 10/24/2017 | 1000155 | NATUREBRIDGE | 10/17: FIELD TRIP BALANCE | 9,601.25 |
| 10/24/2017 | 1000156 | NOB HILL CATERING, INC. | 08/17: STUDENT LUNCHES | 674.00 |
| 10/24/2017 | | NOB HILL CATERING, INC. | 09/17: STUDENT LUNCHES | 1,998.00 |
| 10/24/2017 | 1000157 | OFFICE DEPOT | 09/17: COPY PAPER, PAPER CLIPS & OTHER OFFICE SUPPLIES | 64.41 |
| 10/24/2017 | | OFFICE DEPOT | 09/17: LAMINATING POUCHES | 30.66 |
| 10/24/2017 | | OFFICE DEPOT | 09/17: COPY PAPER, LABELS, TAPE & FILING TABS | 159.35 |
| 10/24/2017 | | OFFICE DEPOT | 09/17: LAMINATING POUCHES | 30.66 |
| 10/24/2017 | 1000158 | LYNN PERKINS | 03/17-06/17: SCHOOL NURSE CONSULTANT | 600.00 |
| 10/24/2017 | 1000159 | SACRED HEART CHURCH | 11/17: RENT | 17,945.00 |
| 10/24/2017 | 1000160 | SARAH'S SCIENCE | 10/17: TOYOLOGY WORKSHOP | 174.48 |
| 10/24/2017 | 1000161 | SHAMROCK OFFICE SOLUTIONS | 09/17: DELIVERY FEE FOR COPIER | 195.00 |
| 10/24/2017 | | SHAMROCK OFFICE SOLUTIONS | 10/17: SHIPPING FEE FOR TONER | 10.87 |
| 10/24/2017 | | SHAMROCK OFFICE SOLUTIONS | 10/17: SHIPPING FEE FOR TONER | 10.87 |
| 10/24/2017 | 1000162 | STARLINE SUPPLY COMPANY | 08/17: TRASH BAGS, HAND SANITIZER & SOAP | 260.65 |
| 10/24/2017 | 1000163 | ST. COLUMBA PARISH CHURCH | 11/17: RENT | 13,109.00 |
| 10/24/2017 | 1000164 | THERAPY WORKS | 09/17: OCCUPATIONAL THERAPY SERVICES | 689.00 |
| 10/24/2017 | 1000165 | STEPHEN TROWBRIDGE | REIM: MATH OLYMPIAD REGISTRATION FEE | 218.00 |
| 10/24/2017 | 1000166 | U.S. BANK EQUIPMENT FINANCE | 10/01/17-11/01/17: COPIER LEASE | 1,796.96 |
| 10/24/2017 | 1000167 | WEBMY.ME, INC. | 06/01/17-08/31/17: WEBSITE DESIGN SERVICES | 4,960.00 |
| 10/24/2017 | 1710241 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 1.48 |
| 10/24/2017 | 1710243 | BENEVITY COMMUNITY IMPACT FUND | 10/17: MERCHANT AND MANAGEMENT FEE | 36.30 |
| 10/25/2017 | 1710251 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 8.58 |
| 10/26/2017 | 1710261 | VSP VISION CARE | 11/17: VISION CARE | 204.84 |
| 10/26/2017 | 1710262 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 4.78 |
| 10/27/2017 | 1480 | PROSPECT SIERRA SCHOOL | 10/17: STUDENT RUNNER REGISTRATION FEE | 60.00 |
| 10/27/2017 | 1710271 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 4.34 |
| 10/30/2017 | 1000168 | ALAMEDA COUNTY OFFICE OF EDUCATION | 10/17: STRS | 43,575.62 |
| 10/30/2017 | 1710301 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 1.44 |
| 10/30/2017 | 1710302 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 3.54 |
| 10/30/2017 | 1710303 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 4.56 |
| 10/31/2017 | 1000169 | ALAMEDA COUNTY OFFICE OF EDUCATION | 07/01/17-09/30/17: OVERSIGHT & MONITORING FEES | 15,894.57 |
| 10/31/2017 | 1000170 | AMITY INSTITUTE, LTD. | 10/17: ADMINISTRATIVE FEES | 12,800.00 |
| 10/31/2017 | 1000171 | BAY ALARM COMPANY | 10/17: UL CERTIFICATE | 115.00 |
| 10/31/2017 | 1000172 | BAY JANITORIAL SUPPLY, INC. | 10/17: TOILET PAPER, TRASH BAGS & OTHER CUSTODIAL SUPPLIES | 501.48 |
| 10/31/2017 | 1000173 | CHARTERSAFE | 11/17: GENERAL INSURANCE | 3,256.00 |
| 10/31/2017 | 1000174 | COMCAST | 10/19/17-11/18/17: PHONE & INTERNET (8155 40 039 5378910) | 288.68 |
| 10/31/2017 | | COMCAST | 10/19/17-11/18/17: PHONE & INTERNET (8155 40 039 5378779) | 288.68 |
| 10/31/2017 | 1000175 | FAGEN, FRIEDMAN & FULFROST, LLP | 09/17: LEGAL SERVICES | 938.00 |
| 10/31/2017 | 1000176 | FIRST NOTE FINANCE, INC. | 10/17: ENERGY MANAGEMENT SERVICES | 1,131.10 |
| 10/31/2017 | 1000177 | LISA HILLEY | REIM: GIFTS FOR STAFF APPRECIATION | 688.90 |
| 10/31/2017 | 1000178 | KOPLIN DESIGN PARTNERS | 09/17: PROJECT MANAGEMENT SERVICES | 975.00 |
| 10/31/2017 | 1000179 | PATRICIA LOW | REIM: RULERS & OTHER CLASSROOM SUPPLIES | 343.09 |
| 10/31/2017 | 1000180 | PG&E | 10/05/17-10/16/17: ELECTRICAL USAGE (3514922506-8) | 364.81 |
| 10/31/2017 | 1000181 | SHAMROCK OFFICE SOLUTIONS | 10/17: SHIPPING FEE FOR TONER | 10.87 |
| 10/31/2017 | 1000182 | WEI SHEN | REIM: MILEAGE | 87.21 |
| 10/31/2017 | 1000183 | SYNCB/AMAZON | 09/17-10/17: CREDIT CARD PURCHASES | 3,567.58 |
| 10/31/2017 | 1000184 | YU-SHUAN TARANGO-SHO | REIM: FOOD FOR STAFF | 244.93 |
| 10/31/2017 | 1710311 | STRIPE DASHBOARD | 10/17: CREDIT CARD FEE | 1.44 |
| Total 9120 - Cash in Bank - Operating | | | | 216,209.25 |
| Report Total | | | | 216,209.25 |



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|--|
| Agenda Item | 2017 Audit Report |
| Time Allotted | 15 minutes |
| Background | Annual audit was conducted by independent auditors on Yu Ming's financial statements for 2016-17 school year |
| Summary | Board discussion on findings and vote for approval of audit |
| Type | Vote |
| Key Questions | |

YU MING CHARTER SCHOOL

**Independent Auditor's Report
and Financial Statements
For the Year Ended
June 30, 2017**

YU MING CHARTER SCHOOL

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June 30, 2017

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CliftonLarsonAllen LLP
CLAconnect.com

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Yu Ming Charter School
Oakland, CA

We have audited the accompanying financial statements of Yu Ming Charter School (the School), a California nonprofit public benefit corporation, which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, cash flows and functional expenses for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

Board of Directors
Yu Ming Charter School

Opinion

In our opinion, the financial statements referred to on page one present fairly, in all material respects, the financial position of the School as of June 30, 2017, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Supplementary Information

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated December 4, 2017, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

CliftonLarsonAllen, LLP
Glendora, CA
December 4, 2017

YU MING CHARTER SCHOOL
STATEMENT OF FINANCIAL POSITION
June 30, 2017

ASSETS

CURRENT ASSETS:

| | |
|---|----------------------------|
| Cash and cash equivalents | \$ 763,823 |
| Accounts receivable - federal and state | 311,417 |
| Accounts receivable - other | 94,386 |
| Prepaid expenses and other assets | <u>105,087</u> |
| Total current assets | <u>1,274,713</u> |
| Total assets | <u><u>\$ 1,274,713</u></u> |

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:

| | |
|--|-------------------|
| Accounts payable and accrued liabilities | <u>\$ 127,413</u> |
| Total current liabilities | <u>127,413</u> |

NET ASSETS:

| | |
|-----------------------------------|----------------------------|
| Unrestricted | 1,108,216 |
| Temporarily restricted net assets | <u>39,084</u> |
| Total net assets | <u>1,147,300</u> |
| Total liabilities and net assets | <u><u>\$ 1,274,713</u></u> |

The accompanying notes are an integral part of these financial statements.

