



**Chico Country Day School
102 W. 11th St., Chico, CA 95928**

**Board of Directors Regular Meeting
CCDS Room 24
Chico, CA 95928**

**September 8, 2010
Regular Session: 6:00pm**

AGENDA

Board Members

- Chuck Tatreau, Chair (2008-2011)
- Karen Rose, Vice Chair (2010-12)
- Darien Sterling, Secretary (2008- 11)
- Matt Meuter, Treasurer (2010-12)
- Alicia Ahlswede (2010-2013)
- Don Brashears (2008-2011)
- Matt Darlington (2010-2013)
- Karin Daverson (2010-2012)
- Mike Dunbaugh (2008-2011)
- John Garrett (2009- 11)
- Shayne Law (2010-2011)
- Katherine MacKinnon (2010-2013)
- Kate McCarthy (2010-2013)
- Kevin Murray (2008-2011)
- Margaret Reece, Executive Director
- Charles Thompson (2010-2013)
- Paul Weber, Principal

Annual Meeting: August 11, 2010

1. Call to Order/Roll Call

2. Opportunity for Public Comment

The CCDS Board of Directors welcomes and encourages public comments. At this time the Board will hear public comments, presentations, or requests pertaining to Chico Country Day School as listed on this agenda, as well as those not on this agenda. Law prohibits action by the Board on non-agenda items. Members of the public addressing the Board shall be limited to five (5) minutes for their presentation.

3. Approval of Agenda

4. Reports

- A. Principal Report
- B. Executive Director Report
- C. Safety Report
- D. Finance Committee Report
- E. PTP Report

5. Regular Agenda

A. Approval of the Board of Directors Meeting Minutes

Discuss/Approve/Postpone the minutes of August 11 and August 25, 2010

B. Approval of the financial statements for July 2010

Approve/Disapprove of May and June 2010 Financial statements.

C. Consideration of Unaudited Actuals for 2009-2010 and Budget presentation

Discuss/Approve/Disapprove the Unaudited Actuals for the 2009-2010 school year. The Executive Director shall give a presentation regarding the unaudited actuals and budget for 09/10.

D. Consideration of Board policy regarding Fund Balance Reserves

Discuss/Approve/Disapprove the draft policy for Fund Balance Reserves as recommended by the Finance Committee of the Board. Finance Committee members will give a presentation regarding this policy

E. Consideration of Board Policy regarding posting of agenda

Discuss/Approve/Disapprove the draft policy regarding the posting of agenda for meetings of the Board.

6. Closed Session

- 1. Conference With Legal Counsel--Anticipated Litigation:** Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: 2 cases

7. Adjournment

Adjourn to regular board meeting of October 13, 2010, 6:00 pm

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

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

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that, consistent with the requirements of the *Bagley-Keene Open Meeting Act*, special presentations not mentioned in the agenda may be made at this meeting.

However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting the Chico Country Day School, 102 West 11th Street, Chico, CA 95928; telephone, (530) 895-2650; fax (530) 895-2646.

FOR MORE INFORMATION

For more information concerning this agenda, please contact Chico Country Day School, 102 West 11th Street, Chico, CA 95928; telephone, (530) 895-2650; fax (530) 895-2646.

PRINCIPAL'S REPORT TO THE BOARD OF DIRECTORS
September 8, 2010

1. Currently enrollment – 536 students + 10 in the Home To School Partnership Program.
2. Update on Goals for the 2010-2011 school year
 1. To fully implement our 2010-2011 School-Wide Theme “Climbing to the Top”, and develop classroom themes, concept maps, and integrated thematic units. *All teachers have determined their classroom themes and have developed concept maps and a year long course of study.*
 2. Complete LabRat (Labor Relations Advisory Committee) compensation plan for employees. The draft plan and new salary schedule were presented to staff at Tuesday's staff meeting. Sub-committees will be formed to refine and finalize the criteria for performance pay points system. *4 LabRat committees have been formed and all will have their initial meeting in the month of September. The committees are: 1)Peer Coaching and Peer Review; 2)Professional Development; 3)Student Achievement; 4)Highly Effective Teaching Elements. The charge for each committee is to come up with a structure, procedures, criteria and evaluation methodology for each topic.*
 3. Make progress on the WASC Action Plans: CCDS was awarded a 6 year accreditation with a 3 year review by the WASC Commission.
 - To insure that students develop basic competencies in Reading and Mathematics within a Thematic Instruction approach.
 - To improve and support student learning in the acquisition of good writing skills and their performance on the STAR writing test.
 - To improve and support learning by developing instructional strategies and supports that best meet the needs of struggling learners as well as advanced students.

Committees for all three of these action plan topics have been formed. Initial committee meetings will take place in September and establish timelines for completion.
3. Academic Performance Index (API) scores have been released by CDE. They scores are embargoes until 9/9/2010. CCDS had a 2 point increase in our API, with a score of 863. We met all API and AYP (Adequate Yearly Progress) goals.

4. Important Dates:

1. September 14 – PTP General Meeting @ 6:30pm in the MUR
2. October 4-8 – TV Turn-Off Week
3. October 19 – PTP General Meeting @ 6:30pm in the MUR
4. October 29 – Harvest Fair



Executive Director Report

1. Thank you to the Chico Rotary Club for the work done on campus last year. John Coger, Drew Calendrella and Tim Colbie, and their Rotary Team, donated a new edger to our school. Thank you also to Guy Rents for giving Rotary a discount on this. The support and partnership with Rotary is greatly appreciated.
2. Our audit was continued on September 3 and we are finished closing the books for 2009-2010. The unaudited actuals are complete and here tonight as an item for approval.
3. The budget has still not been approved by the state, so no new revised numbers are available at this time. We are still operating under the May Revise numbers, as advised.
4. Volleyball season is in full swing. Our first game is coming up the second week in September. We have two teams, co-ed. Michelle Regalia is the Head Coach and two former CCDS students are assisting. Basketball tryouts for 7/8 grade are coming up. Charles Thompson will be coaching our girls and the boys coach is a college student, Andy Epstein. We currently expect to have one 7/8 girls and one 7/8 boys, but if more kids want to play, we may form another team. The Athletic Committee is meeting on Sept. 9 to work on the athletic program. The committee met several times over the summer. The Athletic program will break even, and will be operated frugally and competitively.
5. Building on our Chico Rotary partnership, our student council and the Student Council advisor Sarah Peterson Young, heard a presentation by Walt Schafer on the Rotary partnership project with the Moshi Rotary Club in Tanzania, as part of their international service project. The students here are eager to be involved. Dr. Schafer has agreed to find a "sister" school in the Moshi region to which our students will be able to help set up a clean water system and rainwater harvesting system and be in touch with students there. Dr. Schafer and several members of our Rotary Club and regional Rotary Clubs are headed back to Moshi in March, so person to person contact should happen soon. Thank you to Dr. Schafer for taking the time to meet with our students.

