



Oasis Charter Public School

A small school for kids with BIG ideas.

1135 Westridge Parkway, Salinas, CA 93907
T: (831) 424-9003 F: (831) 424-9005 www.oasischarterschool.org

Under Construction Education Network (UCEN) Board of Directors Meeting

Agenda*

(*includes materials furnished to Board Members)

Tuesday - August 29, 2023

Time: 5:15 p.m.

Place: Oasis Charter Public School Board Room

1135 Westridge Parkway

Salinas, CA 93907

or

via Zoom/hybrid Teleconference

Join Zoom Meeting

<https://zoom.us/j/95951088531?pwd=YitJbHdiVW9TSkd3ZDNCTINzTnJJZz09>

Meeting ID: 959 5108 8531

Passcode: AVXZ71

+16699009128,,95951088531#,,,440320# US (San Jose)

****PERSONS WISHING TO ADDRESS THE BOARD OF DIRECTORS** INFORMATION**

TO THE PUBLIC: All persons are encouraged to attend and participate (where designated) in meetings of the Under Construction Educational Network (UCEN) Board. Please fill out the form available at the door, and submit to the Secretary of the Board of Trustees prior to the meeting and you will be called during the comment period. For virtual meetings, members of the public are welcome to make comments during the virtual meetings when the Board chair opens the item on the agenda for the public. When the President of the Board recognizes a member of the public for oral comment, such comment will be limited to (3) minutes in accordance with law. Your comments will be heard (with no action taken) under the designated section of this agenda. For the record: state your name, title, whom you represent, and the agenda item you are addressing. The Board will not respond to your comments at this time. Your questions, concerns and/or input will be referred to the appropriate person.

Note: The Oasis Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact Dr. Natalie Zayas at (831) 424-9003 at least 72 hours before the scheduled board meeting so that we may make every

reasonable effort to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132))

***PARA TODAS AQUELLAS PERSONAS QUE DESEAN HABLAR O DIRIGIRSE A LOS MIEMBROS DE LA MESA DIRECTIVA ***

INFORMACIÓN PARA EL PÚBLICO: El público está invitado a asistir y participar en las juntas (donde se indica en la agenda) de la Mesa Directiva de Oasis. Rellene el formulario disponible en la puerta y entréguelo al Secretario de la Mesa Directiva antes de que comience la reunión y lo llamarán durante el período de comentarios. Sus comentarios serán escuchados (sin tomar acción) durante la sección correspondiente de esta agenda. Cuando el Presidente de la Mesa Directiva reconoce a un miembro del público para comentarios orales, dicho comentario se limitará a (2) minutos de acuerdo con la ley. Para el archivo, diga su nombre, título, a quien representa y el artículo de la agenda a que se quiere referir. Los miembros de la Mesa Directiva no responderán a sus comentarios en ese momento. Sus preguntas, preocupaciones y comentarios serán referidas al departamento correspondiente.

Nota: La Mesa Directiva de Oasis anima a las personas con discapacidades a participar plenamente en el proceso de reuniones públicas. Toda persona con necesidades especiales que requiera alguna modificación o arreglo especial puede llamar a la Dr Natalia Zayas al (831) 424-9003 dentro de 72 horas de una junta regular, o dentro de 24 horas de una junta especial para hacer todo nuestro mejor esfuerzo razonable para satisfacer sus necesidades. (Código Governmental § 54954.2; Americanos con Discapacidades de 1990, § 202 (42 U.S.C. § 12132))

1.0 REGULAR AGENDA

1.1 Call Meeting to Order: Jacqueline Vasquez, Board President

2.0 ROLL CALL OF GOVERNING BOARD

Jacqueline Vasquez, President: Yes ___ Absent ___

Margie Wiebusch, Vice President: Yes ___ Absent ___

Steve Duran, Treasurer: Yes ___ Absent ___

Maria Alvarez, Member: Yes ___ Absent ___

Jamie Stracuzzi, Member : Yes ___ Absent ___

3.0 ADOPTION AGENDA

That the Governing Board approve the agenda as presented.