YU MING CHARTER SCHOOL

STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2017

| | <u>Unrestricted</u> | <u>Temporarily Restricted</u> | <u>Total</u> |
|--------------------------------------|---------------------|-----------------------------------|---------------------|
| REVENUES: | | | |
| State revenue: | | | |
| State aid | \$ 2,601,573 | \$ - | \$ 2,601,573 |
| Other state and federal revenues | 530,803 | - | 530,803 |
| Federal revenue: | | | |
| Grants and entitlements | 39,116 | - | 39,116 |
| Local revenue: | | | |
| In-lieu property tax revenue | 4,965 | - | 4,965 |
| Contributions | 560,294 | - | 560,294 |
| Other revenue | 491,892 | - | 491,892 |
| Net assets released from restriction | 11,185 | (11,185) | - |
| Total revenues | <u>4,239,828</u> | <u>(11,185)</u> | <u>4,228,643</u> |
| EXPENSES: | | | |
| Program services | 3,398,429 | - | 3,398,429 |
| Management and general | 533,526 | - | 533,526 |
| Total expenses | <u>3,931,955</u> | <u>-</u> | <u>3,931,955</u> |
| Change in net assets | 307,873 | (11,185) | 296,688 |
| Beginning net assets | 800,343 | 50,269 | 850,612 |
| Ending net assets | <u>\$ 1,108,216</u> | <u>\$ 39,084</u> | <u>\$ 1,147,300</u> |

The accompanying notes are an integral part of these financial statements.

YU MING CHARTER SCHOOL

STATEMENT OF CASH FLOWS
For the Year Ended June 30, 2017

CASH FLOWS from OPERATING ACTIVITIES:

| | |
|---|--------------------------|
| Change in net assets | \$ 296,688 |
| Adjustments to reconcile change in net assets to net cash flows from operating activities: | |
| Change in operating assets: | |
| Accounts receivable - federal and state | 17,363 |
| Accounts receivable - other | (406) |
| Prepaid expenses and other assets | (43,776) |
| Change in operating liabilities: | |
| Accounts payable and accrued liabilities | <u>(30,912)</u> |
| Net cash flows from operating activities | <u>238,957</u> |
| Net change in cash and cash equivalents | 238,957 |
| Cash and cash equivalents at the beginning of the year | <u>524,866</u> |
| Cash and cash equivalents at the end of the year | <u><u>\$ 763,823</u></u> |

The accompanying notes are an integral part of these financial statements.

YU MING CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended June 30, 2017

| | Program Services | Management and General | Total Expenses |
|---|-----------------------------|-----------------------------------|---------------------------|
| Salaries and wages | \$ 2,013,482 | \$ 127,429 | \$ 2,140,911 |
| Pension expense | 183,350 | - | 183,350 |
| Other employee benefits | 132,730 | 16,704 | 149,434 |
| Payroll taxes | 86,742 | - | 86,742 |
| Legal Fees | - | 78,193 | 78,193 |
| Books and supplies | 318,076 | 22,233 | 340,309 |
| Travel and conferences | 21,653 | - | 21,653 |
| Dues and memberships | 1,750 | - | 1,750 |
| Communications | 16,373 | 4,093 | 20,466 |
| Operation and housekeeping services | 70,855 | 11,538 | 82,393 |
| Rentals, leases and repairs | 204,884 | 41,002 | 245,886 |
| Professional/ consulting services and operating expenditures | 348,534 | 232,334 | 580,868 |
| | <u>\$ 3,398,429</u> | <u>\$ 533,526</u> | <u>\$ 3,931,955</u> |

The accompanying notes are an integral part of these financial statements.

YU MING CHARTER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2017

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities – The mission of Yu Ming Charter School (the School) is to provide a challenging and comprehensive education for Kindergarten through 6th grade students, preparing them to be inquisitive and analytic lifelong learners in the 21st century. The faculty, staff, and other stakeholders want to provide an academically rigorous college preparatory program and have graduate students with bilingual and bi-literate skills in Mandarin Chinese and English. Also, they are dedicated to nurturing intellectual curiosity, international perspective, and diligence in attaining personal goals, and developing young people with compassion, sound moral character, and a sense of responsibility for the community and the environment. Yu Ming Charter School is a California non-profit public benefit corporation funded principally through State of California public education monies received through the California Department of Education.

Alameda County Office of Education (the County) has granted the charter through 2021. The charter may be revoked by the County for material violations of the charter, failure to meet student outcomes identified in the charter, failure to meet generally accepted standards of fiscal management, or violation of any provision of the law.

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

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

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

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

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

YU MING CHARTER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2017

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Net Asset Classes – The School is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted. Net assets of the School are defined as:

- Unrestricted: All resources over which the governing board has discretionary control to use in carrying on the general operations of the School.
- Temporarily restricted: These net assets are restricted by donors to be used for specific purposes. The School currently has temporarily restricted net assets of \$39,084 consisting of unspent Clean Energy funding.
- Permanently restricted: These net assets are permanently restricted by donors and cannot be used by the School. The School currently has no permanently restricted net assets.

Receivables – Accounts receivable primarily represent amounts due from federal and state governments as of June 30, 2017. Management believes that all receivables are fully collectible, therefore no provisions for uncollectible accounts were recorded.

Revenue Recognition – Amounts received from the California Department of Education are recognized as revenue by the School based on the average daily attendance (ADA) of students. Revenue that is restricted is recorded as an increase in unrestricted net assets if the restriction expires in the reporting period in which the revenue is recognized. All other restricted revenues are reported as increases in temporarily restricted net assets.

Revenues are also received from contributions. Unrestricted revenue is recognized as revenue in the year pledged. Contributions restricted by the donor for a specific purpose are deemed to be earned and reported as revenue when the gift is received or pledged. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

Property, Plant and Equipment – Property, plant and equipment are stated at cost if purchased or at estimated fair market value if donated. Depreciation is provided on a straight-line basis over the estimated useful lives of the asset.

Contributions – All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are restricted to specific use or future periods are reported as temporarily restricted. Restricted contributions that are received and released in the same period are reported as unrestricted revenue.

Income Taxes – The School is a non-profit entity exempt from the payment of income taxes under Internal Revenue Code Section 501(c)(3) and California Revenue and Taxation Code Section 23701d. Accordingly, no provision has been made for income taxes. Management has determined that all income

YU MING CHARTER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2017

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

tax positions are more likely than not of being sustained upon potential audit or examination; therefore, no disclosures of uncertain income tax positions are required. The School files informational returns in the U.S. federal jurisdiction, and the state of California. The statute of limitations for federal and California state purposes is generally three and four years, respectively.

Evaluation of Subsequent Events – The School has evaluated subsequent events through December 4, 2017, the date these financial statements were available to be issued.

NOTE 2: CONCENTRATION OF CREDIT RISK

The School maintains cash balances held in banks and revolving funds which are insured up to \$250,000 by the Federal Depository Insurance Corporation (FDIC). At times, cash in these accounts exceeds the insured amounts. The School has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk on its cash and cash equivalents.

NOTE 3: EMPLOYEE RETIREMENT

Multi-employer Defined Benefit Pension Plans

Qualified employees are covered under multiple-employer defined benefit pension plans maintained by agencies of the State of California. Certificated employees are members of the State Teachers' Retirement System (STRS).

The risks of participating in this multiemployer defined benefit pension plan are different from single-employer plans because: (a) assets contributed to the multiemployer plan by one employer may be used to provide benefits to employees of other participating employers, (b) the required member, employer, and state contribution rates are set by the California Legislature and detailed in Teachers' Retirement Law, and (c) if the School chooses to stop participating in the multiemployer plan, it may be required to pay a withdrawal liability to the plan. The School has no plans to withdraw from this multiemployer plan.

State Teachers' Retirement System (STRS)

Plan Description

The School contributes to the State Teachers' Retirement System (STRS), a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by STRS.

