

# AGENDA

Method Schools Regular Meeting of the Board of Directors

**Tuesday December 12 2017 4:00 PM**

24620 Jefferson Ave, Murrieta, California

Call In Number: 712-432-1212 Meeting ID: 883-383-017 Host:3975

## INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

Method Schools ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas and "Request to Speak" forms are available at the door to the meeting. If you wish to speak, please fill out the speaker slip and specify the agenda item on which you wish to speak. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.

2. **Public Communication on Non-Agenda Issues:** This is an opportunity for members of the audience to raise issues that are not specifically on the agenda. You will be given an opportunity to speak for a maximum of three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Due to public meeting laws, the Board can only listen to your issue and not respond or take action. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.

3. **Agenda items:** To address the Board on agenda items, please specify the item on which you wish to speak on your "Request to Speak". You will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.

5. **Public Records:** Any public records relating to an agenda item for an open session of the Board that are distributed to the Board members shall be available for public inspection at the School office. Minutes of each Board meeting will also be available at the School office.

**Americans with Disabilities Act (ADA):** Upon request, the School will furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate assistance in order participate in Board meetings are invited to contact Method Board Secretary Gloria Vargas at [gvargas@methodschools.org](mailto:gvargas@methodschools.org) by noon of the business day preceding the board meeting.

**Translation services:** Translation services are available by notifying the above school office by noon of the business day preceding the board meeting.

### 1.0 CALL TO ORDER 5:10 pm

### 2.0 ROLL CALL

- A. Board Members present: All
- B. Board Members absent: None
- C. Staff: Mark Holley, Jessica Spallino

### 3.0 PUBLIC COMMUNICATION ON NON-AGENDA ITEMS

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No individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

## **4.0 REPORTS**

- 4.1** Marketing Update: Mark Holley shared marketing plans, enrollment projections, and proposed modifications to Articles of Incorporation
- 4.2** Staffing Update: Jessica Spallino shared WASC Action Plan, Method Code of Culture, PD Plan and coaching, and staffing updates
- 4.3** Product Update: Jessica Spallino and Mark Holley discussed the LMS and SIS development along with attorney guidance on Articles of Incorporation and Bylaws updates to further develop best educational practices

## **5.0 ANNOUNCE CLOSED SESSION ITEMS**

**6.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS** General public comments on any closed session item that will be heard. The Board will limit comments to no more than 3 minutes.

## **7.0 ADJOURN TO CLOSED SESSION**

## **8.0 OPEN SESSION**

## **9.0 DISCLOSURE OF CLOSED SESSION ACTIONS**

## **10.0 ACTION ITEMS**

- 10.1 2017-18 1<sup>st</sup> Interim Reports (A)** The Board will be asked to approved the 2017-18 1<sup>st</sup> Interims Reports for Method School (#1617), Method Schools K-8 (#1697), Method Schools High School (#1698)

Cory Cavanaugh reported 2017-18 Interim Reports

Motion: Shannon

Second: Steve

Ayes: 5

Nays: 0

- 10.2 2017-18 Mandate Block Grant Resolution (A)** The Board will be asked to approve Method Resolution 2017-18 -1 for the 2017-18 Mandate Block Grant Funding

Cory Cavanaugh reported the 2017-18 Mandate Block Grant Resolution

Motion: Steve

Second: Carolyn

Ayes: 5

Nays: 0

- 10.3 2016-17 Audit Report (A)** The Board will be asked to approve the 2016-17 Annual Audit Report for Method Schools as Developed by Clifton Larson Allen, LLP.

Cory Cavanaugh reported the 2016-17 Audit Report

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Motion: Shannon

Second: Carolyn

Ayes: 5

Nays: 0

## **10.4 Method Complaint Policy (A)** The Board will be asked to approve Method's Complaint Policy.

Steve Dorsey suggested the need for the title to be changed to Method's Uniform Complaint Policy

Motion: Steve

Second: Gloria

Ayes: 5

Nays: 0

## **10.5 Method Promotion & Retention Policy (A)** The Board will be asked to approve Method's Promotion and Retention Policy.

Jessica Spallino discussed the Promotion & Retention Policy

Motion: Carolyn

Second: Shannon

Ayes: 5

Nays: 0

## **11.0 INFORMATION/DISCUSSION/ACTION**

### **11.1 Board Member Stipend (A)** The Board will be asked to approve a per-board meeting stipend for Board Members. Mark Holley and Jessica Spallino recommended Board members to receive a stipend monthly for their service to Method Schools.

The Board agreed a monthly stipend in the amount of \$250 per month per 1099 as an independent contractor. Method Schools will modify bylaws to reflect the approved stipend. The Board will approve the revised Bylaw language at the next Method Schools Board meaning. Effective December, 2017.

### **11.2 2017-18 P-1 Attendance Report (D)** The Board will be presented with projections for the 2017- 18 P- 1 Attendance Report for Method School (#1617), Method Schools K-8 (#1697), Method Schools High School (#1698).

Cory Cavanaugh presented the P-1 Reports along with enrollment projections.

### **11.3 Method School Code (I)** The Board will be shown a presentation on Method's School Code.

Jessica Spallino discussed the Method Schools Code of Culture.

### **11.4 Method Organization Progress & Bonuses (I)** The Board will be provided an update on progress towards 2017-18 Organizational Goals and Employee bonuses.

Mark Holley reviewed awarded bonus this school year based on the Boards' approved bonus structure.

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**11.5 Partnership: W Athlete Training Center (I)** The Board will be provided information on Method's Partnership with W Athlete Training Center.

Mark Holley presented the partnership with the W fitness center that includes a Method teacher that works with students at the Fitness Center each day. Method will present a contract that provides a stipend to the W for students they send to Method Schools.

## **12.0 CONSENT ITEMS**

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a

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Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them.

**12.1** Approval of Regular Meeting Minutes

12.1.1 September 13 , 2017

**12.2** Warrants for September 2017 – November 2017

Motion: Steve

Second: Shannon

Ayes: 5

Nays: 0

**13.0** **UPCOMING AGENDA ITEMS**

This is a list of known items that will appear on future agendas:

- ☐ 2017-18 LCAP Discussion
- ☐ 2017-18 2<sup>nd</sup> Interim Reports

**14.0** **BOARD MEMBER REPORTS**

Individual Board members will report on participation in school events and/or committees, District events, or attendance at special meetings or training/workshops.

**15.0** **ADJOURNMENT**

Meeting adjourned at 6:50 pm.

Next meeting set for 12/27 at 3:00 pm.

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# MARKETING STRATEGY PAGE

## Long Term Mktg Direction & Goals

- Diversify student base and therefore revenue streams
- Double digit quality ADA growth rate annually
- Geographic expansion with learning center facility plan
- 1 million annual website visits
- Integrated system to scale



## 1y Mktg Goals

Annual Goal	Current	Target
ADA growth	12%	15%
Student retention	60%	80%
Increase website traffic to 200,000 per year	122000 / 6.06% / 18.2%	200000 / 7.5% / 20%
Expansion of partnerships	165	180
Completion of enrollment portal		

## Segments & Streams

- Summer
- Home school
- Athletes
- Test Kitchen
- Exploratory

## Channels & Actions

- Partnerships: 165 partners/participants
- SEO: 339 current keywords; marketing grade
- Blog (see below)
- Social media: grow IG and snapchat
- Online advertising: decrease dependence
- Events

### Top Posts by Click-throughs

All data ▾

BLOG POST	VIEWS	CTA CLICKS	CLICK-THROUGH RATE
Why It Is Important To Identify and Meet Individual Learner Needs When Teaching Small Class ...	26,490	504	1.9%
The Benefits of Project Based Learning	12,575	255	2.03%
Top Four Reasons Parents Choose a Specific Charter School	5,971	89	1.49%
What are the Advantages of Small Class Sizes?	2,769	61	2.2%
Should My Student Attend an Online High School or a Traditional One?	1,415	32	2.26%

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## **2017-18 1<sup>st</sup> Interim Report Budget Summary – Method Schools**

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### **Projected ADA**

- ☐ Method San Diego: 284
- ☐ Method LA High School: 275
- ☐ Method LA K-8: 22
- ☐ Organizational Total: 581

### **Projected Revenue**

- ☐ Method San Diego: \$2,739,002
- ☐ Method LA High School: \$2,665,957
- ☐ Method LA K-8: \$189,474
- ☐ Organizational Total: \$5,594,432

### **Projected Ending Fund Balances**

- ☐ Method San Diego: \$281,136
- ☐ Method LA High School: \$348,203
- ☐ Method LA K-8: \$34,959
- ☐ Organizational Total: \$664,298



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

Charter School Name: Method Schools  
(continued) \_\_\_\_\_  
CDS #: 37-68049-0129221  
Charter Approving Entity: Dehesa Elementary  
County: San Diego  
Charter #: 1617  
Fiscal Year: 2017-18

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To the entity that approved the charter school:  
(   x   ) 2017-18 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to Education Code Section 47604.33.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Charter School Official  
(Original signature required)  
Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

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To the County Superintendent of Schools:  
(   x   ) 2017-18 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to Education Code Section 47604.33.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Authorized Representative of  
Charter Approving Entity  
(Original signature required)  
Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

For Approving Entity:

Anna Buxbaum  
Name  
Business Manager  
Title  
619-444-2161  
Phone  
[anna.buxbaum@dehesasd.net](mailto:anna.buxbaum@dehesasd.net)  
E-mail

For Charter School:

Jessica Spallino  
Name  
Director  
Title  
760-224-0758  
Phone  
[jessica@methodschools.org](mailto:jessica@methodschools.org)  
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.

\_\_\_\_\_  
COE District Advisor

\_\_\_\_\_  
Date

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

Charter School Name: Method Schools  
(continued)  
CDS #: 37-68049-0129221  
Charter Approving Entity: Dehesa Elementary  
County: San Diego  
Charter #: 1617  
Fiscal Year: 2017-18

This charter school uses the following basis of accounting:

☒ **Accrual Basis (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)**

☐ **Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)**

Description		Object Code	Adopted Budget - July 1			Actuals thru 10/31			1st Interim Budget		
			Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
A. REVENUES											
1. Revenue Limit Sources											
Local Control Funding Formula Revenue		8011	3,678,447.00	-	3,678,447.00	468,924.00	-	468,924.00	2,401,445.00	-	2,401,445.00
Charter Schools Gen. Purpose Entitlement - State Aid		8015	-	-	-	-	-	-	-	-	-
Education Protection Act Funding		8012	86,500.00	-	86,500.00	9,822.00	-	9,822.00	56,800.00	-	56,800.00
State Aid - Prior Years		8015-001	-	-	-	-	-	-	-	-	-
Tax Relief Subventions (for rev. limit funded schools)		8020-8039	-	-	-	-	-	-	-	-	-
County and District Taxes (for rev. limit funded schools)		8040-8079	-	-	-	-	-	-	-	-	-
Miscellaneous Funds (for rev. limit funded schools)		8080-8089	-	-	-	-	-	-	-	-	-
Revenue Limit Transfers (for rev. limit funded schools):											
PERS Reduction Transfer		8092	-	-	-	-	-	-	-	-	-
Charter Schools Funding in lieu of Property Taxes		8096	58,054.00	-	58,054.00	-	-	-	38,121.00	-	38,121.00
Other Revenue Limit Transfers		8091, 8097	-	-	-	-	-	-	-	-	-
Total, Revenue Limit Sources			3,823,001.00	-	3,823,001.00	478,746.00	-	478,746.00	2,496,366.00	-	2,496,366.00
2. Federal Revenues											
No Child Left Behind		8290	-	-	-	-	-	-	-	-	-
Special Education - Federal		8181, 8182	-	48,008.00	48,008.00	-	-	-	-	31,524.00	31,524.00
Child Nutrition - Federal		8220	-	-	-	-	-	-	-	-	-
Other Federal Revenues		8110, 8260-8299	-	-	-	-	-	-	-	-	-
Total, Federal Revenues			-	48,008.00	48,008.00	-	-	-	-	31,524.00	31,524.00
3. Other State Revenues											
State RevSE			-	176,460.00	176,460.00	-	35,632.15	35,632.15	-	115,872.00	115,872.00
Special Education - State		StateRevAO	98,113.00	19,463.00	117,576.00	-	-	-	78,283.00	13,632.00	91,915.00
All Other State Revenues			98,113.00	195,923.00	294,036.00	-	35,632.15	35,632.15	78,283.00	129,504.00	207,787.00
Total, Other State Revenues											
4. Other Local Revenues											
Local RevAO			-	-	-	925.53	-	925.53	3,325.00	-	3,325.00
All Other Local Revenues			-	-	-	925.53	-	925.53	3,325.00	-	3,325.00
Total, Local Revenues			3,921,114.00	243,931.00	4,165,045.00	479,671.53	35,632.15	515,303.68	2,577,974.00	161,028.00	2,739,002.00
5. TOTAL REVENUES											
B. EXPENDITURES											
1. Certificated Salaries											
Teachers' Salaries		1100	1,360,091.00	60,000.00	1,420,091.00	137,681.52	-	137,681.52	832,440.00	-	832,440.00
Certificated Pupil Support Salaries		1200	-	-	-	-	-	-	-	-	-
Certificated Supervisors' and Administrators' Salaries		1300	96,347.00	-	96,347.00	34,101.66	-	34,101.66	73,951.00	22,396.00	96,347.00
Other Certificated Salaries		1900	-	-	-	-	-	-	-	-	-
Total, Certificated Salaries			1,456,438.00	60,000.00	1,516,438.00	171,783.18	-	171,783.18	906,391.00	22,396.00	928,787.00
2. Non-certificated Salaries											
Instructional Aides' Salaries		2100	45,000.00	-	45,000.00	3,433.90	-	3,433.90	30,000.00	-	30,000.00
Non-certificated Support Salaries		2200	-	-	-	-	-	-	-	-	-
Non-certificated Supervisors' and Administrators' Sal.		2300	91,196.00	-	91,196.00	31,800.88	-	31,800.88	91,196.00	-	91,196.00
Clerical and Office Salaries		2400	40,000.00	-	40,000.00	15,328.80	-	15,328.80	37,500.00	-	37,500.00
Other Non-certificated Salaries		2900	-	-	-	-	-	-	-	-	-
Total, Non-certificated Salaries			176,196.00	-	176,196.00	50,563.58	-	50,563.58	158,696.00	-	158,696.00
3. Employee Benefits											
STRS		3101-3102	-	-	-	-	-	-	-	-	-
PERS		3201-3202	-	-	-	-	-	-	-	-	-
OASDI / Medicare / Alternative		3301-3302	86,647.00	-	86,647.00	16,456.91	-	16,456.91	48,767.00	-	48,767.00
Health and Welfare Benefits		3401-3402	99,000.00	-	99,000.00	17,638.29	-	17,638.29	54,000.00	-	54,000.00
Unemployment Insurance		3501-3502	21,872.00	-	21,872.00	3,092.53	-	3,092.53	11,490.00	-	11,490.00
Workers' Compensation Insurance		3601-3602	33,979.00	-	33,979.00	2,639.63	-	2,639.63	19,125.00	-	19,125.00
OPEB, Allocated		3701-3702	-	-	-	-	-	-	-	-	-
OPEB, Active Employees		3751-3752	-	-	-	-	-	-	-	-	-
PERS Reduction (for revenue limit funded schools)		3801-3802	-	-	-	-	-	-	-	-	-
Other Employee Benefits		3901-3902	84,632.00	-	84,632.00	6,056.80	-	6,056.80	45,874.00	-	45,874.00
Total, Employee Benefits			326,130.00	-	326,130.00	45,884.16	-	45,884.16	179,256.00	-	179,256.00
4. Books and Supplies											
Approved Textbooks and Core Curricula Materials		4100	767,500.00	-	767,500.00	168,328.72	-	168,328.72	435,000.00	-	435,000.00
Books and Other Reference Materials		4200	33,750.00	-	33,750.00	-	-	-	-	-	-
Materials and Supplies		4300	16,357.00	19,643.00	36,000.00	13,125.76	-	13,125.76	22,368.00	13,632.00	36,000.00
Noncapitalized Equipment		4400	112,500.00	-	112,500.00	18,359.18	-	18,359.18	60,000.00	-	60,000.00
Food		4700	-	-	-	-	-	-	-	-	-
Total, Books and Supplies			930,107.00	19,643.00	949,750.00	199,813.66	-	199,813.66	517,368.00	13,632.00	531,000.00
5. Services and Other Operating Expenditures											
Subagreements for Services		5100	-	-	-	-	-	-	-	-	-
Travel and Conferences		5200	14,000.00	-	14,000.00	4,489.81	-	4,489.81	14,000.00	-	14,000.00
Dues and Memberships		5300	2,250.00	-	2,250.00	502.50	-	502.50	2,250.00	-	2,250.00
Insurance		5400	11,250.00	-	11,250.00	5,181.78	-	5,181.78	11,250.00	-	11,250.00
Operations and Housekeeping Services		5500	19,000.00	-	19,000.00	7,793.70	-	7,793.70	26,000.00	-	26,000.00
Rentals, Leases, Repairs, and Noncap. Improvements		5600	206,172.00	-	206,172.00	108,270.16	-	108,270.16	231,172.00	-	231,172.00
Professional/Consulting Services and Operating Expend.		5800	488,777.00	164,288.00	653,065.00	53,421.05	11,484.01	64,905.06	229,405.00	125,000.00	354,405.00
Communications		5900	12,500.00	-	12,500.00	6,742.64	-	6,742.64	20,500.00	-	20,500.00
Total, Services and Other Operating Expenditures			753,949.00	164,288.00	918,237.00	186,401.64	11,484.01	197,885.65	534,577.00	125,000.00	659,577.00

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(continued)  
CDS #: 37-68049-0129221  
Charter Approving Entity: Dehesa Elementary  
County: San Diego  
Charter #: 1617  
Fiscal Year: 2017-18

This charter school uses the following basis of accounting:

x **Accrual Basis (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)**

Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	Adopted Budget - July 1			Actuals thru 10/31			1st Interim Budget		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>6. Capital Outlay (Objects 6100-6170, 6200-6500 for modified accrual basis)</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 full accrual only)	6900	-	-	-	-	-	-	-	-	-
Total, Capital Outlay		-	-	-	-	-	-	-	-	-
<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	-	-	-	-	-	-	-	-	-
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	-	-	-	-	-	-	-	-	-
All Other Transfers	7281-7299	-	-	-	-	-	-	-	-	-
Indirect Costs	7350	-	-	-	-	-	-	-	-	-
Debt Service:										
Interest	7438	-	-	-	135.00	-	135.00	550.00	-	550.00
Principal	7439	-	-	-	-	-	-	-	-	-
Total, Other Outgo		-	-	-	135.00	-	135.00	550.00	-	550.00
<b>8. TOTAL EXPENDITURES</b>		3,642,820.00	243,931.00	3,886,751.00	654,581.22	11,484.01	666,065.23	2,296,838.00	161,028.00	2,457,866.00
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>		278,294.00	-	278,294.00	(174,909.69)	24,148.14	(150,761.55)	281,136.00	-	281,136.00
<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		278,294.00	-	278,294.00	(174,909.69)	24,148.14	(150,761.55)	281,136.00	-	281,136.00
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>										
<b>F. FUND BALANCE, RESERVES</b>										
1. Beginning Fund Balance										
a. As of July 1	9791	254,685.95	-	254,685.95	272,827.96	99,064.00	371,891.96	272,827.96	99,064.00	371,891.96
b. Adjustments to Beginning Balance	9793, 9795	-	-	-	-	-	-	-	-	-
c. Adjusted Beginning Balance		254,685.95	-	254,685.95	272,827.96	99,064.00	371,891.96	272,827.96	99,064.00	371,891.96
2. Ending Fund Balance, June 30 (E + F.1.c.)		532,979.95	-	532,979.95	97,918.27	123,212.14	221,130.41	553,963.96	99,064.00	653,027.96
Components of Ending Fund Balance (Optional):										
Reserve for Revolving Cash (equals object 9130)	9711	-	-	-	-	-	-	-	-	-
Reserve for Stores (equals object 9320)	9712	-	-	-	-	-	-	-	-	-
Reserve for Prepaid Expenditures (equals object 9330)	9713	-	-	-	-	-	-	-	-	-
Reserve for All Others	9719	-	-	-	-	-	-	-	-	-
General Reserve	9730	-	-	-	-	-	-	-	-	-
Legally Restricted Balance	9740	-	-	-	-	-	-	-	-	-
Designated for Economic Uncertainties	9770	-	-	-	-	-	-	-	-	-
Other Designations	9775, 9780	109,284.60	-	109,284.60	19,637.44	-	19,637.44	68,905.14	-	68,905.14
Undesignated / Unappropriated Amount	9790	423,695.35	-	423,695.35	78,280.83	123,212.14	201,492.97	485,058.82	99,064.00	584,122.82

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

Charter School Name: Method Schools High School  
(continued) \_\_\_\_\_  
CDS #: 19-75309-0131557  
Charter Approving Entity: Acton Agua Dulce  
County: Los Angeles  
Charter #: 1697  
Fiscal Year: 2017-18

---

To the entity that approved the charter school:  
(   x   ) 2017-18 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to Education Code Section 47604.33.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Charter School Official  
(Original signature required)  
Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

---

To the County Superintendent of Schools:  
(   x   ) 2017-18 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to Education Code Section 47604.33.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Authorized Representative of  
Charter Approving Entity  
(Original signature required)  
Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

---

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

For Approving Entity:

Steve Budhreja  
Name  
CFO  
Title  
661-269-0750  
Phone  
[sbudhreja@aadusd.k12.ca.us](mailto:sbudhreja@aadusd.k12.ca.us)  
E-mail

For Charter School:

Jessica Spallino  
Name  
Director  
Title  
760-224-0758  
Phone  
[jessica@methodschools.org](mailto:jessica@methodschools.org)  
E-mail

---

This report has been verified for mathematical accuracy by the County Superintendent of Schools, pursuant to Education Code Section 47604.33.

