



AGENDA
Board of Directors Meeting
1086 Alcatraz Ave.
Oakland, CA
January 19, 2017
6:00 PM

Remote Location
710 Summit Ave E
Seattle, WA

Remote Location
300 Hamilton Street
Northeast Apt T09
Washington, DC

Dial In Information
724-707-2557
Passcode 32267

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

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

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REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

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REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

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III. CONSENT AGENDA (5 mins)

- A. Approve December 2016 and January 2017 (special meeting) minutes
- B. Approve December 2016 Check Register
- C. Approve Julie Mikuta as Chair, Education Committee
- D. 2017-2018 School Calendar (Principal Park)
- E. Resolution In Support of Immigrant Families (Principal Park)
- F. Revised Employee Handbook (Principal Park)
- G. Yu Ming Governance: Notification of new employment position of Eric Peterson, Board Chair

IV. ITEMS OF BUSINESS

- A. Principal's Report (Principal Park, 15 minutes)
 - 1. FSO report
- B. Board Governance -- Vote (Prudencio, 10 minutes)
 - 1. To consider the nomination of Ron Lewis as an appointed member of the board of directors.
 - 2. To vote on final school goal items discussed at the December 2016 board meeting
- C. Facilities Committee. -- Discussion (Prudencio, 20 minutes)
 - 1. Update on facilities committee activities
 - 2. Feedback on site criteria as developed by the committee and by consultant
- D. Finance Committee -- Discussion (Norman, 10 minutes)
 - 1. Review of fiscal year to date financial statements

V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

VI. ADJOURNMENT

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The meeting was adjourned at _____.

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MINUTES
Board of Directors Meeting

4065 4th Ave. NE
Seattle, WA

1086 Alcatraz Ave.
Oakland, CA

2688 Becard Ct.
Pleasanton, CA

985 N Michillinda Ave., #207
Pasadena, CA

December 12, 2016
6:00 PM

Vision & Mission

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

I. Preliminary

A. CALL TO ORDER

The meeting was called to order at 6:20 p.m.

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B. ROLL CALL

NAME	PRESENT	ABSENT
Diana Lee	X	
Joy Lee		X
Phuoc Le		X
Matt Miller	X	
Jessica Norman	X	
Thompson Paine	X	
Eric Peterson	X	
Rodrigo Prudencio	X	
Brianna Schwartz	Joined at 6:38 p.m.	
John Wharton		X

C. APPROVAL OF AGENDA

Motion to Approve: Agenda

Motion by: Eric Peterson

Seconded by: Thompson Paine

Vote: Unanimous

NAME	YES	NO	ABSTAIN
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Diana Lee	X		
Joy Lee			
Phuoc Le			
Matt Miller	X		
Jessica Norman	X		
Thompson Paine	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
Brianna Schwartz			
John Wharton			

Note that no members of the public were present.

II. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

III. CONSENT AGENDA (5 mins)

A. Approve November 2016 minutes

Note that the check register for November and December will be approved in January.

Motion to Approve: Consent Agenda

Motion by: Thompson Paine

Seconded by: Eric Peterson

Vote: Unanimous

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NAME	YES	NO	ABSTAIN
Diana Lee	X		
Joy Lee			
Phuoc Le			
Matt Miller	X		
Jessica Norman	X		
Thompson Paine	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
Brianna Schwartz			
John Wharton			

Note that no members of the public were present.

- B. Branding/Website Project Information
- C. Facilities Update
- D. Educational Committee update

IV. ITEMS OF BUSINESS

A. Principal's Report (Principal Park, 15 minutes)

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Note: We set target approval ratings/goals for the annual survey. The updated targets are in the chart attached.

- B. Current Financials Update, Approval of 15-16 Audit, Approval of First Interim Financial Report 16-17, and Approval of EPA Resolution and Spending Plan (Kelly Ellis, 30 minutes)
1. The Board will receive a current financials update and details on the 2015-2016 audit from Kelly Ellis, EdTec

Motion to Approve: 2015-16 Audit

Motion by: Diana Lee

Seconded by: Matt Miller

Vote: Unanimous

Note that no members of the public were present.

NAME	YES	NO	ABSTAIN
Diana Lee	X		
Joy Lee			
Phuoc Le			
Matt Miller	X		
Jessica Norman	X		
Thompson Paine	X		
Eric Peterson	X		
Rodrigo Prudencio	X		

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Brianna Schwartz	X		
John Wharton			

Motion to Approve: First Interim Financial Report 16-17

Motion by: Thompson Paine

Seconded by: Matt Miller

Vote: Unanimous

Note that no members of the public were present.

NAME	YES	NO	ABSTAIN
Diana Lee	X		
Joy Lee			
Phuoc Le			
Matt Miller	X		
Jessica Norman	X		
Thompson Paine	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
Brianna Schwartz	X		
John Wharton			

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Motion to Approve: EPA Resolution and Spending Plan

Motion by: Diana Lee

Seconded by: Thompson Paine

Vote: Unanimous

Note that no members of the public were present.

NAME	YES	NO	ABSTAIN
Diana Lee	X		
Joy Lee			
Phuoc Le			
Matt Miller	X		
Jessica Norman	X		
Thompson Paine	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
Brianna Schwartz	X		
John Wharton			

C. 2017 Calendar Year Officers

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1. The Board will discuss and vote on preparations for Officers for 2017 calendar year (D. Lee, B. Swartz, 10 minutes)

Note that all new appointments will be effective in January 2017.

Motion to Approve: Jessica Norman as the Treasurer of the Board

Motion by:

Seconded by:

Vote: Unanimous

Note that no members of the public were present.

NAME	YES	NO	ABSTAIN
Diana Lee	X		
Joy Lee			
Phuoc Le			
Matt Miller	X		
Jessica Norman	X		
Thompson Paine	X		
Eric Peterson			X
Rodrigo Prudencio	X		
Brianna Schwartz	X		
John Wharton			

Motion to Approve: Brianna Schwartz as the new Vice Chair of the Board

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Motion by: Eric Peterson

Seconded by: Matt Miller

Vote: Unanimous

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NAME	YES	NO	ABSTAIN
Diana Lee	X		
Joy Lee			
Phuoc Le			
Matt Miller	X		
Jessica Norman	X		
Thompson Paine	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
Brianna Schwartz			X
John Wharton			

Motion to Approve: Thompson Paine as the Secretary of the Board

Motion by: Matt Miller

Seconded by: Eric Peterson

Vote: Unanimous

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NAME	YES	NO	ABSTAIN
Diana Lee	X		
Joy Lee			
Phuoc Le			
Matt Miller	X		
Jessica Norman	X		
Thompson Paine			X
Eric Peterson	X		
Rodrigo Prudencio	X		
Brianna Schwartz	X		
John Wharton			

Motion to Approve: Eric Peterson as Chair of the Board

Motion by: Diana Lee

Seconded by: Thompson Paine

Vote: Unanimous

Note that no members of the public were present.

NAME	YES	NO	ABSTAIN
Diana Lee	X		
Joy Lee			

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Phuoc Le			
Matt Miller	X		
Jessica Norman	X		
Thompson Paine	X		
Eric Peterson			X
Rodrigo Prudencio	X		
Brianna Schwartz	X		
John Wharton			

D. Enrollment and Diversity Committee: (P. Le, 10 minutes)

1. The Board will receive an update on the Enrollment and Diversity Committee

E. New Board Members (D. Lee, 10 minutes)

1. Board to discuss and vote on potential board member Julie Mikuta

Motion to Approve: Julie Mikuta as a new Board member

Motion by: Eric Peterson

Seconded by: Matt Miller

Vote: Unanimous

Note that no members of the public were present.

NAME	YES	NO	ABSTAIN
Diana Lee	X		

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Joy Lee			
Phuoc Le			
Matt Miller	X		
Jessica Norman	X		
Thompson Paine	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
Brianna Schwartz	X		
John Wharton			

V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

VI. ADJOURNMENT

The meeting was adjourned at 8:13 p.m.

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AGENDA
Board of Directors
Special Meeting
January 3, 2017
6:30 PM

In Person

1086 Alcatraz Ave
Oakland, CA

2688 Becard Ct
Pleasanton CA

371 30th St,
Oakland, CA

3033 Ellis st
Berkeley, CA

Dial In

(712) 775-7031

Access Code: 396664

2417 Delmer St.
Oakland, CA

3248 Revere Avenue
Oakland, CA

707 Castro St
San Francisco, CA

Vision & Mission

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I. Preliminary

A. CALL TO ORDER

B. ROLL CALL

NAME	PRESENT	ABSENT
Diana Lee		x
Joy Lee	X	
Phuoc Le	x	
Matt Miller		x
Jessica Norman	X	
Thompson Paine	X	
Eric Peterson	X	
Rodrigo Prudencio	X	
Brianna Schwartz	x	
Julie Mikuta	x	
John Wharton		X

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

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

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

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REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

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FOR MORE INFORMATION

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C. APPROVAL OF AGENDA

NAME	YES	NO	ABSTAIN
Joy Lee	X		
Phuoc Le	X		
Jessica Norman	X		
Thompson Paine	X		
Eric Peterson	X		
Rodrigo Prudencio	X		
Brianna Schwartz			
Julie Mikuta	X		

II. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

III. ITEMS OF BUSINESS

A. Renewal of Lease at Herzog Facility. -- VOTE (Prudencio, 30 minutes)

1. The board will consider a proposal to extend the lease of the Herzog facility from Oakland Unified School District for an additional year.

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IV. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

V. ADJOURNMENT

The meeting was adjourned at _____.

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Check Register						
Yu Ming Charter School						
December		2016			Grand Total	94,877.13
Vendor	Check Number	Voided	Date	Description	Check Amount	
Kidpower	M1344		12/1/2016	Manual Ck#M1344 dated 11/17/16 - Deposit for FSO Parent EDU Presentation	100.00	
Stephen Blatteis	M1347		12/5/2016	Manual Ck#M1347 dated 12/02/16 - Sub Svc	1,050.00	
Claire Northall	M1348		12/5/2016	Manual Ck#M1348 dated 12/08/16 - Sub Svc	150.00	
AT&T (DB)	DB120616		12/6/2016	DB120616 - Telephone Svc	955.01	
Claire Northall	M1349		12/9/2016	Manual Ck#M1349 dated 12/08/16 - Substitute Svc	150.00	
Ying Dedman	M1352		12/12/2016	Manual Ck#M1352 dated 12/09/16 - Substitute Svc	75.00	
Stanford University	M1317		12/14/2016	Manual Ck#M1317 dated 08/30/16 - Seminar of World Lang	400.00	
Pacific Gas & Electric	EFT121616		12/16/2016	EFT121616 - Utilities	1,522.89	
Stephen Blatteis	M1351		12/20/2016	Manual Ck#M1351 dated 12/09/16 -	420.00	
St. Columba Church	4913		12/21/2016	Rent - January 2017	13,109.00	
Amazon	4914		12/21/2016	Acct# 6045787810384723; Amazon Purchases - 10/08 - 11/03/16	1,130.29	
Autumn Press	4915		12/21/2016	Job# 831321; "Give Your Child the Gift of a Lifetime" Flyer, 2 Versions - English/Chinese	537.61	
Bay Alarm Company	4916		12/21/2016	Acct#20076120; Installation - UL Certificate: 11/12 -	215.00	
Bay Janitorial Supply	4917		12/21/2016	Custodial Supplies	612.39	
Bright Path Therapists	4918		12/21/2016	Yu Ming Inclusive OT Services: 10/05 - 10/26/16	1,600.00	
Anita Chen	4919		12/21/2016	Reimb: Chocolates, Baking Staff Kits, Cookies & Bag	28.06	
Ivy Chen, MPH	4920		12/21/2016	Puberty Education Workshops 5th & 6th Grades: 11/15/16	2,000.00	
Donahue Fitzgerald Attorneys	4921		12/21/2016	Acct#23858.00001; Legal Services through 11/30/16	845.50	
Donald R. White, Tax Collector, Alameda County	4922		12/21/2016	Parcel #16-1450-11-1; Property Taxes FY16-17 due 11/01/16 (1st Installment)	1,378.89	
Donald R. White, Tax Collector, Alameda County	4923		12/21/2016	Parcel#16-1451-8-1; Property Taxes FY16/17 due 11/01/16 (1st Installment)	7,501.61	
Dovetail Learning, Inc	4924		12/21/2016	Materials & Supplies	854.77	
Durham School Services	4925		12/21/2016	Cust# 56916; 11/02/16 Transporation to Oakland Museum School	1,305.81	
East Bay Municipal Utility District	4926		12/21/2016	Acct#47023778523; Water Svc 09/07 - 11/04/16	352.38	
East Bay Municipal Utility District	4927		12/21/2016	Acct#42099745569; Water Svc - 09/06 - 11/07/16	444.80	
East Bay Municipal Utility District	4928		12/21/2016	Acct#61360013774; Water Svc - 09/06 - 11/07/16	214.72	