The plan provides retirement, disability and survivor benefits to beneficiaries. Benefit provisions are established by State statutes, as legislatively amended, within the State Teachers' Retirement Law. According to the most recently available Comprehensive Annual Financial Report and Actuarial Valuation Report for the year ended June 30, 2016, total plan net assets are \$189 billion, the total

YU MING CHARTER SCHOOL

**NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2017**

NOTE 3: EMPLOYEE RETIREMENT

actuarial present value of accumulated plan benefits is \$333 billion, contributions from all employers totaled \$3.4 billion, and the plan is 63.7% funded. The School did not contribute more than 5% of the total contributions to the plan.

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

Funding Policy

Active plan members hired before January 1, 2013 are required to contribute 10.25% of their salary and those hired after are required to contribute 9.205% of their salary. The School is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the STRS Teachers' Retirement Board. Under the 2014 funding plan, employer contributions on compensation creditable to the program will increase every year for the next seven years, up to 19.10% in 2020–21. The required employer contribution rate for the year ended June 30, 2017 was 12.58% of annual payroll. The contribution requirements of the plan members are established and may be amended by State statute.

The School's contributions to STRS for the past three years are as follows:

STRS:

| <u>Year Ended</u> <u>June 30,</u> | <u>Required</u> <u>Contribution</u> | <u>Percent</u> <u>Contributed</u> |
|--------------------------------------|--|--------------------------------------|
| 2015 | \$ 82,462 | 100% |
| 2016 | \$ 137,665 | 100% |
| 2017 | \$ 183,350 | 100% |

NOTE 4: OPERATING LEASES

The School entered into a lease agreement with the Archdiocese of Oakland for a facility in Oakland, California. Lease expense under the agreement for the year ended June 30, 2017 was \$157,308. Lease payments are expected to end in the year 2018 for the amount of \$157,308.

On August 1, 2014, the School entered into a lease agreement for a facility with OUSD and it was amended through June 30, 2017. Lease expense under this agreement for the year ended June 30, 2017 was \$40,205.

The School entered into a lease agreement with the Roman Catholic Welfare Corporation for a facility in Oakland, California. The lease went into effect on August 1st, 2017 and continues through July 31st, 2022 with the option to extend the lease for an additional five years.

YU MING CHARTER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended June 30, 2017

NOTE 4: OPERATING LEASES

Future operating lease payments are as follows:

| Year Ended June 30, | |
|------------------------|---------------------|
| 2018 | \$ 354,703 |
| 2019 | 254,819 |
| 2020 | 278,153 |
| 2021 | 299,682 |
| Thereafter | 348,139 |
| Total | <u>\$ 1,535,496</u> |

NOTE 5: PROPERTY, PLANT, AND EQUIPMENT

Property, plant, and equipment in the accompanying financial statements is represented net of accumulated depreciation. The School capitalizes all expenditures in excess of \$5,000. There was no depreciation expense for the year ended June 30, 2017.

The components of property, plant, and equipment as of June 30, 2017 are as follows:

| | |
|-------------------------------|-----------------|
| Leasehold improvements | \$ 14,420 |
| Equipment | 10,800 |
| Less accumulated depreciation | <u>(25,220)</u> |
| Total | <u>\$ -</u> |

NOTE 6: CONTINGENCIES

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

SUPPLEMENTARY INFORMATION

YU MING CHARTER SCHOOL

LOCAL EDUCATION AGENCY ORGANIZATION STRUCTURE
For the Year Ended June 30, 2017

The School was established in August 2011 when it was granted its charter through Alameda County Office of Education (ACOE) and its charter school status from the California Department of Education. The charter may be revoked by the county authorizer for material violations of the charter, failure to meet or make progress toward student outcomes, failure to meet generally accepted standards of fiscal management, or violation of any provision of the law.

The charter school number is: 1296

The Board of Directors and the Administrator as of June 30, 2017 were as follows:

BOARD OF DIRECTORS

| <u>Member</u> | <u>Office</u> | <u>Term Expires (3 years)</u> |
|----------------------|----------------------|--------------------------------------|
| Eric Petersen | Board Chair | June 2017 |
| Brianna Swartz | Vice Chair | August 2019 |
| Thompson Paine | Secretary | December 2017 |
| Jessica Norman | Treasurer | August 2019 |
| Joy Lee | Member | September 2019 |
| Phuoc Le | Member | June 2017 |
| Rodrigo Prudencio | Member | June 2017 |
| Ron Lewis | Member | January 2020 |
| Julie Mikuta | Member | December 2020 |

ADMINISTRATOR

| | |
|----------|-----------|
| Sue Park | Principal |
|----------|-----------|

YU MING CHARTER SCHOOL

**SCHEDULE OF INSTRUCTIONAL TIME
For the Year Ended June 30, 2017**

| | <u>Instructional Minutes</u> | | Traditional Instructional | <u>Status</u> |
|--------------|-------------------------------------|----------------------|---------------------------|----------------------|
| | <u>Requirement</u> | <u>Actual</u> | <u>Days</u> | |
| Kindergarten | 36,000 | 65,610 | 190 | In compliance |
| Grade 1 | 50,400 | 60,505 | 190 | In compliance |
| Grade 2 | 50,400 | 60,505 | 190 | In compliance |
| Grade 3 | 50,400 | 60,505 | 190 | In compliance |
| Grade 4 | 54,000 | 60,505 | 190 | In compliance |
| Grade 5 | 54,000 | 63,720 | 190 | In compliance |
| Grade 6 | 54,000 | 63,720 | 190 | In compliance |

See independent auditor's report and the notes to the supplementary information.

YU MING CHARTER SCHOOL

**SCHEDULE OF AVERAGE DAILY ATTENDANCE
For the Year Ended June 30, 2017**

| | <u>Second Period Report</u> | | <u>Annual Report</u> | |
|---------------|-----------------------------|----------------------|----------------------|----------------------|
| | <u>Classroom</u> | | <u>Classroom</u> | |
| | <u>Based</u> | <u>Total</u> | <u>Based</u> | <u>Total</u> |
| Grades TK/K-3 | 202.34 | 204.67 | 201.36 | 204.91 |
| Grades 4-6 | <u>136.11</u> | <u>137.39</u> | <u>134.34</u> | <u>136.34</u> |
| ADA Totals | <u><u>338.45</u></u> | <u><u>342.06</u></u> | <u><u>335.70</u></u> | <u><u>341.25</u></u> |

See independent auditor's report and the notes to the supplementary information.

YU MING CHARTER SCHOOL
RECONCILIATION OF ANNUAL FINANCIAL REPORT
WITH AUDITED FINANCIAL STATEMENTS
For the Year Ended June 30, 2017

There were no reconciliations for the year ended June 30, 2017.

See independent auditor's report and the notes to the supplementary information.

YU MING CHARTER SCHOOL
NOTES TO THE SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2017

NOTE 1 – PURPOSE OF SCHEDULES

Schedule of Instructional Time

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

Schedule of Average Daily Attendance

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

Reconciliation of Annual Financial Report with Audited Financial Statements

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

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

Board of Directors
Yu Ming Charter School
Oakland, CA

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Yu Ming Charter School (the School), a nonprofit California public benefit corporation, which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, cash flows and functional expenses for the year then ended, the related notes to the financial statements, and have issued our report thereon dated December 4, 2017.

Internal Control Over Financial Reporting

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

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

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

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

Compliance and Other Matters

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

Purpose of this Report

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

CliftonLarsonAllen LLP
Glendora, CA
December 4, 2017

INDEPENDENT AUDITOR'S REPORT ON STATE COMPLIANCE

Board of Directors
Yu Ming Charter School
Oakland, CA

We have audited Yu Ming Charter School's (the School) compliance with the types of compliance requirements described in the *2016-2017 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel for the year ended June 30, 2017. The School's State compliance requirements are identified in the table below.

Management's Responsibility

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

Auditor's Responsibility

Our responsibility is to express an opinion on the School's compliance based on our audit of the types of compliance requirements referred to below. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *2016-2017 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the specific areas listed below has occurred. An audit includes examining, on a test basis, evidence about the School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion on state compliance. Our audit does not provide a legal determination of the School's compliance.