CCDS – Safety Committee Meeting

August, 30th, 2010

Attendees: Paul, Bonnie, Beth, Carol, Pete, Raul, Jeff, Vince, James

Parent guest: Karen Shreder

1. Approval of minutes from 4-28-10. Motion to approve: Carol ten 2nd by Jeff.
2. Raul's facilities report:
 - Added playground chips. Has reduced injuries. Will rake and pile under the equip. a couple of times a week.
 - Lowered the monkey bars as well.
 - All filters and air systems cleaned.
 - All rooms deep cleaned
 - Bookcases (strapped to the wall) and fireproofed furniture was all checked to be up to standards
3. Bonnie has had no accident reports as of yet. Carol added that the after school staff has asked to stop kids from running through the garden. The rocks are getting spread everywhere. The garden area is really not a place to be running. Paul will mention this at the flag salute. Running in general is an issue.
4. Karen has concerns about open access areas around the gate areas. We now have a gate that has been removed by the parking lot and then we have the access gate by the office as well as no gate by the garbage area. She voiced that she and several other folks are feeling uneasy that there isn't a gate at the parking lot anymore. Paul let us know that the gate was no longer ADA compliant, so it was removed. Raul is going to look into options of making the current gate work. Ideas are: swinging the other direction, raising the gate to clear the curb.

She also shared the strategic plan on campus supervision. This is the ideal points on safety for our supervision. The committee will add this as a regular discussion item and wait for the board of directors to give us guidance on this item in the strategic plan.
5. Jeff shared his progress on the safety buckets in each classroom. He will get back to inventorying items and get wish lists set up to fill each bucket.
6. We've decided to pursue "Job Descriptions" for code red lockdowns. This allows any staff member to fill any role that is necessary during a code red. We've also been setting up new procedures for unification after a true code red. Bonnie found a website from a Washington school that has much of this in place.. She is going to email the link for us to look over. We'll all look this over and come to the next meeting informed and decide how to make these procedures/descriptions ours.
7. Vince brought some options for drop off and pick procedures. Vince has a document in draft form. The idea is to provide a map that would lay out ideal park and walk areas. Further, the idea that parents could increase the carpooling effort if they knew where other families lived so they could schedule carpooling participation. This would be the Ride Share Program. There is a pre-made site, dividetheride.com that could be utilized.

Bicycle helmet law: <http://www.dmv.ca.gov/pubs/vctop/d11/vc21212.htm>

Divide the ride: <https://www.dividetheride.com/Organizers/Login.aspx>

Next steps are Vince will work with Paul to put together an informational flier to present to the first PTP meeting.

8. This is Safety Week. We've used our film for this year already, Paul has also has school rules assemblies. We have a week of code yellow, code red, fire drill, and evacuation. We'll discuss more about how teachers take roll in code reds when they have a mixture of classes. (spreadsheets/aeries, etc.)
9. Next meeting, September 27th, 2010.

**Chico Country Day School
Finance Committee Minutes
FC Meeting of September 1, 2010**

- 1) The Finance Committee met on Wednesday August 3, 2010. Finance Committee members are Margaret Reece, Paul Weber, Kevin Murray, Bruce Thomas, Matt Meuter, and Sean Farrell. The member absent was Matt Meuter.
- 2) The Minutes of August 3, 2010 were approved upon motion by Sean Farrell second by Kevin Murray.
- 3) The Finance Committee recommends approval of the July 2010 Financial Statements.
- 4) The Finance Committee reviewed and approved the check register and the American Express Statement for July 2010.
- 5) The reimbursements for the Principal and Executive Director were approved.
- 6) **Budget Update:** No budget update at this time.
- 7) **Policy recommendation regarding excess revenue and reserve levels:** The policy was discussed by the finance committee and the FC will bring the final version of this to the board in September. The FC recommends approval of this policy to the Board.

Adjourned: 4:35pm

The next meeting will be September 29, 2010, 4pm, Murray Financial Services

PTP Report

Presented by: Shayne Law, PTP President

CCDS – Board Meeting 9.8.2010

1. Upcoming events:
 - PTP General Meetings – September 14th and October 19th at 6:30
 - PTP Board Meeting October 5th at 5:30 (meetings 1st Tuesday of every month)
 - Middle School Social – September 24th
 - TV Turn Off Week – October 4th-8th
 - Harvest Faire – October 29th
2. Happy with successful Back-to-school picnic (melted Otter Pops notwithstanding) and record-breaking All-School Skate Friday 8/20. The 204 student participants is the highest in recorded history. Playground equipment is being awarded based on participation to the following classes – Dooly, Regalia, Henderson, and Garrett.
3. Working on consolidating parent participation forms/committee lists for smooth operation of all PTP-coordinated community events and fund-raisers.
4. Near Term Priority will be working closely with Harvest Faire Committee on event planning.
5. Creation of the 2010/2011 School Directory is underway with a “to print” goal date of October 1st.
6. Getting inundated with a lot of “great idea” fund-raisers.
7. Below is a current list of PTP Board Members and their contact information.

POSITION	NAME	E-MAIL	HOME	WORK	CELL
Treasurer	Summer Moore	summermoore33@gmail.com	530-222-3762		
Vice President	Dawn Winter	djtkmwinter@comcast.net	530-342-1457		530-514-3125
Information Officer	Cheryl Mortenson	c3dln@sbcglobal.net	530-894-1955		
Secretary	Sylvia DeVlaming	Sylviadevlaming@sbcglobal.net	530-894-4011		530-945-1601
President	Andrew Coolidge	shayne.law@jmsmucker.com	530-898-9120	530-899-5034	530-864-4829
Committee List Officer	Kate Hicks	buttekate@hotmail.com	530-345-6645		



Minutes

Chico Country Day School
Board of Directors Regular Meeting
August 11, 2010—6:00PM

1. Call to Order/Roll Call at 6:00PM. Present: Chuck Tatreau, Karen Rose, Matt Meuter, Alicia Ahlswede, Don Brashears, Matt Darlington, Kärin Daverson, John Garrett, Shayne Law, Katherine MacKinnon, Kate McCarthy, Kevin Murray, Margaret Reece, Charles Thompson, Paul Weber.
Absent: Darien Sterling, Mike Dunbaugh.

2. Opportunity for Public Comment. No comments at this time.

3. Approval of Agenda: On motion by Meuter, second by Garrett, the agenda was approved unanimously.

4. Reports : Board members were asked to read these ahead of time whenever possible so discussion goes quickly.

- A. Principal Report: as written
- B. Executive Director Report: as written
- C. Finance Committee Report: as written
- D. PTP Report: as written

5. Regular Agenda

A. Approval of the Board of Directors Meeting Minutes

Board approved the minutes of June 9 and June 29, 2010, on motion by Brashears, second by Murray, Meuter abstained.

B. Approval of the financial statements for May and June 2010

Board approved the financial statements on motion by Rose, second by Brashears. Weber, Reece, Daverson, Garrett abstained

C. Consideration of officers for the 2010-2011 Board of Directors

Approved upon motion by Meuter, second by Murray.

Committee Chairs: Mike Dunbaugh, Personnel Committee; Paul Weber, Safety Committee; Karen Rose, Fund Development Committee; Margaret will send out a list of committee chairs and members.