\_\_\_\_\_  
COE District Advisor

\_\_\_\_\_  
Date

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

Charter School Name: Method Schools High School  
(continued)  
CDS #: 19-75309-0131557  
Charter Approving Entity: Acton Aqua Dulce  
County: Los Angeles  
Charter #: 1697  
Fiscal Year: 2017-18

This charter school uses the following basis of accounting:

x **Accrual Basis (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)**

Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	Adopted Budget - July 1			Actuals thru 10/31			1st Interim Budget		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>A. REVENUES</b>										
1. Revenue Limit Sources										
Local Control Funding Formula Revenue	8011	3,585,962.00	-	3,585,962.00	177,436.00	-	177,436.00	2,401,827.00	-	2,401,827.00
Charter Schools Gen. Purpose Entitlement - State Aid	8015	-	-	-	-	-	-	-	-	-
Education Protection Act Funding	8012	81,900.00	-	81,900.00	3,677.00	-	3,677.00	55,000.00	-	55,000.00
State Aid - Prior Years	8015-001	-	-	-	-	-	-	-	-	-
Tax Relief Subventions (for rev. limit funded schools)	8020-8039	-	-	-	-	-	-	-	-	-
County and District Taxes (for rev. limit funded schools)	8040-8079	-	-	-	-	-	-	-	-	-
Miscellaneous Funds (for rev. limit funded schools)	8080-8089	-	-	-	-	-	-	-	-	-
Revenue Limit Transfers (for rev. limit funded schools):										
PERS Reduction Transfer	8092	-	-	-	-	-	-	-	-	-
Charter Schools Funding in lieu of Property Taxes	8096	51,780.00	-	51,780.00	2,019.00	-	2,019.00	51,780.00	-	51,780.00
Other Revenue Limit Transfers	8091, 8097	-	-	-	-	-	-	-	-	-
Total, Revenue Limit Sources		3,719,642.00	-	3,719,642.00	183,132.00	-	183,132.00	2,508,607.00	-	2,508,607.00
2. Federal Revenues										
No Child Left Behind	8290	-	-	-	-	-	-	-	-	-
Special Education - Federal	8181, 8182	-	-	-	-	-	-	-	-	-
Child Nutrition - Federal	8220	-	-	-	-	-	-	-	-	-
Other Federal Revenues	8110, 8260-8299	-	-	-	-	-	-	-	-	-
Total, Federal Revenues		-	-	-	-	-	-	-	-	-
3. Other State Revenues										
StateRevSE		-	133,088.00	133,088.00	-	-	-	-	89,375.00	89,375.00
StateRevAO		72,720.00	18,428.00	91,148.00	-	-	-	54,774.00	13,200.00	67,974.00
All Other State Revenues		72,720.00	151,516.00	224,236.00	-	-	-	54,774.00	102,575.00	157,349.00
Total, Other State Revenues										
4. Other Local Revenues										
LocalRevAO		-	-	-	-	-	-	-	-	-
All Other Local Revenues		-	-	-	-	-	-	-	-	-
Total, Local Revenues		3,792,362.00	151,516.00	3,943,878.00	183,132.00	-	183,132.00	2,563,381.00	102,575.00	2,665,956.00
<b>5. TOTAL REVENUES</b>										
<b>B. EXPENDITURES</b>										
1. Certificated Salaries										
Teachers' Salaries	1100	1,540,458.00	30,000.00	1,570,458.00	61,364.11	-	61,364.11	971,897.00	-	971,897.00
Certificated Pupil Support Salaries	1200	-	-	-	-	-	-	-	-	-
Certificated Supervisors' and Administrators' Salaries	1300	86,712.00	-	86,712.00	15,269.40	-	15,269.40	70,410.00	14,375.00	84,785.00
Other Certificated Salaries	1900	-	-	-	-	-	-	-	-	-
Total, Certificated Salaries		1,627,170.00	30,000.00	1,657,170.00	76,633.51	-	76,633.51	1,042,307.00	14,375.00	1,056,682.00
2. Non-certificated Salaries										
Instructional Aides' Salaries	2100	40,500.00	-	40,500.00	1,537.57	-	1,537.57	26,400.00	-	26,400.00
Non-certificated Support Salaries	2200	-	-	-	-	-	-	-	-	-
Non-certificated Supervisors' and Administrators' Sal.	2300	82,076.00	-	82,076.00	14,239.20	-	14,239.20	80,252.00	-	80,252.00
Clerical and Office Salaries	2400	20,000.00	-	20,000.00	6,863.64	-	6,863.64	33,000.00	-	33,000.00
Other Non-certificated Salaries	2900	-	-	-	-	-	-	-	-	-
Total, Non-certificated Salaries		142,576.00	-	142,576.00	22,640.41	-	22,640.41	139,652.00	-	139,652.00
3. Employee Benefits										
STRS	3101-3102	-	-	-	-	-	-	-	-	-
PERS	3201-3202	-	-	-	-	-	-	-	-	-
OASDI / Medicare / Alternative	3301-3302	78,776.00	-	78,776.00	7,368.77	-	7,368.77	42,915.00	-	42,915.00
Health and Welfare Benefits	3401-3402	76,750.00	-	76,750.00	7,897.74	-	7,897.74	47,520.00	-	47,520.00
Unemployment Insurance	3501-3502	19,558.00	-	19,558.00	1,384.71	-	1,384.71	10,112.00	-	10,112.00
Workers' Compensation Insurance	3601-3602	30,892.00	-	30,892.00	1,181.93	-	1,181.93	16,830.00	-	16,830.00
OPEB, Allocated	3701-3702	-	-	-	-	-	-	-	-	-
OPEB, Active Employees	3751-3752	-	-	-	-	-	-	-	-	-
PERS Reduction (for revenue limit funded schools)	3801-3802	-	-	-	-	-	-	-	-	-
Other Employee Benefits	3901-3902	89,987.00	-	89,987.00	2,712.00	-	2,712.00	40,370.00	-	40,370.00
Total, Employee Benefits		295,963.00	-	295,963.00	20,545.15	-	20,545.15	157,747.00	-	157,747.00
4. Books and Supplies										
Approved Textbooks and Core Curricula Materials	4100	681,250.00	-	681,250.00	73,423.90	-	73,423.90	385,000.00	-	385,000.00
Books and Other Reference Materials	4200	31,125.00	-	31,125.00	-	-	-	-	-	-
Materials and Supplies	4300	14,772.00	18,428.00	33,200.00	5,877.21	-	5,877.21	20,000.00	13,200.00	33,200.00
Noncapitalized Equipment	4400	103,750.00	-	103,750.00	8,220.53	-	8,220.53	55,000.00	-	55,000.00
Food	4700	-	-	-	-	-	-	-	-	-
Total, Books and Supplies		830,897.00	18,428.00	849,325.00	87,521.64	-	87,521.64	460,000.00	13,200.00	473,200.00
5. Services and Other Operating Expenditures										
Subagreements for Services	5100	-	-	-	-	-	-	-	-	-
Travel and Conferences	5200	10,000.00	-	10,000.00	2,010.36	-	2,010.36	10,000.00	-	10,000.00
Dues and Memberships	5300	2,075.00	-	2,075.00	225.00	-	225.00	2,075.00	-	2,075.00
Insurance	5400	10,375.00	-	10,375.00	2,320.20	-	2,320.20	10,375.00	-	10,375.00
Operations and Housekeeping Services	5500	10,800.00	-	10,800.00	3,829.20	-	3,829.20	10,800.00	-	10,800.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	135,532.00	-	135,532.00	56,471.40	-	56,471.40	135,532.00	-	135,532.00
Professional/Consulting Services and Operating Expend.	5800	353,676.00	103,088.00	456,764.00	18,253.54	5,142.10	23,395.64	234,890.00	75,000.00	309,890.00
Communications	5900	11,250.00	-	11,250.00	3,140.15	-	3,140.15	11,250.00	-	11,250.00
Total, Services and Other Operating Expenditures		533,708.00	103,088.00	636,796.00	86,249.85	5,142.10	91,391.95	414,922.00	75,000.00	489,922.00

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

Charter School Name: Method Schools High School  
(continued)  
CDS #: 19-75309-0131557  
Charter Approving Entity: Acton Aqua Dulce  
County: Los Angeles  
Charter #: 1697  
Fiscal Year: 2017-18

This charter school uses the following basis of accounting:

x **Accrual Basis (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)**

Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	Adopted Budget - July 1			Actuals thru 10/31			1st Interim Budget		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>6. Capital Outlay (Objects 6100-6170, 6200-6500 for modified accrual basis)</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 full accrual only)	6900	-	-	-	-	-	-	-	-	-
Total, Capital Outlay		-	-	-	-	-	-	-	-	-
<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	-	-	-	-	-	-	-	-	-
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	-	-	-	-	-	-	-	-	-
All Other Transfers	7281-7299	-	-	-	-	-	-	-	-	-
Indirect Costs	7350	-	-	-	-	-	-	-	-	-
Debt Service:										
Interest	7438	548.00	-	548.00	256.00	-	256.00	550.00	-	550.00
Principal	7439	-	-	-	-	-	-	-	-	-
Total, Other Outgo		548.00	-	548.00	256.00	-	256.00	550.00	-	550.00
<b>8. TOTAL EXPENDITURES</b>		3,430,862.00	151,516.00	3,582,378.00	293,846.56	5,142.10	298,988.66	2,215,178.00	102,575.00	2,317,753.00
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>		361,500.00	-	361,500.00	(110,714.56)	(5,142.10)	(115,856.66)	348,203.00	-	348,203.00
<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		361,500.00	-	361,500.00	(110,714.56)	(5,142.10)	(115,856.66)	348,203.00	-	348,203.00
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>										
<b>F. FUND BALANCE, RESERVES</b>										
1. Beginning Fund Balance										
a. As of July 1	9791	5,154.13	-	5,154.13	(94,556.92)	75,000.00	(19,556.92)	(94,556.92)	75,000.00	(19,556.92)
b. Adjustments to Beginning Balance	9793, 9795	-	-	-	-	-	-	-	-	-
c. Adjusted Beginning Balance		5,154.13	-	5,154.13	(94,556.92)	75,000.00	(19,556.92)	(94,556.92)	75,000.00	(19,556.92)
2. Ending Fund Balance, June 30 (E + F.1.c.)		366,654.13	-	366,654.13	(205,271.46)	69,857.90	(135,413.56)	253,646.06	75,000.00	328,646.06
Components of Ending Fund Balance (Optional):										
Reserve for Revolving Cash (equals object 9130)	9711	-	-	-	-	-	-	-	-	-
Reserve for Stores (equals object 9320)	9712	-	-	-	-	-	-	-	-	-
Reserve for Prepaid Expenditures (equals object 9330)	9713	-	-	-	-	-	-	-	-	-
Reserve for All Others	9719	-	-	-	-	-	-	-	-	-
General Reserve	9730	-	-	-	-	-	-	-	-	-
Legally Restricted Balance	9740	-	-	-	-	-	-	-	-	-
Designated for Economic Uncertainties	9770	-	-	-	-	-	-	-	-	-
Other Designations	9775, 9780	171,543.10	-	171,543.10	8,815.40	-	8,815.40	66,455.34	-	66,455.34
Undesignated / Unappropriated Amount	9790	195,111.03	-	195,111.03	(214,066.86)	69,857.90	(144,228.96)	187,190.74	75,000.00	262,190.74

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

Charter School Name: Method Schools K-8  
(continued) \_\_\_\_\_  
CDS #: 19 75309 0131540  
Charter Approving Entity: Acton-Agua Dulce Unified  
County: Los Angeles  
Charter #: 1698  
Fiscal Year: 2017-18

---

To the entity that approved the charter school:  
(   x   ) 2017-18 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to Education Code Section 47604.33.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Charter School Official  
(Original signature required)  
Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

---

To the County Superintendent of Schools:  
(   x   ) 2017-18 CHARTER SCHOOL FIRST INTERIM FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to Education Code Section 47604.33.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Authorized Representative of  
Charter Approving Entity  
(Original signature required)  
Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

---

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

For Approving Entity:

Steve Budhreja  
Name  
CFO  
Title  
661-269-0750  
Phone  
[sbudhreja@aadusd.k12.ca.us](mailto:sbudhreja@aadusd.k12.ca.us)  
E-mail

For Charter School:

Jessica Spallino  
Name  
Director  
Title  
760-224-0758  
Phone  
[jessica@methodschoools.org](mailto:jessica@methodschoools.org)  
E-mail

---

This report has been verified for mathematical accuracy by the County Superintendent of Schools, pursuant to Education Code Section 47604.33.

\_\_\_\_\_  
COE District Advisor

\_\_\_\_\_  
Date

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

Charter School Name: Method Schools K-8  
(continued)  
CDS #: 19 753090131540  
Charter Approving Entity: Acton-Aqua Dulce Unified  
County: Los Angeles  
Charter #: 1698  
Fiscal Year: 2017-18

This charter school uses the following basis of accounting:

x **Accrual Basis (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)**

Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description		Object Code	Adopted Budget - July 1			Actuals thru 10/31			1st Interim Budget		
			Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
A. REVENUES											
1. Revenue Limit Sources											
Local Control Funding Formula Revenue		8011	183,967.00	-	183,967.00	46,188.00	-	46,188.00	160,725.00	-	160,725.00
Charter Schools Gen. Purpose Entitlement - State Aid		8015	-	-	-	-	-	-	-	-	-
Education Protection Act Funding		8012	5,000.00	-	5,000.00	1,125.00	-	1,125.00	4,400.00	-	4,400.00
State Aid - Prior Years		8015-001	-	-	-	-	-	-	-	-	-
Tax Relief Subventions (for rev. limit funded schools)		8020-8039	-	-	-	-	-	-	-	-	-
County and District Taxes (for rev. limit funded schools)		8040-8079	-	-	-	-	-	-	-	-	-
Miscellaneous Funds (for rev. limit funded schools)		8080-8089	-	-	-	-	-	-	-	-	-
Revenue Limit Transfers (for rev. limit funded schools):											
PERS Reduction Transfer		8092	-	-	-	-	-	-	-	-	-
Charter Schools Funding in lieu of Property Taxes		8096	9,197.00	-	9,197.00	762.00	-	762.00	9,197.00	-	9,197.00
Other Revenue Limit Transfers		8091, 8097	-	-	-	-	-	-	-	-	-
Total, Revenue Limit Sources			198,164.00	-	198,164.00	48,075.00	-	48,075.00	174,322.00	-	174,322.00
2. Federal Revenues											
No Child Left Behind		8290	-	-	-	-	-	-	-	-	-
Special Education - Federal		8181, 8182	-	-	-	-	-	-	-	-	-
Child Nutrition - Federal		8220	-	-	-	-	-	-	-	-	-
Other Federal Revenues		8110, 8260-8299	-	-	-	-	-	-	-	-	-
Total, Federal Revenues			-	-	-	-	-	-	-	-	-
3. Other State Revenues											
Special Education - State		StateRevSE	-	8,125.00	8,125.00	-	-	-	-	7,150.00	7,150.00
All Other State Revenues		StateRevAO	7,203.00	1,125.00	8,328.00	-	-	-	6,921.00	1,056.00	7,977.00
Total, Other State Revenues			7,203.00	9,250.00	16,453.00	-	-	-	6,921.00	8,206.00	15,127.00
4. Other Local Revenues											
All Other Local Revenues		LocalRevAO	-	-	-	10.00	-	10.00	25.00	-	25.00
Total, Local Revenues			-	-	-	10.00	-	10.00	25.00	-	25.00
5. TOTAL REVENUES			205,367.00	9,250.00	214,617.00	48,085.00	-	48,085.00	181,268.00	8,206.00	189,474.00
B. EXPENDITURES											
1. Certificated Salaries											
Teachers' Salaries		1100	50,000.00	-	50,000.00	6,001.41	-	6,001.41	45,893.00	-	45,893.00
Certificated Pupil Support Salaries		1200	-	-	-	-	-	-	-	-	-
Certificated Supervisors' and Administrators' Salaries		1300	9,635.00	-	9,635.00	1,526.94	-	1,526.94	8,412.00	3,150.00	11,562.00
Other Certificated Salaries		1900	-	-	-	-	-	-	-	-	-
Total, Certificated Salaries			59,635.00	-	59,635.00	7,528.35	-	7,528.35	54,305.00	3,150.00	57,455.00
2. Non-certificated Salaries											
Instructional Aides' Salaries		2100	4,500.00	-	4,500.00	153.76	-	153.76	3,600.00	-	3,600.00
Non-certificated Support Salaries		2200	-	-	-	-	-	-	-	-	-
Non-certificated Supervisors' and Administrators' Sal.		2300	9,120.00	-	9,120.00	1,423.92	-	1,423.92	10,944.00	-	10,944.00
Clerical and Office Salaries		2400	2,000.00	-	2,000.00	686.36	-	686.36	4,500.00	-	4,500.00
Other Non-certificated Salaries		2900	-	-	-	-	-	-	-	-	-
Total, Non-certificated Salaries			15,620.00	-	15,620.00	2,264.04	-	2,264.04	19,044.00	-	19,044.00
3. Employee Benefits											
STRS		3101-3102	-	-	-	-	-	-	-	-	-
PERS		3201-3202	-	-	-	-	-	-	-	-	-
OASDI / Medicare / Alternative		3301-3302	5,757.00	-	5,757.00	736.88	-	736.88	5,852.00	-	5,852.00
Health and Welfare Benefits		3401-3402	7,200.00	-	7,200.00	789.77	-	789.77	6,480.00	-	6,480.00
Unemployment Insurance		3501-3502	1,515.00	-	1,515.00	138.47	-	138.47	1,379.00	-	1,379.00
Workers' Compensation Insurance		3601-3602	2,258.00	-	2,258.00	118.19	-	118.19	2,295.00	-	2,295.00
OPEB, Allocated		3701-3702	-	-	-	-	-	-	-	-	-
OPEB, Active Employees		3751-3752	-	-	-	-	-	-	-	-	-
PERS Reduction (for revenue limit funded schools)		3801-3802	-	-	-	-	-	-	-	-	-
Other Employee Benefits		3901-3902	3,763.00	-	3,763.00	271.20	-	271.20	5,505.00	-	5,505.00
Total, Employee Benefits			20,493.00	-	20,493.00	2,054.51	-	2,054.51	21,511.00	-	21,511.00
4. Books and Supplies											
Approved Textbooks and Core Curricula Materials		4100	9,425.00	-	9,425.00	6,417.87	-	6,417.87	9,425.00	-	9,425.00
Books and Other Reference Materials		4200	2,175.00	-	2,175.00	-	-	-	-	-	-
Materials and Supplies		4300	180.00	1,125.00	1,305.00	587.72	-	587.72	249.00	1,056.00	1,305.00
Noncapitalized Equipment		4400	4,350.00	-	4,350.00	822.05	-	822.05	2,000.00	-	2,000.00
Food		4700	-	-	-	-	-	-	-	-	-
Total, Books and Supplies			16,130.00	1,125.00	17,255.00	7,827.64	-	7,827.64	11,674.00	1,056.00	12,730.00
5. Services and Other Operating Expenditures											
Subagreements for Services		5100	-	-	-	-	-	-	-	-	-
Travel and Conferences		5200	3,000.00	-	3,000.00	201.04	-	201.04	1,000.00	-	1,000.00
Dues and Memberships		5300	145.00	-	145.00	22.50	-	22.50	145.00	-	145.00
Insurance		5400	725.00	-	725.00	232.02	-	232.02	725.00	-	725.00
Operations and Housekeeping Services		5500	1,200.00	-	1,200.00	230.80	-	230.80	1,200.00	-	1,200.00
Rentals, Leases, Repairs, and Noncap. Improvements		5600	15,059.00	-	15,059.00	6,275.00	-	6,275.00	15,059.00	-	15,059.00
Professional/Consulting Services and Operating Expend.		5800	31,379.00	8,125.00	39,504.00	2,944.66	514.21	3,458.87	19,846.00	4,000.00	23,846.00
Communications		5900	1,250.00	-	1,250.00	262.03	-	262.03	1,250.00	-	1,250.00
Total, Services and Other Operating Expenditures			52,758.00	8,125.00	60,883.00	10,168.05	514.21	10,682.26	39,225.00	4,000.00	43,225.00

