



Board of Directors Meeting
Meeting Location: 675 41st St. Oakland, CA 94609
December 13th, 2018, 6:00 PM
Dial-in Location: 2000 6th Street, Sacramento, CA 95818 (Sonali)
Dial-in Number: 641-715-3580, ID# 820-840

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 (5 mins)

- A. Approve October 2018 Minutes
- B. Approve Yu Ming Classroom Based Attendance Policy
- C. Approve Yu Ming Classroom and School Volunteer, Visitation, and Removal Policy
- D. Approve Education Committee Description & Goals for 2018-19
- E. Approve Enrollment & Diversity Committee Description & Goals for 2018-19
- F. Approve Julie Mikuta as Education Committee Chair

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REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

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IV. **ITEMS OF BUSINESS**

- A. Finance Committee (Jessica Norman) (45 min)
 - 1. Discussion October Financials Update (15 min)
 - 2. Vote First Interim Financial report (15 min)
 - 3. Vote FY 17-18 Audit Report (Audit Committee - Brianna Swartz, Joy Lee) (15 min)
- B. Strategic Planning Task Force (Cindy Liu, Brianna Swartz) (60 min)
 - 1. Discussion First Draft of Strategy Plan (30 min)
 - 2. Discussion Define Model Impact Exercise - discussion to narrow scope of impact model to 2-3 models for deeper exploration and research (30 min)
- C. Education Committee (Julie Mikuta, Sue Park) (40 min)
 - 1. Vote 2019-2020 School Calendar (20 min)
 - 2. Discussion School Assessment Data (SBAC, Trimester 1 Assessment, Fall 2018 Dashboard, SpEd Program) (20 min)
- D. Board Development Committee (Eric Peterson, Brianna Swartz) (60 mins)
 - 1. Vote Board Officer Elections (25 min)
 - i. Vote Board Chair - Eric Peterson
 - ii. Vote Board Vice Chair - Brianna Swartz
 - iii. Vote Treasurer - Jessica Norman
 - iv. Vote Secretary - Joy Lee
 - 2. Vote New Board Member - Alcine Mumby (15 min)
 - 3. Discussion Annual Board Self Evaluation (20 min)
- E. Funds Committee Update (Eric Peterson) (10 min)
 - 1. Discussion Update on Capital Campaign - Discuss progress in the development of Yu Ming's Capital Campaign to secure a new or expanded school facility (10 min)

V. **REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS**

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VI. **ADJOURNMENT**

The meeting was adjourned at _____.

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Board of Directors Meeting
Meeting Location: 675 41st St. Oakland, CA 94609
October 18th, 2018
6:30 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 at 6:30 PM

B. ROLL CALL

NAME	Present	Absent
Lucia Hwang		X
Joy Lee	X	
Ron Lewis	X	
Julie Mikuta	X	
Sonali Nijhawan	X	
Jessica Norman	X	

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Eric Peterson	X	
Brianna Swartz	X	
Ethan Warsh		X

C. **APPROVAL OF AGENDA**

Moved by: Julie Mikuta

Motion second by: Ron Lewis

Approved

II. **INVITATION TO THE PUBLIC TO ADDRESS THE BOARD**

Concerns about ELA, Special Ed - seeking clearer communication and more support for students

III. **CONSENT AGENDA** (5 mins)

- A. Approve September 2018 Minutes (need to add during meeting to agenda)
- B. Approve August 2018 Check Register
- C. Approve Finance Committee Description & Goals for 2018-19
- D. Approve Recruitment & Retention Committee Description & Goals for 2018-19
- ~~E. Approve Education Committee Description & Goals for 2018-19~~
- ~~F. Approve Enrollment & Diversity Committee Description & Goals for 2018-19 - MOVE TO DISCUSSION~~
- G. Approve Julie Mikuta as Education Committee Chair

Moved by: Jessica Norman

Motion second by: Joy Lee

Approved

IV. **ITEMS OF BUSINESS**

- A. Strategic Planning Task Force (Cindy Liu, Brianna Swartz) (30 min)

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1. Vote Mission and Core Values (10 min)

Discussion on process for developing mission statement and the key role of educational model pillars supporting mission; suggestion to include preamble on “as a leader in Mandarin Immersion education...”; include “diverse and inclusive” as part of what we are striving towards (vs as part of what the community is today) - concerns around attrition related to this

Vote on **“As a leader in Mandarin Immersion education, we nurture our inclusive and diverse community to become empowered, engaged, and outstanding global citizens.”** as updated mission statement + **refreshed core values (includes note on pillars)**.

Moved by: Brianna Swartz

Motion second by: Julie Mikuta

Approved

2. Discussion Strategic Plan Priority 2 - Model Impact/Scaling Options (40 min)

Brainstorming on “What kind of impact do you want YM to create in the long term?” and “In 10 years, what do you envision YM can become?”; consolidate themes + additional brainstorm; look ahead to plan throughout the rest of the year with sessions addressing other strategic priorities

B. Finance Committee (Jessica Norman) (30 min)

1. Discussion August Financial Report (15 min)

Looking for additional committee members from the parent community

Discussing financials through Aug - monitoring news on overall CA budget, higher than budgeted ADA as of now, expenses above budget mostly related to salaries and transitioning of roles, fundraising is important for meeting needs of school in operating costs; will continue to adjust for 5 year budgets - for discussion at January 2019 meeting, evaluate different scenarios, items that tend to impact budget are additional legal costs or new special ed enrollment costs

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2. Vote Fiscal Policy Revision (15 min)

Over \$30K need full board approval, up to \$30K can be approved by board treasurer, chair or designee; mitigates challenges of whole board needing to convene to approve - still want to have oversight as part of board

Moved by: Julie Mikuta

Motion second by: Brianna Swartz

Approved

C. California School Dashboard Local Indicators (Sue Park) (20 min)

1. Discussion Presentation of California School Dashboard Local Indicators (20 min)
Discussion to meet requirements; indicators have been very dynamic since inception, state building as they go, also local indicators; 5 categories of state indicators, local indicators are being built (previously 4); can look up any school on the dashboard
This is for discussion only - will be posted to the dashboard

D. Board Development Committee (Eric Peterson, Brianna Swartz) (30 mins)

1. Discussion Board Officer Elections for December Meeting (10 min)
Will vote for positions at December meeting; talk to Brianna if interested; also looking for people to be engaged with school on committees even if not as formal board members, particularly with strategic planning looking for people with relevant skillsets (fundraising in private or public sector, legal expertise, connection to local business/corporate contacts, establishing model for school); for board members that may not continue - give Eric and Brianna a heads up for recruiting
2. Discussion Annual Board Self Evaluation for December meeting (5 min)
Will be doing this at December meeting, survey for board members coming soon
3. Discussion Cal Berkeley Board Fellows Intro and Potential Work (15 min)
Not doing this program this year, have an Education Pioneer fellow on staff

E. Funds Committee Update (Eric Peterson) (5 min)

1. Discussion Update on Funds Committee (5 min)

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Slightly lower participation rates but higher per student amount; need to be aware of graduating class, how to encourage higher participation rates regardless of amount/volunteer hours; taking significant steps to assess ability to fundraise within the community - should have results of campaign study in December with preliminary thoughts

F. Enrollment and Diversity Update (Ron Lewis) (5 min)

ACOE report to be submitted on 10/18. Positive signals in improvements in this area, main reporting figures - FRL % had 24% in K (exceeded), Black/African American 25% in K, Latino/Hispanic still low and an area of outreach/for improvement

Should make efforts for board to have representation that reflects population that we want to serve, take a look at retention of diverse students

V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

Capital Campaign

Data on retention for Enrollment & Diversity

Enrollment & Diversity and Education Committee Descriptions

Finance Audit/Interim Financials

Board Officer Elections

VI. ADJOURNMENT

The meeting was adjourned at 8:30.

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Board of Directors
Thursday, December 13, 2018
AGENDA ITEM INFORMATION

Agenda Item	Classroom Based Attendance Policy
Time Allotted	Consent Agenda
Summary	<p>The Yu Ming Board understands the importance of ensuring that students attend school every day on time. Consistent school attendance is critical to school success. This Attendance Policy outlines key provisions of the California Education Code as it relates to attendance including:</p> <ul style="list-style-type: none">● Excused absences for classroom based attendance● Methods of attendance verification● Unexcused absences and truancy● Process for upholding the attendance policy● School reports to the board on attendance
Type	Voting Item
Background	<p>The proposed policy was developed with guidance from our attorneys at Young, Minney, & Corr, LLP.</p> <p>Yu Ming's Student Family Handbook currently includes many of the elements of this Policy but it is recommended that the Board officially approve and adopt a policy. In addition, the Policy establishes a Student Attendance Review Team (SART) body as well as a clear process for upholding the attendance policy including the conditions for disenrollment.</p>



Key Questions	
Attachments	Proposed Yu Ming Classroom Based Attendance Policy



Attendance Policy

POLICY NO. _____

It is the intent of the Governing Board of the Yu Ming Charter School (“Yu Ming” or “Charter School”) to ensure that students attend school every day on time. Consistent school attendance is critical to school success. Being present for classroom instructional time is essential for students to reach their goals and achieve their dreams. Chronic absenteeism has been linked to an increased likelihood of poor academic performance, disengagement from school and behavior problems.

Excused Absences for Classroom Based Attendance

Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons, as permitted by law or Board policy.

A student's absence shall be excused for the following reasons (Ed Code 48205):

1. Personal illness;
2. Quarantine under the direction of a county or city health officer;
3. Medical, dental, optometric, or chiropractic appointments;
4. Attendance at funeral services for a member of the immediate family:
 - a. Excused absence in this instance shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state.
 - b. "Immediate family" shall be defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister or any relative living in the student's immediate household.
5. Participation in religious instruction or exercises in accordance with Charter School policy:
 - a. The student shall be excused for this purpose on no more than four school days per month (Ed. Code 48205 and 46014).
6. For the purposes of jury duty.
7. Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.
8. To permit the pupil to spend time with an immediate family member of active duty or uniformed services and for the pupil to spend time with family when the family has been deployed to a combat zone or combat support position.
9. For purpose of serving as a member of a precinct board for an election pursuant to Election Code Section 12302.

10. Attendance at the pupil's naturalization ceremony to become a United States citizen.

In addition, a student's absence shall be excused for justifiable personal reasons such as:

1. Appearance in court;
2. Attendance at a funeral;
3. Observation of a holiday or ceremony of his/her religion;
4. Attendance at religious retreats for no more than four hours during a semester.
5. Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization upon request by parent and approval by the Principal or designee.

Method of Verification

When students who have been absent return to school, they must present a satisfactory explanation verifying the reason for the absence. The following methods may be used to verify student absences:

1. Signed, written note from parent/guardian, parent representative;
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
 - a. Name of student;
 - b. Name of parent/guardian or parent representative;
 - c. Name of verifying employee;
 - d. Date or dates of absence; and
 - e. Reason for absence.
3. Visit to the student's home by the verifying employee, or any other reasonable method, which establishes the fact that the student was absent for the reasons stated. A written recording shall be made, including information outlined above.
4. Healthcare provider verification
 - a. When excusing students for confidential medical services or verifying such appointments, Charter School staff shall not ask the purpose of such appointments but may contact a medical office to confirm the time of the appointment.
 - b. A healthcare provider's note of illness will be accepted for any reported absence. When a student has had 14 absences in the school year for illness verified by methods listed in #1-#3 above without a healthcare provider's note, any further absences for illness must be verified by a healthcare provider.

Insofar as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during non-school hours.

Students should not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency. Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to administrative regulations and law.

Unexcused Absences/Tuancy for Classroom Based Attendance

Students shall be classified as truant if the student is absent from school without a valid excuse three full days in one school year, or if the student is tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. Such students shall be reported to the School Director or designee.

In addition, students shall be classified as a chronic truant if the student is absent from school without a valid excuse for 10 percent or more of the school days in one school, from the date of enrollment to the current date.

The School Director, or designee, shall implement positive steps to reduce truancy, including working with the family in an attempt to resolve the attendance problem. A student's progress and learning may be affected by excessive unexcused absences. In addition, the Charter School is fiscally dependent on student attendance and is negatively impacted by excessive unexcused absences. If all attempts to resolve the student's attendance problem are unsuccessful, the Charter School will implement the processes described below.

PROCESS FOR UPHOLDING THE ATTENDANCE POLICY

First Day of School Process:

When students are not in attendance on the first five (5) days of school, the Charter School will attempt to reach the parent/guardian on a daily basis for each of the first five days to determine whether the student has an excused absence, consistent with the process outlined in this policy. If the student has a basis for an excused absence, parents must notify the school of the absence and provide documentation consistent with this policy. However, consistent with process below, students who are not in attendance due to an unexcused absence by the fifth day of school will be disenrolled from the school roster, as it will be assumed that the student has chosen another school option.

1. Students who are not in attendance on the first day of school will be contacted by phone to ensure their intent to enroll.
2. Students who have indicated their intent to enroll but have not attended by the third day will receive a letter indicating the student will be disenrolled after the fifth day of school if the student has not attended school without valid excuse.
3. Students who have indicated their intent to enroll but have not attended by the fifth day will receive a phone call reiterating the content of the letter.

4. Students who have not attended by the sixth day, and do not have an excused absence as defined above for not being in attendance will be disenrolled from the roster.
5. The School will use the contact information provided by the parent/guardian in the registration packet.
6. The School will send the Involuntary Removal Notice to the Parent/Guardian as described above.
7. Upon removal, the last known school district of residence will be notified of the student's failure to attend the Charter School and the disenrollment within thirty days of the disenrollment.

Truancy Process:

1. Each of the first two (2) unexcused absences or unexcused tardies over 30 minutes will result in a call home to the parent/guardian by the School Director or designee. The student's classroom teacher may also call home.
2. Each of the third (3rd) and fourth (4th) unexcused absences or unexcused tardies over 30 minutes will result in a call home to the parent/guardian by School Director or designee. In addition, the student's classroom teacher may also call home and/or the School may send the parent an e-mail notification. In addition, upon reaching three (3) unexcused absences or unexcused tardies over 30 minutes in a school year, the parent/guardian will receive "Truancy Letter #1" from the School. This letter must be signed by the parent/guardian and returned to the School. This letter shall also be accompanied by a copy of this Attendance Policy. This letter, and all subsequent letter(s) sent home, shall be sent by Certified Mail, return receipt requested, or some other form of mail that can be tracked.
3. Upon reaching seven (6) unexcused absences or unexcused tardies over 30 minutes, the parent/guardian will receive "Truancy Letter #2 – Conference Request," and a parent/guardian conference will be scheduled to review the student's records and develop an intervention plan/contract. In addition, the School will consult with a school counselor regarding the appropriateness of a home visitation and/or case management.
4. Upon reaching ten (10) unexcused absences or unexcused tardies over 30 minutes, the student will be referred to a Student Success Team (SST) and the School Attendance Review Team (SART). In addition, the parent/guardian will receive a "Habitual Truancy Re-classification Letter #3," and will be asked/invited to attend a meeting for parents/guardians of chronically absent students.
5. The SART panel will be composed of School Director, Teacher Representative, and staff designee. The SART panel will discuss the absence problem with the Parent/Guardian to work on solutions, develop strategies, discuss appropriate support services for the student and his/her family, and establish a plan to resolve the attendance issue.
 - a. The SART panel shall direct the parent/guardian that no further unexcused absences or tardies can be tolerated.
 - b. The parent shall be required to sign a contract formalizing the agreement by the parents to improve the child's attendance or face additional

administrative action. The contract will identify the corrective actions required in the future, and indicate that the SART panel shall have the authority to order one or more of the following consequences for non-compliance with the terms of the contract:

- i. Parent/guardian to attend school with the child for one day
 - ii. Student retention
 - iii. After school detention program
 - iv. Required school counseling
 - v. Loss of field trip privileges
 - vi. Loss of school store privileges
 - vii. Loss of school event privileges
 - viii. Required remediation plan as set by the SART
 - ix. Notification to the District Attorney
 - c. The SART panel may discuss other school placement options.
 - d. Notice of action recommended by the SART will be provided in writing to the parent/guardian.
6. If the conditions of the SART contract are not met, the student may incur additional administrative action up to and including disenrollment from the school and the Involuntary Removal Notice sent to the parent/guardian as described above. Upon disenrollment, notification will be sent within thirty (30) days to the student's last known district of residence.
 7. For all communications set forth in this process, the Charter School will use the contact information provided by the parent/guardian in the registration packet. It is the parent's or guardian's responsibility to update the Charter School with any new contact information.
 8. If student is absent ten (10) or more consecutive school days without valid excuse and parent/guardian cannot be reached at the number or address provided in the registration packet and does not otherwise respond to the Charter School's communication attempts, as set forth above, the student will be in violation of the SART contract, and the SART panel will recommend that the student be disenrolled and the Involuntary Removal Notice will be sent to the parent/guardian as described above. Upon disenrollment, notification will be sent within thirty (30) days to the student's last known district of residence.

Involuntary Removal from Charter School

No student shall be involuntarily removed by the Charter School for any reason unless the parent or guardian of the student has been provided written notice of intent to remove the student no less than five (5) schooldays before the effective date of the action ("Involuntary Removal Notice"). The written notice shall be in the native language of the student or the student's parent or guardian or, if the student is a foster child or youth or a homeless child or youth, the student's educational rights holder. The Involuntary Removal Notice shall include the charges against the pupil and an explanation of the pupil's basic rights including the right to request a hearing before the effective date of the action. The hearing shall be consistent with the Charter School's expulsion procedures. If the student's parent, guardian, or educational rights holder requests a hearing, the student shall

remain enrolled and shall not be removed until the Charter School issues a final decision. As used herein, “involuntarily removed” includes disenrolled, dismissed, transferred, or terminated, but does not include suspensions or expulsions pursuant to the Charter School’s suspension and expulsion policy.

Upon parent/guardian request for a hearing, the Charter School will provide a hearing consistent with its expulsion hearing process, through which the pupil has a fair opportunity to present testimony, evidence, and witnesses and confront and cross-examine adverse witnesses, and at which the pupil has the right to bring legal counsel or an advocate.

If the parent/guardian is nonresponsive to the Involuntary Removal Notice, the Student will be disenrolled as of the effective date set forth in the Involuntary Removal Notice. If parent/guardian requests a hearing and does not attend on the date scheduled for the hearing the Student will be disenrolled effective the date of the hearing.

If as a result of the hearing the student is disenrolled, notice will be sent to the student’s last known district of residence within thirty (30) days.

A hearing decision not to disenroll the student does not prevent the Charter School from making a similar recommendation in the future should student truancy continue or re-occur.

Referral to Appropriate Agencies or County District Attorney:

It is the Charter School’s intent to identify and remove all barriers to the student’s success, and the School will explore every possible option to address student attendance issues with the family. For any unexcused absence, the Charter School may refer the family to appropriate school-based and/or social service agencies.

If a child’s attendance does not improve after a SART contract has been developed according to the procedures above, or if the parents fail to attend a required SART meeting, the Charter School shall notify the District’s Attorney’s office, which then may refer the matter for prosecution through the court system. Students 12 years of age and older may be referred to the juvenile court for adjudication.

Non-Discrimination

These policies will be enforced fairly, uniformly, and consistently without regard to 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).

Reports

The Principal, or designee, shall gather and report to the Governing Board the number of absences both excused and unexcused as well as students who are truant, and the steps taken to remedy the problem.