4.0 APPROVAL OF THE MINUTES

That the Governing Board approve the minutes of the Board Retreat Meeting of July 15, 2023

5.0 BOARD OF TRUSTEE COMMENTS

Board Members wishing to address agenda items and/or other items may do so at this time.

6.0 PUBLIC COMMENT

Individuals wishing to address agenda items and/or other items, may do so at this time or wait until the agenda item comes up. There will be a limit of 3 minutes per person on public comments (double that time for individuals utilizing an interpreter).

7.0 ACKNOWLEDGEMENTS

8.0 CONSENT CALENDAR

Board members may withdraw an item(s) for further discussion from the consent calendar after a motion and second has been made.

8.1 ACTION: Board Policy, Section II - Community Relations, Article VI - Volunteers
That the Governing Board approve Board Policy, Section II - Community Relations, Article VI - Volunteers, to meet the standards of the State of California.

8.2 ACTION: Board Policy, Section II - Community Relations, Article IX - Complaints Relating to Pupil Nutrition
That the Governing Board accept and approve the Board Policy, Section II - Community Relations, Article IX - Complaints Relating to Pupil Nutrition, to meet the standards of the State of California.

8.3 ACTION: Board Policy, Section III - Business, Article V - Campus Visitors
That the Governing Board approve Board Policy, Section III - Business, Article V - Campus Visitors, as revised to meet the State of California standard.

8.4 ACTION: Board Policy, Section III - Business, Article XXIII -Lease Capitalization
That the Governing Board approve Board Policy, Section III - Business, Article XXIII - Lease Capitalization to meet the State of California requirement.

8.5 ACTION: Board Policy, Section IV - Personnel Services, Article VI - Nondiscrimination in Employment AR and BP
That the Governing Board approve Board Policy, Section IV - Personnel Services, Article VI - Nondiscrimination in Employment, to meet the standards of the State of California.

8.6 ACTION: Board Policy, Section IV - Personnel Services, Article X - Leaves and Personal Time Off (PTO)
That the Governing Board approve Board Policy, Section IV - Personnel Services, Article X - Leaves and Personal Time Off (PTO) as revised.

8.7 ACTION: Board Policy, Section V - Students, Article XIII - Nondiscrimination, Harassment, Intimidation, Bullying, as revised to meet new requirements
That the Governing Board approve Board Policy, Section V - Students, Article XIII - Nondiscrimination, Harassment, Intimidation, Bullying as revised and approve removal on Nondiscrimination AR Section V Article XIII as new and revised language is now within the AR, BP is no longer needed.

9.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

9.1 ACTION: Oasis Community Council (OCC) budget request - OCC representative
That the Governing Board approve the OCC request of \$1,540 for the months of August and September.

9.2 DISCUSSION: Enrollment Update - Office Manager, Grisela Macias
That the Governing Board receive the enrollment update.

9.3 DISCUSSION/ POSSIBLE ACTION: Board Member Roles (see Bylaws) - Board President, Jacqueline Vasquez
That the Governing Board discuss and possibly take action on Board Member Roles as defined in the Bylaws.

9.4 DISCUSSION: Staffing Update, Executive Director, Dr. Natalie Zayas
That the Governing Board receive a staffing update for SY 2023-24.

9.5 ACTION: Consolidated Application and Reporting System (CARS) Report for SY 2023-24 - Executive Director, Dr. Natalie Zayas
That the Governing Board approve the CARS Report for SY 2023-24 completed by the Chief Business Officer (CBO).

9.6 DISCUSSION/ACTION: Extra Pay Options for Staff - Executive Director, Dr. Natalie Zayas
That the Governing Board discuss, with possible action, extra pay options for staff.