D. Consideration of dates for board meeting retreat 2010-2011

Suggested that the October meeting will begin at 5:30 in order to hear Brown Act and conflict of interest information. Agreed that Weber and Reece will make a recommendation on a date for a retreat for the board to discuss the draft Strategic Plan at September meeting.



E. Consideration of authorized signatures for CCDS

Board approved removing Amy Gomersall, Vito Mule', and Eric Hoiland as all are no longer current Board members. The board will add Karen Rose and Matt Meuter as authorized signors upon motion by Law, second by Ahlswede.

F. Consideration of Facilities Use Agreement (FUA): The FUA was approved upon motion by Darlington, second by Brashears. Weber and Reece abstained.

Adjourned to closed session at 7:00pm.

Respectfully submitted,

Bonnie Fitzgerald

6. Closed Session

1. Conference With Legal Counsel—Anticipated Litigation: Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9; 2 cases

Report: No action was taken at this time

7. Adjournment

Adjourned at 7:30pm to regular board meeting of September 8, 2010, 6:00PM



Minutes

Chico Country Day School
Board of Directors Special Meeting
August 25, 2010—6:00PM

1. Call to Order/Roll Call at 6:00PM. Present: Chuck Tatreau, Karen Rose, Matt Meuter, Alicia Ahlsweide, Matt Darlington, Karin Daverson, Mike Dunbaugh, John Garrett, Katherine MacKinnon, Kate McCarthy, Kevin Murray, Margaret Reece, Darien Sterling, Charles Thompson, Paul Weber.
Absent: Don Brashears, Shayne Law.

2. Opportunity for Public Comment. Several CCDS, Rosedale and CUSD employees were in the audience.

Tino Nava: The Rosedale community wants to know what is happening to Rosedale school. Also they have a right to the school and they have a growing program.

Janie Murray: Asked the board to go back to the vision statement and emphasized a "small community" and if the board wishes to change that, please include CCDS parents.

Harvey Rapaport: he hoped the board would make decisions, keeping children in mind, cooperate and get along. Rosedale parents feel uninvolved, and hopes that the CCDS board will keep that in mind.

Michael Schooling: The Rosedale school community understands that CCDS did not originally want the classrooms at Rosedale. He would like to know the vision of CCDS and the long term plan - what is on the table and what is not on the table? Also would like transparency. CUSD has not been transparent, and is asking that CCDS be transparent, and keep kids in mind.

3. Approval of Agenda: Karen Rose asked that number 5 and 4 on the current agenda be switched in order for the Board to adjourn to closed session first. Second by Matt Darlington. Mike Dunbaugh raised concerns and did not like the idea of sending a room of parents away. The other classroom was opened. The board will only be in closed session for a few minutes. On motion by Rose, second by Darlington, the agenda was switched and was approved, vote no by Dunbaugh, staff abstained.

6. Closed Session

1. Conference With Legal Counsel—Anticipated Litigation: Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9; 1 case

Adjourn from closed session: 6:30pm

Call to order Regular session: 6:31pm

Report of Closed session: No action taken at this time



5. Regular Agenda

1. Consideration of kindergarten class at Rosedale Elementary School

Paul Weber, Principal, gave a staff report and background of the Proposition 39 offer. He also stated that no document that could be sent to the state was produced by CUSD for Proposition 1D.

Questions were taken by the Board from the audience.

Audience member John Bohannon, Liaison to CUSD and charter schools was present and spoke. Mr. Bohannon admitted that the documents that were approved by both boards expired 35 days after approval by CUSD. Other questions were taken. Discussion between board members.

First motion: The CCDS board will not begin a kindergarten at Rosedale Elementary at Rosedale in 2010-2011. Motion by Mike Dunbaugh, Second by Matt Darlington. The board voted in favor, Staff abstained.

Second Motion: Staff will negotiate a new mutually agreeable agreement with CUSD to keep two classrooms at Rosedale for Independent Study and After School Enrichment. One classroom will be given back to Rosedale. A second classroom will be available to Rosedale during the school day with the After School Strings program using the same classroom after 3pm, and with the invitation that Rosedale students join the Strings program as well. Motion by Karin Daverson, Second by Katherine MacKinnon. The board voted in favor, Staff abstained.

7. Adjournment

Adjourned at 7:30pm to regular board meeting of September 8, 2010, 6:00PM

Respectfully Submitted:
Margaret Reece

**Chico Country Day School
Financial Highlights
July 2010 Financial Statements
(As of July 31, 2010)**

1) Statement of Financial Position (Balance Sheet) at 07/31/10

A) ASSETS & LIABILITIES:

Total Current Assets of \$1,775,628.37 **are more than** Total Current Liabilities of \$774,159.14 resulting in \$1,001,469.20 of **Excess Net Working Capital**.

Undeposited funds = \$1,462

Total Bank Accounts = \$703,105.80

Accounts Receivable= \$5589.09

Net Income for July: \$9679.80. This was all local revenue due to state deferrals

CCDS still has an unused \$100,000 Line of Credit.

As of July 31, CCDS cash position remains very strong as \$500,000+ of surplus cash still remains invested in short-term CD's.

B) EQUITY (Unrestricted Fund Balance):

The \$1,339,920.67 Total Equity /Net Fund Balance (Reserve) represents 37% of the \$3,617,028 Y2010-2011 Budgeted Total Revenue. Recommended Fund Balance Reserves for public schools our size is a minimum of 3%. Due to severe cutbacks, the Y2010-2011 Budget Excess Revenue over Expenses projects a 12-month Annual Excess of \$20,000.

**Chico Country Day School
Statement of Cash Flows**

July 2010

	Total
OPERATING ACTIVITIES	
Net Income	-185,220.55
Adjustments to reconcile Net Income to Net Cash provided by operations:	0.00
9200 Accounts Receivable	176,858.71
9290 Due from Grantor Governments	13,262.00
9330 Prepaid Expenses	72,687.40
9425 Property:Improvement of Sites -Accumulated Depreciation	334.00
9500 Accounts Payable	-7,621.17
9603 Customer Deposits	15.00
9650 Deferred Revenue	-3,317.96
9641 Notes & Loans Payable:NCB Loan # 5357600	-1,237.71
9571 Notes & Loans Payable:Wages Payable (July & August)	-99,607.78
9580 Payroll Liabilities:403B Payable	3,627.86
9525 Payroll Liabilities:Flex Plan Liability	104.21
9530 Payroll Liabilities:Garnishment/Lien Payable	0.00
9540 Payroll Liabilities:Payroll Liability - Federal	0.00
9545 Payroll Liabilities:Payroll Liability - State	0.00
9550 Payroll Liabilities:Retirement Liability - PERS	-231.83
9555 Payroll Liabilities:Retirement Liability - STRS	-22,128.03
9570 Payroll Liabilities:Wages Payable	-662.90
Net cash provided by operating activities	-\$ 53,138.75
INVESTING ACTIVITIES	
9435 Property:Bldg Accumulated Depreciation	1,157.00
9445 Property:Equi Accumulated Depreciation	117.00
Net cash provided by investing activities	\$ 1,274.00
Net cash increase for period	-\$ 51,864.75
Cash at beginning of period	756,431.83
Cash at end of period	\$ 704,567.08

