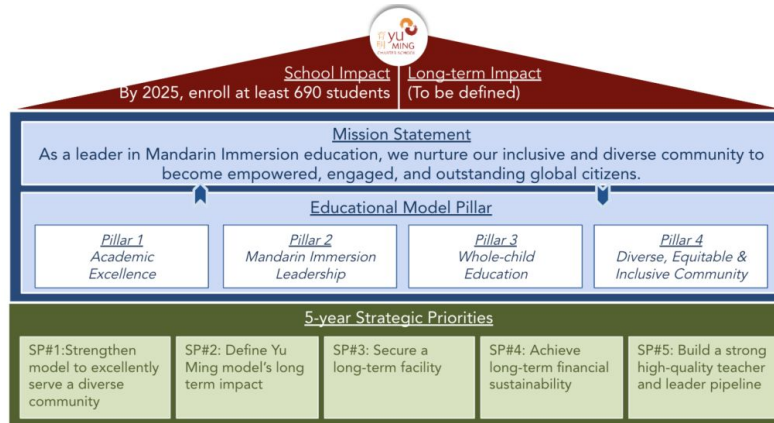




Board of Directors Meeting
Meeting Location: 675 41st St. Oakland, CA 94609
October 24, 2019, 6:00 PM

Vision & Mission

As a leader in Mandarin Immersion education, we nurture our inclusive and diverse community to become empowered, engaged, and outstanding global citizens.



- I. **Preliminary**
 - A. **CALL TO ORDER**
 - B. **ROLL CALL**
 - C. **APPROVAL OF AGENDA**
- II. **INVITATION TO THE PUBLIC TO ADDRESS THE BOARD**
- III. **CONSENT AGENDA** (10 mins)
 - A. Approve September 2019 Minutes
 - B. Approve July, August 2019 Check Registers

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

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REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

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REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

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C. Committee Descriptions for 2019-2020 School Year (Finance Committee, Facilities Committee)

IV. **ITEMS OF BUSINESS**

- A. Discussion Board on Track Training (Sue Park, Mathilde Andrejko) (30 min)
- B. Head of School Update (Sue Park, Staff) (20 mins)
 - 1. Discussion Local Indicators Report
 - 2. Discussion Follow-up on Charter Amendment Approval at ACOE Meeting
- C. Strategic Plan (Cindy Liu) (15 min)
 - 1. Discussion Strategic Plan Update
- D. Finance Committee (Jessica Norman) (20 min)
 - 1. Discussion August Financial Report
 - 2. Vote EPA Resolution for 19-20
- D. Governance Committee (Julie Mikuta/Brianna Swartz) (15 min)
 - 1. Discussion Revisit Potential Board Candidates Discussion
- E. Performance, Recruitment and Retention Committee (Julie Mikuta, Joy Lee) (30 min)
 - 1. Discussion Head of School Performance Review for 2018-2019 School Year

V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

VI. **ADJOURNMENT**

The meeting was adjourned at _____.

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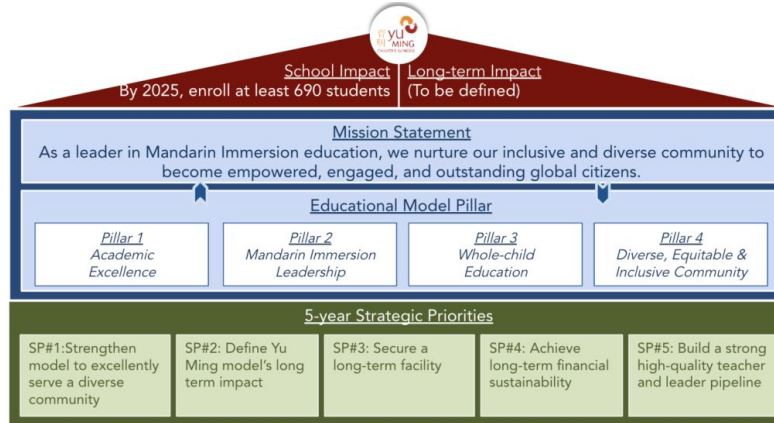
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Board of Directors Meeting
Meeting Location: 827 Broadway, Oakland CA 94607
September 15th, 2019, 12:00 PM

Vision & Mission

As a leader in Mandarin Immersion education, we nurture our inclusive and diverse community to become empowered, engaged, and outstanding global citizens.



I. Preliminary

- A. CALL TO ORDER at 12:05**
- B. ROLL CALL**

NAME	Present	Absent
Lucia Hwang	x	
Joy Lee	x	

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Ron Lewis	x	
Julie Mikuta	x	
Sonali Nijhawan	x	
Jessica Norman	x	
Brianna Swartz	x	
Alcine Mumby	x	
Reggie Lee	x	

C. APPROVAL OF AGENDA

July Check Register will be approved at October meeting - not available yet

Moved by Julie Mikuta

Seconded by Jessica Norman

Approved

II. INVITATION TO THE PUBLIC TO ADDRESS THE BOARD

III. CONSENT AGENDA (10 mins)

- A.** Approve June 2019 Minutes
- B.** Approve June, ~~July 2019~~ Check Registers
- C.** Vote on creation of new committee: Governance
- D.** Committee Chairs:
 - 1. Vote on Reggie Lee as Enrollment & Diversity Committee Chair
 - 2. Vote on Ron Lewis as Fund Development Committee Chair
 - 3. Vote on Brianna Swartz as Governance Committee Chair
 - 4. Vote on Alcine Mumby as Education Committee Chair

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Moved by Julie Mikuta
Seconded by Jessica Norman
Approved

IV. ITEMS OF BUSINESS

- A. Brown Act Training & Legislative Update - Wayne K. Strumpfer, Of Counsel, Young Minney & Corr (60 mins)

Discussion of AB1505 - likely to go into effect on 7/1/20

Highlights:

- Longer charter review time, requires District to publish findings 15 days before public hearing, require petitioner to receive equal time at hearing to present evidence/testimony
- Update to charter evaluation criteria - fiscal impact, academic needs vs financial impact, streamlined renewals for certain high-performing schools, additional petition elements
- Update to credentialing - by 6/20/25 all teachers must be certified
- Update to some elements of charter appeal process

Brown Act Refresher

- Purpose to have broad public access
- Meetings - when majority of members congregate for school business, committees need to follow as well except for advisory (not decision making) + only board members + less than quorum + not standing committee; includes emails sent from board member to a majority of board members (or text, social media, etc.), also avoid chains of meetings (or emails) with various members as a violation; okay to send emails that are administrative (e.g. for scheduling, etc.); teleconference - post agenda at all locations, identify locations in agenda/notice of meeting, all votes by roll call, each location accessible by public, public must be able to communicate with board from any location, quorum must participate from within school's jurisdiction (Alameda County)
- Notices - include brief description, can only discuss items posted ahead of time, Regular 72 hours, Special - 24 hours (publicly avail locations, teleconference locations, website on homepage)

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- Rights of Public - oral testimony, audio record/broadcast permitted, need to be able to make copies if needed (don't need to have copy there of agenda/packet)
- Closed Session - litigation, pupil discipline, personnel, real estate or labor negotiations, public security; use safe harbor agenda language; prior to session (public announcement for reason + public can comment), after (public report of actions taken in closed session and vote/abstention of each board member), confidentiality required
- Enforcement - notice of concern by county, if in violation - need to include any items in next meeting (e.g. voting items)

B. 2018-2019 Goals and 2019-2020 Goal-setting (Sue Park, Staff)(120 mins)

1. Discussion Review 2018-2019 Progress on School Goals

- i. Student Outcomes
- ii. School Climate and Culture
- iii. School Growth and Sustainability

2. Discussion Set New 2019-2020 School Goals

3. Discussion Consultancy Protocol with School Goals

- i. Student Achievement Outcomes
- ii. School Climate and Culture
- iii. School Growth & Sustainability

C. Finance Committee (Jessica Norman) (20 min)

1. Vote Unaudited Actuals Report 2018-2019

Moved by Ron Lewis

Seconded by Brianna Swartz

Approved

2. Discussion 2019-2020 School Budget Update

D. Strategic Plan (Sue Park) (15 min)

1. Discussion Strategic Plan Update

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E. Enrollment & Diversity Committee (Reggie Lee) (15 min)

1. Vote Material Revision of Charter

Moved by Lucia Hwang

Seconded by Brianna Swartz

Approved

F. Governance Committee (Juie Mikuta/Brianna Swartz) (60 min)

1. Discussion Look Back / New Goals / Meeting Schedule

Each committee head should set goals/create description/composition of committee members and establish meeting schedule by October meeting. Need to vote for members that are listed on the committee description/established members - can be flexible for committees based on attendance of non-board members.

2. Discussion of Potential Board Candidates

Populated list with potential candidates, will revisit for next meeting

3. Looking ahead: Summer Self-Evaluation

G. Board Meeting Schedule for 2019-2020 (7 min)

1. Vote on Board Meeting Schedule for 2019-2020

Meeting schedule - 10/24, 12/12, 2/27, 5/14, 6/18

Moved by Jessica Norman

Seconded by Reggie Lee

Approved

V. REVIEW OF ACTION ITEMS AND FUTURE AGENDA ITEMS

Revisit board recruitment

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Sue will follow up with info on charter amendment approval at ACOE meeting
Committee descriptions for approval
Strategic plan update
Finance committee update

VI. **ADJOURNMENT**

The meeting was adjourned at 5:22 pm.

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2019-2020 YU MING CHARTER SCHOOL FACILITIES COMMITTEE

Draft as of 10/21/2019

FACILITIES COMMITTEE DESCRIPTION

Overall Role:

The Facilities Committee supports the process of searching for, evaluating, securing, and constructing a suitable facility for the operations of the school (short term and long term).

Appointments:

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

Responsibilities:

- To provide relevant professional expertise to Yu Ming staff and consultants in securing a long-term facility.
- To help inform and engage parent community about facility plan and priorities.
- To help develop relationships with potential stakeholders, such as nearby neighbors, community members, and local/county and state officials, to garner support for Yu Ming's long-term facility plans.
- To help evaluate and communicate the tradeoffs between potential facilities; make a recommendation to the Board
- To help keep the board updated at each board meeting on progress against 2019-2020 goals
- To help lead working sessions and other meetings to discuss facility matters of urgency or requiring focused discussion, as needed.

2019-2020 FACILITY COMMITTEE ANNUAL GOALS

General

- Secure a permanent facility that supports achievement of mission and education, talent, and financial goals/stability
- Prepare strong financial and risk analysis to support Board decision-making
- Keep parents and other stakeholders informed and engaged about facility procurement and preparation
- Assure that Yu Ming's real estate options all support the school's goal of attracting and retaining a diverse student population

Goal #1: Provide professional expertise to Yu Ming staff and facility development consultants to support the securing and construction of Yu Ming's long-term facility

Goal #2: Help inform and engage Yu Ming's parent community about Yu Ming's facility plans and decisions.

Goal #3: Help foster relationships with potential stakeholders, such as nearby neighbors, community members, and local/county and state officials, to garner support for Yu Ming's facility plans.

Goal #4: Help keep the entire board updated about progress toward facility goals

FACILITIES COMMITTEE MEMBERS

The Facilities Committee is anticipated to include approximately 8 – 12 members in total, including members from key stakeholder groups (administration, faculty and parents) as well as members with relevant professional expertise in Alameda County and with schools/charter schools. Members are asked to make a commitment for at least the school year, and preferably until a site is secured and prepared, including attendance at monthly meetings. The committee will work with willing advisors where appropriate.

Preferred Expertise:

- Experience developing, designing and/or managing a school development project
- Real estate development and financing experience
- Local community knowledge, relationships and experience with Oakland, Emeryville, Berkeley and other city councils, school boards and/or planning departments
- Knowledge of charter school facility finance options
- Real estate or construction project management, vendor selection
- Parent members with relevant experience, interest and / or commitment to supporting search process
- Teacher / staff members

2019-2020 members:

Chair: Lucia Hwang

Parent public members: Matthew Sade, Tiffany Eng, Antonio Lau, Ener Chiu, Michelle Li, Victor Chu

FACILITY COMMITTEE MEETINGS (Proposed for 2017-2018)

TBD, but likely quarterly

2019-20 YU MING CHARTER SCHOOL FINANCE COMMITTEE

Final as of 10/24/2019

FINANCE COMMITTEE DESCRIPTION

Overall Role:

The Finance Committee is responsible for assuring the financial health of the Yu Ming Charter School.