Vendor	Check Number	Voided	Date	Description	Check Amount
EdTec Inc.	4929		12/21/2016	Monthly Svc - Nov 2016; PTO Tracking Svc; State Reporting/SIS Monthly; 2015-16 PY Reconciliation Oct 2016 Svcs - A. Weinstein	15,538.70
Educational Data Systems, Inc.	4930		12/21/2016	Cust#10017-1296; Excessive Materials 2015-16	74.97
Fagen Friedman & Fulfroest LLP	4931		12/21/2016	Client/Matter: 710-00100; Svcs' through 10/31/16	292.50
Jamie Gao	4932		12/21/2016	Reimb: Hotel, Food, Transportation & Book	1,102.94
Han Han	4933		12/21/2016	Reimb: Teacher Supplies	206.98
Lisa Hilley	4934		12/21/2016	Reimb: Non Inst. Materials/ Professional Dev & Other Food	637.61
Kaiser Foundation Health Plan	4935		12/21/2016	Cust#709670-0100; Health Ins Premium - Januray 2017	2,217.78
Danny Yun Wing Lau	4936		12/21/2016	Reimb: Bulb, Zip, Ties, Screws & Battery for Key	58.83
Learning Headquarters	4937		12/21/2016	Common Core Writing Inservice Kits	750.00
LMI.Net	4938		12/21/2016	IT Svc: 11/16/16	210.00
Patrick Malabuyo	4939		12/21/2016	Trombone Teacher 10/20/16	60.00
Cecilia Maravilla	4940		12/21/2016	Child Card Svc: 12/10/16	80.00
Michael's Transportation Service Inc.	4941		12/21/2016	Trip# 27981; Transportation Svc: Yu Ming to Yuk Yau CDC & Shuttle Fee 11/15/16	3,293.00
Office Depot	4942		12/21/2016	Acct#72210155; Office Supplies	709.14
Patricia Ong	4943		12/21/2016	Reimb: Spectra Tissue Paper	10.19
Open Works	4944		12/21/2016	Cust#YUMI0001; Janitorial Svc - 12/01 - 12/31/16	1,255.00
Open Works	4945		12/21/2016	Cust#YUMI0002; Janitorial Svc - 12/01 - 12/31/16	1,154.00
Lynn Perkins	4946		12/21/2016	School Nurse Supervision for Bethany Avila: August - November 2016	600.00
Rafael Postel	4947		12/21/2016	Trumpet Classes: 11/09 - 12/14/16	540.00
PowerSchool Group, LLC	4948		12/21/2016	Cust#1005493; PS Annual Subscription & Hosting: 10/25/16 - 07/27/17	391.00
Revolution Foods, Inc	4949		12/21/2016	Cust#C000492; Student Meals - November 2016	7,074.06
Shamrock Office Solutions	4950		12/21/2016	Acct# YM00; Contract Overage Charge for the 09/01 - 11/30/16 Overage Period	3,512.08
Wei Shen	4951		12/21/2016	Reimb: Professional Development Reading for Library	109.01
Andrea Sin	4952		12/21/2016	Reimb: Pastries & Parking	69.91
Justin Smith	4953		12/21/2016	Trumpet Classes - November '16	420.00
Lynna Tsou	4954		12/21/2016	Reimb: Staff Holiday Party Items	391.80
U.S. Bank Equipment Finance	4955		12/21/2016	Contract# 500-0473520-000; Contract Equipment Charge: 12/01/16 - 01/01/17	2,447.92
Tiny Techs Club	4956		12/21/2016	Fall Session B	2,310.00
Vision Service Plan	4957		12/21/2016	30 027908 0001; Vision Benefits - December 2016	21.51
Shuhan C. Wang	4958		12/21/2016	Reimbursement of Expenses: 11/08 - 11/11/16	1,304.39

Vendor	Check Number	Voided	Date	Description	Check Amount
Shuhan C. Wang	4959		12/21/2016	Prof. Svcs': PD Workshop 11/10 - 11/11/16	2,400.00
Thomas Wong	4960		12/21/2016	Svc: Design Lab Setup/Laptop Shelving	2,800.00
Thomas Wong	4961		12/21/2016	Reimb: Laptop Shelves Supplies	428.07
Xinyi Xu	4962		12/21/2016	Reimb: Gift Wrap & Gift Cards	770.44
Yao Chun Kuo	4963		12/21/2016	Abacus Class 12/02 - 12/09/16	936.00
Young, Minney & Corr, LLP	4964		12/21/2016	Legal Services - Oct '16	3,129.55
Shu Feng Chang	M1353		12/22/2016	Manual Ck#M1353 dated 12/16/16 -	450.00
Vision Service Plan	EFT122816		12/28/2016	EFT122816 -	166.02



Board of Directors
Thursday, January 19, 2017
AGENDA ITEM INFORMATION

Agenda Item	Yu Ming Education Committee Change of Chair
Time Allotted	Consent Agenda
Summary	Julie Mikuta is nominated to become the new Chair of the Board Education Committee effective January 20, 2017. The Board is required to approve this change. If approved, Julie Mikuta will replace Eric Peterson as Chair of this committee.
Type	Vote
Background	The Yu Ming Education Committee updates board members about the current and pending status of the Yu Ming Education Committee and its work.
Key Questions	Are there any questions regarding Julie Mikuta's plans for leading the committee?
Attachments	<ul style="list-style-type: none">• Background and Experience, Julie Mikuta



Julie is Senior Director of Education at the Charles & Lynn Schusterman Family Foundation. Prior to joining the Schusterman Foundation, Julie was a Partner at New Schools Venture Fund, focused on teacher preparation. Previously, she led trainings for school board and superintendent-teams of large urban districts at the Center for Reform of School Systems. Julie served as an elected member of the D.C. Board of Education from 2001 until 2004. During her time on the School Board, she was Vice President of Alumni Affairs for Teach For America. Julie began her career in education teaching high school science in New Orleans through Teach For America. Julie graduated from Georgetown University, where she was captain of the women's basketball team, and did a doctorate at Oxford University, as a Rhodes Scholar. Julie is on the boards of Stand for Children, Urban Teacher Center, New Teacher Center and Relay Graduate School of Education, and on the Advisory Board of Teaching Works at the University of Michigan. Julie lives in Oakland with her nine-year-old daughter who attends a Mandarin immersion charter school.



Board of Directors
Thursday, January 17, 2016
AGENDA ITEM INFORMATION

Agenda Item	Resolution In Support of Immigrant Families
Time Allotted	Consent Agenda
Summary	This Resolution affirms Yu Ming Charter School as a sanctuary for immigrant families, that all students have the right to attend school regardless of the immigration status of the child or the child's family members, that all students have the right to receive school services they register for, that our school will be a welcoming place for all students and their families, and that Yu Ming will comply with existing laws that protect student records.
Type	Resolution
Background	Because Yu Ming Charter School strives to ensure our school is a safe place to learn for all children and unfortunately, since the presidential election, reports of bullying, harassment, and intimidation of K-12 students based on immigration status, religious, or ethnic identification are on the rise, we should join State Superintendent Tom Torlakson and many California Counties, School Districts, and Charter Schools in declaring their schools "safe havens" for students and their families. Major California districts that have declared their schools to be safe havens include: Los



	Angeles Unified School District, Oakland Unified School District, and Sacramento Unified School District.
Key Questions	Should the Board vote today to adopt a Resolution in Support of Immigrant Families and declare Yu Ming Charter School a “safe haven”?
Attachments	Draft Yu Ming Charter School Resolution in Support of Immigrant Families



RESOLUTION OF YU MING CHARTER SCHOOL

Affirming Yu Ming Charter School Facilities, Programs Are A Sanctuary for Immigrant Families

Resolution No. #

WHEREAS: Every student has a right to attend school free of fear, bullying and discrimination;

WHEREAS: Bullying or discrimination, for any reason, is harmful to students' emotional well-being, feeling of belonging, as well as their academic success;

WHEREAS: The Board of Yu Ming Charter School celebrates and embraces the diversity of our students and families and the rich language and cultural contributions they bring to our school and strongly supports and encourages and advocates for equal access to participation of all parents and families in our school(s);

WHEREAS: Reports of potential raids by the U.S. Immigration and Customs Enforcement Office (ICE) have caused immigrant communities to fear sending and/or accompanying their children to schools and leaving their homes, even for essential medical services;

WHEREAS: U.S. Customs and Immigration Enforcement (ICE) activities in and around schools, early education centers, and adult school facilities would be a severe disruption to the learning environment and educational setting for students;

WHEREAS: The United States Supreme Court has ruled that public schools are prohibited from denying students access to elementary and secondary public education based on their immigration status, citing that children have little control over their immigration status, the lifelong harm it would inflict on the child and society itself, and constitutional equal protection rights;

WHEREAS: Yu Ming Charter School intends to protect and provide equal access to an education for all students and families regardless of immigration status;

NOW, THEREFORE, BE IT RESOLVED: The Board of Yu Ming Charter School affirms its position that all students have the right to attend school regardless of the immigration status of the child or of the child's family members;

BE IT FURTHER RESOLVED: That the Board of Yu Ming Charter School states that all students, who register for the following services and meet the federal and state criteria, are entitled to receive all school services, including free lunch, free breakfast, transportation, and educational



services, even if they or their family are undocumented and do not have a social security number and that no school staff shall take any steps that would deny students access to education based on their immigration status or any steps that would deny the rights of these students to a public education;

BE IT FURTHER RESOLVED: That Yu Ming Charter School declares its commitment that every school site, facility, and school related-convening be a welcoming place for all students and their families;

BE IT FURTHER RESOLVED: In order to provide a public education, regardless of a child's or family's immigration status, absent any applicable federal, state, local law or regulation or local ordinance or court decision, Yu Ming Charter School shall abide by the following:

1. School personnel shall not treat students differently for residency determination purposes on the basis of their actual or perceived immigration status and shall treat all students equitably in the receipt of all school services, including but, not limited to, the free and reduced lunch program, transportation and educational instruction. □
2. School personnel shall review the list of documents that are currently used to establish residency and shall ensure that any required documents would not unlawfully bar or discourage a student who is undocumented or whose parents are undocumented from enrolling in or attending school. □
3. School personnel shall not inquire about a student's immigration status, including requiring documentation of a student's legal status, such as asking for a green card or citizenship papers, at initial registration or at any other time. □
4. School personnel shall not make unreasonable inquiries from a student or his/her parents for the purpose of exposing the immigration status of the child or his/her family. □
5. School personnel shall not require students to apply for Social Security numbers nor should Yu Ming Charter School require students to supply a Social Security number. □
6. Because it is the general policy of Yu Ming Charter School not to allow any individual or organization to enter a school site if the educational setting would be disrupted by that visit, any request by ICE to visit a school site should be forwarded to the Head of School for review, in consultation with the Yu Ming Charter School's legal counsel. □



7. All requests for information or documents by ICE should be forwarded to the Head of School, who in consultation with Yu Ming Charter School's legal counsel, shall determine if the information and/or documents must be released to ICE. □
8. School staff shall take immediate steps to notify a student's parent or guardian if ICE or other law enforcement agencies take custody of a student from campus or questioning the student on School. □
9. School Operator legal counsel, and other School personnel as designated by the Head of School, will review the impact of changes in federal immigration law programs such as Deferred Action for Childhood Arrivals (DACA) and work to prevent and mitigate the negative impact on both students and employees from the collection or storage of any personally identifiable information for immigration enforcement purposes. □

BE IT FURTHER RESOLVED: That the School Operator joins the OUSD Board of Education by adopting a resolution to ensure that our facilities and programs are sanctuaries for immigrant and vulnerable students.