Monday, Aug 30, 2010 11:06:40 AM GMT-7

Chico Country Day School
Budget vs. Actuals Fiscal Year To Date
 July 1 through July 31, 2010

July 1 through July 31, 2010				
	July 1 through July 31, 2010			
	Actual	Budget	Over (Under) Budget	% of Budget
Income				
8000 Revenue Limit Sources			0.00	
8015 State Aid - Charter Gen Purpose		141,100.00	-141,100.00	0.00%
8019 Prior Yr - Charter Gen Purpose		0.00	0.00	
8181 Special Ed - Entitlement		9,819.00	-9,819.00	0.00%
8182 Special Ed Other Federal Entitlement		4,781.00	-4,781.00	0.00%
Total 8000 Revenue Limit Sources	\$ 0.00	\$ 155,700.00	-\$ 155,700.00	0.00%
8290 Other Federal Revenue		0.00	0.00	
8299 All Other Federal Revenue		0.00	0.00	
Total 8290 Other Federal Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
8300 Other State Revenues			0.00	
8311 Current Yr -- Other State App		0.00	0.00	
8434 CSR, Grades K*3		21,340.00	-21,340.00	0.00%
8480 Charter Categorical Block Grant		17,309.00	-17,309.00	0.00%
8481 Restricted Art & Music Block Grant		580.00	-580.00	0.00%
8560 State Lottery Revenue		4,772.00	-4,772.00	0.00%
8561 Restricted Lottery		629.00	-629.00	0.00%
8591 Supplemental Hourly Revenue		0.00	0.00	
Total 8300 Other State Revenues	\$ 0.00	\$ 44,630.00	-\$ 44,630.00	0.00%
8600 Other Local Revenue			0.00	
8631 Sales		0.00	0.00	
8634 Food Service Sales		0.00	0.00	
8639 All Other Sales			0.00	
8640 Yearbook Sales		433.00	-433.00	0.00%
8641 Video & CD Sales		33.00	-33.00	0.00%
8642 Middle School Social Ticket Sales		108.00	-108.00	0.00%
8643 School Logo Sales		333.00	-333.00	0.00%
Total 8639 All Other Sales	\$ 0.00	\$ 907.00	-\$ 907.00	0.00%
8660 Interest		208.00	-208.00	0.00%
8670 Fees and Contracts		2,000.00	-2,000.00	0.00%
8644 Athletic Fees		833.00	-833.00	0.00%
8672 Pre School Revenue		0.00	0.00	
8674 After School Program Revenue	8,710.05	11,083.00	-2,372.95	78.59%
8675 After School Band Fees	0.00	541.00	-541.00	0.00%
8676 After School Choir Fees	0.00	791.00	-791.00	0.00%
8677 Sibling & Staff Discounts	0.00		0.00	
Total 8670 Fees and Contracts	\$ 8,710.05	\$ 15,248.00	-\$ 6,537.95	57.12%
8680 Fundraising Income			0.00	
8681 Annual Fund	835.00	709.00	126.00	117.77%
8682 Auction		0.00	0.00	
8683 PTP Fundraising		0.00	0.00	
8687 Fundraising Miscellaneous		541.00	-541.00	0.00%
Total 8680 Fundraising Income	\$ 835.00	\$ 1,250.00	-\$ 415.00	66.80%
8684 Miscellaneous Donations		250.00	-250.00	0.00%

8685 Field Trips			291.00	-291.00	0.00%
8686 Classroom Supplies			416.00	-416.00	0.00%
Total 8684 Miscellaneous Donations	\$ 0.00	\$ 957.00	-\$ 957.00	0.00%	
8690 Reimbursements	216.00		1,000.00	-784.00	21.60%
8691 Fingerprinting			225.00	-225.00	0.00%
Total 8690 Reimbursements	\$ 216.00	\$ 1,225.00	-\$ 1,009.00	17.63%	
8780 Charter in Lieu of Property Tax			65,994.00	-65,994.00	0.00%
Total 8600 Other Local Revenue	\$ 9,761.05	\$ 85,789.00	-\$ 76,027.95	11.38%	
Total Income	\$ 9,761.05	\$ 286,119.00	-\$ 276,357.95	3.41%	
Gross Profit	\$ 9,761.05	\$ 286,119.00	-\$ 276,357.95	3.41%	
Expenses					
1000 Certificated Personnel Salaries				0.00	
1100 Certificated Teacher			101,426.00	-101,426.00	0.00%
1300 Certificated Administrator	8,033.20		8,033.00	0.20	100.00%
1800 Certificated Substitute			0.00	0.00	
1900 Certificated Other			9,166.00	-9,166.00	0.00%
1901 Certificated Extras & Summer School			1,000.00	-1,000.00	0.00%
1903 Certificated SPED			10,750.00	-10,750.00	0.00%
Total 1000 Certificated Personnel Salaries	\$ 8,033.20	\$ 130,375.00	-\$ 122,341.80	6.16%	
2000 Classified Personnel Salaries				0.00	
2100 Classified Instructional Aide Salaries			7,916.00	-7,916.00	0.00%
2200 Classified Support	5,170.88		9,583.00	-4,412.12	53.96%
2201 Classified After School Salaries	10,614.45		7,916.00	2,698.45	134.09%
2202 Classified Pre School Salaries	180.00		5,583.00	-5,403.00	3.22%
2300 Classified Administration	8,033.20		8,033.00	0.20	100.00%
2400 Classified Clerical & Office Salaries	7,135.80		7,833.00	-697.20	91.10%
2800 Classified Substitutes			33.00	-33.00	0.00%
2900 Classified Other Salaries			0.00	0.00	
Total 2000 Classified Personnel Salaries	\$ 31,134.33	\$ 46,897.00	-\$ 15,762.67	66.39%	
3000 Employee Benefits				0.00	
3100 STRS	804.02		10,000.00	-9,195.98	8.04%
3200 PERS	2,095.49		1,781.00	314.49	117.66%
3302 Payroll Tax Expense	4,339.20		6,666.00	-2,326.80	65.09%
3400 Health & Welfare Benefits	61,599.81		28,333.00	33,266.81	217.41%
3600 Workers Comp Insurance	15,881.20		4,125.00	11,756.20	385.00%
Total 3000 Employee Benefits	\$ 84,719.72	\$ 50,905.00	\$ 33,814.72	166.43%	
4000 Books and Supplies				0.00	
4100 Textbooks and Core Materials	9,367.83		10,600.00	-1,232.17	88.38%
4200 Books and Reference Materials	103.99		250.00	-146.01	41.60%
4315 Custodial Supplies	11.33		1,454.00	-1,442.67	0.78%
4324 Restricted Lottery	1,097.78		629.00	468.78	174.53%
4325 Instructional Materials	896.80		4,500.00	-3,603.20	19.93%
4326 Teacher Supplies	1,345.78		520.00	825.78	258.80%
4327 Pre and Afterschool Supplies	466.98		0.00	466.98	
4328 Supplies - Art			0.00	0.00	
4330 Office Supplies	44.90		750.00	-705.10	5.99%
4335 PE Supplies			291.00	-291.00	0.00%
4336 Restricted PE, Arts & Music Supplies			0.00	0.00	
4340 Professional Dev Materials			0.00	0.00	
4420 Computer Supplies			208.00	-208.00	0.00%
4710 Student Food Services	316.00		0.00	316.00	