Appointments:

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

Qualifications:

- Understands roles of a board trustee and the school
- Financial Literacy
- Commitment to safeguard the school and its assets

Responsibilities:

- To assure the financial good standing of Yu Ming Charter School;
- To hold Yu Ming management team accountable for fiscal operations;
- To review and analyze monthly financial reports;
- To review and understand school revenue and enrollment/ADA;
- To provide secondary approval of Yu Ming expenses above designated thresholds consistent with Yu Ming's financial policies;
- To review/approve bank accounts, review and recommend loans;
- To work with Yu Ming's financial team to generate Yu Ming's annual operating budget and five-year projections
- To assure Yu Ming complies with required financial reporting to the charter authorizer;
- To develop, where appropriate, proposed amendments or additions to the Bylaws regarding the financial oversight of Yu Ming;
- To review and update (at least annually) Fiscal Policies and Procedures according to school needs and recommendations;
- To review salary schedule for the Highest Compensated Employees;
- To support any work as needed on charter renewal

FINANCE COMMITTEE MEMBERS

The Board Development Committee is anticipated to include approximately 3-4 members. Members are asked to make a commitment for at least the school year. The committee will work with willing advisors where appropriate.

2019/20 Members:

Chair: Jessica Norman

Member: Sue Park, Head of School

Member: Brian Badillo, ExED

Member: Rudy de Walque

FY17-18 FINANCE COMMITTEE PRIORITIES

PRIORITY	RESULT
Prepare contingency 5-year budget based on an economic downturn and significant decrease in fundraising, and a 5-year budget based on strategic planning - Winter 2019.	Completed
Work with Facilities Committee to ensure both short-term and long-term facility needs are budgeted for - ongoing.	Implemented & ongoing
Grow the cash reserve and maintain at least a 20% reserve - ongoing.	Achieved for Year-end adjusted cash (24%)
Revisit teacher salaries and impact on budget - Spring 2019.	Implemented
Evaluate whether to switch to School Employee Fund instead of State Unemployment Insurance - Fall/Winter 2018.	SEF selected; implementation in process

Increase overall Board financial literacy and comfort, including trainings as needed by ExED or others - ongoing.	Financial literacy & comfort achieved & ongoing
Add another member of the Board to the Committee - based on member availability and interest.	Achieved – added non-Board member
Conduct bi-monthly meetings to review monthly financial reports and other relevant items, including the next fiscal year budget in the spring - beginning October 2018 and ongoing.	Implemented

FY19–20 FINANCE COMMITTEE ANNUAL PRIORITIES

- Prepare contingency 5-year budgets as needed based on significant decrease in fundraising and other changes in key assumptions over time.
- Work with Facilities Committee to ensure both short-term and long-term facility needs are budgeted for - ongoing.
- Grow the cash reserve (especially for purposes of new facility and growth) and maintain at least a 20% reserve - ongoing.
- Revisit teacher salaries and impact on budget - Spring 2020.
- Conduct bi-monthly meetings to review monthly financial reports and other relevant items, including the next fiscal year budget in the spring - ongoing.
- Increase Line of Credit – work with banks based on ExED recommendation – Winter/Spring 19/20.

**Yu Ming Charter School
Check Register**

From 7/1/2019 to 7/31/2019

Effective Date	Document Number	Name	Transaction Description	Transaction Amount
7/2/2019	1001304	ST. COLUMBA PARISH CHURCH	07/19: RENT	18,772.00
7/2/2019	1907022	CARDMEMBER SERVICE	05/10/19-06/09/19: CREDIT CARD PURCHASES	15,264.17
7/3/2019	1907031	SAFESAVE	06/19: PROCESSING SERVICE FEE	42.92
7/8/2019	1001305	SACRED HEART CHURCH	07/19: RENT	21,534.00
7/8/2019	1001306	SAVE A LOT SOLAR	06/19: PROP 39 SOLAR PV INSTALLATION -PROJECT COMPLETION	26,200.00
7/8/2019	1907081	AT&T	05/14/19-06/13/19: PHONE (960 761 3474 555 8)	1,665.03
7/12/2019	1907122	CARDMEMBER SERVICE	06/10/19-07/09/19: CREDIT CARD PURCHASES	103,351.67
7/15/2019	1907151	PG&E	05/17/19-06/17/19: GAS & ELECTRIC (2086434523-4)	138.66
7/16/2019	1907161	PG&E	05/18/19-06/18/19: GAS & ELECTRIC (3514922506-8)	175.77
7/19/2019	1907191	AT&T	06/26/19-06/30/19: PHONE (510 923-6171 284 2)	58.00
7/19/2019		AT&T	07/01/19-07/25/19: PHONE (510 923-6171 284 2)	289.89
7/22/2019	1001307	HANNAH ACEVEDO	06/19: BEHAVIORAL CONSULTANT	1,050.00
7/22/2019	1001308	A PLUS CHARTER CONSULTING, INC.	07/19-06/20: LCAP COMPLETION	2,000.00
7/22/2019	1001309	BAY ALARM COMPANY	07/19: LATE CHARGE	462.21
7/22/2019	1001310	BAY ALARM COMPANY	07/19: LATE CHARGE	728.72
7/22/2019	1001311	BAY ALARM COMPANY	07/01/19-10/01/19: CLOSED CIRCUIT TV (20076220)	248.63
7/22/2019	1001312	BAY ALARM COMPANY	07/01/19-10/01/19: ACCESS CONTROL & INTERCOM (20076320)	99.45
7/22/2019	1001313	BAY ALARM COMPANY	07/19: LATE FEE	1,411.13
7/22/2019	1001314	BAY ALARM COMPANY	06/19: LATE CHARGES	613.53
7/22/2019	1001315	CALIFORNIA WASTE SOLUTIONS	07/19-09/19: RECYCLING SERVICES	384.00
7/22/2019	1001316	CHARTERSAFE	2019-2020: 25% DEPOSIT WORKERS COMPENSATION	15,669.00
7/22/2019	1001317	STEVE CHEN	REIM: DECORATIONS, POST CARDS, RAFFLE PRIZES, BANNER & OTHER	3,736.31
7/22/2019	1001318	CIT	07/19: PHONE SYSTEM	288.06
7/22/2019	1001319	CITY OF OAKLAND FALSE ALARM REDUCTION PROGRAM	07/19: ALARM PERMIT RENEWAL	35.00
7/22/2019	1001320	CO POWER	08/19: DENTAL INSURANCE PREMIUM	1,624.30
7/22/2019	1001321	DURHAM SCHOOL SERVICES	05/19: FIELD TRIP TRANSPORTATION	643.06
7/22/2019		DURHAM SCHOOL SERVICES	06/19: FIELD TRIP TRANSPORTATION	413.87
7/22/2019	1001322	EBMUD PAYMENT CENTER	05/09/19-06/30/19: WATER & WASTE MANAGEMENT (46806939020)	605.61
7/22/2019	1001323	CHRISTINA EDWARDS	REIM: LUNCH FOR ECP STAFF	63.29
7/22/2019	1001324	DAWN WILLIAMS FERREIRA	03/19: SPANISH CLASS CONSULTANT	375.00
7/22/2019		DAWN WILLIAMS FERREIRA	04/19: SPANISH CLASS CONSULTANT	525.00
7/22/2019		DAWN WILLIAMS FERREIRA	05/19: SPANISH CLASS CONSULTANT	675.00
7/22/2019		DAWN WILLIAMS FERREIRA	06/19: SPANISH CLASS CONSULTANT	225.00
7/22/2019	1001325	LAW OFFICES OF YOUNG, MINNEY & CORR, LLP.	06/19: LEGAL SERVICES	1,337.12
7/22/2019	1001326	ANTONIO MUSCARDIN	06/19: GARDEN CLEANUP	600.00
7/22/2019		ANTONIO MUSCARDIN	06/19: GARDEN CLEANUP	4,000.00
7/22/2019	1001327	CYNTHIA NGUY	REIM: POSTAGE	98.82
7/22/2019	1001328	OFFICE DEPOT	06/19: STICKERS	3.17
7/22/2019		OFFICE DEPOT	06/19: ENVELOPES	22.16
7/22/2019		OFFICE DEPOT	06/19: COPY PAPER & ENVELOPES	79.47
7/22/2019	1001329	PANORAMA EDUCATION	07/19: PLATFORM LICENSE FEE	3,600.00
7/22/2019	1001330	POWERSCHOOL GROUP, LLC.	07/01/20-7/27/20: HOSTING & SUBSCRIPTION	4,472.74
7/22/2019	1001331	ROSS RECREATION EQUIPMENT, INC	07/19: DEMOLITION & GROUND CLEAN UP	5,067.00
7/22/2019	1001332	SHAMROCK OFFICE SOLUTIONS	06/19: SHIPPING FOR TONER	11.47
7/22/2019	1001333	YUE SHAO	REIM: TEACHER'S EXPERIENCE EVENT	318.00
7/22/2019	1001334	KATI SKULSKI, M.S. CCC-SLP	06/19: SLP SERVICES	2,820.00
7/22/2019	1001335	STARLINE SUPPLY COMPANY	07/19: PAPER TOWELS & TOILET PAPERS	138.46
7/22/2019	1001336	ST. COLUMBA PARISH CHURCH	08/19: RENT	18,772.00
7/22/2019	1001337	U.S. BANK EQUIPMENT FINANCE	07/01/19-08/01/19: COPIER LEASE	2,145.58
7/22/2019	1001338	WHETSTONE EDUCATION	07/19-06/20: WHETSTONE PLATFORM USER LICENSES	2,600.00
7/22/2019	1545	NO MORE DIRT, INC.	07/19: 10% DEPOSIT TO SUMMER CLEANING PROJECT	850.00
7/23/2019	1001339	SACRED HEART CHURCH	08/19: RENT	21,534.00
7/24/2019	1546	CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING)	07/19: TEACHING CREDENTIALS	100.00
7/24/2019	1547	CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING)	07/19: TEACHING CREDENTIALS	100.00
7/25/2019	1548	HIRAM JAMISON	07/19: SUMMER STIPEND	2,099.07
7/31/2019	1001340	ALAMEDA COUNTY OFFICE OF EDUCATION	07/19: STRS	12,893.55
7/31/2019	1001341	BETTER CHINESE, LLC.	06/19: DIGITAL EDUCATIONAL EBOOKS	4,188.62
7/31/2019	1001342	CHARTERSAFE	08/19: WORKERS COMPENSATION	5,223.00
7/31/2019	1001343	CHINA SPROUT, INC.	07/19: CHINESE BILINGUAL BOOKS	1,543.33
7/31/2019	1001344	FESS ENERGY, INC.	06/19: LIGHTING RETROFIT	48,712.56
7/31/2019	1001345	HENRY C. LEVY, TAX COLLECTOR, ALAMEDA COUNTY	2019-2020: PROPERTY TAXES (00-351987-00-002-19-00-00)	497.30
7/31/2019	1001346	HENRY C. LEVY, TAX COLLECTOR, ALAMEDA COUNTY	2019-2020: PROPERTY TAXES (02-351987-003-19-00-00)	118.45
7/31/2019	1001347	PHILLIP HON	REIM: LIVESCAN	52.00
7/31/2019	1001348	EUNHYE KIM	07/19: REFUND FOR SUMMER BOOST	100.00
7/31/2019	1001349	DANNY LAU	REIM: DOOR STOPS, RUG SHAMPOO, DUCT TAPE & CABLE TIES	94.26
7/31/2019	1001350	DEXIN LIU	REIM: TARP & ROPE	128.83
7/31/2019	1001351	YITING WANG	REIM: OFFICE SUPPLIES	440.14
Total 9120 - Cash in Bank - Operating				364,129.38

Yu Ming Charter School
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From 7/1/2019 to 7/31/2019

