

**Orange County Educational Arts Academy**  
A California Public Charter School

**BOARD OF DIRECTORS**  
**MEETING MINUTES**

**Regular Meeting**

March 10, 2021

6:00 p.m. – Closed Session

7:00 p.m. – Open Session

Teleconference

Zoom Meeting: <https://bit.ly/33DU6Mz>

Meeting ID: 998 0701 0685

Password: oceaaboard

Reference Materials: <http://bit.ly/2PGjltP>

**AGENDA**

**I. Call to Order 6:06**

A. Roll Call

**Board Members**

Dr. Alfonso Bustamante

Valerie Sullivan

Scott Overpeck, Chair

Ben Stanphill, Secretary

Boris Molina

Carmen Aparicio

Jessica Reyes

**Staff/Other**

Kristin Collins, School Director

Janine McFarlin, Treasurer

Mike Limon, President/Executive Director

**Present**

**Absent**

X

X

X

X

X

X

X

X

X

X

B. Approval of Agenda

**II. Public Comment on Closed Session Items, If Any**

No public comment

**III. Adjourn to Closed Session 6:07**

A. Conference with Legal Counsel – Anticipated Litigation, Government Code sections 54954.5(c) & 54956.9 (d)(2).

B. Staff Evaluations/Discipline/Privacy or Other Confidential Issues (Gov. Code Section 54957(b))

**IV. Reconvene to Open Session and Report of Action from Closed Session, If Any 7:06 PM**

**V. Public Comment**

**Elizabeth Bausman** – Principal – As a founding parent we’ve been through many changes, been through many changes that would have brought down others. Big change coming up with Kristin leaving. Normal procedure has been to include 1-2 parents and 1-2 teachers in the search. We do a lot and I’d like to see the dual immersion part strengthened.

**VI. Board and Staff Reports**

A. Staff Reports

1. School Director – Kristin Collins

LPAC is absolutely happening, extensions through July 30<sup>th</sup>. See written report.

(a) Overview on Draft Annual Update for the 2019-20 Local Control and Accountability Plan Year / 2020-21 Learning Continuity and Attendance Plan

2. Executive Director – Mike Limon

(a) Overview on School Directory Recruitment Plans

(b) Update on OCEAA’s Reopening Plans

B. Operations Report –Janine McFarlin

1. Update on Teacher Salary Schedule/Compensation Study

C. Board of Directors Reports

**VII. Items for Consent**

Action on the items below will be made in one motion unless removed from Consent by a Board member. Items removed from Consent will be considered in the original agenda order immediately following action on Consent.

A. Approval of Minutes from February 2021 Board Meeting

B. Ratification of January 2021 Check Register

Action: Approve Consent Items Listed Above	Motion: CA Second: VS
	Vote: BS, VS, JR, CA, BM, SO for 0 against

**VIII. Approve OCEAA's 2<sup>nd</sup> Interim Budget Submission**

Action: Approve 2 <sup>nd</sup> Interim Budget Submission	Motion: JR Second: BS
	Vote: BS, VS, JR. CA, BM, SO for 0 against

**IX. Review and Approval of OCEAA's New Credentialed Staff Salary Schedule (Effective July 1, 2021).**

Action: Approve New Credentialed Staff Salary Schedule	Motion: CA Second: BM
	Vote: BS, JR, CA, BM, VS, SO for 0 against

**X. ~~Approve Updated Reopening Plan~~**

Action:	Motion: ___ Second: ___
	Vote: ___ for ___ against

**XI. Items for Future Meetings**

The next regularly scheduled meeting is on April 14, 2021.

**XII. Adjournment**

The meeting was adjourned at 9:52 PM.

## **OCEAA Board Update March 10, 2021**

### **LCAP Goal 1: 100% Proficiency**

- ❖ Instructional Program & Achievement Updates
  - EL Education [Mid Year Review](#) in progress: faculty survey, analysis of Crew lesson plans, parent and student focus groups
  - CDE continues to survey LEAs related to testing flexibility; current status:
    - Firm - Summative ELPAC is still required and administration is extended to July 30; reduced content in Math & ELA for SBAC
    - Still being considered:
      - Role of state approved local assessments as an alternative academic measure (this would be STAR reading and math at OCEAA)
      - Eliminating consequences for less than 95% participation rate
      - Dropping the CAST (5th & 8th grade science assessment)
  - T2 Progress Reports on track to be distributed March 12
  - Update on UCI Healthy Bodies workshops
    - We will use the blanket waiver this year and provide the content to 7th **and** 8th next year
    - The nursing program students will develop and provide parent workshops for talking to students about puberty
  
- ❖ Annual Update for Developing the 2021-22 Local Control and Accountability Plan (presentation) - to include math and reading achievement data
  
- ❖ Professional Development
  - Feb 16th Student Free Day focused on mid year shifts to address pacing, scaffolding and differentiation.
  - Ongoing Wednesday PD topics (Crew, Reopening/Business, Progress Reports, team planning)
  - Instructional Leadership Team is analyzing Mid-Year review data with Sarah Purdy, EL Education School Designer

### **LCAP Goal 2: 100% Biliterate/Bilingual**

- ❖ English Learner report
  - ELPAC Testing is in progress
  - Linda Hardman Greene provided grading guidance to teachers for our restructured Designated ELD course
  - March ELAC meeting featured a presentation on A-G requirements for UC admission by Richard Romero from OCDE as well as recognitions for outgoing officials.

### **LCAP Goal 3 – 100% Safe, Healthy and Positive School Climate**

- ❖ Counselor report (C. Alcazar)
  - Presented parent workshop on social emotional learning (SEL) and its importance to individual development; the roles of CREW time, the school counselor, and parents/guardians play in that development; and a review of several resources and community services available. 13 parents attended and provided positive feedback.
  - Working to bring a teacher workshop on LGBTQ youth topics relevant to upper elementary and middle school teachers.
  - 32 Mental Health Referrals and 48 Office Discipline Referrals logged as of March 5.
  - Supporting teachers and teams with Tier 2 positive behavior support plans and virtual CICOs

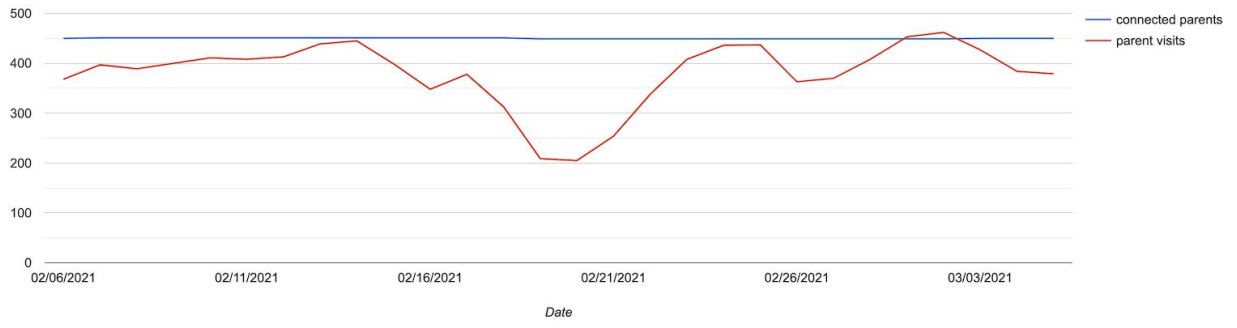
### **LCAP Goal 4 – 100% Parent-School Partnerships**

- ❖ SSC, ELAC and FSO meetings ongoing
- ❖ Reopening plans continue to evolve and be discussed openly at Coffee Chats
- ❖ Prior Week Class Dojo Activity



- ❖ Seesaw Weekly Parent Engagement

### Weekly parent engagement



# Annual Update for Developing the 2021-22 Local Control and Accountability Plan (LCAP)

Wednesday, March 10, 2021



# LCAP (+LCP) Annual Update Process

## 1. Goal Analysis

- Actual Measurable Outcomes
- A description of how funds budgeted for Actions/Services that were not implemented were used to support students, families, teachers, and staff.
- A description of the successes and challenges in implementing the actions/services to achieve the goal.

## 2. Stakeholder Engagement

## 3. Develop New Goals and Actions/Services



Education Trust-West



## **2019-2020 LCAP Goals**

Goal 1. 100% of students achieve proficiency in core subjects through strong multi-tiered instruction, assessment and intervention.

Goal 2. 100% of students in the TWBI program exit 8th grade fully biliterate, bilingual and bicultural

Goal 3. 100% of students are focused on learning in a healthy, safe and positive school environment.

Goal 4. 100% of students are supported by parent-school partnerships that are focused on their social, emotional and academic development.

## **Learning Continuity & Attendance Plan**

In-Person Instructional Offerings

Distance Learning Program

Pupil Learning Loss

Mental Health and Social and Emotional Well-Being

Pupil and Family Engagement and

Outreach

School Nutrition



# LCAP Goal 1. 100% of students achieve proficiency in core subjects through strong multi-tiered instruction, assessment and intervention.

## Successes

- Quickly pivoted to emergency distance teaching in spring 2020 with a focus on Crew/SEL, math and literacy
  - ◆ Parent success rating = 6.8/10
- Fall device distribution, including hot spots
- Launch of Eureka Math TK-8
- MTSS systems and support; data cycles
- Priority standards and pacing for Distance Learning
- Digital platforms to enhance content instruction: STEMscopes, iStation, Zearn, Freckle
- Engagement tools: Zoom, Jamboards, Pear Deck, etc.
- Mid Year Review Teacher Survey feedback