Total 4000 Books and Supplies	\$ 13,651.39	\$ 19,202.00	-\$ 5,550.61	71.09%
5000 Services and Operating Exp			0.00	
5210 Conference & Travel	100.00	1,860.00	-1,760.00	5.38%
5300 Dues & Memberships	4,565.00	583.00	3,982.00	783.02%
5400 Insurance	11,500.16	2,625.00	8,875.16	438.10%
5510 Utilities	3,890.44	5,416.00	-1,525.56	71.83%
5515 Janitorial Services	130.00	500.00	-370.00	26.00%
5605 Equipment Leases	6,161.94	2,083.00	4,078.94	295.82%
5606 Computer Lab Lease	1,242.57	3,333.00	-2,090.43	37.28%
5610 Rent		250.00	-250.00	0.00%
5615 Bldg Repairs and Maintenance	2,597.94	1,666.00	931.94	155.94%
5803 Accounting Fees	4,800.00	1,166.00	3,634.00	411.66%
5806 Assemblies		0.00	0.00	
5809 Banking Fees	153.26	250.00	-96.74	61.30%
5810 Bad Debts		166.00	-166.00	0.00%
5812 Business Services	1,770.00	2,500.00	-730.00	70.80%
5823 Consultants-Architects		100.00	-100.00	0.00%
5824 District Oversight Fees		5,610.00	-5,610.00	0.00%
5830 Field Trips	1,600.40	1,250.00	350.40	128.03%
5836 Fingerprinting		500.00	-500.00	0.00%
5839 Fundraising	114.12	416.00	-301.88	27.43%
5844 Interest Expense	1,327.79	2,666.00	-1,338.21	49.80%
5845 Legal Fees		2,500.00	-2,500.00	0.00%
5851 Mktg and Student Recruiting	1,081.00	291.00	790.00	371.48%
5854 Consultants		1,416.00	-1,416.00	0.00%
5857 Payroll Fees	3,608.36	916.00	2,692.36	393.93%
5860 Printing and Reproduction		125.00	-125.00	0.00%
5863 Professional Development	645.00	416.00	229.00	155.05%
5872 Special Ed Encroachment		1,250.00	-1,250.00	0.00%
5875 Recruiting - Staff		166.00	-166.00	0.00%
5878 Student Assessment	250.06	125.00	125.06	200.05%
5881 Student Information System	1,300.00	291.00	1,009.00	446.74%
5884 Substitutes	121.25	0.00	121.25	
5887 Technology Services	3,500.00	1,500.00	2,000.00	233.33%
5893 Transportation - Student		0.00	0.00	
5905 Cell Phones		233.00	-233.00	0.00%
5910 Internet Connectivity, Website	30.00	708.00	-678.00	4.24%
5915 Postage and Delivery	300.00	541.00	-241.00	55.45%
5920 Telephone and Fax		250.00	-250.00	0.00%
Total 5000 Services and Operating Exp	\$ 50,789.29	\$ 43,668.00	\$ 7,121.29	116.31%
6000 Capital Outlay			0.00	
6100 Sites and Improvement of Sites		833.00	-833.00	0.00%
6200 Bldgs and Improvement of Bldgs		833.00	-833.00	0.00%
6410 Computers		5,500.00	-5,500.00	0.00%
6420 Furniture	4,607.48	666.00	3,941.48	691.81%
6430 Other Equipment	356.94	833.00	-476.06	42.85%
6900 Depreciation	1,608.00	1,608.00	0.00	100.00%
Total 6000 Capital Outlay	\$ 6,572.42	\$ 10,273.00	-\$ 3,700.58	63.98%
Total Expenses	\$ 194,900.35	\$ 301,320.00	-\$ 106,419.65	64.68%
Net Income	-\$ 185,139.30	-\$ 15,201.00	-\$ 169,938.30	1217.94%
Monday, Aug 30, 2010 10:59:24 AM GMT-7 - Accrual Basis				

Chico Country Day School
LPL Investments July 2010

#	Account	Type	Detail Type	Description	Balance
9135	Bank:LPL Financial:LPL Money Market	Bank	Money Market		490.42
9139	Bank:LPL Financial:LPL CD Ally Bank	Bank	Savings	DTD 5/7/2010 3 month CD 11/05/10 .30%	200,000.00
9140	Bank:LPL Financial:LPL CD FirstMerit Bank	Bank	Savings	1/7/10 7 month CD due 8/16/10 \$.150%	95,000.00
9141	Bank:LPL Financial:LPL CD Western Natl Bank	Bank	Savings	DTD 4/16/10 due 4/15/11 CPN 0.600%	206,000.00
9131	Bank:LPL Financial	Bank	Savings	Certificates of Deposit Acct #4450-6913	501,490.42
Monday, Aug 30, 2010 11:13:32 AM GMT-7					

Chico Country Day School Statement of Financial Position

As of July 31, 2010

	Jul-10		
	As of Jul 31, 2010	As of Jun 30, 2010 (PP)	\$ Change
ASSETS			
Current Assets			
Bank Accounts			
9100 Bank			0.00
9121 Cash In Bank- Northern California Bank Checking	76,404.57	128,430.62	-52,026.05
9125 Money Market Northern California Bank	125,210.09	125,210.09	0.00
9131 LPL Financial			0.00
9135 LPL Money Market	490.42	490.42	0.00
9139 LPL CD Ally Bank	200,000.00	200,000.00	0.00
9140 LPL CD FirstMerit Bank	95,000.00	95,000.00	0.00
9141 LPL CD Western Natl Bank	206,000.00	206,000.00	0.00
Total 9131 LPL Financial	\$ 501,490.42	\$ 501,490.42	\$ 0.00
Total 9100 Bank	\$ 703,105.08	\$ 755,131.13	-\$ 52,026.05
Total Bank Accounts	\$ 703,105.08	\$ 755,131.13	-\$ 52,026.05
Accounts Receivable			
9200 Accounts Receivable	335,082.04	511,940.75	-176,858.71
Total Accounts Receivable	\$ 335,082.04	\$ 511,940.75	-\$ 176,858.71
Other Current Assets			
9290 Due from Grantor Governments	858,038.34	871,300.34	-13,262.00
9330 Prepaid Expenses	0.00	72,687.40	-72,687.40
9399 Undeposited Funds	1,462.00	1,300.70	161.30
Total Other Current Assets	\$ 859,500.34	\$ 945,288.44	-\$ 85,788.10
Total Current Assets	\$ 1,897,687.46	\$ 2,212,360.32	-\$ 314,672.86
Fixed Assets			
9401 Property			0.00
9420 Improvement of Sites	25,676.00	25,676.00	0.00
9425 Improvement of Sites -Accumulated Depreciation	-14,723.00	-14,389.00	-334.00
9430 Buildings	351,028.46	351,028.46	0.00
9435 Bldg Accumulated Depreciation	-27,255.00	-26,098.00	-1,157.00
9440 Equipment	17,264.75	17,264.75	0.00
9445 Equi Accumulated Depreciation	-13,539.77	-13,422.77	-117.00
Total 9401 Property	\$ 338,451.44	\$ 340,059.44	-\$ 1,608.00
Total Fixed Assets	\$ 338,451.44	\$ 340,059.44	-\$ 1,608.00
TOTAL ASSETS	\$ 2,236,138.90	\$ 2,552,419.76	-\$ 316,280.86
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
9500 Accounts Payable	0.00	7,621.17	-7,621.17