PASSED AND ADOPTED this 19th day of January 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Eric Peterson, President of the Board of Yu Ming Charter School

Sue Park, Head of School of Yu Ming Charter School



Board of Directors
Thursday, January 17, 2016
AGENDA ITEM INFORMATION

Agenda Item	Revised Employee Handbook
Time Allotted	Consent Agenda
Summary	The Yu Ming Employee Handbook needs to be revised to conform with state laws and our organization's growth. The current governing Employee Handbook was last updated two years ago in January 2015.
Type	Vote
Background	<p>The primary proposed changes are summarized as follows:</p> <ul style="list-style-type: none"> ● The Principal, not the Board, should be the only party authorized to create employment agreements. The only exception to this would be any agreement between Yu Ming and the Principal. ● An expanded the social media policy to give employees more guidance about their use of social media as it relates to Yu Ming. Employers must be very careful about not dictating to employees what they can and cannot say on social media, but may give them guidance about safety and appropriate conduct. ● Removal of the section on Family Medical Leave Act (FMLA). Yu Ming is not big enough to be covered under FMLA and should not include information about it in the handbook. ● A revised sick leave policy to comply with CA law, particularly as it relates to carrying over accrued sick time from year to year. ● Added sections on conflict resolution and progressive discipline, both of which give employees guidance and



	<p>give Yu Ming important flexibility that was lacking in the previous handbook version.</p> <ul style="list-style-type: none">● An expanded section on termination which give Yu Ming important options and also give employees guidelines for when they leave the School.
Key Questions	<p>Should the Board vote today to approve these recommendations to our Employee Handbook?</p>



RESOLUTION OF YU MING CHARTER SCHOOL

Affirming Yu Ming Charter School Facilities, Programs Are A Sanctuary for Immigrant Families

Resolution No. #

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WHEREAS: Bullying or discrimination, for any reason, is harmful to students' emotional well-being, feeling of belonging, as well as their academic success;

WHEREAS: The Board of Yu Ming Charter School celebrates and embraces the diversity of our students and families and the rich language and cultural contributions they bring to our school and strongly supports and encourages and advocates for equal access to participation of all parents and families in our school(s);

WHEREAS: Reports of potential raids by the U.S. Immigration and Customs Enforcement Office (ICE) have caused immigrant communities to fear sending and/or accompanying their children to schools and leaving their homes, even for essential medical services;

WHEREAS: U.S. Customs and Immigration Enforcement (ICE) activities in and around schools, early education centers, and adult school facilities would be a severe disruption to the learning environment and educational setting for students;

WHEREAS: The United States Supreme Court has ruled that public schools are prohibited from denying students access to elementary and secondary public education based on their immigration status, citing that children have little control over their immigration status, the lifelong harm it would inflict on the child and society itself, and constitutional equal protection rights;

WHEREAS: Yu Ming Charter School intends to protect and provide equal access to an education for all students and families regardless of immigration status;

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BE IT FURTHER RESOLVED: That the Board of Yu Ming Charter School states that all students, who register for the following services and meet the federal and state criteria, are entitled to receive all school services, including free lunch, free breakfast, transportation, and educational



services, even if they or their family are undocumented and do not have a social security number and that no school staff shall take any steps that would deny students access to education based on their immigration status or any steps that would deny the rights of these students to a public education;

BE IT FURTHER RESOLVED: That Yu Ming Charter School declares its commitment that every school site, facility, and school related-convening be a welcoming place for all students and their families;

BE IT FURTHER RESOLVED: In order to provide a public education, regardless of a child's or family's immigration status, absent any applicable federal, state, local law or regulation or local ordinance or court decision, Yu Ming Charter School shall abide by the following:

1. School personnel shall not treat students differently for residency determination purposes on the basis of their actual or perceived immigration status and shall treat all students equitably in the receipt of all school services, including but, not limited to, the free and reduced lunch program, transportation and educational instruction. □
2. School personnel shall review the list of documents that are currently used to establish residency and shall ensure that any required documents would not unlawfully bar or discourage a student who is undocumented or whose parents are undocumented from enrolling in or attending school. □
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6. Because it is the general policy of Yu Ming Charter School not to allow any individual or organization to enter a school site if the educational setting would be disrupted by that visit, any request by ICE to visit a school site should be forwarded to the Head of School for review, in consultation with the Yu Ming Charter School's legal counsel. □



7. All requests for information or documents by ICE should be forwarded to the Head of School, who in consultation with Yu Ming Charter School's legal counsel, shall determine if the information and/or documents must be released to ICE. □
8. School staff shall take immediate steps to notify a student's parent or guardian if ICE or other law enforcement agencies take custody of a student from campus or questioning the student on School. □
9. School Operator legal counsel, and other School personnel as designated by the Head of School, will review the impact of changes in federal immigration law programs such as Deferred Action for Childhood Arrivals (DACA) and work to prevent and mitigate the negative impact on both students and employees from the collection or storage of any personally identifiable information for immigration enforcement purposes. □

BE IT FURTHER RESOLVED: That the School Operator joins the OUSD Board of Education by adopting a resolution to ensure that our facilities and programs are sanctuaries for immigrant and vulnerable students.

PASSED AND ADOPTED this 19th day of January 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Eric Peterson, President of the Board of Yu Ming Charter School

Sue Park, Head of School of Yu Ming Charter School



Board of Directors
Thursday, January 19, 2017
AGENDA ITEM INFORMATION

Agenda Item	Yu Ming Governance: notification of new employment position of Eric Peterson, Board Chair
Time Allotted	5 minutes
Summary	Eric Peterson has accepted a new position of employment administering multilingual programs for West Contra Costa Unified School District (WCCUSD). The position will include duties administering a new Mandarin immersion school in WCCUSD. This agenda item is presented in the interest of full transparency and disclosure.
Type	Information and Discussion
Background	Board members may choose to notify the Board of changes in their employment status if a change could have any relation (or a perception of a relation) to their work on the Yu Ming Board.
Key Questions	1) Do board members have any questions about this change in Eric Peterson's employment?
Attachments	<ul style="list-style-type: none">• Notification of employment change



To: Yu Ming Board

From: Eric Peterson

Date: January 18, 2017

Re: Notification of Change in Employment

I have accepted a change in my employment position at West Contra Costa Unified School District (WCCUSD). Currently, I am employed with WCCUSD in the position of Director, Special Education, but will be transitioning to a new position of Director, Multilingual Education over the next few months. In this new position, I will be supporting the supervision of dual language programs in WCCUSD. This will include overseeing the expansion of Spanish immersion programs and administering the new Mandarin immersion school that the WCCUSD Board of Education recently approved to open for the 2017-18 year.

Background:

WCCUSD is a public school district located in Contra Costa County. In July of 2016, the Board of Education of WCCUSD hired Mr. Matthew Duffy as the new superintendent. Mr. Duffy has experience and a strong interest in developing language immersion programs. In the fall of 2016, Mr. Duffy commissioned a survey of WCCUSD parents regarding their interest in language immersion programs. The results of the survey indicated significant parent interest in WCCUSD for opening a Mandarin immersion program and for expanding immersion programs in Spanish. On January 4, 2017, the Board of Education of WCCUSD approved Superintendent Duffy's proposal for the District to open a new Mandarin immersion school in the 2017-18 school year, as well as his proposal to expand Spanish immersion programs. The new Mandarin immersion school is planned to serve students in kindergarten only for the first year, and each year thereafter is planned to add one additional grade (add 1st grade in 2018-19, add 2nd grade in 2019-20, etc.).

In June of 2016 (five months prior to my acceptance of this new position in my district), a Yu Ming Board working group briefly explored opening a second Yu Ming campus in WCCUSD for the 2017-18 school year. I was not a member of this working group. The working group ultimately decided against pursuing a second campus in WCCUSD, and I was not involved in this decision. There are also no current Yu Ming related- interests that I am aware of that are related to my new position at WCCUSD. However, if I become aware of such issues in the future, I will inform the Board.

This agenda item is presented in the the interest of full transparency and disclosure. I have already cleared this new position with counsel in regards to my work at Yu Ming. 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.



To: Board of Directors
From: Sue Park, Head of School
Date: January 19, 2017
RE: Head of School Report

1. Important Upcoming Dates
2. 2017-2018 School Calendar
3. Revised Yu Ming Employee Handbook
4. Teacher Compensation Study
5. 2017-2018 Teacher Hiring Process
6. 2017-2018 Admission for additional Grade 6 Cohort: Chinese Language Program

1. Important Upcoming Dates

- Wed 1/18, Monthly Emergency Preparedness Drill: Fire Drill
- Thur 1/19 - Fri 1/20, Summit Basecamp Schools Convening for Upper School teachers
- Fri 1/27, Lunar New Year Observed
- Tues 1/31, 5:00-6:00pm, Host an Intern Information Session
- Tues 1/31, 6:00-8:30pm, Family Support Organization General Meeting
- Tues 1/31, 6:00-7:30pm, New Applicant Information Session
- Wed 2/1, 6:00-8:00pm, Family Support Council Meeting
- Thurs 2/2, 8:30-10:30am, Educate78 visit to Yu Ming
- Thurs 2/2, Visit from students from QiaoQi school in JiangYin, JiangXu Province
- Fri 2/3, 8:30-10:00am, New Applicant Tour and Information Session
- Fri 1/6, 1:00-2:00pm, Monthly Staff Appreciation Lunch
- Wed 2/8, Annual African-American Literature Read-In
- Wed 2/8, 9:30-10:30am, ACOE Superintendent Karen Monroe to visit Yu Ming
- Fri 2/10, 9:00-10:30am, Lunar New Year Celebration, St. Columba's Church
- Fri 2/10, 10:45-12:00pm, Upper School Open House
- Fri 2/10, 10:30-12:00pm, Lower School Classroom Potlucks
- Sat 2/11, 8:00-10:00am, Equity Strategy Design Group Meeting #3
- Sat 2/11, 10:00-12:00pm, Information Session for Prospective Families
- Mon 2/20 - Fri 2/24, Mid-Winter Recess, No School
- Fri 3/10, Pupil Free Staff Work Day
- Mon 3/13 - Fri 3/17, Parent Teacher Conferences, Early Dismissal (1:00pm) Week
- Thur 3/23, 6:00-8:00pm, Board Meeting
- Sat 3/25, 6:00pm, Yu Ming Auction and Benefit

2. 2017-2018 School Calendar

Please see attached calendars (Kindergarten, Lower School G1-4, Upper School G5-7) for your review and approval. The 2017-2018 Calendars remain consistent with the current 2016-2017 Calendar with the exception of removing Saturday teacher work days as we will no longer be conducting Chinese language assessments Kindergarten entry

3. Revised Yu Ming Employee Handbook



I have engaged Human Resources Consultant Laurel Leichter to update our employee handbook. The Handbook which was originally drafted needs to be updated to conform with California law and our organization's growth. The primary changes that I am proposing are as follows:

- The Principal, not the Board, should be the only party authorized to create employment agreements. The only exception to this would be any agreement between Yu Ming and the Principal.
- An expanded the social media policy to give employees more guidance about their use of social media as it relates to Yu Ming. Employers must be very careful about not dictating to employees what they can and cannot say on social media, but may give them guidance about safety and appropriate conduct.
- Removal of the section on Family Medical Leave Act (FMLA). Yu Ming is not big enough to be covered under FMLA and should not include information about it in the handbook.
- A revised sick leave policy to comply with CA law, particularly as it relates to carrying over accrued sick time from year to year.
- Added sections on conflict resolution and progressive discipline, both of which give employees guidance and give Yu Ming important flexibility that was lacking in the previous handbook version.
- An expanded section on termination which give Yu Ming important options and also give employees guidelines for when they leave the School.