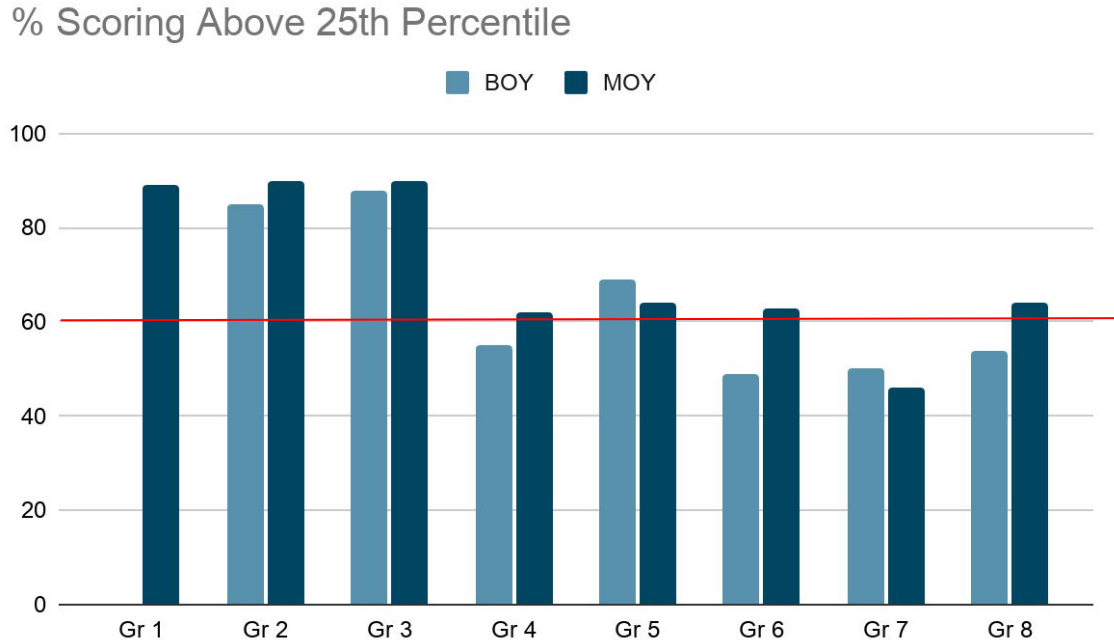
## Challenges

- Actual outcomes not measured due to suspended summative assessments - CAASPP, DRA
- Validity of assessment in distance learning unclear
- Delay of in-person instruction due to local COVID conditions
- Intervention group attendance inconsistent
- Assignment completion and need for more scaffolding and differentiation



# SPSA 2021 STAR Math Goal / All Students

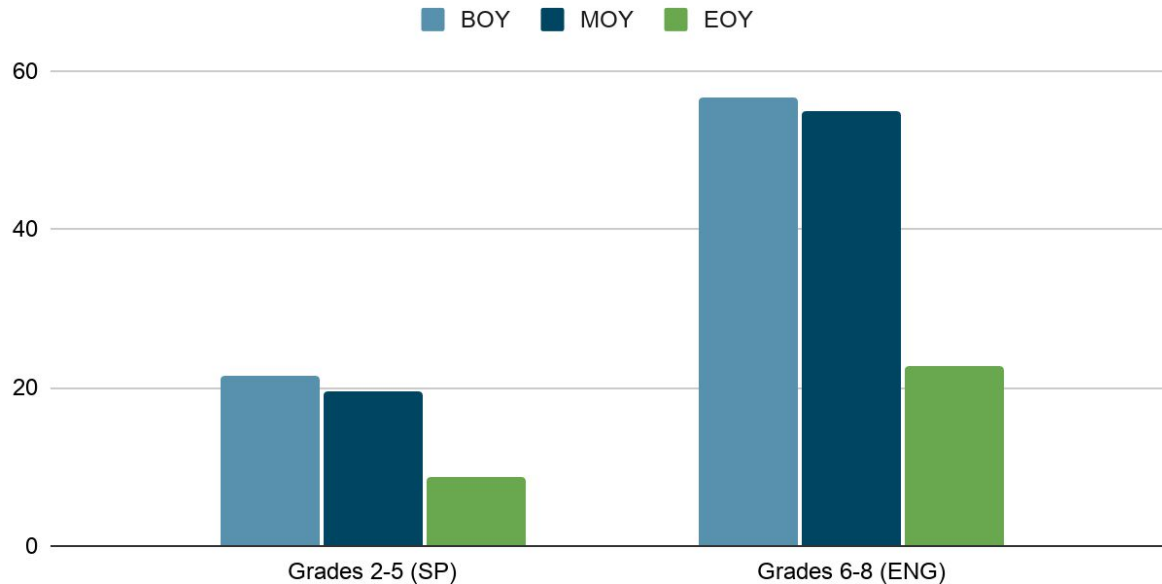
60% of students will score above the 25th percentile  
(no intervention needed)



# SPSA 2021 STAR Reading Goal / All Students:

60% of students test out of the far below standard band

% Scoring in Far Below Standard Band



## **LCAP Goal 2. 100% of students in the TWBI program exit 8th grade fully biliterate, bilingual and bicultural**

### **Successes**

- PD in designated and integrated ELD for dual language programs, focus on small group instruction and ELD standards
- Federal Program Monitoring approval
- PD and implementation of High Quality Work with a focus on craftsmanship (arts) and Case Studies
- Biliteracy Mapping in 4th-8th grades
- Digital platforms to support ELs - Quill, Freckle

### **Challenges**

- Actual outcomes not measured due to suspended summative assessments - ELPAC, CSA
- Reclassification process disrupted; students not reclassifying by 6th grade.
- Less Spanish immersion time for primary grades due to shorter day



## **LCAP Goal 3. 100% of students are focused on learning in a healthy, safe and positive school environment.**

### **Successes**

- Crew planning and implementation
- Assembly recognitions
- Remote counseling
- Priority Cohorts
- Mid Year Review Teacher Survey feedback
- Student focus group feedback

### **Challenges**

- Adapting positive behavior supports to distance learning



**LCAP Goal 4. 100% of students are supported by parent-school partnerships that are focused on their social, emotional and academic development.**

## **Successes**

- 96.55% attendance rate
- Weekly attendance team meetings
- Seesaw and Class Dojo parent engagement
- Priority Cohorts
- Surveys, Coffee Chats, Parent Leadership Committees

## **Challenges**

- Students not attending the full day
- Parents not responsive to school calls or other means of communication
- Inconsistent Priority Cohort attendance



# Next Steps

- Stakeholder Engagement March-April
- Develop New Goals and Actions/Services for presentation in May
- Approve 2021-2022 LCAP in June







March 10, 2021 Executive Director Board Report

# Enrollment & Recruitment

**Current Wait List:** 51 for TK-6th

## Interest:

1. 129 total interest forms submitted
2. TK Priority - 25 | TK NP - 8
3. K - 61 (2 on waitlist per retention)

## Upcoming Dates:

- Tuesday, April 13th
- Tuesday, May 11th
- **Electronic Lottery Date:** March 19th, 2021

## Intent to Returns:

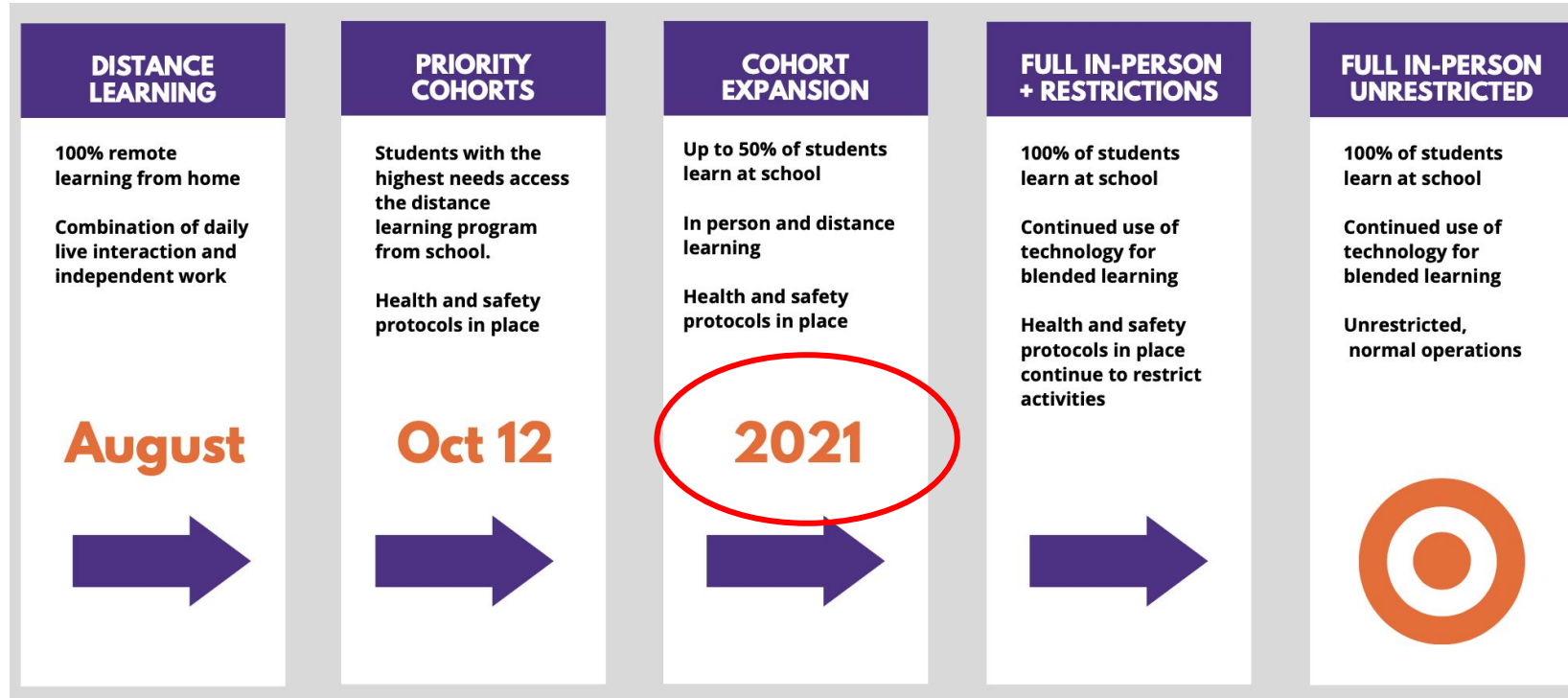
As of 3/9/21: 373 responses received out of 578 students -

**64.53% response rate**

- TK - 18 all Yes
- K - 57 - All Yes
- 1st - 66 - 1 No and 1 Undecided
- 2nd - 44 - All Yes
- 3rd - 49 - 1 Undecided
- 4th - 44 - All Yes
- 5th - 46 - 2 Undecided
- 6th - 30 - 1 No and 1 Undecided
- 7th - 19 - 1 No and 1 Undecided



# OCEAA's "Expanding In-Person Learning" Stages



- Have 97 TK-8 students in current cohorts

# OCEAA's Covid-19 Highlights

1. Orange County is projected to move to red tier on March 17th
2. OCEAA staff has moved forward with targeting K-3 students to invite back
3. Continue with Cohorts for 4th-8th ( and TK)
4. Updates on local Charters around reopening
5. Following SB 86 funding along with layers of “red tape”
6. Following the “American Rescue Plan” funding
  - a. SAUSD is projected to receive \$160m
7. Staff has been getting vaccinated, OCEAA to start tracking



# OCEAA's Two Track Options for K-3

## **OPTION 1: 100% DISTANCE LEARNING**

Parents selecting this option commit to 100% distance learning for the remainder of the year. The K-3 instructional program and schedule will remain the same. Students may be reassigned to new teachers depending on demand. **TK and 4th-8th** to stay in this model, unless in cohorts program.