Total Accounts Payable	\$	0.00	\$	7,621.17	-\$	7,621.17
Other Current Liabilities						
9502 District Overpayment		17,284.00		17,284.00		0.00
9504 Accrued Expenses Payable		23,018.88		23,018.88		0.00
9515 Payroll Liabilities						0.00
9525 Flex Plan Liability		9,440.21		9,336.00		104.21
9550 Retirement Liability - PERS		3,465.50		3,697.33		-231.83
9555 Retirement Liability - STRS		26,308.15		48,436.18		-22,128.03
9570 Wages Payable		0.00		662.90		-662.90
9580 403B Payable		3,627.86		0.00		3,627.86
Total 9515 Payroll Liabilities	\$	42,841.72	\$	62,132.41	-\$	19,290.69
9590 Due to Grantor Government		361,826.70		361,826.70		0.00
9600 Notes & Loans Payable						0.00
9571 Wages Payable (July & August)		99,607.81		199,215.59		-99,607.78
9641 NCB Loan # 5357600		242,491.49		243,729.20		-1,237.71
Total 9600 Notes & Loans Payable	\$	342,099.30	\$	442,944.79	-\$	100,845.49
9603 Customer Deposits		4,648.00		4,633.00		15.00
9650 Deferred Revenue		0.00		3,317.96		-3,317.96
Total Other Current Liabilities	\$	791,718.60	\$	915,157.74	-\$	123,439.14
Total Current Liabilities	\$	791,718.60	\$	922,778.91	-\$	131,060.31
Total Liabilities	\$	791,718.60	\$	922,778.91	-\$	131,060.31
Equity						
9760 Fund Balance, Unreserved		1,361,251.74		843,320.79		517,930.95
9793 Audit Adjustments		268,389.11		268,389.11		0.00
Net Income		-185,220.55		517,930.95		-703,151.50
Total Equity	\$	1,444,420.30	\$	1,629,640.85	-\$	185,220.55
TOTAL LIABILITIES AND EQUITY	\$	2,236,138.90	\$	2,552,419.76	-\$	316,280.86
Monday, Aug 30, 2010 11:09:08 AM GMT-7 - Accrual Basis						

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2009 to June 30, 2010

Charter School Name: Chico Country Day School

CDS #: 04614246113773(1)unaudact0910

Charter Approving Entity: Chico Unified School District

County: Butte

Charter #: 112

This charter school uses the following basis of accounting:

(Please enter an "X" in the applicable box below; check only one box)

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	Unrestricted	Restricted	Total
A. REVENUES				
1. Revenue Limit Sources				
State Aid - Current Year	8011	0.00		0.00
Charter Schools General Purpose Entitlement - State Aid	8015	1,404,800.00		1,404,800.00
State Aid - Prior Years	8019	(2,582.99)		(2,582.99)
Tax Relief Subventions (for revenue limit funded schools)	8020-8039			0.00
County and District Taxes (for revenue limit funded schools)	8040-8079			0.00
Miscellaneous Funds (for revenue limit funded schools)	8080-8089			0.00
Revenue Limit Transfers (for revenue limit funded schools):				
PERS Reduction Transfer	8092			0.00
Transfers to Charter Schools in Lieu of Property Taxes	8096			0.00
Other Revenue Limit Transfers	8091, 8097			0.00
Total, Revenue Limit Sources		1,402,217.01	0.00	1,402,217.01
2. Federal Revenues (see NOTE on last page)				
No Child Left Behind (incl. ARRA)	8290			0.00
Special Education - Federal	8181, 8182		49,935.00	49,935.00
Child Nutrition - Federal	8220			0.00
Other Federal Revenues (incl. ARRA)	8110, 8260-8299		45,988.00	45,988.00
Total, Federal Revenues		0.00	95,923.00	95,923.00
3. Other State Revenues				
Special Education - State	StateRevSE		116,918.00	116,918.00
All Other State Revenues	StateRevAO	588,887.48	16,026.40	604,913.88
Total, Other State Revenues		588,887.48	132,944.40	721,831.88
4. Other Local Revenues				
All Other Local Revenues	LocalRevAO	1,574,118.50	1,750.00	1,575,868.50
Total, Local Revenues		1,574,118.50	1,750.00	1,575,868.50
5. TOTAL REVENUES				
		3,565,222.99	230,617.40	3,795,840.39
B. EXPENDITURES (see NOTE on last page)				
1. Certificated Salaries				
Certificated Teachers' Salaries	1100	1,055,377.20	137,698.00	1,193,075.20
Certificated Pupil Support Salaries	1200			0.00
Certificated Supervisors' and Administrators' Salaries	1300	93,499.92		93,499.92
Other Certificated Salaries	1900	148,125.82	54,798.73	202,924.55
Total, Certificated Salaries		1,297,002.94	192,496.73	1,489,499.67
2. Noncertificated Salaries				
Noncertificated Instructional Salaries	2100	19,379.48	69,940.69	89,320.17
Noncertificated Support Salaries	2200	224,033.53	14,590.80	238,624.33
Noncertificated Supervisors' and Administrators' Salaries	2300	93,499.92		93,499.92
Clerical and Office Salaries	2400	90,550.12		90,550.12
Other Noncertificated Salaries	2900	0.00		0.00
Total, Noncertificated Salaries		427,463.05	84,531.49	511,994.54