Effective Date	Document Number	Name	Transaction Description	Transaction Amount
Report Total				364,129.38

**Yu Ming Charter School
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From 8/1/2019 to 8/31/2019

Effective Date	Document Number	Name	Transaction Description	Transaction Amount
8/4/2019	1001158	PING-GE WU	REIM: PLASTIC EGGS, FRUITS	(17.29)
8/5/2019	1001352	MEGAN CHEN	REIM: MEALTIME-STUDENT REFUND	66.25
8/5/2019	1001353	EBMUD PAYMENT CENTER	05/13/19-07/10/19: WATER & WASTE MANAGEMENT (42099745569)	525.19
8/5/2019		EBMUD PAYMENT CENTER	05/13/19-06/30/19: WATER & WASTE MANAGEMENT (61360013774)	258.56
8/5/2019	1001354	EXED	07/19: CALPADS & SIS SUPPORT SERVICES	10,193.00
8/5/2019	1001355	FAGEN, FRIEDMAN & FULFROST, LLP	05/19: LEGAL SERVICES	5,093.50
8/5/2019		FAGEN, FRIEDMAN & FULFROST, LLP	06/19: LEGAL SERVICES	379.72
8/5/2019	1001356	HENRY C. LEVY, TAX COLLECTOR, ALAMEDA COUNTY	2019-2020: PROPERTY TAXES (00-351987-00-000-19-00-00)	716.69
8/5/2019	1001357	HENRY C. LEVY, TAX COLLECTOR, ALAMEDA COUNTY	2019-2020: PROPERTY TAXES (02-351987-00-001-19-00-00)	348.15
8/5/2019	1001358	ERIC HUELLENHAUS	REIM: FINGERPRINT	161.30
8/5/2019	1001359	RUOXI JIN	REIM: FINGERPRINT	68.00
8/5/2019	1001360	XUETING LU	REIM: FINGERPRINTING	59.00
8/5/2019	1001361	ANTONIO MUSCARDIN	07/19: PICK UP & DELIVERY OF PARTITIONS	350.00
8/5/2019	1001362	ANTHONY SALGUERO	REIM: FOOD FOR KABOOM PLAYGROUND BUILD DAY	383.21
8/5/2019	1001363	SHAMROCK OFFICE SOLUTIONS	06/19: SHIPPING FOR TONER	11.47
8/5/2019	1001364	WEI SONG	REIM: HOLE PUNCH, LAMINATING POUCH & OTHER SUPPLIES	141.21
8/5/2019	1001365	TINA WANG	REIM: MEALTIME-STUDENT REFUND	37.00
8/5/2019	1908051	STRIPE	08/19: CREDIT CARD FEE	5.04
8/6/2019	1908061	AT&T	06/14/19-07/13/19: PHONE (960 761 3474 555 8)	1,652.31
8/6/2019	1908062	PG&E	05/17/19-06/17/19: GAS & ELECTRIC (3514922506-8)	724.82
8/13/2019	1001366	LIYA CAO	REIM: FINGERPRINT	55.00
8/13/2019	1001367	CHRISTY WHITE	2018-2019: CHARTER SCHOOL AUDIT- FIRST PROGRESS BILL	3,487.50
8/13/2019	1001368	CIT	08/19: PHONE SYSTEM	288.06
8/13/2019	1001369	TING TING FANG	REIM: FINGERPRINT	339.09
8/13/2019	1001370	ILLUMINATE EDUCATION, INC.	07/01/19-06/30/20: STUDENT ASSESSMENT MANAGEMENT SYSTEMS	4,484.25
8/13/2019	1001371	KAISER FOUNDATION HEALTH PLAN	08/19: HEALTH INSURANCE PREMIUMS FROM 05/26/19-06/25/19	13,828.86
8/13/2019	1001372	DANNY LAU	REIM: WHITE VINEGAR FOR CLEANING	4.99
8/13/2019	1001373	LAW OFFICES OF YOUNG, MINNEY & CORR, LLP.	07/19: LEGAL SERVICES	1,003.20
8/13/2019	1001374	WANGQI LIU	REIM: FINGERPRINT	56.50
8/13/2019	1001375	ANNE SOPHIE LOEWENBERG	REIM: FINGERPRINT	55.00
8/13/2019	1001376	TERESA LUCAN	REIM: SHELVES	447.87
8/13/2019	1001377	ANTONIO MUSCARDIN	07/19: GARDEN CLEANUP	600.00
8/13/2019	1001378	NO MORE DIRT, INC.	07/19: BALANCE TO SUMMER CLEANING PROJECT	7,650.00
8/13/2019	1001379	SHAMROCK OFFICE SOLUTIONS	07/19: SHIPPING FOR TONER	11.47
8/13/2019		SHAMROCK OFFICE SOLUTIONS	08/19: SHIPPING FOR TONER	11.47
8/13/2019	1001380	DIANA LEE SONNE	06/19-07/19: BRANDING & COLLATERAL SUPPORT	168.75
8/13/2019	1001381	YU-SHUAN TARANGO-SHO	REIM: FOOD FOR AFFINITY GROUP MEETING	105.58
8/13/2019	1001382	WASTE MANAGEMENT OF ALAMEDA COUNTY	08/19: TRASH SERVICES (22-37506-73000)	1,922.71
8/13/2019		WASTE MANAGEMENT OF ALAMEDA COUNTY	07/19: TRASH SERVICES (22-37275-23000)	1,174.20
8/13/2019	1001383	YUEWU WEN	REIM: FLIGHT FOR TRAINING	217.16
8/13/2019	1001384	JING YANG	REIM: FINGERPRINT	62.00
8/13/2019	1908131	PG&E	06/18/19-07/17/19: GAS & ELECTRIC (2086434523-4)	118.39
8/16/2019	1549	EMPLOYEE	08/19: PAYROLL	193.79
8/16/2019	1550	EMPLOYEE	08/19: PAYROLL	358.32
8/16/2019	1908161	PG&E	06/18/19-07/18/19: GAS & ELECTRIC (3514922506-8)	653.25
8/19/2019	1001371	KAISER FOUNDATION HEALTH PLAN	08/19: HEALTH INSURANCE PREMIUMS FROM 05/26/19-06/25/19	(13,828.86)
8/19/2019	1001385	KAISER FOUNDATION HEALTH PLAN	08/19: HEALTH INSURANCE PREMIUMS FROM 05/26/19-06/25/19	13,828.86
8/20/2019	1000637	SHARON LEONG	REIM: BOOKS	(537.45)
8/20/2019	1001386	HEATHER COLLINS, LCSW	07/09/19-08/09/19: PSYCHOTHERAPY SERVICE	540.00
8/20/2019	1001387	MELLISA JEW	REIM: LAP TRAY & OTHER CLASSROOM MATERIALS	1,832.57
8/20/2019	1001388	ANDREA JOHNSON	08/27/18-11/01/18: CROSS COUNTRY COACHING	855.00
8/20/2019	1001389	LEVEL CHINESE LLC	07/01/20-08/22/20: READING FOUNDATION SUBSCRIPTIONS	14,970.00
8/20/2019	1001390	DEXIN LIU	REIM: DOOR MATERIAL	902.37
8/20/2019	1001391	LPG LIVE SCAN	07/19: FINGERPRINTS	487.00
8/20/2019	1001392	GREG NICHOLS	REIM: SPEAKERS & WIRES	742.68
8/20/2019	1001393	NO MORE DIRT, INC.	08/19: CLASSROOM & OFFICE CARPET SHAMPOOING	350.00
8/20/2019	1001394	SACRED HEART CHURCH	09/19: RENT	27,276.00
8/20/2019	1001395	STARLINE SUPPLY COMPANY	08/19: GLOVES, TRASH LINERS, BATH TISSUE, SOAP & TOWELS	323.01
8/20/2019	1001396	ST. COLUMBA PARISH CHURCH	09/19: RENT	18,772.00
8/20/2019	1001397	TEACHERS ON RESERVE	05/19: SUBSTITUTE TEACHERS	154.16
8/20/2019	1001398	XINYI XU	REIM: TRANSPORTATION	262.66
8/20/2019	1001399	SHARON LEONG	REIM: BOOKS	537.45
8/20/2019	1908201	AT&T	07/26/19-08/25/19: PHONE (510 923-6171 284 2)	350.19
8/26/2019	1001400	CHARTERSAFE	2018-2019: WORKERS COMPENSATION AUDIT	9,345.40
8/26/2019	1001401	FRIENDS OF SUTTER'S FORT	2019-2020: DEPOSIT TO ENVIRONMENTAL LIVING PROGRAM TRAINING	150.00
8/26/2019	1001402	ERIC HUELLENHAUS	REIM: NUT, BOLTS, WASHER & OTHER SUPPLIES FOR PE REPAIR	88.82

**Yu Ming Charter School
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From 8/1/2019 to 8/31/2019

Effective Date	Document Number	Name	Transaction Description	Transaction Amount
8/26/2019	1001403	KAISER FOUNDATION HEALTH PLAN	09/19: HEALTH INSURANCE PREMIUMS FROM 06/26/19-07/25/19	3,109.93
8/26/2019	1001404	DANNY LAU	REIM: HARDWARE TO FIX WINDOW	63.61
8/26/2019	1001405	PATRICIA LOW	REIM: FLEXIBLE SEATING & CUSHIONS, BALANCE BALLS & MAILBOXES	207.29
8/26/2019	1001406	OFFICE DEPOT	08/19: EASEL, PAPERS, SCISSORS, DESK PAD	406.41
8/26/2019		OFFICE DEPOT	08/19: PAPER, TAPE, POST-IT NOTES, EASEL, SCISSORS	318.55
8/26/2019	1001407	JENNIFER SUEN	REIM: LAMINATING SUPPLIES, STORAGE UNITS, BOOK BINS & OTHER	499.61
8/26/2019	1001408	SWING EDUCATION, INC.	06/19: SUBSTITUTE TEACHERS	62.54
8/26/2019		SWING EDUCATION, INC.	06/19: SUBSTITUTE TEACHERS	328.13
8/26/2019		SWING EDUCATION, INC.	06/19: SUBSTITUTE TEACHERS	218.75
8/26/2019		SWING EDUCATION, INC.	08/19: SUBSTITUTE TEACHER PREPAYMENT	1,500.00
8/26/2019	1001409	XINYI XU	REIM: STAFF MEETING BREAKFAST	443.79
8/29/2019	1551	DEBBIE MEYER	2019-2020: ANNUAL LEAGUE DUES	325.00
8/30/2019	1001410	ALAMEDA COUNTY OFFICE OF EDUCATION	08/19: STRS	54,007.88
8/30/2019	1001411	EXED	08/19: MANAGEMENT CONTRACT FEE	10,059.67
Total 9120 - Cash in Bank - Operating				207,407.56
Report Total				207,407.56



**FALL 2019 CA DASHBOARD
LOCAL INDICATORS REPORT FOR THE
YU MING CHARTER SCHOOL's
GOVERNING BOARD
October 24, 2019**

All LEAs are required to complete, submit and present as an information item in a publicly scheduled governing board meeting the following 5 Local Indicators (Priority 1, 2, 3, 6, & 7) for the LEA's CA Dashboard.

This document includes **Yu Ming Charter School's** Local Indicators Self-Reflection Report for the Fall 2019 CA Dashboard Local Indicators submission.

PRIORITY 1: Basics – Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, & Safe, Clean and Functional School Facilities

Standard: Local educational agency annually measures its progress in meeting the Williams settlement requirements at 100% at all of its school sites, as applicable, and promptly addresses any complaints or other deficiencies identified throughout the academic year, as applicable; and provides information annually on progress meeting this standard to its local governing board and to stakeholders and the public through the California School Dashboard (Dashboard).