9.7 DISCUSSION/INFORMATIONAL: UCEN Board Schedule, DELAC Schedule, School Events Outline - Executive Director, Dr. Natalie Zayas
That the Governing Board accept documents for informational purposes.

9.8 ACTION: Security Cameras - Executive Director, Dr. Natalie Zayas
That the Governing Board approve the quote for security cameras.

9.9 ACTION: Unaudited Actuals
That the Governing Board approved the Final 22/23 UA Income Statement + 22/23 Final UA Balance Sheet

10.0 STAFF REPORTS

10.1 Receive Oral Report from Oasis Charter School Instructional Coordinator, Stephanie Curley
An update on school-wide activities undertaken by the Instructional Coordinator.

10.2 Receive Oral Report from Oasis Charter School Executive Director, Dr. Natalie Zayas
An update on school-wide activities undertaken by the Executive Director.

11.0 FUTURE AGENDA ITEMS

12.0 NEXT MEETING DATE

12.1 Next Board Meeting: Tuesday, September 26, 2023

13.0 ADJOURNMENT



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Under Construction Education Network (UCEN) Board of Directors Meeting

Board Retreat

(*includes materials furnished to Board Members)

Tuesday - July 15, 2023

Time: 9:00 am - 1:00 pm

Location: Taylor Building

150 Main Street. Suite 400

Salinas, CA 93907

or

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 254 592 316 347

Passcode: qBX5Bu

Or call in (audio only)

+1 213-204-8607,,963729392# United States, Los Angeles

Phone Conference ID: 963 729 392#

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1.0 REGULAR AGENDA

1.1 Call Meeting to Order: President

2.0 ROLL CALL OF GOVERNING BOARD

Jacqueline Vasquez-President: Yes ___ Absent ___

Margie Wiebusch-Vice President: Yes ___ Absent ___

Steve Duran - Treasurer: Yes ___ Absent ___

Maria Alvarez - Member: Yes ___ Absent ___

Jamie Stracuzzi- Member : Yes ___ Absent ___

3.0 ADOPTION AGENDA

That the Governing Board approve the agenda as presented.

4.0 APPROVAL OF THE MINUTES

That the Governing Board approve the minutes of the Regular Meeting of June 20, 2023

5.0 BOARD OF TRUSTEE COMMENTS

Board Members wishing to address agenda items and/or other items may do so at this time.

6.0 PUBLIC COMMENT

Individuals wishing to address agenda items and/or other items, may do so at this time or wait until the agenda item comes up. There will be a limit of 3 minutes per person on public comments (double that time for individuals utilizing an interpreter).

7.0 CLOSED SESSION

7.2 CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (One case)

8.0 RECONVENE TO OPEN PUBLIC SESSION

9.0 ACKNOWLEDGEMENTS

10.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

10.1 ACTION: School Compliance Consultant Agreement

That the Governing Board approve the School Compliance Consultant Agreement for the 2023-2024 school year.

10.2 ACTION: Updated Calendar

That the Governing Board approve the School Academic Calendar for the 23/24 school year after changes were made based on Staff requests during the Staff Retreat.

10.3 ACTION: Computers

That the Governing Board approve the purchase of 125 Chromebooks for student use.

10.4 ACTION: Extra pay duties

That the Governing Board approve the extra duty pay list for staff for specific duties outside of their normal duties.

11.0 NON ACTION ITEMS

11.1 Board Training

Human Resources Investigation Training by Young, Minney, & Corr

11.2 Strategic goal setting for 2023/2024 school year

11.2 Board participation at school and events

11.3 Board Roles

13.0 STAFF REPORTS

13.1 Staff Report: Executive Director, Dr. Natalie Zayas

14.0 FUTURE AGENDA ITEMS

15.0 NEXT MEETING DATE

Next Regular Board Meeting: Tuesday, August 29, 2023

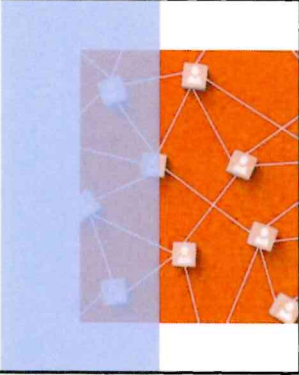
16.0 ADJOURNMENT

OASIS PUBLIC
CHARTER SCHOOL

CONDUCTING EFFECTIVE
INVESTIGATIONS

July 15, 2023

YM&C




PRESENTER:

CHASTIN H. PIERMAN, ESQ.