Board of Directors
Thursday, December 13, 2018
AGENDA ITEM INFORMATION

Agenda Item	Visitation and Volunteer Policy
Time Allotted	Consent Agenda
Summary	<p>Yu Ming encourages parents, guardians and interested members of the community to visit the school and view the educational program and also volunteer in the classroom. Yu Ming also endeavors to create a safe environment for students and staff. To ensure the safety of students and staff as well as to minimize interruption of the instructional program, the Board is considering the establishment of procedures to facilitate volunteering and visitations during regular school days. These include:</p> <ul style="list-style-type: none">● Guidelines for classroom volunteers● Guidelines for school and classroom visitation● Access by law enforcement to the school● When school administrators may withdraw consent to volunteer or visit● Penalties for violating volunteer and visitation guidelines
Type	Voting Item
Background	<p>The proposed policy was developed with guidance from our attorneys at Young, Minney, & Corr, LLP.</p> <p>Yu Ming's Student Family Handbook currently includes some elements of this policy but it is recommended that</p>



	the Board officially approve and adopt a more comprehensive policy.
Key Questions	
Attachments	Proposed Yu Ming Visitation and Volunteer Policy



Classroom and School Volunteer, Visitation, and Removal Policy

While Yu Ming Charter School (“Yu Ming”) encourages parents/guardians and interested members of the community to visit the charter school and view the educational program, Yu Ming also endeavors to create a safe environment for students and staff. Additionally, parents volunteering in the classroom can be extremely helpful to our teachers and valuable to our students. We thank all parents for their willingness to volunteer in this manner.

Nevertheless, to ensure the safety of students and staff as well as to minimize interruption of the instructional program, Yu Ming has established the following procedures, to facilitate volunteering and visitations during regular school days:

Volunteering

Parents or guardians who are interested in volunteering in the classroom must adhere to the following guidelines:

1. Volunteers who will volunteer outside of the direct supervision of a credentialed employee shall be (1) fingerprinted and (2) receive background clearance prior to volunteering without the direct supervision of a credentialed employee.
2. A volunteer shall also have on file with Yu Ming a certificate showing that, upon initial volunteer assignment, the person submitted to a tuberculosis risk assessment and, if tuberculosis risk factors were identified, was examined and found to be free of infectious tuberculosis. If no risk factors are identified, an examination is not required. At the discretion of the Yu Ming Board of Directors, this paragraph shall not apply to a volunteer whose functions do not require frequent or prolonged contact with pupils.
3. Volunteering must be arranged with the classroom teacher and School Director or designee, at least forty-eight (48) hours in advance.
4. Except for special circumstances, approved by the School Director, a volunteer may not volunteer in the classroom for more than three (3) hours per month.
5. Prior to volunteering in the classroom, the volunteer should communicate with the teacher to discuss the expectations for volunteering needs. Classroom volunteers are there to benefit the entire class and are not in class solely for the benefit of their own child. Classroom volunteers must follow the instructions provided by the classroom teacher or aide. Classroom rules also apply to volunteers to ensure

minimal distraction to the teacher. If a volunteer is uncomfortable following the direction of the teacher or aid the volunteer may leave their volunteer position for that day.

6. Information gained by volunteers regarding students (e.g. academic performance or behavior) is to be maintained in strict confidentiality.
7. Volunteers shall follow and be governed by all other guidelines indicated elsewhere in this Policy. This includes, but is not limited to, the process of registering and signing out of the campus at the main office as indicated below.
8. Volunteer hours are applied to the non-mandatory 30 hours of volunteering requested in the Student-Family Handbook.
9. This Policy does not authorize Yu Ming to permit a parent/guardian to volunteer or visit the campus if doing so conflicts with a valid restraining order, protective order, or order for custody or visitation issued by a court of competent jurisdiction.

Visitation

1. Visits during school hours should first be arranged with the teacher and School Director or designee, at least forty-eight (48) hours in advance. If a conference is desired, an appointment should be set with the teacher during non-instructional time, at least forty-eight (48) hours in advance. Parents seeking to visit a classroom during school hours must first obtain the approval of the classroom teacher and the School Director or designee.
2. All visitors shall register in the Visitors Log Book and complete a Visitor's Permit in the main office immediately upon entering any school building or grounds when during regular school hours. When registering, the visitor is required to provide his/her name, address, age (if under 21), his/her purpose for entering school grounds, and proof of identity.
3. If the visitor is a government officer/official (including but not limited to local law enforcement officers, social workers, district attorneys, or U.S. attorneys) the officer/official will also be asked to produce any documentation that authorizes school access. Yu Ming shall make reasonable efforts to notify parents or guardians prior to permitting a student to be interviewed or searched, consistent with the law and/or any court order, warrant or instructions from the officer/official. A copy of the documentation provided by the officer and notes from the encounter may be maintained by Yu Ming, consistent with the law. The Yu Ming Governing Board and Bureau of Children's Justice in the California Department of Justice, at BCJ@doj.ca.gov, will be timely informed regarding any

attempt by a law-enforcement officer to access a school site or a student for immigration-enforcement purposes, as recommended by the Attorney General. For purposes of school safety and security, the School Director or designee may design a visible means of identification for visitors while on school premises.

4. Except for unusual circumstances, approved by the School Director, Yu Ming visits should not exceed approximately sixty (60) minutes in length and may not occur more than twice per semester.
5. While on campus, visitors are to enter and leave classrooms as quietly as possible, not converse with any student, teacher, or other instructional assistant unless permitted, and not interfere with any school activity. No electronic listening or recording device may be used in a classroom without the teacher's and School Director's written permission.
6. Before leaving campus, the visitor shall return the Visitor's Permit and sign out of the Visitors Log Book in the main office.
7. The School Director, or designee, may refuse to register a visitor or volunteer if it is believed that the presence of the visitor or volunteer would cause a threat of disruption or physical injury to teachers, other employees, or students.
8. The School Director or designee may withdraw consent to be on campus even if the visitor has a right to be on campus whenever there is reason to believe that the person has willfully disrupted or is likely to disrupt Yu Ming's orderly operation. If consent is withdrawn by someone other than the School Director, the School Director may reinstate consent for the visitor if the School Director believes that the person's presence will not constitute a disruption or substantial and material threat to Yu Ming's orderly operation. Consent can be withdrawn for up to fourteen (14) days.
9. The School Director or designee may request that a visitor who has failed to register, or whose registration privileges have been denied or withdrawn, promptly leave school grounds. When a visitor is directed to leave, the School Director or designee shall inform the visitor that if he/she reenters the school without following the posted requirements he/she will be guilty of a misdemeanor.
10. Any visitor that is denied registration or has his/her registration revoked may request a conference with the School Director. The request shall be in writing, shall state why the denial or revocation was improper, shall give the address to which notice of conference is to be sent, and shall be delivered to the School Director with fourteen (14) days of the denial or revocation of consent. The School Director shall promptly mail a written notice of the date, time, and place of the conference to the person who requested the conference. A conference with

the School Director shall be held within seven (7) days after the School Director receives the request. If no resolution can be agreed upon, the School Director shall forward notice of the complaint to the Yu Ming Board of Directors. The Yu Ming Board of Directors shall address the Complaint at the next regular board meeting and make a final determination.

11. At each entrance to the campus, signs shall be posted specifying the hours during which registration is required, stating where the office of the School Director or designee is located, and what route to take to that office, and setting forth the penalties for violation of this policy.
12. The School Director or designee shall seek the assistance of the police in managing or reporting any visitor in violation of this Policy.

Penalties

1. Pursuant to the California Penal Code, if a visitor does not leave after being asked or if the visitor returns without following the posted requirements after being directed to leave, he/she will be guilty of a crime as specified which is punishable by a fine of up to \$500.00 (five hundred dollars) or imprisonment in the County jail for a period of up to six (6) months or both.
2. Under California Education Code section 44811, disruption by a parent, guardian or other person at a school or school sponsored activity is punishable, upon the first conviction by a fine of no less than \$500.00 (five hundred dollars) and no more than \$1,000.00 (one thousand dollars) or by imprisonment in a County jail for no more than one (1) year, or both the fine and imprisonment.
3. Disruptive conduct may lead to Yu Ming's pursuit of a restraining order against a visitor, which would prohibit him/her from coming onto school grounds or attending school activities for any purpose for a period of up to three (3) years.

2018-19 YU MING CHARTER SCHOOL EDUCATION COMMITTEE

12/13/2018

EDUCATION COMMITTEE DESCRIPTION as *approved by Board of Directors October 2012*

Overall Role:

The Education Committee monitors and evaluates the education program at the school. The Head of School (HOS) is the instructional leader in the school and responsible for execution of the educational program. *Note:* as with all Board Committees, this committee plays a governance role, not a management or implementation role.

Appointments:

- A member of the Board of Directors shall serve as the Chair of the Education Committee
- Additional members who may be appointed need not be on the Board of Directors, as long as they have relevant education expertise, experience, and capacity to serve
- Appointments of the Chair shall be made annually in accordance with the bylaws.

Responsibilities:

- To facilitate a shared understanding of the performance expectations for Yu Ming graduates across the school community;
- To design a system to monitor and evaluate the effectiveness and implementation of the educational program;
- To recommend resources to the leadership of the school to enhance the educational program; and
- To develop annual objectives as a committee and evaluate its own work as a committee in achieving its objectives.

EDUCATION COMMITTEE MEMBERS

The Education Committee is anticipated to include approximately 4-6 members in total and will include members with relevant professional expertise with district-operated public schools and/or public charter schools. Members are asked to make a commitment for at least the school year, and attend regularly scheduled meetings and subcommittee meetings. The committee will work with willing advisors where appropriate.

Preferred Expertise:

- Experience administering and/or guiding the educational program development for district-operated public schools and/or public charter schools
- Experience and professional expertise in bilingual immersion education, Mandarin preferred
- Knowledge and experience in curriculum development in Mandarin and/or English
- Knowledge and experience in using multi-tiered systems of supports across student academic and social/emotional domains
- Expertise in using and analyzing various types of assessments for student and school improvement
- Knowledge in the use of educational technology to support individualized learning
- Experience and knowledge in supervising and developing middle school programs

2018/19 Members:

Julie Mikuta, Ph.D., Board Member and Committee Chair

Rebecca Cheung, Current committee member. Rebecca is the (PLI) at the University of Berkeley's School of education. Her interests include developing and sustaining quality leadership for urban schools. Prior to joining the PLI, Rebecca worked in urban schools for 15 years as a teacher, academic coordinator of the Principal Leadership Institute middle school principal, and district office administrator. Her background includes immersion school experience.

Pearl You, Independent consultant. Previously, Chinese Program Coordinator at Yu Ying (in DC)

Lucia Hwang, Yu Ming Parent and Board Member

Alcine Mumby, Yu Ming Board Member-elect, educational leadership consultant with experience in designing and leading schools as well as coaching leadership around adoption of successful school models and leading with a focus on equity. Alcine has been a coach for Envision Learning Partners, Partners in School Innovation and New Classrooms.

Others we are considering:

- A member of the Summit Basecamp team
- An expert in social-emotional learning and/or special education

NOTE: HOS attends committee meetings and is closely involved in the process. The HOS also may invite other school staff/teachers to attend committee and subcommittee meetings as appropriate.

FY18-19 EDUCATION COMMITTEE ANNUAL GOALS

Overarching goal: Provide monitoring and advisement related to the educational program (through a governance role, not a management or implementation role) to help support the achievement of our Yu Ming charter, mission, vision, and values.

Strategic Imperatives/Priorities

- Provide educationally-related guidance and advisement for the achievement of the board-approved annual school goals related to student outcomes
- Advise the HOS in adjusting the educational program in accordance with any board-approved changes
- Provide guidance and advisement in the continued development the academic program including the use of Summit Basecamp, the development of the upper school program, the refinement of the lower school program, the integration of strong SEL practices.

FY18-19 Goals

1. Advise the HOS as the educational leader and executor of the educational program in the achievement of the board- approved annual school goals related to student outcomes (see LCAP for full details of these goals).
2. Advise the HOS in the continued development and related implementation of the overall education program; an upper school educational program, including the graduation portfolios; the ongoing refinement of the elementary school program; the support for special needs students, and the school's ongoing efforts on SEL and equity that will enable the achievement of

annual board approved goals for the educationally-related outcomes of all of Yu Ming's students.

3. Ensure that Yu Ming's commitment to equity is reflected throughout the planning and implementation of its academic program.

EDUCATION COMMITTEE MEETINGS (Final dates TBD)

- December Committee Meeting: Review with the HOS year-to-date data (analyzed cohort-wide as well as by significant and important groups of students) and plans for continual improvement for achieving student outcome school goals. Discuss supports for students with special needs.
- February/ March Committee Meeting: Review plans for graduation portfolios; Continue review of year-to-date data, Address education-focused topics related to the strategic plan and ongoing delivery of the academic and SEL programs.
- April/ May Committee Meeting Mid-year data review of school progress in achieving student outcome goals, including both academic and non-academic indicators. Continue review of issues previously discussed, as warranted.
- June Committee Meeting: Review progress and learnings from key academic and non-academic program modifications made in SY18-19; determine focus areas for SY19-20.

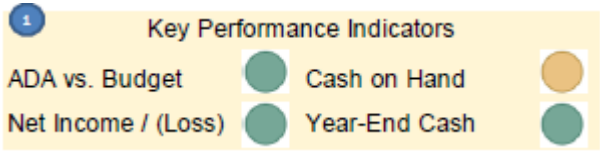


Board of Directors
December 13, 2018
AGENDA ITEM INFORMATION

Agenda Item	Education Committee Chair Vote
Time Allotted	Consent
Background	Education Committee Chair for upcoming year
Summary	Approve Julie Mikuta to continue as Education Committee Chair
Type	Vote - Consent Agenda
Key Questions	



Board of Directors
December 13, 2018
AGENDA ITEM INFORMATION

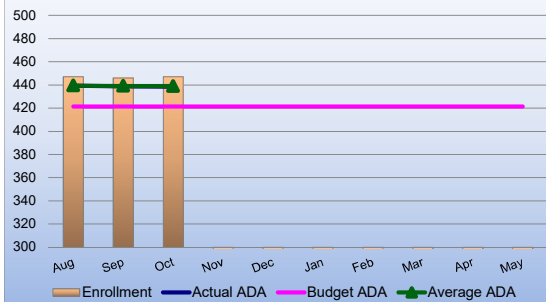
Agenda Item	October 2018 Financials & 1 st Interim Report
Time Allotted	15 minutes
Background	The October 2018 & 1 st Interim financial report was completed by ExED and covers activity from July 1-October 31, as well as an updated forecast based on the latest information. The 1 st Interim financial report must be approved by the board and submitted to ACOE.
Summary	<p>The October financials present a forecast Net Income of \$197K, projected ADA of 434 (12 over budget), and projected year-end cash balance of \$812K or a 14% reserve (unadjusted). The adjusted cash reserve at year-end (projected) is \$1.25MM or 22%. The cash balance at the end of October was \$470K.</p> <p>KPI from Dashboard:</p>  <p>The screenshot shows a dashboard titled 'Key Performance Indicators' with four metrics: ADA vs. Budget (green circle), Cash on Hand (orange circle), Net Income / (Loss) (green circle), and Year-End Cash (green circle). A small blue circle with the number '1' is in the top left corner of the dashboard image.</p>
Type	Vote - 1 st Interim Financial Report
Key Questions	1)

YU MING CHARTER SCHOOL - Financial Dashboard (October 2018)

Key Performance Indicators

ADA vs. Budget  Cash on Hand 
Net Income / (Loss)  Year-End Cash 

ADA & Enrollment



KEY POINTS

Per School Services of California:

"Former charter school executive Marshall Tuck formally conceded to Assembly Member Tony Thurmond (D-Richmond) in the race to become the state's next Superintendent of Public Instruction (SPI).

Tuck found himself ahead on election night by more than 86,000 votes. However, once counties began to process the millions of vote-by-mail and provisional ballots following the election, Thurmond overtook Tuck and currently leads him by more than 150,000 votes. Even though there are still nearly 2 million unprocessed ballots, Tuck would need to take more than 54% of the remaining unprocessed ballots to overtake Thurmond's substantial lead, a virtual impossibility for a race where the margin between the two candidates has never varied by more than a percent or two. Recognizing this, Tuck called Thurmond on Saturday to congratulate him on being elected the state's next SPI.

California's SPI race garnered national attention as nearly \$60 million was spent on the contest through direct contributions and independent expenditure committees, making it the most expensive state superintendent contest in U.S. history."

Average Daily Attendance Analysis

Category	Actual through Month 3	Forecasted P2	Budgeted P2	Better/ (Worse)	Prior Year P2
Enrollment	447	449	439	10	386
ADA %	98.2%	96.7%	96.0%	0.7%	97.0%
Average ADA	439.04	433.77	421.44	12.33	374.32

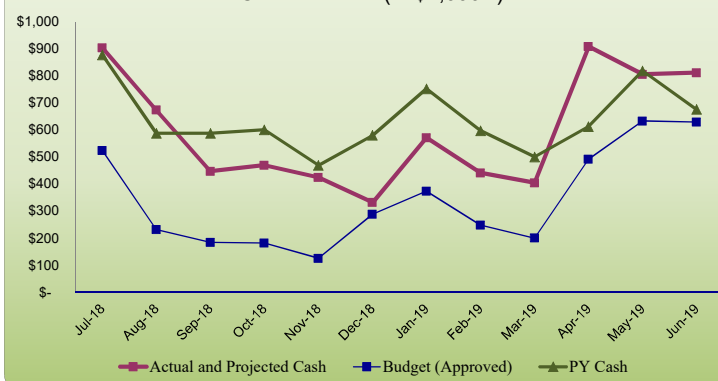
LCFF Supplemental & Concentration Grant Factors

Category	Budget	Forecast	Variance	Prior Year
Unduplicated Pupil Count	60	83	23	66
3-Year Average %	17.1%	18.9%	1.8%	19.3%
District UPP C. Grant Cap	77.6%	77.6%	0.0%	77.4%

INCOME STATEMENT

	Forecast	VS. Budget		FY 18-19 YTD	Historical
	As of 10/31/18	FY 18-19 Budget	Variance B/(W)	Actual YTD	FY 17-18
Local Control Funding Formula	3,593,114	3,481,835	111,278	696,178	2,919,762
Federal Revenue	73,796	46,790	27,006	0	46,142
State Revenue	809,604	786,064	23,540	52,656	915,636
Other Local Revenue	506,184	415,253	90,931	222,585	434,893
Grants/Fundraising	878,900	862,900	16,000	218,367	799,810
TOTAL REVENUE	5,861,597	5,592,842	268,754	1,189,786	5,116,243
Total per ADA	13,513	13,271	242		13,668
w/o Grants/Fundraising	11,487	11,223	264		11,531
Certificated Salaries	2,347,791	2,285,613	(62,178)	643,231	2,123,939
Classified Salaries	715,530	718,564	3,034	185,884	452,166
Benefits	733,551	711,409	(22,142)	197,917	673,524
Student Supplies	358,106	247,359	(110,747)	144,252	234,041
Operating Expenses	1,479,521	1,449,023	(30,498)	448,119	1,333,182
Other	30,146	40,000	9,854	3,479	0
TOTAL EXPENSES	5,664,644	5,451,968	(212,677)	1,622,881	4,816,852
Total per ADA	13,059	12,937	(123)		12,868
INCOME / (LOSS)	196,952	140,875	56,078	(433,095)	299,391

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



Year-End Cash Balance

Projected	Budget	Variance
812,460	629,838	182,622

Balance Sheet

	6/30/2018	9/30/2018	10/31/2018	6/30/2019 FC
Assets				
Cash	676,847	448,273	470,248	812,460
Accounts Receivable	642,635	270,583	253,401	594,361
Due From Others	82	82	309	309
Other Assets	290,860	249,285	249,285	214,285
Net Fixed Assets	0	97,015	107,068	80,401
Total Assets	1,610,424	1,065,238	1,080,311	1,701,816
Liabilities				
A/P & Payroll	163,732	66,636	66,715	66,715
Due to Others	0	0	0	(8,542)
Deferred Revenue	0	0	0	0
Total Debt	0	0	0	0
Total Liabilities	163,732	66,636	66,715	58,173
Equity				
Beginning Fund Bal.	1,147,300	1,446,691	1,446,691	1,446,691
Net Income/(Loss)	299,391	(448,089)	(433,095)	196,952
Total Equity	1,446,691	998,602	1,013,596	1,643,644
Total Liabilities & Equity	1,610,424	1,065,238	1,080,311	1,701,816
Available Line of Credit	\$250K	\$250K	\$250K	\$250K
Days Cash on Hand	51	29	30	53
Cash Reserve %	14.1%	8.0%	8.3%	14.4%



YU MING CHARTER SCHOOL

Financial Analysis

October 2018

Net Income

Yu Ming Charter School is projected to achieve a net income of \$197K in FY18-19 compared to \$141K in the board approved budget. Reasons for this positive \$56K variance are explained below in the Income Statement section of this analysis.