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

Charter School Name: Method Schools K-8  
(continued)  
CDS #: 19 753090131540  
Charter Approving Entity: Acton-Aqua Dulce Unified  
County: Los Angeles  
Charter #: 1698  
Fiscal Year: 2017-18

This charter school uses the following basis of accounting:

x **Accrual Basis (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)**

Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	Adopted Budget - July 1			Actuals thru 10/31			1st Interim Budget		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>6. Capital Outlay (Objects 6100-6170, 6200-6500 for modified accrual basis)</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 full accrual only)	6900	-	-	-	-	-	-	-	-	-
Total, Capital Outlay		-	-	-	-	-	-	-	-	-
<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	-	-	-	-	-	-	-	-	-
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	-	-	-	-	-	-	-	-	-
All Other Transfers	7281-7299	-	-	-	-	-	-	-	-	-
Indirect Costs	7350	-	-	-	-	-	-	-	-	-
Debt Service:										
Interest	7438	548.00	-	548.00	256.00	-	256.00	550.00	-	550.00
Principal	7439	-	-	-	-	-	-	-	-	-
Total, Other Outgo		548.00	-	548.00	256.00	-	256.00	550.00	-	550.00
<b>8. TOTAL EXPENDITURES</b>		165,184.00	9,250.00	174,434.00	30,098.59	514.21	30,612.80	146,309.00	8,206.00	154,515.00
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>		40,183.00	-	40,183.00	17,986.41	(514.21)	17,472.20	34,959.00	-	34,959.00
<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		40,183.00	-	40,183.00	17,986.41	(514.21)	17,472.20	34,959.00	-	34,959.00
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>										
<b>F. FUND BALANCE, RESERVES</b>										
1. Beginning Fund Balance										
a. As of July 1	9791	(181,011.90)	-	(181,011.90)	(209,068.50)	-	(209,068.50)	(209,068.50)	-	(209,068.50)
b. Adjustments to Beginning Balance	9793, 9795	-	-	-	-	-	-	-	-	-
c. Adjusted Beginning Balance		(181,011.90)	-	(181,011.90)	(209,068.50)	-	(209,068.50)	(209,068.50)	-	(209,068.50)
2. Ending Fund Balance, June 30 (E + F.1.c.)		(140,828.90)	-	(140,828.90)	(191,082.05)	(514.21)	(191,596.26)	(178,498.77)	-	(178,498.77)
Components of Ending Fund Balance (Optional):										
Reserve for Revolving Cash (equals object 9130)	9711	-	-	-	-	-	-	-	-	-
Reserve for Stores (equals object 9320)	9712	-	-	-	-	-	-	-	-	-
Reserve for Prepaid Expenditures (equals object 9330)	9713	-	-	-	-	-	-	-	-	-
Reserve for All Others	9719	-	-	-	-	-	-	-	-	-
General Reserve	9730	-	-	-	-	-	-	-	-	-
Legally Restricted Balance	9740	-	-	-	-	-	-	-	-	-
Designated for Economic Uncertainties	9770	-	-	-	-	-	-	-	-	-
Other Designations	9775, 9780	8,259.20	-	8,259.20	902.96	-	902.96	4,389.27	-	4,389.27
Undesignated / Unappropriated Amount	9790	(149,088.10)	-	(149,088.10)	(191,985.05)	(514.21)	(192,499.26)	(178,498.77)	-	(178,498.77)

## **Resolution No. 1-2017/18**

### **ONE TIME MANDATED BLOCK GRANT FUNDS**

WHEREAS, LEAs may expend funds for any one-time purpose, as determined by the LEA's governing board; and

WHEREAS, It is the intent of the Legislature that LEAs will prioritize the use of these one-time funds for professional development, instructional materials, technology infrastructure, and any other investments necessary to support implementation of the common core standards in English language arts and mathematics, the implementation of English language development standards, and the implementation of the Next Generation Science standards; and

WHEREAS, The schedule of apportionment shows each LEA's 2016-2017 P-2 ADA that was used in the calculation of the 2017-18 one-time funding, as well as the total 2017-18 apportionment amount; and

WHEREAS, Direct-funded and locally-funded charter schools are listed separately on the apportionment schedule. Apportionments for direct-funded charter schools will be issued to the charter school and apportionments for locally funded charter schools will be included in the payment issued to the authorizing agency.

THEREFORE, BE IT RESOLVED, the Method Schools governing board approves the use of **\$43,090 received in** 2017-2018 one-time funding allocated by the state to **Method School (#1617), Method Schools High Schools (#1697) and Method Schools K-8 (#1698)** to first satisfy outstanding mandate claims, and then, consistent with legislative intent, to support one-time expenses related to professional development, instructional materials, technology infrastructure, and other investments necessary to support the implementation of the common core standards in English language arts and mathematics, the implementation of English language development standards, and the implementation of the Next Generation Science standards.

THE FOREGOING RESOLUTION was duly passed by the Board of Directors of Method Schools at a regular meeting held on December 13<sup>th</sup>, 2017.

**METHOD SCHOOLS**

**Operating:**

**Method Schools**

**Method Schools K-8**

**Method Schools High School**

**Independent Auditor's Report  
and Financial Statement**

**For the Year Ended**

**June 30, 2017**

*Tentative Report -  
For Discussion Purposes Only  
Subject to Revision*

METHOD SCHOOLS

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*Tentative Report -  
For Discussion Purposes Only  
Subject to Revision*

## INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Method Schools  
Arcadia, CA

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Method Schools (the School), a California nonprofit public benefit corporation, which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, cash flows and functional expenses for the year then ended, and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Board of Directors  
Method Schools

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements referred to on page one present fairly, in all material respects, the financial position of the School as of June 30, 2017, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Other Matters

#### *Supplementary Information*

Our audit was conducted for the purpose of forming an opinion on the School's financial statements as a whole. The accompanying supplementary schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects, in relation to the financial statements as a whole.

#### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated August 30, 2017 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

**CliftonLarsonAllen LLP**

Glendora, CA  
August 30, 2017

**METHOD SCHOOLS**  
**STATEMENT OF FINANCIAL POSITION**  
**June 30, 2017**

	Method Schools	Method Schools K-8	Method Schools High School	Total
<b><u>ASSETS</u></b>				
<b>CURRENT ASSETS:</b>				
Cash and cash equivalents	\$ 72,756	-	\$ 339,631	\$ 1,061,377
Accounts receivable	70,330	166,159	22,124	309,213
Prepaid expenses and other assets	15,232	-	-	15,232
Total current assets	807,918	166,159	411,745	1,385,822
<b>LONG-TERM ASSETS:</b>				
Property, plant and equipment, net	7,400	-	-	7,400
Total long-term assets	7,400	-	-	7,400
Total assets	\$ 815,318	\$ 166,159	\$ 411,745	\$ 1,393,222
<b><u>LIABILITIES AND NET ASSETS</u></b>				
<b>CURRENT LIABILITIES:</b>				
Accounts payable and accrued liabilities	\$ 292,926	\$ 215,544	\$ 248,878	\$ 757,348
Deferred rent liability	29,195	7,507	25,129	61,831
Revolving loan payable, current portion	50,000	50,000	50,000	150,000
Total current liabilities	372,121	273,051	324,007	969,179
<b>LONG-TERM LIABILITIES:</b>				
Deferred rent liability	21,305	2,178	7,295	30,778
Revolving loan payable	50,000	100,000	100,000	250,000
Total long-term liabilities	71,305	102,178	107,295	280,778
<b>NET ASSETS:</b>				
Unrestricted	371,892	(209,070)	(19,557)	143,265
Total net assets	371,892	(209,070)	(19,557)	143,265
Total liabilities and net assets	\$ 815,318	\$ 166,159	\$ 411,745	\$ 1,393,222

*The accompanying notes are an integral part of these financial statements.*

**METHOD SCHOOLS**

**STATEMENT OF ACTIVITIES**

**For the Year Ended June 30, 2017**

	Method Schools	Method Schools K-8	Method Schools High School	Total
<b>REVENUES:</b>				
State revenue:				
State aid	\$ 1,666,493	\$ 137,220	\$ 634,382	\$ 2,468,095
Other state revenue	236,757	15,426	111,324	363,202
Federal revenue:				
Grants and entitlements	92,633	213,337	52,923	358,993
Local revenue:				
In-lieu property tax revenue	26,170	9,542	3,197	66,910
Other revenue	1,223	185	1,163	1,581
Total revenues	<u>2,021,987</u>	<u>405,810</u>	<u>829,984</u>	<u>3,258,781</u>
<b>EXPENSES:</b>				
Program services	1,277,324	290,494	509,408	2,077,226
Management and general	<u>34,755</u>	<u>114,067</u>	<u>112,609</u>	<u>541,401</u>
Total expenses	<u>1,312,049</u>	<u>404,561</u>	<u>622,017</u>	<u>2,618,627</u>
Change in unrestricted net assets	430,938	1,249	207,967	640,154
Beginning unrestricted net assets, before restatement	7,888	(205,068)	(209,956)	(407,136)
Restatement of beginning net assets (see Note 7)	<u>(66,934)</u>	<u>(5,251)</u>	<u>(17,568)</u>	<u>(89,753)</u>
Beginning unrestricted net assets, restated	<u>(59,046)</u>	<u>(210,319)</u>	<u>(227,524)</u>	<u>(496,889)</u>
Ending unrestricted net assets	<u>\$ 371,892</u>	<u>\$ (209,070)</u>	<u>\$ (19,557)</u>	<u>\$ 143,265</u>

*The accompanying notes are an integral part of these financial statements.*

# METHOD SCHOOLS

## STATEMENT OF CASH FLOWS For the Year Ended June 30, 2017

	Method Schools	Method Schools K-8	Method Schools High School	Total
<b>CASH FLOWS from OPERATING ACTIVITIES:</b>				
Change in net assets	\$ 430,938	\$ 1,249	\$ 207,967	\$ 640,154
Adjustments to reconcile change in net assets to net cash flows from operating activities:				
Depreciation	7,400	-	-	7,400
Amortization	7,400	-	-	7,400
Change in operating assets:				
Accounts receivable	(10,755)	(120,148)	(33,437)	(166,350)
Prepaid expenses and other assets	(7,400)	-	-	(7,400)
Change in operating liabilities:				
Accounts payable and accrued liabilities	271,900	10,557	22,171	395,629
Deferred rent liability	(10,434)	4,434	14,846	2,846
Net cash flows from operating activities	<u>681,650</u>	<u>(12,908)</u>	<u>211,557</u>	<u>879,679</u>
<b>CASH FLOWS from FINANCING ACTIVITIES:</b>				
Repayments of debt	<u>(60,930)</u>	<u>(50,000)</u>	<u>(50,000)</u>	<u>(160,930)</u>
Net cash flows from financing activities	<u>(60,930)</u>	<u>(50,000)</u>	<u>(50,000)</u>	<u>(160,930)</u>
Net change in cash and cash equivalents	620,100	(62,908)	161,557	718,749
Cash and cash equivalents at the beginning of the year	<u>101,656</u>	<u>62,908</u>	<u>178,064</u>	<u>342,628</u>
Cash and cash equivalents at the end of the year	<u>\$ 721,756</u>	<u>\$ -</u>	<u>\$ 339,621</u>	<u>\$ 1,061,377</u>
<b>SUPPLEMENTAL CASH FLOW INFORMATION:</b>				
Cash paid for interest during the fiscal year	<u>\$ 286</u>	<u>\$ 544</u>	<u>\$ 544</u>	<u>\$ 1,374</u>

The accompanying notes are an integral part of these financial statements.

**METHOD SCHOOLS**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
**For the Year Ended June 30, 2017**

	Program Services	Management and General	Total Expenses
Salaries and wages	\$ 507,831	\$ 137,641	\$ 645,472
Other employee benefits	47,695	6,244	53,939
Payroll taxes	45,256	2,265	57,521
Management fees	-	95,039	95,039
Legal expenses	-	5,760	5,760
Accounting expenses	-	5,353	5,353
Instructional Materials	307,991	-	307,991
Other fees for services	715,302	157,187	872,489
Advertising and promotion expense	68,796	-	68,796
Office expenses	-	95,094	95,094
Printing and postage expenses	1,679	-	1,679
Information technology expenses	33,144	-	33,144
Occupancy expenses	290,962	-	290,962
Travel expenses	17,280	-	17,280
Conference and meeting expenses	-	-	-
Interest expense	-	19,741	19,741
Depreciation expense	7,400	-	7,400
Insurance expense	-	7,077	7,077
Other expenses	33,890	-	33,890
	<u>\$ 2,077,226</u>	<u>\$ 541,401</u>	<u>\$ 2,618,627</u>

*The accompanying notes are an integral part of these financial statements.*

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

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Activities** – Method Schools Corporation (the School) was formed as a nonprofit public benefit corporation on July 18, 2013 for the purpose of operating public schools. The School operates three California public schools: Method Schools, Method Schools K - 8 and Methods Schools High School. The School is economically dependent on state and federal funding.

Method Schools is authorized to operate as a charter school through the Dehesa School District in San Diego County. On August 21, 2014, the Board of Directors of the Dehesa School District approved a charter petition for the Charter for a five year term beginning July 1, 2014 and expiring on June 30, 2019. Method Schools K- 8 and Method Schools High School are both authorized by the Acton Agua Dulce Unified School District in Los Angeles County. The charter petitions approved by the Acton Agua Dulce Unified School District are for a five year term beginning July 1, 2015 and expiring on June 30, 2020.

The mission of Method Schools Corporation is to provide innovative school and educational practices to maximize personalization and empower students to become problem solvers, effective communicators, critical thinkers and creative innovators.

**Cash and Cash Equivalents** – The School defines its cash and cash equivalents to include only cash on hand, demand deposits and liquid investments with original maturities of three months or less.

**Use of Estimates** – The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and disclosures. Accordingly, actual results could differ from those estimates.

**Basis of Accounting** – The financial statements have been prepared on the accrual method of accounting and accordingly reflect all significant receivables and liabilities.

**Functional Allocation of Expenses** – Costs of providing the School's programs and other activities have been presented in the statement of functional expenses. During the year, such costs are accumulated into separate groupings as either direct or indirect. Indirect or shared costs are allocated among program and support services by a method that best measures the relative degree of benefit.

**Basis of Presentation** – The accompanying financial statements have been prepared in conformity with accounting principles generally accepted in the United States as prescribed by the Financial Accounting Standards Board.

**Receivables** – Accounts receivable primarily represent amounts due from federal and state governments as of June 30, 2017. Management believes that all receivables are fully collectible, therefore no provisions for uncollectible accounts were recorded.

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

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Net Asset Classes** – The School is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted. Net assets of the School are defined as:

- **Unrestricted:** All resources over which the governing board has discretionary control to use in carrying on the general operations of the School.
- **Temporarily restricted:** These net assets are restricted by donors to be used for specific purposes. The School does not currently have any temporarily restricted net assets.
- **Permanently restricted:** These net assets are permanently restricted by donors and cannot be used by the School. The School does not currently have any permanently restricted net assets.

**Contributed Assets and Services** – Contributions of donated non-cash assets are recorded at fair value in the period received. Contributions of donated services that create or enhance non-financial assets or that require specialized skills are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at fair values in the period received.

**Capital Assets** – The School has not yet adopted a policy to capitalize asset purchases; therefore \$5,000 as implemented by the Charter's authorizing agency will be used. Lesser amounts are expensed. Donations of capital assets are recorded as contributions at their estimated fair value. Such donations are reported as unrestricted contributions unless the donor has restricted the donated asset to a specific purpose or is requiring the School to hold the asset for a specified period of time. Capital assets are depreciated using the straight-line method.

**Property Taxes** – Secured property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on September 1 and are payable in two installments on or before November 1 and February 1. Unsecured property taxes are not a lien against real property and are payable in one installment on or before August 31. The County bills and collects property taxes for all taxing agencies within the County and distributes these collections to the various agencies. The sponsor agency of the School is required by law to provide in-lieu property tax payments on a monthly basis, from August through July. The amount paid per month is based upon an allocation per student, with a specific percentage to be paid each month.

**Compensated Absences** – The School does not allow employees to carryover unused vacation. Accordingly, there were no accumulated compensated absence benefits at June 30, 2017.

**Revenue Recognition** – Amounts received from the California Department of Education are recognized as revenue by the School based on the average daily attendance (ADA) of students. Revenue that is restricted is recorded as an increase in unrestricted net assets if the restriction expires in the reporting period in which the revenue is recognized. All other restricted revenues are reported as increases in temporarily restricted net assets.

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

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Contributions** – All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are restricted to specific use or future periods are reported as temporarily restricted. Restricted contributions that are received and released in the same period are reported as unrestricted revenue. Unconditional promises to give expected to be received in one year or less are recorded at net realizable value. Unconditional promises to give expected to be received in more than one year are recorded at fair market value at the date of the promise. Conditional promises to give are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met.

**Income Taxes** – The School is a non-profit entity exempt from the payment of income taxes under Internal Revenue Code Section 501(c)(3) and California Revenue and Taxation Code Section 23701d. Accordingly, no provision has been made for income taxes. Management has determined that all income tax positions are more likely than not of being sustained upon potential audit or examination; therefore, no disclosures of uncertain income tax positions are required. The School files informational returns in the U.S. federal jurisdiction, and the state of California. The statute of limitations for federal and California state purposes is generally three and four years, respectively.

**Evaluation of Subsequent Events** – The School has evaluated subsequent events through August 30, 2017, the date these financial statements were available to be issued.

**NOTE 2: CASH AND CASH EQUIVALENTS**

**Cash in County Treasury** – Method Schools (Charter No. 1617) is a voluntary participant in an external investment pool with the San Diego County Treasurer. The fair value of the school's investment in the pool is reported in the financial statements at amounts based upon the school's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio in relation to the amortized cost of that portfolio. The balance available for withdrawal is recorded on the amortized cost basis and is based on the accounting records maintained by the County Treasurer.

Except for investments by trustees of debt proceeds, the authority to invest school funds deposited with the county treasury is delegated to the County Treasurer and Tax Collector. Additional information about the investment policy of the County Treasurer and Tax Collector may be obtained from its website.

**Cash in Banks** – The School maintains cash balances held in banks and revolving funds which are insured up to \$250,000 by the Federal Depository Insurance Corporation (FDIC). At times, cash in these accounts exceeds the insured amounts. The School has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk on its cash and cash equivalents.