Compliance Requirements Tested

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

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

INDEPENDENT AUDITOR’S REPORT ON STATE COMPLIANCE

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

¹ We did not perform testing for independent study because the independent study ADA was under the level which requires testing.

Opinion on State Compliance

In our opinion, the School complied with the laws and regulations of the state programs referred to above in all material respects for the year ended June 30, 2017.

Purpose of this Report

The purpose of this report on state compliance is solely to describe the results of testing based on the requirements of the *2016-2017 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Accordingly, this report is not suitable for any other purpose.

CliftonLarsonAllen LLP

Glendora, CA

December 4, 2017

YU MING CHARTER SCHOOL

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended June 30, 2017**

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

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

There were no findings and questioned costs related to the basic financial statements or state awards for June 30, 2017.

YU MING CHARTER SCHOOL

STATUS OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS
For the Year Ended June 30, 2017

There were no findings and questioned costs related to the basic financial statements or state awards for the prior year.



Board of Directors
Thursday, December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|--|
| Agenda Item | 2018-2019 School Calendar |
| Time Allotted | |
| Summary | <p>The following modifications to the Yu Ming School Calendar are proposed beginning in the 2018-2019 school year.</p> <ul style="list-style-type: none">● Reducing the annual total days of instruction from 190 to 185 days so that the first day of school falls on the second Monday of August. This change would require a charter material revision petition to the ACOE.● Changing the shortened days during the first week of school to full days for Grade 1-8 students.● Having the last day of school fall on a Thursday rather than Friday so that teachers can have a pupil free day to close out the year.● Moving the December winter holiday dates from the last two weeks of December to the last week of December (Dec 24-28) and first week of January (Dec 31-Jan 4). |
| Type | Voting Item |
| Background | <p>The reduction of instructional days from 190 to 185 is guided by a desire to provide the highest quality academic program possible by increasing the number of beginning of the year professional development days from 5 to 8 days and increasing the total number of a annual pupil-free professional development days from 6 to 10. The new calendar is designed to increase Yu Ming's competitiveness for high quality teacher</p> |



retention & recruitment. It will also support our teachers by providing them additional time for professional development and planning instruction.

With 185 instructional days Yu Ming will still have more instructional days than the vast majority of schools in California as the LCFF required days beginning in 2015-2016 is 180. All other Mandarin Immersion schools in the Bay Area have no more than 180; Yinghua Academy in Minnesota has 172; Washington Yu Ying in D.C. has 180 days.

Yu Ming's annual instructional minutes will still far exceed most schools as well the LCFF required minutes:

| | Yu Ming Minutes 2018-2019 | LCFF Required Minutes |
|----------------------|------------------------------|--------------------------|
| Kindergarten | 63,135 | 36,000 |
| Lower School (G1-3) | 58,280 | 50,400 |
| Upper School (G4-5) | 58,280 | 50,400 |
| Middle School (G6-7) | 63,347 | 50,400 |

The Yu Ming community has had the following opportunities to engage with the new proposed calendar and provide feedback and input:

- The Leadership Team and the Instructional Leadership Team on November 6, 13, 20, and 27
- The Board Education Committee on November 13
- The Family Support Organization Council on October 25 and November 29
- Yu Ming staff week of November 27 to December 1



| | |
|--------------------|---|
| | <ul style="list-style-type: none">● Yu Ming families December 1 Family Coffee and during week of December 4 to 7 |
| Attachments | <ul style="list-style-type: none">● Draft Kindergarten Calendar 2018-2019● Draft Lower School (Grade 1-3) Calendar 2018-2019● Draft Upper School (Grade 4-8) Calendar 2018-2019 |



Yu Ming Charter School

2018-2019

DRAFT

Key Dates

| July 18 | | | | | | |
|---------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| 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 | | | | |

Lower School Calendar (Kindergarten)

Total Days of Instruction: 185

School hours:

Full Days - 8:15 am - 3:00 pm

Early Dismissal Days - 8:15 am - 1:00 pm

| August 18 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 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 18 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 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 18 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 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 18 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 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 18 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 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 19 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 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 19 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 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 19 | | | | | | |
|----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 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 19 | | | | | | |
|----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 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 19 | | | | | | |
|--------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 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 19 | | | | | | |
|---------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 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 | Sa |
| | 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 | | | |

| August 19 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 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 |

- August 1-10 - Staff Professional Learning Week = No School
- August 13 - First Day of School
- September 3 - Labor Day - No School
- September 24-28 - Parent/Teacher Conferences - Early Dismissal
- October 8-12 - Fall Recess - No School
- November 9 - Pupil Free Staff Work Day = No School
- November 12 - Veterans Day Observed - No School
- November 22-23 - Thanksgiving Holiday - No School
- December 24 - January 4 - Winter Recess - No School
- January 7 - Classes Resume
- January 21 - Martin Luther King Day - No School
- February 4 - Lunar New Year Observed - No School
- February 18-22 - Mid Winter Recess - No School
- March 11-15 - Parent/Teacher Conferences - Early Dismissal
- April 8-12 - Spring Recess - No School
- May 27 - Memorial Day - No School
- June 13 - Last Day of School
- June 14 - Pupil Free Staff Work Day - No School

- Trimester 1 : 8/13/18 - 11/16/18 = 62 days
- Trimester 2 : 11/19/18 - 3/8/19 = 60 days
- Trimester 3 : 3/11/19 - 6/13/19 = 63 days

Legend

- First/Last Day of School
- Holiday - No School
- Early Dismissal 1 pm
- School Event or Activity
- Staff Work Day



Yu Ming Charter School

2018-2019

DRAFT

Key Dates

| July 18 | | | | | | |
|---------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| 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 | | | | |

Lower School Calendar (Grades 1 -3)

Total Days of Instruction: 185

School hours:

Full Days - 8:15 am - 3:00 pm

Early Dismissal Days - 8:15 am - 1:00 pm

| August 18 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 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 18 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 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 18 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 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 18 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 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 18 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 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 19 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 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 19 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 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 19 | | | | | | |
|----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 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 19 | | | | | | |
|----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 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 19 | | | | | | |
|--------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 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 19 | | | | | | |
|---------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 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 | Sa |
| | 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 | | | |

| August 19 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 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 |

- August 1-10 - Staff Professional Learning Week = No School
- August 13 - First Day of School
- September 3 - Labor Day - No School
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- October 8-12 - Fall Recess - No School
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- November 12 - Veterans Day Observed - No School
- November 22-23 - Thanksgiving Holiday - No School
- December 24 - January 4 - Winter Recess - No School
- January 7 - Classes Resume
- January 21 - Martin Luther King Day - No School
- February 4 - Luner New Year Observed - No School
- February 18-22 - Mid Winter Recess - No School
- March 11-15 - Parent/Teacher Conferences - Early Dismissal
- April 8-12 - Spring Recess - No School
- May 27 - Memorial Day - No School
- June 13 - Last Day of School
- June 14 - Pupil Free Staff Work Day - No School

- Trimester 1 : 8/13/18 - 11/16/18 = 62 days
- Trimester 2 : 11/19/18 - 3/8/19 = 60 days
- Trimester 3 : 3/11/19 - 6/13/19 = 63 days

Legend

- First/Last Day of School
- Holiday - No School
- Early Dismissal 1 pm
- School Event or Activity
- Staff Work Day



Yu Ming Charter School

2018-2019

| July 18 | | | | | | |
|---------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| 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 | | | | |

Upper School Calendar (Grades 4 -8)

Total Days of Instruction: 185

School hours:

Full Days - 8:25 am - 3:15 pm

Early Dismissal Days - 8:25 am - 1:15 pm

| August 18 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 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 18 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 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 18 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 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 18 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 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 18 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 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 19 | | | | | | |
|------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | 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 19 | | | | | | |
|-------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 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 19 | | | | | | |
|----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | 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 19 | | | | | | |
|----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | 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 19 | | | | | | |
|--------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | 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 19 | | | | | | |
|---------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | | | 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 | Sa |
| | 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 | | | |

| August 19 | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| | | | | 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 |

Key Dates

- August 1-10 - Staff Professional Learning Week = No School
- August 13 - First Day of School
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- October 8-12 - Fall Recess - No School
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- February 4 - Luner New Year Observed - No School
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- April 8-12 - Spring Recess - No School
- May 27 - Memorial Day - No School
- June 13 - Last Day of School