Balance Sheet

As of October 31, 2018, the school's cash balance was \$470K. By June 30, 2019, the school's cash balance is projected to be \$813K, which represents a 14% reserve.

As of October 31, 2018, the Accounts Receivable balance was \$253K, down from \$271K in the previous month, due to the receipt of revenue earned in FY17-18.

As of October 31, 2018, the Accounts Payable balance, including payroll liabilities, totaled \$67K, compared to \$67K in the prior month.

Income Statement

Revenue

Total revenue for FY18-19 is projected to be \$5.86M, which is \$269K or 4.8% over budgeted revenue of \$5.59M.

- LCFF revenues are forecasted to be \$111k over budget based on increased ADA and increased unduplicated count
- Federal, State, and Local food related revenues and expenses are forecasted to increase based on the school now operating an NSLP program

Expenses

Total expenses for FY18-19 are projected to be \$5.66M, which is \$213K or 3.9% over budgeted expenditures of \$5.45M.

- Personnel costs are forecasted to be \$81k over budget based on actual hiring and the shifting of operations staff
- Variances in Student materials and books are off-set and based on the school budgeting for buying "physical" books. The books purchased were "digital e-books" and recorded under 4310

This report will discuss revenue and expenditure variances from the Board-approved budget that are above «Variance_Level» and 10%.

ADA

Budgeted average ADA for FY18-19 is 421.44 based on an enrollment of 439 and a 96.0% attendance rate.

The forecast assumes an ADA of 433.76 based on an enrollment of 449 and a 96.7% attendance rate.

In Month 3, ADA was 438.60 with 447 students enrolled at the end of the month and a 98.1% ADA rate.

Average ADA for the year (through Month 3) is 439.04 (a 98.2% ADA rate for the year to date).

ADJUSTED CASH RESERVE		
CASH - 6/30/19 (100% of Cash Balance is Unrestricted)	812,460	
RECEIVABLES TO BE COLLECTED IN JULY 2019	439,254	
ADJUSTED CASH RESERVE	1,251,714	22%

This report will discuss revenue and expenditure variances from the Board-approved budget that are above «Variance_Level» and 10%.

Yu Ming Charter School
Income Statement
From 10/1/2018 to 10/31/2018

		Current Period	Current Period	YTD Budget				
		Current Period	Budget -	Budget Variance		YTD Budget -	Variance -	Total Budget
		Actual	Original	- Original	YTD Actual	Original	Original	Original
Revenue								
Principal Apportionments								
8011	LCFF Revenue	231,803	236,653	(4,850)	561,265	543,277	17,988	2,960,486
8012	Education Protection Account	134,913	115,765	19,148	134,913	115,765	19,148	521,349
8019	LCFF - Prior Year Adjustment	0	0	0	0	0	0	0
8096	In Lieu of Property Taxes	0	0	0	0	0	0	0
Total Principal Apportionments		366,716	352,418	14,298	696,178	659,041	37,137	3,481,835
Other Federal Income								
8181	Special Ed - IDEA	0	0	0	0	0	0	46,790
Total Other Federal Income		0	0	0	0	0	0	46,790
Other State Income								
8550	Mandate Block Grant	0	0	0	0	0	0	66,004
8560	State Lottery Revenue	520	0	520	520	0	520	81,759
8590	MENTAL HEALTH II & III	0	0	0	0	0	0	30,000
8591	SB740	0	0	0	0	0	0	363,309
8599	All Other State Revenues	0	0	0	0	0	0	25,000
8792	Transfer of Apportionments - Sp Ed	16,758	15,632	1,126	52,136	66,434	(14,298)	219,992
Total Other State Income		17,278	15,632	1,646	52,656	66,434	(13,779)	786,064
Other Income - Local								
8634	Food Service Sales	9,477	0	9,477	31,866	0	31,866	0
8660	Interest Income	2,047	0	2,047	5,876	0	5,876	0
8690	All Other Local Revenue	16,576	42,957	(26,381)	184,844	81,141	103,702	415,253
8698	Grants	0	13,375	(13,375)	0	53,500	(53,500)	160,500
8699	Fundraising	137,959	21,835	116,125	218,367	203,531	14,836	702,400
8999	Prior Year Adjustment	0	0	0	0	0	0	0
Total Other Income - Local		166,060	78,167	87,893	440,953	338,172	102,780	1,278,153
Total Revenue		550,053	446,216	103,837	1,189,786	1,063,648	126,138	5,592,842
Expense								
Certificated Salaries								
1110	Teachers' Salaries	152,576	153,509	933	449,922	460,528	10,606	1,688,601
1170	Teacher Salaries - Substitute	3,450	1,455	(1,995)	6,900	4,364	(2,536)	16,000
1175	Teachers' Salaries - Stipend/Extra Duty	7,113	7,986	874	28,059	23,959	(4,100)	87,850
1200	Certificated Pupil Support Salaries	13,183	12,565	(618)	40,150	37,695	(2,456)	138,213
1300	Certificated Supervisor and Administrator Salaries	29,228	29,579	351	118,199	118,316	117	354,948
Total Certificated Salaries		205,550	205,094	(456)	643,231	644,861	1,630	2,285,613
Classified Salaries								
2100	Instructional Aide Salaries	8,423	15,328	6,905	29,561	45,984	16,423	168,608
2200	Classified Support Salaries	6,035	7,419	1,384	22,470	22,256	(214)	81,605
2300	Classified Supervisor and Administrator Salaries	13,639	14,263	623	55,583	57,050	1,467	171,150
2400	Clerical/Technical/Office Staff Salaries	16,358	12,862	(3,497)	44,468	51,447	6,979	154,342
2900	Other Classified Salaries	13,133	12,987	(146)	33,802	38,961	5,160	142,859
Total Classified Salaries		57,589	62,858	5,269	185,884	215,699	29,815	718,564
Employee Benefits								
3111	STRS - State Teachers Retirement System	29,277	33,389	4,113	99,448	104,983	5,535	372,098
3311	Social Security (OASDI)	3,791	3,897	106	12,006	13,373	1,367	44,551
3331	Medicare	3,320	3,885	565	11,057	12,478	1,421	43,561

Yu Ming Charter School
Income Statement
From 10/1/2018 to 10/31/2018

		Current Period	Current Period	Current Period		YTD Budget		
		Current Period	Budget -	Budget Variance		YTD Budget -	Variance -	Total Budget -
		Actual	Original	- Original	YTD Actual	Original	Original	Original
3401	Health & Welfare	24,987	15,417	(9,571)	57,269	61,667	4,398	185,000
3501	State Unemployment Insurance	858	2,310	1,452	3,850	7,418	3,568	25,896
3601	Workers Compensation	2,041	3,359	1,318	14,287	20,152	5,865	40,304
3901	403b	0	0	0	0	0	0	0
3902	Other Benefits	0	0	0	0	0	0	0
	Total Employee Benefits	64,274	62,257	(2,017)	197,917	220,072	22,155	711,409
	Supplies							
4110	Approved Textbooks & Core Curriculum Materials	357	0	(357)	868	12,000	11,132	12,000
4210	Books and Other Reference Materials	154	0	(154)	4,891	27,000	22,109	27,000
4310	Student Materials	4,135	4,167	31	56,454	16,667	(39,787)	50,000
4350	Office Supplies	2,211	1,583	(627)	5,224	6,333	1,109	19,000
4370	Custodial Supplies	1,749	816	(934)	3,077	3,263	186	9,789
4390	Other Supplies	2,740	4,131	1,391	8,859	16,524	7,665	49,571
4400	Non Capitalized Equipment	2,870	0	(2,870)	40,858	55,000	14,142	55,000
4700	Food and Food Supplies	<u>12,437</u>	<u>2,083</u>	<u>(10,354)</u>	<u>24,021</u>	<u>8,333</u>	<u>(15,688)</u>	<u>25,000</u>
	Total Supplies	26,653	12,780	(13,873)	144,252	145,120	868	247,359
	Operating Services							
5200	Travel and Conferences	2,741	1,417	(1,325)	15,507	5,667	(9,840)	17,000
5300	Dues and Memberships	150	423	273	2,170	1,691	(479)	5,073
5450	General Insurance	1,778	2,336	558	13,687	14,017	330	28,035
5500	Operation and Housekeeping Services	9,881	11,750	1,869	30,923	47,000	16,077	141,000
5610	Building Rent	69,939	39,075	(30,864)	191,351	156,299	(35,052)	468,896
5620	Equipment Lease	2,088	2,333	245	8,867	9,333	466	28,000
5630	Vendor Repairs	254	542	287	7,504	2,167	(5,338)	6,500
5812	Field Trips/Pupil Transportation	4,606	10,738	6,132	9,229	42,952	33,723	128,857
5820	Legal / Audit Fees	6,452	4,117	(2,336)	9,290	16,467	7,176	49,400
5830	Advertisement / Recruitment	0	500	500	75	2,000	1,925	6,000
5850	Non Instructional Consultants	10,021	11,333	1,313	34,036	45,333	11,297	136,000
5851	Instructional Consultants	35,857	9,617	(26,241)	39,674	38,467	(1,207)	115,400
5853	ExED	19,567	9,784	(9,784)	39,135	39,135	0	117,404
5860	Non Instructional Software and Subscriptions	73	792	719	15,721	3,167	(12,554)	9,500
5890	Other Fees / Bank Charges /Credit Card Fees	12,436	9,163	(3,273)	24,170	36,652	12,481	109,955
5896	Special ED Fair Share	0	640	640	0	2,721	2,721	8,003
5897	Fundraising Cost	0	3,750	3,750	0	15,000	15,000	45,000
5900	Communications	<u>2,717</u>	<u>2,417</u>	<u>(300)</u>	<u>6,779</u>	<u>9,667</u>	<u>2,888</u>	<u>29,000</u>
	Total Operating Services	178,560	120,725	(57,835)	448,119	487,733	39,615	1,449,023
	Capital Outlay							
6900	Depreciation Expense	2,433	3,333	900	3,479	13,333	9,854	40,000
	Total Capital Outlay	<u>2,433</u>	<u>3,333</u>	<u>900</u>	<u>3,479</u>	<u>13,333</u>	<u>9,854</u>	<u>40,000</u>
	Total Expense	<u>535,059</u>	<u>467,047</u>	<u>(68,012)</u>	<u>1,622,881</u>	<u>1,726,818</u>	<u>103,936</u>	<u>5,451,968</u>
	Net Income	<u>14,994</u>	<u>(20,831)</u>	<u>35,825</u>	<u>(433,095)</u>	<u>(663,170)</u>	<u>230,075</u>	<u>140,874</u>

Actuals as of 10/31/2018

		2018-19	ACTUAL												FORECAST	Budget Variance			
		Budget	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Accrual	Jul-18 - Jun-19	Better / (Worse)	% Better / (Worse)	
Income	Enrollment	439														449	10	2%	
	Unduplicated Count of Low Income, EL, Foster Youth	60														83	23	38%	
	ADA	421.44														433.76	12		
	8011-8096 - Local Control Funding Formula Revenue																		
	8011 Local Control Funding Formula	2,960,486	-	128,780	200,682	231,803	231,803	231,803	231,803	231,803	298,912	298,912	298,912	298,912	285,493	2,969,617	9,131	0%	
	8012 Education Protection Account	521,349	-	-	-	134,913	-	-	134,913	-	-	199,910	-	-	153,761	623,497	102,148	20%	
	Total 8011-8096 - Local Control Funding Formula Revenue	3,481,835	-	128,780	200,682	366,716	231,803	231,803	366,716	231,803	298,912	498,821	298,912	298,912	439,254	3,593,114	111,278	3%	
	8100-8299 - Other Federal Income																		
	8181 Federal Special Education (IDEA)	46,790	-	-	-	-	-	-	-	-	23,395	-	-	-	11,698	11,698	46,790	-	
	8220 Child Nutrition Programs - Federal	-	-	-	-	-	-	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	16,506	27,006	100%	
Total 8100-8299 - Other Federal Income	46,790	-	-	-	-	-	1,500	1,500	1,500	24,895	1,500	1,500	1,500	13,198	28,203	73,796	27,006	58%	
8300-8599 - Other State Income																			
8792 Transfers of Apportionments - Special Ed	219,992	9,310	-	26,068	16,758	15,632	15,632	15,632	42,805	21,403	21,403	21,403	21,403	(1,023)	226,423	6,431	3%		
8520 Child Nutrition - State	-	-	-	-	-	-	-	150	150	150	150	150	150	550	1,450	1,450	100%		
8550 Mandate Block Grant	66,004	-	-	-	-	-	-	29,071	22,958	-	22,958	-	-	-	74,988	8,984	14%		
8560 State Lottery Revenue	81,759	-	-	-	520	-	-	22,109	-	-	-	22,109	-	-	43,697	88,434	6,675	8%	
8590 State Mental Health	30,000	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	-	-		
8591 SB740	363,309	-	-	-	-	90,827	-	-	-	-	-	181,654	-	-	90,827	363,309	-	-	
8599 All Other State Revenues	25,000	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-	25,000	-	-	
Total 8300-8599 - Other State Income	786,064	9,310	-	26,068	17,278	106,459	44,703	60,848	42,955	44,511	250,315	21,553	51,553	134,052	809,604	23,540	3%		
8600-8799 - Other Income-Local																			
8634 Food Service Sales	-	-	10,403	11,986	9,477	122	6,087	6,087	6,087	6,087	6,087	6,087	6,087	6,087	74,593	74,593	100%		
8660 Interest / Dividend Income	-	-	-	3,829	2,047	-	2,057	-	2,057	-	2,057	-	10	-	10,000	10,000	100%		
8690 All Other Local Revenue	415,253	38,371	115,201	14,696	16,576	14,836	31,702	31,702	31,702	31,702	31,702	31,702	31,702	31,702	421,591	6,338	2%		
8698 Grants	160,500	-	-	-	-	-	-	-	-	-	160,500	-	-	-	160,500	-	-	-	
8699 Fundraising	702,400	40	21,900	58,468	137,959	58,623	63,059	63,059	63,059	63,059	63,059	63,059	63,059	-	718,400	16,000	2%		
Total 8600-8799 - Other Income-Local	1,278,153	38,411	147,503	88,979	166,060	73,581	102,904	100,847	100,847	102,904	261,347	100,847	100,856	-	1,385,084	106,931	8%		
TOTAL INCOME	5,592,842	47,721	276,283	315,729	550,053	411,843	380,910	529,911	377,105	471,221	1,011,983	422,811	464,518	601,509	5,861,597	268,754	5%		
Expense																			
1000 - Certificated Salaries																			
1110 Teachers' Salaries	1,688,601	-	145,162	152,184	152,576	154,076	154,076	154,076	154,076	154,076	154,076	154,076	154,076	154,076	1,682,533	6,068	0%		
1170 Teacher Salaries - Substitute	16,000	-	1,350	2,100	3,450	1,638	1,638	1,638	1,638	1,638	1,638	1,638	1,638	1,638	20,000	(4,000)	25%		
1175 Teachers' Salaries - Stipend/Extra Duty	87,850	-	13,968	6,979	7,113	7,849	7,849	7,849	7,849	7,849	7,849	7,849	7,849	7,849	90,850	(3,000)	3%		
1200 Certificated Pupil Support Salaries	138,213	-	4,470	22,497	13,183	14,647	14,647	14,647	14,647	14,647	14,647	14,647	14,647	14,647	157,323	(19,110)	14%		
1300 Certificated Supervisor and Administrator Salaries	354,948	27,999	30,617	30,354	29,228	34,861	34,861	34,861	34,861	34,861	34,861	34,861	34,861	34,861	397,085	(42,136)	12%		
Total 1000 - Certificated Salaries	2,285,613	27,999	195,567	214,114	205,550	213,070	213,070	213,070	213,070	213,070	213,070	213,070	213,070	213,070	2,347,791	(62,178)	3%		
2000 - Classified Salaries																			
2100 Instructional Aide Salaries	168,608	-	10,287	10,851	8,423	11,290	11,290	11,290	11,290	11,290	11,290	11,290	11,290	11,290	119,882	48,726	-29%		
2200 Classified Support Salaries (Maintenance, Food)	81,605	2,501	7,030	6,903	6,035	6,858	6,858	6,858	6,858	6,858	6,858	6,858	6,858	6,858	77,335	4,270	-5%		
2300 Classified Supervisor and Administrator Salaries	171,150	8,359	19,946	13,639	13,639	21,946	21,946	21,946	21,946	21,946	21,946	21,946	21,946	21,946	231,150	(60,000)	35%		
2400 Clerical/Technical/Office Staff Salaries	154,342	5,128	10,674	12,308	16,358	14,762	14,762	14,762	14,762	14,762	14,762	14,762	14,762	14,762	162,562	(8,220)	5%		
2900 Other Classified Salaries (Supervision, After School)	142,859	-	9,336	11,333	13,133	11,350	11,350	11,350	11,350	11,350	11,350	11,350	11,350	11,350	124,600	18,258	-13%		
Total 2000 - Classified Salaries	718,564	15,988	57,273	55,034	57,589	66,206	66,206	66,206	66,206	66,206	66,206	66,206	66,206	66,206	715,530	3,034	0%		
3000 - Employee Benefits																			
3111 STRS - State Teachers Retirement System	372,098	4,558	31,838	33,775	29,277	34,688	34,688	34,688	34,688	34,688	34,688	34,688	34,688	34,688	376,950	(4,853)	1%		
3311 OASDI - Social Security	44,551	1,019	3,583	3,613	3,791	4,105	4,105	4,105	4,105	4,105	4,105	4,105	4,105	4,105	44,844	(293)	1%		
3331 MED - Medicare	43,561	647	3,466	3,624	3,320	4,049	4,049	4,049	4,049	4,049	4,049	4,049	4,049	4,049	43,453	108	0%		
3401 H&W - Health & Welfare	185,000	2,676	13,459	16,146	24,987	20,722	19,502	19,502	19,502	19,502	19,502	19,502	19,502	19,502	195,000	(10,000)	5%		
3501 SUI - State Unemployment Insurance	25,896	81	1,732	1,179	858	2,820	2,820	2,820	2,820	2,820	2,820	2,820	2,820	2,820	26,406	(510)	2%		
3601 Workers' Compensation	40,304	8,164	-	4,082	2,041	2,041	2,041	2,041	2,041	2,041	2,041	2,041	2,041	20,365	46,898	(6,594)	16%		
Total 3000 - Employee Benefits	711,409	17,145	54,080	62,418	64,274	68,425	67,204	67,204	67,204	67,204	67,204	67,204	85,528	45,662	-	733,551	(22,142)	3%	
4000 - Supplies																			
4110 Approved Textbooks and Core Curriculum Materials	12,000	-	-	511	357	-	1,019	1,019	1,019	1,019	1,019	1,019	1,019	1,019	8,000	4,000	-33%		
4210 Books and Other Reference Materials	27,000	758	3,431	548	154	168	277	277	277	277	277	277	277	277	7,000	20,000	-74%		
4310 Student Materials	50,000	7,825	25,736	18,758	4,135	646	4,414	4,414	4,414	4,414	4,414	4,414	4,414	4,414	88,000	(38,000)	76%		
4350 Office Supplies	19,000	-	1,858	1,155	2,211	979	1,828	1,828	1,828	1,828	1,828	1,828	1,828	1,828	19,000	-	-		
4370 Custodial Supplies	9,789	101	883	844	1,749	123	1,031	1,031	1,031	1,031	1,031	1,031	1,031	1,031	10,417	(628)	6%		
4390 Other Supplies	49,571	207	2,557	3,356	2,740	176	6,796	6,796	6,796	6,796	6,796	6,796	6,796	6,796	56,604	(7,033)	14%		
4400 Non Capitalized Equipment	55,000	-	27,063	10,925	2,870	-	2,020	2,020	2,020	2,020	2,020	2,020	2,020	2,020	55,000	-	-		
4700 Food and Food Supplies	25,000	-	-	11,584	12,437	12,212	11,122	11,122	11,122	11,122	11,122	11,122	11,122	11,122	114,086	(89,086)	356%		
Total 4000 - Supplies	247,359	8,890	61,028	47,680	26,653	14,304	28,507	28,507	28,507	28,507	28,507	28,507	28,507	28,507	-	358,106	(110,747)	45%	
5000 - Operating Services																			
5200 Travel and Conferences	17,000	-	9,850	2,916	2,741	56	205	205	205	205	205	205	205	205	17,000	-	-		
5300 Dues and Memberships	5,073	1,560	-	460	150	-	420	420	420	420	420	420	420	420	5,143	(70)	1%		
5450 General Insurance	28,035	8,353	3,556	3,556	1,778	1,778	1,778	1,778	1,778	1,778	1,778	1,778	1,778	1,778	25,894	2,141	-8%		
5500 Operation and Housekeeping Services	141,000	4,599	11,298	5,145	9,881	748	15,618	15,618	15,618	15,618	15,618	15,618	15,618	15,618	141,000	-	-		
5610 Rent - Facilities / Buildings / Space	468,896	78,406	43,007	-	69,939	38,988	34,080	34,080	34,080	34,080	34,080	34,080	34,080	34,080	468,896	-	-		
5620 Equipment Lease	28,000	-	4,176	2,604	2,088	-	2,733	2,733	2,733	2,733	2,733	2,733	2,733	2,733	28,000	-	-		
5630 Vendor Repairs	6,500	-	-	7,250	254	2,820	668	668	668	668	668	668	668	668	15,000	(8,500)	131%		
5812 Field Trips/Pupil Transportation	128,857	-	-	4,623	4,606	1,339	18,628	18,628	18,628	18,628	18,628	18,628	18,628	18,628	140,966	(12,110)	9%		
5820 Legal / Audit Fees	49,400	-	1,728	1,110	6,452	628	5,640	5,640	5,640	5,640	5,640	5,640	5,640	5,640	49,400	-	-		
5830 Advertisement / Recruitment	6,000	-	-	75	-	-	846	846	846	846	846	846	846	846	6,000	-	-		
5850 Non Instructional Consultants	136,000	7,085	7,992	8,939	10,021	10,212	13,107	13,107	13,107	13,107	13,107	13,107	13,107	13,107	136,000	-	-		
5851 Instructional Consultants	115,400	-	-	3,817	35,857	8,001	9,675	9,675	9,675	9,675	9,675	9,675	9,675	9,675	115,400	-	-		
5853 ExEd	117,404	-	-	19,567	19,567	9,784	9,784												