Instructions: Local educational agency uses locally available information, including data currently reported through the School Accountability Report Card, and determines whether it report the results to its local governing board and through the self-reflection tool below. In the future, this information will be auto-populated within the Dashboard for local educational agencies that use the California Department of Education's School Accountability Report Card template. Currently, all local educational agencies will need to provide the following information:

Findings reported:

1. Number/percentage of misassignments of teachers of English Learners, total teacher misassignments and vacant teacher positions: **0**
2. Number/percentage of students without access to their own copies of standards-aligned instructional materials for use at school and at home: **0**
3. Number of identified instances where facilities do not meet the "good repair" standard (including deficiencies and extreme deficiencies): **0**

NARRATIVE:

N/A

PRIORITY 2: Reflection Tool for Recently Adopted Academic State Standards and/or Curriculum Frameworks

LEAs are required to rate each of the following using the following Rating Scale (lowest to highest):

- 1 - Exploration and Research Phase
- 2 - Beginning Development
- 3 – Initial Implementation
- 4 - Full Implementation
- 5 - Full Implementation and Sustainability

Yu Ming Charter School selected Option 2 Reflection Tool:

1. Rate the LEA's progress in providing professional learning for teaching to the recently adopted academic standards and/or curriculum frameworks identified below.

Academic Standards	1	2	3	4	5
ELA – Common Core State Standards for ELA				X	
ELD (Aligned to ELA Standards)			X		
Mathematics – Common Core State Standards for Mathematics				X	
Next Generation Science Standards			X		
History-Social Science			X		

2. Rate the LEA's progress in making instructional materials that are aligned to the recently adopted academic standards and/or curriculum frameworks identified below available in all classrooms where the subject is taught.

Academic Standards	1	2	3	4	5
ELA – Common Core State Standards for ELA				X	
ELD (Aligned to ELA Standards)			X		
Mathematics – Common Core State Standards for Mathematics					X

Academic Standards	1	2	3	4	5
Next Generation Science Standards			X		
History-Social Science			X		

3. Rate the LEA's progress in implementing policies or programs to support staff in identifying areas where they can improve in delivering instruction aligned to the recently adopted academic standards and/or curriculum frameworks identified below (e.g., collaborative time, focused classroom walkthroughs, teacher pairing)

Academic Standards	1	2	3	4	5
ELA – Common Core State Standards for ELA				X	
ELD (Aligned to ELA Standards)			X		
Mathematics – Common Core State Standards for Mathematics				X	
Next Generation Science Standards			X		
History-Social Science			X		

OTHER ADOPTED ACADEMIC STANDARDS

4. Rate the LEA's progress implementing each of the following academic standards adopted by the State Board of Education for all students.

Academic Standards	1	2	3	4	5
Career Technical Education	NOT APPLICABLE				
Health Education Content Standards			X		
Physical Education Model Content Standards			X		
Visual & Performing Arts				X	
World Language					X

NOTE: Career Technical Education does not apply to Yu Ming Charter School based on its educational program outlined in the school's charter petition and it serves grades K-8. However, our school has implemented CA Health Education Initiative with the CA Healthy Youth Act.

SUPPORT FOR TEACHERS & ADMINISTRATORS

5. Rate the LEA's success at engaging in the following activities with teachers and school administrators during the prior school year (including the summer preceding the prior school year).

Activities	1	2	3	4	5
Identifying the professional learning needs of groups of teachers or staff as a whole				X	
Identifying the professional learning needs of individual teachers				X	
Providing support for teachers on the standards they have not yet mastered			X		

Optional Narrative (Limited to 1,500 characters)

6. Provide any additional information in the text box provided in the Dashboard that the LEA believes is relevant to understanding its progress implementing the academic standards adopted by the state board.

NOT APPLICABLE

PRIORITY 3: Parent & Family Engagement Self Reflection Tool

This self-reflection tool is organized into three sections. Each section includes promising practices in family engagement:

1. Building Relationships between School Staff and Families
2. Building Partnerships for Student Outcomes
3. Seeking Input for Decision-making

LEAs use this self-reflection tool to reflect on its progress, successes, needs and areas of growth in family engagement policies, programs, and practices. This tool will enable an LEA to engage in continuous improvement and determine next steps to make improvements in the areas identified.

The results of the process should be used to inform the LCAP and the development process, to assess prior year goals, actions and services as well as to plan or modify future goals, actions, and services in the LCAP.

For each statement in the table below:

1. Identify the diverse stakeholders that need to participate in the self-reflection process in order to ensure input from all groups of families, staff and students in the LEA, including families of unduplicated students and families of individuals with exceptional needs as well as families of underrepresented students.
2. Engage stakeholders in determining what data and information will be considered to complete the self-reflection tool. LEAs should consider how the practices apply to families of all student groups, including families of unduplicated students and families of individuals with exceptional needs as well as families of underrepresented students.
3. Based on the analysis of data, identify the number which best indicates the LEA's current stage of implementation for each practice using the following rating scale (lowest to highest):
 - 1 – Exploration and Research Phase
 - 2 – Beginning Development
 - 3 – Initial Implementation
 - 4 – Full Implementation
 - 5 – Full Implementation and Sustainability
4. Write a brief response to the prompts following each of the three sections.
5. Use the information from the self-reflection process to inform the LCAP and the LCAP development process, as well as the development of other school and district plans.

Building Relationships

Rating Scale (lowest to highest): 1 – Exploration and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability

Building Relationships	1	2	3	4	5
1. Rate the LEA's progress in developing the capacity of staff (i.e. administrators, teachers, and classified staff) to build trusting and respectful relationships with families.					X
2. Rate the LEA's progress in creating welcoming environments for all families in the community.				X	
3. Rate the LEA's progress in supporting staff to learn about each family's strengths, cultures, languages, and goals for their children.					X
4. Rate the LEA's progress in developing multiple opportunities for the LEA and school sites to engage in 2-way communication between families and educators using language that is understandable and accessible to families.				X	

Dashboard Narrative Box (Limited to 3,000 characters): Briefly describe the LEA's current strengths and progress in this area, and identify a focus area for improvement, including how the LEA will improve the engagement of underrepresented families.

In the area of Building Relationships, Yu Ming Charter School provides its entire staff professional learning on equity and diversity that takes place multiple times a year. The professional learning has served to build capacity among our staff on building trusting and respectful relationships with families. Our school strives to provide a welcoming environment for all families in the community.

Our school continues to develop multiple opportunities to engage in 2-way communication between families and educators using language that is understandable and accessible to families. Our Family Liaison sole purpose is to outreach, build relationships, and provide necessary resources to underrepresented families to support their child's academic success. A focus area for improvement includes providing consistent translations in multiple languages for all key communications to ensure improved access for all families.

Building Partnerships for Student Outcomes

Rating Scale (lowest to highest): 1 – Exploration and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability

Building Partnerships	1	2	3	4	5
5. Rate the LEA's progress in providing professional learning and support to teachers and principals to improve a school's capacity to partner with families.					X
6. Rate the LEA's progress in providing families with information and resources to support student learning and development in the home.					X
7. Rate the LEA's progress in implementing policies or programs for teachers to meet with families and students to discuss student progress and ways to work together to support improved student outcomes.					X
8. Rate the LEA's progress in supporting families to understand and exercise their legal rights and advocate for their own students and all students.				X	

Dashboard Narrative Box (Limited to 3,000 characters): Briefly describe the LEA's current strengths and progress in this area, and identify a focus area for improvement, including how the LEA will improve the engagement of underrepresented families.

Yu Ming Charter School continuously Builds Partnerships with families that positively impacts student outcomes. Our school provides professional learning and support to teachers and the Principals to improve the school's capacity to partner with families including coaching on communication and how to support the needs of all students. Yu Ming's Family Support Organization (FSO), partners with the school throughout the year to implement initiatives that support our families. The FSO also hosts a family engagement event that focuses on how families can provide Mandarin support to their children. In addition, during student-led conferences, students provide their families with information and resources that support student learning and development in the home.

A focus area for improvement is to continue to support families to understand and exercise their legal rights and advocate for their own child.

Seeking Input for Decision Making

Rating Scale (lowest to highest): 1 – Exploration and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability

Seeking Input	1	2	3	4	5
9. Rate the LEA's progress in building the capacity of and supporting principals and staff to effectively engage families in advisory groups and with decision-making.					X
10. Rate the LEA's progress in building the capacity of and supporting family members to effectively engage in advisory groups and decision-making.					X
11. Rate the LEA's progress in providing all families with opportunities to provide input on policies and programs, and implementing strategies to reach and seek input from any underrepresented groups in the school community.					X
12. Rate the LEA's progress in providing opportunities to have families, teachers, principals, and district administrators work together to plan, design, implement and evaluate family engagement activities at school and district levels.					X

Dashboard Narrative Box (Limited to 3,000 characters): Briefly describe the LEA's current strengths and progress in this area, and identify a focus area for improvement, including how the LEA will improve the engagement of underrepresented families.

Yu Ming Charter School seeks input from families for decision-making through the Family Support Organization (FSO) Council, Family Support Organization, Equity Design Team, and English Language Advisory Committee (ELAC), serving on the Governing Board, annual parent survey and input in the annual update and development of the school's LCAP. These decision-making bodies provide families with opportunities to provide input on policies and programs, as well as seek input from underrepresented groups in the school community.

A focus area for improvement is to continue to implement strategies to reach and seek input from any underrepresented groups in the school community; and evaluate family engagement activities and feedback.

PRIORITY 6: School Climate

Standard: Local educational agency administers a local climate survey at least every other year that provides a valid measure of perceptions of school safety and connectedness, such as the California Healthy Kids Survey, to students in at least one grade within the grade span(s) that the local educational agency serves (e.g., K-5, 6-8, 9-12), and reports the results to its local governing board at a regularly scheduled meeting of the local governing board and to stakeholders and the public through the evaluation rubrics.

INSTRUCTIONS:

Evidence: The LEA administers a survey, as specified, and reports the results to its local governing board and through the local data selection option in the Dashboard.

Local educational agencies (LEAs) will provide a narrative summary of the local administration and analysis of a local climate survey that captures a valid measure of student perceptions of school safety and connectedness in at least one grade within the grade span (e.g., K–5, 6–8, 9–12) in a text box provided in the California School Dashboard. LEAs will have an opportunity to include differences among student groups, and for surveys that provide an overall score, such as the California Healthy Kids Survey, report the overall score for all students and student groups. This summary may also include an analysis of a subset of specific items on a local survey and additional data collection tools that are particularly relevant to school conditions and climate. The following are suggested guiding questions to help frame the narrative summary:

1. **DATA:** Reflect on the key learnings from the survey results and share what the LEA learned.
2. **MEANING:** What do the disaggregated results (if applicable) of the survey and other data collection methods reveal about schools in the LEA, such as areas of strength or growth, challenges, and barriers?
3. **USE:** What revisions, decisions, or actions have, or will, the LEA implement in response to the results for continuous improvement purposes? Why? If you have already implemented actions, did you see the results you were seeking?

Findings reported:

PARTICIPATION RATE:

Yu Ming Charter School administered the Panorama Student Survey, a research-based student survey in order measure various aspects of student experiences, including student perceptions of school safety and connectedness that also serves as a universal screener for social-emotional learning.

SURVEY FINDINGS:

2018-19: Participation Rate: 100% (52 respondents in Grade 5)

Sense of Belonging (School Connectedness)- Panorama Survey

- 62% feel close to people at school most/all of the time.
- 73% are happy to be at this school most/all of the time.
- 65% feel they are part of this school most/all of the time.

School Safety/Climate of Academic Learning – Panorama Survey

- 56% feel safe at school most/all of the time.
- 77% stated that other kids do not tease them about their body image.
- 79% stated teachers give students opportunities to take part in classroom discussions or activities most/all of the time.
- 75% stated that adults at the school encourage them to work hard in order to be successful most/all of the time.

2018-19: Participation Rate: 92% (83 respondents in Grades 6-8)

Sense of Belonging (School Connectedness)- Panorama Survey

- 66% feel close to people at school most/all of the time.
- 49% are happy to be at this school most/all of the time.
- 53% feel they are part of this school most/all of the time.

School Safety/Climate of Academic Learning – Panorama Survey

- 60% feel safe at school most/all of the time.
- 65% stated that other kids have not teased them about their body image or how they speak.
- 48% stated that the adults at the school encourage them to work hard in order to be successful in college or the job they choose most/all of the time.
- 74% stated teachers give students opportunities to take part in classroom discussions or activities most/all of the time.