- Trimester 1 : 8/13/18 - 11/16/18 = 62 days
- Trimester 2 : 11/19/18 - 3/8/19 = 60 days
- Trimester 3 : 3/11/19 - 6/13/19 = 63 days

Legend

- First/Last Day of School
- Holiday - No School
- Early Dismissal 1 pm
- School Event or Activity
- Staff Work Day



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|---|
| Agenda Item | Facilities Committee Update |
| Time Allotted | 15 minutes |
| Background | (Note: materials to be added as addendum as needed) |
| Summary | Discuss any updates to facilities |
| Type | Discussion |
| Key Questions | |



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

| | |
|----------------------|---|
| Agenda Item | Diversity and Enrollment Committee Report |
| Time Allotted | 15 minutes |
| Background | We need to make three changes to our lottery process due to our increased Kindergarten class, MLK campus, and FRL lottery mechanics to align with School Mint's software |
| Summary | <p>1. Changed section 2.a to reflect 3 Kindergarten classes proposed for academic year 2018-19 and total of 78 Kindergarten slots.</p> <p>2. Changed section 2.f.ii and subsections to reflect a total of 16 slots (20% of 78 Kindergarten slots) available for applicants eligible for the FRL Preference. Changed the description of how these FRL eligible applicants are selected to be consistent with the mechanics of the School Mint automated lottery system.</p> <p>3. Added section 2.f.iii.1 to specify that preference for the Local Elementary Attendance Area shall be based on the location of grade (Alcatraz or MLK campus) to which the applicant is applying.</p> |
| Type | Vote |
| Attachments | <p>1. Revision History for Yu Ming Charter School Enrollment and Public Random Drawing Policy (see page 4 for changes to be voted on during 12/14/17 meeting)</p> <p>2. Yu Ming Charter School Enrollment and Public Random Drawing Policy approved 12/12/16</p> |

REVISION HISTORY FOR:

Yu Ming Charter School Enrollment and Public Random Drawing Policy

Approved by Board of Directors on February 15, 2011

1. Original Policy

Addendum approved by Board of Directors on March 1, 2011

1. Addendum added to allow enrollment chair or designee to handle any unexpected situations which arise at Public random Drawing

Revision approved by Board of Directors on March 6, 2011

1. Added Elementary Attendance Area preference to be compliant with SB740

Revision approved by Board of Directors effective as of July 31, 2011

1. Updated school address
2. Updated key dates for 2012-13 enrollment
3. Updated 78 slots for 3 Kindergarten classes
4. Added procedure for adding students above Kindergarten to fill slots opened by attrition
5. Changed “children of faculty” to “children of teachers” to be consistent with PSCGP guidelines
6. Removed Elementary Attendance Area preference to be compliant with PSCGP guidelines
7. Made Alameda County preference a weighted preference to be compliant with PSCGP guidelines
8. Added explicit language allowing for additional enrollment period when Mandarin/non-Mandarin ratio is drifting away from 50/50
9. Changed time for waitlisted applicants to accept offer of enrollment to 48 hours
10. Added non-discriminatory statement

Revision approved by Board of Directors on November 15, 2012

1. Added “gender identity, gender expression” to section 1.d to reflect change in Ed Code.
2. Removed reference to “postmark” in section 1.f as application deadline is based on the date on which the application is turned delivery or received at Yu Ming, not by postmark.
3. Changed language in section 1.f to indicate that a second round of enrollment may be conducted at the discretion of the Board.
4. Added preference for residents of Local Elementary Attendance Area in section 2.c.iv.
5. Changed section 2.g.ii to reflect a weighted preference of 3:1 for residents of Local Elementary Attendance Area.
6. Updated key dates for 2013-14 enrollment.

7. Updated 52 slots for 2 Kindergarten classes.
8. Added language in section 1.k to clarify that the principal has final say as to whether applicants above Kindergarten meet level of Mandarin proficiency for grade to which they have applied.
9. Added section 4.d to explicitly state that applicants must apply to next sequential grade. Also describes procedure for requesting exception to this requirement.

Revision approved by Board of Directors on February 27, 2014

1. Removed the specific dates of the enrollment period in section 1.a so that document does not need update with each new academic year.
2. Changed “chair of the enrollment committee” to “chair of the enrollment committee and/or the school principal” in sections 1.b and 1.f to more accurately reflect the enrollment process.
3. Removed school office address in sections 1.f and 1.g so that these sections do not need updating if school location changes.
4. Changed “children of teachers” to “children of employees” in section 2.c.i to reflect the original wording and intent of the Yu Ming charter. The restriction to “children of teachers” was made to comply with the language of the PCSGP grant. Definition of “employee” for purpose of this preference was also added to section 2.c.i.
5. Added “(or 1 member of the Yu Ming Board of Directors and the principal)” in section 2.f.3.
6. Added section 2.g.vii to explicitly describe the process for filling unfilled slots in any particular grade after the initial and second enrollment periods.
7. Removed the specific date for the application deadline in section 3.b so that the document does not need updating with each new academic year.
8. Changed “enrollment chair” to “principal” in sections 4.a, 4.b, and 4.c to reflect that the principal is the deciding party for these requests for exceptions.

Revision approved by Board of Directors on January 22, 2015

1. Weighting for applicants who are Residents of Local Elementary Attendance Area (in section 2.g.ii) changed from 1:3 to 1:8.
2. Added language in section 1.m that applicants receiving a preference based on their address of residency (either in the Local Elementary Attendance Area or in Alameda County) must supply proof of this residency or they will be moved to the bottom of the waitlist. Also indicated that office staff may ask for additional proof of residency and may make home visits to verify residency.

Revision approved by Board of Directors on June 20, 2015

1. Removed the phrase “at the time of public random drawing” from section 2.c.i to be consistent with other changes related to employee preference.
2. Added section 2.h to allow for children of employees to receive slots if there is not enough attrition to accommodate them.
3. Added section 3.e to clarify what happens when a change in an applicant’s family status makes them eligible for an enrollment preference.

Revision approved to accompany Charter Renewal 2015

1. Fixed and updated all cross references within the policy as necessary given current and past changes to various sections.
2. Removed outdated references that only applied in early years of the school:
 - a. PCSGP grant information as it pertains to % of founding family preference allowed
 - b. Descriptions of initial year enrollment related to First Grade Mandarin and non-Mandarin speakers.
 - c. Changing age cutoff from December 1 to September 1.
3. Cleaned up language and changed authority so that the “principal and/or their designee” rather than “the enrollment chair and/or their designee” now responsible for all decisions allowed by the policy.
4. Clarified that the “school” rather than the “enrollment committee” will maintain the waitlists.
5. Cleaned up all references to lottery and substituted “public random drawing” which is the preferred language.
6. Added wording that outreach will seek racial diversity as well as socioeconomic and ethnic diversity (Section 1.b).
7. Added preference for Yu Ming Board Members (Section 2.c.iv), including clarification of minimum time necessary to receive this preference and that this preference of 2:1 will be additive to any residency preference (Section 2.f.ii)
8. Removed “and 2 members of enrollment committee” as we transition to enrollment process lead by school staff (Section 2.e.iii)
9. Cleaned up language about sibling preferences as it relates to older sibling getting preference if younger sibling is picked for Kindergarten during the public random drawing (Sections 2.f.iii)
10. Added principal’s ability to decide whether to fill slots opened by attrition during the school year (Sections 2.g.iii)
11. Removed paragraph in Section 2 stating upper grade applicants need to be assessed for Mandarin as it is redundant with Sections 1.k and 3.e.
12. Cleaned up language re: Procedure if there are not enough Mandarin speakers among Kindergarten applicants (Section 2.g.vii)
13. Added language specifying that when upper grade applicants called for Mandarin assessment they have 48 hours to schedule the assessment (Section 2.g.viii).
14. For clarity, rearranged listing of procedures regarding the waitlist so that they all now fall under section 2.g. This included moving section explaining how changes in preference eligibility will be handled from Section 3 to Section 2.g.v
15. Cleaned up language re: Children of employees being offered slots at time of hire including explicating stating that other applicants on the waitlist will still be offered slots opened by attrition. (Section 2.h). Revised wording of this section to be more consistent with rest of the policy.
16. Added clarification that children of employees who are offered slots through the regular public random drawing process will not mean that the size of the grade which they enter will be expanded. (Section 2.h.i)

17. Added specific wording to subsections of Section 3 that spell out how enrollment offers are made for all grades.

Revision approved by the Yu Ming Board of Directors on December 12, 2016

1. Updated portions of section 1. to reflect that Yu Ming is now participating in Enroll Oakland Charters for its application process.
2. Removed language throughout the policy that refers to and outlines procedures for a two-way immersion program with separate Mandarin and non-Mandarin pools of applicants.
3. Added preference (section 2.c.iv) for applicants eligible for California Free and Reduced Lunch (FRL) Program
4. Added procedures (described in section 2.f.ii) to institute the FRL preference.
5. Added procedure (described in 2.g.iv) to management of waitlist in order to ensure FRL preference slots filled with FRL applicants if available.
6. Added explanations of verification of FRL eligibility in sections 2.f.ii and 3.a.
7. Changed weighting for residents of the Local Elementary School Attendance Area back to 3:1 weighting.