Actuals as of 10/31/2018																	
	2018-19	ACTUAL	ACTUAL	ACTUAL	ACTUAL	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Accrual	FORECAST	Budget Variance	
	Budget	Jul-18	Aug-18	Sep-18	Oct-18										Jul-18 - Jun-19	Better / (Worse)	% Better / (Worse)
5890 Other Fees / Bank Charges /Credit Card Fees	109,955	1,008	5,131	5,596	12,436	19,134	9,998	9,998	9,998	9,998	9,998	9,998	9,998	9,998	113,293	(3,338)	3%
5896 Special Ed Fair Share/Special Ed Admin Fee	8,003	-	-	-	-	-	-	-	-	-	-	-	-	-	8,196	(193)	2%
5897 Fundraising Cost	45,000	-	-	-	-	750	6,321	6,321	6,321	6,321	6,321	6,321	6,321	6,321	45,000	-	-
5900 Communications	29,000	415	982	2,665	2,717	296	3,132	3,132	3,132	3,132	3,132	3,132	3,132	3,132	29,000	-	-
Total 5000 - Operating Services	1,449,023	105,833	90,481	73,244	178,560	94,714	132,930	132,930	132,930	132,930	132,930	131,921	140,118	-	1,479,521	(30,498)	2%
6000 - Capital Outlay																	
6900 Depreciation Expense	40,000	-	-	1,046	2,433	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	30,146	9,854	-25%
Total 6000 - Capital Outlay	40,000	-	-	1,046	2,433	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	-	30,146	9,854	-25%
TOTAL EXPENSE	5,451,968	175,856	458,430	453,537	535,059	460,051	511,250	511,250	511,250	511,250	511,250	528,565	496,895	-	5,664,644	(212,677)	4%
NET INCOME	140,875	(128,134)	(182,147)	(137,808)	14,994	(48,208)	(130,341)	18,661	(134,146)	(40,029)	500,733	(105,754)	(32,377)	601,509	196,952	56,078	40%
Beginning Cash Balance	620,474	676,847	904,826	674,398	448,273	470,248	425,373	332,575	572,367	441,555	404,859	908,925	806,504	812,460	676,847	56,373	
Cash Flow from Operating Activities																	
Net Income	140,875	(128,134)	(182,147)	(137,808)	14,994	(48,208)	(130,341)	18,661	(134,146)	(40,029)	500,733	(105,754)	(32,377)	601,509	196,952	56,078	
Change in Accounts Receivable	-																
Prior Year Accounts Receivable	583,091	350,272	-	21,780	17,182	-	34,209	227,363	-	-	-	-	-	-	650,806	67,714	
Current Year Accounts Receivable	(585,723)													(602,532)	(602,532)	(16,810)	
Change in Due from	-				(227)										(227)	(227)	
Change in Accounts Payable	(5,838)	(37,781)	(35,795)	(23,589)										-	(97,166)	(91,328)	
Change in Due to	-	-	-	-		-	-	(9,565)	-	-	-	-	-	1,023	(8,542)	(8,542)	
Change in Payroll Liabilities	-			70	79										149	149	
Change in Prepaid Expenditures	(13,041)	43,623		(2,048)									35,000		76,575	89,616	
Change in Deposits	50,000														-	(50,000)	
Depreciation Expense	40,000	-	-	1,046	2,433	3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333		30,146	(9,854)	
Cash Flow from Investing Activities																	
Capital Expenditures	(200,000)	-	(12,486)	(85,576)	(12,486)	-	-	-	-	-	-	-	-	-	(110,547)	89,453	
Ending Cash Balance	629,838	904,826	674,398	448,273	470,248	425,373	332,575	572,367	441,555	404,859	908,925	806,504	812,460	812,460	812,460	182,622	

**Yu Ming Charter School
Check Register**

From 10/1/2018 to 10/31/2018

Effective Date	Document Number	Name	Transaction Description	Transaction Amount
10/1/2018	1810011	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	44.32
10/2/2018	1000767	BEST INSTRUMENT REPAIR CO.	09/18: FLUTES & SAXOPHONE	252.00
10/2/2018	1000768	CALIFORNIA WASTE SOLUTIONS	10/18-12/18: RECYCLING SERVICES	570.00
10/2/2018	1000769	IVY CHEN, MPH	08/18: PUBERTY EDUCATION	2,960.00
10/2/2018	1000770	EBMUD PAYMENT CENTER	07/11/18-09/11/18: WATER & WASTE MANAGEMENT (47023778523)	325.32
10/2/2018	1000771	EDTEC, INC.	08/18: CONSULTING SERVICES	499.50
10/2/2018	1000772	EXED	09/18: MANAGEMENT CONTRACT FEE	9,783.67
10/2/2018	1000773	LAURA LOPEZ	09/18: PSYCHO EDUCATIONAL ASSESSMENT AND REPORT	4,000.00
10/2/2018	1000774	OFFICE DEPOT	09/18: PAPERS	131.06
10/2/2018		OFFICE DEPOT	09/10: PAPERS & POST IT	110.92
10/2/2018		OFFICE DEPOT	09/18: ENVELOPES	21.56
10/2/2018	1000775	QUANTUM CAMP	09/18: MS INTERSESSION	3,900.00
10/2/2018	1000776	SACRED HEART CHURCH	10/18: RENT	13,496.62
10/2/2018	1000777	SCHOOL FOOD AND WELLNESS GROUP	08/18: NSLP ADMINISTRATIVE FEES	750.00
10/2/2018	1000778	SHAMROCK OFFICE SOLUTIONS	09/18: SHIPPING FOR TONER	11.47
10/2/2018	1000779	ST. COLUMBA PARISH CHURCH	10/18: RENT	17,454.00
10/2/2018	1000780	SYNCB/AMAZON	08/18-09/18: BANDAGES, ICE PACKS, THERMOMETERS & OTHER SUPPL	2,899.82
10/2/2018	1000781	WILSON LANGUAGE TRAINING CORP.	09/18: WRS SETS, LESSON PLAN POSTERS & JOURNALS	483.55
10/2/2018	1518	CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING)	09/18: TEACHING CREDENTIALS	100.00
10/2/2018	1519	CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING)	10/18: TEACHING CREDENTIALS	100.00
10/2/2018	1810021	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	189.80
10/2/2018	1810022	CARDMEMBER SERVICE	08/10/18-09/09/18: CREDIT CARD PURCHASES	13,056.47
10/3/2018	1810031	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	71.13
10/3/2018	1810032	THE CLM GROUP, INC.	10/18: CREDIT CARD FEE	96.66
10/5/2018	1810051	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	0.38
10/9/2018	1000782	HANNAH ACEVEDO	08/18: BEHAVIORAL CONSULTANT	1,725.00
10/9/2018		HANNAH ACEVEDO	09/18: BEHAVIORAL CONSULTANT	2,550.00
10/9/2018	1000783	AMITY INSTITUTE, LTD.	09/18: ADMINISTRATIVE FEES	6,400.00
10/9/2018	1000784	BAY ALARM COMPANY	10/01/18-01/01/19: BURGLAR MONITORING FEE (20076020)	421.32
10/9/2018		BAY ALARM COMPANY	10/01/18-01/01/19: FIRE & SPRINKLER INSPECTION FEE	786.49
10/9/2018		BAY ALARM COMPANY	10/01/18-01/01/19: CLOSED CIRCUIT TV FEE (20076220)	229.77
10/9/2018		BAY ALARM COMPANY	10/01/18-01/01/19: ACCESS CONTROL & INTERCOM (20076320)	91.89
10/9/2018		BAY ALARM COMPANY	10/01/18-01/01/19: FIRE ALARM MONITORING FEE (21179220)	1,367.10
10/9/2018	1000785	CLIFTON LARSON ALLEN LLP	09/18: 2ND PROGRESS BILLING Y/E JUNE 2018	2,000.00
10/9/2018	1000786	DAWN WILLIAMS FERREIRA	08/18: SPANISH CLASS CONSULTANT	450.00
10/9/2018	1000787	STACY LEE GARDNER	09/18: RETAINER & CONSULTING SERVICES	5,033.79
10/9/2018	1000788	HEATHER HAMILTON	REIM: MILEAGE FOR CONFERENCE & SUPPLIES	158.62
10/9/2018	1000789	KAISER FOUNDATION HEALTH PLAN	11/18: HEALTH INSURANCE PREMIUMS FROM 08/26/18-09/25/18	25,942.63
10/9/2018	1000790	DANNY LAU	REIM: PLASTIC SHEET, CUTTER & SUPPLIES FOR WINDOW REPAIR	88.33
10/9/2018	1000791	LEARNING A-Z	09/18: HEADSPROUT LICENSE	549.84
10/9/2018	1000792	LPG LIVE SCAN	09/18: FINGERPRINTS	330.00
10/9/2018	1000793	NOB HILL CATERING, INC.	09/18: STUDENT BREAKFAST & LUNCHES	12,437.35
10/9/2018	1000794	OFFICE DEPOT	09/18: BINDERS, PAPERS & STAPLERS	111.56
10/9/2018	1000795	SAVE A LOT SOLAR	09/18: PROP 39 SOLAR PV INSTALLATION - PASS CITY INSPECTION	6,242.90
10/9/2018	1000796	KARLA STINE	REIM: SNACKS FOR PARENTS MEETING	40.25
10/9/2018	1000797	THERAPY WORKS	09/18: OCCUPATIONAL THERAPY SERVICES	626.00
10/9/2018	1000798	CATY WELCH	08/18-10/18: EDUCATIONAL CONSULTANT	3,762.50
10/9/2018	1810091	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	0.65
10/9/2018	1810321	PG&E	08/16/18-09/16/18: GAS & ELECTRIC (3514922506-8)	1,464.94
10/9/2018	1810322	PG&E	08/16/18-09/16/18: GAS & ELECTRIC (2086434523-4)	897.84
10/9/2018	1810323	AT&T	08/14/18-09/13/18: PHONE (960 761 3474 555 8)	1,354.40
10/10/2018	1810101	THE CLM GROUP, INC.	10/18: PROCESSING FEE	176.13
10/11/2018	1810111	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	6.02
10/12/2018	1810121	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	0.34
10/15/2018	1520	STANFORD WORLD LANGUAGE PROJECT	08/18: PROFESSIONAL DEVELOPMENT SEMINAR	700.00
10/16/2018	1810161	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	1.04
10/17/2018	1810171	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	181.32
10/17/2018	1810172	THE CLM GROUP, INC.	10/18: CREDIT CARD FEE	28.24
10/18/2018	1810181	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	141.50
10/19/2018	1810324	AT&T	09/26/18-10/25/18: PHONE (510 923-6171 284 2)	152.67
10/22/2018	1521	10/18: PAYROLL	10/18: PAYROLL	204.62
10/22/2018	1810221	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	1.12
10/23/2018	1000799	BRIANNA BROWN	REIM: FOOD FOR FSO MEETING	122.70
10/23/2018	1000800	CHARTERSAFE	11/18: WORKERS COMPENSATION & GENERAL INSURANCE	3,819.00
10/23/2018	1000801	YU-CHIEH CHEN	REIM: TRANSPORTATION FOR INTERN MEETING	46.62
10/23/2018	1000802	CIT	10/18: PHONE SYSTEM	288.06

**Yu Ming Charter School
Check Register**

From 10/1/2018 to 10/31/2018

Effective Date	Document Number	Name	Transaction Description	Transaction Amount
10/23/2018	1000803	EAST BAY REGIONAL PARK DISTRICT	11/18: FIELD TRIP	135.00
10/23/2018	1000804	EDUCATIONAL DATA SYSTEMS	10/18: EXCESSIVE MATERIALS CHARGES	6.00
10/23/2018	1000805	EDUCATION PIONEERS	10/18: FEE TO SUPPORT EDUCATION PIONEERS FELLOW	10,500.00
10/23/2018	1000806	EXED	10/18: MANAGEMENT CONTRACT FEE, CALPADS & SIS SUPPORT	9,783.67
10/23/2018	1000807	NAPOLEON FORTE	10/18: MARKET RENT STUDY	2,500.00
10/23/2018	1000808	FRIENDS OF SAUSAL CREEK	09/18: FIELD TRIPS	1,000.00
10/23/2018	1000809	LAW OFFICES OF YOUNG, MINNEY & CORR, LLP.	08/18-09/18: LEGAL SERVICES	4,452.17
10/23/2018	1000810	DEXIN LIU	REIM: DOOR STOPS, OUTLET, DOOR CLOSER, BOLT & OTHER SUPPLIES	259.52
10/23/2018		DEXIN LIU	REIM: SAFETY FILM, TOOL KIT, ELECTRIC BOX, WINDOW & OTHER S	822.83
10/23/2018	1000811	KEVIN MA	REIM: FINGERPRINT	57.00
10/23/2018	1000812	STELLA MA	REIM: FOOD FOR FSO NIGHT MARKET	76.36
10/23/2018	1000813	MICHAEL'S TRANSPORTATION SERVICE, INC.	10/18: FIELD TRIP TRANSPORTATION	1,671.00
10/23/2018	1000814	ANTONIO MUSCARDIN	09/18: GARDEN CLEANUP	600.00
10/23/2018	1000815	OFFICE DEPOT	09/18: PAPERS	228.02
10/23/2018		OFFICE DEPOT	09/18: PAPERS, TAPES, CLIPS & TAPE DISPENSERS	135.61
10/23/2018		OFFICE DEPOT	10/18: PAPERS & CLIP BINDERS	95.30
10/23/2018	1000816	SACRED HEART CHURCH	11/18: RENT	21,534.00
10/23/2018	1000817	SAVE A LOT SOLAR	10/18: PROP 39 SOLAR PV INSTALLATION - PTO/PROJECT COMPLETIO	6,242.90
10/23/2018	1000818	SCHOOL FOOD AND WELLNESS GROUP	09/18: NSLP ADMINISTRATIVE FEES	750.00
10/23/2018	1000819	SHAMROCK OFFICE SOLUTIONS	10/18: SHIPPING FOR TONER	11.47
10/23/2018		SHAMROCK OFFICE SOLUTIONS	10/18: SHIPPING FOR TONER	11.47
10/23/2018		SHAMROCK OFFICE SOLUTIONS	10/18: SHIPPING FOR TONER	11.47
10/23/2018	1000820	THE SPEECH PATHOLOGY CONSULTANT	07/18: SPEECH PATHOLOGY CONSULTANT	4,890.00
10/23/2018	1000821	STARLINE SUPPLY COMPANY	10/18: LINERS AND ROLL TOWELS	172.79
10/23/2018	1000822	ST. COLUMBA PARISH CHURCH	11/18: RENT	17,454.00
10/23/2018	1000823	YU-SHUAN TARANGO-SHO	REIM: FOOD FOR MEETING, COLOR PAINT & PLAY DOH	118.09
10/23/2018	1000824	U.S. BANK EQUIPMENT FINANCE	10/01/18-11/01/18: COPIER LEASE	2,087.89
10/23/2018	1000825	YI WEN WU	REIM: TRANSPORTATION FEES FOR TRAINING	26.55
10/23/2018	1810231	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	4.86
10/23/2018	1810232	BENEVITY COMMUNITY IMPACT FUND	10/18: MANAGEMENT FEE	27.24
10/24/2018	1810241	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	9.00
10/24/2018	1810242	THE CLM GROUP, INC.	10/18: PROCESSING FEE	52.21
10/24/2018	1810325	VSP VISION CARE	11/18: VISION INSURANCE	246.05
10/26/2018	1810261	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	1.86
10/29/2018	1810291	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	0.96
10/30/2018	1000826	ALAMEDA COUNTY OFFICE OF EDUCATION	10/18: STRS	49,186.34
10/30/2018	1000827	CO POWER	11/18: DENTAL INSURANCE PREMIUM	2,203.70
10/30/2018	1000828	WHITNEY DORMAN	REIM: CHORUS MUSIC	46.09
10/30/2018	1000829	EDTEC, INC.	09/18: CONSULTING SERVICES	487.50
10/30/2018	1000830	CYNTHIA NGUY	REIM: POSTAGE	29.65
10/30/2018	1000831	SHAMROCK OFFICE SOLUTIONS	10/18: SHIPPING FOR TONER	11.47
10/30/2018	1000832	SYNCB/AMAZON	09/18: GAUZE PADS, ANTIBACTERIAL, GLOVES & SUPPLIES	1,262.91
10/30/2018	1000833	TROXELL COMMUNICATIONS	10/18: SOUND SYSTEM FOR CLASSROOM	1,021.51
10/30/2018	1000834	CATY WELCH	09/18-10/18: EDUCATIONAL CONSULTANT	4,593.75
10/30/2018	1810301	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	6.09
10/31/2018	1522	PIEDMONT RECREATION DEPARTMENT	11/18: CROSS COUNTRY RACE	150.00
10/31/2018	1523	CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING)	10/18: TEACHING CREDENTIALS	100.00
10/31/2018	1524	VOID	VOID	0.00
10/31/2018	1525	CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING)	10/18: TEACHING CREDENTIALS	100.00
10/31/2018	1526	CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING)	10/18: TEACHING CREDENTIALS	100.00
10/31/2018	1810311	STRIPE DASHBOARD	10/18: CREDIT CARD FEE	7.91
Total 9120 - Cash in Bank - Operating				297,523.01
Report Total				297,523.01