## **OPTION 2: A/B COHORT**

Parents selecting this option commit to K-3 students attending in person, academic instruction two days per week in group A or B.

A/B groups will be assigned randomly; siblings will be in the same group. Students may be reassigned to new teachers depending on demand.



**Draft Schedule:** This hybrid design has been shared with stakeholders at our school. Students learn at school and at home via livestreaming M/T/TH/F. Wednesdays are all distance learning.

Tentative schedule: 8:10-11:50 = TK-5 with grab and go lunch / 8:10- 1:40 = 6-8 with lunch at school.

## Sample A/B Cohort Schedule

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>Group A</b> AT SCHOOL	<b>Group B</b> AT SCHOOL	<b>All Groups</b> AT HOME	<b>Group A</b> AT SCHOOL	<b>Group B</b> AT SCHOOL
<b>Group B</b> AT HOME	<b>Group A</b> AT HOME		<b>Group B</b> AT HOME	<b>Group A</b> AT HOME



# Stage 3 Reopening Updates

1. Expand starting on Monday, April 12th at the Main Building only
2. Finalize **program offering and staffing** in collaboration with teachers & admin team
  - Targeting TK-3rd grade students most vulnerable to learning loss
  - March parent survey deployed, missing about 50% of responses
  - Need to finalize technology tool selection and integration
  - Finalize onsite teacher & classroom assignments
3. Prepare classrooms needed to implement expansion (UV Carts to arrive by end of month)
4. Finalize student participation
5. Staff, student and parent onboarding/ training





# Board Discussion



Q&A



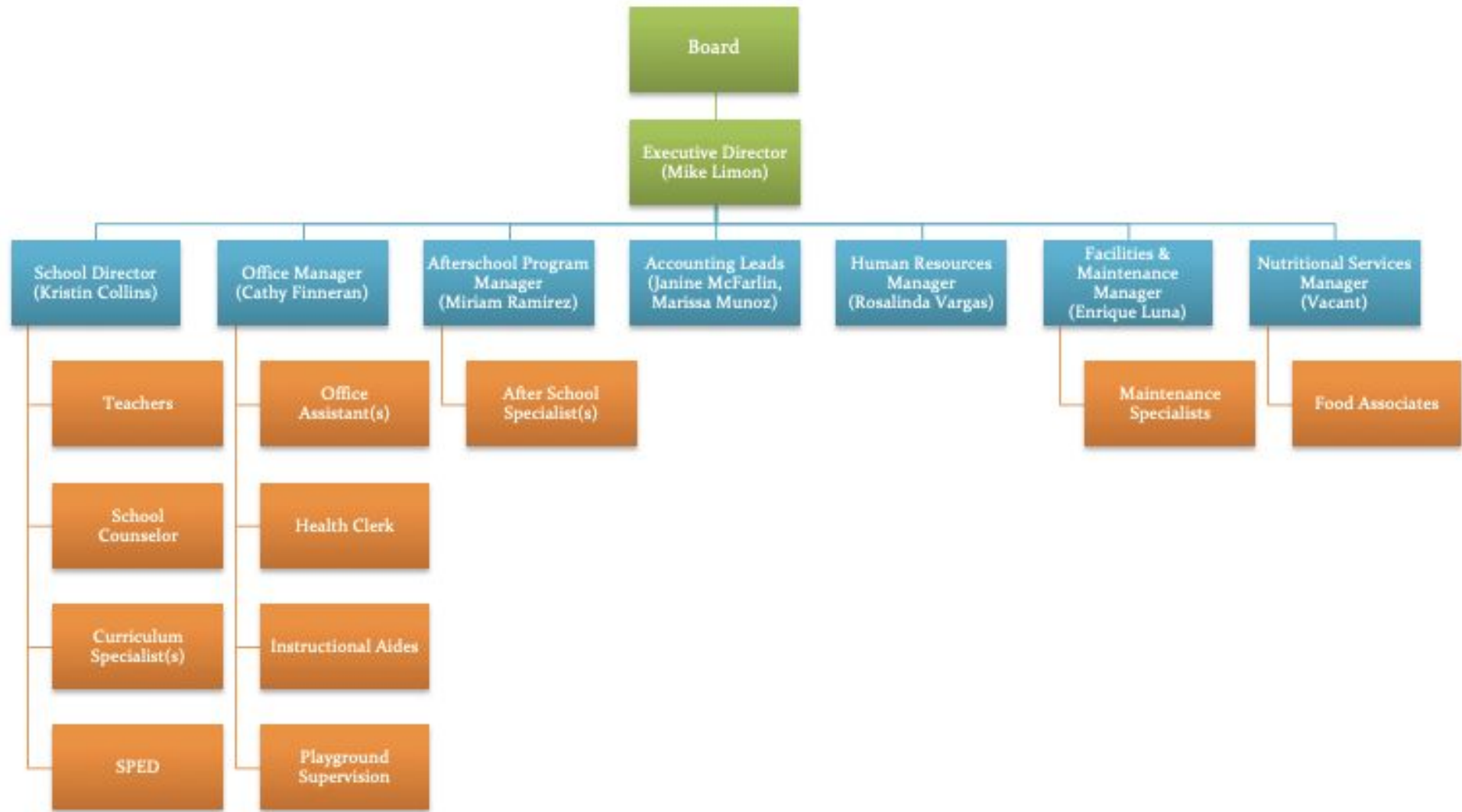


School Director Update and Recommendations Report  
- March 10, 2021 -

# Where are we at now?

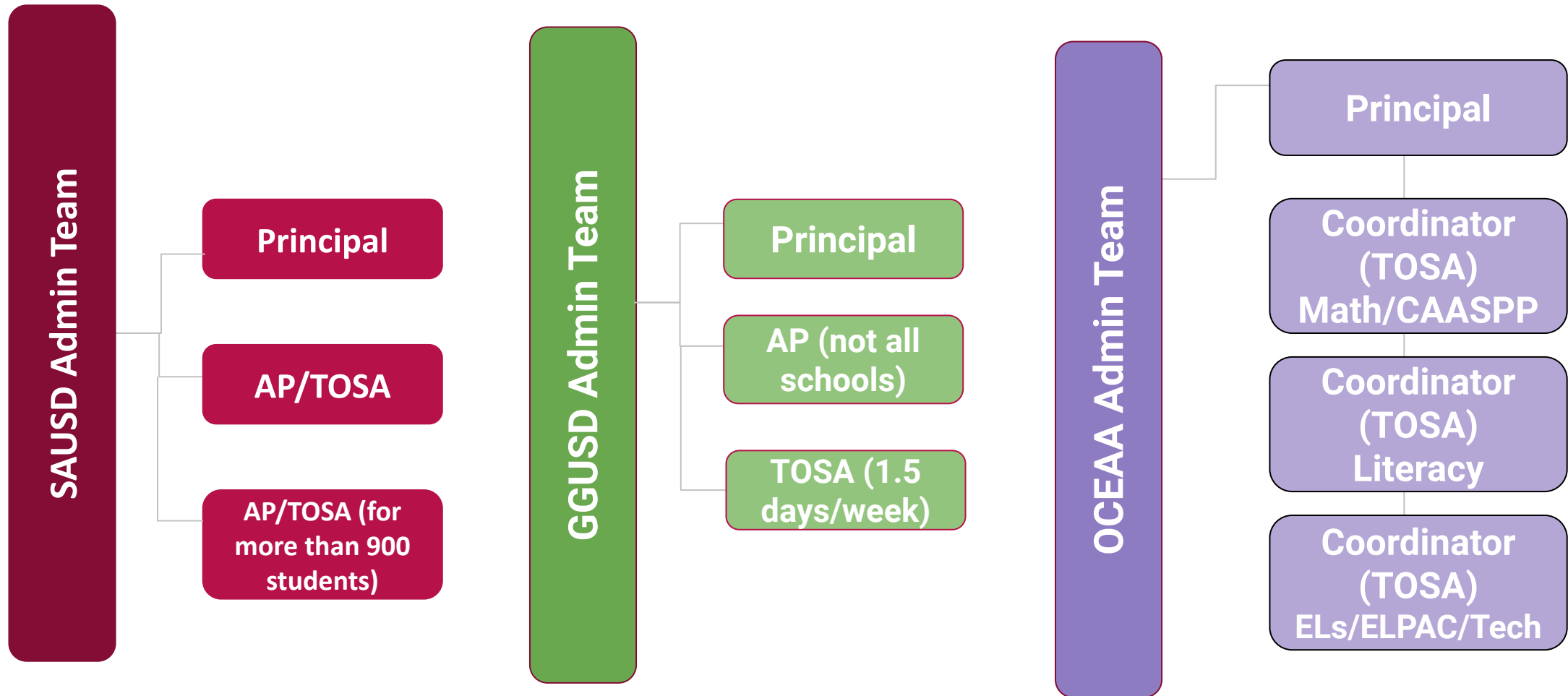
- **Communications**
  - **Internal:** Through a variety of approaches, meetings and emails.
  - **External:** All community letter from Mike Limon and Scott Overpeck
- **Staff Support**
  - Ongoing conversation with key stakeholders to ensure they have:
    - A voice
    - Share concerns
    - Share institutional challenges
- **Board created Subcommittee meets weekly**
  - Short term / long term versions of this committee





# OCEAA's Current Org Structure

# Sample Admin Structures



# Roles & Responsibilities

## School Director

- Supervises teams (Sped & GenEd), conduct classroom visits and performance evaluations
- Instructional Leader - sets goals (LCAP & School)
- Develops master schedule
- Hiring
- Runs SSC, Monthly Parent Mtgs & MC monthly morning assemblies, ILT,
- Leads & supports counselor w/ PBIS; manages office discipline referrals & suspensions/expulsions
- Attends IEPs
- Parent communication
- Leads School Morale-attends most school functions
- Ensures State & District EDU mandates are being met
- Develops policies and procedures

## Math/CAASPP Coordinator

- MTSS Lead
- Monitors School-wide math data
- Coordinates & provides math interventions, supervises math intervention teacher
- Curriculum expert
- Drives Instruction
- Coordinates CAASPP testing
- Creates & Runs PD for math and CAASPP
- Coaches teachers
- BTSA Mentor

## Literacy Coordinator

- MTSS Lead
- Monitors School-wide reading data
- Coordinates & provides literacy interventions, supervises literacy intervention teachers
- Curriculum expert
- Drives Instruction
- Creates & Runs PD for literacy
- Coordinates 504 plans
- Coaches teachers
- BTSA Mentor

## EL/ELPAC/Tech Coordinator

- MTSS Lead
- Monitors School-wide EL data
- Provides training and PD related to ELs
- Coordinates ELPAC initial and summative testing
- Monitors reclassification of ELs
- Chairs ELAC
- Attends related trainings
- EDU tech training and support for TK-8th
- Coaches teachers

# Short Term Needs

## Subcommittee feedback/ updates:

- **Committee wants to explore same leadership model/ structure**
- **Therefore need a “Bridge-style” plan:**
  - So that OCEAA does not rush through this recruitment effort
  - Ensure OCEAA finds the best candidate
  - Redistribute the work in the interim
    - Coach and grow internal staff
- **Current Succession Planning:**
  - Took a deep dive into JD in partnership with EL and reviewing samples
  - Captured curriculum infrastructure to understand the scope



# Long Term Strategies

- **Evaluation Goals:**

- Review experience over last 6 years
- Stakeholder Engagement (internal and external) Opportunity
- **Teacher Voice:** Survey to elicit teacher feedback re: school needs, teacher needs and recruiting internally/externally
- Look at other models with similar schools to learn about successes
- Ensure OCEAA finds the “right” candidate for position
- **Goal: Determine the final structure**

- **List of Skills or Traits:**

- What are your top traits per board member?
- What has been effective/ineffective with this position?