Revision to be consider by the Yu Ming Board of Directors on December 14, 2017

1. Changed section 2.a to reflect 3 Kindergarten classes proposed for academic year 2018-19 and total of 78 Kindergarten slots.
2. Changed section 2.f.ii and subsections to reflect a total of 16 slots (20% of 78 Kindergarten slots) available for applicants eligible for the FRL Preference. Changed the description of how these FRL eligible applicants are selected to be consistent with the mechanics of the School Mint automated lottery system.
3. Added section 2.f.iii.1 to specify that preference for the Local Elementary Attendance Area shall be based on the location of grade (Alcatraz or MLK campus) to which the applicant is applying.

Yu Ming Charter School Enrollment and Public Random Drawing Policy:

Approved by Board of Directors on February 15, 2011

Addendum approved by Board of Directors on March 1, 2011

Revision approved by Board of Directors on March 6, 2011

Revision approved by Board of Directors effective as of July 31, 2011

Revision approved by Board of Directors on November 15, 2012

Revision approved by Board of Directors on February 27, 2014

Revision approved by Board of Directors on January 22, 2015

Revision approved by Board of Directors on June 20, 2015

Revision to accompany Charter Renewal 2015 approved by Board of Directors on September 24, 2015

Revision approved by Board of Directors on December 12, 2016

1. Application to Yu Ming Charter School:

- a. The enrollment period for application to Yu Ming Charter School (Yu Ming) will begin in November of the year prior to the academic year.
- b. The principal or their designee shall organize outreach activities and information sessions designed to recruit a broad, diverse representation of students from Alameda County both socioeconomically, racially and ethnically.
- c. There is no fee to apply to or attend Yu Ming.
- d. Yu Ming Charter School shall not discriminate on the basis of the characteristics listed in Education Code Section 220 (actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code or association with an individual who has any of the aforementioned characteristics).
- e. All applicants must complete an application for enrollment. Applications for enrollment for each academic year are valid solely for that academic year. Any offers of enrollment to Yu Ming or waitlist positions from one academic year shall not carry over to other academic years. Any applicant who was not offered enrollment in one academic year who wishes to reapply to Yu Ming in the future must submit a new application for the new academic year.
- f. Yu Ming is participating in Enroll Oakland Charters. Yu Ming will follow the application deadlines set forth by Enroll Oakland Charters. Applicants will receive confirmation from Enroll Oakland Charters acknowledging receipt of their application. Applicants should not assume that their application has been received unless they receive this notification. Applications received after the deadline will not be considered during the initial enrollment

period. Yu Ming reserves the right to conduct a second round of recruitment and enrollment if deemed necessary by the principal or their designee. If a second round of recruitment and enrollment is undertaken, applications received after the initial enrollment deadline will be considered for admission during the second enrollment period.

- g. An online application will be accessible through the Enroll Oakland Charters Website. Applicants to Yu Ming need to designate Yu Ming Charter School as one of their preferred schools. Enroll Oakland Charters encourages completing the application online, but a paper version of the common Enroll Oakland Charters application will also be available in the Yu Ming School office. The Enroll Oakland Charters common application can be completed online in English, Chinese (Simplified and Traditional) and Spanish.
- h. All applicants will be encouraged to attend an enrollment information session. The purpose of these sessions is to ensure that families understand the unique features of language immersion education and that applicants are committed to staying at Yu Ming for the entirety of their elementary education, K-8.
- i. Yu Ming must comply with State law as to the minimum age for public school admission. Kindergartners must be 5 years of age on or before September 1 of the academic year in which they enter Kindergarten.
- j. In line with recommendations from the California Department of Education Language Immersion Program FAQ (www.cde.ca.gov/sp/el/ip/faq.asp), applicants applying to Yu Ming after Kindergarten will need to have a level of proficiency in Mandarin that approximates the Mandarin proficiency of students who have already been in the Yu Ming program for a year or more. Applicants entering the program after Kindergarten will be assessed by the school principal or their designee to determine if their Mandarin language proficiency is adequate for admission to the grade level to which they are applying. The principal or their designee will determine the level of Mandarin proficiency required for each grade level by the date applications are due for the next academic year. All applicants will be included in the public random drawing (if more applications are received than available spaces) so that an ordered waitlist can be created for any slots that may open by attrition during the academic year. The principal or their designee will assess applicants on the waitlist to ensure that the applicants meet the set level of Mandarin proficiency. If an applicant does not meet the level of proficiency, they will be removed from the waitlist. If a parent believes that the assessment is inaccurate, they may submit a written request to the principal to review the assessment. The principal or their designee, after reviewing the assessment, shall have final say in determining if the assessment is valid and whether a re-assessment is indicated.
- k. As outlined in the Yu Ming charter, siblings of currently enrolled students will be given preference in the enrollment process if a public random drawing is held (see below). For this purpose, siblings are defined as persons with at least one parent or guardian or step-parent in common. Applicants must indicate on their enrollment application if they have a sibling currently enrolled at Yu Ming. This preference will include applicants whose sibling is slated to graduate from the 8th grade from Yu Ming at the end of the current academic year.

- I. As outlined in the Yu Ming charter, residents of Alameda County and residents of the Local Elementary School Attendance Area where Yu Ming is located will be given preference in the enrollment process if a public random drawing is held (see below). If offered admission to Yu Ming, applicants indicating that they primarily reside in one of these areas will need to present 3 official documents to verify proof of Alameda County Residency or proof of residency in the Local Elementary School Attendance Area. Applicants who do not supply this proof of residency or are found to not be primarily residing in Alameda County or in the Local Elementary School Attendance Area will be moved to the end of the waitlist since the additional weighting given to them in the public random drawing process was invalid. Additionally, Yu Ming office staff may audit the proof of residency, ask for additional proof of residency and/or make home visits to ensure that the applicant actually lives at the address given on the application form. Acceptable proof of residency will include the following¹:

- i. Utility bill from PG&E or EBMUD (current bill within 30 days)
- ii. Homeowner's or renter's insurance policy
- iii. Lease agreement
- iv. Current property tax bill from Alameda County Tax Collector's Office
- v. Official letter or form from a social services or government agency (current within 30 days)
- vi. Valid CA Driver's License
- vii. Current bank statement with proof of current residential address
- viii. Paycheck from employer on official letterhead with proof of current residential address

2. Admissions Selection Process and Public Random Drawing

- a. Each year, the Yu Ming Board, acting on recommendations from the principal or their designee will approve a plan for school growth for the coming academic year which includes the number of slots available for new students. For academic year 2017-18 there will be 2 Kindergarten classes with 26 students in each class for a total of 52 entering Kindergarten students.
- b. If there are more applicants than slots available, a public random drawing will be held to determine admission to Yu Ming.
- c. Preference in the public random drawing process will be in the following order based on the preferences listed in the Yu Ming charter and based on preferences as required by California Education Code Section 47614.5:
 - i. Children of employees (where "employees" are defined to be persons who are under direct paid employment by Yu Ming and work an average of 18 hours or more per week at Yu Ming)
 - ii. Siblings of current students within the Charter School (as defined above in section 1.k.)

¹ Proof of residency not required for homeless youth.