4. Teacher Compensation Study

I have been working with Board Treasurer Jessica Norman, EdTec Client Manager Kelly Ellis, and Berkeley Board Fellow Liz Koenig to conduct a market study of area districts and charters to identify potential recommendations for revising our current compensation model. We are recommending that the Compensation Model remains the same but that the salary ladder amounts increase by a certain percentage across the board and increase by a higher percentage for "High Performers" and "Master Performers" after their 2nd year at Yu Ming.

I have attached a summary of the market study that includes the following public school districts/charters: San Mateo Unified, Hayward Unified, San Francisco Unified, Fremont Unified, and the 75th percentile of Bay Area Charters.

Other recruitment and retention package benefits we are exploring include:

- H1B Working Visa sponsorship and Green Card sponsorship after certain number of years at YM
- Retention bonuses after 4+ years
- Teacher Leadership and Development opportunities (i.e. stipended positions)
- Flexible Spending Accounts

Teacher engagement on retention measures will be achieved by review and analysis of Teacher Engagement Surveys (G12+) and the formation of a Teacher Budget and Retention Committee that will work with me and the Compensation Committee to develop the final proposal to be presented to the Board at the next meeting on March 2nd.

5. 2017-2018 Teacher Hiring Process



We are about to launch our teacher hiring process for the 2017-2018 school year and the timeline is as follows:

- Individual meetings with current teaching team (1/30-2/10)
- Intent to Return documents due from current teaching team (2/10)
- Openings for 2017-2018 posted (2/10)
- Application Screening (starting 2/13 and rolling)
- Stage 1: Initial Phone Interviews (starting 2/13 and rolling)
- Stage 2: In-Person Panel Interviews (starting 2/27 and rolling)
- Stage 3: Demo Lesson in person or video if outside CA (starting 2/27 and rolling)
- Stage 4: Final Interview with performance task (starting 3/6 and rolling)
- Offers made/accepted (3/13 and rolling)

6. 2017-2018 Admission for additional Grade 6 Cohort: Chinese Language Program

We have begun to develop a new Upper School program strand to be launched in the 2017-2018 academic year for new Grade 6 students: a World Languages or Chinese Language Program. This Chinese Language Program will enable students new to the study of Chinese to enter previous Chinese proficiency or study would not be a prerequisite for these seats.

Grade 6 Chinese Language Instruction blocks would be differentiated for these students so that the rigor of our existing Chinese Immersion student outcomes are maintained and new appropriate outcomes for our Chinese Language Program students are established. We have begun to identify program targets, curriculum, and staffing needs for the program but here is an overview of the language of instruction for each stream.

	Grade 6 (52-60 Total Seats)		Grade 7 (40-48 Total Seats)	
	Chinese Immersion (CI) (45-52 Seats)	Chinese Language Program (CLP) (10-12 Seats)	Chinese Immersion (CI) (36-52 Seats)	Chinese Language Program (CLP) (10-12 Seats)
Subject	Language of Instruction			
Math	English	English	English	English
English Language Arts	English	English	English	English
Science	English	English	English	English
Chinese Language Arts	Chinese Immersion	Chinese Language Program	Chinese Immersion	Chinese Language Program
Social Studies	Chinese	English	Chinese	English
Enrichment	Chinese	English	English (30/70) or Chinese (50/50)	English





Board of Directors
Thursday, January 17, 2016
AGENDA ITEM INFORMATION

Agenda Item	Oakland Public Schools Equity Pledge
Time Allotted	Head of School Report
Summary	Yu Ming will become a signatory along with the majority of Oakland based charter schools to this Pledge that outlines commitments to ensuring every public school in Oakland lives up to these aspirations for being an excellent school. The Pledge calls for the establishment of policies and practices that will increase quality, access to public resources, and transparency.
Type	Information
Background	The Oakland Public Schools Equity Pledge has been developed by a coordinated group of Oakland based charters in collaboration with the California Charter Schools Association (CCSA) and Oakland Families for Quality Schools (OFQS). The OUSD Board is slated to review this document at their January 25 board meeting, the final meeting with Supt. Wilson, and approve the first version of the Equity Pledge at their February 8 board meeting.
Key Questions	Does the Board have any questions or concerns with the Head of School adding Yu Ming as a signatory to the Oakland Public Schools Equity Pledge?
Attachments	Draft Oakland Public Schools Equity Pledge



Oakland Public Schools Equity Pledge - December 13, 2016 DRAFT

WE AS PARENTS, EDUCATORS AND PUBLIC SCHOOL LEADERS in Oakland, California believe that each and every child in our city should have the opportunity to attend an excellent public school that helps them fulfill their potential. We believe that excellent schools prioritize students, welcome families, and engage the entire community. We believe excellent schools challenge, care for, listen to, and understand the whole child. We believe excellent schools are safe, healthy, fun, beautiful, and supportive environments for students and adults. We believe excellent schools reflect on their practices, embrace families as partner, and change with the needs of the community. We believe excellent schools include and welcome families of all backgrounds. We believe excellent schools value children's unique experiences, create safe boundaries to fail and learn, and empower children to create their own realities. We believe excellent schools are joyful.

WE THE UNDERSIGNED pledge on behalf of our organizations to work together to ensure that every public school in Oakland lives up to these aspirations for being an excellent school. To that end, we seek to establish policies and practices that will increase quality, access to public resources, and transparency.

Below, we describe our beliefs, commitments, and next steps:

1. We believe that timely and comparable data about the quality of all our schools should be transparent and easily accessible for Oakland families, taxpayers and policymakers. We believe that this public data about our schools should include information about both student academic performance and school climate, both absolute performance and growth over time, and both for the entire student body and for specific subpopulations of students. We believe that data about school performance should inform decisions to ensure that the mix of schools and programs matches the needs of families across the city. We believe that the families most directly impacted by low-performing schools should be empowered to seek and select diverse providers for their community's schools.
 - a. We, OUSD, commit to publicly releasing comprehensive and updated School Performance Framework (SPF) data for all OUSD-run schools annually.
 - b. We, the Performance Working Group, commit to testing the School Performance Framework with several volunteer charter schools by June 2017, and creating a charter School Performance Framework that includes many identical measures to enable "apples-to-apples" comparison by December 2017.
 - c. We, charter schools, commit to providing OUSD or an agreed-upon third party with charter SPF data in a timely manner, to be publicly released annually, in conjunction with the SPF results for OUSD schools starting in the 2017-2018 school year.



- d. We, the Quality School Development Working Group, commit to developing a joint evaluation criteria (aligned with SPF) and process by June 2017, testing it by December 2017, and using it to prioritize schools for future improvements, assess the effectiveness of current improvements, and match articulated community needs with potential models and providers in a way that empowers current and future families in each school.
2. We believe that the public school enrollment process should be equitable, transparent, and easy for all Oakland families.
 - a. We commit to improving the enrollment process for families by participating in joint enrollment fairs across the city, opening a second OUSD welcome center, opening a charter enrollment center, and hosting enrollment “pop-ups” across the city, starting in the enrollment season for the 2017-2018 school year.
 - b. We commit to improving the enrollment process for families by releasing an online school finder with information on all public schools, an online OUSD application, and a single online application that covers 90% of charter schools by January 2017.
 - c. We commit to providing additional targeted outreach and support for families with Special Needs children, foster children, and newcomers.
 - d. We commit to using information gathered during the enrollment season for the 2017-2018 school year to plan and execute further improvements in subsequent years to make the public school enrollment process even more user-friendly, transparent and equitable for families across the city.
3. We believe that all public school facilities should be safe and educationally productive. We believe that taxpayer-funded facilities should be allocated to maximize equitable access to high quality education for students. We believe that all public schools should have equitable access to public funding sources.
 - a. We commit to creating a clear process to convert short-term leases to long-term leases by June 2017 for charter schools in good standing. We commit to working together to pursue external funding for capital improvements on OUSD-owned property.
 - b. We commit to allocate parcel tax funds approved by voters to all Oakland public school students who reside in Oakland.
4. We believe that by working together, public schools can more effectively serve all the students in our city. We believe that all public schools have an obligation to share their best practices



with each other, especially practices for better serving the most vulnerable populations of students. We believe that students with special needs should have equitable access to high quality appropriate education. We believe that, through collaboration, all of Oakland's public schools can more effectively attract, develop and retain talented teachers, staff, and leaders.

- a. We commit to help create and participate in best practice sharing forum for new teachers by December 2017.
- b. We commit to help create a calendar of professional development opportunities open to both OUSD and charter educators by December 2017.
- c. We commit to participate in developing a better approach to serving students with moderate to severe special needs.
- d. We commit to participate in and help produce 2 citywide teacher recruiting events by June 2017.