ALAMEDA COUNTY OFFICE OF EDUCATION

Charter School Name:

Yu Ying Charter School

Date: 12/6/18

CHARTER SCHOOLS OFFICE

FY: 2018-19

1st Interim ☒

2nd Interim ☐

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

☒ Checklist

☒ Interim Financial Report - Alternative Form

- Certification with Original Signatures
- Detail
- Summary
- Multi-Year Projection (current and 2 subsequent years)

☒ Assumptions Worksheet

☒ Budget Assumptions

- Current Revenue and Expenditure Assumptions
- Narrative/written summary of any significant changes

☒ Personnel FTE

- Current and Multi-Year Projection
- Narrative/written summary of any significant changes

☒ Multi-year Projections

- Multi-Year ADA Assumptions
- Personnel Cost Assumptions
- Written summary of any significant changes
- Assumptions narrative, including, but not limited to:
 - Enrollment projections and impact of growth on liabilities, facilities, etc.

☒ LCAP Expenditure Worksheet (only if LCAP has been revised) - N/A

☒ Supplemental financial report, including:

- Budget to date and financial transactions and reconciliations (i.e. income and expenditure Report by fund-object code (unrestricted/restricted combined)
- Statement of Financial Position (i.e. Balance Sheet and/or Profit & Loss Statement)

☒ Current year CALPADS - **1.1 Enrollment Report** (formerly CBEDS)

☒ Statement of cash flow for the **current** year

☒ Special Education Quarterly Expenditure Report, as reported to your SELPA (if applicable) - N/A

☒ List of Administrative/Business Services Contracts (i.e., food service vendor, back-office provider)



ALAMEDA COUNTY
OFFICE OF EDUCATION
CHARTER SCHOOLS OFFICE

- ☒ FCMAT LCFF Calculator in Excel format
- ☒ In **HARD** copy **only** include printout of following FCMAT LCFF Calculator TABS (pages to be printed **PORTRAIT** ORIENTATION and **custom scaling** to be set as "Fit All Columns on One Page")
- Charter MYP Data
 - LCAP
 - Summary
- ☒ Electronic copy of all items, **with the following required to be provided in Excel, without links to any external data sources:**
- ☒ Interim Financial Report Alt MYP Reporting worksheet
 - ☒ Checklist – Assumptions - MYP Worksheet
 - ☒ Statement of cash flow
 - ☒ FCMAT LCFF Calculator

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

Signature

Sue Park
Print Name

12/6/2018
Date

Head of School
Title

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

Charter School Name: YU MING CHARTER

(continued) _____

CDS #: 01-10017-0124172

Charter Approving Entity: Alameda County Office of Educ

County: Alameda

Charter #: 1296

Fiscal Year: 2018/19

(x) To the entity that approved the charter school:
2018/19 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: 12/7/2018
Charter School Official
(Original signature required)

Print
Name: Sue Park Title: Head of School

(x) To the County Superintendent of Schools:
2018/19 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: Sandie Stringfellow Title: Director, Charter Schools Of

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

For Approving Entity:

Sandie Stringfellow

Name

Director, Charter Schools Office

Title

510-670-4234

Phone

sstringfellow@acoe.org

E-mail

For Charter School:

Name

Title

Phone

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: 2018/19

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	2,960,486.33		2,960,486.33	561,265.00		561,265.00	2,969,616.88		2,969,616.88
Education Protection Account State Aid - Current Year		8012	521,349.04		521,349.04	134,913.00		134,913.00	623,496.73		623,496.73
State Aid - Prior Years		8019			-			-			-
Transfers to Charter Schools in Lieu of Property Taxes		8096	-		-			-			-
Other LCFF Transfers		8091, 8097			-			-			-
Total, LCFFSources			3,481,835.37	-	3,481,835.37	696,178.00	-	696,178.00	3,593,113.61	-	3,593,113.61
2. Federal Revenues											
Every Student Succeeds Act (Title I - V)		8290			-			-			-
Special Education - Federal		8181, 8182		46,790.00	46,790.00			-		46,790.00	46,790.00
Child Nutrition - Federal		8220			-			-		27,005.58	27,005.58
Donated Food Commodities		8221			-			-			-
Other Federal Revenues		8110, 8260-8299	-		-			-			-
Total, Federal Revenues			-	46,790.00	46,790.00	-	-	-	-	73,795.58	73,795.58
3. Other State Revenues											
Special Education - State		StateRevSE		219,991.68	219,991.68		52,136.00	52,136.00		226,422.72	226,422.72
All Other State Revenues		StateRevAO	127,534.42	438,537.82	566,072.24		520.00	520.00	140,446.36	442,734.55	583,180.91
Total, Other State Revenues			127,534.42	658,529.50	786,063.92	-	52,656.00	52,656.00	140,446.36	669,157.27	809,603.63
4. Other Local Revenues											
All Other Local Revenues		LocalRevAO	1,278,152.97		1,278,152.97	409,087.00	31,866.00	440,953.00	1,310,490.50	\$74,593	1,385,083.87
Total, Local Revenues			1,278,152.97	-	1,278,152.97	409,087.00	31,866.00	440,953.00	1,310,490.50	74,593.37	1,385,083.87
5. TOTAL REVENUES			4,887,522.76	705,319.50	5,592,842.26	1,105,265.00	84,522.00	1,189,787.00	5,044,050.47	817,546.22	5,861,596.69
B. EXPENDITURES											
1. Certificated Salaries											
Certificated Teachers' Salaries		1100	1,728,217.10	64,234.00	1,792,451.10	472,759.00	12,122.00	484,881.00	1,729,148.81	64,234.00	1,793,382.81
Certificated Pupil Support Salaries		1200	49,173.23	89,040.00	138,213.23	8,686.00	31,464.00	40,150.00	49,173.23	108,150.00	157,323.23
Certificated Supervisors' and Administrators' Salaries		1300	332,416.99	22,531.25	354,948.24	118,199.00		118,199.00	377,932.95	19,151.56	397,084.52
Other Certificated Salaries		1900			-			-			-
Total, Certificated Salaries			2,109,807.32	175,805.25	2,285,612.57	599,644.00	43,586.00	643,230.00	2,156,254.99	191,535.56	2,347,790.56
2. Non-certificated Salaries											
Non-certificated Instructional Aides' Salaries		2100	123,608.00	45,000.00	168,608.00	29,561.00		29,561.00	74,882.00	45,000.00	119,882.00
Non-certificated Support Salaries		2200	81,604.78		81,604.78	22,470.00		22,470.00	77,334.98		77,334.98
Non-certificated Supervisors' and Administrators' Sal.		2300	171,150.00		171,150.00	55,583.00		55,583.00	231,150.00		231,150.00
Clerical and Office Salaries		2400	154,342.20		154,342.20	44,468.00		44,468.00	162,562.20		162,562.20
Other Non-certificated Salaries		2900	142,858.66		142,858.66	33,802.00		33,802.00	124,600.35		124,600.35
Total, Non-certificated Salaries			673,563.64	45,000.00	718,563.64	185,884.00	-	185,884.00	670,529.53	45,000.00	715,529.53
3. Employee Benefits											
STRS		3101-3102	344,074.11	28,023.62	372,097.73	92,354.00	7,094.00	99,448.00	346,365.81	30,584.51	376,950.33
PERS		3201-3202			-			-			-
OASDI / Medicare / Alternative		3301-3302	82,173.04	5,938.46	88,111.50	22,432.00	631.00	23,063.00	82,130.73	6,166.55	88,297.28
Health and Welfare Benefits		3401-3402	185,000.00		185,000.00	57,269.00		57,269.00	195,000.00		195,000.00
Unemployment Insurance		3501-3502	24,024.29	1,871.71	25,896.00	3,850.00		3,850.00	24,398.52	2,007.30	26,405.82
Workers' Compensation Insurance		3601-3602	40,304.03		40,304.03	12,979.70	1,307.30	14,287.00	46,897.80		46,897.80
OPEB, Allocated		3701-3702			-			-			-
OPEB, Active Employees		3751-3752			-			-			-
Other Employee Benefits		3901-3902			-			-			-
Total, Employee Benefits			675,575.47	35,833.79	711,409.26	188,884.70	9,032.30	197,917.00	694,792.86	38,758.37	733,551.23
4. Books and Supplies											
Approved Textbooks and Core Curricula Materials		4100	10,500.00	1,500.00	12,000.00	868.00		868.00	8,000.00		8,000.00
Books and Other Reference Materials		4200	6,770.88	20,229.12	27,000.00	4,891.00		4,891.00	7,000.00		7,000.00
Materials and Supplies		4300	128,359.40		128,359.40	73,094.00	520.00	73,614.00	151,045.18	22,975.50	174,020.68
Noncapitalized Equipment		4400	55,000.00		55,000.00	40,858.00		40,858.00	55,000.00		55,000.00
Food		4700	25,000.00		25,000.00	-	24,021.00	24,021.00	11,036.64	103,049.00	114,085.64
Total, Books and Supplies			225,630.28	21,729.12	247,359.40	119,711.00	24,541.00	144,252.00	232,081.83	126,024.50	358,106.33
5. Services and Other Operating Expenditures											
Subagreements for Services		5100			-			-			-
Travel and Conferences		5200	5,350.00	11,650.00	17,000.00	15,507.00		15,507.00	5,350.00	11,650.00	17,000.00
Dues and Memberships		5300	5,073.00		5,073.00	2,170.00		2,170.00	5,143.00		5,143.00
Insurance		5400	28,034.54		28,034.54	13,687.00		13,687.00	25,893.52		25,893.52
Operations and Housekeeping Services		5500	141,000.00		141,000.00	30,923.00		30,923.00	141,000.00		141,000.00
Rentals, Leases, Repairs, and Noncap. Improvements		5600	140,087.30	363,308.70	503,396.00	16,371.00	191,351.00	207,722.00	148,587.30	363,308.70	511,896.00
Transfers of Direct Costs		5700-5799			-			-			-
Professional/Consulting Services and Operating Expend.		5800	667,339.25	58,180.00	725,519.25	157,826.00	13,504.00	171,330.00	691,408.11	58,180.00	749,588.11
Communications		5900	29,000.00		29,000.00	6,779.00		6,779.00	29,000.00		29,000.00
Total, Services and Other Operating Expenditures			1,015,884.09	433,138.70	1,449,022.79	243,263.00	204,855.00	448,118.00	1,046,381.92	433,138.70	1,479,520.62

**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: 2018/19

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	40,000.00		40,000.00	3,479.00		3,479.00	30,146.08		30,146.08
Total, Capital Outlay		40,000.00	-	40,000.00	3,479.00	-	3,479.00	30,146.08	-	30,146.08
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		4,740,460.80	711,506.86	5,451,967.66	1,340,865.70	282,014.30	1,622,880.00	4,830,187.21	834,457.13	5,664,644.34
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		147,061.96	(6,187.36)	140,874.60	(235,600.70)	(197,492.30)	(433,093.00)	213,863.25	(16,910.91)	196,952.35
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	(6,187.36)	6,187.36	-			-	(16,910.91)	16,910.91	-
4. TOTAL OTHER FINANCING SOURCES / USES		(6,187.36)	6,187.36	-	-	-	-	(16,910.91)	16,910.91	-
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		140,874.60	(0.00)	140,874.60	(235,600.70)	(197,492.30)	(433,093.00)	196,952.34	0.00	196,952.35
F. FUND BALANCE, RESERVES										
1. Beginning Fund Balance										
a. As of July 1	9791	1,064,617.12		1,064,617.12	1,214,115.79	232,575.39	1,446,691.18	1,214,115.79	232,575.39	1,446,691.18
b. Adjustments to Beginning Balance	9793, 9795			-			-			-
c. Adjusted Beginning Balance		1,064,617.12	-	1,064,617.12	1,214,115.79	232,575.39	1,446,691.18	1,214,115.79	232,575.39	1,446,691.18
2. Ending Fund Balance, June 30 (E + F.1.c.)		1,205,491.72	(0.00)	1,205,491.72	978,515.09	35,083.09	1,013,598.18	1,411,068.13	232,575.39	1,643,643.53
Components of Ending Fund Balance:										
a. Nonspendable										
Revolving Cash (equals object 9130)	9711			-			-			-
Stores (equals object 9320)	9712			-			-			-
Prepaid Expenditures (equals object 9330)	9713	1,958.90		1,958.90	199,285.00		199,285.00	164,285.00		164,285.00
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	163,559.03		163,559.03	169,939.33		169,939.33	169,939.33		169,939.33
Unassigned/Unappropriated Amount	9790	1,039,973.79	(0.00)	1,039,973.79	609,290.76	35,083.09	644,373.85	1,076,843.80	232,575.39	1,309,419.20

**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 Education
County: Alameda
Charter #: 1296
Fiscal Year: 2018/19

					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	2,960,486.33	561,265.00	2,969,616.88	9,130.55	0.31%
Education Protection Account State Aid - Current Year	8012	521,349.04	134,913.00	623,496.73	102,147.69	19.59%
State Aid - Prior Years	8019	-	-	-	-	
Transfers to Charter Schools Funding in Lieu of Property Taxes	8096	-	-	-	-	
Other LCFF Transfers	8091, 8097	-	-	-	-	
Total, LCFF Sources		3,481,835.37	696,178.00	3,593,113.61	111,278.24	3.20%
2. Federal Revenues						
Every Student Succeeds Act (Title I-V)	8290	-	-	-	-	
Special Education - Federal	8181, 8182	46,790.00	-	46,790.00	-	0.00%
Child Nutrition - Federal	8220	-	-	27,005.58	27,005.58	New
Donated Food Commodities	8221	-	-	-	-	
Other Federal Revenues	8110, 8260-8299	-	-	-	-	
Total, Federal Revenues		46,790.00	-	73,795.58	27,005.58	57.72%
3. Other State Revenues						
Special Education - State	StateRevSE	219,991.68	52,136.00	226,422.72	6,431.04	2.92%
All Other State Revenues	StateRevAO	566,072.24	520.00	583,180.91	17,108.67	3.02%
Total, Other State Revenues		786,063.92	52,656.00	809,603.63	23,539.71	2.99%
4. Other Local Revenues						
All Other Local Revenues	LocalRevAO	1,278,152.97	440,953.00	1,385,083.87	106,930.90	8.37%
Total, Local Revenues		1,278,152.97	440,953.00	1,385,083.87	106,930.90	8.37%
5. TOTAL REVENUES		5,592,842.26	1,189,787.00	5,861,596.69	268,754.43	4.81%
B. EXPENDITURES						
1. Certificated Salaries						
Certificated Teachers' Salaries	1100	1,792,451.10	484,881.00	1,793,382.81	931.71	0.05%
Certificated Pupil Support Salaries	1200	138,213.23	40,150.00	157,323.23	19,110.00	13.83%
Certificated Supervisors' and Administrators' Salaries	1300	354,948.24	118,199.00	397,084.52	42,136.28	11.87%
Other Certificated Salaries	1900	-	-	-	-	
Total, Certificated Salaries		2,285,612.57	643,230.00	2,347,790.56	62,177.99	2.72%
2. Non-certificated Salaries						
Non-certificated Instructional Aides' Salaries	2100	168,608.00	29,561.00	119,882.00	(48,726.00)	-28.90%
Non-certificated Support Salaries	2200	81,604.78	22,470.00	77,334.98	(4,269.80)	-5.23%
Non-certificated Supervisors' and Administrators' Sal.	2300	171,150.00	55,583.00	231,150.00	60,000.00	35.06%
Clerical and Office Salaries	2400	154,342.20	44,468.00	162,562.20	8,220.00	5.33%
Other Non-certificated Salaries	2900	142,858.66	33,802.00	124,600.35	(18,258.32)	-12.78%
Total, Non-certificated Salaries		718,563.64	185,884.00	715,529.53	(3,034.12)	-0.42%
3. Employee Benefits						
STRS	3101-3102	372,097.73	99,448.00	376,950.33	4,852.60	1.30%
PERS	3201-3202	-	-	-	-	
OASDI / Medicare / Alternative	3301-3302	88,111.50	23,063.00	88,297.28	185.78	0.21%
Health and Welfare Benefits	3401-3402	185,000.00	57,269.00	195,000.00	10,000.00	5.41%
Unemployment Insurance	3501-3502	25,896.00	3,850.00	26,405.82	509.82	1.97%
Workers' Compensation Insurance	3601-3602	40,304.03	14,287.00	46,897.80	6,593.77	16.36%
OPEB, Allocated	3701-3702	-	-	-	-	
OPEB, Active Employees	3751-3752	-	-	-	-	
Other Employee Benefits	3901-3902	-	-	-	-	
Total, Employee Benefits		711,409.26	197,917.00	733,551.23	22,141.97	3.11%