PARTNER

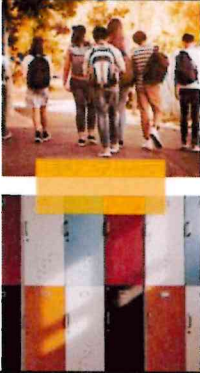
YM&C



TOPICS

- Which Complaints Should be Investigated?
- Where Should an Investigation Occur?
- Who Should Conduct the Investigation.
- How Should an Investigation be Conducted?
- Tips for Effective Investigations.
- Responses to Investigation Findings.
- Why are Investigations So Important?

YM&C



WHICH COMPLAINTS SHOULD BE INVESTIGATED?

- Should Investigate All Complaints
 - Even If You Believe It's Resolved
 - Even If The Complaint Appears Minor At First
 - Even If Complainant Is Reluctant, Lacks Credibility Or Appears Vindictive
- Should Investigate Immediately, Objectively, Thoroughly And Take Appropriate Remedial Action



YM&C

WHERE SHOULD AN INVESTIGATION OCCUR?

- Consider Convenience/Appropriate Location
- Protect Privacy Rights
- Cooperate With Law Enforcement



YM&C

WHO SHOULD CONDUCT THE INVESTIGATION?

- Choose A Neutral Investigator
- Use Of An Outside Investigator
- Use Of Legal Counsel
- Management Complaints
- Male/Female Considerations



YM&C

HOW SHOULD AN INVESTIGATION BE CONDUCTED?

- Review Policies/Legal Requirements
- Get All The Facts From The Complainant First
- Talk To As Many Witnesses As Possible/Needed
- Get Specific Factual Responses From Respondent
- Prepare Report with Factual Findings



YM&C

TIPS FOR EFFECTIVE INVESTIGATIONS

- Consider Initial Protective Actions
- If Possible Crime, Report And Coordinate
- Criminal Charges & Unpaid Leave
- Provide Notice As Needed
- Public Relations Issues



YM&C

TIPS FOR EFFECTIVE INVESTIGATIONS

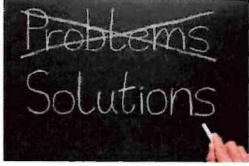
- Don't Over-Promise Confidentiality
- Document Retention
- Notify Parties of Disposition
- Know Your CTC Reporting Rules



YM&C

RESPONSES TO INVESTIGATION FINDINGS

- Employee Discipline
- Training(s)
- Performance Improvement Plan
- Restorative Discussions
- Continued Management



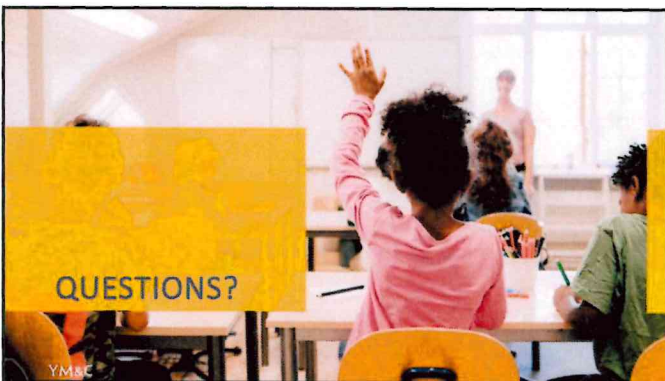
YM&C

WHY ARE INVESTIGATIONS SO IMPORTANT?