The School Directors and school staff will continue to work to improve student connectedness, school climate and maintain high student survey participation rates as outlined in the school's LCAP.

The School Directors will research whether to continue with Panorama Survey or another evidence-based survey for the Spring 2020 student survey, in order to effectively gather data on student perceptions of school safety and connectedness as required by Priority 3 Local Indicators.

PRIORITY 7: Access to a Broad Course of Study

Standard: Local educational agencies (LEAs) annually measure their progress in the extent to which students have access to, and are enrolled in, a broad course of study that includes the adopted courses of study specified in the California Education Code for Grades 1-6 and Grades 7-12, as applicable, including the programs and services developed and provided to unduplicated students and individuals with exceptional needs, and report the results to their local governing board at regularly scheduled meetings of the local governing board and to stakeholders and the public through the Dashboard.

INSTRUCTIONS: LEAs provide a narrative summary of the extent to which all students have access to and are enrolled in a broad course of study by addressing, at a minimum, the following four prompts:

- 1. Briefly identify the locally selected measures or tools that the LEA is using to track the extent to which all students have access to, and are enrolled in, a broad course of study, based on grade spans, unduplicated student groups, and individuals with exceptional needs served.**

Yu-Ming Charter School is a direct-funded, dual-immersion charter school located in Oakland serving approximately 447 students in grades K-8. Student demographics include: 47% Asian, 34% 2+ Races, 8% White, 6% African American, 5% Hispanic, 2 of which, 6% are Students with Disabilities, 7% English Language Learners (ELL), and 15% Socio-economically Disadvantaged.

Yu Ming follows a full-immersion dual-language model of instruction. In Kindergarten to Grade 2, 90% of instruction is in Mandarin Chinese and 10% is in English. The mix changes to 70% Mandarin Chinese and 30% English in grades 3 and 4. Grades 5 and 6 have a 50-50 split in Mandarin Chinese and English. Students in grades 7 and 8 have the option of maintaining the even split or changing to a 30/70 Mandarin Chinese/English mix.

Yu Ming students are continuously building background knowledge and oracy. In addition, Yu Ming has adapted the Reading and Writing Workshop model to implement a challenging and rigorous immersion-balanced literacy program in which students have numerous opportunities to demonstrate all three modes of communication: interpersonal, interpretive, and presentation. Yu Ming's Kindergarten program focuses on oral proficiency within a developmentally appropriate early-literacy program. In both English and Chinese classrooms, the school has developed a leveled reading system supplemented by a leveled online reading platform. Yu Ming has also built a vertically articulated grade level writing system with a common framework to model writing, guide practice, and support all students.

We strive to nurture our students to excellence to become global citizens and the leaders of tomorrow who use their education to make a positive difference in the world. Our school design, centered on data-driven academic excellence, includes personalized, project-based, social emotional, and language immersion learning to create self-directed, passionate, and connected learners.

Yu Ming Charter School provides all students with access to a broad course of study in alignment with Ed Code 51210 (where applicable) based on the nature of Yu Ming Charter School's educational program.

Yu Ming Charter School uses the following locally selected tools to track the extent to which all students have access to, and are enrolled in, a broad course of study, based on grade spans, unduplicated student groups and individuals with exceptional needs which include: master schedule, student course schedule (semester), report cards, student schedules, transcript analysis, and parent/conference reports. In addition, this will be verified by the School Directors during classroom observations and ensure classroom schedules are being followed.

2. Using the locally selected measures or tools, summarize the extent to which all students have access to, and are enrolled in, a broad course of study. The summary should identify any differences across school sites and student groups in access to, and enrollment in, a broad course of study. LEAs may describe progress over time in the extent to which all students have access to, and are enrolled in, a broad course of study.

An analysis of the measures listed above demonstrates that 100% of the students, including unduplicated groups and students with exceptional needs, have access to a broad course of study. At Yu Ming Charter School, all students have access to and are enrolled in ELA, mathematics, science, social studies, and physical education. In addition, students have access to and are enrolled in the following according to grade level:

- K-8 (ES/MS): Visual & Performing Arts, Choral & Instrumental Music, Physical Education
- Grade 5: Design Lab
- Grades 6-8 (MS): Design Lab; Journalism (Chinese); Contemporary China (Chinese); Spanish, Musical Instruments, Yearbook, Coding, Art, Student-led Inquiry (English & Chinese)
- Grades 3, 5: Enrichment Instructors (Art, Music, P.E.)

There are no differences to accessibility to courses, across all student groups, including unduplicated students and Students with Disabilities at Yu Ming Charter School.

- 3. Given the results of the tool or locally selected measures, identify the barriers preventing the LEA from providing access to a broad course of study for all students.**

Currently 100% of the students have access to a broad course of study and Yu Ming Charter School will continue to monitor this to ensure no barriers arise to change access.

- 4. In response to the results of the tool or locally selected measures, what revisions, decisions, or new actions will the LEA implement, or has the LEA implemented, to ensure access to a broad course of study for all students.**

Due to the current success of Yu Ming Charter School in providing all students with access to a broad course of study, no changes are currently planned, however this data will continue to be monitored and revisions made, with implementation as needed.



Board of Directors
October 24, 2019
AGENDA ITEM INFORMATION

Agenda Item	August 2019 Financials
Time Allotted	10 minutes
Background	The August 2019 financial report was completed by ExED and covers activity from July 1-August 31, as well as an updated forecast based on the latest information.
Summary	The August financials present a forecast Net Income of \$79K, projected ADA of 468 (6 over budget), and projected year-end cash balance of \$1.2MM or an 18% reserve (unadjusted). The adjusted year-end cash balance is \$1.6MM or 28%. The cash balance at the end of August was a 15% reserve.
Type	Discussion
Key Questions	1) What issues or areas does the board want to focus on in the finance presentation?

YU MING CHARTER SCHOOL - Financial Dashboard (August 2019)

1

Key Performance Indicators

ADA vs. Budget



Cash on Hand



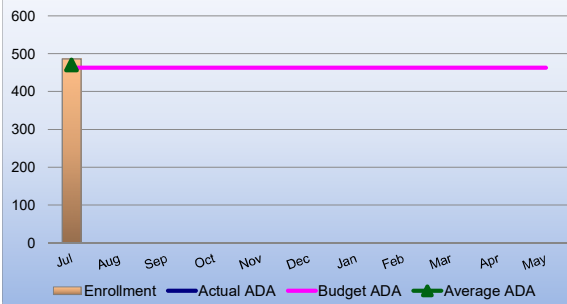
Net Income / (Loss)



Year-End Cash

2

ADA & Enrollment



KEY POINTS

From CCSA:

Governor Gavin Newsom was joined by CCSA CEO and President, Myrna Castrejón, CCSA Board Member and Founder/Chief Executive Officer of Equitas Academy Charter Schools, Malka Borrego, and CCSA SVP, Government Affairs, Carlos Marquez, for the signing of AB 1505 into law—an historic agreement that affirms that high-quality charter schools are here to stay and that the charter school model is a critical lever in closing the state's achievement gap.

Originally, AB 1505 included devastating consequences for the state's most vulnerable students and would have ripped away access to quality public schools in neighborhoods most in need. It is thanks to the thousands of charter school families, students, and supporters who visited the Capitol, participated in grassroots meetings with legislators and made phone calls, that we were able to secure critical provisions for the charter sector.

With the signing of AB 1505, we can finally put to rest lingering questions about whether charter schools serve all students, and we can now help turn our collective attention towards investing in and holding all public schools accountable. We look forward to continuing to work with you and other stakeholders across the state in lifting up our education system by focusing on a renewed commitment to quality, equity and predictability in our children's education.

3

Average Daily Attendance Analysis

Category	Actual through Month 1	Forecasted P2	Budgeted P2	Better/ (Worse)	Prior Year P2
Enrollment	486	488	482	6	449
ADA %	97.1%	96.0%	96.0%	0.0%	97.0%
Average ADA	470.05	468.44	462.72	5.72	435.31

4 CFF Supplemental & Concentration Grant Factors

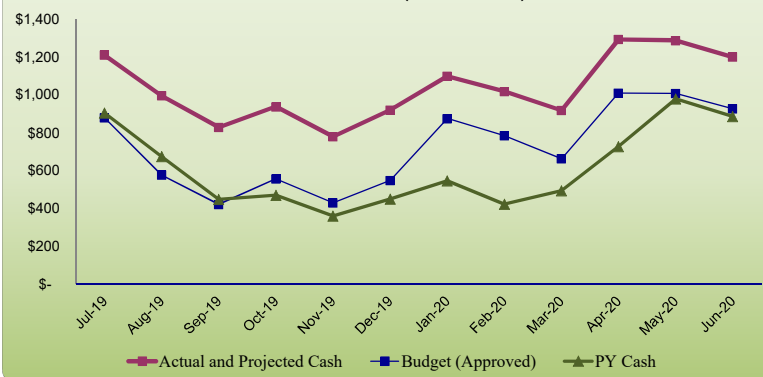
Category	Budget	Forecast
Unduplicated Pupil %	19%	19%
3-Year Average %	18.2%	18.2%
District UPP C. Grant Cap	77.6%	77.6%

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INCOME STATEMENT	Forecast	VS. Budget		VS. Last Month		FY 19-20 YTD			Historical
	As of 08/31/19	FY 19-20 Budget	Variance B/(W)	Prior Month FC	Variance B/(W)	Actual YTD	Budget YTD	Variance B/(W)	FY 18-19
Local Control Funding Formula	4,006,277	3,955,608	50,669	4,004,043	2,233	151,266	309,557	(158,291)	3,613,241
Federal Revenue	106,073	85,058	21,015	85,424	20,649	20,649	9,794	10,855	78,551
State Revenue	550,106	548,808	1,299	549,953	154	435	-	435	498,247
Other Local Revenue	819,606	808,038	11,567	812,482	7,124	228,308	119,881	108,428	845,537
Grants/Fundraising	1,127,798	1,018,080	109,718	1,127,798	0	3,120	24,984	(21,864)	956,776
TOTAL REVENUE	6,609,859	6,415,592	194,267	6,579,699	30,160	403,778	464,216	(60,438)	5,992,352
Total per ADA	14,110	13,865	245	14,046	64				13,766
w/o Grants/Fundraising	11,703	11,665	38	11,638	64				11,568
Certificated Salaries	2,740,918	2,676,035	(64,883)	2,810,690	(69,772)	304,258	285,619	(18,640)	2,337,043
Classified Salaries	961,841	859,297	(102,544)	925,982	35,859	114,502	90,239	(24,263)	682,423
Benefits	832,219	798,964	(33,255)	679,344	152,875	83,334	104,225	20,892	691,850
Student Supplies	305,572	304,102	(1,470)	305,572	0	27,544	74,893	47,349	421,710
Operating Expenses	1,650,969	1,670,226	19,257	1,647,606	3,364	229,459	283,265	53,806	1,533,286
Other	39,491	33,417	(6,074)	36,646	2,845	11,324	5,250	(6,074)	26,175
TOTAL EXPENSES	6,531,010	6,342,042	(188,968)	6,405,839	125,171	770,421	843,491	73,070	5,692,487
Total per ADA	13,942	13,706	(236)	13,675	267				13,077
INCOME / (LOSS)	78,849	73,550	5,299			(366,643)	(379,275)	12,632	299,864

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



Year-End Cash Balance		
Projected	Budget	Variance
1,200,227	925,628	274,599

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Balance Sheet	6/30/2019	7/31/2019	8/31/2019	6/30/2020 FC
Assets				
Cash, Operating	885,229	1,209,514	995,020	1,200,227
Cash, Restricted	0	0	0	0
Accounts Receivable	983,401	323,851	292,171	623,521
Due From Others	350	1,627	893	893
Other Assets	267,402	251,233	251,968	201,968
Net Fixed Assets	207,085	201,423	195,761	167,594
Total Assets	2,343,468	1,987,649	1,735,813	2,194,203
Liabilities				
A/P & Payroll	335,653	117,514	94,641	107,538
Due to Others	57,056	57,056	57,056	57,056
Total Debt	0	0	0	0
Total Liabilities	392,709	174,570	151,697	164,594
Equity				
Beginning Fund Bal.	1,391,418	1,950,759	1,950,759	1,950,759
Net Income/(Loss)	559,341	(137,681)	(366,643)	78,849
Total Equity	1,950,759	1,813,078	1,584,116	2,029,608
Total Liabilities & Equity	2,343,468	1,987,649	1,735,813	2,194,203
Available Line of Credit	250,000	250,000	250,000	250,000
Days Cash on Hand	57	69	56	67
Cash Reserve %	15.6%	19.0%	15.3%	18.5%



YU MING CHARTER SCHOOL

Financial Analysis

August 2019

Net Income

Yu Ming Charter School is projected to achieve a net income of \$79K in FY19-20 compared to \$74K in the board approved budget. Reasons for this positive \$5K variance are explained below in the Income Statement section of this analysis.