# Board Discussion

# Recruitment Vision

**School our size and type:** Share initial recommendations

**Phase 1:** Focus on internal strategies with consultant (hourly) support

**Resources to Engage:**

- Post on EdJoin, Idealist and EL Education's network
- Talk to Nova & Samueli about their approach
- Contact national charter organizations for recruiting referrals (CCSA, etc)
- Stakeholder Engagement: Internal and External
  - Board Subcommittee and Key Staff Members to represent all departments

**Phase 2:** Pay \$20-\$35k to pay for recruiter

**Current Companies Interviewed:**

- ATS+Partners
- Scoot Education
- Carney Sandoe
- CalWest
- Staffing Solutions
- Envision Consulting
- LH Global Consulting



# Next Steps

## Next Steps:

1. Address short term needs/goals
2. Evaluate various school models
3. Subcommittee to create a timeline with deliverables
  - a. Items such as job description, **stakeholder engagement**, **develop interview structure** etc.
4. Ensure team members are feeling supported along the way



Q&A





*"At CSMC We Rise by Lifting Others"*

FY 2020-21

## 2<sup>nd</sup> Interim Budget Revision

**Prepared for: Orange County Educational Arts Academy**



Prepared by School's CSMC SBM -Kristin Nowak

# Average Daily Attendance Driving Revenues



K-3	336.1
4-6	185.55
7-8	78.63
9-12	-
<b>TOTAL</b>	<b>600.27</b>

No change from  
19-20 P2 ADA

	2nd Interim	P2	Variance
<b>AVG DAILY ATTENDANCE BY GRADE RANGE</b>			
TK-3	337.4	336.1	(1.35)
4-6	183.75	185.55	1.80
7-8	75.81	78.63	2.82
9-12	-	-	
<b>TOTAL</b>	<b>597.00</b>	<b>600.27</b>	<b>3.27</b>



# 20-21 2<sup>nd</sup> Interim Budget Summary REVENUES



## OCEAA



		1st Interim Budget	2nd Interim Budget	
NAME		Revision	Revision	VARIANCE
TOTAL ENROLLMENT		623	623	-
AVERAGE DAILY ATTENDANCE		600.27	600.27	-
<b>REVENUE</b>	State LCFF Revenue	\$ 6,168,417	\$ 6,168,417	\$ 0
	Federal Revenue	\$ 1,199,451	\$ 1,189,814	\$ (9,638)
	Other State Revenue	\$ 1,272,161	\$ 1,295,684	\$ 23,523
	Local Revenue	\$ 330,487	\$ 330,487	\$ -
	<b>TOTAL REVENUE</b>	<b>\$ 8,970,516</b>	<b>\$ 8,984,402</b>	<b>\$ 13,886</b>

### COMMENTS

PY federal revenue reduction

PY state revenue increase



# 20-21 2<sup>nd</sup> Interim Budget Summary EXPENSES



## OCEAA



		1st Interim Budget	2nd Interim Budget	
NAME		Revision	Revision	VARIANCE
EXPENSES	Certificated Salaries	\$ 2,475,459	\$ 2,477,121	\$ 1,662
	Classified Salaries	\$ 997,892	\$ 1,014,450	\$ 16,557
	Benefits	\$ 1,256,300	\$ 1,266,285	\$ 9,985
	<b>TOTAL PERSONNEL EXPENSES</b>	<b>\$ 4,729,651</b>	<b>\$ 4,757,855</b>	<b>\$ 28,204</b>
	Books and Supplies	\$ 720,995	\$ 727,183	\$ 6,188
	Services and Other Operating Expenses	\$ 3,000,857	\$ 3,000,857	\$ 0
	Capital Outlay	\$ 204,000	\$ 192,370	\$ (11,630)
	Other Outgoing	\$ 604,689	\$ 601,688	\$ (3,001)
	<b>TOTAL OTHER EXPENSES</b>	<b>\$ 4,530,542</b>	<b>\$ 4,522,099</b>	<b>\$ (8,443)</b>
	<b>TOTAL EXPENSES</b>	<b>\$ 9,260,193</b>	<b>\$ 9,279,954</b>	<b>\$ 19,761</b>

### COMMENTS

Updated minimum wage salary requirements  
 Updated hourly rates, reviewed as of 1/31

General Student Equipment increased to capture YTD actuals

Updated annual depreciation as of 02.15.2021  
 Updated disputed SPED encroachment based on revised invoice rec'd





# 20-21 2<sup>nd</sup> Interim Budget Summary



## OCEAA




		1st Interim Budget	2nd Interim Budget	
NAME		Revision	Revision	VARIANCE
<b>REVENUE</b>	State LCFF Revenue	\$ 6,168,417	\$ 6,168,417	\$ 0
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	<b>TOTAL EXPENSES</b>	<b>\$ 9,260,193</b>	<b>\$ 9,279,954</b>	<b>\$ 19,761</b>
<b>BALANCE</b>	<b>SURPLUS\ (DEFICIT)</b>	<b>\$ (289,677)</b>	<b>\$ (295,552)</b>	<b>\$ (5,875)</b>
	<i>% of LCFF Revenue</i>	<i>-4.7%</i>	<i>-4.5%</i>	



# 20-21 2<sup>nd</sup> Interim Budget Summary

## FUND BALANCE and CASH FLOW POSITIONS



OCEAA				
NAME	1st Interim Budget Revision	2nd Interim Budget Revision	VARIANCE	
<b>SURPLUS\ (DEFICIT)</b>	\$ (289,677)	\$ (295,552)	\$ (5,875)	
<i>% of LCFF Revenue</i>	-4.7%	-4.5%		
<b>BEGINNING FUND BALANCE</b>	\$ 1,100,793	\$ 1,100,793	\$ -	
<b>ENDING BALANCE</b>	\$ 811,116	\$ 805,240		
<i>% of LCFF Revenue</i>	13.1%	13.1%		
<b>SPED Encroachment Payments Disputed:</b>	\$ 547,153	\$ 544,152		
<b>SURPLUS\ (DEFICIT) Excluding SPED disputed Encroachment:</b>	\$ 257,476	\$ 248,600		
<b>ENDING BALANCE w/o SPED:</b>	\$ 1,358,269	\$ 1,349,392		
<i>% of Total expenses</i>	14.7%	14.5%		

Cash flow positive all months

## OCEAA Cash Flow

	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>CHANGE IN CASH</b>							87,190	(392,584)	(25,694)	(359,948)	(437,917)	655,615
<b>CASH BALANCE</b>	1,443,374	1,192,022	1,851,443	1,659,158	1,409,891	1,626,676	1,686,087	1,293,503	1,267,809	907,861	469,944	1,125,560
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL					



# CSMC Charter School Support Team



**Executive VP of Client Services**  
Tom Nichols



[tnichols@csmci.com](mailto:tnichols@csmci.com)



**Regional SBM Director**  
Scott Warner



[swarner@csmci.com](mailto:swarner@csmci.com)



**School Business Manager**  
Kristin Nowak



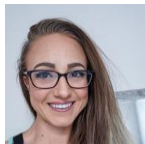
[knowak@csmci.com](mailto:knowak@csmci.com)



**Regional AM Director**  
Mai Luong



[mluong@csmci.com](mailto:mluong@csmci.com)



**Account Manager**  
Kayla Tocco



[ktocco@csmci.com](mailto:ktocco@csmci.com)



**Associate AM**  
Evelyn Jardimiano



[ejardiniano@csmci.com](mailto:ejardiniano@csmci.com)



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

Charter School Name: Orange County Educational Ar  
(continued) Academy  
CDS #: 30 66670 0109066  
Charter Approving Entity: Santa Ana Unified School Distr  
County: Orange  
Charter #: 0701  
Fiscal Year: 2020/21

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**CERTIFICATION OF FINANCIAL CONDITION**

- POSITIVE CERTIFICATION**  
As the Charter School Official, I certify that based upon current projections this charter will meet its financial obligations for the current fiscal year and subsequent two fiscal years.
- QUALIFIED CERTIFICATION**  
As the Charter School Official, I certify that based upon current projections this charter may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.
- NEGATIVE CERTIFICATION**  
As the Charter School Official, I certify that based upon current projections this charter will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

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To the entity that approved the charter school:  
(  ) 2020/21 CHARTER SCHOOL SECOND 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: \_\_\_\_\_  
Charter School Official  
(Original signature required)  
Print Mike Limon Title: Executive Director

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To the County Superintendent of Schools:  
(  ) 2020/21 CHARTER SCHOOL SECOND 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 \_\_\_\_\_ Title: \_\_\_\_\_

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

<u>For Approving Entity:</u>	<u>For Charter School:</u>
_____	_____
Name	Kristin Nowak Name
_____	_____
Title	CSMC-School Business Manager Title
_____	_____
Phone	951-694-3050 Phone
_____	_____
E-mail	<a href="mailto:knowak@csmci.com">knowak@csmci.com</a> E-mail

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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  
Second Interim Report - Detail**

Charter School Name: Orange County Educational Arts Academy  
 (continued) Academy  
 CDS #: 30 66670 0109066  
 Charter Approving Entity: Santa Ana Unified School District  
 County: Orange  
 Charter #: 0701  
 Fiscal Year: 2020/21