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

**NOTE 3: LONG-TERM LIABILITIES**

**Charter Revolving Loans** – In June 2014, the Method Schools was approved to borrow \$250,000 through the Charter School Revolving Loan Fund Program administered by the California School Finance Authority (CSFA). The CSFA disbursed the funds on June 18, 2014. The loan is to be repaid over a five-year period, which began in September 2014 and will end September 2018. The revolving note bears an annualized interest rate equal to the "prime rate" of 4.22%. As of June 30, 2016, the outstanding balance on the loan was \$150,000.

In June 2015, Method Schools K - 8 and Method Schools High School were each approved to borrow \$200,000 through the Charter School Revolving Loan Fund Program administered by the California School Finance Authority (CSFA). The CSFA disbursed the funds on June 26, 2015. The loan is to be repaid over a five-year period, which began in September 2015 and will end March 2020. The revolving note bears an annualized interest rate equal to the "prime rate" of 0.30%. As of June 30, 2016, the outstanding balance on the loan was \$200,000 for Method Schools K - 8 and \$200,000 for Method Schools High School.

Repayment obligations are as follows:

Year Ended	Method		Method Schools	
June 30	Method Schools	Schools K-8	High School	Total
2018	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000
2019	50,000	50,000	50,000	150,000
2020	-	50,000	50,000	100,000
Total	\$ 100,000	\$ 150,000	\$ 150,000	\$ 400,000

**NOTE 4: OPERATING LEASES**

**Murrieta Office** – In April 2014, the School entered into a multi-tenant office lease to occupy space located in Murrieta, California. The facility is to be utilized by Method Schools for instructional services in order to meet the educational goals established by the charter school as well as School administrative offices. The agreement called for a security deposit of \$7,832 upon execution, which the School has recorded as a current asset. The lease agreement covers a term of five years, which commenced on August 1, 2014 is set to end July 31, 2019. In addition to monthly lease payments, the lease calls for common area maintenance (CAM) charges. The School paid a total of \$123,508 in lease payments and CAM fees during the fiscal year ended June 30, 2017.

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

**NOTE 4: OPERATING LEASES**

*Arcadia Office* – In May 2015, the School entered into a lease agreement to occupy space located in Arcadia, California. The facility is utilized by the School as a learning resource center. The agreement allowed for the space to be occupied for instructional operations beginning on July 1, 2015. The lease is for a five-year term expiring on June 30, 2020. Base rent is set at \$12,133 per month for 2015-17 and increases at a rate of three percent per year. During the fiscal year ended June 30, 2017, the School paid a total of \$121,837 in lease payments attributed to this lease agreement.

Future minimum lease payments are as follows:

Year Ended <u>June 30,</u>	
2018	\$ 465,398
2019	517,531
2020	568,333
2021	233,478
2022	240,483
Thereafter	<u>122,608</u>
Total	<u>\$1,978,045</u>

**NOTE 5: DISTRICT OVERSIGHT FEES AND SPECIAL EDUCATION SERVICES**

The School makes payments to the authorizing agencies, Dehesa School District and Acton Agua Dulce Unified School District, to provide required services for special education in addition to fees for oversight. Fees associated with oversight consist of one percent of revenue from local control funding formula sources generated by each charter school. Total fees paid to the authorizing agencies for oversight amounted to \$95,039 for the fiscal year ending June 30, 2017.

The School also has memorandum of understanding (MOU) agreements with the authorizing agencies for special education services. Fees paid to Dehesa School District for Method Schools special education oversight amounted \$12,479, which, per the MOU, is calculated based on ten percent of federal and state special education funding.

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

**NOTE 6: CONTINGENCIES**

The School has received state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate disallowances under terms of the grants, it is believed that any required reimbursement would not be material.

**NOTE 7: ADJUSTMENT FOR RESTATEMENT**

The School determined that prior year amount for deferred rent liability was understated due to an error in the prior year's calculation.

*Tentative Report -  
For Discussion Purposes Only  
Subject to Revision*

*- Tentative Report -  
For Discussion Purposes Only  
Subject to Revision*

SUPPLEMENTARY INFORMATION

**METHOD SCHOOLS**  
**LOCAL EDUCATION AGENCY ORGANIZATION STRUCTURE**  
**For the Year Ended June 30, 2017**

Method Schools was established in 2013 when it was granted its charter through Dehesa School District in San Diego County and its charter school status from the California Department of Education. The charter school number is 1617.

Method Schools K-8 was established in 2015 when it was granted its charter through Acton-Agua Dulce Unified School District in Los Angeles County and its charter school status from the California Department of Education. The charter school number is 1698.

Method Schools High School was established in 2015 when it was granted its charter through Acton-Agua Dulce Unified School District in Los Angeles County and its charter school status from the California Department of Education. The charter school number is 1697.

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For Discussion Purposes  
Subject to Revision*

## METHOD SCHOOLS

### LOCAL EDUCATION AGENCY ORGANIZATION STRUCTURE (continued) For the Year Ended June 30, 2017

The Board of Directors and the Administrators as of the year ended June 30, 2017 were as follows:

#### BOARD OF DIRECTORS

<u>Member</u>	<u>Office</u>	<u>3 Year Term Expires</u>
Steven Dorsey	President	June 30, 2017
Shannon Clark	Vice President	June 30, 2017
Tyler Roberts	Treasurer	June 30, 2017
Gloria Vargas	Secretary	June 30, 2017

#### ADMINISTRATORS

Jessica Spallino  
Mark Holley

Chief Executive Officer  
Chief Financial Officer

*Tentative Report  
For Discussion Purposes Only  
Subject to Revision*

**METHOD SCHOOLS**  
**SCHEDULE OF INSTRUCTIONAL TIME**  
**For the Year Ended June 30, 2017**

N/A – This School is non-classroom based.

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*See independent auditor's report and the notes to the supplementary information.*

# METHOD SCHOOLS

## SCHEDULE OF AVERAGE DAILY ATTENDANCE For the Year Ended June 30, 2017

	Second Period Report		Annual Report	
	Classroom		Classroom	
	Based	Total	Based	Total
<b>Method Schools:</b>				
Grades TK / K-3	-	6.88	-	6.84
Grades 4-6	-	20.15	-	20.04
Grades 7-8	-	21.11	-	21.23
Grades 9-12	-	148.80	-	137.61
ADA Totals	-	196.94	-	185.72
<b>Method Schools K-8</b>				
Grades TK / K-3	-	4.55	-	4.36
Grades 4-6	-	9.43	-	9.33
Grades 7-8	-	8.52	-	8.51
ADA Totals	-	22.50	-	22.20
<b>Method Schools High School</b>				
Grades 9-12	-	73.54	-	65.98
ADA Totals	-	73.54	-	65.98
<b>Grand Total</b>	-	292.48	-	273.90

See independent auditor's report and the notes to the supplementary information.

**METHOD SCHOOLS**  
**RECONCILIATION OF ANNUAL FINANCIAL REPORT**  
**WITH AUDITED FINANCIAL STATEMENTS**  
**For the Year Ended June 30, 2017**

There were no differences between the annual financial report and the audited financial statements for the year ended June 30, 2017

*- Tentative Report -  
For Discussion Purposes Only  
Subject to Revision*

*See independent auditor's report and the notes to the supplementary information.*

## METHOD SCHOOLS

### NOTES TO THE SUPPLEMENTARY INFORMATION For the Year Ended June 30, 2017

#### NOTE 1: PURPOSE OF SCHEDULES

##### Schedule of Instructional Time

This schedule presents information on the amount of instructional time offered by the School and whether the School complied with the provisions of Education Code.

##### Schedule of Average Daily Attendance

Average daily attendance is a measurement of the number of pupils attending classes of the School. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of state funds are made to charter schools. This schedule provides information regarding the attendance of students at various grade levels.

##### Reconciliation of Annual Financial Report with Audited Financial Statements

This schedule provides the information necessary to reconcile the net assets of the charter schools as reported on the Annual Financial Report form to the audited financial statements.

*Tentative Report  
For Discussion Purposes Only  
Subject to Revision*

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Directors  
Method Schools  
Arcadia, CA

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of Method Schools (the School), a nonprofit California public benefit corporation, which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, cash flows and functional expenses for the year then ended, the related notes to the financial statements, and have issued our report thereon dated August 30, 2017.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

CliftonLarsonAllen LLP  
Glendora, CA  
August 30, 2017

## INDEPENDENT AUDITOR'S REPORT ON STATE COMPLIANCE

Board of Directors  
Method Schools  
Arcadia, CA

We have audited Method Schools's (the School) compliance with the types of compliance requirements described in the *2016-2017 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel for the year ended June 30, 2017. The School's State compliance requirements are identified in the table below.

### Management's Responsibility

Management is responsible for the compliance with the state laws and regulations as identified below.

### Auditor's Responsibility

Our responsibility is to express an opinion on the School's compliance based on our audit of the types of compliance requirements referred to below. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *2016-2017 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the specific areas listed below has occurred. An audit includes examining, on a test basis, evidence about the School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion on state compliance. Our audit does not provide a legal determination of the School's compliance.

### Compliance Requirements Tested

In connection with the audit referred to above, we selected and tested transactions and records to determine the School's compliance with the laws and regulations applicable to the following items:

<u>Description</u>	<u>Procedures Performed</u>
School Districts, County Offices of Education, and Charter Schools:	
Educator Effectiveness	Yes
California Clean Energy Jobs Act	Not applicable
After School Education and Safety Program	Not applicable
Proper Expenditure of Education Protection Account Funds	Yes

## INDEPENDENT AUDITOR'S REPORT ON STATE COMPLIANCE

<u>Description</u>	<u>Procedures Performed</u>
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Local Control and Accountability Plan	Yes
Independent Study-Course Based	Not applicable
Immunizations	Yes
Charter Schools:	
Attendance	Yes
Mode of Instruction	Not applicable
Nonclassroom-based instructional/independent study	Yes
Determination of funding for nonclassroom-based instruction	Yes
Annual instructional minutes – classroom based	Not applicable
Charter School Facility Grant Program	Not applicable

### Opinion on State Compliance

In our opinion, the School complied with the law and regulations of the state programs referred to above in all material respects for the year ended June 30, 2017.

### Purpose of this Report

The purpose of this report on state compliance is solely to describe the results of testing based on the requirements of the 2016-2017 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting, published by the Education Audit Appeals Panel. Accordingly, this report is not suitable for any other purpose.

**CliftonLarsonAllen LLP**

Glendora, CA

August 30, 2017

**METHOD SCHOOLS**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**For the Year Ended June 30, 2017**

All audit findings must be identified as one or more of the following categories:

Five Digit Code

Finding Types

10000  
20000  
30000  
40000  
42000  
50000  
60000  
61000  
62000  
70000  
71000  
72000

Attendance  
Inventory of Equipment  
Internal Control  
State Compliance  
Charter School Facilities Program  
Federal Compliance  
Miscellaneous  
Classroom Teacher Salaries  
Local Control Accounting Plan  
Instructional Materials  
Teacher Misassignments  
School Accountability Report Card

There were no findings and questioned costs related to the basic financial statements or state awards for June 30, 2017.

*Tentative Report -  
For Discussion Purposes Only  
Subject to Revision*

## METHOD SCHOOLS

### STATUS OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS For the Year Ended June 30, 2017

#### FINDING 2016-1: ATTENDANCE REPORTING

10000

**Criteria:** In accordance with Title 5, California Code of Regulations, Section 11960, regular average daily attendance (ADA) shall be computed by dividing a charter school's total number of pupil-days of attendance by the number of calendar days on which school was actually taught in the charter school. Auditors are required to verify compliance with California Education Code Section 47612 in Section AA of the 2015-16 Guide for Annual Audits of K-12 Local Educational Agencies and State Compliance Reporting with regards to reporting of the correct number of school days taught in the fiscal year on the Annual attendance report.

**Condition:** Based on our procedures over attendance reporting for the charter schools, we noted the following:

- a) ADA did not appear to be correctly reported on P-2 attendance reports for Track A at Method Schools as data did not agree to system generated reports for the P-2 period. System generated reports for the Track A P-2 period indicated 0.20 ADA for grades K-3 and 21.14 ADA for grades 9 - 12 yet ADA reported for each grade span was 0.21 and 21.39 ADA, respectively.
- b) ADA did not appear to be correctly reported on P-2 attendance reports for Track Bat Method Schools as data did not agree to system generated reports for the P-2 period. System generated reports for the Track B P-2 period indicated 27.80 ADA for grades 4- 6 and 25.71 ADA for grades 9 - 12 yet ADA reported for each grade span was 27.81 and 26.34 ADA, respectively.
- c) ADA did not appear to be correctly reported on Annual attendance reports in total at Method Schools and Methods High School. For Method Schools, system generated reports for the full year indicated 45.68 ADA for grades 9 - 12 for all tracks yet ADA reported for this grade span was 47.34 ADA on the Annual attendance report (all tracks). For Method Schools High School, system generated reports for the full year indicated 9.31 ADA for grades 9 -12 for all tracks yet ADA reported for this grade span was 9.77 ADA on the Annual attendance report (all tracks).
- d) The Annual attendance reports noted 180 total days of school operation for Track A but the actual days totaled 178 during the 2015-16 school year. This incorrect reporting of school days for Track A occurred on Annual attendance reports for Method Schools High School (No. 1697).
- e) The Annual attendance reports noted 175 total days of school operation for Track B but the actual days totaled 180 during the 2015-16 school year. This incorrect reporting of school days for Track B occurred on Annual attendance reports for Method Schools (No. 1617), Method Schools K-8 (No. 1698), and Method Schools High School (No. 1697).

**Recommendation:** We recommend that the Second Period and Annual Attendance reports be revised to reflect the correct ADA amounts for each charter school. Additionally, school calendars should be correctly input and revised within the attendance accounting software and reviewed for accuracy prior to reporting of ADA to the CDE.

**Status:** Implemented.

## METHOD SCHOOLS

### STATUS OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS For the Year Ended June 30, 2017

#### **FINDING 2016-2: NONCLASSROOM-BASED INSTRUCTION/IND STUDY**

10000

**Criteria:** In accordance with California Education Code Section 51747.5(b), charter schools may claim apportionment credit for independent study only to the extent that time value of pupil work products as personally judged by a certificated teacher. A central element of the audit trail for charter schools is contemporaneous records of each student identifying clearly each school day in a school calendar in which the student "engaged in required educational activities" to an extent sufficient to constitute at least one day of time value. Additionally, no ADA may be claimed from independent study until a written agreement is completed and in effect (California Education Code Sections 46300.7 and 51747(c)(8)).

**Condition:** In a sample of students who generated ADA through nonclassroom-based instruction/independent study for Method Schools, Method School K - 8, and Method School High School, we noted the following from our audit procedures:

- a) We found that five (5) master agreements were signed after commencement of instruction for a total of fifty-one (51) unallowable days of apportionment during the Second Period (P-2) reporting period. Four (4) of the instances were for students in grades 9 -12 at Method Schools High School and the remaining one (1) student was in grade 4 at Method Schools K- 8.
- b) For those students holding valid master agreements, we were unable to verify that students engaged in educational activities either through the online platform, work samples, or on-site attendance logs. This was noted for a total of fifteen (15) students, which resulted in a combined overstatement for all schools of fifty-four (54) days of apportionment.

**Recommendation:** We recommend that learning logs within the accounting software be utilized to track daily student attendance as determined by certificated staff by reviewing and signing learning logs on a timely basis. Further, we recommend that said certified learning logs be reconciled to system data to ensure that any revisions are properly reflected in the attendance accounting software. We recommend all student master agreements be signed prior to commencement of instruction and that no apportionment be indicated as generated until a fully executed master agreement is on file for each student.

**Status:** Implemented.



## **Method Schools Board Policy BP 8.1**

### **Complaint Procedure Policy**

The Board of Directors of Method Schools recognizes that it is responsible for complying with applicable laws and regulations governing educational programs.

This document contains rules and instructions about the filing, investigation and resolution of a Uniform Complaint Procedures (UCP) complaint regarding an alleged violation by a local educational agency of state laws or regulations governing educational programs, including allegations of unlawful discrimination, harassment, intimidation, and bullying.

This policy outlines Method Schools' UCP and provides a comprehensive approach to resolution on any complaint. A complaint is a written and signed statement by a complainant alleging a violation of state laws or regulations, which may include an allegation of unlawful discrimination, harassment, intimidation, bullying and charging pupil fees for participation in an educational activity. A complainant is any individual, including a person's duly authorized representative or an interested third party, public agency, or organization who files a written complaint alleging violation of state laws or regulations, including allegations of unlawful discrimination, harassment, intimidation, bullying and noncompliance with laws relating to pupil fees. If the complainant is unable to put the complaint in writing, due to a disability or illiteracy, Method Schools shall assist the complainant in the filing of the complaint.

A pupil fee is a fee, deposit, or other charge imposed on pupils, or a pupil's parents or guardians, in violation of state codes and constitutional provisions which require educational activities to be provided free of charge to all pupils without regard to their families' ability or willingness to pay fees or request special waivers. Educational activities are those offered by a school, school district, charter school, or county office of education that constitute a fundamental part of education, including, but not limited to, curricular and extracurricular activities.

A pupil fee includes, but is not limited to, all of the following:

- ☐ A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit.

- A security deposit, or other payment, that a pupil is required to make to obtain any school equipment or supplies.
- A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity.

This document also applies to the filing of complaints which allege unlawful discrimination, harassment, intimidation, and bullying against any protected group as identified under Education Code section 200 and 220 and Government Code section 11135, including those with actual or perceived characteristics such as age, ancestry, color, ethnic group identification, gender expression, gender identity, gender, disability, nationality, national origin, race or ethnicity, religion, sex, sexual orientation, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by a local agency, which is funded directly by, or that receives or benefits from any state financial assistance.

The following complaints shall be referred to other agencies for appropriate resolution and are not subject to our UCP process set forth in this document unless these procedures are made applicable by separate interagency agreements:

1. Allegations of child abuse shall be referred to County Dept. of Social Services (DSS), Protective Services Division or appropriate law enforcement agency (or equivalent in the State of Tennessee.)
2. Health and safety complaints regarding a Child Development Program shall be referred to Dept. of Social Services for licensed facilities, and to the appropriate Child Development regional administrator for licensing-exempt facilities (or equivalent in the State of Tennessee.)
3. Employment discrimination complaints shall be sent to the State Dept. of Fair Employment and Housing (DFEH, or equivalent in the State of Tennessee.)
4. Allegations of fraud shall be referred to the Legal, Audits and Compliance Branch in the California Department of Education.

### **The responsibilities of Method Schools**

Method Schools has the primary responsibility to insure compliance with applicable state laws and regulations. We shall investigate complaints alleging failure to comply with applicable state laws and regulations and/or alleging discrimination, harassment, intimidation, bullying and charging pupil fees for participation in an educational activity and seek to resolve those complaints in accordance with our UCP procedures.

In regards to complaints of noncompliance with laws relating to pupil fees, if Method Schools finds merit in a complaint a remedy will be provided to all affected pupils,

parents and guardians, that, where applicable, will include reasonable efforts by Method Schools to ensure full reimbursement to all affected pupils, parents and guardians.

Our UCP policies shall ensure that complainants are protected from retaliation and that the identity of a complainant alleging discrimination, harassment, intimidation, and bullying remain confidential as appropriate.

The person responsible for receiving and investigating complaints and ensuring our compliance with state laws and regulations is:

Method Schools

ATTN:

24620 Jefferson Ave

Murrieta, CA

92562

We ensure that the person above, who is responsible for compliance and/or investigations, is knowledgeable about the laws/programs that he/she is assigned to investigate. Complaints of noncompliance with laws relating to pupil fees are filed with a principal of a school.

We shall annually notify in writing our pupils, employees, parents or guardians of our pupils, the district advisory committee, school advisory committees, appropriate private school officials or representatives, and other interested parties of our UCP process regarding an alleged violation by a local agency or state law or regulations governing educational programs, including allegations of unlawful discrimination, harassment, intimidation, bullying and noncompliance with laws relating to pupil fees. The UCP Annual Notice will be disseminated to all of the six required groups each year and will include information on how to appeal to the CDE. An appeal is a request made in writing to a level higher than the original reviewing level by an aggrieved party requesting reconsideration or a reinvestigation of the lower adjudicating body's decision.