- Legally Required
- Legal Liability
- Public Relations
- Granting Agency Confidence

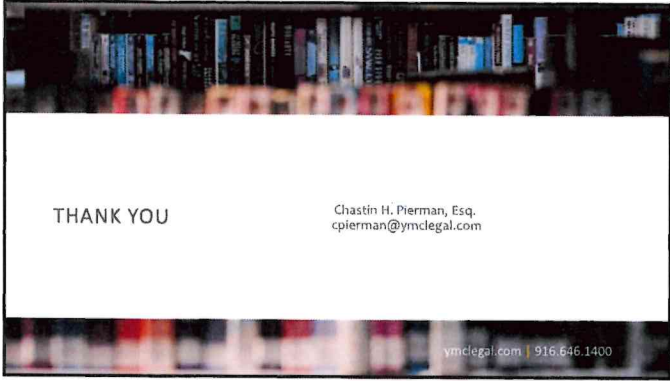


YM&C



QUESTIONS?

YM&C



TWELVE RULES FOR EFFECTIVE INTERNAL INVESTIGATIONS

- | | |
|----------|---|
| RULE #1 | DON'T HESITATE TO INVESTIGATE |
| RULE #2 | TREAT ALL COMPLAINTS SERIOUSLY |
| RULE #3 | BEGIN IMMEDIATELY |
| RULE #4 | SELECT INVESTIGATORS CAREFULLY |
| RULE #5 | KEEP THE INVESTIGATION AS CONFIDENTIAL AS POSSIBLE, BUT DON'T GUARANTEE CONFIDENTIALITY |
| RULE #6 | ENSURE NO RETALIATION |
| RULE #7 | DOCUMENT—DOCUMENT—DOCUMENT |
| RULE #8 | PREPARE BEFORE INTERVIEWING |
| RULE #9 | CONDUCT A THOROUGH INVESTIGATION |
| RULE#10 | MAKE A DETERMINATION |
| RULE #11 | COMMUNICATE RESULTS AND CARRY OUT THE REMEDIAL ACTION |
| RULE #12 | MONITOR THE SITUATION |



YOUNG • MINNEY • CORR LLP

Guidelines Regarding Investigation Setting/Technique

1. Ensure that the interview is taking place in a location where privacy can be maintained. Also, ensure that two fact-finders are present to conduct the interview so that one fact-finder can focus on questioning and the other can take notes (and vice versa).
2. Affirm that you are only conducting a fact-finding investigation, and when the fact-finding investigation is completed, the Administration/Board will consider any action it may need to take regarding this matter.
3. Inform the individual that the purpose of the investigatory interview is to provide him/her with an opportunity to explain any information they have relevant to the investigation in a truthful manner.
4. Tell the individual that retaliation in any way, shape or form against anyone who may have participated in this investigation will not be tolerated. Ask the individual to contact you immediately if he/she witnesses or suspects retaliation so that the School may take appropriate action.
5. Tell the individual that this is a confidential investigation and that he/she is not to disclose any of the aspects of the investigation to others.
6. Tell the individual that the School will do its best to ensure that the information he/she provides will remain confidential but that the School cannot guarantee confidentiality since it may be necessary to disclose certain information if disciplinary action is imposed or if legal action results.
7. Tell the individual that you would like them to speak to matters about which they have personal knowledge. If the individual informs you about a fact based upon hearsay/rumor, you may want to consider interviewing the person from whom the individual initially received that information.
8. Try not to ask leading questions of the individual you are interviewing. Instead, focus the interview questions around the information you were informed they may have or could speak to which lead you to interview that individual in the first place.
9. Ask general questions of the individual such as: Was the individual aware of any problems at the School? Does the individual know of any incidents which might be viewed as misconduct? Has the individual witnessed or heard of any behavior that he/she feels is inappropriate at the School?
10. As you learn specific information related to the facts giving rise to the investigation or related to new problems that you didn't anticipate, ask follow-up questions to gather complete information on those issues (e.g., who, what, when, where, and why). Remember - you will need specific facts on the alleged misconduct to compile the investigation report to go to the Administration/Board.
11. Consider taking a written statement from the individual interviewed (these should be signed and dated).