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	1st Interim Budget			Actuals thru 1/31			2nd Interim Budget		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>A. REVENUES</b>										
1. LCFF Revenue Sources										
State Aid - Current Year	8011	3,856,567.74		3,856,567.74	1,780,086.55	-	1,780,086.55	3,220,955.00		3,220,955.00
Education Protection Account State Aid - Current Year	8012	501,579.00		501,579.00	568,596.00	-	568,596.00	1,137,192.00		1,137,192.00
State Aid - Prior Years	8019			-	874,214.00	-	874,214.00			-
Transfer to Charter Schools In Lieu of Property Taxes	8096	1,810,270.26		1,810,270.26	-	-	-	1,810,270.26		1,810,270.26
Other LCFF Transfers	8091, 8097			-	-	-	-			-
Total, LCFF Sources		6,168,417.00	-	6,168,417.00	3,222,896.55	-	3,222,896.55	6,168,417.26	-	6,168,417.26
2. Federal Revenues										
Every Student Succeeds Act (Title I-V)	8290		243,555.40	243,555.40	-	192,380.00	192,380.00		243,555.40	243,555.40
Special Education - Federal	8181, 8182		70,906.89	70,906.89	-	-	-		70,906.89	70,906.89
Child Nutrition - Federal	8220		235,000.00	235,000.00	-	166,460.88	166,460.88		235,000.00	235,000.00
Donated Food Commodities	8221			-	-	-	-			-
Other Federal Revenues	8110, 8260-8299		649,989.00	649,989.00	-	524,358.50	524,358.50		640,351.50	640,351.50
Total, Federal Revenues		-	1,199,451.29	1,199,451.29	-	883,199.38	883,199.38	-	1,189,813.79	1,189,813.79
3. Other State Revenues										
Special Education - State	StateRevSE		365,879.57	365,879.57	-	-	-		365,879.57	365,879.57
All Other State Revenues	StateRevAO	100,068.46	806,213.15	906,281.61	42,893.91	216,173.72	259,067.63	123,030.01	806,774.45	929,804.46
Total, Other State Revenues		100,068.46	1,172,092.72	1,272,161.18	42,893.91	216,173.72	259,067.63	123,030.01	1,172,654.02	1,295,684.03
4. Other Local Revenues										
All Other Local Revenues	LocalRevAO	275,552.52	54,934.20	330,486.72	67,868.23	454.50	68,322.73	275,552.52	54,934.20	330,486.72
Total, Local Revenues		275,552.52	54,934.20	330,486.72	67,868.23	454.50	68,322.73	275,552.52	54,934.20	330,486.72
5. TOTAL REVENUES										
		6,544,037.98	2,426,478.21	8,970,516.19	3,333,658.69	1,099,827.60	4,433,486.29	6,566,999.79	2,417,402.02	8,984,401.80
<b>B. EXPENDITURES</b>										
1. Certificated Salaries										
Certificated Teachers' Salaries	1100	2,155,446.48	129,691.71	2,285,138.19	1,256,807.54	61,318.42	1,318,125.96	2,157,108.48	129,691.71	2,286,800.19
Certificated Pupil Support Salaries	1200			-	-	-	-	-	-	-
Certificated Supervisors' and Administrators' Salaries	1300	114,000.00		114,000.00	70,898.43	6,592.28	77,490.71	114,000.00		114,000.00
Other Certificated Salaries	1900		76,320.76	76,320.76	-	45,817.54	45,817.54	-	76,320.76	76,320.76
Total, Certificated Salaries		2,269,446.48	206,012.47	2,475,458.95	1,327,705.97	113,728.24	1,441,434.21	2,271,108.48	206,012.47	2,477,120.95
2. Non-certificated Salaries										
Non-certificated Instructional Aides' Salaries	2100	92,156.65	198,613.44	290,770.09	64,637.23	93,274.48	157,911.71	79,334.65	220,333.44	299,668.09
Non-certificated Support Salaries	2200	71,526.33	46,749.90	118,276.23	38,757.56	51,332.48	90,090.04	51,866.08	67,245.50	119,111.58
Non-certificated Supervisors' and Administrators' Sal.	2300	222,160.00	63,000.00	285,160.00	155,034.74	40,079.22	195,113.96	222,160.00	65,500.00	288,660.00
Clerical and Office Salaries	2400	133,046.00	56,160.00	189,206.00	77,923.31	8,781.48	86,704.79	133,046.00	57,540.00	190,586.00
Other Non-certificated Salaries	2900	114,480.00	-	114,480.00	46,938.35	-	46,938.35	116,424.00	-	116,424.00
Total, Non-certificated Salaries		633,368.98	364,523.34	997,892.32	383,291.19	193,467.66	576,758.85	602,830.73	411,618.94	1,014,449.67
3. Employee Benefits										
STRS	3101-3102	334,117.31	65,669.31	399,786.62	211,739.40	18,314.84	230,054.24	331,579.99	68,475.04	400,055.03
PERS	3201-3202	172,633.37	33,930.34	206,563.71	76,916.85	34,481.35	111,398.20	144,048.15	65,942.93	209,991.08
OASDI / Medicare / Alternative	3301-3302	93,797.43	18,435.48	112,232.91	34,548.66	15,668.15	50,216.81	94,092.49	19,431.17	113,523.66
Health and Welfare Benefits	3401-3402	386,325.87	75,930.68	462,256.54	200,214.85	53,112.42	253,327.27	386,960.40	79,911.73	466,872.13
Unemployment Insurance	3501-3502	2,106.06	413.94	2,520.00	833.18	149.21	982.39	2,088.67	431.33	2,520.00
Workers' Compensation Insurance	3601-3602	60,959.12	11,981.25	72,940.38	26,358.77	4,828.35	31,187.12	60,772.72	12,550.26	73,322.98
OPEB, Allocated	3701-3702			-	-	-	-	-	-	-
OPEB, Active Employees	3751-3752			-	-	-	-	-	-	-
Other Employee Benefits	3901-3902			-	-	-	-	-	-	-
Total, Employee Benefits		1,049,939.16	206,361.00	1,256,300.16	550,611.71	126,554.32	677,166.03	1,019,542.42	246,742.46	1,266,284.89
4. Books and Supplies										
Approved Textbooks and Core Curricula Materials	4100	44,411.90	29,413.23	73,825.13	16,346.95	10,072.91	26,419.86	44,411.90	29,413.23	73,825.13
Books and Other Reference Materials	4200	26,000.00		26,000.00	16,471.78	2,024.38	18,496.16	20,000.00	6,000.00	26,000.00
Materials and Supplies	4300	19,630.58	241,694.42	261,325.00	19,287.16	24,586.00	43,873.16	42,712.04	215,709.96	258,422.00
Noncapitalized Equipment	4400		231,329.22	231,329.22	2,549.88	184,180.71	186,730.59	5,000.00	235,420.34	240,420.34
Food	4700		128,516.00	128,516.00	-	42,395.17	42,395.17		128,516.00	128,516.00
Total, Books and Supplies		90,042.48	630,952.87	720,995.35	54,655.77	263,259.17	317,914.94	112,123.94	615,059.53	727,183.47
5. Services and Other Operating Expenditures										
Subagreements for Services	5100			-	-	-	-			-
Travel and Conferences	5200	143,769.00	23,221.00	166,990.00	32,583.45	4,546.00	37,129.45	143,769.00	23,221.00	166,990.00
Dues and Memberships	5300	15,000.00		15,000.00	1,150.00	11,250.30	12,400.32	1,500.00	13,500.00	15,000.00
Insurance	5400	136,237.00		136,237.00	68,270.87	-	68,270.87	136,237.00		136,237.00
Operations and Housekeeping Services	5500	95,000.00	12,500.00	107,500.00	38,716.15	229.00	38,945.15	95,000.00	12,500.00	107,500.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	526,144.84	754,670.00	1,280,814.84	661,450.46	5,988.43	667,438.89	1,076,144.84	204,670.00	1,280,814.84
Transfers of Direct Costs	5700-5799			-	(310,000.00)		310,000.00		(310,000.00)	310,000.00
Professional/Consulting Services and Operating Expend.	5800	742,174.87	497,140.47	1,239,315.34	238,672.92	317,721.14	556,394.06	862,945.53	376,370.00	1,239,315.53
Communications	5900		55,000.00	55,000.00	17,091.76	34,504.43	51,596.19	20,000.00	35,000.00	55,000.00
Total, Services and Other Operating Expenditures		1,658,325.71	1,342,531.47	3,000,857.18	747,935.63	684,239.30	1,432,174.93	2,025,596.37	975,261.00	3,000,857.37

<b>6. Capital Outlay (Objects 6100-6170, 6200-6500 for modified accrual basis only)</b>									
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	204,000.00		204,000.00	96,184.98	-	96,184.98	192,369.96	192,369.96
Total, Capital Outlay		204,000.00	-	204,000.00	96,184.98	-	96,184.98	192,369.96	192,369.96
<b>7. Other Outgo</b>									
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	547,153.10		547,153.10			-	544,151.75	544,151.75
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	53,052.00	-	53,052.00	26,591.35	-	26,591.35	53,052.00	53,052.00
Principal (for modified accrual basis only)	7439	4,484.00	-	4,484.00	2,225.05	-	2,225.05	4,484.00	4,484.00
Total, Other Outgo		604,689.10	-	604,689.10	28,816.40	-	28,816.40	601,687.75	601,687.75
<b>8. TOTAL EXPENDITURES</b>									
		6,509,811.92	2,750,381.15	9,260,193.06	3,189,201.65	1,381,248.69	4,570,450.34	6,825,259.66	2,454,694.40
								9,279,954.06	
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>									
		34,226.06	(323,902.93)	(289,676.87)	144,457.04	(281,421.09)	(136,964.05)	(258,259.87)	(37,292.38)
								(295,552.25)	(295,552.25)
<b>D. OTHER FINANCING SOURCES / USES</b>									
1. Other Sources	8930-8979			-			-		-
2. Less: Other Uses	7630-7699			-			-		-
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	(323,902.93)	323,902.93	-			-	(37,292.38)	37,292.38
4. TOTAL OTHER FINANCING SOURCES / USES		(323,902.93)	323,902.93	-	-	-	-	(37,292.38)	37,292.38
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>									
		(289,676.87)	(0.00)	(289,676.87)	144,457.04	(281,421.09)	(136,964.05)	(295,552.25)	(0.00)
								(295,552.25)	(295,552.25)
<b>F. FUND BALANCE, RESERVES</b>									
1. Beginning Fund Balance									
a. As of July 1	9791	1,281,040.24	41,032.00	1,322,072.24			-	1,477,550.00	1,477,550.00
b. Adjustments to Beginning Balance	9793, 9795	(207,829.74)	(13,449.80)	(221,279.54)			-	(32,558.00)	(32,558.00)
c. Adjusted Beginning Balance		1,073,210.50	27,582.20	1,100,792.70			-	1,444,992.00	1,444,992.00
2. Ending Fund Balance, June 30 (E + F.1.c.)		783,533.63	27,582.20	811,115.83	144,457.04	(281,421.09)	(136,964.05)	1,149,439.75	(0.00)
								1,149,439.75	1,149,439.75
Components of Ending Fund Balance :									
a. Nonspendable									
Revolving Cash (equals object 9130)	9711			-			-		-
Stores (equals object 9320)	9712			-			-		-
Prepaid Expenditures (equals object 9330)	9713			-			-		-
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	783,533.63	27,582.20	811,115.83	144,457.04	(281,421.09)	(136,964.05)	1,149,439.75	(0.00)
Unassigned/Unappropriated Amount	9790	0.00	(0.00)	0.00	-	-	-	-	-