2017 District Salary Comparison

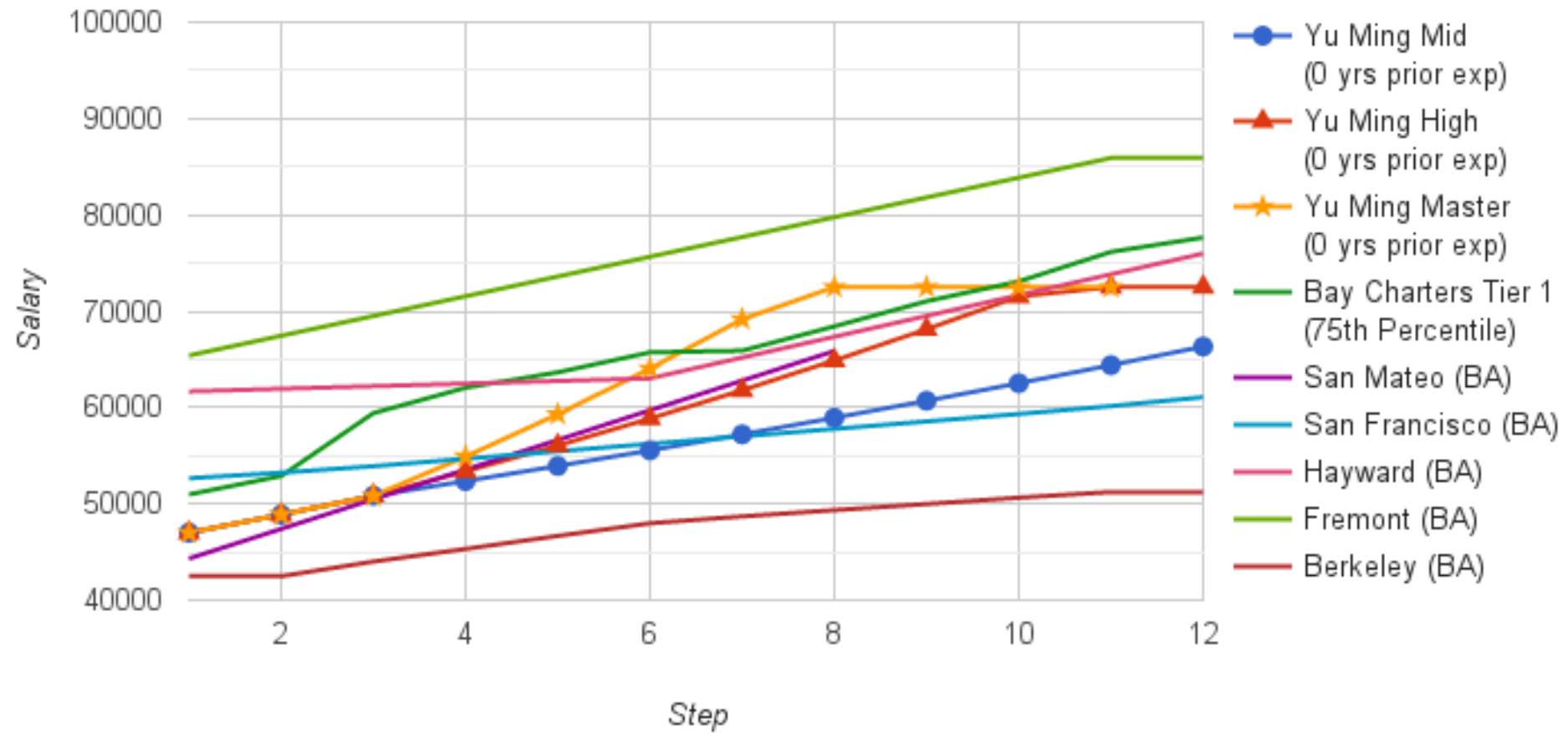
2017 MARKET COMP

STEP	San Mateo (BA)	San Mateo (BA + 30)	San Mateo (BA + 90)	San Francisco (BA)	San Francisco (BA + 30)	San Francisco (BA + 60)	Hayward (BA)	Hayward (BA + 30)	Hayward (BA + 90)	Fremont (BA)	Fremont (BA + 45)	Fremont (BA + 75)	Berkeley (BA)	Berkeley (BA + 36)	Berkeley (BA + 84)
1	\$44,314.00	\$50,472.00	\$62,788.00	\$52,657.00	\$55,732.00	\$57,872.00	\$ 61,672	\$ 62,212	\$ 63,024	\$ 65,399	\$ 67,448	\$ 71,550	\$ 42,486	\$ 51,916	\$ 53,423
2	\$47,393.00	\$53,551.00	\$65,867.00	\$53,232.00	\$56,556.00	\$59,155.00	\$ 61,944	\$ 62,485	\$ 66,160	\$ 67,448	\$ 69,497	\$ 73,601	\$ 42,486	\$ 53,423	\$ 54,970
3	\$50,472.00	\$56,630.00	\$68,946.00	\$53,906.00	\$57,382.00	\$60,429.00	\$ 62,212	\$ 62,754	\$ 69,291	\$ 69,497	\$ 71,550	\$ 75,652	\$ 44,003	\$ 54,970	\$ 58,207
4	\$53,551.00	\$59,709.00	\$72,025.00	\$54,682.00	\$58,205.00	\$62,226.00	\$ 62,485	\$ 63,024	\$ 72,422	\$ 71,550	\$ 73,601	\$ 77,700	\$ 45,317	\$ 56,566	\$ 61,632
5	\$56,630.00	\$62,788.00	\$75,104.00	\$55,455.00	\$58,729.00	\$64,030.00	\$ 62,754	\$ 65,725	\$ 75,555	\$ 73,601	\$ 75,652	\$ 79,756	\$ 46,668	\$ 58,207	\$ 65,259
6	\$59,709.00	\$65,867.00	\$78,183.00	\$56,229.00	\$59,854.00	\$65,834.00	\$ 63,024	\$ 68,425	\$ 78,689	\$ 75,652	\$ 77,700	\$ 81,807	\$ 47,980	\$ 59,893	\$ 67,150
7	\$62,788.00	\$68,946.00	\$81,262.00	\$57,004.00	\$60,350.00	\$67,641.00	\$ 65,182	\$ 71,126	\$ 81,817	\$ 77,700	\$ 79,756	\$ 83,856	\$ 48,694	\$ 59,893	\$ 69,100
8	\$65,867.00	\$72,025.00	\$84,341.00	\$57,779.00	\$61,196.00	\$69,445.00	\$ 67,344	\$ 73,827	\$ 84,951	\$ 79,756	\$ 81,807	\$ 85,909	\$ 49,345	\$ 59,893	\$ 71,104
9		\$75,104.00	\$87,420.00	\$58,554.00	\$62,193.00	\$71,250.00	\$ 69,505	\$ 76,531	\$ 88,087	\$ 81,807	\$ 83,856	\$ 87,958	\$ 49,981	\$ 59,893	\$ 73,164
10		\$78,183.00	\$90,499.00	\$59,327.00	\$63,439.00	\$73,354.00	\$ 71,666	\$ 79,229	\$ 91,217	\$ 83,856	\$ 85,909	\$ 90,011	\$ 50,639	\$ 59,893	\$ 75,359
11			\$93,578.00	\$60,146.00	\$65,185.00	\$75,994.00	\$ 73,827	\$ 81,928	\$ 94,349	\$ 85,909	\$ 87,958	\$ 92,062	\$ 51,229	\$ 60,312	\$ 77,617
12			\$96,657.00	\$61,073.00	\$67,433.00	\$77,494.00	\$ 75,985	\$ 84,631	\$ 97,483	\$ 85,909	\$ 90,011	\$ 94,111	\$ 51,229	\$ 60,312	\$ 79,947

STEP	Bay Charters 75th % Tier 1 (Baseline Prof)	Bay Charters 75th % Tier 2 (Highest Prof)	Yu Ming Mid Performer (0 yrs prior experience)	Yu Ming Mid Performer (2 yrs prior experience)	Yu Ming Mid Performer (4-7 yrs prior experience)	Yu Ming High Performer (0 yrs prior experience)	Yu Ming High Performer (2 yrs prior experience)	Yu Ming High Performer (4-7 yrs prior experience)	Yu Ming Master Performer (0 yrs prior experience)	Yu Ming Master Performer (2 yrs prior experience)	Yu Ming Master Performer (4-7 yrs prior experience)
1	\$ 50,977	\$ 51,834	\$ 47,000	\$ 49,000	\$ 54,000	\$ 47,000	\$ 49,000	\$ 54,000	\$ 47,000	\$ 49,000	\$ 54,000
2	\$ 52,883	\$ 63,125	\$ 48,880	\$ 51,450	\$ 55,620	\$ 48,880	\$ 51,450	\$ 56,700	\$ 48,880	\$ 51,450	\$ 58,320
3	\$ 59,414	\$ 63,421	\$ 50,835	\$ 52,994	\$ 57,289	\$ 50,835	\$ 54,023	\$ 59,535	\$ 50,835	\$ 55,566	\$ 62,986
4	\$ 62,050	\$ 68,223	\$ 52,360	\$ 54,583	\$ 59,007	\$ 53,377	\$ 56,724	\$ 62,512	\$ 54,902	\$ 60,011	\$ 68,024
5	\$ 63,650	\$ 68,530	\$ 53,931	\$ 56,221	\$ 60,777	\$ 56,046	\$ 59,560	\$ 65,637	\$ 59,294	\$ 64,812	\$ 72,500
6	\$ 65,725	\$ 73,027	\$ 55,549	\$ 57,907	\$ 62,601	\$ 58,848	\$ 62,538	\$ 68,919	\$ 64,038	\$ 69,997	\$ 72,500
7	\$ 65,900	\$ 73,982	\$ 57,215	\$ 59,645	\$ 64,479	\$ 61,791	\$ 65,665	\$ 72,365	\$ 69,161	\$ 72,500	\$ 72,500
8	\$ 68,425	\$ 77,952	\$ 58,932	\$ 61,434	\$ 66,413	\$ 64,880	\$ 68,948	\$ 72,500	\$ 72,500	\$ 72,500	\$ 72,500
9	\$ 71,030	\$ 78,941	\$ 60,700	\$ 63,277	\$ 68,406	\$ 68,124	\$ 72,395	\$ 72,500	\$ 72,500	\$ 72,500	\$ 72,500
10	\$ 73,091	\$ 79,946	\$ 62,521	\$ 65,175	\$ 70,458	\$ 71,530	\$ 72,500	\$ 72,500	\$ 72,500	\$ 72,500	\$ 72,500
11	\$ 76,157	\$ 80,971	\$ 64,397	\$ 67,131	\$ 72,500	\$ 72,500	\$ 72,500	\$ 72,500	\$ 72,500	\$ 72,500	\$ 72,500
12	\$77,643.00	\$ 82,013	\$ 66,328	\$ 69,144	\$ 72,500	\$ 72,500	\$ 72,500	\$ 72,500			

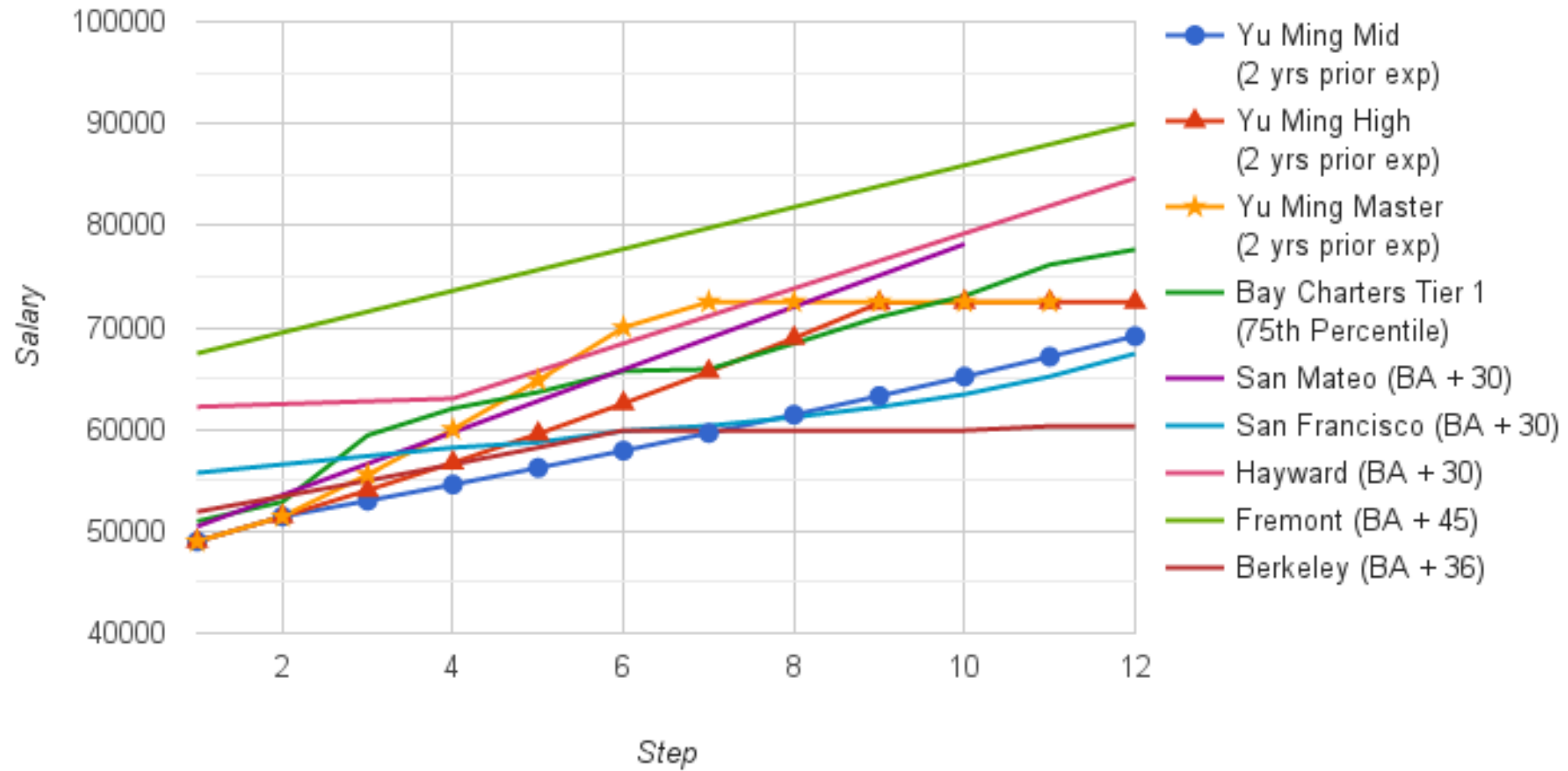
	Base Level Salary Scale								
	Yu Ming Mid (0 yrs prior exp)	Yu Ming High (0 yrs prior exp)	Yu Ming Master (0 yrs prior exp)	Bay Charters Tier 1 (75th Percentile)	San Mateo (BA)	San Francisco (BA)	Hayward (BA)	Fremont (BA)	Berkeley (BA)
1	\$ 47,000	\$ 47,000	\$ 47,000	\$ 50,977	\$44,314.00	\$52,657.00	\$ 61,672	\$ 65,399	\$ 42,486
2	\$ 48,880	\$ 48,880	\$ 48,880	\$ 52,883	\$47,393.00	\$53,232.00	\$ 61,944	\$ 67,448	\$ 42,486
3	\$ 50,835	\$ 50,835	\$ 50,835	\$ 59,414	\$50,472.00	\$53,906.00	\$ 62,212	\$ 69,497	\$ 44,003
4	\$ 52,360	\$ 53,377	\$ 54,902	\$ 62,050	\$53,551.00	\$54,682.00	\$ 62,485	\$ 71,550	\$ 45,317
5	\$ 53,931	\$ 56,046	\$ 59,294	\$ 63,650	\$56,630.00	\$55,455.00	\$ 62,754	\$ 73,601	\$ 46,668
6	\$ 55,549	\$ 58,848	\$ 64,038	\$ 65,725	\$59,709.00	\$56,229.00	\$ 63,024	\$ 75,652	\$ 47,980
7	\$ 57,215	\$ 61,791	\$ 69,161	\$ 65,900	\$62,788.00	\$57,004.00	\$ 65,182	\$ 77,700	\$ 48,694
8	\$ 58,932	\$ 64,880	\$ 72,500	\$ 68,425	\$65,867.00	\$57,779.00	\$ 67,344	\$ 79,756	\$ 49,345
9	\$ 60,700	\$ 68,124	\$ 72,500	\$ 71,030		\$58,554.00	\$ 69,505	\$ 81,807	\$ 49,981
10	\$ 62,521	\$ 71,530	\$ 72,500	\$ 73,091		\$59,327.00	\$ 71,666	\$ 83,856	\$ 50,639
11	\$ 64,397	\$ 72,500	\$ 72,500	\$ 76,157		\$60,146.00	\$ 73,827	\$ 85,909	\$ 51,229
12	\$ 66,328	\$ 72,500		\$77,643.00		\$61,073.00	\$ 75,985	\$ 85,909	\$ 51,229