- iii. Children of Founding Families (as defined below in section 2.d.)
 - iv. Children whose family meets the requirements for the California Free and Reduced Lunch (FRL) Program.
 - v. Children of Yu Ming Board Members (Children of current Board Members are eligible for this preference if the Board Member will have served a minimum of one year on the board at the time the child would, if offered a slot, enter Yu Ming. Children of past Board Members are eligible for this preference if the Board Member served a minimum of one year on the board.)
 - vi. Children who reside in the Local Elementary School Attendance Area where Yu Ming is located or who currently attend the local elementary school in the area where Yu Ming is located
 - vii. Residents of Alameda County
 - viii. All other students in the State of California.
- d. As outlined in the Yu Ming Policy on Founding Family Definition, preference within the Children of Founding Families (section 2.c.iii above) shall be given to Children of Original Founding Families.
- e. The public random drawing:
- i. Will have its date and location (as determined by the principal or their designee) posted on the Yu Ming website at least 72 hours prior to being held.
 - ii. Will be run by the principal and/or their designee.
 - iii. Will be overseen by at least 2 members of the Yu Ming Board of Directors (or 1 member of the Yu Ming Board of Directors and the principal).
 - iv. May be done using electronic or mechanical means at the discretion of the chair of the enrollment committee or their designee. If the drawing is done using electronic means any formulae or special computer programs (source code) used to assist in the drawing process will be available for public review.
- f. Kindergarten applicants will be assigned to open slots and waitlist positions using the procedure outlined in sections 2.f.i through 2.f.v below. After Kindergarten slots and waitlists have been assigned, applicants for each higher grade level will be assigned to an ordered waitlist to fill any slots opened by attrition at the end of the academic year.
- i. Following the preferences defined above in section 2.c, applicants will be assigned to open slots for their respective grade. If there are more applicants in any preference category than open slots, applicants from that preference category will be drawn at random using the designated mechanical or electronic system. Each applicant drawn will be assigned an open slot until all slots are filled. Remaining applicants will continue to be drawn and placed on an ordered waitlist for that grade. Applicants from preference category 2.c.i will be assigned first. Once all applicants from this preference category have been assigned to slots or the waitlist, applicants from preference category 2.c.ii will be assigned. Once all applicants from preference category 2.c.ii have been assigned to slots or the waitlist, applicants from preference category 2.c.iii will be assigned.

- ii. For preference category 2.c.iv (Children who meet the requirements of the California FRL Program) the preference shall be a categorical preference and applicants will be assigned slots after completion of the procedure in 2.f.i above. For Kindergarten, the number of applicants eligible for this preference will be 20% of the total number of slots available at the time of Public Random Drawing, rounded up to the nearest whole number (eg. given a total of 52 Kindergarten slots available at the time of the Public Random Drawing, then up to 11 applicants would be eligible to receive this preference.) For upper grades, since the total number of open slots is not typically known at the time of the Random Drawing and because attrition in any one grade has typically been less than 5 students, 1 applicant (or 20% of 5) shall be eligible to receive the FRL Preference.
 - 1. If applicants indicate on their application form that they are eligible for the FRL Preference, they will be asked to meet with a Yu Ming staff member who will verify their eligibility for this preference based on a visual inspection of documents that show household income or other documentation of FRL eligibility. The documents that may be used for this determination will be specified by the Yu Ming administrative staff. These documents will not be collected at the time of application to Yu Ming. If the applicant is offered a slot at Yu Ming, the applicant will be expected to submit proof of eligibility for the FRL Program, as specified by the California Board of Education, at the time of enrollment to Yu Ming.
 - 2. If there are more applicants eligible for FRL than the number of slots available to receive the FRL preference, then applicants shall be randomly selected to receive slots up to the number of available FRL slots. Applicants eligible for other weighted preferences (as detailed in section 2.f.iii below) shall receive those weightings within the process of random selection for the FRL preference. This preference will be reflected in the lottery process through mechanical or electronic means by selecting at random students in this preference category.
 - 3. Any applicants who were not selected based on the categorical FRL Preference shall be placed with the remaining applicants and drawn at random as detailed in section 2.f.iii below).
- iii. For preference category 2.c.vi (Residents of the Local Elementary School Attendance Area) the preference will be a weighted preference of 3:1. For preference category 2.c.vii (Residents of Alameda County) the preference will be a weighted preference of 2:1. The weighting for Alameda County will not be additive to the weighting for the Local Elementary School Attendance Area. For preference category 2.c.v (Children of Yu Ming Board Members) the preference will be an added weight of 2 in addition to any weighting for residency (i.e. a child of a Board Member who resides in Alameda County will have a weighted preference of 4:1; a child of a Board Member who resides in the Local Elementary School Attendance Area will have a weighted preference of 5:1; and a

child of a Board Member who lives outside Alameda County will have a weighted preference of 3:1). These preferences will be reflected in the lottery process through mechanical or electronic means by selecting at random students in preference categories 2.c.v, 2.c.vi, 2.c.vii and 2.c.viii with the weighting described above.

- iv. If an applicant who is offered a slot during the process described above in sections 2.f.ii and 2.f.iii has a sibling(s) who has(have) also applied for admission during the current enrollment period and for the same grade level, that sibling(s) will be offered the next available slot(s) or if no such slot(s) remain they will be placed in the first available slot(s) on the appropriate waitlist. If an applicant who is offered a slot during the process described above in sections 2.f.i and 2.f.ii has a sibling(s) who has(have) also applied for admission during the current enrollment period and for a different grade level which has already been assigned slots, that sibling(s) will be offered an open slot if available, or placed in the first available slot(s) on the appropriate waiting list. If an applicant who is offered a slot during the process described above in sections 2.f.i and 2.f.ii has a sibling(s) who has(have) also applied for admission during the current enrollment period and for a different grade level which has not yet been assigned slots, that sibling(s) will be given sibling preference (as defined above in sections 2.c.ii) at the time of assignment of slots for their grade level.
- v. The chair of the enrollment committee or their designee will record the assignment of each applicant to either a slot or to the appropriate ordered waitlist if mechanical means are being used for the drawing or they will print out the assignments if electronic means are use.
- g. The following guidelines will be followed regarding the ordered waitlists for each grade:
 - i. The school will maintain an ordered waitlist for each grade.
 - ii. If slots become available because an accepted student declines acceptance or a student withdraws from school before the start of the academic year, students on the waitlist will be offered a slot in their grade based on their position on the waitlist.
 - iii. If slot(s) open up during the academic year because of attrition, the principal will determine whether the slot(s) will be filled at that time or if the slot(s) will be left vacant for the remainder of the school year. The principal will make this determination based on how far along in the academic year the slot becomes open (eg. more likely to fill the slot in the first half of the academic year and less likely to fill the slot in second half of the academic year), any relevant grade specific factors (eg. additional number of students already present in the grade above the target number because of students being retained in a grade or advanced in a grade during the academic year), and whether there is more than one student leaving (eg. may be greater need to fill the slots if there is more attrition in the same grade). The principal will not consider any characteristics or identities of students on the waitlist when deciding whether to fill a slot opened

by attrition. If the slot is to be filled, students on the waitlist will be offered a slot in their grade based on their position on the waitlist.

- iv. If an open slot is to be filled from the waitlist and the slot was vacated by a student who filled one of the slots designated for applicants eligible for FRL, then the open slot will be offered to the next applicant on the waitlist who was eligible for FRL at the time of the Public Random Drawing. If that applicant does not accept the slot, then the open slot will be offered to the next applicant on the waitlist who was eligible for FRL at the time of the Public Random Drawing. This procedure will continue until the slot is filled. If no applicants remain who met the FRL criteria at the time of Public Random Drawing, then the open slot will be offered to the next applicant on the ordered waitlist. This procedure only applies when the vacated slot was one of the slots specifically set aside for applicants eligible for FRL. If the applicant who declines the slot just happens to be eligible for FRL but received their slot as the one of the other assigned slots (eg. they were assigned a slot as a sibling, or they were randomly assigned a slot later in the drawing, etc) then the vacated slot will be assigned to the next applicant on the waitlist without regard to FRL eligibility.
- v. If an applicant on the waitlist becomes eligible for a preference category as defined in sections 2.c.i, 2.c.ii, 2.c.iii or 2.c.v because of a family change (eg. a sibling is offered and accepts a slot at Yu Ming, a parent becomes an employee at Yu Ming, a parent marries into a family that is eligible for a preference category, or other family change affecting an applicant's eligibility for an enrollment preference) an effort will be made to allow that applicant to receive the benefit of that preference by moving them up the waitlist to a position granted by the preference to which they are entitled. However, no applicant will be moved ahead of a student with the same preference eligibility. For example, if an applicant on the waitlist becomes eligible for the sibling preference because their sibling was offered and accepted a slot at Yu Ming, the applicant would be moved up the waitlist ahead of other applicants, including those with Founding Family preference, but not ahead of other applicants with sibling preference nor ahead of any applicants with employee preference.
- vi. The waitlists shall remain in effect for the entirety of the academic year. At the end of the academic year the waitlists shall be null and void and have no bearing on assignment to slots for the next academic year.
- vii. If the waitlist for an individual grade is exhausted, and unfilled slots for that grade remain, then the principal or their designee may announce and undertake a second enrollment period. If more students apply for the slots than are available, another public random drawing (following the same procedures outlined above) will be used to determine which students are offered slots and which are placed on a waitlist. If unfilled slots remain for an individual grade even after a second enrollment period, the unfilled slots will be listed on the Yu Ming website. Each day that the slots are listed will be considered a separate