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

Charter School Name: Orange County Educational Arts  
(continued) Academy  
CDS #: 30 66670 0109066  
Charter Approving Entity: Santa Ana Unified School District  
County: Orange  
Charter #: 0701  
Fiscal Year: 2020/21

Description	Object Code	1st Interim Budget (X)	Actuals thru 1/31 (Y)	2nd Interim Budget (Z)	2nd Interim vs. 1st Interim Increase, (Decrease)	
					\$ Difference (Z) vs. (X)	% Change (Z) vs. (X)
<b>A. REVENUES</b>						
1. LCFF Revenue Sources						
State Aid - Current Year	8011	3,856,567.74	1,780,086.55	3,220,955.00	(635,612.74)	-16.48%
Education Protection Account State Aid - Current Year	8012	501,579.00	568,596.00	1,137,192.00	635,613.00	126.72%
State Aid - Prior Years	8019	-	874,214.00	-	-	-
Transfer of Charter Schools In Lieu of Property Taxes	8096	1,810,270.26	-	1,810,270.26	-	0.00%
Other LCFF Transfers	8091, 8097	-	-	-	-	-
Total, LCFF Sources		6,168,417.00	3,222,896.55	6,168,417.26	0.26	0.00%
2. Federal Revenues						
Every Student Succeeds Act (Title I - V)	8290	243,555.40	192,380.00	243,555.40	-	0.00%
Special Education - Federal	8181, 8182	70,906.89	-	70,906.89	-	0.00%
Child Nutrition - Federal	8220	235,000.00	166,460.88	235,000.00	-	0.00%
Donated Food Commodities	8221	-	-	-	-	-
Other Federal Revenues	8110, 8260-8299	649,989.00	524,358.50	640,351.50	(9,637.50)	-1.48%
Total, Federal Revenues		1,199,451.29	883,199.38	1,189,813.79	(9,637.50)	-0.80%
3. Other State Revenues						
Special Education - State	StateRevSE	365,879.57	-	365,879.57	-	0.00%
All Other State Revenues	StateRevAO	906,281.61	259,067.63	929,804.46	23,522.85	2.60%
Total, Other State Revenues		1,272,161.18	259,067.63	1,295,684.03	23,522.85	1.85%
4. Other Local Revenues						
All Other Local Revenues	LocalRevAO	330,486.72	68,322.73	330,486.72	-	0.00%
Total, Local Revenues		330,486.72	68,322.73	330,486.72	-	0.00%
5. TOTAL REVENUES						
		8,970,516.19	4,433,486.29	8,984,401.80	13,885.61	0.15%
<b>B. EXPENDITURES</b>						
1. Certificated Salaries						
Certificated Teachers' Salaries	1100	2,285,138.19	1,318,125.96	2,286,800.19	1,662.00	0.07%
Certificated Pupil Support Salaries	1200	-	-	-	-	-
Certificated Supervisors' and Administrators' Salaries	1300	114,000.00	77,490.71	114,000.00	-	0.00%
Other Certificated Salaries	1900	76,320.76	45,817.54	76,320.76	-	0.00%
Total, Certificated Salaries		2,475,458.95	1,441,434.21	2,477,120.95	1,662.00	0.07%
2. Non-certificated Salaries						
Non-certificated Instructional Aides' Salaries	2100	290,770.09	157,911.71	299,668.09	8,898.00	3.06%
Non-certificated Support Salaries	2200	118,276.23	90,090.04	119,111.58	835.34	0.71%
Non-certificated Supervisors' and Administrators' Sal.	2300	285,160.00	195,113.96	288,660.00	3,500.00	1.23%
Clerical and Office Salaries	2400	189,206.00	86,704.79	190,586.00	1,380.00	0.73%
Other Non-certificated Salaries	2900	114,480.00	46,938.35	116,424.00	1,944.00	1.70%
Total, Non-certificated Salaries		997,892.32	576,758.85	1,014,449.67	16,557.35	1.66%
3. Employee Benefits						
STRS	3101-3102	399,786.62	230,054.24	400,055.03	268.41	0.07%
PERS	3201-3202	206,563.71	111,398.20	209,991.08	3,427.37	1.66%
OASDI / Medicare / Alternative	3301-3302	112,232.91	50,216.81	113,523.66	1,290.75	1.15%
Health and Welfare Benefits	3401-3402	462,256.54	253,327.27	466,872.13	4,615.59	1.00%
Unemployment Insurance	3501-3502	2,520.00	982.39	2,520.00	-	0.00%
Workers' Compensation Insurance	3601-3602	72,940.38	31,187.12	73,322.98	382.61	0.52%
OPEB, Allocated	3701-3702	-	-	-	-	-
OPEB, Active Employees	3751-3752	-	-	-	-	-
Other Employee Benefits	3901-3902	-	-	-	-	-
Total, Employee Benefits		1,256,300.16	677,166.03	1,266,284.89	9,984.73	0.79%
4. Books and Supplies						
Approved Textbooks and Core Curricula Materials	4100	73,825.13	26,419.86	73,825.13	-	0.00%
Books and Other Reference Materials	4200	26,000.00	18,496.16	26,000.00	-	0.00%
Materials and Supplies	4300	261,325.00	43,873.16	258,422.00	(2,903.00)	-1.11%
Noncapitalized Equipment	4400	231,329.22	186,730.59	240,420.34	9,091.12	3.93%

Food	4700	128,516.00	42,395.17	128,516.00	-	0.00%
Total, Books and Supplies		720,995.35	317,914.94	727,183.47	6,188.12	0.86%
<b>5. Services and Other Operating Expenditures</b>						
Subagreements for Services	5100	-	-	-	-	
Travel and Conferences	5200	166,990.00	37,129.45	166,990.00	-	0.00%
Dues and Memberships	5300	15,000.00	12,400.32	15,000.00	-	0.00%
Insurance	5400	136,237.00	68,270.87	136,237.00	-	0.00%
Operations and Housekeeping Services	5500	107,500.00	38,945.15	107,500.00	-	0.00%
Rentals, Leases, Repairs, and Noncap. Improvements	5600	1,280,814.84	667,438.89	1,280,814.84	-	0.00%
Transfers of Direct Costs	5700-5799	-	-	-	-	
Professional/Consulting Services and Operating Expend.	5800	1,239,315.34	556,394.06	1,239,315.53	0.19	0.00%
Communications	5900	55,000.00	51,596.19	55,000.00	-	0.00%
Total, Services and Other Operating Expenditures		3,000,857.18	1,432,174.93	3,000,857.37	0.19	0.00%
<b>6. Capital Outlay (Objects 6100-6170, 6200-6500 modified accrual basis only)</b>						
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	204,000.00	96,184.98	192,369.96	(11,630.04)	-5.70%
Total, Capital Outlay		204,000.00	96,184.98	192,369.96	(11,630.04)	-5.70%
<b>7. Other Outgo</b>						
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	547,153.10	-	544,151.75	(3,001.35)	-0.55%
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	53,052.00	26,591.35	53,052.00	-	0.00%
Principal (for modified accrual basis only)	7439	4,484.00	2,225.05	4,484.00	-	0.00%
Total, Other Outgo		604,689.10	28,816.40	601,687.75	(3,001.35)	-0.50%
<b>8. TOTAL EXPENDITURES</b>		9,260,193.06	4,570,450.34	9,279,954.06	19,760.99	0.21%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>		(289,676.87)	(136,964.05)	(295,552.25)	(5,875.39)	2.03%



<b>D. OTHER FINANCING SOURCES / USES</b>						
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						
		-	-	-	-	
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>						
		(289,676.87)	(136,964.05)	(295,552.25)	(5,875.39)	2.03%
<b>F. FUND BALANCE, RESERVES</b>						
1. Beginning Fund Balance						
a. As of July 1	9791	1,322,072.24	-	1,477,550.00	155,477.76	11.76%
b. Adjustments to Beginning Balance	9793, 9795	(221,279.54)	-	(32,558.00)	188,721.54	-85.29%
c. Adjusted Beginning Balance		1,100,792.70	-	1,444,992.00		
2. Ending Fund Balance, June 30 (E + F.1.c.)						
		811,115.83	(136,964.05)	1,149,439.75		
Components of Ending Fund Balance :						
a. Nonspendable						
Revolving Cash (equals object 9130)	9711	-	-	-	-	
Stores (equals object 9320)	9712	-	-	-	-	
Prepaid Expenditures (equals object 9330)	9713	-	-	-	-	
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	811,115.83	(136,964.05)	1,149,439.75	338,323.92	41.71%
Unassigned/Unappropriated Amount	9790	0.00	-	-	(0.00)	(100%)

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

Charter School Name: Orange County Educational Arts  
(continued) Academy  
CDS #: 30 66670 0109066  
Charter Approving Entity: Santa Ana Unified School Distric  
County: Orange  
Charter #: 0701  
Fiscal Year: 2020/21