Base Level Salary Schedule



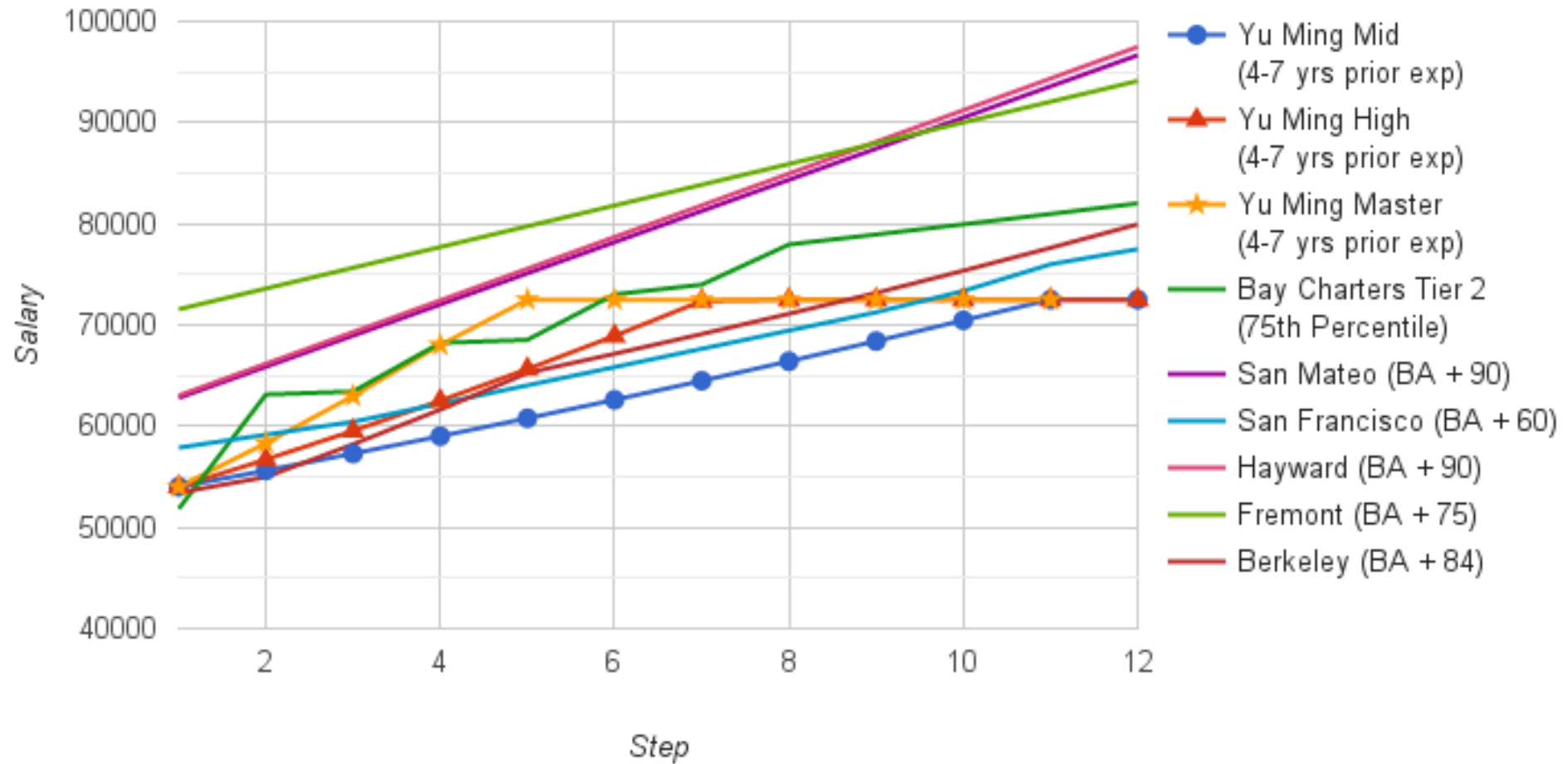
	Mid Level Salary Scale								
	Yu Ming Mid (2 yrs prior exp)	Yu Ming High (2 yrs prior exp)	Yu Ming Master (2 yrs prior exp)	Bay Charters Tier 1 (75th Percentile)	San Mateo (BA + 30)	San Francisco (BA + 30)	Hayward (BA + 30)	Fremont (BA + 45)	Berkeley (BA + 36)
1	\$ 49,000	\$ 49,000	\$ 49,000	\$ 50,977	\$50,472.00	\$55,732.00	\$ 62,212	\$ 67,448	\$ 51,916
2	\$ 51,450	\$ 51,450	\$ 51,450	\$ 52,883	\$53,551.00	\$56,556.00	\$ 62,485	\$ 69,497	\$ 53,423
3	\$ 52,994	\$ 54,023	\$ 55,566	\$ 59,414	\$56,630.00	\$57,382.00	\$ 62,754	\$ 71,550	\$ 54,970
4	\$ 54,583	\$ 56,724	\$ 60,011	\$ 62,050	\$59,709.00	\$58,205.00	\$ 63,024	\$ 73,601	\$ 56,566
5	\$ 56,221	\$ 59,560	\$ 64,812	\$ 63,650	\$62,788.00	\$58,729.00	\$ 65,725	\$ 75,652	\$ 58,207
6	\$ 57,907	\$ 62,538	\$ 69,997	\$ 65,725	\$65,867.00	\$59,854.00	\$ 68,425	\$ 77,700	\$ 59,893
7	\$ 59,645	\$ 65,665	\$ 72,500	\$ 65,900	\$68,946.00	\$60,350.00	\$ 71,126	\$ 79,756	\$ 59,893
8	\$ 61,434	\$ 68,948	\$ 72,500	\$ 68,425	\$72,025.00	\$61,196.00	\$ 73,827	\$ 81,807	\$ 59,893
9	\$ 63,277	\$ 72,395	\$ 72,500	\$ 71,030	\$75,104.00	\$62,193.00	\$ 76,531	\$ 83,856	\$ 59,893
10	\$ 65,175	\$ 72,500	\$ 72,500	\$ 73,091	\$78,183.00	\$63,439.00	\$ 79,229	\$ 85,909	\$ 59,893
11	\$ 67,131	\$ 72,500	\$ 72,500	\$ 76,157		\$65,185.00	\$ 81,928	\$ 87,958	\$ 60,312
12	\$ 69,144	\$ 72,500		\$77,643.00		\$67,433.00	\$ 84,631	\$ 90,011	\$ 60,312

Mid Level Salary Schedule



	Advanced Level Salary Scale								
STEP	Yu Ming Mid (4-7 yrs prior exp)	Yu Ming High (4-7 yrs prior exp)	Yu Ming Master (4-7 yrs prior exp)	Bay Charters Tier 2 (75th Percentile)	San Mateo (BA + 90)	San Francisco (BA + 60)	Hayward (BA + 90)	Fremont (BA + 75)	Berkeley (BA + 84)
1	\$ 54,000	\$ 54,000	\$ 54,000	\$ 51,834	\$62,788.00	\$57,872.00	\$ 63,024	\$ 71,550	\$ 53,423
2	\$ 55,620	\$ 56,700	\$ 58,320	\$ 63,125	\$65,867.00	\$59,155.00	\$ 66,160	\$ 73,601	\$ 54,970
3	\$ 57,289	\$ 59,535	\$ 62,986	\$ 63,421	\$68,946.00	\$60,429.00	\$ 69,291	\$ 75,652	\$ 58,207
4	\$ 59,007	\$ 62,512	\$ 68,024	\$ 68,223	\$72,025.00	\$62,226.00	\$ 72,422	\$ 77,700	\$ 61,632
5	\$ 60,777	\$ 65,637	\$ 72,500	\$ 68,530	\$75,104.00	\$64,030.00	\$ 75,555	\$ 79,756	\$ 65,259
6	\$ 62,601	\$ 68,919	\$ 72,500	\$ 73,027	\$78,183.00	\$65,834.00	\$ 78,689	\$ 81,807	\$ 67,150
7	\$ 64,479	\$ 72,365	\$ 72,500	\$ 73,982	\$81,262.00	\$67,641.00	\$ 81,817	\$ 83,856	\$ 69,100
8	\$ 66,413	\$ 72,500	\$ 72,500	\$ 77,952	\$84,341.00	\$69,445.00	\$ 84,951	\$ 85,909	\$ 71,104
9	\$ 68,406	\$ 72,500	\$ 72,500	\$ 78,941	\$87,420.00	\$71,250.00	\$ 88,087	\$ 87,958	\$ 73,164
10	\$ 70,458	\$ 72,500	\$ 72,500	\$ 79,946	\$90,499.00	\$73,354.00	\$ 91,217	\$ 90,011	\$ 75,359
11	\$ 72,500	\$ 72,500	\$ 72,500	\$ 80,971	\$93,578.00	\$75,994.00	\$ 94,349	\$ 92,062	\$ 77,617
12	\$ 72,500	\$ 72,500		\$ 82,013	\$96,657.00	\$77,494.00	\$ 97,483	\$ 94,111	\$ 79,947

Advanced Level Salary Schedule





Board of Directors
Month Day Year
AGENDA ITEM INFORMATION

Agenda Item	Nomination of Ron Lewis to Board of Directors
Time Allotted	15 minutes
Background	<p>Yu Ming's volunteer Board of Directors regularly seeks new members to strengthen its professional capabilities and add to the diversity of experience, backgrounds and cultural connections to build a strong institutional board.</p> <p>Currently at 11 members, Yu Ming's by-laws were recently amended to permit the expansion of the Board to up to 13 members (not including a permanent place on the board for a representative of the Alameda County Office of Education).</p>
Summary	<p>Mr. Ron Lewis was first introduced to the board's search committee by Thompson Paine. Ron grew up in Oakland, has built schools in underserved communities overseas, and has committed himself to a professional interest in education technology. Resume attached.</p> <p>Ron has met with board members Prudencio, Paine, Le, Swartz and Norman. He has also met with Principal Park. Ron has expressed an interest in the school's diversity initiatives and technology adoption.</p>
Type	Vote
Key Questions	<ol style="list-style-type: none">1) What committee should we ask Ron to consider?2) As John Wharton and Diana Lee leave the board, what other skills should we seek for the board.