Our UCP Annual Notice shall also advise the recipient of any civil law remedies that may be available under state discrimination, harassment, intimidation, and bullying laws, if applicable, and of the appeal pursuant to Education Code section 262.3. Our UCP Annual Notice shall be in English and in the primary language, pursuant to section 48985 of the Education Code, or mode of communication of the recipient of the notice.

A copy of this UCP complaint policies and procedures document shall be available free of charge.

### **Filing a complaint with the Method Schools**

Emergency or urgent facilities conditions that pose a threat to the health or safety of pupils or staff, and teacher vacancies or misassignments, and complaints that allege discrimination, harassment, intimidation, and bullying, any individual, public agency or organization may file a written complaint with our district superintendent or his or her designee alleging a matter which, if true, would constitute a violation by our LEA of - or state law or regulation governing a program. A complaint of noncompliance with laws relating to pupil fees may be filed with the principal of a school under the Uniform Complaint Procedures and may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance with laws relating to pupil fees.

An investigation of alleged unlawful discrimination, harassment, intimidation, and bullying shall be initiated by filing a complaint no later than six months from the date the alleged discrimination, harassment, intimidation, or bullying occurred, or the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, and bullying. The time for filing may be extended in writing by our district superintendent or his or her designee, upon written request by the complainant setting forth the reasons for the extension. The period for filing may be extended by our superintendent or his or her designee for good cause for a period not to exceed 90 calendar days following the expiration of the six-month time period. Our superintendent shall respond immediately upon a receipt of a request for extension.

The complaint shall be filed by one who alleges that he or she has personally suffered unlawful discrimination, harassment, intimidation, and bullying or by one who believes an individual or any specific class of individuals has been subjected to discrimination, harassment, intimidation, and bullying prohibited by this part.

An investigation of a discrimination, harassment, intimidation, and bullying complaint shall be conducted in a manner that protects confidentiality of the parties and maintains the integrity of the process.

Within 60 calendar days from the date of the receipt of the complaint, we shall conduct and complete an investigation of the complaint in accordance with our UCP policies and procedures and prepare a written Decision; also known as a final report. This time period may be extended by written agreement of the complainant.

The investigation shall include an opportunity for the complainant, or the complainant's representative, or both, to present the complaint(s) and evidence or information leading to evidence to support the allegations of non-compliance with state laws and/or regulations.

Refusal by the complainant to provide the investigator with documents or other evidence related to the allegations in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in the dismissal of the complaint because of a lack of evidence to support the allegations.

Refusal by Method Schools to provide the investigator with access to records and/or other information related to the allegation in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in a finding based on evidence collected that a violation has occurred and may result in the imposition of a remedy in favor of the complainant.

We shall issue a Decision based on the evidence. The Decision shall be in writing and sent to the complainant within 60 calendar days from receipt of the complaint by the local educational agency. The Decision should contain:

- (i) the findings of fact based on the evidence gathered,
- (ii) conclusion of law,
- (iii) disposition of the complaint,
- (iv) the rationale for such disposition,
- (v) corrective actions, if any are warranted,
- (vi) notice of the complainant's right to appeal our LEA Decision to the CDE, and (vii) procedures to be followed for initiating an appeal to the CDE.

Nothing in this document shall prohibit anyone involved in the complaint from utilizing alternative methods to resolve the allegations, such as mediation. Nor are we prohibited from resolving complaints prior to the formal filing of a written complaint. Mediation is a problem solving activity whereby a third party assists the parties to the dispute in resolving the complaint.

Method Schools reserves the right to modify locations for receipt of forms as necessary.

## **COMMUNITY COMPLAINT FORM**

**Name :**

**Address:**

**Telephone:**

1. 1 School site and person you are filing a complaint against:

2. 2 Has this been discussed with him/her?

Y\_\_\_\_N\_\_\_\_ Date:

3. 3 Has the complaint been discussed with the principal or supervisor?

Y\_\_\_\_N\_\_\_\_ Date:

**Description of Complaint:** Please include all important information such as location, names, dates, who was present, and to whom it was reported. Please use additional paper if more space is needed.

What remedy or action do you suggest?

Signature\_\_\_\_\_

Date\_\_\_\_\_

Date received by Method Schools Corporate Office  
\_\_\_\_\_



## **Method Schools Board Policy BP 9.1**

### **Promotion/Retention Policy**

Method Schools expects students to progress through each grade within one school year. To accomplish this, instruction should accommodate the varying interests and growth patterns of individual students and include strategies addressing academic deficiencies when needed. Students shall progress through the grade levels by demonstrating growth in learning and meeting the grade-level standards of expected student achievement established by

#### **Acceleration: Grades K-8**

A student enrolled in kindergarten may be admitted to the first grade at the discretion of the designee and with the consent of the parent/guardian, upon determination that the child is ready for first grade work.

The designee may recommend a student enrolled in any grade between first and eighth for acceleration into a higher grade level when high academic achievement is evident. The student's social and emotional growth shall be taken into consideration in making a determination to accelerate.

#### **Promotion/Retention: Grades 2-8**

Students shall be considered for promotion and retention in specific subject areas and between certain grade levels:

- ☐ Second grade and third grade in reading
- ☐ Third grade and fourth grade in reading
- ☐ Fourth grade and fifth grade in reading
- ☐ English language arts, and math
- ☐ the end of elementary grades (grade 5)

- ☐ the beginning of middle school grades (grade 6) in reading, English language arts, and math,
- ☐ the end of middle school grades (grade 8)
- ☐ the beginning of high school (grade 9) in reading, English language arts, and math

As early as possible in the school year and in the students' school careers, teachers shall identify students who should be retained or who are at risk of being retained in accordance with law, Board policy, and administrative regulation. When a student has more than one teacher, the designee shall determine which individual teacher or teachers shall be responsible for the promotion/retention decision.

Students shall be identified on the basis of grades and the following other indicators of academic achievement: the assessment results on the State's Standardized Testing and Reporting Program and the minimum levels of proficiency recommended by the State Board of Education, District-designed, standards-based, grade-level skills exams, including a writing sample and an open-ended assessment.

When a student is identified as being at risk of retention, parents/guardians shall be notified as early in the school year as practicable. In addition to being notified, a student's parent/guardian shall have the opportunity to consult with the teacher or teachers responsible for the decision to promote or retain the student.

### High School

At the senior high school level, progress toward high school graduation shall be based on the student's ability to pass the subjects and electives necessary to earn the required number of credits. The student must also meet the minimum proficiency requirements set by the Governing Board and pass the exit examinations mandated by the State.

### English Language Learners

For the English language learner, retention decisions shall be based on the student's rate of English acquisition rather than on lack of grade-level English language proficiency or mastery of the School's core academic content standards.

### Special Needs Students

Special education and Section 504 students are expected to master the School's core academic content standards to the maximum extent appropriate. Special education students may be retained through the Individual Education Plan (IEP) process.

Elementary, middle, and high school students enrolled in special programs shall meet the goals stated in their Individual Education Plans (IEPs) or Section 504 Plans.

#### Right to Appeal

Parents/guardians shall be provided a process whereby the decision to retain the student may be appealed.

#### Remedial Instruction

To assist students in overcoming academic deficiencies, the School shall offer programs of direct, systematic, and intensive supplemental instruction to students in grades two through eight, inclusive, who have been retained or who have been recommended for retention, pursuant to Education Code 48070.5. Supplemental instruction may also be offered to grades two through eight to students who are identified as being at risk of retention.

Such opportunities may include but are not limited to tutorial programs, before/after school programs, intersession and summer school programs, or any other applied interventions. Services shall not be provided during the regular instructional day if that would result in the student being removed from classroom instruction in the core curriculum. This supplemental instruction program shall be developed in accordance with the requirements of Education Code 37252.5.

2016-17 Track A

<u>P-1 Attendance</u>	310.89
<u>P-2 Attendance</u>	188.47

2017-18 Track A

<u>Projected P-1 Attendance</u>	666.65
<u>Projected P-2 Attendance</u>	448.27

Projected Annual Growth

ADA Increase	259.80
Percentage Increase	138%

2016-17 Track B

<u>P-1 Attendance</u>	95.51
<u>P-2 Attendance</u>	104.11

2017-18 Track B

<u>Projected P-1 Attendance</u>	130.00
<u>Projected P-2 Attendance</u>	133.00

Projected Annual Growth

ADA Increase	28.89
Percentage Increase	28%

# METHOD CODE



creating an  
organization with  
a shared purpose

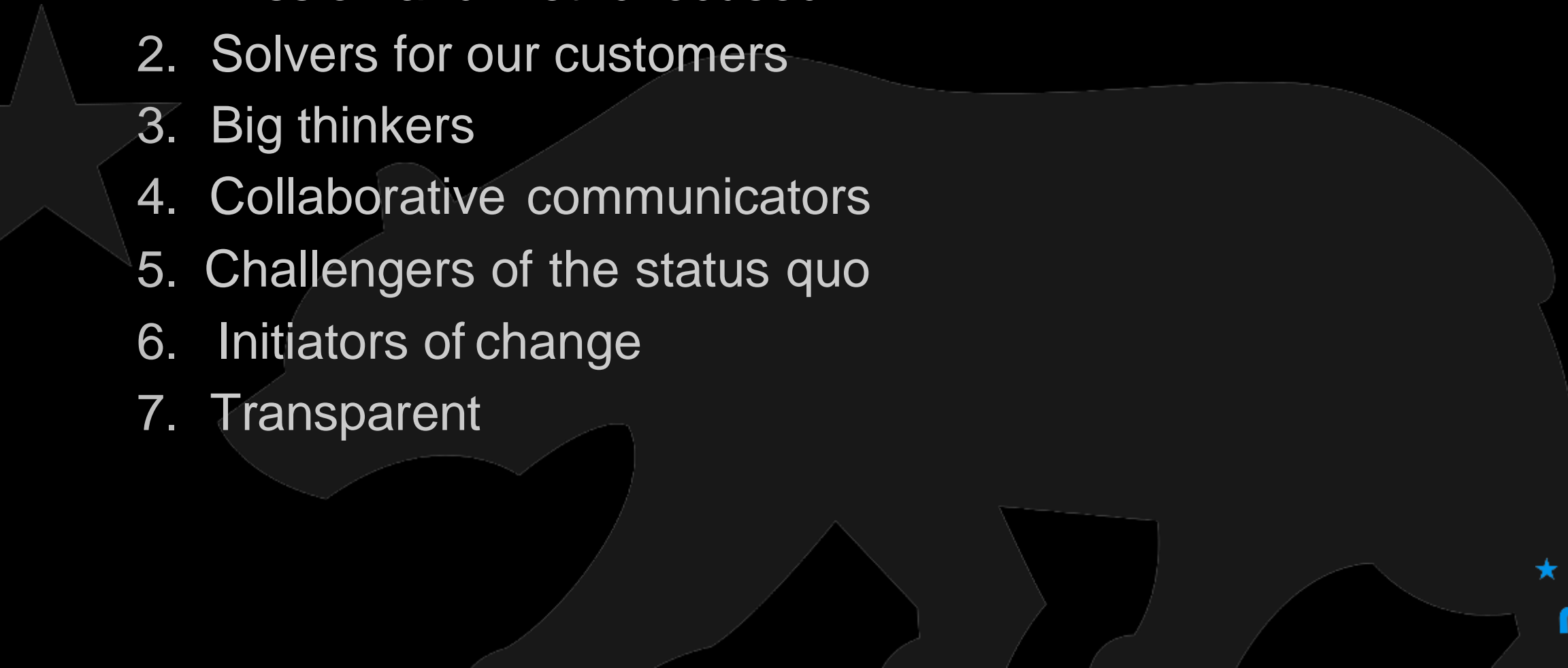
# What's the Method Code?

The Method Code is a set of shared beliefs, values, and practices. It is the driving force that guides all actions within the organization.

# The Code acts as a two-fold guiding document:

1. Employee Handbook
2. Ideal practices and values we strive to be and achieve each and everyday

# The Method Code...we are:

- 
1. Mission and metric focused
  2. Solvers for our customers
  3. Big thinkers
  4. Collaborative communicators
  5. Challengers of the status quo
  6. Initiators of change
  7. Transparent



# **1. Mission and metric focused**



MISSION

# Mission

Method Schools provides educational solutions through analysis of data, innovative practices, and solving for the customer.

# Expected Results: Students

- Problem Solving
- Critical Thinking
- Character & Citizenship
- Lifelong Learner

# Expected Results: Organization

- Student Driven
- Inven7ve prac7ces
- Data driven
- Growth & Expansion



## **2. Solvers for our customers**



# Method Schools Customer

**The Method Schools Customer is looking for an educational solution to the following problems:**

- Lack of personalization
- Unsafe
- Over-standardized
- School too big
- Gifted
- Challenged
- Behind in credits
- Want to get ahead in credits
- Want to improve an earned grade
- Given curriculum as packets
- Unable to work from home
- Unable to create own schedule
- Unable to work while in school
- Unable to spend enough time on sport/extracurricular activity

# Who is the Method Schools Customer?

- Students
- Parents
- Family members
- Any summer participating personnel: registrars, counselors, teachers, administrative staff

# What Solutions Does Method Schools Provide?

- Personalization for students of all needs
- Safe environment
- Small school community
- Small class sizes
- Students can recover or get ahead in credits
- State of the art, engaging curriculum
- Flexible program and scheduling

# What NEW Solutions Can Method Schools Provide?

TO COMPLETE WITH STAFF?



**All Decisions are Made for the...**

**CUSTOMER**



# **3. Big thinkers**



# What is a Big Thinker?

- Thinks of new ideas to solve problems
- Adaptive – isn't entrenched
- Focused
- Persistent in pursuit of success

# What is Method Schools' Big Picture?

- Student Driven
- Inven7ve prac7ces
- Data driven
- Growth & Expansion

# Why is the Big Picture Important ?

- Creates meaning in our work
- Provides a pathway to achieving goals
- Contributes to a sense of community and collaboration
- Creates more opportunities for success

# How to Create Big Ideas

- Allocate time to thinking
- Get a buddy
- Pick specific goals
- Identify actionable first steps
- Generate ideas
- Follow through



## **4. Collaborative communicators**



# Keys to Being Collaborative Communicators

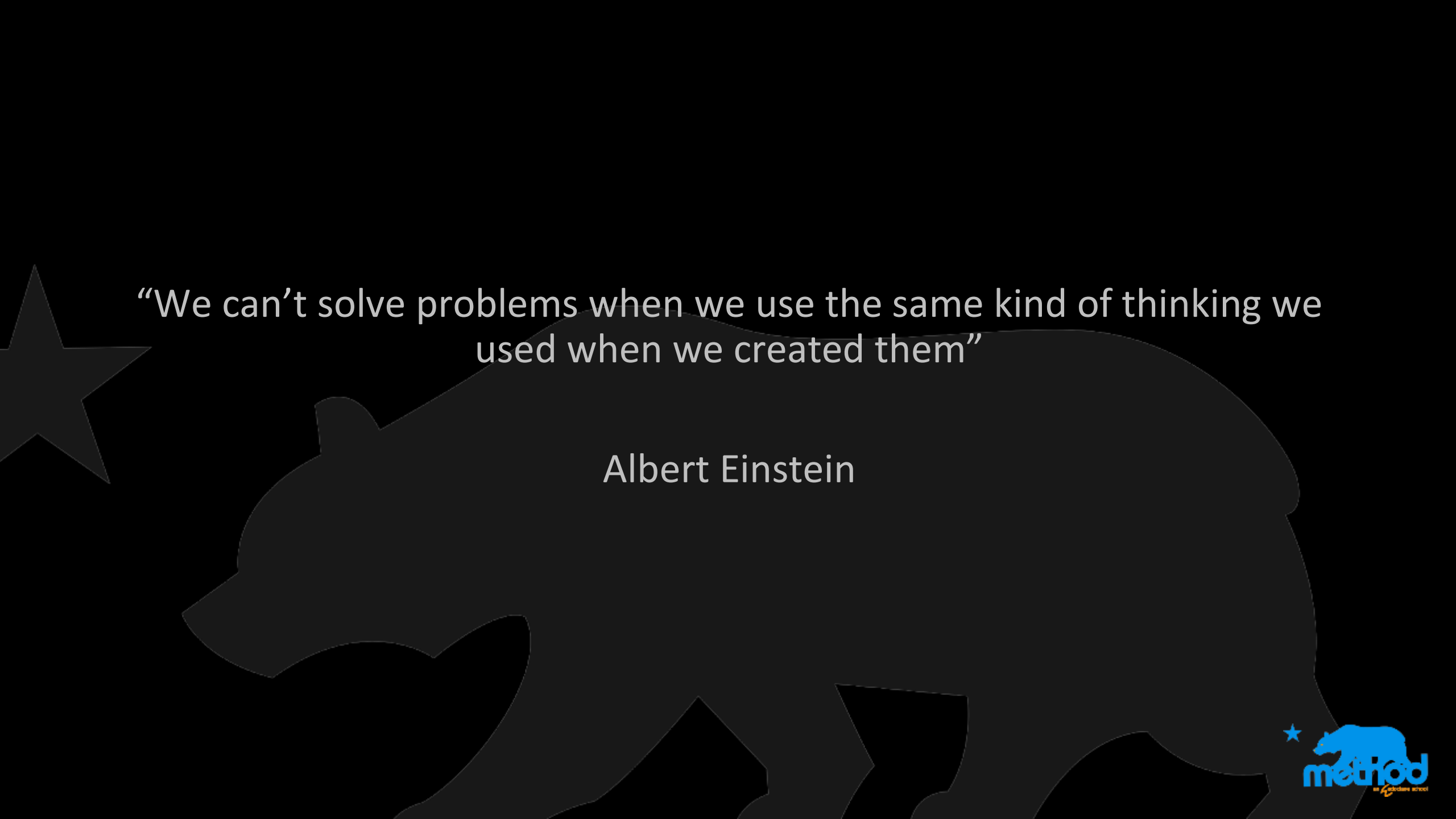
- Listening can be the most important element of communicating and collaborating
- Communicating with tact and respect
- Build positive work relationships
- Model positive behaviors
- Involve and value all in the collaborative process
- Yield to subject area experts
- Compromise and support for any you've had trouble working with in the past

# Keys to Being Collaborative Communicators

- Create buy-in by aligning initiatives to goals and objectives
- Creating a sense of “all for one and one for all”
- Setting benchmarks and timelines to keep collaborative projects on track
- Awareness of how actions and behaviors may be affecting the actions and behaviors of others
- Balancing priorities with responsibilities
- Overcome negativity and the “that won’t work” mentality
- Taking the initiative to implement a program component
- Involve leadership guidance when unable to move forward effectively



## **5. Challengers of the status quo**



“We can’t solve problems when we use the same kind of thinking we  
used when we created them”

Albert Einstein

EITHER YOU DEFEND THE  
STATUS QUO, OR YOU  
INVENT THE FUTURE

SETifGOD

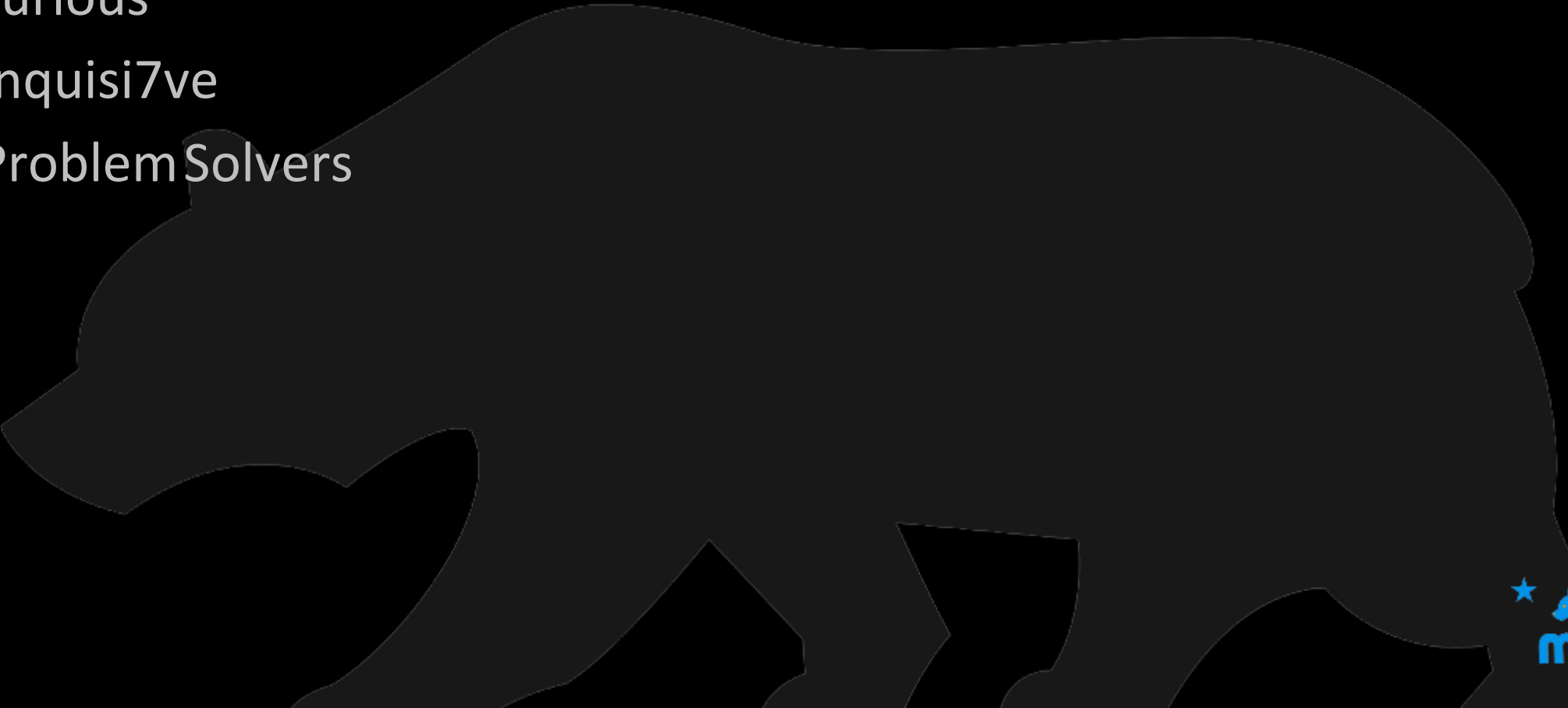

PIC u auo GO-

# We Should Always be Asking... Why?

Ask big questions about the way we are doing things

- What if we could produce this in half the time?
- What would it take to beat our competitors?
- How can we become the best team in our industry?