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 2020/21			Totals for 2021/22	Totals for 2022/23
		Unrestricted	Restricted	Total		
<b>A. REVENUES</b>						
<b>1. LCFF Revenue Sources</b>						
State Aid - Current Year	8011	3,220,955.00	0.00	3,220,955.00	4,012,663.87	4,211,847.74
Education Protection Account State Aid - Current Year	8012	1,137,192.00	0.00	1,137,192.00	593,085.00	594,033.00
State Aid - Prior Years	8019	0.00	0.00	0.00		
Transfers of Charter Schools In Lieu of Property Taxes	8096	1,810,270.26	0.00	1,810,270.26	1,812,351.13	1,815,246.26
Other LCFF Transfers	8091, 8097	0.00	0.00	0.00		
Total, LCFF Sources		6,168,417.26	0.00	6,168,417.26	6,418,100.00	6,621,127.00
<b>2. Federal Revenues</b>						
Every Student Succeeds Act (Title I - V)	8290	0.00	243,555.40	243,555.40	224,021.00	224,021.00
Special Education - Federal	8181, 8182	0.00	70,906.89	70,906.89	70,988.40	71,101.80
Child Nutrition - Federal	8220	0.00	235,000.00	235,000.00	235,000.00	235,000.00
Donated Food Commodities	8221	0.00	0.00	0.00		
Other Federal Revenues	8110, 8260-8299	0.00	640,351.50	640,351.50		
Total, Federal Revenues		0.00	1,189,813.79	1,189,813.79	530,009.40	530,122.80
<b>3. Other State Revenues</b>						
Special Education - State	StateRevSE	0.00	365,879.57	365,879.57	365,879.57	365,879.57
All Other State Revenues	StateRevAO	123,030.01	806,774.45	929,804.46	1,096,429.60	1,097,737.94
Total, Other State Revenues		123,030.01	1,172,654.02	1,295,684.03	1,462,309.17	1,463,617.51
<b>4. Other Local Revenues</b>						
All Other Local Revenues	LocalRevAO	275,552.52	54,934.20	330,486.72	339,236.72	339,236.72
Total, Local Revenues		275,552.52	54,934.20	330,486.72	339,236.72	339,236.72
<b>5. TOTAL REVENUES</b>						
		6,566,999.79	2,417,402.02	8,984,401.80	8,749,655.29	8,954,104.03
<b>B. EXPENDITURES</b>						
<b>1. Certificated Salaries</b>						
Certificated Teachers' Salaries	1100	2,157,108.48	129,691.71	2,286,800.19	2,258,499.19	2,258,499.19
Certificated Pupil Support Salaries	1200	0.00	0.00	0.00	-	-
Certificated Supervisors' and Administrators' Salaries	1300	114,000.00	0.00	114,000.00	114,000.00	114,000.00
Other Certificated Salaries	1900	0.00	76,320.76	76,320.76	76,320.76	76,320.76
Total, Certificated Salaries		2,271,108.48	206,012.47	2,477,120.95	2,448,819.95	2,448,819.95
<b>2. Non-certificated Salaries</b>						
Non-certificated Instructional Aides' Salaries	2100	79,334.65	220,333.44	299,668.09	284,968.09	284,968.09
Non-certificated Support Salaries	2200	51,866.08	67,245.50	119,111.58	119,111.58	119,111.58
Non-certificated Supervisors' and Administrators' Sal.	2300	222,160.00	66,500.00	288,660.00	288,660.00	288,660.00
Clerical and Office Salaries	2400	133,046.00	57,540.00	190,586.00	190,586.00	190,586.00
Other Non-certificated Salaries	2900	116,424.00	0.00	116,424.00	116,424.00	116,424.00
Total, Non-certificated Salaries		602,830.73	411,618.94	1,014,449.67	999,749.67	999,749.67

Description	Object Code	FY 2020/21			Totals for 2021/22	Totals for 2022/23
		Unrestricted	Restricted	Total		
<b>3. Employee Benefits</b>						
STRS	3101-3102	331,579.99	68,475.04	400,055.03	389,852.14	440,787.59
PERS	3201-3202	144,048.15	65,942.93	209,991.08	229,942.42	262,934.16
OASDI / Medicare / Alternative	3301-3302	94,092.49	19,431.17	113,523.66	111,988.74	111,988.74
Health and Welfare Benefits	3401-3402	386,960.40	79,911.73	466,872.13	470,166.35	470,166.35
Unemployment Insurance	3501-3502	2,088.67	431.33	2,520.00	2,975.00	2,975.00
Workers' Compensation Insurance	3601-3602	60,772.72	12,550.26	73,322.98	72,419.96	72,419.96
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		1,019,542.42	246,742.46	1,266,284.89	1,277,344.61	1,361,271.80
<b>4. Books and Supplies</b>						
Approved Textbooks and Core Curricula Materials	4100	44,411.90	29,413.23	73,825.13	75,655.99	78,122.38
Books and Other Reference Materials	4200	20,000.00	6,000.00	26,000.00	26,644.80	27,513.42
Materials and Supplies	4300	42,712.04	215,709.96	258,422.00	145,636.00	150,384.00
Noncapitalized Equipment	4400	5,000.00	235,420.34	240,420.34	75,000.00	77,445.00
Food	4700	0.00	128,516.00	128,516.00	131,703.20	135,996.72
Total, Books and Supplies		112,123.94	615,059.53	727,183.47	454,639.99	469,461.52
<b>5. Services and Other Operating Expenditures</b>						
Subagreements for Services	5100	0.00	0.00	0.00	5,124.00	5,291.04
Travel and Conferences	5200	143,769.00	23,221.00	166,990.00	139,147.35	142,053.56
Dues and Memberships	5300	1,500.00	13,500.00	15,000.00	15,372.00	15,873.13
Insurance	5400	136,237.00	0.00	136,237.00	139,615.68	144,167.15
Operations and Housekeeping Services	5500	95,000.00	12,500.00	107,500.00	110,166.00	113,757.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	1,076,144.84	204,670.00	1,280,814.84	1,152,107.00	1,153,443.00
Transfers of Direct Costs	5700-5799	(310,000.00)	310,000.00	0.00		
Professional/Consulting Services and Operating Expend.	5800	862,945.53	376,370.00	1,239,315.53	1,220,540.00	1,252,384.00
Communications	5900	20,000.00	35,000.00	55,000.00	56,364.00	58,201.47
Total, Services and Other Operating Expenditures		2,025,596.37	975,261.00	3,000,857.37	2,838,436.03	2,885,170.34
<b>6. Capital Outlay (Obj. 6100-6170, 6200-6500 for mod. accr. basis only)</b>						
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	192,369.96	0.00	192,369.96	192,369.96	192,369.96
Total, Capital Outlay		192,369.96	0.00	192,369.96	192,369.96	192,369.96
<b>7. Other Outgo</b>						
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	544,151.75	0.00	544,151.75		
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	53,052.00	0.00	53,052.00	53,052.00	53,052.00
Principal (for modified accrual basis only)	7439	4,484.00	0.00	4,484.00	4,595.20	4,745.01
Total, Other Outgo		601,687.75	0.00	601,687.75	57,647.20	57,797.01
<b>8. TOTAL EXPENDITURES</b>		6,825,259.66	2,454,694.40	9,279,954.06	8,269,007.41	8,414,640.25
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>		(258,259.87)	(37,292.38)	(295,552.25)	480,647.88	539,463.79

Description	Object Code	FY 2020/21			Totals for 2021/22	Totals for 2022/23
		Unrestricted	Restricted	Total		
<b>D. OTHER FINANCING SOURCES / USES</b>						
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	(37,292.38)	37,292.38	0.00		
4. TOTAL OTHER FINANCING SOURCES / USES		(37,292.38)	37,292.38	0.00	0.00	0.00
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>						
		(295,552.25)	(0.00)	(295,552.25)	480,647.88	539,463.79
<b>F. FUND BALANCE, RESERVES</b>						
1. Beginning Fund Balance						
a. As of July 1	9791	1,477,550.00	0.00	1,477,550.00	1,149,439.75	1,630,087.62
b. Adjustments to Beginning Balance	9793, 9795	(32,558.00)	0.00	(32,558.00)		
c. Adjusted Beginning Balance		1,444,992.00	0.00	1,444,992.00	1,149,439.75	1,630,087.62
2. Ending Fund Balance, June 30 (E + F.1.c.)		1,149,439.75	(0.00)	1,149,439.75	1,630,087.62	2,169,551.41
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	0.00	0.00	0.00		
All Others	9719	0.00	0.00	0.00		
b. Restricted						
	9740	0.00	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	1,149,439.75	(0.00)	1,149,439.75	1,630,087.62	2,169,551.41
Unassigned/Unappropriated Amount	9790	0.00	0.00	0.00	0.00	0.00













# Certificated Compensation Study Results

March 2, 2021

# Process

- **Data Collection:** Public records requests were sent to Charter (7 schools) and District Schools (7 schools). Data requests included Compensation/Salary tables, Benefits and Job Descriptions.
- **Data Set used:** Charter (3 schools) and District (4 schools)
- **Selection criteria:** Geographic proximity, similar program (dual immersion K-8), historical/most likely competitors and actual responses received (several charters were unwilling to share data)
- **Develop Compensation Philosophy:** OCEAA recognizes that people are our greatest asset. We offer our employees a compensation structure that includes competitive pay and benefits, equitable access to growth opportunities and unique experiences to engage in meaningful work that advances our mission.
- **Other resources used throughout process:**
  - Carmen Aparicio: OCEAA Board member with extensive HR experience
  - Ruth Dutton: Compensation consultant with extensive Charter school experience
  - Kristin Nowak: CSMC School Business Manager with extensive Charter school/Accounting experience
  - Employee Survey: 82% response rate (**All Staff** surveyed)



# Survey Results (82% response - All Staff)

- **Areas Surveyed (Employee Perceptions):**

- Employee value
- Definition of compensation
- OCEAA's competitiveness
- Areas of importance: growth/autonomy, professional time, feedback, job expectations

- **Results:**

- Employee value: 70% scored 4 to 5 (1 being No and 5 being Yes!)
- Definition of compensation: 88% of staff agree that compensation is MORE than salary/benefits
- Competitiveness: (1 being not competitive and 5 being competitive)
  - 42% scored 1 to 2
  - 30% scored 3
  - 28% scored 4 to 5



# Survey Results continued

- **Ranking perceived areas of importance**
  - Growth opportunities/training (High importance)
  - Autonomy/voice in program design (High importance)
  - Motivated colleagues/academic support (High importance)
  - Staff recognition/social events (Low importance)
- **Is professional time respected/Do employee tasks contribute to school mission:**
  - 62% scored 4 to 5 (5 being Yes)
  - 26% scored 3
- **Quality of feedback:**
  - 68% scored 4 to 5 (5 being High Quality)
  - 22% scored 3
- **Frequency of feedback:**
  - 66% receive feedback 1-2 times/year and also receive informal feedback frequently
- **Evaluations fair in relation to job description, job expectations and manager expectations:** 86% scored 4 to 5 (5 being Yes)



# Survey Conclusions

- Staff perception is 40% of staff believe OCEAA's current compensation is NOT competitive; 30% are "neutral" and 30% believe OCEAA's current compensation IS competitive
- Most important items to staff are the things that make charter schools unique and special:
  - Autonomy
  - Motivated colleagues
  - Growth
  - Mission driven/meaningful work
- OCEAA is doing well in the area of providing quality feedback and frequency of feedback
- Performance evaluations are fair in relation to job expectations, job descriptions and manager expectations