Board of Directors
Month Day Year
AGENDA ITEM INFORMATION

Agenda Item	Facilities Committee Update
Time Allotted	30 minutes
Background	The Facilities Committee is charged with searching for, evaluating and securing a site for Yu Ming Charter School to address its short and long term needs.
Summary	<p>1/ The board approved an extension of the Herzog lease with OUSD. This provides Yu Ming with a back up facility for 2017-18 in the event that a facility that is found for the school is not appropriate for a move in by the beginning of the 2017-18 school year.</p> <p>2/ JoAnn Koplin has asked for, and the facilities committee has provided, feedback on a set of criteria to help narrow her search for sites. The criteria list is attached as is a summary score that reflects the sense of the committee. I'd like the board to discuss and hone some of these in order to make them final for JoAnn's search.</p> <p>3/ Review an overview of the state of the facilities search</p>
Type	Informational
Key Questions	

Update on Facilities Search

January 19 2017

School Demographics (two school model)

2016-17

245

Alcatraz

110

Herzog

355

2017-18

245

Alcatraz

165

Herzog

410

2018-19

245

Alcatraz

220

?

465

School Demographics (one school model)

2016-17

245

Alcatraz

110

Herzog

355

2017-18

245

Alcatraz

165

Herzog

410

2018-19

465

?

2018,19,20

465 → 465+

Expansion Via:

Additional K class

TK

Upper School Cohorts

Existing Facilities

- Alcatraz

- At current max capacity (245 students)
- Leased through 2017-18 school year. Additional long term leases are possible
- Some (but limited) expansion opportunities for 2 additional classrooms
 - Stress on play space, lunch space

- Herzog

- Two additional classrooms, but homeroom time is constrained as are enrichment class spaces
- Leased through 2017-18 school year.
- Exploring possibility of extra space at GGRC and Berkeley Maynard
- Expansion opportunities are possible, but would require a tear-down of facility
 - Where would students go during rebuild?

Considered Facilities

- Chinatown
 - Aware of a site that may be suitable as a second site. Not on the market. Have neither visited site nor assessed its suitability
- Airport / Alameda
 - Office building. Other schools and day care facilities in the area
 - Some concern about CalTrans approval (runway proximity)
 - Suitable as a single site
 - Outside of ideal southern boundary of search area
- Emeryville
 - Turnover at board level
 - Beginning renewal of outreach efforts

Facilities Working Group

Determine criteria for
facilities search

Two Sets of Criteria:
Single Site or Dual Site

Ranked High / Med /
Low

Criteria	Single Site	Second Site
Long Term Lease		
Supports 465		
Supports 700		
Parking, Play and Garden Space		
Search Boundaries		
Air Quality		
Crime (Violent, Street, Dom. Violence)		

Facilities Working Group

Determine criteria for
facilities search

Two Sets of Criteria:
Single Site or Dual Site

Ranked High / Med /
Low

Criteria	Single Site	Second Site
Demographics (proximity to higher FRL populations, and target racial ethnic demos)		
Access to Public Transport		
Outdoor Play Area / Near Parks		
Occupancy Readiness / Zoning		
Project Feasibility within a Year		
Daylight		
Space for Curriculum (science labs, library, assembly space, music, arts, cafeteria, warming kitchen, admin offices, reception)		

Yu Ming Charter School

Budget vs. Actuals

As of 12/31/2016

111

		Actual			Budget vs. Actual		Budget					
		Oct	Nov	Dec	Actual YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining	
SUMMARY												
Revenue												
	LCFF Entitlement	265,333	171,312	220,233	962,743	164,439	2,597,159	2,619,218	2,605,097	(14,121)	1,642,354	
	Federal Revenue	-	-	-	-	-	37,355	38,500	38,500	-	38,500	
	Other State Revenues	15,789	38,361	76,138	157,773	68,243	428,270	425,139	449,100	23,962	291,327	
	Local Revenues	44,362	(27,910)	95,663	317,497	185,007	331,226	374,362	379,090	4,728	61,593	
	Fundraising and Grants	105,760	41,813	57,006	353,852	182,972	427,200	528,400	526,000	(2,400)	172,148	
	Total Revenue	431,244	223,576	449,040	1,791,865	600,661	3,821,210	3,985,618	3,997,787	12,169	2,205,922	
Expenses												
	Compensation and Benefits	222,624	259,100	210,888	1,115,260	67,998	2,502,319	2,631,216	2,611,654	19,562	1,496,394	
	Books and Supplies	25,324	20,884	11,448	178,051	(47,537)	261,029	308,718	299,134	9,583	121,083	
	Services and Other Operating Expenditures	126,893	42,408	92,229	462,651	(34,430)	984,947	954,955	964,558	(9,602)	501,907	
	Depreciation	-	-	-	-	-	600	-	-	-	-	
	Total Expenses	374,841	322,391	314,565	1,755,962	(13,969)	3,748,895	3,894,889	3,875,346	19,543	2,119,385	
Operating Income		56,403	(98,815)	134,475	35,903	586,692	72,315	90,729	122,441	31,712	86,538	
Fund Balance												
	Beginning Balance (Unaudited)	794,040	850,444	751,629	850,201		850,201	850,201	850,201			
	Audit Adjustment				-		-	-	-			
	Beginning Balance (Audited)				850,201		850,201	850,201	850,201			
	Operating Income	56,403	(98,815)	134,475	35,903		72,315	90,729	122,441			
Ending Fund Balance		850,444	751,629	886,104	886,104		922,516	940,930	972,642			
Capital Outlay		-	-	-	-		-	-	-			

Yu Ming Charter School

Budget vs. Actuals

As of 12/31/2016

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		Actual			Budget vs. Actual		Budget					
		Oct	Nov	Dec	Actual YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining	
Detail												
Enrollment Summary								-	-	-	-	
	K-3							208	212	212	-	
	4-6							148	145	143	(2)	
	Total Enrolled							356	357	355	(2)	
ADA %												
	K-3							96%	97%	96%		
	4-6							96%	97%	97%		
	Average							96%	97%	96%		
ADA												
	K-3							199.7	204.6	204.3		
	4-6							142.1	139.9	138.0		
	Total ADA							341.8	344.5	342.3		

Yu Ming Charter School

Budget vs. Actuals

As of 12/31/2016

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		Actual			Budget vs. Actual		Budget				
		Oct	Nov	Dec	Actual YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining
REVENUE											
LCFF Entitlement											
8011	Charter Schools LCFF - State Aid	171,312	171,312	220,233	868,722	164,440	2,160,646	2,179,199	2,167,843	(11,356)	1,299,121
8012	Education Protection Account Entitlement	94,021	-	-	94,021	(0)	436,513	440,019	437,254	(2,765)	343,233
SUBTOTAL - LCFF Entitlement		265,333	171,312	220,233	962,743	164,439	2,597,159	2,619,218	2,605,097	(14,121)	1,642,354
8100 Federal Revenue		-	-	-	-	-	-	-	-	-	-
8181	Special Education - Entitlement	-	-	-	-	-	37,355	38,500	38,500	-	38,500
8182	Special Education Reimbursement	-	-	-	-	-	-	-	-	-	-
SUBTOTAL - Federal Income		-	-	-	-	-	37,355	38,500	38,500	-	38,500
8300 Other State Revenues		-	-	-	-	-	-	-	-	-	-
8319	Other State Apportionments - Prior Years	1,758	25,460	-	27,218	27,218	-	1,758	27,218	25,460	(0)
8380	Special Ed	-	-	-	-	-	-	-	-	-	-
8381	Special Education - Entitlement (State)	14,031	12,901	12,901	67,068	67,068	172,589	173,286	172,197	(1,089)	105,129
8545	School Facilities Apportionments	-	-	58,990	58,990	(1,015)	120,010	117,981	117,981	-	58,991
8550	Mandated Cost Reimbursements	-	-	4,247	4,497	(25,028)	73,813	67,002	67,002	-	62,505
8560	State Lottery Revenue	-	-	-	-	-	61,859	65,111	64,702	(409)	64,702
SUBTOTAL - Other State Income		15,789	38,361	76,138	157,773	68,243	428,270	425,139	449,100	23,962	291,327
8600 Other Local Revenue		-	-	-	-	-	-	-	-	-	-
8631	Sales	-	-	-	-	-	-	-	-	-	-
8632	Sale of Publications	-	-	-	-	-	-	-	-	-	-
8634	Food Service Sales	-	15,871	5,107	61,519	26,571	87,369	87,369	87,369	-	25,850
8636	Uniforms	-	-	-	-	(106)	265	265	265	-	265
8676	After School Program Revenue	200	11,139	64,147	155,223	107,223	120,000	158,000	158,000	-	2,777
8678	Enrichment Revenue	-	-	20,276	50,296	25,576	61,800	61,800	61,800	-	11,504
8693	Field Trips	17,305	25	235	17,565	(1,796)	48,402	48,538	48,266	(272)	30,701
8699	All Other Local Revenue	8,456	2,693	1,650	22,310	16,954	13,390	18,390	23,390	5,000	1,080
8999	Uncategorized Revenue	18,401	(57,638)	4,248	10,585	10,585	-	-	-	-	(10,585)
SUBTOTAL - Local Revenues		44,362	(27,910)	95,663	317,497	185,007	331,226	374,362	379,090	4,728	61,593
8800 Donations/Fundraising		-	-	-	-	-	-	-	-	-	-
8801	Donations - Parents	-	-	-	-	-	-	-	-	-	-
8802	Donations - Private	-	-	-	-	-	-	-	-	-	-
8803	Fundraising	5,760	41,813	57,006	253,852	82,972	427,200	428,400	426,000	(2,400)	172,148
8811	Grant	100,000	-	-	100,000	100,000	-	100,000	100,000	-	-
SUBTOTAL - Fundraising and Grants		105,760	41,813	57,006	353,852	182,972	427,200	528,400	526,000	(2,400)	172,148
TOTAL REVENUE		431,244	223,576	449,040	1,791,865	600,661	3,821,210	3,985,618	3,997,787	12,169	2,205,922

Yu Ming Charter School

Budget vs. Actuals

As of 12/31/2016

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		Actual			Budget vs. Actual		Budget					
		Oct	Nov	Dec	Actual YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining	
EXPENSES												
Compensation & Benefits												
1000	Certificated Salaries	-	-	-								
1100	Teachers Salaries	88,277	126,581	97,883	499,981	(7,417)	1,083,640	1,168,987	1,168,987	-	669,005	
1101	Teacher - Stipends	-	-	-	-	27,955	61,500	-	-	-	-	
1103	Teacher - Substitute Pay	-	-	-	1,875	(1,875)	-	12,250	10,500	1,750	8,625	
1148	Teacher - Special Ed	20,146	10,317	13,976	62,587	11,808	169,850	170,280	170,280	-	107,693	
1300	Certificated Supervisor & Administrator Salaries	25,189	26,332	25,189	135,461	(7,473)	255,976	270,146	270,146	-	134,685	
SUBTOTAL - Certificated Employees		133,612	163,231	137,047	699,904	22,998	1,570,966	1,621,663	1,619,913	1,750	920,009	
2000 Classified Salaries												
2100	Classified Instructional Aide Salaries	9,249	7,047	5,930	40,080	(2,718)	82,198	85,438	85,438	-	45,358	
2101	Classified - Electives	4,727	4,727	4,727	23,636	(14,091)	21,000	52,000	52,000	-	28,364	
2103	Classified - Special Ed	4,184	13,526	14,014	49,494	(9,174)	88,703	113,076	113,076	-	63,582	
2300	Classified Supervisor & Administrator Salaries	12,733	13,830	7,850	58,361	17,170	151,063	160,710	143,310	17,400	84,949	
2905	Other Classified - After School	15,937	6,267	15,331	37,755	7,390	99,320	93,224	104,064	(10,840)	66,309	
2928	Other Classified - Food	(1,501)	3,158	(255)	7,589	4,547	26,698	30,545	20,705	9,840	13,116	
2930	Other Classified - Maintenance/grounds	2,273	2,925	2,483	16,481	295	33,552	33,552	33,552	-	17,071	
SUBTOTAL - Classified Employees		47,603	51,481	50,080	233,397	3,419	502,533	568,545	552,145	16,400	318,748	
3000 Employee Benefits												
3100	STRS	15,740	18,407	16,303	81,661	(13,916)	147,221	161,006	161,006	-	79,344	
3200	PERS	-	-	-	-	-	-	-	-	-	-	
3300	OASDI-Medicare-Alternative	5,939	6,619	6,170	29,797	10,062	86,395	88,550	87,168	1,381	57,372	
3400	Health & Welfare Benefits	16,095	15,872	946	51,838	30,324	140,849	132,313	132,313	-	80,475	
3500	Unemployment Insurance	1,037	892	343	6,972	4,447	22,838	25,872	26,113	(241)	19,141	
3600	Workers Comp Insurance	2,598	2,598	-	11,691	10,664	31,102	32,853	32,581	272	20,890	
3900	Other Employee Benefits	-	-	-	-	-	415	415	415	-	415	
SUBTOTAL - Employee Benefits		41,409	44,388	23,761	181,959	41,582	428,820	441,009	439,596	1,412	257,637	