**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 Education
County: Alameda
Charter #: 1296
Fiscal Year: 2018/19

					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	12,000.00	868.00	8,000.00	(4,000.00)	-33.33%
Books and Other Reference Materials	4200	27,000.00	4,891.00	7,000.00	(20,000.00)	-74.07%
Materials and Supplies	4300	128,359.40	73,614.00	174,020.68	45,661.28	35.57%
Noncapitalized Equipment	4400	55,000.00	40,858.00	55,000.00	-	0.00%
Food	4700	25,000.00	24,021.00	114,085.64	89,085.64	356.34%
Total, Books and Supplies		247,359.40	144,252.00	358,106.33	110,746.93	44.77%
5. Services and Other Operating Expenditures						
Subagreements for Services	5100	-	-	-	-	
Travel and Conferences	5200	17,000.00	15,507.00	17,000.00	-	0.00%
Dues and Memberships	5300	5,073.00	2,170.00	5,143.00	70.00	1.38%
Insurance	5400	28,034.54	13,687.00	25,893.52	(2,141.02)	-7.64%
Operations and Housekeeping Services	5500	141,000.00	30,923.00	141,000.00	-	0.00%
Rentals, Leases, Repairs, and Noncap. Improvements	5600	503,396.00	207,722.00	511,896.00	8,500.00	1.69%
Transfers of Direct Costs	5700-5799	-	-	-	-	
Professional/Consulting Services and Operating Expend.	5800	725,519.25	171,330.00	749,588.11	24,068.86	3.32%
Communications	5900	29,000.00	6,779.00	29,000.00	-	0.00%
Total, Services and Other Operating Expenditures		1,449,022.79	448,118.00	1,479,520.62	30,497.84	2.10%
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	40,000.00	3,479.00	30,146.08	(9,853.92)	-24.63%
Total, Capital Outlay		40,000.00	3,479.00	30,146.08	(9,853.92)	-24.63%
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		5,451,967.66	1,622,880.00	5,664,644.34	212,676.68	3.90%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		140,874.60	(433,093.00)	196,952.35	56,077.74	39.81%

**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 Education
County: Alameda
Charter #: 1296
Fiscal Year: 2018/19

					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)		140,874.60	(433,093.00)	196,952.35	56,077.74	39.81%
F. FUND BALANCE, RESERVES						
1. Beginning Fund Balance						
a. As of July 1	9791	1,064,617.12	1,446,691.18	1,446,691.18	382,074.06	35.89%
b. Adjustments/Restatements	9793, 9795	-	-	-	-	
c. Adjusted Beginning Fund Balance		1,064,617.12	1,446,691.18	1,446,691.18		
2. Ending Fund Balance, June 30 (E + F.1.c.)		1,205,491.72	1,013,598.18	1,643,643.53		
Components of Ending Fund Balance :						
a. Nonspendable						
Revolving Cash (equals object 9130)	9711	-	-	-	-	
Stores (equals object 9320)	9712	-	-	-	-	
Prepaid Expenditures (equals object 9330)	9713	1,958.90	199,285.00	164,285.00	162,326.10	8286.59%
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	163,559.03	169,939.33	169,939.33	6,380.30	3.90%
Unassigned/Unappropriated Amount	9790	1,039,973.79	644,373.85	1,309,419.20	269,445.40	25.91%

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

Charter School Name: YU MING CHARTER
(continued) _____
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Education
County: Alameda
Charter #: 1296
Fiscal Year: 2018/19

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 2018/19			Totals for 2019/20	Totals for 2020/21
		Unrestricted	Restricted	Total		
A. REVENUES						
1. LCFF Sources						
State Aid - Current Year	8011	2,969,616.88	0.00	2,969,616.88	3,221,012.80	3,558,630.57
Education Protection Account State Aid - Current Year	8012	623,496.73	0.00	623,496.73	658,224.88	705,142.37
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		3,593,113.61	0.00	3,593,113.61	3,879,237.68	4,263,772.94
2. Federal Revenues						
Every Student Succeeds Act (Title I - V)	8290	0.00	0.00	0.00		
Special Education - Federal	8181, 8182	0.00	46,790.00	46,790.00	54,220.00	57,240.00
Child Nutrition - Federal	8220	0.00	27,005.58	27,005.58	28,866.61	30,924.19
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	73,795.58	73,795.58	83,086.61	88,164.19
3. Other State Revenues						
Special Education - State	StateRevSE	0.00	226,422.72	226,422.72	239,034.24	256,072.32
All Other State Revenues	StateRevAO	140,446.36	442,734.55	583,180.91	521,777.50	556,608.01
Total, Other State Revenues		140,446.36	669,157.27	809,603.63	760,811.74	812,680.33
4. Other Local Revenues						
All Other Local Revenues	LocalRevAO	1,310,490.50	74,593.37	1,385,083.87	1,347,347.74	1,442,550.83
Total, Local Revenues		1,310,490.50	74,593.37	1,385,083.87	1,347,347.74	1,442,550.83
5. TOTAL REVENUES		5,044,050.47	817,546.22	5,861,596.69	6,070,483.77	6,607,168.30
B. EXPENDITURES						
1. Certificated Salaries						
Certificated Teachers' Salaries	1100	1,729,148.81	64,234.00	1,793,382.81	1,816,147.68	2,001,635.73
Certificated Pupil Support Salaries	1200	49,173.23	108,150.00	157,323.23	163,144.19	169,180.52
Certificated Supervisors' and Administrators' Salaries	1300	377,932.95	19,151.56	397,084.52	411,776.64	427,012.38
Other Certificated Salaries	1900	0.00	0.00	0.00		
Total, Certificated Salaries		2,156,254.99	191,535.56	2,347,790.56	2,391,068.51	2,597,828.64
2. Non-certificated Salaries						
Non-certificated Instructional Aides' Salaries	2100	74,882.00	45,000.00	119,882.00	124,317.63	128,917.39
Non-certificated Support Salaries	2200	77,334.98	0.00	77,334.98	80,196.37	83,163.64
Non-certificated Supervisors' and Administrators' Sal.	2300	231,150.00	0.00	231,150.00	239,702.55	248,571.54
Clerical and Office Salaries	2400	162,562.20	0.00	162,562.20	168,577.00	174,814.35
Other Non-certificated Salaries	2900	124,600.35	0.00	124,600.35	129,210.56	133,991.35
Total, Non-certificated Salaries		670,529.53	45,000.00	715,529.53	742,004.12	769,458.27

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

Charter School Name: YU MING CHARTER
(continued) _____
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Education
County: Alameda
Charter #: 1296
Fiscal Year: 2018/19

Description	Object Code	FY 2018/19			Totals for 2019/20	Totals for 2020/21
		Unrestricted	Restricted	Total		
3. Employee Benefits						
STRS	3101-3102	346,365.81	30,584.51	376,950.33	433,500.72	496,185.27
PERS	3201-3202	0.00	0.00	0.00		
OASDI / Medicare / Alternative	3301-3302	82,130.73	6,166.55	88,297.28	91,433.81	96,532.07
Health and Welfare Benefits	3401-3402	195,000.00	0.00	195,000.00	210,200.00	237,016.00
Unemployment Insurance	3501-3502	24,398.52	2,007.30	26,405.82	27,007.09	29,026.01
Workers' Compensation Insurance	3601-3602	46,897.80	0.00	46,897.80	49,884.30	55,757.96
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		694,792.86	38,758.37	733,551.23	812,025.91	914,517.32
4. Books and Supplies						
Approved Textbooks and Core Curricula Materials	4100	8,000.00	0.00	8,000.00	8,498.89	9,104.68
Books and Other Reference Materials	4200	7,000.00	0.00	7,000.00	7,436.53	7,966.59
Materials and Supplies	4300	151,045.18	22,975.50	174,020.68	163,625.54	175,288.57
Noncapitalized Equipment	4400	55,000.00	0.00	55,000.00	58,429.84	62,594.65
Food	4700	11,036.64	103,049.00	114,085.64	121,922.82	131,266.41
Total, Books and Supplies		232,081.83	126,024.50	358,106.33	359,913.62	386,220.90
5. Services and Other Operating Expenditures						
Subagreements for Services	5100	0.00	0.00	0.00		
Travel and Conferences	5200	5,350.00	11,650.00	17,000.00	18,888.89	20,777.78
Dues and Memberships	5300	5,143.00	0.00	5,143.00	5,486.29	5,898.54
Insurance	5400	25,893.52	0.00	25,893.52	28,333.50	31,263.68
Operations and Housekeeping Services	5500	141,000.00	0.00	141,000.00	154,286.66	170,242.55
Rentals, Leases, Repairs, and Noncap. Improvements	5600	148,587.30	363,308.70	511,896.00	547,579.96	584,077.94
Transfers of Direct Costs	5700-5799	0.00	0.00	0.00		
Professional/Consulting Services and Operating Expend.	5800	691,408.11	58,180.00	749,588.11	780,916.12	853,529.49
Communications	5900	29,000.00	0.00	29,000.00	29,998.46	31,059.09
Total, Services and Other Operating Expenditures		1,046,381.92	433,138.70	1,479,520.62	1,565,489.88	1,696,849.06
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	30,146.08	0.00	30,146.08	40,000.00	40,000.00
Total, Capital Outlay		30,146.08	0.00	30,146.08	40,000.00	40,000.00
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		4,830,187.21	834,457.13	5,664,644.34	5,910,502.04	6,404,874.18
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		213,863.25	(16,910.91)	196,952.35	159,981.72	202,294.12

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

Charter School Name: YU MING CHARTER
(continued) _____
CDS #: 01-10017-0124172
Charter Approving Entity: Alameda County Office of Education
County: Alameda
Charter #: 1296
Fiscal Year: 2018/19

Description	Object Code	FY 2018/19			Totals for 2019/20	Totals for 2020/21
		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	(16,910.91)	16,910.91	0.00		
4. TOTAL OTHER FINANCING SOURCES / USES		(16,910.91)	16,910.91	0.00	0.00	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		196,952.34	0.00	196,952.35	159,981.72	202,294.12
F. FUND BALANCE, RESERVES						
1. Beginning Fund Balance						
a. As of July 1	9791	1,214,115.79	232,575.39	1,446,691.18	1,643,643.53	1,803,625.25
b. Adjustments/Restatements	9793, 9795	0.00	0.00	0.00		
c. Adjusted Beginning Balance		1,214,115.79	232,575.39	1,446,691.18	1,643,643.53	1,803,625.25
2. Ending Fund Balance, June 30 (E + F.1.c.)		1,411,068.13	232,575.39	1,643,643.53	1,803,625.25	2,005,919.37
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	164,285.00	0.00	164,285.00	164,285.00	164,285.00
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	169,939.33	0.00	169,939.33	177,315.06	192,146.23
Unassigned/Unappropriated Amount	9790	1,076,843.80	232,575.39	1,309,419.20	1,462,025.19	1,649,488.14

Budget Assumptions Worksheet

Yu Ming Charter School

CHARTER SCHOOL

2018/19 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	\$8,284 avg LCFF per ADA				0	
Education Protection Account State Aid	28.14%	28.14%	28.14%		0.8442	
State Aid - Prior Years					0	
Charter School Funding in Lieu of Property Taxes					0	
Other Revenue (please provide breakdown):					0	
2. Federal Revenues						
Title I					0	
Title II					0	
Title III					0	
Special Education - Federal					0	\$125/Prior Year CBEDS Enrollment
Other Federal (please provide breakdown):	The school now operates an NSLP program and receives reimbursements (state/federal) at the standard rates				0	
3. Other State Revenues						
Facility Grant	\$363,309				363309	
Lottery	Prop 20 \$53, Non-Prop 20 \$151				0	
Special Education - State	\$522 per ADA				0	
Other State (please provide breakdown):	Mandate block grant (\$16.33), State mental Health (reimbursement based), MTSS Grant, one-time funds (\$184)					
4. Other Local Revenues						
Special Education (from SELPA)					0	Local revenue based on field trips, donations, enrichment, after school. Increase based on additional students
Other Local (please provide breakdown):					0	
Other Sources:					0	
	K-3	Grades 4-6	Grades 7-8	Grades 9-12	TOTAL	
ENROLLMENT	261	138	50		449	
AVERAGE DAILY ATTENDANCE	251.75	133.35	48.66		433.76	

% Unduplicated pupil count (includes FRM, EL, Foster Students)	18.65%	0.1865
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**Alameda County Office of Education
Charter Schools Office**

Expenditure Assumptions Narrative

Yu Ming Charter School

CHARTER SCHOOL

2018/19 FISCAL YEAR

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

Salaries and Benefits

Increase in FTE to deal with increased school enrollment as well as increased amount of support required for new and/or returning students. Increases in STRS employer portion. Increases in afterschool staff to deal with increased after school population being served.

Books and Supplies

Increases in non-capitalized equipment due to expanding student population (i.e. tech items) and additional facility (i.e. student desks, tables, etc.) and reoccurring annual education curriculum and assessment softwares. The school also is now operating an NSLP program which will result in increases in food costs.

Services and Other Operating Expenditures

Increases in rent costs and other operating expenditures as the school increases in ADA.

Capital Outlay

School is planning to spend Prop 39 Clean Energy money on leasehold improvements.

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

CHARTER SCHOOL

2018-19 FISCAL YEAR

	Adopted Budget 18/19	First Interim 18/19	Budget Projection 19/20	Budget Projection 20/21	Include a narrative discussion and reason for significant changes between the current and the prior or future reporting categories.
Certificated Non-Management					
Unrestricted:	33.2	32.15	33	34.85	
Restricted:	2.85	2.85	3	3.15	
Total:	36.05	35	36	38	
Classified Non-Management					
Unrestricted:	11.4	15.4	15.2	15	
Restricted:	1.6	1.6	1.8	2	
Total:	13	17	17	17	
Certificated Management/Supervisor					
Unrestricted:	3	3.5	3.5	3.5	
Restricted:	0.5	0.5	0.5	0.5	
Total:	3.5	4	4	4	
Classified Management/Supervisor					
Unrestricted:	2	3	3	3	
Restricted:	0	0	0	0	
Total:	2	3	3	3	
FTE TOTALS	54.55	59	60	62	

Multi-Year Projections

Yu Ming Charter School

CHARTER SCHOOL

2018/19 FISCAL YEAR

	Adopted Budget 18/19	First Interim 18/19	Budget Projection 19/20	Budget Projection 20/21	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	249.6	251.75	274.56	299.52	
Grades 4-6	125.76	133.35	135.36	134.4	
Grades 7-8	43.08	48.66	48	56.64	
Grades 9-12					
Certificated Salary COLA Increase: % and Total \$ (if % varies, include total \$ only)					
Unrestricted:	3.7%	3.7%	3.7%	3.7%	
Restricted:	3.7%	3.7%	3.7%	3.7%	
Total:	0.074	0.074	0.074	0.074	
Classified Salary COLA Increase: % and Total \$ (if % varies, include total \$ only)					
Unrestricted:	3.7%	3.7%	3.7%	3.7%	
Restricted:	3.7%	3.7%	3.7%	3.7%	
Total:	0.074	0.074	0.074	0.074	
Other Certificated Salary Adjustments: total \$ (provide explanation)					
Unrestricted:	3.7%	3.7%	3.7%	3.7%	
Restricted:	3.7%	3.7%	3.7%	3.7%	
Total:	0.074	0.074	0.074	0.074	
Other Classified Salary Adjustments: total \$ (provide explanation)					
Unrestricted:	3.7%	3.7%	3.7%	3.7%	
Restricted:	3.7%	3.7%	3.7%	3.7%	
Total:	0.074	0.074	0.074	0.074	
Health and Welfare Benefits Increase: % and total \$ (provide explanation if approximate annual is employee/employer)					
Unrestricted:	8%	8%	8%	8%	
Restricted:	8%	8%	8%	8%	
Total:	0.16	0.16	0.16	0.16	
Are salary and benefit negotiations finalized? Y/N					
Are Health Benefits included in salary schedule? Y/N					

Multi-Year Projections

Yu Ming Charter School

CHARTER SCHOOL

2018/19 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 dartboard, 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. Increases in ADA as the school expands each year.

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, one-time funds, child nutrition

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 in the future years to deal with school growth. All changes in staffing fall within lines of associated ADA 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. The school has no long-term debt.

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

None 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.

