



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

Members of the public are welcome to speak on any agenda or non-agenda items so long as the matter pertains to the domain and jurisdiction of the school board. Public testimony on non-agenda items will be heard at the opening of the meeting. Public testimony on agenda items will take place as each item is presented. The Board's presiding officer reserves the right to impose reasonable time limits on public testimony.

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, as required per Yu Ming's Conflict of Interest Policy
 - 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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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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Our mission is:

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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 LUNCHES	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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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: TOYOLGY 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		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)

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	



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 Disqualifying Interest

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	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: _____

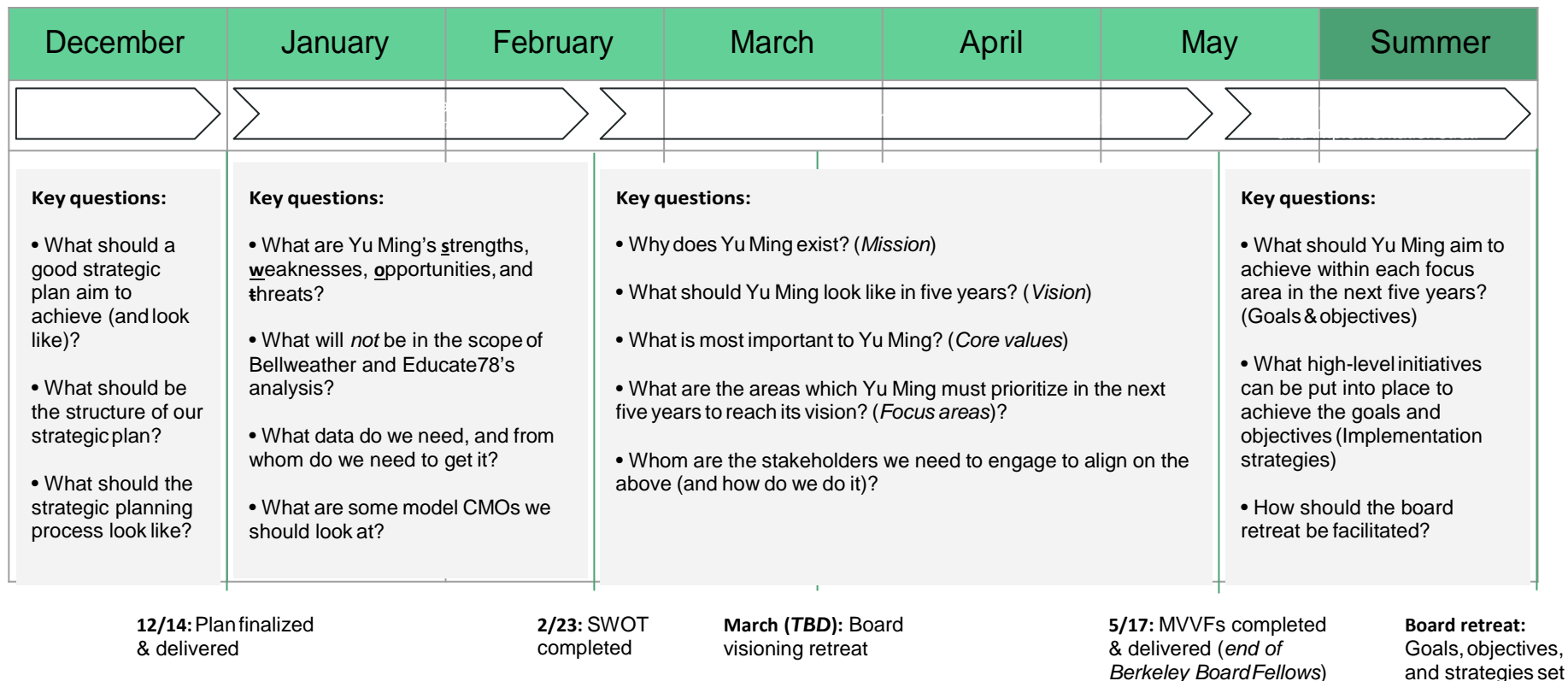
Thompson Paine, Secretary



Board of Directors
December 14, 2017
AGENDA ITEM INFORMATION

Agenda Item	Strategic Planning Team
Time Allotted	20 Minutes
Background	The Strategic Planning Working Group would like to provide an update on the timeline for Yu Ming Charter School strategic planning process.
Summary	The Working Group will review the attached timeline. The Working Group will 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: 12/17/2011