# Salary Data Trends

- **Charter Schools:**
  - **Salaries:** OCEAA's compensation in the low, mid and high ranges of the salary scale is **higher** than all charter schools in the study
  - **Benefits:** The cost of annual benefits to OCEAA employees is **comparable** to charter schools in the study
- **District Schools:**
  - **Salaries:** OCEAA's compensation in the low and mid ranges of the salary scale is **lower** than all district schools in the study
  - **Salaries:** OCEAA's compensation in the high ranges of the salary scale is **higher** than all district schools in the study
  - **Benefits:** The cost of annual benefits to OCEAA employees is **lower** than district schools in the study



		Teacher Salary *				Annual H/W Benefits			Union Dues
LEA Name	LEA Type	Enrollment	Teacher Low	Teacher Mid	Teacher High	EE Only	EE + 1	Family	Actuals
OCEAA	Charter	622	\$57,117.00	\$77,170.94	\$121,521.00	\$660.00	\$4,380.00	\$6,720.00	N/A
Nova	Charter	406	\$55,454.89	\$65,472.95	\$81,518.85	\$728.88	\$4,557.87	\$5,518.52	N/A
Scholarship Prep	Charter	500	\$56,549.00	\$71,026.94	\$94,495.00				N/A
Vista Heritage	Charter	529	\$54,749.00	\$67,029.34	\$74,389.00	\$2,006.52	\$4,415.64	\$6,220.08	N/A
Anaheim	District	17,000	\$62,363.00	\$86,218.22	\$105,824.00	\$0.00	\$3,088.68	\$3,779.16	
Tustin	District	24,130	\$61,552.00	\$80,336.81	\$105,839.00	\$1,740.00	\$5,130.00	\$5,970.00	\$1,154.50
Orange	District	28,000	\$62,557.00	\$79,458.47	\$98,183.00	\$4,920.00	\$9,588.00	\$12,960.00	
SAUSD	District	58,000	\$60,750.00	\$84,073.69	\$111,800.00	\$2,427.60	\$5,985.50	\$8,732.90	\$1,152.50
<b>Total Overall Compensation Analysis</b>			<b>Teacher Low</b>	<b>Teacher Mid</b>	<b>Teacher High</b>	<b>EE Only</b>	<b>EE + 1</b>	<b>Family</b>	
Charter Average with Benefits and No Union Dues			\$55,584.30	\$67,843.08	\$83,467.62	\$1,367.70	\$4,486.76	\$5,869.30	
OCEAA Difference from Overall Average (\$)			\$1,532.70	\$9,327.86	\$38,053.38	-\$707.70	-\$106.76	\$850.70	
OCEAA Difference from Overall Average (%)			3%	12%	31%	-107%	-2%	13%	
District Average with Benefits and No Union Dues			\$61,805.50	\$82,521.80	\$105,411.50	\$2,271.90	\$5,948.05	\$7,860.52	
OCEAA Difference from Overall Average (\$)			-\$4,688.50	-\$5,350.86	\$16,109.50	-\$1,611.90	-\$1,568.05	-\$1,140.52	
OCEAA Difference from Overall Average (%)			-8%	-7%	13%	-244%	-36%	-17%	
* Per 2021 Salary Schedules									



# Results

# Considerations

- Overall: OCEAA has a fiduciary duty to provide reasonable compensation ranges. If this isn't done, we are not fulfilling our responsibilities as a public agency and non-competitive compensation ranges can be seen as a “gift of public funds”.
- Budget Considerations:
  - **SPED Litigation**: \$7M (Trial date set for June 2021)
  - **SPED Encroachment**: \$150K annually
  - **Tenant Improvement Loan**: \$600K outstanding
  - **STRS/PERS increases**: 2-3% annually
  - **Reserve requirements**:
    - 4% of total expenses for state compliance
    - 7.5%-10% of total expenses for Zion Bank/Bond on main building.





# Iterations

- **Use charter averages:** Not competitive
- **Use an average of the district rates and charter rates:** Not financially sustainable  
(21/22 Ending Fund Balance: 5.4%, 22/23 Ending Fund balance: 2.7%)
- **Adjusting step by step/column by column:** Looked for internal consistency and trends across the data sets (how steps vertically adjusted and % changes across steps and columns)
- **Grandfathering higher end of salary:** Not financially sustainable (21/22 Ending Fund Balance: 5.3%, 22/23 Ending Fund balance: 2.2%)
- **Final iteration:** Step by step/column by column schedule that is internally consistent and in line with trends across the data sets (how steps vertically adjusted and % changes across steps and columns)



**Overall:**

- Most staff will be getting an increase.
- The top end of the salary schedule has been adjusted down to be reflective of competitive, market rates.

	A	B	C	D
Steps	<u>Proposed:</u> Bachelors	<u>Proposed:</u> BA +30 Credential	<u>Proposed:</u> BA + 45 Credential	<u>Proposed:</u> BA + 60 Units or MA
1	\$53,386.63	\$55,126.36	\$56,504.52	\$58,482.18
2	\$53,386.63	\$56,228.89	\$57,634.61	\$60,290.00
3	\$53,386.63	\$57,353.47	\$58,787.31	\$61,385.00
4	\$53,386.63	\$58,500.54	\$59,963.05	\$63,595.00
5		\$59,963.05	\$61,162.31	\$64,906.00
6		\$61,462.13	\$62,691.37	\$66,599.00
7		\$62,998.68	\$64,258.65	\$68,319.00
8		\$65,203.63	\$66,347.06	\$70,710.17
9		\$67,485.76	\$69,498.55	\$73,185.02
10		\$71,028.76	\$72,104.74	\$75,746.50
11			\$74,628.41	\$79,344.46
12			\$77,240.40	\$83,311.68
13			\$79,943.82	\$86,644.14
14			\$82,342.13	\$88,810.25
15			\$84,812.39	\$91,030.50
16				\$93,306.27
19				\$94,705.86
22				\$96,126.45
25				\$97,568.35
28				\$99,031.87



# Proposed Salary Schedule

# Proposed Salary Schedule continued

- Additional verbiage added to new Salary Schedule: OCEAA has the right to suspend scheduled increases after consideration of the school budget and projected state budget. Salary Schedules are reviewed at a minimum annually, as the new organizational budget is being developed. The Board of Directors also has the right to adjust these schedules whenever deemed necessary, at a minimum annually, in light of the school or state budget.
- **Stipends:** These were expanded in 20/21 but some could not be used due to COVID. Going forward, OCEAA will continue to provide additional compensation opportunities through stipends.
- **Charter range:** \$43,748 - \$93,495 (Based on actual salary tables)
- **Composite District range:** \$53,195 - \$114,555 (Based on actual salary tables)

## Old salary range:

- \$47,455 - \$127,597
- No salary cap

## New salary range:

- \$53,387 - \$99,032
- New Salary cap: \$99,032



# Next Steps

1. **Review of Proposed Certificated Salary Schedule** (Same content as Budget Committee meeting on March 2):
  - Thursday, March 4, 2:00 - 3:30 pm
2. **Office Hours:**
  - Wednesday, March 3, 12:30 - 2:00 pm
  - Friday, March 5, 1:00 - 3:00 pm
3. **Presentation to Board:** March 10, 7:00 pm



Q&A





## 2021/2022 Teacher Salary Schedule

	A	B	C	D
Steps	<b>Proposed:</b> Bachelors	<b>Proposed:</b> BA +30 Credential	<b>Proposed:</b> BA + 45 Credential	<b>Proposed:</b> BA + 60 Units or MA
1	\$53,386.63	\$55,126.36	\$56,504.52	\$58,482.18
2	\$53,386.63	\$56,228.89	\$57,634.61	\$60,290.00
3	\$53,386.63	\$57,353.47	\$58,787.31	\$61,385.00
4	\$53,386.63	\$58,500.54	\$59,963.05	\$63,595.00
5		\$59,963.05	\$61,162.31	\$64,906.00
6		\$61,462.13	\$62,691.37	\$66,599.00
7		\$62,998.68	\$64,258.65	\$68,319.00
8		\$65,203.63	\$66,347.06	\$70,710.17
9		\$67,485.76	\$69,498.55	\$73,185.02
10		\$71,028.76	\$72,104.74	\$75,746.50
11			\$74,628.41	\$79,344.46
12			\$77,240.40	\$83,311.68
13			\$79,943.82	\$86,644.14
14			\$82,342.13	\$88,810.25
15			\$84,812.39	\$91,030.50
16				\$93,306.27
19				\$94,705.86
22				\$96,126.45
25				\$97,568.35
28				\$99,031.87

**Column A:** Bachelors and emergency credential/enrollment in intern program.

**Column B:** Bachelors and appropriate credential, credential units taken subsequent to date of BA.

**Column C:** Bachelors and appropriate credential, 45 units taken subsequent to date of BA.

**Column D:** Bachelors and appropriate credential, 60 units taken subsequent to date of BA or MA.

Not Board Approved

1. All units earned subsequent to the BA degree must be graduate level units from an accredited institution with a final grade of at least "C" and be applicable to a credential, or graduate level degree. The School Director, in her sole discretion, may give written advance approval for other coursework directly applicable to the teacher's assignment.
2. To receive credit for advancement on the salary schedule, all course work must be completed by August 1. Official transcripts must be submitted to the Business Office by September 1. Certificated employees will not be advanced on the salary schedule for courses taken during current school year. If official transcripts showing eligibility for salary advancement are not timely received or do not verify eligible coursework, any overpayment on account of the application for salary adjustment will be deducted from the next pay warrant.
3. To receive credit for step advancement on the salary schedule, an employee must teach 75% of the school year.
4. All units are semester units. Quarter units shall be defined as two-thirds (2/3) of a semester unit.
5. Teaching experience service credit of up to a maximum of twelve (12) years for initial placement shall be given for full time teaching experience at a public TK-12 school or under a valid credential at an accredited private school.
6. The total number of duty days for a typical school year shall be 190.
7. Part time teachers shall advance on the salary schedule on the basis of days of actual full-time service at OCEAA (not paid status). Service shall be cumulative. When the part time teacher has completed service that constitutes at least 75% of full-time service for a school year, at the beginning of the next school year, he/she shall advance to the next salary schedule step, if any. Upon completion of service sufficient for advancement, a new accumulation of service credit shall commence.
8. Teachers who complete an earned doctoral degree at an accredited institution in education or in a subject matter to which they are assigned to teach shall receive an annual stipend of One Thousand Dollars (\$1,000), prorated for service of less than one (1) year.
9. OCEAA has the right to suspend scheduled increases after consideration of the school budget and projected state budget. Salary Schedules are reviewed at a minimum annually, as the new organizational budget is being developed. The Board of Directors also has the right to adjust these schedules whenever deemed necessary, at a minimum annually, in light of the school or state budget.



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