Balance Sheet

As of August 31, 2019, the school's cash balance was \$995K. By June 30, 2020, the school's cash balance is projected to be \$1.20M, which represents an 18% reserve.

As of August 31, 2019, the Accounts Receivable balance was \$292K, down from \$324K in the previous month, due to the receipt of revenue earned in FY18-19.

As of August 31, 2019, the Accounts Payable balance, including payroll liabilities, totaled \$95K, compared to \$118K in the prior month.

Income Statement

Revenue

Total revenue for FY19-20 is projected to be \$6.61M, which is \$194K or 3.0% over budgeted revenue of \$6.42M.

- Grants are projected to be \$100k over budget. A grant from Silicon Schools was added in the amount of \$100k. The original amount budgeted for grants was \$200k which represents the first payment for the Charter Schools Growth Fund grant of \$750k.

Expenses

Total expenses for FY19-20 are projected to be \$6.53M, which is \$189K or 3.0% over budgeted expenditures of \$6.34M.

- Certificated salaries are projected to be \$64,883 over budget. This variance is a combination of updating salary amounts from budget, and assuring employees that are no longer with the school and new employees are captured.
- Classified salaries are projected to be \$102,544 over budget. The largest variance is within classified office salaries where the position of Development and Communications Manager was added. Other smaller variances are attributable to hourly discrepancies. Many of these will be trued up with the September financials.
- Employee benefits are projected to be \$33,255 over budget corresponding with the increases noted above.

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



ADA

Budgeted average ADA for FY19-20 is 462.72 based on an enrollment of 482 and a 96.0% attendance rate.

The forecast assumes an ADA of 468.44 based on an enrollment of 488 and a 96.0% attendance rate.

In Month 1, ADA was 470.05 with 486 students enrolled at the end of the month and a 97.1% ADA rate.

Average ADA for the year (through Month 1) is 470.05 (a 97.1% ADA rate for the year to date).

ADJUSTED CASH RESERVE

CASH - 6/30/20 (100% of Cash Balance is Unrestricted) 1,200,227

RECEIVABLES TO BE COLLECTED IN JULY 2020 406,767

ADJUSTED CASH RESERVE 1,606,994 28%

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

**Yu Ming Charter School
Check Register**

From 7/1/2019 to 7/31/2019

Effective Date	Document Number	Name	Transaction Description	Transaction Amount
7/2/2019	1001304	ST. COLUMBA PARISH CHURCH	07/19: RENT	18,772.00
7/2/2019	1907022	CARDMEMBER SERVICE	05/10/19-06/09/19: CREDIT CARD PURCHASES	15,264.17
7/3/2019	1907031	SAFESAVE	06/19: PROCESSING SERVICE FEE	42.92
7/8/2019	1001305	SACRED HEART CHURCH	07/19: RENT	21,534.00
7/8/2019	1001306	SAVE A LOT SOLAR	06/19: PROP 39 SOLAR PV INSTALLATION -PROJECT COMPLETION	26,200.00
7/8/2019	1907081	AT&T	05/14/19-06/13/19: PHONE (960 761 3474 555 8)	1,665.03
7/12/2019	1907122	CARDMEMBER SERVICE	06/10/19-07/09/19: CREDIT CARD PURCHASES	103,351.67
7/15/2019	1907151	PG&E	05/17/19-06/17/19: GAS & ELECTRIC (2086434523-4)	138.66
7/16/2019	1907161	PG&E	05/18/19-06/18/19: GAS & ELECTRIC (3514922506-8)	175.77
7/19/2019	1907191	AT&T	06/26/19-06/30/19: PHONE (510 923-6171 284 2)	58.00
7/19/2019		AT&T	07/01/19-07/25/19: PHONE (510 923-6171 284 2)	289.89
7/22/2019	1001307	HANNAH ACEVEDO	06/19: BEHAVIORAL CONSULTANT	1,050.00
7/22/2019	1001308	A PLUS CHARTER CONSULTING, INC.	07/19-06/20: LCAP COMPLETION	2,000.00
7/22/2019	1001309	BAY ALARM COMPANY	07/19: LATE CHARGE	462.21
7/22/2019	1001310	BAY ALARM COMPANY	07/19: LATE CHARGE	728.72
7/22/2019	1001311	BAY ALARM COMPANY	07/01/19-10/01/19: CLOSED CIRCUIT TV (20076220)	248.63
7/22/2019	1001312	BAY ALARM COMPANY	07/01/19-10/01/19: ACCESS CONTROL & INTERCOM (20076320)	99.45
7/22/2019	1001313	BAY ALARM COMPANY	07/19: LATE FEE	1,411.13
7/22/2019	1001314	BAY ALARM COMPANY	06/19: LATE CHARGES	613.53
7/22/2019	1001315	CALIFORNIA WASTE SOLUTIONS	07/19-09/19: RECYCLING SERVICES	384.00
7/22/2019	1001316	CHARTERSAFE	2019-2020: 25% DEPOSIT WORKERS COMPENSATION	15,669.00
7/22/2019	1001317	STEVE CHEN	REIM: DECORATIONS, POST CARDS, RAFFLE PRIZES, BANNER & OTHER	3,736.31
7/22/2019	1001318	CIT	07/19: PHONE SYSTEM	288.06
7/22/2019	1001319	CITY OF OAKLAND FALSE ALARM REDUCTION PROGRAM	07/19: ALARM PERMIT RENEWAL	35.00
7/22/2019	1001320	CO POWER	08/19: DENTAL INSURANCE PREMIUM	1,624.30
7/22/2019	1001321	DURHAM SCHOOL SERVICES	05/19: FIELD TRIP TRANSPORTATION	643.06
7/22/2019		DURHAM SCHOOL SERVICES	06/19: FIELD TRIP TRANSPORTATION	413.87
7/22/2019	1001322	EBMUD PAYMENT CENTER	05/09/19-06/30/19: WATER & WASTE MANAGEMENT (46806939020)	605.61
7/22/2019	1001323	CHRISTINA EDWARDS	REIM: LUNCH FOR ECP STAFF	63.29
7/22/2019	1001324	DAWN WILLIAMS FERREIRA	03/19: SPANISH CLASS CONSULTANT	375.00
7/22/2019		DAWN WILLIAMS FERREIRA	04/19: SPANISH CLASS CONSULTANT	525.00
7/22/2019		DAWN WILLIAMS FERREIRA	05/19: SPANISH CLASS CONSULTANT	675.00
7/22/2019		DAWN WILLIAMS FERREIRA	06/19: SPANISH CLASS CONSULTANT	225.00
7/22/2019	1001325	LAW OFFICES OF YOUNG, MINNEY & CORR, LLP.	06/19: LEGAL SERVICES	1,337.12
7/22/2019	1001326	ANTONIO MUSCARDIN	06/19: GARDEN CLEANUP	600.00
7/22/2019		ANTONIO MUSCARDIN	06/19: GARDEN CLEANUP	4,000.00
7/22/2019	1001327	CYNTHIA NGUY	REIM: POSTAGE	98.82
7/22/2019	1001328	OFFICE DEPOT	06/19: STICKERS	3.17
7/22/2019		OFFICE DEPOT	06/19: ENVELOPES	22.16
7/22/2019		OFFICE DEPOT	06/19: COPY PAPER & ENVELOPES	79.47
7/22/2019	1001329	PANORAMA EDUCATION	07/19: PLATFORM LICENSE FEE	3,600.00
7/22/2019	1001330	POWERSCHOOL GROUP, LLC.	07/01/20-7/27/20: HOSTING & SUBSCRIPTION	4,472.74
7/22/2019	1001331	ROSS RECREATION EQUIPMENT, INC	07/19: DEMOLITION & GROUND CLEAN UP	5,067.00
7/22/2019	1001332	SHAMROCK OFFICE SOLUTIONS	06/19: SHIPPING FOR TONER	11.47
7/22/2019	1001333	YUE SHAO	REIM: TEACHER'S EXPERIENCE EVENT	318.00
7/22/2019	1001334	KATI SKULSKI, M.S. CCC-SLP	06/19: SLP SERVICES	2,820.00
7/22/2019	1001335	STARLINE SUPPLY COMPANY	07/19: PAPER TOWELS & TOILET PAPERS	138.46
7/22/2019	1001336	ST. COLUMBA PARISH CHURCH	08/19: RENT	18,772.00
7/22/2019	1001337	U.S. BANK EQUIPMENT FINANCE	07/01/19-08/01/19: COPIER LEASE	2,145.58
7/22/2019	1001338	WHETSTONE EDUCATION	07/19-06/20: WHETSTONE PLATFORM USER LICENSES	2,600.00
7/22/2019	1545	NO MORE DIRT, INC.	07/19: 10% DEPOSIT TO SUMMER CLEANING PROJECT	850.00
7/23/2019	1001339	SACRED HEART CHURCH	08/19: RENT	21,534.00
7/24/2019	1546	CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING)	07/19: TEACHING CREDENTIALS	100.00
7/24/2019	1547	CTC (CALIFORNIA COMMISSION ON TEACHER CREDENTIALING)	07/19: TEACHING CREDENTIALS	100.00
7/25/2019	1548	HIRAM JAMISON	07/19: SUMMER STIPEND	2,099.07
7/31/2019	1001340	ALAMEDA COUNTY OFFICE OF EDUCATION	07/19: STRS	12,893.55
7/31/2019	1001341	BETTER CHINESE, LLC.	06/19: DIGITAL EDUCATIONAL EBOOKS	4,188.62
7/31/2019	1001342	CHARTERSAFE	08/19: WORKERS COMPENSATION	5,223.00
7/31/2019	1001343	CHINA SPROUT, INC.	07/19: CHINESE BILINGUAL BOOKS	1,543.33
7/31/2019	1001344	FESS ENERGY, INC.	06/19: LIGHTING RETROFIT	48,712.56
7/31/2019	1001345	HENRY C. LEVY, TAX COLLECTOR, ALAMEDA COUNTY	2019-2020: PROPERTY TAXES (00-351987-00-002-19-00-00)	497.30
7/31/2019	1001346	HENRY C. LEVY, TAX COLLECTOR, ALAMEDA COUNTY	2019-2020: PROPERTY TAXES (02-351987-003-19-00-00)	118.45
7/31/2019	1001347	PHILLIP HON	REIM: LIVESCAN	52.00
7/31/2019	1001348	EUNHYE KIM	07/19: REFUND FOR SUMMER BOOST	100.00
7/31/2019	1001349	DANNY LAU	REIM: DOOR STOPS, RUG SHAMPOO, DUCT TAPE & CABLE TIES	94.26
7/31/2019	1001350	DEXIN LIU	REIM: TARP & ROPE	128.83
7/31/2019	1001351	YITING WANG	REIM: OFFICE SUPPLIES	440.14
Total 9120 - Cash in Bank - Operating				364,129.38

Yu Ming Charter School
Check Register

From 7/1/2019 to 7/31/2019

Effective Date	Document Number	Name	Transaction Description	Transaction Amount
Report Total				364,129.38