INVESTIGATION PROCESS OUTLINE

As soon as a complaint is received, the investigation process must begin. Remember, a *prompt* and *thorough* investigation of a complaint is critical to minimize liability and to ensure any appropriate corrective action is taken.

Initial Steps

- Seek legal counsel upon receipt of the complaint. Consulting with legal counsel will help the School define the nature and scope of the investigation, and determine whether any protective measures must be taken as outlined below.
- Determine whether any protective measures must be taken, including but not limited to placing any employee on paid administrative leave during the investigation, reporting to CPS and law enforcement, and notifying the School's granting agency.
- Review all applicable complaint policies, making note of any applicable timelines for investigating and responding to a complaint.
- Decide who will conduct the investigation (e.g., a School representative or a third party).

I. Interview the Complainant

- A. Listen carefully and take the complaint seriously, even if the allegations seem unlikely to be true. Stress to the Complainant that the School takes all complaints seriously and investigates thoroughly.
- B. Get ALL facts from the Complainant
 1. What happened? When? Where? Was anyone else there? Who? Did the Complainant tell anyone else about this? If so, whom? Why does the Complainant think the incident happened?
 2. Ask the Complainant whether he/she has shared everything he/she knows regarding the incident, and whether he/she has anything further to add.
 3. Ask the Complainant if he/she has any relevant documentation (e.g., emails, texts, etc.) to share regarding the incident.
 4. Tell the Complainant you will get back to him/her as soon as the investigation is complete and the School/Board has had a chance to review the findings, but do not commit to a timeframe of when that may be. You can assure the process will be completed as soon as reasonably possible.
 5. Explain to the Complainant that the matter will be kept as confidential as possible, but do not guarantee confidentiality. Tell the Complainant that he/she must not discuss this matter with any School stakeholders (e.g., employees, students, parents, etc.) as doing so may interfere with the investigation process.

6. Assure the Complainant that he/she will not be subjected to retaliation as a result of making the complaint, and that he/she must contact you immediately if he/she believes retaliation is taking place.

C. “Technique” Tips

1. Take detailed, accurate notes, including the questions asked.
2. Especially when interviewing students, it is very important to ask broad, open-ended questions. Avoid asking leading questions (questions which suggest the answer such as, “That made you feel intimidated, didn’t it?”). Consider asking important questions in more than one way.
3. Be sensitive to the Complainant’s feelings. It is normal for the Complainant to feel embarrassed (e.g., “It must be my fault; I don’t want to get (name) in trouble; I should just ignore it and it will stop.”), but nevertheless assure the Complainant that he/she acted appropriately by bringing the complaint to the attention of the School.
4. Avoid making any judgment on the incident, such as saying “How awful!” It is also critical to not label the conduct (e.g., noting that the conduct appears to be sexual harassment), and to maintain impartiality, no matter how you feel about the incident.
5. Do not be surprised by tears and/or anger, but avoid getting emotional during the interview of the Complainant. It is fine to be say “I understand this is upsetting for you” but maintain your composure and refocus the Complainant on sharing relevant information which supports the complaint.
6. If the Complainant ultimately requests that the School take no action on the complaint, or avoid interviewing certain witnesses, explain that the School has an obligation to investigate promptly/thoroughly, provide a safe environment for all, and cannot conduct an incomplete investigation or fail to remediate the situation as needed simply because the Complainant has asked the School to do so.