YU MING CHARTER SCHOOL
Financials YTD (10/31/2018) By Resource
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	U		U		R		R		R		R		U		R	
	2018-19 YTD	0000	EPA - 1400	SpEd IDEA - 3310	Child Nutrition - 5310	SpEd AB 602 - 6500	Lottery, Prop 20 - 6300	SB 740 - 6030	Total					Unrestricted	Restricted	
Income	1,189,787	970,352	134,913	-	31,866	52,136	520	-	1,189,787	1,105,265.00	84,522.00					
Expense	1,622,880	1,205,961	134,913	13,504	24,021	52,610	520	191,351	1,622,880	1,340,873.97	282,006.03					
Net Income, Current Year	(433,093)	(235,609)	-	(13,504)	7,845	(474)	-	(191,351)	(433,093)	(235,608.97)	(197,484.03)					
Income																
8011-8096 - Local Control Funding Formula Revenue																
8011 Local Control Funding Formula	561,265	561,265							561,265	561,265.00	-					
8012 Education Protection Account	134,913	-	134,913						134,913	134,913.00	-					
Total 8011-8096 - Local Control Funding Formula Revenue	696,178	561,265	134,913	-	-	-	-	-	696,178	696,178.00	-					
8100-8299 - Other Federal Income																
Total 8100-8299 - Other Federal Income	-	-	-	-	-	-	-	-	-	-	-					
8300-8599 - Other State Income																
8792 Transfers of Apportionments - Special Ed	52,136	-				52,136			52,136	-	52,136.00					
8560 State Lottery Revenue	520	-					520		520	-	520.00					
Total 8300-8599 - Other State Income	52,656	-	-	-	-	52,136	520	-	52,656	-	52,656.00					
8600-8799 - Other Income-Local																
8634 Food Service Sales	31,866	-			31,866				31,866	-	31,866.00					
8660 Interest / Dividend Income	5,876	5,876							5,876	5,876.00	-					
8690 All Other Local Revenue	184,844	184,844							184,844	184,844.00	-					
8699 Fundraising	218,367	218,367							218,367	218,367.00	-					
Total 8600-8799 - Other Income-Local	440,953	409,087	-	-	31,866	-	-	-	440,953	409,087.00	31,866.00					
TOTAL INCOME	1,189,787	970,352	134,913	-	31,866	52,136	520	-	1,189,787	1,105,265.00	84,522.00					
Expense																
1000 - Certificated Salaries																
1110 Teachers' Salaries	449,922	323,215	114,595			12,112			449,922	437,810.00	12,112.00					
1170 Teacher Salaries - Substitute	6,900	6,900							6,900	6,900.00	-					
1175 Teachers' Salaries - Stipend/Extra Duty	28,059	28,059							28,059	28,059.00	-					
1200 Certificated Pupil Support Salaries	40,150	8,685				31,465			40,150	8,685.40	31,464.60					
1300 Certificated Supervisor and Administrator Salaries	118,199	118,199							118,199	118,199.00	-					
Total 1000 - Certificated Salaries	643,230	485,058	114,595	-	-	43,577	-	-	643,230	599,653.40	43,576.60					
2000 - Classified Salaries																
2100 Instructional Aide Salaries	29,561	29,561							29,561	29,561.00	-					
2200 Classified Support Salaries (Maintenance, Food)	22,470	22,470							22,470	22,470.00	-					
2300 Classified Supervisor and Administrator Salaries	55,583	55,583							55,583	55,583.00	-					
2400 Clerical/Technical/Office Staff Salaries	44,468	44,468							44,468	44,468.00	-					
2900 Other Classified Salaries (Supervision, After School)	33,802	33,802							33,802	33,802.00	-					
Total 2000 - Classified Salaries	185,884	185,884	-	-	-	-	-	-	185,884	185,884.00	-					
3000 - Employee Benefits																
3111 STRS - State Teachers Retirement System	99,448	73,698	18,656			7,094			99,448	92,353.73	7,094.27					
3311 OASDI - Social Security	12,006	12,006							12,006	12,006.00	-					
3331 MED - Medicare	11,057	8,764	1,662			632			11,057	10,425.14	631.86					
3401 H&W - Health & Welfare	57,269	57,269							57,269	57,269.00	-					
3501 SUI - State Unemployment Insurance	3,850	3,850							3,850	3,850.00	-					
3601 Workers' Compensation	14,287	12,980				1,307			14,287	12,979.70	1,307.30					
Total 3000 - Employee Benefits	197,917	168,566	20,318	-	-	9,033	-	-	197,917	188,883.57	9,033.43					
4000 - Supplies																
4110 Approved Textbooks and Core Curriculum Materials	868	868							868	868.00	-					
4210 Books and Other Reference Materials	4,891	4,891							4,891	4,891.00	-					
4310 Student Materials	56,454	55,934					520		56,454	55,934.00	520.00					
4350 Office Supplies	5,224	5,224							5,224	5,224.00	-					
4370 Custodial Supplies	3,077	3,077							3,077	3,077.00	-					
4390 Other Supplies	8,859	8,859							8,859	8,859.00	-					
4400 Non Capitalized Equipment	40,858	40,858							40,858	40,858.00	-					
4700 Food and Food Supplies	24,021	-			24,021				24,021	-	24,021.00					
Total 4000 - Supplies	144,252	119,711	-	-	24,021	-	520	-	144,252	119,711.00	24,541.00					
5000 - Operating Services																
5200 Travel and Conferences	15,507	15,507						-	15,507	15,507.00	-					
5300 Dues and Memberships	2,170	2,170						-	2,170	2,170.00	-					
5450 General Insurance	13,687	13,687						-	13,687	13,687.00	-					
5500 Operation and Housekeeping Services	30,923	30,923						-	30,923	30,923.00	-					
5610 Rent - Facilities / Buildings / Space	191,351	-						191,351	191,351	-	191,351.00					
5620 Equipment Lease	8,867	8,867							8,867	8,867.00	-					
5630 Vendor Repairs	7,504	7,504							7,504	7,504.00	-					
5812 Field Trips/Pupil Transportation	9,229	9,229							9,229	9,229.00	-					
5820 Legal / Audit Fees	9,290	9,290							9,290	9,290.00	-					
5830 Advertisement / Recruitment	75	75							75	75.00	-					
5850 Non Instructional Consultants	34,036	34,036							34,036	34,036.00	-					
5851 Instructional Consultants	39,674	26,170		13,504					39,674	26,170.00	13,504.00					
5853 ExED	39,135	39,135							39,135	39,135.00	-					
5860 Non Instructional Software and Subscriptions	15,721	15,721							15,721	15,721.00	-					
5890 Other Fees / Bank Charges /Credit Card Fees	24,170	24,170							24,170	24,170.00	-					
5900 Communications	6,779	6,779							6,779	6,779.00	-					
Total 5000 - Operating Services	448,118	243,263	-	13,504	-	-	-	191,351	448,118	243,263.00	204,855.00					
6000 - Capital Outlay																
6900 Depreciation Expense	3,479	3,479							3,479	3,479.00	-					
Total 6000 - Capital Outlay	3,479	3,479	-	-	-	-	-	-	3,479	3,479.00	-					
7000 - Other Outgo																
Total 7000 - Other Outgo	-	-	-	-	-	-	-	-	-	-	-					
TOTAL EXPENSE	1,622,880	1,205,961	134,913	13,504	24,021	52,610	520	191,351	1,622,880	1,340,873.97	282,006.03					
NET INCOME	(433,093)	(235,609)	-	(13,504)	7,845	(474)	-	(191,351)	(433,093)	(235,608.97)	(197,484.03)					

Yu Ming Charter School
Income Statement
From 10/1/2018 to 10/31/2018

		<u>YTD Actual</u>	<u>Total Budget - Original</u>
Revenue			
Principal Apportionments			
8011	LCFF Revenue	561,265	2,960,486
8012	Education Protection Account	134,913	521,349
8019	LCFF - Prior Year Adjustment	0	0
8096	In Lieu of Property Taxes	<u>0</u>	<u>0</u>
	Total Principal Apportionments	696,178	3,481,835
Other Federal Income			
8181	Special Ed - IDEA	<u>0</u>	<u>46,790</u>
	Total Other Federal Income	0	46,790
Other State Income			
8550	Mandate Block Grant	0	66,004
8560	State Lottery Revenue	520	81,759
8590	MENTAL HEALTH II & III	0	30,000
8591	SB740	0	363,309
8599	All Other State Revenues	0	25,000
8792	Transfer of Apportionments - Sp Ed	<u>52,136</u>	<u>219,992</u>
	Total Other State Income	52,656	786,064
Other Income - Local			
8634	Food Service Sales	31,866	0
8660	Interest Income	5,876	0
8690	All Other Local Revenue	184,844	415,253
8698	Grants	0	160,500
8699	Fundraising	218,367	702,400
8999	Prior Year Adjustment	<u>0</u>	<u>0</u>
	Total Other Income - Local	<u>440,953</u>	<u>1,278,153</u>
	Total Revenue	<u>1,189,786</u>	<u>5,592,842</u>
Expense			
Certificated Salaries			
1110	Teachers' Salaries	449,922	1,688,601
1170	Teacher Salaries - Substitute	6,900	16,000
1175	Teachers' Salaries - Stipend/Extra Duty	28,059	87,850
1200	Certificated Pupil Support Salaries	40,150	138,213
1300	Certificated Supervisor and Administrator Salaries	<u>118,199</u>	<u>354,948</u>
	Total Certificated Salaries	643,231	2,285,613
Classified Salaries			
2100	Instructional Aide Salaries	29,561	168,608
2200	Classified Support Salaries	22,470	81,605
2300	Classified Supervisor and Administrator Salaries	55,583	171,150
2400	Clerical/Technical/Office Staff Salaries	44,468	154,342
2900	Other Classified Salaries	<u>33,802</u>	<u>142,859</u>
	Total Classified Salaries	185,884	718,564
Employee Benefits			
3111	STRS - State Teachers Retirement System	99,448	372,098
3311	Social Security (OASDI)	12,006	44,551
3331	Medicare	11,057	43,561
3401	Health & Welfare	57,269	185,000
3501	State Unemployment Insurance	3,850	25,896
3601	Workers Compensation	14,287	40,304
3901	403b	0	0
3902	Other Benefits	<u>0</u>	<u>0</u>

Yu Ming Charter School
Income Statement
From 10/1/2018 to 10/31/2018

		YTD Actual	Total Budget - Original
	Total Employee Benefits	197,917	711,409
	Supplies		
4110	Approved Textbooks & Core Curriculum Materials	868	12,000
4210	Books and Other Reference Materials	4,891	27,000
4310	Student Materials	56,454	50,000
4350	Office Supplies	5,224	19,000
4370	Custodial Supplies	3,077	9,789
4390	Other Supplies	8,859	49,571
4400	Non Capitalized Equipment	40,858	55,000
4700	Food and Food Supplies	24,021	25,000
	Total Supplies	144,252	247,359
	Operating Services		
5200	Travel and Conferences	15,507	17,000
5300	Dues and Memberships	2,170	5,073
5450	General Insurance	13,687	28,035
5500	Operation and Housekeeping Services	30,923	141,000
5610	Building Rent	191,351	468,896
5620	Equipment Lease	8,867	28,000
5630	Vendor Repairs	7,504	6,500
5812	Field Trips/Pupil Transportation	9,229	128,857
5820	Legal / Audit Fees	9,290	49,400
5830	Advertisement / Recruitment	75	6,000
5850	Non Instructional Consultants	34,036	136,000
5851	Instructional Consultants	39,674	115,400
5853	ExED	39,135	117,404
5860	Non Instructional Software and Subscriptions	15,721	9,500
5890	Other Fees / Bank Charges /Credit Card Fees	24,170	109,955
5896	Special ED Fair Share	0	8,003
5897	Fundraising Cost	0	45,000
5900	Communications	6,779	29,000
	Total Operating Services	448,119	1,449,023
	Capital Outlay		
6900	Depreciation Expense	3,479	40,000
	Total Capital Outlay	3,479	40,000
	Total Expense	1,622,881	5,451,968
	Net Income	(433,095)	140,874

Yu Ming Charter School
Balance Sheet
As of 10/31/2018

	<u>Current Year</u>
Assets	
Cash	
Cash in Bank - Operating	470,248.33
Investments	<u>0.00</u>
Total Cash	470,248.33
Accounts Receivable	
Due from Government Grantor	253,400.81
Other	<u>0.00</u>
Total Accounts Receivable	253,400.81
Due From Others	
	<u>308.86</u>
Total Due From Others	308.86
Prepaid Expenses	
	<u>199,285.02</u>
Total Prepaid Expenses	199,285.02
Deposits	
	<u>50,000.00</u>
Total Deposits	50,000.00
Net Fixed Assets	
Improvement of Sites	124,967.31
Accumulated Depreciation-Sites	(17,899.41)
Computer / Equipment	10,800.00
Accumulated Depreciation-Computer /Equipment	(10,800.00)
Total Net Fixed Assets	<u>107,067.90</u>
Total Assets	<u>1,080,310.92</u>
Liabilities	
Accounts Payable	
	<u>0.00</u>
Total Accounts Payable	0.00
Accrued Payables	
	<u>1,137.33</u>
Total Accrued Payables	1,137.33
Payroll Liabilities	
SDI Payable	0.00
Federal Taxes Withholding	0.00
State Tax Withholding	228.08
Salaries Payable	0.00
STRS Payable	0.00
OASDI Payable	0.00
Medicare Payable	0.00
SUI Payable	<u>78.54</u>
Total Payroll Liabilities	306.62
Accrued Vacation	
	<u>65,270.84</u>
Total Accrued Vacation	65,270.84

Due to Others	
Due to Grantor Government	0.00
Due to Other Agencies	<u>0.00</u>
Total Due to Others	<u>0.00</u>
Total Liabilities	<u>66,714.79</u>
Equity	
Net Income / (Loss)	<u>(433,095.05)</u>
Total Net Income / (Loss)	<u>(433,095.05)</u>
Total Equity	<u>(433,095.05)</u>
Beginning Fund Balance	
	<u>1,446,691.18</u>
Total Beginning Fund Balance	<u>1,446,691.18</u>
Total Liabilities & Equity	<u>1,080,310.92</u>

1.1 Enrollment - Primary Status by Subgroup

Academic Year:	2018-2019	LEA:	Yu Ming Charter	User ID:	ckemp@exed.net
View:	Snapshot	School Type:	ALL	Create Date:	12/4/2018 2:45:18 PM
		School:	ALL	Print Date:	12/4/2018 3:49:20 PM

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	445	0	31	15	0	0	24	65
TOTAL-Selected Schools		445	0	31	15	0	0	24	65

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
Student School Transfer Code:	ALL				

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

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

**2018-2019 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																			
A	Beginning Cash	9110	676,847	904,826	674,398	448,273	470,248	425,373	332,575	572,367	441,555	404,859	908,925	806,504	7,066,749		7,066,749		
B	Receipts																		
	LCFF/Revenue Limit Sources																		
	State Aid - Current Year	8011	0	128,780	200,682	231,803	231,803	231,803	231,803	231,803	298,912	298,912	298,912	298,912	2,684,124	285,493	2,969,617	2,960,486	
	Education Protection Account	8012	0	0	0	134,913	0	0	134,913	0	0	199,910	0	0	469,736	153,761	623,497	521,349	
	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	0	0	0	0	0	1,500	1,500	1,500	24,895	1,500	1,500	13,198	45,593	28,203	73,796	46,790	
	Other State Revenue	8300-8599	9,310	0	26,068	17,278	106,459	44,703	60,848	42,955	44,511	250,315	21,553	51,553	675,552	134,052	809,604	786,064	
	Other Local Revenue	8600-8799	38,411	147,503	88,979	166,060	73,581	102,904	100,847	100,847	102,904	261,347	100,847	100,856	1,385,084		1,385,084	1,278,153	
	Interfund Transfers In	8910-8929													0		0		
	All Other Financing Sources	8930-8979													0		0		
	Other Receipts/Non-Revenue	TRANS													0		0		
	Total Receipts		47,721	276,283	315,729	550,053	411,843	380,910	529,911	377,105	471,221	1,011,983	422,811	464,518	5,260,088	601,509	5,861,597	5,592,842	
C	Disbursements																		
	Certificated Salaries	1000-1999	27,999	195,567	214,114	205,550	213,070	213,070	213,070	213,070	213,070	213,070	213,070	213,070	2,347,791		2,347,791	2,285,613	
	Classified Salaries	2000-2999	15,988	57,273	55,034	57,589	66,206	66,206	66,206	66,206	66,206	66,206	66,206	66,206	715,530		715,530	718,564	
	Employee Benefits	3000-3999	17,145	54,080	62,418	64,274	68,425	67,204	67,204	67,204	67,204	67,204	85,528	45,662	733,551		733,551	711,409	
	Books & Supplies	4000-4999	8,890	61,028	47,680	26,653	14,304	28,507	28,507	28,507	28,507	28,507	28,507	28,507	358,106		358,106	247,359	
	Services	5000-5999	105,833	90,481	73,244	178,560	94,714	132,930	132,930	132,930	132,930	132,930	131,921	140,118	1,479,521		1,479,521	1,449,023	
	Capital Outlay	6000-6599	0	12,486	85,576	12,486	0	0	0	0	0	0	0	0	110,547		110,547	40,000	
	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		175,856	470,916	538,066	545,112	456,718	507,917	507,917	507,917	507,917	507,917	525,232	493,562	5,745,046	0	5,745,046	5,451,968	
D	Balance Sheet Items																		
	Assets and Deferred Outflows																		
	Accounts Receivable	9200-9299	642,717	350,272	0	21,780	16,956	0	34,209	227,363	0	0	0	0	650,579	(602,532)	650,579		
	Stores	9320													0		0		
	Prepaid Expenses	9330	240,860												0		0		
	Other Current Assets	9340	50,000	43623.06		-2048.46								35000	76,575		76,575		
	Deferred Outflows of Resources	9490													0		0		
	Liabilities and Deferred Inflows																		
	Accounts Payable	9500-9599	163,732	37,781	35,795	23,519	(79)	0	9,565	0	0	0	0	0	106,583	(1,023)	105,559		
	Current Loans	9640													0		0		
	Unearned Revenues	9650													0		0		
	Deferred Inflows of Resources/Un	9690													0		0		
	Total Balance Sheet Items		356,113	(35,795)	(3,788)	17,034	0	34,209	217,798	0	0	0	0	35,000	620,571	(601,509)	19,062		
E	Net Increase/Decrease (B-C+D)		227,979	(230,428)	(226,125)	21,976	(44,875)	(92,798)	239,792	(130,812)	(36,696)	504,066	(102,421)	5,956	135,613	0	0		
F	Ending Cash (A+E)		904,826	674,398	448,273	470,248	425,373	332,575	572,367	441,555	404,859	908,925	806,504	812,460	7,202,362				
G	Ending Cash plus Accruals																		0

YU MING CHARTER

2018-19

FIRST INTERIM – LIST OF CONTRACTS

- Fagen Friedman Fultrost
- TA II Acquisition LLC
- Amity
- LunchMaster
- MealTime
- My Philanthropy Team
- RELAY GSE
- School Food and Wellness Group LLC
- April Jourdan, PhD
- NatureBridge
- FESS Energy
- No More Dirt
- Save A Lot Solar
- CharterSafe
- Panorama
- ParentSquare
- ExED

Charter School Data Elements required to calculate the LCFF
 Yu Ming Charter (124172) - Yu Ming First Interim

12/6/18

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
COLA & Augmentation	1.56%	3.70%	2.57%	2.67%	0.00%	0.00%
GAP Funding rate	42.97%	100.00%	100.00%	100.00%	100.00%	100.00%
In-Lieu of Property Tax	F-6 / F-7					
Statewide 90th percentile rate	---	---	---	---	---	---

UNDUPLICATED PUPIL PERCENTAGE

Charter School:

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Enrollment	387	445	477	511		
Unduplicated Pupil Count	66	83	69	73		
	3-yr rolling percentage	3-yr rolling percentage	3-yr rolling percentage	3-yr rolling percentage	3-yr rolling percentage	3-yr rolling percentage
Single Year Unduplicated Pupil Percentage	17.05%	18.65%	14.47%	14.29%	0.00%	0.00%
Unduplicated Pupil Percentage (%)	19.31%	18.92%	16.65%	15.70%	0.00%	0.00%

Concentration Grant Funding Limitation: District of Physical Location

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

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Unduplicated Pupil Percentage (%)	77.38%	77.61%	77.61%	77.61%		
Unduplicated Pupil Percentage: Supplemental Grant	19.31%	18.92%	16.65%	15.70%	0.00%	0.00%
Unduplicated Pupil Percentage: Concentration Grant	19.31%	18.92%	16.65%	15.70%	0.00%	0.00%

AVERAGE DAILY ATTENDANCE (ADA)

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

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Grades TK-3	226.69	251.75	274.56	299.52		
Grades 4-6	119.74	133.35	135.36	134.40		
Grades 7-8	29.00	48.66	48.00	56.64		
Grades 9-12	-					
SUBTOTAL ADA	375.43	433.76	457.92	490.56	-	-
RATIO: ADA to Enrollment	0.97	0.97	0.96	0.96	-	-

OTHER LCFF TRANSITION INFORMATION

Miscellaneous Adjustments	E-1	-				
Minimum State Aid Adjustments	G-2	-				
Funded Based on Target Formula	True/False	FALSE	FALSE	TRUE	TRUE	-

LCAP Percentage to Increase or Improve Services:

Summary Supplemental & Concentration Grant

	2018-19	2019-20	2020-21	2021-22	2022-23
1. LCFF Target Supplemental & Concentration Grant Funding <i>from Calculator tab</i>	131,006	125,016	129,807	-	-
2. Prior Year (estimated) Expenditures for Unduplicated Pupils above what was spent on services for all pupils	120,000				
3. Difference [1] less [2]	11,006	125,016	129,807	-	-
4. Estimated Additional Supplemental & Concentration Grant Funding [3] * GAP funding rate	11,006	125,016	129,807	-	-
GAP funding rate	100.00%	100.00%	100.00%	100.00%	100.00%
5. Estimated Supplemental and Concentration Grant Funds [2] plus [4] (unless [3]<0 then [1]) (for LCAP entry)	131,006	125,016	129,807	-	-
6. Base Funding LCFF Phase-In Entitlement less [5], excludes Targeted Instructional Improvement & Transportation	3,462,107	3,754,222	4,133,966	-	-
LCFF Phase-In Entitlement	3,593,113	3,879,238	4,263,773	-	-
7/8. Percentage to Increase or Improve Services* [5] / [6] (for LCAP entry)	3.78%	3.33%	3.14%	0.00%	0.00%

*percentage by which services for unduplicated students must be increased or improved over services provided for all students in the LCAP year.
If Step 3a <=0, then calculate the minimum proportionality percentage at Estimated Supplemental & Concentration Grant Funding, step 5.