Yu Ming Charter School

Budget vs. Actuals

As of 12/31/2016

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		Actual			Budget vs. Actual		Budget				
					Variance (YTD less Budget)		Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining	
		Oct	Nov	Dec	Actual YTD	Approved Budget					
4000	Books & Supplies	-	-	-							
4100	Approved Textbooks & Core Curricula Materials	10,767	533	-	89,243	(53,843)	70,800	102,800	102,800	-	13,557
4315	Custodial Supplies	-	10	-	10	1,535	3,090	3,090	3,090	-	3,080
4320	Educational Software	-	770	-	9,324	(4,324)	10,000	10,000	10,000	-	676
4325	Instructional Materials & Supplies	285	3,879	1,140	9,889	(6,681)	6,417	6,435	12,425	(5,990)	2,536
4326	Art & Music Supplies	2,403	1,480	-	10,633	(4,013)	13,240	13,240	13,240	-	2,607
4330	Office Supplies	569	1,479	974	4,579	339	9,837	9,862	9,862	-	5,283
4335	PE Supplies	-	627	-	627	699	2,652	2,652	2,652	-	2,025
4346	Teacher Supplies	496	713	266	2,077	3,423	11,000	11,031	7,100	3,931	5,023
4350	Uniforms	-	-	-	-	973	1,945	1,951	1,940	11	1,940
4410	Classroom Furniture, Equipment & Supplies	-	6,489	1,021	16,504	(12,153)	8,701	9,310	17,625	(8,315)	1,121
4420	Computers (individual items less than \$5k)	-	-	-	2,220	5,280	15,000	30,000	30,000	-	27,780
4430	Non Classroom Related Furniture, Equipment & Supplies	961	4,447	332	5,740	(4,149)	3,183	3,183	7,000	(3,817)	1,260
4435	Non Classroom Noncapitalized items 2	-	131	-	696	4	1,400	1,400	1,400	-	704
4710	Student Food Services	9,184	-	7,074	24,883	21,101	91,967	91,967	75,000	16,967	50,117
4720	Other Food	658	327	641	1,626	4,272	11,796	11,796	5,000	6,796	3,374
SUBTOTAL - Books and Supplies		25,324	20,884	11,448	178,051	(47,537)	261,029	308,718	299,134	9,583	121,083

Yu Ming Charter School

Budget vs. Actuals

As of 12/31/2016

111

		Actual			Budget vs. Actual		Budget				
						Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining
		Oct	Nov	Dec	Actual YTD						
5000	Services & Other Operating Expenses										
5200	Travel & Conferences	-	-	66	66	3,234	8,248	8,248	8,248	-	8,182
5300	Dues & Memberships	-	-	-	-	1,511	3,777	3,787	3,766	21	3,766
5450	Insurance - Other	8,320	(1,877)	-	14,439	(2,863)	28,941	29,022	28,860	163	14,420
5510	Utilities - Gas and Electric	1,665	-	-	5,098	1,082	15,450	15,450	15,450	-	10,352
5515	Janitorial, Gardening Services & Supplies	12,588	151	3,068	17,395	(5,395)	30,000	30,000	30,000	-	12,605
5520	Security	1,011	-	215	1,226	960	5,464	5,464	5,464	-	4,238
5525	Utilities - Waste	408	3,430	-	5,478	702	12,360	12,360	12,360	-	6,882
5530	Utilities - Water	-	-	1,012	2,119	1,023	6,283	6,283	6,283	-	4,164
5605	Equipment Leases	-	4,195	2,097	12,758	(9,238)	8,800	8,800	25,000	(16,200)	12,242
5610	Rent	23,160	13,109	13,109	101,814	(3,058)	197,513	197,513	197,513	-	95,699
5615	Repairs and Maintenance - Building	(7,227)	2,984	-	4,310	(1,014)	8,240	8,600	8,600	-	4,290
5617	Repairs and Maintenance - Other Equipment	-	-	-	-	1,061	2,652	2,652	2,652	-	2,652
5631	Golden Gate Rental Facility	-	-	-	-	-	-	6,000	6,000	-	6,000
5803	Accounting Fees	4,200	-	-	4,200	(600)	9,000	9,000	9,000	-	4,800
5809	Banking Fees	-	3	3	5	214	546	546	546	-	541
5812	Business Services	8,707	-	8,818	43,644	3,745	94,779	94,779	94,779	-	51,135
5815	Consultants - Instructional	3,915	10,320	5,820	24,054	(6,334)	44,300	26,180	29,000	(2,820)	4,947
5820	Consultants - Non Instructional - Data	2,482	1,080	600	7,222	(2,278)	12,360	12,360	12,360	-	5,138
5821	Consultants - Non Instructional - Translation	-	-	-	-	2,000	5,000	5,000	5,000	-	5,000
5822	Consultants - Non Instructional - Playworks	19,000	-	-	19,000	(11,400)	19,000	19,000	19,000	-	-
5824	District Oversight Fees	4,557	-	-	4,557	28,167	77,915	78,577	78,153	424	73,596
5826	Directors Contingency	-	-	-	-	2,060	5,150	-	-	-	-
5830	Field Trips Expenses	-	3,086	4,599	7,685	20,795	71,200	51,765	51,475	290	43,790
5834	Gala Expenses	-	5,722	-	5,722	(1,122)	11,500	11,500	11,500	-	5,778
5836	Fingerprinting	161	161	-	1,518	(521)	2,494	2,501	2,487	14	969
5839	Fundraising Expenses	-	210	-	280	3,840	10,300	10,300	10,300	-	10,020

Yu Ming Charter School

Budget vs. Actuals

As of 12/31/2016

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					Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining	
		Oct	Nov	Dec	Actual YTD						
5845	Legal Fees	598	-	3,975	11,766	2,234	35,000	35,000	35,000	-	23,234
5848	Licenses and Other Fees	-	-	-	-	7,433	18,582	18,582	18,582	-	18,582
5851	Marketing and Student Recruiting	-	-	-	-	1,697	4,244	4,244	4,244	-	4,244
5853	Community Outreach	-	-	-	-	849	2,122	2,122	2,122	-	2,122
5854	Consultants - Enrichment	5,063	702	3,246	21,374	(4,713)	41,652	41,769	41,535	234	20,162
5855	Consultants - After School Program	-	-	-	-	8,000	20,000	5,000	-	5,000	-
5857	Payroll Fees	234	410	205	1,909	386	4,589	4,589	4,589	-	2,681
5860	Printing and Reproduction	1,929	-	4,028	6,257	3,569	24,564	24,633	12,425	12,208	6,168
5861	Prior Yr Exp (not accrued)	2,367	-	316	3,842	(3,842)	-	3,526	3,900	(374)	58
5863	Professional Development	1,030	8,233	6,702	25,114	(20,786)	10,820	20,682	30,640	(9,958)	5,526
5864	Professional Development - Other	-	-	-	-	4,000	10,000	10,000	6,000	4,000	6,000
5869	Special Education Contract Instructors	-	11,203	1,893	15,346	2,254	44,000	44,000	44,000	-	28,654
5875	Staff Recruiting	-	1,245	-	1,245	2,435	9,200	4,000	4,000	-	2,755
5878	Student Assessment	2,224	-	6,480	16,136	(10,690)	13,615	26,615	26,615	-	10,479
5881	Student Information System	-	-	391	8,376	(5,080)	8,240	8,240	8,400	(160)	24
5883	SELPA admin and other fees	-	-	-	-	5,878	14,696	8,471	8,428	44	8,428
5884	Substitutes	-	1,200	1,425	5,750	(2,012)	9,345	4,788	7,277	(2,490)	1,527
5887	Technology Services	2,419	210	210	6,409	(6,409)	-	10,000	10,000	-	3,591
5899	Miscellaneous Operating Expenses	28,036	(27,623)	21,819	45,242	(40,710)	11,330	11,330	11,330	-	(33,912)
5910	Communications - Internet / Website Fees	-	1,686	-	3,186	(714)	4,944	4,944	4,944	-	1,758
5915	Postage and Delivery	49	225	22	367	(220)	367	368	366	2	(1)
5920	Communications - Telephone & Fax	-	974	955	5,217	(2,034)	6,365	6,365	6,365	-	1,148
SUBTOTAL - Services & Other Operating Exp.		126,893	42,408	92,229	462,651	(34,430)	984,947	954,955	964,558	(9,602)	501,907
TOTAL EXPENSES including Depreciation		374,841	322,391	314,565	1,755,962	(13,969)	3,748,895	3,894,889	3,875,346	19,543	2,119,385

Monthly Cash Forecast
As of 12/31/2016

Temporarily Restricted Prop 39	50,269
Unrestricted Ending Cash	433,997
Cash Reserves (%)	11%

ESP-CA
EdTec Network : Yu Ming Charter School (YMCS)

Balance Sheet
As of December 31, 2016

Financial Row	Amount
ASSETS	
Current Assets	
Bank	
9120-YMCS - Cash in Bank - YMCS	
9121-4009 - Cash in Bank - YMCS: First Republic (Main)	\$870,816.25
Total - 9120-YMCS - Cash in Bank - YMCS	\$870,816.25
Total Bank	\$870,816.25
Accounts Receivable	
9200 - Accounts Receivable	
9233 - AR - Lottery	\$6,211.86
9251 - AR - Gen Purpose prior yr adjustment (Due from District)	\$2,591.00
9260 - AR - Misc	\$205.20
Total - 9200 - Accounts Receivable	\$9,008.06
Total Accounts Receivable	\$9,008.06
Total Current Assets	\$879,824.31
Fixed Assets	
9440 - Equipment	\$10,800.00
9445 - Accumulated Depreciation-Equipment	(\$10,800.00)
9460 - Fixed Asset - Leasehold Improvements	\$14,420.00
9465 - Accumulated Depreciation - Leaseholds	(\$14,420.00)
Total Fixed Assets	\$0.00
Other Assets	
9360 - Other Asset - Deposits	\$30,000.00
Total Other Assets	\$30,000.00
Total ASSETS	\$909,824.31
LIABILITIES & EQUITY	
Current Liabilities	
Credit Card	
9515-YMCS - Credit Card Summary - YMCS	
9515-9238 - Credit Card - YMCS : Chase #9238 (formerly 7627)	\$14,133.39
Total - 9515-YMCS - Credit Card Summary - YMCS	\$14,133.39
Total Credit Card	\$14,133.39
Other Current Liability	
9501 - Accrued Accounts Payable	\$10,200.69
9555 - Retirement Liability - STRS	(\$1,077.57)
9570 - Wages Payable	\$54.32
Total Other Current Liability	\$9,177.44
Total Current Liabilities	\$23,310.83
Equity	
9781 - Temporarily Restricted	\$50,269.00
Retained Earnings	\$800,341.37
Net Income	\$35,903.11
Total Equity	\$886,513.48
Total LIABILITIES & EQUITY	\$909,824.31