II. Interview Witnesses

- A. Interview any witnesses the Complainant identified to gather additional facts and/or documentation about the incident.
- B. Inform the witness that the School is conducting an investigation and his/her name has been given to you as someone who may have helpful information.
- C. Ask about each allegation the Complainant made which the witness may have seen, overheard, or about which he/she has some firsthand knowledge.
- D. Tell the witness that he/she must not discuss this matter with any School stakeholders (e.g., employees, students, parents, etc.) as doing so may interfere with the investigation process.

- E. Assure the witness that he/she will not be subjected to retaliation as a result of participating in the investigation process, and that he/she must contact you immediately if he/she believes retaliation is taking place.

III. Interview the Respondent

- A. Tell the Respondent that you are conducting an investigation and she/he has been named as the person who engaged in alleged inappropriate conduct.
- B. Ask the Respondent about each specific allegation the Complainant and/or any witnesses raised, and allow him/her a full opportunity to confirm or deny each allegation and provide context on the allegation.
- C. Do not reveal the name of the Complainant, if possible. For example, if an employee allegedly hit a student during recess where there were countless witnesses, the School could avoid disclosing the name of the Complainant to the employee/Respondent. However, if the Complainant alleges that he/she is being sexually harassed by the Respondent, the Respondent must be given the name of the Complainant in order to have a full opportunity to respond to the allegations and provide sufficient context on the complaint (e.g., explaining the parties had just ended a consensual relationship giving rise to the complaint).
- D. Tell the Respondent that he/she must not discuss this matter with any School stakeholders (e.g., employees, students, parents, etc.) as doing so may interfere with the investigation process.
- E. Stress that the School will not tolerate even the appearance of retaliation, and that doing so in any manner will result in disciplinary action against the Respondent.

IV. Interview Any Additional Witnesses the Respondent Identified

Follow the process outlined in Section II above.

V. Prepare an Investigation Report

Refer to the Sample Investigation Report.

VI. Review the Investigation Report and Consider Appropriate Action

- A. The School (chief administrator or Board, if the complaint is about the chief administrator) must review the investigation report and determine how to resolve the complaint. Legal counsel should be contacted to assess the appropriate level of action, if any.
- B. Resolution of the complaint may include disciplinary action against the Respondent. Any disciplinary action must comply with School policy.
- C. The School should consult with legal counsel if adverse action is necessary against the Complainant, Respondent, or a witness as doing so could be construed as unlawful retaliation.

VII. Follow Up with the Complainant and the Respondent

- A. Notify the Complainant in writing regarding the resolution of the complaint, but be careful not to disclose confidential personnel information. The School should consult with legal counsel to prepare the memo/letter for the Complainant.
- B. Notify the Respondent in writing of how the complaint is being addressed (e.g., assure the Respondent the allegations could not be substantiated and nothing is going in his/her personnel file, issue the Complainant a Letter of Reprimand, release the Complainant, etc.).

Additional Practical Tips

- Establish a secure place to keep all investigation notes and the investigation report. These documents must be kept in a place where only those with a right to know have access. Do not place these documents in any employee's personnel file. Only the disciplinary notice and/or complaint response letters, if issued, must be placed in the employee's personnel file.
- Retain detailed notes of all interviews. This demonstrates the thoroughness of investigation, in case it is challenged later via the School's granting agency, any outside agency, or litigation.
- Interviews should not be recorded because recording the interview may inhibit "testimony" and the recordings may be discoverable in litigation.
- Consider taking a written statement from the Complainant, each witness, and the Respondent. These written statements must be signed and dated, and may be executed under penalty of perjury.

INVESTIGATIVE REPORT

FROM: Pauliana Goodworth
Executive Director

To: Board of Directors, Sunshine Charter School

DATE: February 14, 2014

SUBJECT: Complaints of Inappropriate Conduct Against Teacher, Bart Expressor

I. INTRODUCTION

This report summarizes the School's investigation and findings concerning allegations of inappropriate conduct made by staff members Suzy Helper, John Averse and Paul Offended ("Complainants") against teacher, Bart Expressor ("Respondent").