**Yu Ming Charter School
Check Register**

From 8/1/2019 to 8/31/2019

Effective Date	Document Number	Name	Transaction Description	Transaction Amount
8/4/2019	1001158	PING-GE WU	REIM: PLASTIC EGGS, FRUITS	(17.29)
8/5/2019	1001352	MEGAN CHEN	REIM: MEALTIME-STUDENT REFUND	66.25
8/5/2019	1001353	EBMUD PAYMENT CENTER	05/13/19-07/10/19: WATER & WASTE MANAGEMENT (42099745569)	525.19
8/5/2019		EBMUD PAYMENT CENTER	05/13/19-06/30/19: WATER & WASTE MANAGEMENT (61360013774)	258.56
8/5/2019	1001354	EXED	07/19: CALPADS & SIS SUPPORT SERVICES	10,193.00
8/5/2019	1001355	FAGEN, FRIEDMAN & FULFROST, LLP	05/19: LEGAL SERVICES	5,093.50
8/5/2019		FAGEN, FRIEDMAN & FULFROST, LLP	06/19: LEGAL SERVICES	379.72
8/5/2019	1001356	HENRY C. LEVY, TAX COLLECTOR, ALAMEDA COUNTY	2019-2020: PROPERTY TAXES (00-351987-00-000-19-00-00)	716.69
8/5/2019	1001357	HENRY C. LEVY, TAX COLLECTOR, ALAMEDA COUNTY	2019-2020: PROPERTY TAXES (02-351987-00-001-19-00-00)	348.15
8/5/2019	1001358	ERIC HUELLENHAUS	REIM: FINGERPRINT	161.30
8/5/2019	1001359	RUOXI JIN	REIM: FINGERPRINT	68.00
8/5/2019	1001360	XUETING LU	REIM: FINGERPRINTING	59.00
8/5/2019	1001361	ANTONIO MUSCARDIN	07/19: PICK UP & DELIVERY OF PARTITIONS	350.00
8/5/2019	1001362	ANTHONY SALGUERO	REIM: FOOD FOR KABOOM PLAYGROUND BUILD DAY	383.21
8/5/2019	1001363	SHAMROCK OFFICE SOLUTIONS	06/19: SHIPPING FOR TONER	11.47
8/5/2019	1001364	WEI SONG	REIM: HOLE PUNCH, LAMINATING POUCH & OTHER SUPPLIES	141.21
8/5/2019	1001365	TINA WANG	REIM: MEALTIME-STUDENT REFUND	37.00
8/5/2019	1908051	STRIPE	08/19: CREDIT CARD FEE	5.04
8/6/2019	1908061	AT&T	06/14/19-07/13/19: PHONE (960 761 3474 555 8)	1,652.31
8/6/2019	1908062	PG&E	05/17/19-06/17/19: GAS & ELECTRIC (3514922506-8)	724.82
8/13/2019	1001366	LIYA CAO	REIM: FINGERPRINT	55.00
8/13/2019	1001367	CHRISTY WHITE	2018-2019: CHARTER SCHOOL AUDIT- FIRST PROGRESS BILL	3,487.50
8/13/2019	1001368	CIT	08/19: PHONE SYSTEM	288.06
8/13/2019	1001369	TING TING FANG	REIM: FINGERPRINT	339.09
8/13/2019	1001370	ILLUMINATE EDUCATION, INC.	07/01/19-06/30/20: STUDENT ASSESSMENT MANAGEMENT SYSTEMS	4,484.25
8/13/2019	1001371	KAISER FOUNDATION HEALTH PLAN	08/19: HEALTH INSURANCE PREMIUMS FROM 05/26/19-06/25/19	13,828.86
8/13/2019	1001372	DANNY LAU	REIM: WHITE VINEGAR FOR CLEANING	4.99
8/13/2019	1001373	LAW OFFICES OF YOUNG, MINNEY & CORR, LLP.	07/19: LEGAL SERVICES	1,003.20
8/13/2019	1001374	WANGQI LIU	REIM: FINGERPRINT	56.50
8/13/2019	1001375	ANNE SOPHIE LOEWENBERG	REIM: FINGERPRINT	55.00
8/13/2019	1001376	TERESA LUCAN	REIM: SHELVES	447.87
8/13/2019	1001377	ANTONIO MUSCARDIN	07/19: GARDEN CLEANUP	600.00
8/13/2019	1001378	NO MORE DIRT, INC.	07/19: BALANCE TO SUMMER CLEANING PROJECT	7,650.00
8/13/2019	1001379	SHAMROCK OFFICE SOLUTIONS	07/19: SHIPPING FOR TONER	11.47
8/13/2019		SHAMROCK OFFICE SOLUTIONS	08/19: SHIPPING FOR TONER	11.47
8/13/2019	1001380	DIANA LEE SONNE	06/19-07/19: BRANDING & COLLATERAL SUPPORT	168.75
8/13/2019	1001381	YU-SHUAN TARANGO-SHO	REIM: FOOD FOR AFFINITY GROUP MEETING	105.58
8/13/2019	1001382	WASTE MANAGEMENT OF ALAMEDA COUNTY	08/19: TRASH SERVICES (22-37506-73000)	1,922.71
8/13/2019		WASTE MANAGEMENT OF ALAMEDA COUNTY	07/19: TRASH SERVICES (22-37275-23000)	1,174.20
8/13/2019	1001383	YUEWU WEN	REIM: FLIGHT FOR TRAINING	217.16
8/13/2019	1001384	JING YANG	REIM: FINGERPRINT	62.00
8/13/2019	1908131	PG&E	06/18/19-07/17/19: GAS & ELECTRIC (2086434523-4)	118.39
8/16/2019	1549	EMPLOYEE	08/19: PAYROLL	193.79
8/16/2019	1550	EMPLOYEE	08/19: PAYROLL	358.32
8/16/2019	1908161	PG&E	06/18/19-07/18/19: GAS & ELECTRIC (3514922506-8)	653.25
8/19/2019	1001371	KAISER FOUNDATION HEALTH PLAN	08/19: HEALTH INSURANCE PREMIUMS FROM 05/26/19-06/25/19	(13,828.86)
8/19/2019	1001385	KAISER FOUNDATION HEALTH PLAN	08/19: HEALTH INSURANCE PREMIUMS FROM 05/26/19-06/25/19	13,828.86
8/20/2019	1000637	SHARON LEONG	REIM: BOOKS	(537.45)
8/20/2019	1001386	HEATHER COLLINS, LCSW	07/09/19-08/09/19: PSYCHOTHERAPY SERVICE	540.00
8/20/2019	1001387	MELLISA JEW	REIM: LAP TRAY & OTHER CLASSROOM MATERIALS	1,832.57
8/20/2019	1001388	ANDREA JOHNSON	08/27/18-11/01/18: CROSS COUNTRY COACHING	855.00
8/20/2019	1001389	LEVEL CHINESE LLC	07/01/20-08/22/20: READING FOUNDATION SUBSCRIPTIONS	14,970.00
8/20/2019	1001390	DEXIN LIU	REIM: DOOR MATERIAL	902.37
8/20/2019	1001391	LPG LIVE SCAN	07/19: FINGERPRINTS	487.00
8/20/2019	1001392	GREG NICHOLS	REIM: SPEAKERS & WIRES	742.68
8/20/2019	1001393	NO MORE DIRT, INC.	08/19: CLASSROOM & OFFICE CARPET SHAMPOOING	350.00
8/20/2019	1001394	SACRED HEART CHURCH	09/19: RENT	27,276.00
8/20/2019	1001395	STARLINE SUPPLY COMPANY	08/19: GLOVES, TRASH LINERS, BATH TISSUE, SOAP & TOWELS	323.01
8/20/2019	1001396	ST. COLUMBA PARISH CHURCH	09/19: RENT	18,772.00
8/20/2019	1001397	TEACHERS ON RESERVE	05/19: SUBSTITUTE TEACHERS	154.16
8/20/2019	1001398	XINYI XU	REIM: TRANSPORTATION	262.66
8/20/2019	1001399	SHARON LEONG	REIM: BOOKS	537.45
8/20/2019	1908201	AT&T	07/26/19-08/25/19: PHONE (510 923-6171 284 2)	350.19
8/26/2019	1001400	CHARTERSAFE	2018-2019: WORKERS COMPENSATION AUDIT	9,345.40
8/26/2019	1001401	FRIENDS OF SUTTER'S FORT	2019-2020: DEPOSIT TO ENVIRONMENTAL LIVING PROGRAM TRAINING	150.00
8/26/2019	1001402	ERIC HUELLENHAUS	REIM: NUT, BOLTS, WASHER & OTHER SUPPLIES FOR PE REPAIR	88.82

**Yu Ming Charter School
Check Register**

From 8/1/2019 to 8/31/2019

Effective Date	Document Number	Name	Transaction Description	Transaction Amount
8/26/2019	1001403	KAISER FOUNDATION HEALTH PLAN	09/19: HEALTH INSURANCE PREMIUMS FROM 06/26/19-07/25/19	3,109.93
8/26/2019	1001404	DANNY LAU	REIM: HARDWARE TO FIX WINDOW	63.61
8/26/2019	1001405	PATRICIA LOW	REIM: FLEXIBLE SEATING & CUSHIONS, BALANCE BALLS & MAILBOXES	207.29
8/26/2019	1001406	OFFICE DEPOT	08/19: EASEL, PAPERS, SCISSORS, DESK PAD	406.41
8/26/2019		OFFICE DEPOT	08/19: PAPER, TAPE, POST-IT NOTES, EASEL, SCISSORS	318.55
8/26/2019	1001407	JENNIFER SUEN	REIM: LAMINATING SUPPLIES, STORAGE UNITS, BOOK BINS & OTHER	499.61
8/26/2019	1001408	SWING EDUCATION, INC.	06/19: SUBSTITUTE TEACHERS	62.54
8/26/2019		SWING EDUCATION, INC.	06/19: SUBSTITUTE TEACHERS	328.13
8/26/2019		SWING EDUCATION, INC.	06/19: SUBSTITUTE TEACHERS	218.75
8/26/2019		SWING EDUCATION, INC.	08/19: SUBSTITUTE TEACHER PREPAYMENT	1,500.00
8/26/2019	1001409	XINYI XU	REIM: STAFF MEETING BREAKFAST	443.79
8/29/2019	1551	DEBBIE MEYER	2019-2020: ANNUAL LEAGUE DUES	325.00
8/30/2019	1001410	ALAMEDA COUNTY OFFICE OF EDUCATION	08/19: STRS	54,007.88
8/30/2019	1001411	EXED	08/19: MANAGEMENT CONTRACT FEE	10,059.67
Total 9120 - Cash in Bank - Operating				207,407.56
Report Total				207,407.56

Yu Ming Charter School
Balance Sheet
As of 8/31/2019

	<u>Current Year</u>
Assets	
Cash	
Cash in Bank - Operating	995,020.46
Investments	<u>0.00</u>
Total Cash	995,020.46
Accounts Receivable	
Due from Government Grantor	0.00
Other	<u>292,171.00</u>
Total Accounts Receivable	292,171.00
Due From Others	
	<u>892.67</u>
Total Due From Others	892.67
Prepaid Expenses	
	<u>201,967.90</u>
Total Prepaid Expenses	201,967.90
Deposits	
	<u>50,000.00</u>
Total Deposits	50,000.00
Net Fixed Assets	
Improvement of Sites	239,179.87
Accumulated Depreciation-Sites	(51,493.50)
Computer / Equipment	19,300.00
Accumulated Depreciation-Computer /Equipment	(11,225.01)
Total Net Fixed Assets	<u>195,761.36</u>
Total Assets	<u>1,735,813.39</u>
Liabilities	
Accounts Payable	
	<u>17.29</u>
Total Accounts Payable	17.29
Accrued Payables	
	<u>30,525.02</u>
Total Accrued Payables	30,525.02
Payroll Liabilities	
SDI Payable	0.00
Federal Taxes Withholding	0.00
State Tax Withholding	410.56
STRS Payable	0.00
OASDI Payable	0.00
Medicare Payable	0.00
SUI Payable	0.00
403B Payable	<u>0.00</u>
Total Payroll Liabilities	410.56
Accrued Vacation	
	<u>63,688.35</u>
Total Accrued Vacation	63,688.35