# Challengers of the Status Quo

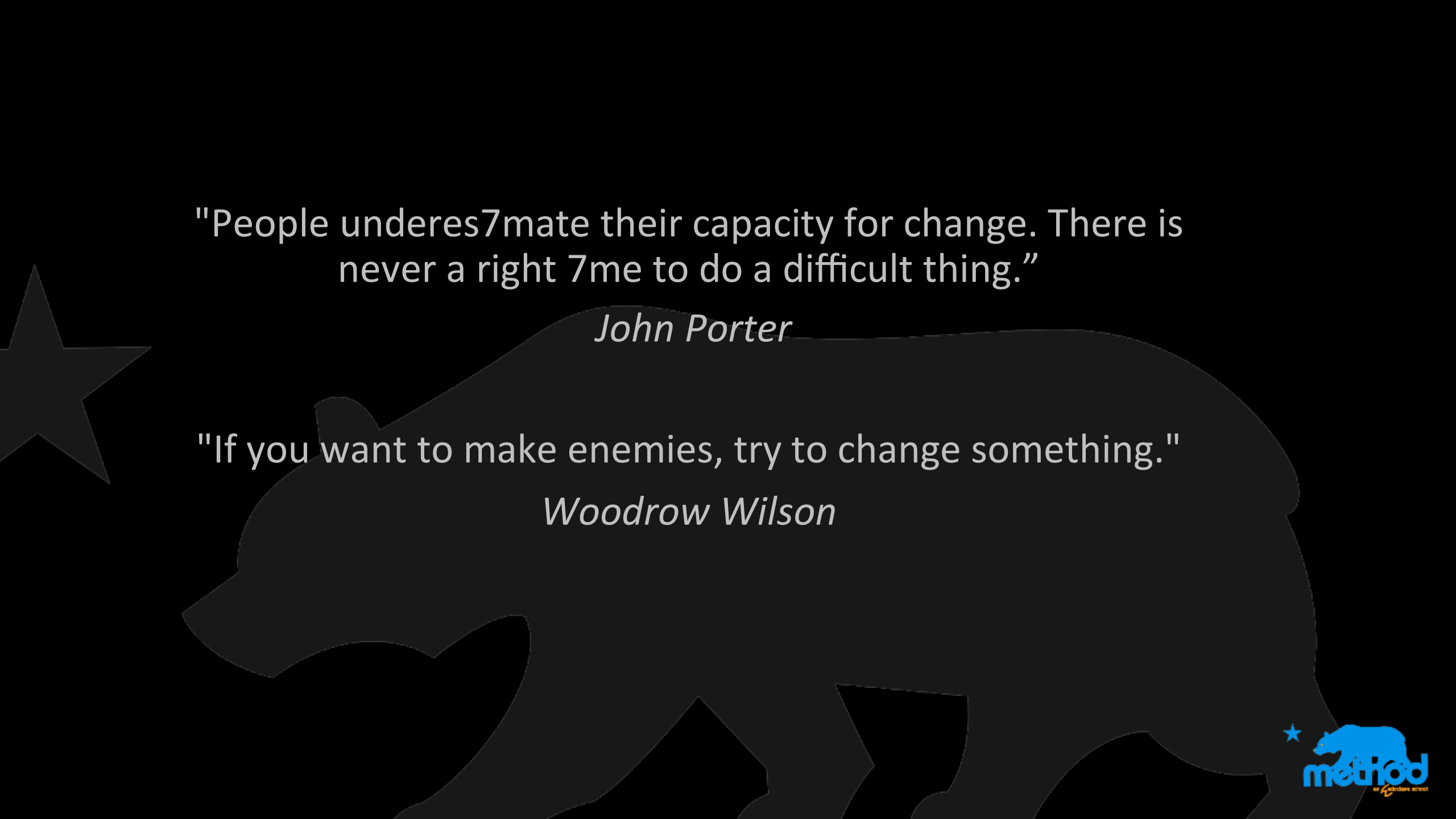
- 
- 
- Curious
  - Inquisitive
  - Problem Solvers

# Status Quo

If we wanted to be the status quo,  
we'd be the status quo.



## **6. Initiators of change**



"People underestimate their capacity for change. There is  
never a right time to do a difficult thing."

*John Porter*

"If you want to make enemies, try to change something."

*Woodrow Wilson*

# Keys to Initiating Change



Be a Problem **Solver**,  
not a Problem **Identifier**

# Keys to Initiating Change

- Be open to data at the start
- Network and research
- Document your own learning
- Involve others
- Be fearless in your change pursuits
- Be a learning person yourself
- Lighten up. Can't succeed without failing
- Research and understand the landscape before attempting change
- Finish what you start

# Requirements to Designing a “New School”


- Trust processes as well as people
- Appreciate the total person in working with others
- Seek variety and diversification
- Redefine your role to extend beyond the classroom
- Commit to continuous improvement and perpetual learning

# Requirements to Designing a “New School”

- Trust processes as well as people
- Appreciate the total person in working with others
- Seek variety and diversification
- Redefine your role to extend beyond the classroom
- Commit to continuous improvement and perpetual learning



# 7. Transparent



“I find that when you open the door toward openness and transparency, a lot of people will follow you through.”

Kirsten Gillibrand

“The keys to brand success are self-definition, transparency, authenticity and accountability.”

Simon Mainwaring

# What is Transparency?

- Open and upfront communication on key initiatives
- Applies to both Leadership and Staff
- Fosters a culture of trust to better understand roles in the overarching purpose and goals of the organization

# Transparency Creates

- Trust
- Better relationships
- Closer alignment to mission
- Effective goal setting
- Real solutions
- Richer engagement
- Lack of surprises
- True expectations & follow through

## 2017-18 founder bonus structure

Performance Metric	Amount	Impact
10% summer enrollment increase	3,000	Estimated revenue impact: ~\$350,000
Retention of 2% summer into school year	3,000	Estimated revenue impact: ~\$550,000
New product launch: SIS	4,000	Cost savings: \$12,000; Revenue impact: ability to scale enrollments exponentially
Method courses: 10 new	4,000	Cost savings: ~\$50,000; also provides for seamless integration with new SIS
NPS Score of 50	1,000	Improves product quality, brand, and retention
TOTAL POSSIBLE BONUS:	15,000	

## Director of Operations

50 summer students retained into regular school year	2,500
Average summer school grade of 80%	1,000
Summer completion rate of 85%	1,000
100% summer transcript delivery	500
TOTAL POSSIBLE BONUS:	5,000

## Operations Specialist

Leadership discretionary bonus for performance	1,500	(\$500 withheld for future discretionary) - Summer 2017 performance
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## Teachers

Leadership discretionary bonus for performance	1,000	Summer 2017 performance
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**Board Approved Performance Pay - November 30, 2017**

Jessica Spallino	8,000	
Mark Holley	8,000	
Jade Fernandez	1,000	
Steve Bentley	1,000	
Elizabeth Bissett	1,000	
Michael Clark	1,000	
Dalton Hunkle	1,000	
Patrick Clark	1,000	
Nicole McLain	1,000	
Taylor Sanchez	1,000	
Richard Krejcir	-	Not employed during summer 2017
Amy Pinter	-	Not employed during summer 2017
TOTAL:	24,000	

# AGENDA

Method Schools Regular Meeting of the Board of Directors

**Wednesday September 13 2017 6:00 PM**

24620 Jefferson Ave, Murrieta, California

Call In Number: 712-432-1212 Meeting ID: 883-383-017 Host:3975

## INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

Method Schools ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas and "Request to Speak" forms are available at the door to the meeting. If you wish to speak, please fill out the speaker slip and specify the agenda item on which you wish to speak. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
2. **Public Communication on Non-Agenda Issues:** This is an opportunity for members of the audience to raise issues that are not specifically on the agenda. You will be given an opportunity to speak for a maximum of three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Due to public meeting laws, the Board can only listen to your issue and not respond or take action. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. **Agenda items:** To address the Board on agenda items, please specify the item on which you wish to speak on your "Request to Speak". You will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
5. **Public Records:** Any public records relating to an agenda item for an open session of the Board that are distributed to the Board members shall be available for public inspection at the School office. Minutes of each Board meeting will also be available at the School office.

***Americans with Disabilities Act (ADA):*** Upon request, the School will furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate assistance in order to participate in Board meetings are invited to contact Method Board Secretary Gloria Vargas at [gvargas@methodschools.org](mailto:gvargas@methodschools.org) by noon of the business day preceding the board meeting.

***Translation services:*** Translation services are available by notifying the above school office by noon of the business day preceding the board meeting.

### 1.0 CALL TO ORDER 6:02 pm

### 2.0 ROLL CALL

- A. Board Members present: Shannon Clark, Gloria Vargas, Carolyn Andrews, Steve Dorsey
- B. Board Members absent: Tyler Roberts
- C. Staff: Jessica Spallino, Mark Holley, Cory Cavanaugh

### 3.0 PUBLIC COMMUNICATION ON NON-AGENDA ITEMS

# AGENDA

Method Schools Regular Meeting of the Board of Directors

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No individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

## 4.0 REPO RTS

To be delivered at  
December Board  
meeting.

4.1 Marketing Update

4.2 Staffing Update

4.3 Product Update

4.4 Financial Report

## 5.0 ACTION ITEMS

- 5.1 **2016-17 Unaudited Actual Reports (A)** The Board will be asked to approve the 2016-17 Unaudited Actual Reports for Method School (#1617), Method Schools K-8 (#1697) and Method Schools High School (#1698).

First: Shannon

Second: Carolyn

Ayes: 4

Nays: 0

- 5.2 **Method Governing Board Fiscal Procedures Policy (A)** The Board will be asked to approve an updated Board Policy pertaining to Fiscal Procedures and Policies.

First: Steve

Second: Shannon

Ayes: 4

Nays: 0

## 6.0 CONSENT ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them.

### 6.1 Approval of Regular Meeting Minutes

12.1.1 June 14, 2017

12.1.2 June 20, 2017

### 6.2 Warrants for June 2017 – August 2017

First: Shannon

Second: Steve

Ayes: 4

Nays: 0

## 7.0 UPCOMING AGENDA ITEMS

This is a list of known items that will appear on future agendas:

- ☐ 2016-17 Audit Report

# **AGENDA**

Method Schools Regular Meeting of the Board of Directors

**Wednesday September 13 2017 6:00 PM**

24620 Jefferson Ave, Murrieta, California

Call In Number: 712-432-1212 Meeting ID: 883-383-017 Host:3975

- ☐ 2017-18 1<sup>st</sup> Interim Reports
- ☐ 2017-18 P-1 Attendance Reports

## **8.0 BOARD MEMBER REPORTS**

Individual Board members will report on participation in school events and/or committees, District events, or attendance at special meetings or training/workshops.

## **9.0 ADJOURNMENT 6:26 pm**

WASC

Next Meeting: 12/12/17

# Method Schools Corporation

## CHECK DETAIL

September - November, 2017

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
9120-1 Checking						
09/01/2017	Expenditure		Payroll	Payroll Service DES:Fee ID:35169	R	-60.00
				Payroll Service DES:Fee ID:35169		60.00
09/05/2017	Expenditure		Anthem Blue Cross	ANTHEM BLUE I01O DES:CORP PYMT I	R	-9,906.40
				ANTHEM BLUE I01O DES:CORP PYMT I		9,906.40
09/05/2017	Expenditure		Adobe	CHECKCARD 0903 ADOBE *CREATIVE C	R	-29.99
				CHECKCARD 0903 ADOBE *CREATIVE C		29.99
09/07/2017	Check	1297	Tyler Webb	Check 1297	R	-567.00
				Check 1297		567.00
09/07/2017	Check	1296	Tyler Webb	Check 1296	R	-648.00
				Check 1296		648.00
09/08/2017	Bill Payment (Check)	1566	Sammy's Janitorial Cleaning		R	-580.00
						-580.00
09/08/2017	Bill Payment (Check)	1567	Creative Back Office		R	-5,625.00
						-5,625.00
09/11/2017	Bill Payment (Check)		City of Murrieta		R	-5,860.00
						-5,860.00
09/13/2017	Bill Payment (Check)	1568	Wen Ren LLC		R	-80.00
						-80.00
09/13/2017	Bill Payment (Check)	1569	Balboa Park Cultural Partnership		R	-2,500.00
						-2,500.00
09/14/2017	Expenditure		Dalton Hunkle	Payroll Check 9/15/2017	R	-1,634.57
				Payroll Check 9/15/2017		2,083.33
				Payroll Check 9/15/2017		-194.27
				Payroll Check 9/15/2017		-129.17
				Payroll Check 9/15/2017		-30.21
				Payroll Check 9/15/2017		-76.36
				Payroll Check 9/15/2017		-18.75



DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
09/14/2017	Expenditure		Michael Clark	Payroll Check 9/15/2017	R	-1,990.64
				Payroll Check 9/15/2017		2,666.67
				Payroll Check 9/15/2017		-197.68
				Payroll Check 9/15/2017		-159.77
				Payroll Check 9/15/2017		-37.36
				Payroll Check 9/15/2017		-34.93
				Payroll Check 9/15/2017		-23.20
				Payroll Check 9/15/2017		-133.33
				Payroll Check 9/15/2017		-89.76
09/14/2017	Expenditure		Jessica Venezia	Payroll DES:Tax ID:3516973 INDN:	R	-1,724.67
				Payroll DES:Tax ID:3516973 INDN:		1,442.30
				Payroll DES:Tax ID:3516973 INDN:		282.37
09/14/2017	Expenditure		Elizabeth Bissett	Payroll Check 8/31/2017	R	-2,405.70
				Payroll Check 9/15/2017		2,544.71
				Payroll Check 9/15/2017		-142.67
				Payroll Check 9/15/2017		-154.07
				Payroll Check 9/15/2017		-36.03
				Payroll Check 9/15/2017		-69.99
				Payroll Check 9/15/2017		-22.37
				Payroll Check 9/15/2017		-127.24
				Payroll Check 9/15/2017		-59.73
				Payroll Check 9/15/2017 - Employee Reimbursement for student materials		473.09
09/14/2017	Expenditure		Richard Krejcir	Payroll Check 9/15/2017	R	-994.52
				Payroll Check 9/15/2017		1,087.50
				Payroll Check 9/15/2017		0.00
				Payroll Check 9/15/2017		-67.43
				Payroll Check 9/15/2017		-15.76
				Payroll Check 9/15/2017		0.00
				Payroll Check 9/15/2017		-9.79
09/14/2017	Expenditure		Veronica Eissa	PAYROLL DES:PAYROLL ID:3516973 I	R	-82.30
				Payroll Check 9/15/2017		90.00
				Payroll Check 9/15/2017		0.00
				Payroll Check 9/15/2017		-5.58
				Payroll Check 9/15/2017		-1.31
				Payroll Check 9/15/2017		0.00
				Payroll Check 9/15/2017		-0.81
09/14/2017	Expenditure		Jessica Venezia	Payroll Check 9/15/2017	R	-4,258.26
				Payroll Check 9/15/2017		6,362.25
				Payroll Check 9/15/2017		-1,027.96

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Payroll Check 9/15/2017		-395.86
				Payroll Check 9/15/2017		-92.58
				Payroll Check 9/15/2017		-479.31
				Payroll Check 9/15/2017		-57.46
				Payroll Check 9/15/2017		104.17
				Payroll Check 9/15/2017		-323.32
				Payroll Check 9/15/2017		-81.67
				Payroll Check 9/15/2017 - Employee Mileage Stipend		250.00
09/14/2017	Expenditure		Nicole McClain	Payroll Check 9/15/2017	R	-1,236.22
				Payroll Check 9/15/2017		1,728.00
				Payroll Check 9/15/2017		-181.28
				Payroll Check 9/15/2017		-104.72
				Payroll Check 9/15/2017		-24.49
				Payroll Check 9/15/2017		-40.75
				Payroll Check 9/15/2017		-15.20
				Payroll Check 9/15/2017		-86.40
				Payroll Check 9/15/2017		-38.94
09/14/2017	Expenditure		Mark Holley	Payroll Check 9/15/2017	R	-3,795.73
				Payroll Check 9/15/2017		5,933.00
				Payroll Check 9/15/2017		-1,090.66
				Payroll Check 9/15/2017		-361.97
				Payroll Check 9/15/2017		-84.66
				Payroll Check 9/15/2017		-331.11
				Payroll Check 9/15/2017		-52.55
				Payroll Check 9/15/2017		-94.67
				Payroll Check 9/15/2017		-296.65
				Payroll Check 9/15/2017 - Employee Mileage Stipend		175.00
09/14/2017	Expenditure		Suzanne Fernandez	Payroll Check 9/15/2017	R	-2,300.57
				Payroll Check 9/15/2017		3,431.88
				Payroll Check 9/15/2017		-551.21
				Payroll Check 9/15/2017		-213.80
				Payroll Check 9/15/2017		-50.00
				Payroll Check 9/15/2017		-201.76
				Payroll Check 9/15/2017		-31.04
				Payroll Check 9/15/2017		-46.00
				Payroll Check 9/15/2017		62.50
				Payroll Check 9/15/2017		-100.00
09/14/2017	Expenditure		Patrick Clark	Payroll Check 9/15/2017	R	-1,608.60
				Payroll Check 9/15/2017		2,000.00
				Payroll Check 9/15/2017		-156.46
				Payroll Check 9/15/2017		-124.00
				Payroll Check 9/15/2017		-29.00
				Payroll Check 9/15/2017		-63.94
				Payroll Check 9/15/2017		-18.00