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2009 to June 30, 2010

Charter School Name: Chico Country Day School

CDS #: 04614246113773(1)unaudact0910

Description	Object Code	Unrestricted	Restricted	Total
3. Employee Benefits				
STRS	3101-3102	106,257.67	15,463.96	121,721.63
PERS	3201-3202	27,789.04	631.85	28,420.89
OASDI / Medicare / Alternative	3301-3302	72,983.01	8,353.58	81,336.59
Health and Welfare Benefits	3401-3402	285,403.92	23,212.72	308,616.64
Unemployment Insurance	3501-3502			0.00
Workers' Compensation Insurance	3601-3602	38,948.04		38,948.04
OPEB, Allocated	3701-3702			0.00
OPEB, Active Employees	3751-3752			0.00
PERS Reduction (for revenue limit funded schools)	3801-3802			0.00
Other Employee Benefits	3901-3902			0.00
Total, Employee Benefits		531,381.68	47,662.11	579,043.79
4. Books and Supplies				
Approved Textbooks and Core Curricula Materials	4100	20,669.79	755.72	21,425.51
Books and Other Reference Materials	4200	2,961.77	77.72	3,039.49
Materials and Supplies	4300	66,136.40	15,758.86	81,895.26
Noncapitalized Equipment	4400	43,492.26	105.81	43,598.07
Food	4700	2,564.33		2,564.33
Total, Books and Supplies		135,824.55	16,698.11	152,522.66
5. Services and Other Operating Expenditures				
Subagreements for Services	5100	8,586.23	83,277.21	91,863.44
Travel and Conferences	5200	4,803.47	357.94	5,161.41
Dues and Memberships	5300	9,944.50		9,944.50
Insurance	5400	28,630.31		28,630.31
Operations and Housekeeping Services	5500	60,015.43		60,015.43
Rentals, Leases, Repairs, and Noncap. Improvements	5600	196,657.45	200.00	196,857.45
Professional/Consulting Services and Operating Expend.	5800	210,238.52	9,655.32	219,893.84
Communications	5900	17,582.71	32.82	17,615.53
Total, Services and Other Operating Expenditures		536,458.62	93,523.29	629,981.91
6. Capital Outlay				
(Objects 6100-6170, 6200-6500 for modified accrual basis only)				
Land and Land Improvements	6100-6170			0.00
Buildings and Improvements of Buildings	6200			0.00
Books and Media for New School Libraries or Major				
Expansion of School Libraries	6300			0.00
Equipment	6400			0.00
Equipment Replacement	6500			0.00
Depreciation Expense (for accrual basis only)	6900	18,525.00		18,525.00
Total, Capital Outlay		18,525.00	0.00	18,525.00
7. Other Outgo				
Tuition to Other Schools	7110-7143			0.00
Transfers of Pass-Through Revenues to Other LEAs	7211-7213			0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE			0.00
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO			0.00
All Other Transfers	7281-7299			0.00
Debt Service:				
Interest	7438			0.00
Principal (for modified accrual basis only)	7439			0.00
Total, Other Outgo		0.00	0.00	0.00
8. TOTAL EXPENDITURES		2,946,655.84	434,911.73	3,381,567.57
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		618,567.15	(204,294.33)	414,272.82

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2009 to June 30, 2010

Charter School Name: Chico Country Day School

CDS #: 04614246113773(1)unaudact0910

Description	Object Code	Unrestricted	Restricted	Total
D. OTHER FINANCING SOURCES / USES				
1. Other Sources	8930-8979			0.00
2. Less: Other Uses	7630-7699			0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	(204,294.33)	204,294.33	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		(204,294.33)	204,294.33	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE (C+D4)				
		414,272.82	0.00	414,272.82
F. FUND BALANCE, RESERVES				
1. Beginning Fund Balance				
a. As of July 1	9791	843,320.79		843,320.79
b. Adjustments/Restatements to Beginning Balance	9793, 9795	268,389.11		268,389.11
c. Adjusted Beginning Balance		1,111,709.90	0.00	1,111,709.90
2. Ending Fund Balance, June 30 (E+F1c)		1,525,982.72	0.00	1,525,982.72
Components of Ending Fund Balance (Optional):				
Reserve for Revolving Cash (equals Object 9130)	9711	0.00	0.00	0.00
Reserve for Stores (equals Object 9320)	9712	0.00	0.00	0.00
Reserve for Prepaid Expenditures (equals Object 9330)	9713	72,687.40	0.00	72,687.40
Reserve for All Others	9719			0.00
General Reserve	9730			0.00
Legally Restricted Balance	9740			0.00
Designated for Economic Uncertainties	9770			0.00
Other Designations	9775, 9780			0.00
Undesignated / Unappropriated Amount	9790	1,453,295.32	0.00	1,453,295.32
G. ASSETS				
1. Cash				
In County Treasury	9110			0.00
Fair Value Adjustment to Cash in County Treasury	9111			0.00
In Banks	9120	755,131.13		755,131.13
In Revolving Fund	9130			0.00
With Fiscal Agent/Trustee	9135			0.00
Collections Awaiting Deposit	9140	1,300.70		1,300.70
2. Investments	9150			0.00
3. Accounts Receivable	9200	6,944.26		6,944.26
4. Due from Grantor Governments	9290	1,255,066.74		1,255,066.74
5. Stores	9320			0.00
6. Prepaid Expenditures (Expenses)	9330	72,687.40		72,687.40
7. Other Current Assets	9340			0.00
8. <i>Capital Assets (for accrual basis only)</i>	9400-9499	340,059.44		340,059.44
9. TOTAL ASSETS		2,431,189.67	0.00	2,431,189.67
H. LIABILITIES				
1. Accounts Payable	9500	100,889.20		100,889.20
2. Due to Grantor Governments	9590	353,422.00		353,422.00
3. Current Loans	9640	442,944.79		442,944.79
4. Deferred Revenue	9650	7,950.96		7,950.96
5. <i>Long-Term Liabilities (for accrual basis only)</i>	9660-9669			0.00
6. TOTAL LIABILITIES		905,206.95	0.00	905,206.95
I. FUND BALANCE				
Ending Fund Balance, June 30 (G9-H6) (must agree with Line F2)		1,525,982.72	0.00	1,525,982.72

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2009 to June 30, 2010

Charter School Name: Chico Country Day School

CDS #: 04614246113773(1)unaudact0910

**NOTE: IF YOUR CHARTER SCHOOL RECEIVED FEDERAL FUNDING, AS REPORTED IN SECTION A2,
THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED:**

1. Federal Revenues Used for Capital Outlay and Debt Service

Included in the Capital Outlay and Debt Service expenditures reported in sections B6 and B7 are the following amounts paid out of federal funds:

Federal Program Name (Indicate if NONE)	Capital Outlay	Debt Service	Total
a. _____			0.00
b. _____			0.00
c. _____			0.00
d. _____			0.00
e. _____			0.00
f. _____			0.00
g. _____			0.00
h. _____			0.00
i. _____			0.00
j. _____			0.00
TOTAL	0.00	0.00	0.00

2. Community Services Expenditures

Included in the expenditures reported in Section B are the following amounts expended for Community Services paid out of state and local funds:

Objects of Expenditures	Amount (Enter "0.00" if none)
a. Certificated Personnel Salaries	\$ _____
b. Noncertificated Personnel Salaries	_____
c. Employee Benefits	_____
d. Books and Supplies	_____
e. Services and Other Operating Expenditures	_____
TOTAL COMMUNITY SERVICES EXPENDITURES	0.00



Chico Country Day School (CCDS) Fiscal Policy #7

FUND BALANCE POLICY

Chico Country Day School believes that sound financial management principles require that sufficient funds be retained by the school to provide a stable financial base at all times. To retain this stable financial base, the School needs to maintain a General Fund Balance sufficient to fund all cash flows of the School, to provide financial reserves for unanticipated expenditures and/or revenue shortfalls of an emergency nature, and to provide funds for all existing encumbrances.

The purpose of this policy is to specify the size and composition of the School's financial reserves and to identify certain requirements for replenishing any fund balance reserves utilized.

I. School General Fund Balance:

- a. **Reserved Fund Balance:** Reserved fund balance consists of portions of the fund balance that are either restricted to a specific future use or are not available for appropriation or expenditure.