FY: 2017-18

1st Interim X

2nd Interim D

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

d

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}

!Si 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

151

Supplemental financial report {MOU 3.4.2.9}, including:

r!lf Printout of Balance Sheet and Revenue & Expense Reports by Fund-Object

Please 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)

fl

FCMAT LCFF Calculator (MOU 3.4.4)

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

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

D Interim Financial Report Alt MVP Reporting worksheet
D Checklist - Assumptions - MVP Worksheet
D Statement of cash flow
0 FCMATLCFF Calculator

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

Signature

Print Name

Sue Park

Date

12/7/2017

Title

Head of School

**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:

For Approving Entity:

Teresa Kapellas
Name
Executive Dir. Admin Services
Title
510-670-4272
Phone
tkapellas@acoe.org
E-mail

For Charter School:

Matthew Eisenberg
Name
VP, School Finance
Title
424-208-6092
Phone
meisenberg@exed.net
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, LCFF Sources			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 Educa

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 Educa

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 SchoolName: Yu Ming Charter

(continued) _____

CDS #: 01-10017-0124172

Charter Approving Entity: Alameda County Office of Educa

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 StateAid	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 providebreakdown):					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 CBEDSEnrollment
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 providebreakdown):					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 providebreakdown):	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

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 facilities (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		N	Y	N	N	
Are Health Benefits included in salary schedule? Y/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 limitfunded 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 205.20	
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>903,214.01</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>2,355.60</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>903,214.01</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	.0
	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
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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														0			
	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/Une	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>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	
<i>Less: EPA in Excess to LCFF Funding</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</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>\$ 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				
t 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>	-	-	-	-
or Improve Services				
	2016-17	2017-18	2018-19	2019-20
Current year estimated supplemental and concent \$	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



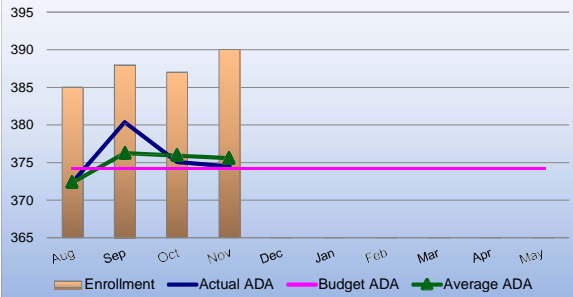
Net Income / (Loss)



Year End Cash



ADA & Enrollment



KEY POINTS

Per SSC:

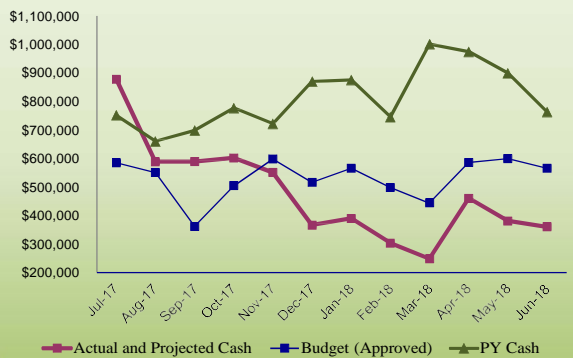
California State Controller Betty T. Yee released her monthly revenue report on Saturday, October 7, 2017, showing a continuation of strong revenue performance in California. While September revenue outpaced budget expectations more modestly than the prior two months, it still exceeded budget projections 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	<u>104,558</u>	<u>104,558</u>	<u>453,336</u>
	Total Principal Apportionments	305,997	600,355	2,919,583
Other Federal Income				
8181	Special Ed - IDEA	<u>0</u>	<u>0</u>	<u>44,375</u>
	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	<u>15,030</u>	<u>46,760</u>	<u>192,442</u>
	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	<u>20,419</u>	<u>190,340</u>	<u>390,000</u>
	Total Other Income - Local	<u>31,909</u>	<u>360,286</u>	<u>909,437</u>
	Total Revenue	<u>352,936</u>	#####	<u>4,489,334</u>
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	<u>32,230</u>	<u>128,919</u>	<u>383,395</u>
	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	<u>12,878</u>	<u>37,634</u>	<u>85,643</u>
	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	-	389,000		(1,000)	0%
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%