Due to Others	
Due to Grantor Government	1,783.00
Due to Other Agencies	<u>55,273.00</u>
Total Due to Others	<u>57,056.00</u>
Total Liabilities	<u>151,697.22</u>
Equity	
Net Income / (Loss)	
	<u>(366,643.08)</u>
Total Net Income / (Loss)	<u>(366,643.08)</u>
Total Equity	<u>(366,643.08)</u>
Beginning Fund Balance	
	<u>1,950,759.25</u>
Total Beginning Fund Balance	<u>1,950,759.25</u>
Total Liabilities & Equity	<u>1,735,813.39</u>

Yu Ming Charter School
Income Statement
From 8/1/2019 to 8/31/2019

		Current Period					
		Current Period	Budget			YTD Budget	Total Budget -
		Budget -	Variance -			Variance -	Original
		Original	Original	YTD Actual	Original	Original	Original
		Actual					
Revenue							
Principal Apportionments							
8011	LCFF Revenue	151,266	154,778	(3,512)	151,266	309,557	3,290,484
8012	Education Protection Account	0	0	0	0	0	665,125
8019	LCFF - Prior Year Adjustment	0	0	0	0	0	0
	Total Principal Apportionments	151,266	154,778	(3,512)	151,266	309,557	3,955,608
Other Federal Income							
8181	Special Ed - IDEA	0	6,530	(6,530)	0	9,794	54,414
8220	Child Nutrition Programs - Federal	0	0	0	0	0	30,644
8295	Title IV, Student Support and Academic Enrichment	0	0	0	20,649	20,649	0
	Total Other Federal Income	0	6,530	(6,530)	20,649	10,855	85,058
Other State Income							
8520	Child Nutrition - State	0	0	0	0	0	1,571
8550	Mandate Block Grant	0	0	0	0	0	7,340
8561	State Lottery - Non Prop 20	0	0	0	0	0	69,871
8562	State Lottery - Prop 20	0	0	0	0	0	24,524
8591	SB740	0	0	0	320	320	415,502
8592	State Mental Health	0	0	0	0	0	30,000
8599	All Other State Revenues	115	0	115	115	115	0
8792	Transfer of Apportionments - Sp Ed	11,381	28,365	(16,984)	22,762	42,547	251,257
	Total Other State Income	11,496	28,365	(16,869)	23,197	42,547	800,065
Other Income - Local							
8634	Food Service Sales	6,945	0	6,945	7,427	7,427	80,782
8660	Interest Income	0	0	0	0	0	12,000
8682	Childcare & Enrichment Program Fees	67,063	0	67,063	198,029	198,029	0
8690	All Other Local Revenue	0	0	0	0	0	0
8692	Grants	0	0	0	0	0	200,000
8695	Contributions & Events	3,120	20,571	(17,451)	3,120	20,608	674,800
8696	Other Fundraising	0	4,368	(4,368)	0	4,376	143,280
8699	All Other Local Revenue	90	38,667	(38,577)	90	77,333	464,000
	Total Other Income - Local	77,218	63,605	13,612	208,666	102,317	1,574,862
	Total Revenue	239,980	253,278	(13,298)	403,778	464,216	6,415,592
Expense							
Certificated Salaries							
1110	Teachers' Salaries	147,756	169,674	21,918	182,416	169,674	1,866,409
1170	Teacher Salaries - Substitute	675	1,818	1,143	675	1,818	20,000
1175	Teachers' Salaries - Stipend/Extra Duty	10,758	9,727	(1,031)	10,758	9,727	107,000
1213	Certificated Pupil Support - Guidance & Counseling	2,700	4,045	1,345	5,898	4,045	44,496
1299	Certificated Pupil Support - Other	10,364	7,200	(3,164)	12,455	7,200	79,203
1300	Certificated Supervisor and Administrator Salaries	42,049	46,577	4,529	92,057	93,155	558,928

Yu Ming Charter School
Income Statement
From 8/1/2019 to 8/31/2019

		Current Period			YTD Budget		
		Current Period	Budget	Variance -	YTD Budget -	Variance -	Total Budget -
		Actual	Original	Original	Original	Original	Original
Total Certificated Salaries		214,302	239,042	24,739	304,258	285,619	2,676,035
Classified Salaries							
2111	Instructional Aides	16,229	13,738	(2,491)	18,425	13,738	151,121
2121	After School Staff Salaries	0	14,061	14,061	0	14,061	154,667
2200	Classified Support Salaries	5,610	12,936	7,326	9,441	12,936	142,293
2300	Classified Supervisor and Administrator Salaries	14,048	13,333	(715)	30,187	26,666	159,993
2400	Clerical/Technical/Office Staff Salaries	25,206	13,813	(11,393)	40,401	13,813	151,938
2900	Other Classified Salaries	<u>11,823</u>	<u>9,026</u>	<u>(2,797)</u>	<u>16,048</u>	<u>9,026</u>	<u>99,286</u>
Total Classified Salaries		72,914	76,906	3,991	114,502	90,239	859,297
Employee Benefits							
3111	STRS - State Teachers Retirement System	34,697	40,876	6,179	41,608	48,841	457,602
3311	Social Security (OASDI)	4,347	4,768	421	7,133	5,595	53,276
3331	Medicare	3,920	4,581	661	5,743	5,450	51,262
3401	Health & Welfare	4,367	17,100	12,734	9,641	34,200	205,200
3501	State Unemployment Insurance	2,094	158	(1,936)	2,132	188	1,768
3601	Workers Compensation	<u>9,345</u>	<u>2,488</u>	<u>(6,857)</u>	<u>17,076</u>	<u>9,952</u>	<u>29,856</u>
Total Employee Benefits		58,771	69,971	11,201	83,334	104,225	798,964
Supplies							
4111	Core Curricula Materials	0	7,250	7,250	0	14,499	21,749
4211	Books & Other Reference Materials	132	2,351	2,219	1,675	4,701	7,052
4310	Student Materials	0	0	0	0	0	0
4311	Student Materials	18,827	4,685	(14,142)	20,742	9,369	56,215
4351	Office Supplies	942	1,458	516	942	2,917	17,500
4371	Custodial Supplies	328	933	605	520	1,867	11,200
4391	Food (Non Nutrition Program)	426	292	(135)	426	583	3,500
4392	Uniforms	0	208	208	0	417	2,500
4393	PE & Sports Equipment	195	42	(153)	195	83	500
4399	All Other Supplies	1,850	14,603	12,753	1,944	29,207	43,810
4411	Non Capitalized Equipment	1,100	5,625	4,525	1,100	11,250	16,875
4711	Nutrition Program Food & Supplies	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>123,201</u>
Total Supplies		23,799	37,447	13,647	27,544	74,893	304,102
Operating Services							
5211	Travel & Conferences	1,994	2,083	90	1,994	4,167	25,000
5300	Dues and Memberships	0	0	0	0	0	0
5311	Dues & Memberships	325	488	163	3,065	976	5,856
5451	General Insurance	0	2,386	2,386	13,161	9,544	28,631
5511	Utilities	4,726	4,825	99	4,806	9,650	57,900
5521	Security Services	0	0	0	3,321	0	0
5531	Housekeeping Services	8,000	2,375	(5,625)	8,850	4,750	28,500
5599	Other Facility Operations	1,300	1,250	(50)	6,786	2,500	15,000
5611	School Rent - Private Facility	46,048	45,970	(78)	127,657	91,939	551,636
5619	Other Facility Rentals	0	167	167	0	333	2,000
5621	Equipment Lease	0	2,950	2,950	2,146	5,900	35,400

Yu Ming Charter School
Income Statement
From 8/1/2019 to 8/31/2019

		Current Period			YTD Budget		
		Current Period	Budget	Variance -	YTD Budget -	Variance -	Total Budget -
		Actual	Original	Original	Original	Original	Original
5631	Vendor Repairs	0	1,500	1,500	0	3,000	18,000
5812	Field Trips/Pupil Transportation	0	12,989	12,989	0	25,978	155,867
5821	Legal	1,003	2,083	1,080	1,003	4,167	25,000
5823	Audit	0	833	833	0	1,667	10,000
5830	Advertisement / Recruitment	0	0	0	0	0	0
5831	Advertisement & Recruitment	0	5,300	5,300	5,089	5,510	63,595
5841	Contracted Substitute Teachers	2,264	417	(1,847)	2,264	(1,430)	5,000
5842	Special Education Services	540	8,533	7,993	540	16,527	102,400
5849	Other Student Instructional Services	855	3,750	2,895	855	6,645	45,000
5852	Professional Development	0	1,667	1,667	0	3,333	20,000
5854	Nursing & Medical (Non-IEP)	0	0	0	0	0	0
5859	All Other Consultants & Services	20,204	15,693	(4,511)	22,204	9,182	188,316
5860	Non Instructional Software and Subscriptions	0	0	0	0	0	0
5861	Non Instructional Software	0	3,141	3,141	14,747	(8,466)	37,688
5865	Fundraising Cost	0	4,167	4,167	0	8,333	50,000
5871	District Oversight Fees	0	9,889	9,889	0	19,778	118,668
5872	Special Education Fees (SELPA)	0	1,100	1,100	0	1,651	9,170
5899	All Other Expenses	3,944	2,917	(1,027)	7,983	(2,150)	35,000
5911	Office Phone	2,291	300	(1,991)	2,869	(2,269)	3,600
5913	Mobile Phone	0	1,667	1,667	0	3,333	20,000
5921	Internet	0	833	833	0	1,667	10,000
5931	Postage & Shipping	0	167	167	121	333	2,000
5999	Other Communications	0	83	83	0	167	1,000
	Total Operating Services	93,493	139,522	46,029	229,459	53,806	1,670,226
	Capital Outlay						
6901	Depreciation Expense	5,662	2,817	(2,845)	11,324	(6,074)	33,417
	Total Capital Outlay	5,662	2,817	(2,845)	11,324	(6,074)	33,417
	Total Expense	468,942	565,704	96,762	770,421	73,070	6,342,042
	Net Income	(228,962)	(312,426)	83,464	(366,643)	12,632	73,551

About the Education Protection Account...

With the passage of Proposition 30, which temporarily increases the personal income tax rates for upper-income taxpayers and the sales tax rate for all taxpayers, the state officially established the Education Protection Account (EPA). Revenue generated from the increased taxes are deposited into the EPA and later distributed to districts and charter schools.

While funds from the EPA are part of a district's or charter school's general purpose funding, Proposition 30 specifies that EPA funds may not be used for salaries or benefits of administrators or any other administrative costs.

FY 2018-19 Education Protection Account Expenditures

Allocation: \$679,580

Expenses:

Teacher Salaries: \$679,580

TOTAL: \$679,580

FY 2019-20 Education Protection Account Spending Plan

In FY 2019-20, EPA funds are estimated to be \$673,347. The spending plan for Yu Ming Charter School, approved by the governing board, will allocate these funds to support teacher salaries.

For more information, please contact us.

Yu Ming Charter School

2019-20 Education Protection Account Spending Plan

California created the Education Protection Account (EPA) in November 2012 after the passage of Proposition 30, *The Schools and Local Public Safety Protection Act of 2012*. Proposition 30 temporarily increased the personal income tax rates for upper-income taxpayers and the sales tax rate for all taxpayers. The .25 sales tax increase expired in 2016. The income tax increase was set to expire in 2018, but was extended by voters through 2030 via Proposition 55 in November 2016.

Revenue generated from the increased taxes are deposited into the EPA and distributed to districts and charter schools on a quarterly basis.

While funds from the EPA are part of a district's or charter school's general purpose funding, Proposition 30 specifies that EPA funds may not be used for administrative salaries or benefits or any other administrative costs. **Governing boards must determine the use of EPA funds at an open public meeting annually.**

Proposition 30 also requires all districts, counties and charter schools to report on their websites an accounting of how much money was received from the EPA and how that money was spent.

For schools open prior to FY 13-14, EPA funds are estimated to be 25% of a school's FY 12-13 funding rate multiplied by current year Average Daily Attendance or funded at the alternative calculation. For Yu Ming Charter School, this equates to **\$673,347**. The spending plan allocates these funds to support teacher salaries and benefits.