SUMMARY SUPPLEMENTAL & CONCENTRATION GRANT & PERCENTAGE TO INCREASE OR IMPROVE SERVICES

	2018-19	2019-20	2020-21	2021-22	2022-23
Current year estimated supplemental and concentration grant funding in the LCAP year	\$ 131,006	\$ 125,016	\$ 129,807	\$ -	\$ -
Current year Percentage to Increase or Improve Services	3.78%	3.33%	3.14%	0.00%	0.00%

LCFF Calculator Universal Assumptions						
Yu Ming Charter (124172) - Yu Ming First I						12/6/2018
Summary of Funding						
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Target Components:						
COLA & Augmentation	1.56%	3.70%	2.57%	2.67%	0.00%	0.00%
Base Grant	2,722,825	3,266,749	3,535,673	3,889,259	-	-
Grade Span Adjustment	169,564	195,358	218,549	244,707	-	-
Supplemental Grant	111,704	131,006	125,016	129,807	-	-
Concentration Grant	-	-	-	-	-	-
Add-ons	-	-	-	-	-	-
Total Target	3,004,093	3,593,113	3,879,238	4,263,773	-	-
Transition Components:						
Target	\$ 3,004,093	\$ 3,593,113	\$ 3,879,238	\$ 4,263,773	\$ -	\$ -
Funded Based on Target Formula (PY P-2)	FALSE	FALSE	TRUE	TRUE	-	-
Floor	2,860,773	3,376,396	3,793,244	4,063,623	-	-
Remaining Need after Gap (informational only)	81,740	-	-	-	-	-
Gap %	42.96644273%	100%	100%	100%	100%	100%
Current Year Gap Funding	61,580	216,717	-	-	-	-
Miscellaneous Adjustments	-	-	-	-	-	-
Economic Recovery Target	-	-	-	-	-	-
Additional State Aid	-	-	-	-	-	-
Total LCFF Entitlement	\$ 2,922,353	\$ 3,593,113	\$ 3,879,238	\$ 4,263,773	\$ -	\$ -
Components of LCFF By Object Code						
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
8011 - State Aid	\$ 2,425,754	\$ 2,969,616	\$ 3,221,013	\$ 3,558,631	\$ -	\$ -
8011 - Fair Share	-	-	-	-	-	-
8311 & 8590 - Categoricals	-	-	-	-	-	-
EPA (for LCFF Calculation purposes)	496,599	623,497	658,225	705,142	-	-
Local Revenue Sources:						
8021 to 8089 - Property Taxes	-	-	-	-	-	-
8096 - In-Lieu of Property Taxes	-	-	-	-	-	-
Property Taxes net of in-lieu	-	-	-	-	-	-
TOTAL FUNDING	\$ 2,922,353	\$ 3,593,113	\$ 3,879,238	\$ 4,263,773	\$ -	\$ -
Basic Aid Status	-	-	-	-	-	-
Less: Excess Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: EPA in Excess to LCFF Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Phase-In Entitlement	\$ 2,922,353	\$ 3,593,113	\$ 3,879,238	\$ 4,263,773	\$ -	\$ -
EPA Details						
% of Adjusted Revenue Limit - Annual	25.89051467%	28.13512027%	28.13512027%	28.13512027%	28.13512027%	28.13512027%
% of Adjusted Revenue Limit - P-2	25.89051467%	28.13512027%	28.13512027%	28.13512027%	28.13512027%	28.13512027%
EPA (for LCFF Calculation purposes)	\$ 496,599	\$ 623,497	\$ 658,225	\$ 705,142	\$ -	\$ -
8012 - EPA, Current Year Receipt						
(P-2 plus Current Year Accrual)	496,599	623,497	658,225	705,142	-	-
8019 - EPA, Prior Year Adjustment						
(P-A less Prior Year Accrual)	3,568	-	-	(0)	0	-
Accrual (from Assumptions)	-	-	-	-	-	-
Summary of Student Population						
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Unduplicated Pupil Population						
Enrollment	387	445	477	511	-	-
COE Enrollment	-	-	-	-	-	-
Total Enrollment	387	445	477	511	-	-
Unduplicated Pupil Count	66	83	69	73	-	-
COE Unduplicated Pupil Count	-	-	-	-	-	-
Total Unduplicated Pupil Count	66	83	69	73	-	-
Rolling %, Supplemental Grant	19.3100%	18.9200%	16.6500%	15.7000%	0.0000%	0.0000%
Rolling %, Concentration Grant	19.3100%	18.9200%	16.6500%	15.7000%	0.0000%	0.0000%
FUNDED ADA						
Adjusted Base Grant ADA	Current Year	Current Year	Current Year	Current Year	Current Year	Current Year
Grades TK-3	226.69	251.75	274.56	299.52	-	-
Grades 4-6	119.74	133.35	135.36	134.40	-	-
Grades 7-8	29.00	48.66	48.00	56.64	-	-
Grades 9-12	-	-	-	-	-	-
Total Adjusted Base Grant ADA	375.43	433.76	457.92	490.56	-	-
Necessary Small School ADA	Current year	Current year	Current year	Current year	Current year	Current year
Grades TK-3	-	-	-	-	-	-
Grades 4-6	-	-	-	-	-	-
Grades 7-8	-	-	-	-	-	-
Grades 9-12	-	-	-	-	-	-
Total Necessary Small School ADA	-	-	-	-	-	-
Total Funded ADA	375.43	433.76	457.92	490.56	0.00	0.00
ACTUAL ADA (Current Year Only)						
Grades TK-3	226.69	251.75	274.56	299.52	-	-
Grades 4-6	119.74	133.35	135.36	134.40	-	-
Grades 7-8	29.00	48.66	48.00	56.64	-	-
Grades 9-12	-	-	-	-	-	-
Total Actual ADA	375.43	433.76	457.92	490.56	-	-
Funded Difference (Funded ADA less Actual ADA)	-	-	-	-	-	-
LCAP Percentage to Increase or Improve Services						
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Current year estimated supplemental and concentr	\$ 111,704	\$ 131,006	\$ 125,016	\$ 129,807	\$ -	\$ -
Current year Percentage to Increase or Improve Se	3.97%	3.78%	3.33%	3.14%	0.00%	0.00%

1. The Charter's balance sheet shows a negative balance for Due From Others. It appears this amount should be a payable and not a receivable. **Please review and correct as needed for the First Interim Report.**
 - a. Intra-year as we run transactions through the GL there can be contra-liability or contra-asset accounts that arise. This was cleared out as of year-end.
2. The Balance Sheet has an item labelled "deposits". **Please review and explain what this amount represents for the First Interim Report.**
 - a. During the year as the school worked through the lease amendment at their MLK site. There was a lease amendment that caused us to correctly classify this amount as prepaid rent.
3. Certificated Salaries per the Adopted Budget appear to be understated. According to the assumptions, there is a 7.8 FTE increase in 2018-19. However, the average certificated salaries are \$12.2K lower in 2018-19 for a total reduction of \$428K. Please review and correct as needed for the First Interim Report.
 - a. Through coordination with the school the FTE #'s for 18-19 at first interim and beyond will be an accurate representation.
4. Classified non-management salaries are projected lower by \$28K from 2017-18 to 2018-19. Please review and correct as needed for the First Interim Report.
 - a. This is reflective of the school's growth along with identification of staffing needs in various areas.
5. Certificated management salaries do not appear to be representative of FTE reported. For 2017-18, the Charter reported .75 FTE in this category with a corresponding salary of \$396K. Please review and explain or correct as needed for the First Interim Report.
 - a. This # should have correctly read 3.75.
6. The projected expenses for statutory benefits are also significantly understated based on data submitted by the Charter. Please review and correct as needed for the First Interim Report.
 - a. First Interim Report and future MYP accurately reflect assumptions for statutory benefits
7. The Charter School is required to include the State's payments to STRS on-behalf of the Charter's employees in the budget. A corresponding restricted State revenue should also be reported. Please note, the STRS on-behalf expenditures increase the required designation to comply with the minimum Reserve Requirement. See CDE guidance here: <http://www.cde.ca.gov/fg/ac/co/gasb68.asp> Please review and correct as needed for the First Interim Report.
 - a. It is my understanding and I have confirmed with Derrick DeBruyne (Partner at Clifton Larson Allen – the school's auditor) that GASB 68 does not apply to charter schools that report under FASB.
8. The fiscal data reported in the Charter's Budget Summary within the LCAP document does not reconcile with the sum of all expenses allocated amongst the various actions. The total of all

actions for 2018-19 amounts to \$4.1M whereas the Budget Summary states this amount to be \$3.7M. Please review and ensure these amounts match.

- a. This is currently under review and will be updated as necessary in time for the second interim submission.
9. The MPP for 2018-19 is not met. The MPP per the LCFF calculator is 3.42% while the calculated MPP using the data disclosed in the LCAP document amounts to 3.34%.
 - a. The LCAP is developed with Budgeted amounts that consistently change with Governors revisions, final budgets, etc. The most important aspect of the MPP is that the school will ensure it is met at the close of the fiscal years.
10. The data reporting format in the LCAP document hinders the readers' ability to identify accurately the source and classification of each expense within the individual actions. There are also various instances of salaries being budgeted without corresponding benefit amounts. Since the over-arching goal of the LCAP is to provide transparency as to how the Charter is funding its local action plan, this lack of clarity does not appear to align with the over-arching goal.
 - a. Will continue to communicate with ACOE to discuss presentation of future LCAPs.



Board of Directors
December 13, 2018
AGENDA ITEM INFORMATION

Agenda Item	FY 17-18 Audit Report
Time Allotted	15 min
Background	School completes audit every year of financials as per requirement to ensure compliance
Summary	Annual audit report of FY 17-18 financials completed by CliftonLarsonAllen
Type	Vote
Key Questions	Are there any questions from Board re: findings from the audit?



Board of Directors
Thursday, December 13, 2018
AGENDA ITEM INFORMATION

Agenda Item	2019-2020 School Calendars
Time Allotted	10 minutes
Summary	<p>The Board is requested to take action on the proposed calendars for the 2019-2020 school year. The 2019-2020 calendar is based on the current school year calendar (185 student attendance days) with the following modifications:</p> <ul style="list-style-type: none">● Thanksgiving break has been expanded from 3 days to 5 days● January 27 is proposed for the Lunar New Year holiday observed in 2020 adjusted from February 4 in 2019● Adding a second Pupil Free Staff Work Day during the school year (on February 14) in addition to the Pupil Free Staff Work Day in November (on November 8)
Type	Action
Attachments	<ul style="list-style-type: none">● Kindergarten Calendar 2019-2020● Lower School Calendar 2019-2020● Upper School Calendar 2019-2020



Yu Ming Charter School

2019-2020

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

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 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
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September 19						
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29	30					

October 19						
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November 19						
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December 19						
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January 20						
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February 20						
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March 20						
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April 20						
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May 20						
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24	25	26	27	28	29	30
31						

June 20						
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July 20						
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August 20						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Key Dates

August 1-9 - Staff Professional Learning Week - No School

August 12 - First Day of School

August 12-23 - Kindergarten Early Dismissal Days

September 2 - Labor Day - No School

September 23-27 - Parent/Teacher Conferences - Early Dismissal

October 14-18 - Fall Recess - No School

November 8 - Pupil Free Staff Work Day - No School

November 11 - Veterans Day Observed - No School

November 18-22 - Thanksgiving Holiday - No School

December 23 - January 3 - Winter Recess - No School

January 6 - Classes Resume

January 20 - Martin Luther King Day - No School

January 27 - Lunar New Year Observed - No School

February 14 - Pupil Free Staff Work Day - No School

February 17-21 - Mid Winter Recess - No School

March 16-20 - Parent/Teacher Conferences - Early Dismissal

April 6-10 - Spring Recess - No School

May 25 - Memorial Day - No School

June 16 - Last Day of School

June 17 - Pupil Free Staff Work Day - No School

Trimester 1 : 8/12/19 - 11/15/19 = 62 days

Trimester 2 : 11/18/19 - 3/13/20 = 62 days

Trimester 3 : 3/16/20 - 6/16/20 = 61 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

2019-2020

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

Lower School Calendar (Grades 1-2)

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 19						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
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September 19						
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October 19						
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November 19						
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December 19						
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January 20						
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February 20						
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March 20						
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April 20						
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May 20						
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June 20						
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July 20						
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August 20						
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23	24	25	26	27	28	29
30	31					

Key Dates

August 1-9 - Staff Professional Learning Week - No School

August 12 - First Day of School

September 2 - Labor Day - No School

September 23-27 - Parent/Teacher Conferences - Early Dismissal

October 14-18 - Fall Recess - No School

November 8 - Pupil Free Staff Work Day - No School

November 11 - Veterans Day Observed - No School

November 18-22 - Thanksgiving Holiday - No School

December 23 - January 3 - Winter Recess - No School

January 6 - Classes Resume

January 20 - Martin Luther King Day - No School

January 27 - Lunar New Year Observed - No School

February 14 - Pupil Free Staff Work Day - No School

February 17-21 - Mid Winter Recess - No School

March 16-20 - Parent/Teacher Conferences - Early Dismissal

April 6-10 - Spring Recess - No School

May 25 - Memorial Day - No School

June 16 - Last Day of School

June 17 - Pupil Free Staff Work Day - No School

Trimester 1 : 8/12/19 - 11/15/19 = 62 days

Trimester 2 : 11/18/19 - 3/13/20 = 62 days

Trimester 3 : 3/16/20 - 6/16/20 = 61 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

2019-2020

July 19						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Upper School Calendar (Grades 3-8)

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 19						
Su	M	Tu	W	Th	F	Sa
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September 19						
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October 19						
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November 19						
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December 19						
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January 20						
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February 20						
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March 20						
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May 20						
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June 20						
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July 20						
Su	M	Tu	W	Th	F	Sa
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August 20						
Su	M	Tu	W	Th	F	Sa
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Key Dates

August 1-9 - Staff Professional Learning Week - No School

August 12 - First Day of School

September 2 - Labor Day - No School

September 23-27 - Parent/Teacher Conferences - Early Dismissal

October 14-18 - Fall Recess - No School

November 8 - Pupil Free Staff Work Day - No School

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January 6 - Classes Resume

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January 27 - Lunar New Year Observed - No School

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February 17-21 - Mid Winter Recess - No School

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April 6-10 - Spring Recess - No School

May 25 - Memorial Day - No School

June 16 - Last Day of School

June 17 - Pupil Free Staff Work Day - No School

Trimester 1 : 8/12/19 - 11/15/19 = 62 days

Trimester 2 : 11/18/19 - 3/13/20 = 62 days

Trimester 3 : 3/16/20 - 6/16/20 = 61 days

Legend

- First/Last Day of School
- Holiday - No School
- Early Dismissal 1:15 pm
- School Event or Activity
- Staff Work Day



Board of Directors
December 13, 2018
AGENDA ITEM INFORMATION

Agenda Item	Funds Committee Report
Time Allotted	5 minutes
Background	The Board Funds Committee monitors and supports the school in meeting its annual fundraising goals and capital needs.
Summary	Yu Ming is currently planning its Capital Campaign for a long-term facility. Yu Ming will need to raise at least \$4 to \$5 million in equity (20%) to contribute towards the cost of a financed facility.
Type	Information and Discussion
Key Questions	What questions do Board members have about the ongoing planning process for Capital Campaign and next steps?
Attachment	Capital Campaign Update

Capital Campaign Update
Yu Ming Board Funds Committee
December 13, 2018

The focus of the Capital Campaign planning this fall has been on crafting the strategy and execution of the Campaign. This work is being led by HOS Park with the support of a capital campaign consultant. Board leadership supporting with the Capital Campaign are Sonali Nijhawan (Board lead for the Capital Campaign) and Board Chair Eric Peterson. Since the October 18 Board Meeting, prospecting of foundations and high net worth individuals has also begun. In addition, the Capital Campaign Study has been launched and is due to be completed in January. At the January 24 Board Meeting, the Board will have an opportunity to review the results of the Campaign Study to better inform planning for securing Yu Ming's facility capital needs between donations raised through the capital campaign and financing.

Head of School (HOS) Park has spearheaded this fall the development and implementation of key foundational elements of the Campaign. These elements HOS Park has put in place include: 1) hiring a professional Capital Campaign consultant to assist in planning and executing the capital campaign strategy; 2) the recruitment of individuals within the Yu Ming community to assist in leading a successful campaign as part of the campaign working group; 3) purchased and set up a donor management software system; 4) developed and initiated a Campaign Study to be completed in early January 2019; 5) started developing a donor pipeline comprised of private donors within and outside the Yu Ming Community and philanthropic organizations; 6) interviewed potential Campaign Co-Chairs from within the Yu Ming Parent community; 7) held a study session meeting of Yu Ming community members interested in supporting the campaign; and 8) allocated Yu Ming staff resources to the campaign and hired a new staff member on fellowship from local organization Education Pioneers to assist with developing the Campaign.



Board of Directors
December 13, 2018
AGENDA ITEM INFORMATION

Agenda Item	Strategic Planning Task Force Update
Time Allotted	60 minutes
Background	<p>The Strategic Planning Task Force is comprised of Principal Sue Park, Director of Strategy & Operations Cindy Liu, and Board Member Brianna Swartz. Yu Ming is in the process of creating a 2018-2023 strategic plan. Strategic Priorities have already been determined, and the details of each priority are being prepared for feedback by staff and board committees.</p>
Summary	<p>Cindy and Brianna will walk the Board through the following discussions:</p> <ol style="list-style-type: none">1. First Draft of Strategy Plan (30 min)2. Define Model Impact Exercise - discussion to narrow scope of impact model to 2-3 models for deeper exploration and research (30 min)
Type	Discussion
Key Questions	<p>What input and feedback should the task force consider as part of establishing the strategic plan? What due diligence should the task force incorporate into its work to explore impact models.</p>



Board of Directors
December 13, 2018
AGENDA ITEM INFORMATION

Agenda Item	Alcine Mumby, Board Candidate
Time Allotted	10 minutes
Background	The Board vets and approves new Board Members and ratifies Parent-Elect Board Members.
Summary	Alcine Mumby is a candidate for Board membership
Type	Discussion and Vote
Key Questions	Does the Board have any questions regarding Alcine Mumby's candidacy for the Yu Ming Board? Does the Board see that there is a need for her skill set and experience on the Board?



Board of Directors
December 13, 2018
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 2019:</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 +Pending Board approval for member's 2nd term</p>
Type	Discussion and Vote
Key Questions	Who will fill each of the four officer positions for 2019?



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 2019;

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, Joy Lee, 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 13th, 2018, and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Date: _____ By: _____

Joy Lee, Secretary



Board of Directors
December 13, 2018
AGENDA ITEM INFORMATION

Agenda Item	2018 Board Self Assessment
Time Allotted	15 minutes
Background	This fall the Board Governance committee asked YMCS Board members to participate in a self assessment. (The Board also conducted this assessment the prior two years.)
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 Board development should we focus on in 2019 in support of our five strategic priorities?