**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		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**

Draft Only

YU MING CHARTER SCHOOL

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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	65,212
Total current assets	<u>1,234,838</u>
Total assets	<u>\$ 1,234,838</u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:

Accounts payable and accrued liabilities	\$ 87,538
Total current liabilities	<u>87,538</u>

NET ASSETS:

Unrestricted	1,108,216
Temporarily restricted net assets	39,084
Total net assets	<u>1,147,300</u>
Total liabilities and net assets	<u>\$ 1,234,838</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	<u>800,343</u>	<u>50,269</u>	<u>850,612</u>
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	(3,901)
Change in operating liabilities:	
Accounts payable and accrued liabilities	(70,787)
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>\$ 763,823</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 5th 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.

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 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.

YU MING CHARTER SCHOOL

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

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 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.

YU MING CHARTER SCHOOL

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

NOTE 3: EMPLOYEE RETIREMENT

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:

Year Ended June 30,	Required Contribution	Percent Contributed
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

Draft Only

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>
Rodrigo Prudencio	Board Chair	June 2019
Diana Lee	Vice Chair	October 2016
Thomas Paine	Secretary	June 2018
Eric Petersen	Member	June 2017
Matt Miller	Member	June 2018
Wai-Kiu Lee	Member	August 2018
Phuoc Le	Member	June 2018
Josh Stern	Member	August 2018
Robert Donnelly	Member	June 2017
John Wharton	Member	June 2018
Bob Donelly	Member	June 2016
Reichi Lee	Member	August 2016

ADMINISTRATOR

Sue Park	Principal
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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>	
	Classroom		Classroom	
	<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	136.11	137.39	134.34	136.34
ADA Totals	<u>338.45</u>	<u>342.06</u>	<u>335.70</u>	<u>341.25</u>

Draft Only

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.

Draft Only

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.

Draft Only



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
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23	24	25	26	27	28	29
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October 18						
Su	M	Tu	W	Th	F	Sa
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21	22	23	24	25	26	27
28	29	30	31			

November 18						
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December 18						
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30	31					

January 19						
Su	M	Tu	W	Th	F	Sa
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February 19						
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March 19						
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31						

April 19						
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May 19						
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June 19						
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July 19						
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August 19						
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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 - 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

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
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September 18						
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October 18						
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November 18						
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December 18						
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January 19						
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February 19						
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March 19						
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April 19						
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May 19						
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June 19						
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July 19						
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28	29	30	31			

August 19						
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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
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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
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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
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2	3	4	5	6	7	8
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23	24	25	26	27	28	29
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October 18						
Su	M	Tu	W	Th	F	Sa
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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
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18	19	20	21	22	23	24
25	26	27	28	29	30	

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

April 19						
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14	15	16	17	18	19	20
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28	29	30				

May 19						
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26	27	28	29	30	31	

June 19						
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30						

July 19						
Su	M	Tu	W	Th	F	Sa
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28	29	30	31			

August 19						
Su	M	Tu	W	Th	F	Sa
				1	2	3
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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
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
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.)

¹Proof 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.