enrollment period; if more applicants than available slots happen to apply on the same day, a public random drawing (following the same procedures outlined above) will be used to determine which students are offered slots and which are placed on a waitlist.

- viii. To streamline filling slots in the upper grades (above Kindergarten) the school may elect to assess the Mandarin language proficiency of applicants at the top of the waitlists prior to having confirmation that a slot in a particular grade will definitely be opening by attrition. When the principal or their designee contacts an applicant to schedule these assessments, the applicant will have 48 hours to respond and schedule the assessment. If the applicant does not respond within 48 hours, it will be assumed that the applicant is no longer interested in attending Yu Ming and they will be moved to the end of the applicable waitlist.
- h. A person who is hired as an employee of Yu Ming (where “employee” is defined to be a person who is under direct paid employment by Yu Ming and works an average of 18 hours or more per week at Yu Ming) at any time will be eligible to receive an offer(s) of enrollment for their child(ren) to attend Yu Ming. The offer(s) of enrollment may not otherwise violate the terms of minimum age of enrollment as described in 1.i of this policy. The offer(s) may have the effect of expanding the size of the grade for which the offer(s) of enrollment is(are) made. The offer(s) may neither alter the maintenance of the waitlist (eg. applicants on the waitlist will still be offered a slot should a slot open through attrition before the start of the academic year) nor the measures of Mandarin proficiency described in section 1.k above. The principal or their designee may, for a future academic year, recommend that the grade expansion affected by this paragraph be removed before determining the number of slots available in a future academic year.
 - i. Children of employees of Yu Ming may also apply to Yu Ming through the usual procedure described above in sections 2.a through 2.f. In that case they will receive a preference in the public random drawing as described above in section 2.c.i. If offered a slot at the time of the public random drawing or off the waitlist for their specific grade because of attrition, the grade they are entering will not need to be expanded to accommodate them. If, however, a slot is not available in the grade which they have applied, they will be eligible for the admissions offer which expands the grade size to accommodate children of employees as described in section 2.h above.

3. Admissions Offers and Acceptance of Offers

- a. Applicants offered slots for the coming academic year will have acceptance decisions mailed to them within one week of the date of the public random drawing. Families of applicants accepted for enrollment must return the acceptance form to confirm their enrollment in Yu Ming. Confirmation of enrollment includes but is not limited to providing proof of the student’s age (see section 1.i above) and proof of residency (see section 1.m above) and proof of FRL eligibility (see section 2.f.ii above). Failure to provide proof of age (for Kindergarten students) and/or proof of residency (for students who received a preference

based on their residency) and/or proof of FRL eligibility (for students who received a preference for FRL) will result in revocation of the acceptance to Yu Ming. (As per footnote 1 above, homeless youth need not provide proof of residency).

- b. The principal or their designee will set a date, aligned with the Enroll Oakland Charters program, by which acceptance decisions must be received back at Yu Ming to confirm the applicant's registration for the coming academic year. Applicants who do not return their acceptance form by this date will have their offer of enrollment withdrawn and if such an applicant changes their mind at a later date, they will be placed at the end of any and all waitlists that exist at that time.
 - c. Enrollment offers are valid only for the applied for academic year. There is no option to defer an offer for enrollment. No added preference in the future will be given to an applicant who is offered a slot and declines that slot. However, applicants who remain eligible for a preference as defined above in section 2.c, may still receive such preference if they decline an offer of enrollment and then reapply for a future academic year. Similarly, applicants who were waitlisted and who remain eligible for a preference as defined above in section 2.c, may still receive such preference if they reapply for a future academic year.
 - d. If slots open up for the upcoming academic year after the acceptance deadline but before the start of the academic year, because of applicants who received acceptance offers not accepting a slot, the ordered waitlists (as described above in section 2.g) will be used to offer the next applicant(s) acceptance into Yu Ming. These applicants will have 48 hours in which to confirm their intention to enroll at Yu Ming. This procedure will be repeated until all slots for the upcoming academic year have been filled with applicants who confirm their registration in Yu Ming.
 - e. Similarly, if slots become available before the start of the academic year in grades above Kindergarten the waitlist for the specific grade will be used to offer the next applicant(s) acceptance into Yu Ming. If the next student on the waitlist has not yet been assessed for Mandarin (as described above in section 1.k), they will be assessed before being offered a slot, as applicable. Once offered a slot, these applicants will have 48 hours in which to confirm their intent to enroll at Yu Ming.
 - f. If slots open during the school year and the principal decides to fill those slots (as described above in section 2.g.iii) the same procedures above for Kindergarten (section 2.d) or other grades (section 2.e) will be used to fill those open slots.
4. Exceptions to usual age requirements and grade placements.
- a. A Parent/Guardian may request an exception to the minimum age guidelines for entering Kindergarten students (as outlined in section 1.i). Such a request would need to be submitted to the Yu Ming Board of Directors on or after the applicant's 5th birthday. Such requests must be evaluated on a case by case basis by the principal or their designee and must be approved by the Board of Directors. Any exceptions would be dependent on availability of an opening in the current Kindergarten class, the student's readiness for Kindergarten and the approval of the Board of Directors of Yu Ming. The Board of Directors must agree that the admittance is in the best interests of the child; and the Parent/Guardian

must be given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.

- b. A Parent/Guardian may request that a student, who will be 5 years of age, but not yet 6 years of age, by the applicable cutoff date (as outlined in section 1.i), be promoted to first grade if the student has already completed all or part of a year in a private or public Kindergarten program. Such requests will be evaluated on a case by case basis by the principal or his or her designee and must be approved by the Board of Directors. For such an approval the Board of Directors and Parent/Guardian must agree that the pupil is read for first grade work. If such a request is granted, the Parent/Guardian will sign a waiver indicating that they understand the advantages and disadvantages of grade acceleration for their child.
 - c. A Parent/Guardian may request that a student, who will be at least 5 years of age by the applicable cutoff date (as outlined in section 1.i) and who has already completed all or part of a year in a private or public Kindergarten program, be continued in Kindergarten for another academic year. Such requests will be evaluated on a case by case basis by the principal or his or her designee and must be approved by the Board of Directors. If such a request is granted, the Parent/Guardian will sign a Kindergarten Continuation Form indicating that they understand that their child will be repeating Kindergarten.
 - d. With the exception of the conditions outlined in sections 4.a, 4.b and 4.c above, all applicants must apply for admission to the grade sequential to the highest grade that they have completed. If the parent/guardian desires the child to enter a grade other than the grade sequential to the highest grade that the applicant has completed, the parent must make this request in writing at the time in which the application for admission is submitted. The principal or their designee will evaluate such requests on a case by case basis and consider whether the grade placement is appropriate. The principal or their designee, after considering the request and any relevant information (eg. evaluation or recommendation from current school, IEP, etc), will make the final determination as to which grade the child can be considered for in the public random drawing.
5. Addendum to address any issues which arise at the Public Random Drawing that are not addressed elsewhere in this policy.
- a. The Yu Ming Board of Directors authorizes the principal and the chair of the enrollment committee or their designees to take whatever reasonable steps are necessary to address issues raised on the evening of the public random drawing that are not addressed specifically by this policy.