1. **Special Education Reserve Designation:** The School will maintain a fund balance designation for Special Education purposes equal to 2% of the General Fund Revenue. This fund shall accumulate over the course of 36 months to an amount equal to but not less than 7% of the General Fund Revenue. Should the Reserved Special Education Fund Balance amount fall below the 7% targeted level, the Board must approve and adopt a plan to restore this balance to the target level within 48 months. If restoration of the reserve cannot be accomplished within such period without severe hardship to the School, then the Board will establish a different time period.

- a. **Emergency SPED Fund Use:** Upon agreement of both the Executive Director and the Principal, the Reserve funds for SPED may be used in the case of unforeseen circumstances requiring an immediate need in order to avoid a substantial hazard to the School. The Executive Director shall advise the Board of Directors at the next regularly scheduled Board meeting of any use that exceeds the Executive Director's authority for use of funds.

- b. **Unreserved Fund Balance:** Unreserved fund balance is subdivided into designated and undesignated portions. Designated funds are held for future financial resource use, such as the replacement of equipment. Other designations include "for fiscal stability", "for contingencies", and "for



appropriation in future years". Undesignated funds represent expendable available financial resources that can be used to meet contingencies and working capital requirements.

1. **Unreserved, Designated for Fiscal Stability:** The School will maintain a fund balance designation for fiscal cash liquidity purposed (i.e. fiscal reserve) that will provide for sufficient cash flow to minimize the potential of short term borrowing. This amount shall be equal to not less than 15% of the School's General Fund Revenue.

b. Emergency Fund Use: Upon agreement of both the Executive Director and the Principal, the Fiscal Stability funds may be used in the case of unforeseen circumstances requiring an immediate need in order to avoid a substantial hazard to the School. The Executive Director shall advise the Board of Directors at the next regularly scheduled Board meeting of any use that exceeds the Executive Director's authority for use of funds.

2. **Unreserved, Undesignated Fund Balance:** Funds not otherwise reserved or designated represent balances available for appropriation at the discretion of the Board. However, the Board will make every effort to use these undesignated funds for the following purposes (listed in order of priority):

- Increase Reserved Fund Balances as deemed necessary
- Increase Unreserved, Designated Fund Balances as deemed necessary.
- Use as beginning cash balance in support of annual budget.

The Board recognizes that any such funds should be appropriated for non-recurring expenditures as they represent prior year surpluses that may or may not materialize in subsequent fiscal years.

II. **Monitoring and Reporting**

The School's Executive Director shall annually prepare a report documenting the status of the fund balance with this policy and present to the Board in conjunction with the development of the annual budget. Should the report disclose there are unreserved, undesignated funds available; a recommendation for use of said funds shall be presented to the Board in the report.

III. **Replenishment of the Unreserved, Designated for Fiscal Stability Fund Balance**

Should the Unreserved, Designated for Fiscal Stability Fund Balance amount fall below the 15% targeted level, the Board must approve and adopt a plan to restore this balance to the target level within 24 months. If restoration of the reserve cannot be accomplished within such period without severe hardship to the School, then the Board will establish a different time period.



BOARD AGENDA POSTING POLICY

The CCDS Board of Directors shall voluntarily follow the Brown Act when posting agenda's for meetings. California charter schools are currently exempt from the Brown Act, however, the CCDS Board shall abide by the following:

The Brown Act

California Codes Government Code Section 54950-54963

Regular Board Meetings:

At least 72 hours before a regular meeting, an agenda shall be posted containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public. At CCDS, the location of this posted agenda is the front window of the Main Office as well as the website. All regularly scheduled board meetings are on the website calendar and the school calendar and all of these are mailed home to parents and accessible via www.chicocountryday.org.

Additionally, any person may request that a copy of the agenda, or a copy of all the documents constituting the agenda packet, of any meeting be mailed to that person. If requested, the agenda and documents in the agenda packet shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Upon receipt of the written request, the Board of Directors designee shall cause the requested materials to be mailed at the time the agenda is posted pursuant to Section 54954.2 and 54956 or upon distribution to all, or a majority of all, of the members of the Board of Directors, whichever occurs first.

Any request for mailed copies of agendas or agenda packets shall be valid for the calendar year in which it is filed, and must be renewed following January 1 of each year. The Board of Directors may establish a fee for mailing the agenda or agenda packet, which fee shall not exceed the cost of providing the service. Failure of the requesting person to receive the agenda or agenda packet pursuant to this section shall not constitute grounds for invalidation of the actions of the legislative body taken at the meeting for which the agenda or agenda packet was not received.

No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of the Board of Directors may briefly respond to statements made or questions posed by persons exercising their public testimony rights



under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of the Board of Directors, subject to rules or procedures of the Board of Directors, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda

Special Board Meetings: A special meeting may be called at any time by the presiding Chair of the Board of Directors or by a majority of the members of the Board, by delivering personally or by mail written notice to each member of the legislative body and to each local newspaper of general circulation, radio or television station requesting notice in writing. The notice shall be delivered personally or by mail and shall be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the Board. The written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the Secretary of the Board a written waiver of notice. The waiver may be given by telegram. The written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

The call and notice shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public. At CCDS this includes the window in the front office and the website. An E-flyer will be sent to the parent community of CCDS to notify them of a special meeting

Emergency Board Meetings:

54956.5. (a) For purposes of this section, "emergency situation" means both of the following:

(1) An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health, safety, or both, as determined by a majority of the members of the legislative body.

(2) A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the Board of Directors to provide one-hour notice before holding an emergency meeting under this section may endanger the public health, safety, or both, as determined by a majority of the members of the legislative body.



(b) (1) Subject to paragraph (2), in the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board of Directors may hold an emergency meeting without complying with either the 24-hour notice requirement or the 24-hour posting requirement of Section 54956 or both of the notice and posting requirements

(2) Each local newspaper of general circulation and radio or television station that has requested notice of special meetings pursuant to Section 54956 shall be notified by the presiding Chair of the Board, or designee thereof, one hour prior to the emergency meeting, or, in the case of a dire emergency, at or near the time that the presiding officer or designee notifies the members of the legislative body of the emergency meeting. This notice shall be given by telephone and all telephone numbers provided in the most recent request of a newspaper or station for notification of special meetings shall be exhausted. In the event that telephone services are not functioning, the notice requirements of this section shall be deemed waived, and the Board, or designee of the Board, shall notify those newspapers, radio stations, or television stations of the fact of the holding of the emergency meeting, the purpose of the meeting, and any [action taken](#) at the meeting as soon after the meeting as possible.

(c) During a meeting held pursuant to this section, the legislative body may meet in closed session pursuant to Section 54957 if agreed to by a two-thirds vote of the members of the legislative body present, or, if less than two-thirds of the members are present, by a unanimous vote of the members present.

(d) All special meeting requirements, as prescribed in Section 54956 shall be applicable to a meeting called pursuant to this section, with the exception of the 24-hour notice requirement.

(e) The minutes of a meeting called pursuant to this section, a list of persons who the presiding Chair of the Board, or designee, notified or attempted to notify, a copy of the rollcall vote, and any actions taken at the meeting shall be posted for a minimum of 10 days in a public place as soon after the meeting as possible.

54956.6. No fees may be charged by the Board of Directors for carrying out any provision of this chapter, except as specifically authorized by this chapter.