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
09/14/2017	Expenditure		Steven Bentley	Payroll Check 9/15/2017	R	-2,162.30
				Payroll Check 9/15/2017		3,208.33
				Payroll Check 9/15/2017		-363.33
				Payroll Check 9/15/2017		-191.87
				Payroll Check 9/15/2017		-44.87
				Payroll Check 9/15/2017		-144.15
				Payroll Check 9/15/2017		-27.85
				Payroll Check 9/15/2017		-160.42
				Payroll Check 9/15/2017		-113.54
09/14/2017	Expenditure		Taylor Sanchez	Payroll Check 9/15/2017	R	-527.30
				Payroll Check 9/15/2017		594.20
				Payroll Check 9/15/2017		-16.09
				Payroll Check 9/15/2017		-36.84
				Payroll Check 9/15/2017		-8.62
				Payroll Check 9/15/2017		0.00
				Payroll Check 9/15/2017		-5.35
09/15/2017	Expenditure		Payroll	IRS DES:USATAXPYMT ID:2277658661	R	-8,721.55
				IRS DES:USATAXPYMT ID:2277658661		8,721.55
09/21/2017	Bill Payment (Check)	1570	School Pathways, LLC		R	-208.33
						-208.33
09/21/2017	Bill Payment (Check)	1572	Daniel Robinson		R	-2,791.65
						-2,791.65
09/21/2017	Bill Payment (Check)	1573	SBR Technologies		R	-114.83
						-114.83
09/21/2017	Bill Payment (Check)	1574	APA Benefits Inc		R	-63.00
						-63.00
09/21/2017	Bill Payment (Check)	1575	Special Education Assistance and Technical Support		R	-3,097.05
						-3,097.05
09/21/2017	Bill Payment (Check)	1576	Charter Safe		R	-1,326.75
						-1,326.75
09/21/2017	Bill Payment (Check)	1577	School Pathways, LLC		R	-208.33
						-208.33
09/21/2017	Expenditure		Microsoft	CHECKCARD 0920 MICROSOFT *OFFICE	R	-9.99
				CHECKCARD 0920 MICROSOFT *OFFICE		9.99
09/26/2017	Bill Payment (Check)	1578	Wen Ren LLC		R	-12,549.28

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
						-12,549.28
09/26/2017	Bill Payment (Check)	1579	Redevelopment Opportunities I, LP		R	-13,321.44
						-13,321.44
09/26/2017	Bill Payment (Check)	1580	Redevelopment Opportunities I, LP		R	-6,930.00
						-6,930.00
09/26/2017	Bill Payment (Check)	1581	Daniel Martinez		R	-1,430.00
						-1,430.00
09/28/2017	Expenditure		Jessica Venezia	Payroll Check 9/30/2017	R	-4,299.74
				Payroll Check 9/30/2017		6,362.25
				Payroll Check 9/30/2017		-1,027.96
				Payroll Check 9/30/2017		-395.85
				Payroll Check 9/30/2017		-92.58
				Payroll Check 9/30/2017		-479.31
				Payroll Check 9/30/2017		-15.99
				Payroll Check 9/30/2017		104.17
				Payroll Check 9/30/2017		-323.32
				Payroll Check 9/30/2017		-81.67
				Payroll Check 9/30/2017 - Employee Mileage Stipend		250.00
09/28/2017	Expenditure		Payroll	Payroll DES:Tax ID:3516973 INDN:	R	-1,667.84
				Payroll DES:Tax ID:3516973 INDN:		1,426.28
						241.56
09/28/2017	Expenditure		Mark Holley	Payroll Check 9/15/2017	R	-3,820.73
				Payroll Check 9/30/2017		5,933.00
				Payroll Check 9/30/2017		-1,090.66
				Payroll Check 9/30/2017		-361.98
				Payroll Check 9/30/2017		-84.66
				Payroll Check 9/30/2017		-331.11
				Payroll Check 9/30/2017		-52.54
				Payroll Check 9/30/2017		-94.67
				Payroll Check 9/30/2017		-296.65
				Payroll CheckPayroll Check 9/30/2017 - Employee Mileage Stipend		175.00
				Payroll CheckPayroll Check 9/30/2017 - Employee Reimbursement		25.00
09/28/2017	Expenditure		Patrick Clark	Payroll Check 9/30/2017	R	-1,608.60
				Payroll Check 9/30/2017		2,000.00
				Payroll Check 9/30/2017		-156.46
				Payroll Check 9/30/2017		-124.00

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Payroll Check 9/30/2017		-29.00
				Payroll Check 9/30/2017		-63.94
				Payroll Check 9/30/2017		-18.00
09/28/2017	Expenditure		Veronica Eissa	Payroll Check 9/30/2017	R	-274.35
				Payroll Check 9/30/2017		300.00
				Payroll Check 9/30/2017		0.00
				Payroll Check 9/30/2017		-18.60
				Payroll Check 9/30/2017		-4.35
				Payroll Check 9/30/2017		0.00
				Payroll Check 9/30/2017		-2.70
09/28/2017	Expenditure		Dalton Hunkle	Payroll Check 9/15/2017	R	-1,634.58
				Payroll Check 9/30/2017		2,083.33
				Payroll Check 9/30/2017		-194.27
				Payroll Check 9/30/2017		-129.16
				Payroll Check 9/30/2017		-30.21
				Payroll Check 9/30/2017		-76.36
				Payroll Check 9/30/2017		-18.75
09/28/2017	Expenditure		Steven Bentley	Payroll Check 9/30/2017	R	-2,162.29
				Payroll Check 9/30/2017		3,208.33
				Payroll Check 9/30/2017		-363.33
				Payroll Check 9/30/2017		-191.88
				Payroll Check 9/30/2017		-44.87
				Payroll Check 9/30/2017		-144.15
				Payroll Check 9/30/2017		-27.85
				Payroll Check 9/30/2017		-160.42
				Payroll Check 9/30/2017		-113.54
09/28/2017	Expenditure		Elizabeth Bissett	Payroll Check 8/31/2017	R	-1,932.62
				Payroll Check 9/30/2017		2,544.71
				Payroll Check 9/30/2017		-142.67
				Payroll Check 9/30/2017		-154.07
				Payroll Check 9/30/2017		-36.03
				Payroll Check 9/30/2017		-69.99
				Payroll Check 9/30/2017		-22.36
				Payroll Check 9/30/2017		-127.24
				Payroll Check 9/30/2017		-59.73
09/28/2017	Expenditure		Taylor Sanchez	PAYROLL DES:PAYROLL ID:3516973 I	R	-675.32
				Payroll Check 9/30/2017		775.92
				Payroll Check 9/30/2017		-34.26
				Payroll Check 9/30/2017		-48.11
				Payroll Check 9/30/2017		-11.25
				Payroll Check 9/30/2017		0.00
				Payroll Check 9/30/2017		-6.98
09/28/2017	Expenditure		Jade Fernandez	Payroll Check 9/30/2017	R	-2,300.57
				Payroll Check 9/30/2017		3,431.88

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Payroll Check 9/30/2017		-551.21
				Payroll Check 9/30/2017		-213.80
				Payroll Check 9/30/2017		-50.01
				Payroll Check 9/30/2017		-201.76
				Payroll Check 9/30/2017		-31.03
				Payroll Check 9/30/2017		-46.00
				Payroll Check 9/30/2017		-100.00
				Payroll Check 9/30/2017		62.50
09/28/2017	Expenditure		Nicole McClain	Payroll Check 9/30/2017	R	-1,044.30
				Payroll Check 9/30/2017		1,440.00
				Payroll Check 9/30/2017		-140.24
				Payroll Check 9/30/2017		-86.86
				Payroll Check 9/30/2017		-20.32
				Payroll Check 9/30/2017		-24.73
				Payroll Check 9/30/2017		-12.61
				Payroll Check 9/30/2017		-72.00
				Payroll Check 9/30/2017		-38.94
09/28/2017	Expenditure		Michael Clark	Payroll Check 9/15/2017	R	-1,990.64
				Payroll Check 9/30/2017		2,666.67
				Payroll Check 9/30/2017		-197.68
				Payroll Check 9/30/2017		-159.77
				Payroll Check 9/30/2017		-37.37
				Payroll Check 9/30/2017		-34.93
				Payroll Check 9/30/2017		-23.19
				Payroll Check 9/30/2017		-133.33
				Payroll Check 9/30/2017		-89.76
09/28/2017	Expenditure		Richard Krejcir	Payroll Check 9/15/2017	R	-968.95
				Payroll Check 9/30/2017		1,062.50
				Payroll Check 9/30/2017		-2.71
				Payroll Check 9/30/2017		-65.87
				Payroll Check 9/30/2017		-15.41
				Payroll Check 9/30/2017		0.00
				Payroll Check 9/30/2017		-9.56
09/29/2017	Expenditure		Southern California Edison	SO CALIF EDISON	R	-1,244.74
				DES:PAYMENTS ID:		
				SO CALIF EDISON		1,244.74
				DES:PAYMENTS ID:		
09/29/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI	R	-9,000.00
				PYMNTS		
				HS Curriculum Development		9,000.00
09/29/2017	Expenditure		Payroll	IRS DES:USATAXPYMT	R	-8,713.47
				ID:2277672660		
				IRS DES:USATAXPYMT		8,713.47
				ID:2277672660		

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
09/29/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS	R	-25.00
				Invoice Fee		25.00
10/02/2017	Expenditure		Payroll	Payroll Service DES:Fee ID:35169	R	-54.00
				Payroll Service DES:Fee ID:35169		54.00
10/03/2017	Bill Payment (Check)	1582	UMB Bank fbo Plan Member		R	-4,539.65
						-4,539.65
10/03/2017	Bill Payment (Check)	1583	Sammy's Janitorial Cleaning		R	-580.00
						-580.00
10/03/2017	Bill Payment (Check)	1584	Todd Williams Janitorial		R	-857.00
						-857.00
10/03/2017	Bill Payment (Check)	1585	UMB Bank fbo Plan Member		R	-4,351.30
						-4,351.30
10/03/2017	Bill Payment (Check)	1586	SBR Technologies		R	-533.79
						-533.79
10/03/2017	Bill Payment (Check)	1587	K12 Management		R	-1,859.50
						-1,859.50
10/03/2017	Bill Payment (Check)	1588	SBR Technologies		R	-525.34
						-525.34
10/03/2017	Bill Payment (Check)	1589	K12 Management		R	-930.00
						-930.00
10/03/2017	Bill Payment (Check)	1590	SBR Technologies		R	-712.51
						-712.51
10/03/2017	Bill Payment (Check)	1591	K12 Management		R	-612.50
						-612.50
10/03/2017	Bill Payment (Check)	1592	SBR Technologies		R	-283.30
						-283.30
10/03/2017	Bill Payment (Check)	1593	K12 Management		R	-2,100.00
						-2,100.00
10/03/2017	Expenditure		Pitney Bowes	PITNEY BOWES DES:PITNEY3 ID:8000	R	-498.95
				PITNEY BOWES DES:PITNEY3 ID:8000		498.95
10/03/2017	Expenditure		Pitney Bowes	PITNEY BOWES DES:PITNEY1	R	-133.09

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				ID:0018 PITNEY BOWES DES:PITNEY1 ID:0018		133.09
10/03/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS HS Curriculum Development	R	-2,400.00 2,400.00
10/03/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS SIS Development - Richard Palanca Curriculum Development - Julie Taylor Curriculum Development - Cicely Mallett Curriculum Development - Ashley Demeaus Brandenburg	R	-2,916.56 1,066.56 860.00 400.00 590.00
10/05/2017	Expenditure		Adobe	CHECKCARD 1003 ADOBE *CREATIVE C CHECKCARD 1003 ADOBE *CREATIVE C	R	-29.99 29.99
10/05/2017	Expenditure		Anthem Blue Cross	ANTHEM BLUE I01O DES:CORP PYMT I ANTHEM BLUE I01O DES:CORP PYMT I	R	-5,243.01 5,243.01
10/06/2017	Bill Payment (Check)	1594	Creative Back Office		R	-5,625.00 -5,625.00
10/10/2017	Expenditure		Microsoft	CHECKCARD 1007 MICROSOFT *BING A CHECKCARD 1007 MICROSOFT *BING A	R	-2.10 2.10
10/10/2017	Check	1300	Erubey Martinez	Check 1300 Check 1300	R	-540.00 540.00
10/11/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS SIS Development - Richard Palanca HS Curriculum Development - Julie Taylor HS Curriculum Development - Cicely Mallett HS Curriculum Development - Ashley Demeanus Brandenburgh	R	-2,722.72 1,133.22 709.50 400.00 480.00
10/11/2017	Expenditure		Payroll	Payroll DES:Tax ID:3516973	R	-200.65

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				INDN:		
				Payroll DES:Tax ID:3516973		200.65
				INDN:		
10/12/2017	Expenditure		Elizabeth Bissett	Payroll Check 10/15/2017	R	-1,932.61
				Payroll Check 10/15/2017		2,544.71
				Payroll Check 10/15/2017		-142.67
				Payroll Check 10/15/2017		-154.07
				Payroll Check 10/15/2017		-36.04
				Payroll Check 10/15/2017		-69.99
				Payroll Check 10/15/2017		-22.36
				Payroll Check 10/15/2017		-127.24
				Payroll Check 10/15/2017		-59.73
10/12/2017	Expenditure		Mark Holley	Payroll Check 10/15/2017	R	-3,800.31
				Payroll Check 10/15/2017		5,933.00
				Payroll Check 10/15/2017		-1,090.66
				Payroll Check 10/15/2017		-361.97
				Payroll Check 10/15/2017		-84.65
				Payroll Check 10/15/2017		-331.11
				Payroll Check 10/15/2017		-47.98
				Payroll Check 10/15/2017		-94.67
				Payroll Check 10/15/2017		-296.65
				Payroll Check 10/15/2017- Employee Mileage Stipend		175.00
10/12/2017	Expenditure		Patrick Clark	Payroll Check 10/15/2017	R	-1,608.60
				Payroll Check 10/15/2017		2,000.00
				Payroll Check 10/15/2017		-156.46
				Payroll Check 10/15/2017		-124.00
				Payroll Check 10/15/2017		-29.00
				Payroll Check 10/15/2017		-63.94
				Payroll Check 10/15/2017		-18.00
10/12/2017	Expenditure		Michael Clark	Payroll Check 10/15/2017	R	-1,990.66
				Payroll Check 10/15/2017		2,666.67
				Payroll Check 10/15/2017		-197.68
				Payroll Check 10/15/2017		-159.76
				Payroll Check 10/15/2017		-37.36
				Payroll Check 10/15/2017		-34.93
				Payroll Check 10/15/2017		-23.19
				Payroll Check 10/15/2017		-133.33
				Payroll Check 10/15/2017		-89.76
10/12/2017	Expenditure		Nicole McClain	Payroll Check 10/15/2017	R	-1,044.30
				Payroll Check 10/15/2017		1,440.00
				Payroll Check 10/15/2017		-140.24
				Payroll Check 10/15/2017		-86.87
				Payroll Check 10/15/2017		-20.31
				Payroll Check 10/15/2017		-24.73
				Payroll Check 10/15/2017		-12.61

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Payroll Check 10/15/2017		-72.00
				Payroll Check 10/15/2017		-38.94
10/12/2017	Expenditure		Jessica Venezia	Payroll Check 10/15/2017 - Employee Reimbursement for Phone Stipend	R	-1,200.00
				Payroll Check 10/15/2017 - Employee Reimbursement for Phone Stipend		1,200.00
10/12/2017	Expenditure		Richard Krejcir	Payroll Check 10/15/2017	R	-2,189.83
				Payroll Check 10/15/2017		1,825.00
				Payroll Check 10/15/2017		-130.21
				Payroll Check 10/15/2017		-113.15
				Payroll Check 10/15/2017		-26.46
				Payroll Check 10/15/2017		-50.34
				Payroll Check 10/15/2017		-16.43
				Payroll Check 10/15/2017 - Employee Reimbursement for Student Activity		258.50
				Payroll Check 10/15/2017 - Employee Reimbursement for Student Materials		385.92
				Payroll Check 10/15/2017 - Employee Reimbursement for Finger Printing		57.00
10/12/2017	Expenditure		Jessica Venezia	Payroll Check 10/15/2017	R	-4,315.72
				Payroll Check 10/15/2017		6,362.25
				Payroll Check 10/15/2017		-1,027.96
				Payroll Check 10/15/2017		-395.86
				Payroll Check 10/15/2017		-92.58
				Payroll Check 10/15/2017		-479.31
				Payroll Check 10/15/2017		0.00
				Payroll Check 10/15/2017		104.17
				Payroll Check 10/15/2017		-323.32
				Payroll Check 10/15/2017		-81.67
				Payroll Check 10/15/2017- Employee Mileage Stipend		250.00
10/12/2017	Expenditure		Dalton Hunkle	Payroll Check 10/15/2017	R	-1,634.58
				Payroll Check 10/15/2017		2,083.33
				Payroll Check 10/15/2017		-194.27
				Payroll Check 10/15/2017		-129.16
				Payroll Check 10/15/2017		-30.21
				Payroll Check 10/15/2017		-76.36
				Payroll Check 10/15/2017		-18.75
10/12/2017	Expenditure		Taylor Sanchez	Payroll Check 10/15/2017	R	-621.49
				Payroll Check 10/15/2017		709.83
				Payroll Check 10/15/2017		-27.65
				Payroll Check 10/15/2017		-44.01

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Payroll Check 10/15/2017		-10.29
				Payroll Check 10/15/2017		0.00
				Payroll Check 10/15/2017		-6.39
10/12/2017	Expenditure		Steven Bentley	Payroll Check 10/15/2017	R	-2,162.28
				Payroll Check 10/15/2017		3,208.33
				Payroll Check 10/15/2017		-363.33
				Payroll Check 10/15/2017		-191.88
				Payroll Check 10/15/2017		-44.88
				Payroll Check 10/15/2017		-144.15
				Payroll Check 10/15/2017		-27.85
				Payroll Check 10/15/2017		-160.42
				Payroll Check 10/15/2017		-113.54
10/12/2017	Expenditure		Payroll	Payroll DES:Tax ID:3516973 INDN:	R	-1,703.92
				Payroll DES:Tax ID:3516973 INDN:		1,476.62
						227.30
10/12/2017	Expenditure		Jade Fernandez	Payroll Check 10/15/2017	R	-2,300.57
				Payroll Check 10/15/2017		3,431.88
				Payroll Check 10/15/2017		-551.21
				Payroll Check 10/15/2017		-213.80
				Payroll Check 10/15/2017		-50.00
				Payroll Check 10/15/2017		-201.76
				Payroll Check 10/15/2017		-31.04
				Payroll Check 10/15/2017		-46.00
				Payroll Check 10/15/2017		-100.00
				Payroll Check 10/15/2017		62.50
10/12/2017	Expenditure		Veronica Eissa	Payroll Check 10/15/2017	R	-274.35
				Payroll Check 10/15/2017		300.00
				Payroll Check 10/15/2017		0.00
				Payroll Check 10/15/2017		-18.60
				Payroll Check 10/15/2017		-4.35
				Payroll Check 10/15/2017		0.00
				Payroll Check 10/15/2017		-2.70
10/12/2017	Expenditure		Affordable Lock & Key	CHECKCARD 1010	R	-2,202.73
				AFFORDABLE LOCK & CHECKCARD 1010		2,202.73
				AFFORDABLE LOCK &		
10/13/2017	Expenditure		Payroll	IRS DES:USATAXPYMT ID:2277686660	R	-8,940.86
				IRS DES:USATAXPYMT ID:2277686660		8,940.86
10/16/2017	Bill Payment (Check)	1595	School Pathways, LLC		R	-208.33
						-208.33

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10/16/2017	Bill Payment (Check)	1596	SBR Technologies			-334.21 -334.21
10/16/2017	Bill Payment (Check)	1597	Special Education Assistance and Technical Support		R	-12,319.37 -12,319.37
10/17/2017	Bill Payment (Check)	1598	UMB Bank fbo Plan Member		R	-3,544.25 -3,544.25
10/17/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS SIS Development - Richard Palanca Curriculum Development - Jana Sosnowski Curriculum Development - Julie Taylor Curriculum Development - Cicely Mallett Curriculum Development - Ashley Demeaus Brandenburg	R	-2,775.07 933.24 120.00 838.50 363.33 520.00
10/23/2017	Expenditure		Microsoft	CHECKCARD 1020 MICROSOFT *OFFICE CHECKCARD 1020 MICROSOFT *OFFICE	R	-9.99 9.99
10/24/2017	Expenditure		Panera	CHECKCARD 1023 PANERA BREAD # 60 CHECKCARD 1023 PANERA BREAD # 60	R	-19.12 19.12
10/24/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS SIS Development - Richard Palanca HS Curriculum Development - Jana Sosnowski HS Curriculum Development - Julie Taylor HS Curriculum Development - Cicely Mallett HS Curriculum Development - Ashley Demeaus Brandenburg	R	-3,501.54 1,266.54 715.00 645.00 400.00 475.00
10/25/2017	Check	1262	Rustin Antaya	Check 1262 Check 1262	R	-3,600.00 3,600.00
10/26/2017	Bill Payment (Check)	1599	Wen Ren LLC		C	-12,549.28 -12,549.28



DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10/26/2017	Bill Payment (Check)	1600	Todd Williams Janitorial		C	-857.00 -857.00
10/26/2017	Bill Payment (Check)	1601	APA Benefits Inc			-63.00 -63.00
10/26/2017	Bill Payment (Check)	1602	Charter Safe		R	-2,070.00 -2,070.00
10/26/2017	Bill Payment (Check)	1603	Redevelopment Opportunities I, LP			-6,840.00 -6,840.00
10/26/2017	Bill Payment (Check)	1604	Redevelopment Opportunities I, LP			-13,321.44 -13,321.44
10/27/2017	Bill Payment (Check)	1605	UMB Bank fbo Plan Member		R	-2,442.01 -2,442.01
10/30/2017	Expenditure		Southern California Edison	SO CALIF EDISON DES:PAYMENTS ID: SO CALIF EDISON DES:PAYMENTS ID:	R	-730.03 730.03
10/30/2017	Expenditure		Elizabeth Bissett	Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017	R	-1,932.61 2,544.71 -142.67 -154.07 -36.03 -69.99 -22.37 -127.24 -59.73
10/30/2017	Expenditure		Nicole McClain	Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017	R	-1,141.28 1,584.00 -160.76 -95.79 -22.40 -31.72 -13.91 -79.20 -38.94
10/30/2017	Expenditure		Jade Fernandez	Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017 Payroll Check 10/31/2017	R	-2,300.58 3,431.88 -551.21 -213.80 -50.00

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Payroll Check 10/31/2017		-201.76
				Payroll Check 10/31/2017		-31.03
				Payroll Check 10/31/2017		-46.00
				Payroll Check 10/31/2017		-100.00
				Payroll Check 10/31/2017		62.50
10/30/2017	Expenditure		Steven Bentley	Payroll Check 10/31/2017	R	-2,162.29
				Payroll Check 10/31/2017		3,208.33
				Payroll Check 10/31/2017		-363.33
				Payroll Check 10/31/2017		-191.87
				Payroll Check 10/31/2017		-44.87
				Payroll Check 10/31/2017		-144.15
				Payroll Check 10/31/2017		-27.86
				Payroll Check 10/31/2017		-160.42
				Payroll Check 10/31/2017		-113.54
10/30/2017	Expenditure		Michael Clark	Payroll Check 10/31/2017	R	-1,990.64
				Payroll Check 10/31/2017		2,666.67
				Payroll Check 10/31/2017		-197.68
				Payroll Check 10/31/2017		-159.77
				Payroll Check 10/31/2017		-37.37
				Payroll Check 10/31/2017		-34.93
				Payroll Check 10/31/2017		-23.19
				Payroll Check 10/31/2017		-133.33
				Payroll Check 10/31/2017		-89.76
10/30/2017	Expenditure		Taylor Sanchez	Payroll Check 10/31/2017	R	-647.56
				Payroll Check 10/31/2017		741.83
				Payroll Check 10/31/2017		-30.85
				Payroll Check 10/31/2017		-45.99
				Payroll Check 10/31/2017		-10.76
				Payroll Check 10/31/2017		0.00
				Payroll Check 10/31/2017		-6.67
10/30/2017	Expenditure		Jessica Venezia	Payroll DES:Tax ID:3516973 INDN:	R	-1,640.53
				10/31/2017 Payroll		1,462.98
				10/31/2017 Payroll		177.55
10/30/2017	Expenditure		Dalton Hunkle	Payroll Check 10/31/2017	R	-1,634.57
				Payroll Check 10/31/2017		2,083.33
				Payroll Check 10/31/2017		-194.27
				Payroll Check 10/31/2017		-129.17
				Payroll Check 10/31/2017		-30.21
				Payroll Check 10/31/2017		-76.36
				Payroll Check 10/31/2017		-18.75
10/30/2017	Expenditure		Veronica Eissa	Payroll Check 10/31/2017	R	-219.48
				Payroll Check 10/31/2017		240.00
				Payroll Check 10/31/2017		0.00
				Payroll Check 10/31/2017		-14.88

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Payroll Check 10/31/2017		-3.48
				Payroll Check 10/31/2017		0.00
				Payroll Check 10/31/2017		-2.16
10/30/2017	Expenditure		Patrick Clark	Payroll Check 10/31/2017	R	-1,608.60
				Payroll Check 10/31/2017		2,000.00
				Payroll Check 10/31/2017		-156.46
				Payroll Check 10/31/2017		-124.00
				Payroll Check 10/31/2017		-29.00
				Payroll Check 10/31/2017		-63.94
				Payroll Check 10/31/2017		-18.00
10/30/2017	Expenditure		Mark Holley	Payroll Check 10/31/2017	R	-3,848.27
				Payroll Check 10/31/2017		5,933.00
				Payroll Check 10/31/2017		-1,090.66
				Payroll Check 10/31/2017		-361.98
				Payroll Check 10/31/2017		-84.66
				Payroll Check 10/31/2017		-331.11
				Payroll Check 10/31/2017		0.00
				Payroll Check 10/31/2017		-94.67
				Payroll Check 10/31/2017		-296.65
				Payroll Check 10/31/2017 - Employee Mileage Stipend		175.00
10/30/2017	Expenditure		Jessica Venezia	Payroll Check 10/31/2017	R	-4,471.68
				Payroll Check 10/31/2017		6,362.25
				Payroll Check 10/31/2017		-1,027.96
				Payroll Check 10/31/2017		-328.90
				Payroll Check 10/31/2017		-92.58
				Payroll Check 10/31/2017		-479.31
				Payroll Check 10/31/2017		0.00
				Payroll Check 10/31/2017		-81.67
				Payroll Check 10/31/2017		-323.32
				Payroll Check 10/31/2017 - Employee Reimbursement for Mileage		250.00
				Payroll Check 10/31/2017 - Employee Reimbursement for Phone		89.00
				Payroll Check 10/31/2017 - Employee Reimbursement for PD		104.17
10/30/2017	Expenditure		Richard Krejcir	Payroll Check 10/31/2017	R	-1,270.14
				Payroll Check 10/31/2017		1,512.50
				Payroll Check 10/31/2017		-83.33
				Payroll Check 10/31/2017		-93.78
				Payroll Check 10/31/2017		-21.93
				Payroll Check 10/31/2017		-29.71
				Payroll Check 10/31/2017		-13.61

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
10/31/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS	R	-2,511.56
				SIS / LMS Development - Richard Palanca		1,066.56
				HS Curriculum Development - Julie Taylor		860.00
				HS Curriculum Development - Cicely Mallett		400.00
				HS Curriculum Development - Ashley Demeaus Brandenburg		185.00
10/31/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS	R	-25.00
				Upwork Escrow In DES:EDI PYMNTS		25.00
10/31/2017	Expenditure		Payroll	IRS DES:USATAXPYMT ID:2277704660	R	-8,753.76
				IRS DES:USATAXPYMT ID:2277704660		8,753.76
10/31/2017	Expenditure		Anthem Blue Cross	ANTHEM BLUE I01O DES:CORP PYMT I	R	-5,243.01
				ANTHEM BLUE I01O DES:CORP PYMT I		5,243.01
11/01/2017	Expenditure		Payroll	Payroll Service DES:Fee ID:35169	C	-57.00
				Payroll Service DES:Fee ID:35169		57.00
11/06/2017	Bill Payment (Check)	1614	Educational Data Systems, Inc.		C	-9.84 -9.84
11/06/2017	Bill Payment (Check)	1615	Carolyn Andrews		C	-43.20 -43.20
11/06/2017	Bill Payment (Check)	1616	Sammy's Janitorial Cleaning		C	-580.00 -580.00
11/06/2017	Bill Payment (Check)	1617	SBR Technologies		C	-490.78 -490.78
11/06/2017	Bill Payment (Check)	1618	School Pathways, LLC		C	-208.33 -208.33
11/06/2017	Bill Payment (Check)	1619	Educational Data Systems, Inc.		C	-29.52 -29.52
11/06/2017	Bill Payment (Check)	1620	SBR Technologies		C	-528.81 -528.81



DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
11/06/2017	Bill Payment (Check)	1621	SBR Technologies		C	-396.41
						-396.41
11/06/2017	Expenditure		Microsoft	CHECKCARD 1103 MICROSOFT *BING A	C	-5.96
				CHECKCARD 1103 MICROSOFT *BING A		5.96
11/06/2017	Expenditure			COSTCO WHSE #0 11/05 #000277626	C	-334.71
				COSTCO WHSE #0 11/05 #000277626		334.71
11/06/2017	Expenditure		Adobe	CHECKCARD 1103 ADOBE *CREATIVE C	C	-29.99
				CHECKCARD 1103 ADOBE *CREATIVE C		29.99
11/06/2017	Expenditure			Wire Transfer Fee	C	-30.00
				Wire Transfer Fee		30.00
11/06/2017	Expenditure		Hubspot	WIRE TYPE:BOOK OUT DATE:171106 T	C	-11,400.00
				Invoice 556696 - Marketing Allocation		9,000.00
				Invoice 556696 - Student Information System		1,200.00
				Invoice 556696 - Website Development		1,200.00
11/07/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS	C	-2,464.41
				Upwork Escrow - Richard Palanca SIS Development		899.91
				Upwork Escrow - Julie Taylor HS Curriculum Development		709.50
				Upwork Escrow - Cicely Mallett HS Curriculum Development		400.00
				Upwork Escrow - Ashley Demeaus Brandenburg HS Curriculum Development		455.00
11/10/2017	Check	1264	Ryan Santos	Check 1264	C	-65.78
				Check 1264		65.78
11/13/2017	Bill Payment (Check)	1622	Gill Company		C	-4,280.00
						-4,280.00
11/13/2017	Bill Payment (Check)	1623	Clean Pro Services			-700.00
						-700.00
11/13/2017	Bill Payment (Check)	1624	UMB Bank fbo Plan Member		C	-2,456.41



DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
						-2,456.41
11/13/2017	Bill Payment (Check)	1625	SBR Technologies		C	-529.55
						-529.55
11/14/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS	C	-1,954.94
				SIS Development - Richard Palanca		599.94
				HS Curriculum Development - Julie Taylor		860.00
				HS Curriculum Development - Ashley Demeaus Brandenburg		495.00
11/14/2017	Expenditure		Nicole McClain	Payroll Check 11/15/2017	C	-1,236.20
				Payroll Check 11/15/2017		1,728.00
				Payroll Check 11/15/2017		-181.28
				Payroll Check 11/15/2017		-104.73
				Payroll Check 11/15/2017		-24.50
				Payroll Check 11/15/2017		-40.75
				Payroll Check 11/15/2017		-15.20
				Payroll Check 11/15/2017		-86.40
				Payroll Check 11/15/2017		-38.94
11/14/2017	Expenditure		Veronica Eissa	Payroll Check 11/15/2017	C	-329.22
				Payroll Check 11/15/2017		360.00
				Payroll Check 11/15/2017		0.00
				Payroll Check 11/15/2017		-22.32
				Payroll Check 11/15/2017		-5.22
				Payroll Check 11/15/2017		0.00
				Payroll Check 11/15/2017		-3.24
11/14/2017	Expenditure		Payroll	Payroll DES:Tax ID:3516973 INDN:	C	-1,685.85
				Payroll Check 11/15/2017		1,494.22
				Payroll Check 11/15/2017		191.63
11/14/2017	Expenditure		Amy Pinter	Payroll Check 11/15/2017	C	-924.50
				Payroll Check 11/15/2017		1,154.25
				Payroll Check 11/15/2017		-114.02
				Payroll Check 11/15/2017		-71.56
				Payroll Check 11/15/2017		-16.74
				Payroll Check 11/15/2017		-17.04
				Payroll Check 11/15/2017		-10.39
11/14/2017	Expenditure		Jessica Venezia	Payroll Check 11/15/2017	C	-4,800.58
				Payroll Check 11/15/2017		6,362.25
				Payroll Check 11/15/2017		-1,027.96
				Payroll Check 11/15/2017		0.00
				Payroll Check 11/15/2017		-92.58
				Payroll Check 11/15/2017		-479.31

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Payroll Check 11/15/2017		0.00
				Payroll Check 11/15/2017		-81.67
				Payroll Check 11/15/2017		-323.32
				Payroll Check 11/15/2017 -		250.00
				Employee Reimbursement for Mileage		
				Payroll Check 11/15/2017 -		89.00
				Employee Reimbursement for Phone		
				Payroll Check 11/15/2017 -		104.17
				Employee Reimbursement for PD		
11/14/2017	Expenditure		Michael Clark	Payroll Check 11/15/2017	C	-1,990.64
				Payroll Check 11/15/2017		2,666.67
				Payroll Check 11/15/2017		-197.68
				Payroll Check 11/15/2017		-159.77
				Payroll Check 11/15/2017		-37.36
				Payroll Check 11/15/2017		-34.93
				Payroll Check 11/15/2017		-23.20
				Payroll Check 11/15/2017		-133.33
				Payroll Check 11/15/2017		-89.76
11/14/2017	Expenditure		Mark Holley	Payroll Check 11/15/2017	C	-3,848.28
				Payroll Check 11/15/2017		5,933.00
				Payroll Check 11/15/2017		-1,090.66
				Payroll Check 11/15/2017		-361.98
				Payroll Check 11/15/2017		-84.65
				Payroll Check 11/15/2017		-331.11
				Payroll Check 11/15/2017		0.00
				Payroll Check 11/15/2017		-94.67
				Payroll Check 11/15/2017		-296.65
				Payroll Check 11/15/2017- Employee Mileage Stipend		175.00
11/14/2017	Expenditure		Jade Fernandez	Payroll Check 11/15/2017	C	-2,300.57
				Payroll Check 11/15/2017		3,431.88
				Payroll Check 11/15/2017		-551.21
				Payroll Check 11/15/2017		-213.80
				Payroll Check 11/15/2017		-50.00
				Payroll Check 11/15/2017		-201.76
				Payroll Check 11/15/2017		-31.04
				Payroll Check 11/15/2017		-46.00
				Payroll Check 11/15/2017		-100.00
				Payroll Check 11/15/2017		62.50
11/14/2017	Expenditure		Taylor Sanchez	Payroll Check 11/15/2017	C	-704.18
				Payroll Check 11/15/2017		811.62
				Payroll Check 11/15/2017		-37.83
				Payroll Check 11/15/2017		-50.32
				Payroll Check 11/15/2017		-11.76

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				Payroll Check 11/15/2017		-0.22
				Payroll Check 11/15/2017		-7.31
11/14/2017	Expenditure		Elizabeth Bissett	Payroll Check 11/15/2017	C	-1,932.62
				Payroll Check 11/15/2017		2,544.71
				Payroll Check 11/15/2017		-142.67
				Payroll Check 11/15/2017		-154.07
				Payroll Check 11/15/2017		-36.03
				Payroll Check 11/15/2017		-69.99
				Payroll Check 11/15/2017		-22.36
				Payroll Check 11/15/2017		-127.24
				Payroll Check 11/15/2017		-59.73
11/14/2017	Expenditure		Richard Krejcir	Payroll Check 11/15/2017	C	-1,322.53
				Payroll Check 11/15/2017		1,587.50
				Payroll Check 11/15/2017		-94.58
				Payroll Check 11/15/2017		-98.42
				Payroll Check 11/15/2017		-23.02
				Payroll Check 11/15/2017		-34.66
				Payroll Check 11/15/2017		-14.29
11/14/2017	Expenditure		Dalton Hunkle	Payroll Check 11/15/2017	C	-1,634.58
				Payroll Check 11/15/2017		2,083.33
				Payroll Check 11/15/2017		-194.27
				Payroll Check 11/15/2017		-129.16
				Payroll Check 11/15/2017		-30.21
				Payroll Check 11/15/2017		-76.36
				Payroll Check 11/15/2017		-18.75
11/14/2017	Expenditure		Steven Bentley	Payroll Check 11/15/2017	C	-2,162.28
				Payroll Check 11/15/2017		3,208.33
				Payroll Check 11/15/2017		-363.33
				Payroll Check 11/15/2017		-191.88
				Payroll Check 11/15/2017		-44.88
				Payroll Check 11/15/2017		-144.15
				Payroll Check 11/15/2017		-27.85
				Payroll Check 11/15/2017		-160.42
				Payroll Check 11/15/2017		-113.54
11/14/2017	Expenditure		Patrick Clark	Payroll Check 11/15/2017	C	-1,608.60
				Payroll Check 11/15/2017		2,000.00
				Payroll Check 11/15/2017		-156.46
				Payroll Check 11/15/2017		-124.00
				Payroll Check 11/15/2017		-29.00
				Payroll Check 11/15/2017		-63.94
				Payroll Check 11/15/2017		-18.00
11/14/2017	Check	1263	Lisa Lattimer	Check 1263	C	-130.68
				Check 1263		130.68
11/15/2017	Expenditure		Payroll	IRS DES:USATAXPYMT	C	-8,487.87

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				ID:2277719662 IRS DES:USATAXPYMT ID:2277719662		8,487.87
11/16/2017	Bill Payment (Check)	1626	K12 Management		C	-20,000.00 -20,000.00
11/16/2017	Bill Payment (Check)	1627	Creative Back Office		C	-5,625.00 -5,625.00
11/16/2017	Bill Payment (Check)	1628	K12 Management		C	-66,280.00 -66,280.00
11/17/2017	Expenditure		Chili's	CHECKCARD 1115 CHILI'S MURRIETA CHECKCARD 1115 CHILI'S MURRIETA	C	-36.67 36.67
11/20/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS HS Curriculum Development - Cicely Mallet	C	-400.00 400.00
11/21/2017	Expenditure		Microsoft	CHECKCARD 1120 MICROSOFT *OFFICE CHECKCARD 1120 MICROSOFT *OFFICE	C	-9.99 9.99
11/21/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS SIS Development - Richard Palanca HS Curriculum Development - Julie Taylor HS Curriculum Development - Cicely Mallet HS Curriculum Development - Ashley Demeaus Brandenburg	C	-2,363.74 933.24 580.50 400.00 450.00
11/22/2017	Bill Payment (Check)	1629	Creative Back Office		C	-2,209.82 -2,209.82
11/22/2017	Bill Payment (Check)	1630	Special Education Assistance and Technical Support			-12,059.43 -12,059.43
11/22/2017	Bill Payment (Check)	1631	Creative Back Office		C	-800.00 -800.00
11/22/2017	Bill Payment (Check)	1632	Chinedum Nnoli			-93.00 -93.00



DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
11/22/2017	Bill Payment (Check)	1633	Creative Back Office		C	-1,987.50
						-1,987.50
11/22/2017	Bill Payment (Check)	1634	Todd Williams Janitorial			-857.00
						-857.00
11/22/2017	Bill Payment (Check)	1635	SBR Technologies			-1,210.75
						-1,210.75
11/24/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS	C	-3,000.00
				Geometry A: Milestone 1 - Geometry A		3,000.00
11/24/2017	Expenditure		UPWorkEscrow	Upwork Escrow In DES:EDI PYMNTS	C	-3,000.00
				Algebra 2A: Milestone 1 - Algebra 2A		3,000.00
11/27/2017	Bill Payment (Check)	1636	Redevelopment Opportunities I, LP			-6,840.00
						-6,840.00
11/27/2017	Bill Payment (Check)	1637	Wen Ren LLC			-12,549.28
						-12,549.28
11/27/2017	Bill Payment (Check)	1638	Charter Safe			-2,070.00
						-2,070.00
11/27/2017	Bill Payment (Check)	1639	Redevelopment Opportunities I, LP			-13,321.44
						-13,321.44
11/28/2017	Bill Payment (Check)	1640	UMB Bank fbo Plan Member			-4,471.11
						-4,471.11

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Tuesday, December 5, 2017 12:39 PM GMT-8

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