II. FACTUAL BACKGROUND

Shortly following a full staff meeting at the Sunshine Charter School, which was held on June 1, 2013, Complainants lodged a complaint with the Principal alleging that, at the staff meeting, the Respondent (in response to a question about a story in a handout) made inappropriate and unprofessional comments that offended them. While the accounts of the Complainants concerning the actual statements made by the Respondent very slightly as to the exact words the Respondent used, each of the Complainants describe the Respondent as using the word "dyke" in a derogatory manner.

Of the complaints, the following text is a compilation of comments attributed to the Respondent by the Complainants:

"We don't know if this was a man or a woman. We have had dykes parading around in men's clothing for years, giving us men a bad name. It could have been a cross-dresser. We have some of those around here. It's hard to tell gender now-a-days with the way some of those dykes dress."

Following receipt of the complaints by staff members, the Principal convened a meeting with the Respondent, his Union Representative and the Assistant Principal. This meeting was held on June 5, 2013, and the Respondent was provided advance notice of the purpose of the meeting and the opportunity to have union representation at the meeting.

At the meeting, the Principal read the statements attributed to the Respondent and asked him if he had made any statements using these words. At this meeting, the Respondent's response was that he did make a statement with "dyke" as the subject matter, but he would make no apologies for the use of the word. Specifically, the Respondent indicated,

“I don’t believe it [the term “dyke”] could be offensive to anyone.” The Respondent indicated that he believed the word “dyke” was not a vulgar word. Additionally, the Respondent stated he had not been in-serviced with a list of words not to be used. In this meeting, the Respondent indicated he had seen a gender equity video which he described as “the sexist, male bashing gender equity video [which] was pure propaganda.”

In a subsequent meeting between the Assistant Superintendent, Human Resources, the Union Representative, the Principal and the Respondent, the Respondent apologized for making statements which may have offended other employees at the staff meeting and claimed he only used the word “dyke” one time.

On June 3, 2013, some of the Complainants alleged the Respondent placed a memorandum, addressed to staff members, in only two staff members’ mailboxes - one in the mailbox of Ms. Helper and one in the mailbox of the Union Grievance Representative. The Respondent’s memorandum (which purportedly was an apology to “any staff members that may have been offended” by the Respondent’s comments at the staff meeting) was alleged by these Complainants to be a very half-hearted, disingenuous apology. The Complainants viewed the Respondent’s very selective delivery of this memorandum (in addition to other actions by the Respondent which will be discussed below) as divisive and retaliatory and, accordingly, an investigation into the actions of the Respondent was requested.

In only placing the memorandum in Ms. Helper’s mailbox, it was believed by the Complainants that the Respondent did not genuinely intend to apologize to all staff members but rather intended to single out Ms. Helper as the complainant on account of the Respondent’s probable beliefs about Ms. Helper’s sexual orientation. It was pointed out by some of the Complainants that the Respondent’s memorandum included a justification for his use of the word “dyke,” a statement that the Principal called him a “rude, vulgar, offensive person, unfit to be in polite society,” a statement that “an example has been made of [the Respondent]” and information concerning the Respondent’s removal from the leadership team due to his behavior. The Complainants felt a heart-felt apology would not have attempted to justify the conduct or create sympathy or guilt for the Respondent because he had suffered adverse consequences as the result of his conduct. It was also alleged by the Complainants that the Respondent acted unprofessionally in that he publicized and shared a written reprimand he received with other staff members and solicited signatures from certain staff members in an attempt to negate the letter of reprimand.

Complainants believed that the Respondent regularly met with a group of other male teachers on campus and that the Respondent’s solicitation of support from other male staff members has created an alienation between some men on staff and the rest of staff.

This investigation examined the initial complaints as well as those complaints that occurred after the Respondent was apprised of concerns about his conduct at the staff meeting.

III. INVESTIGATORY PROCESS

While this investigation involved complaints of unprofessional conduct, potentially involving sexual harassment and/or sexual orientation discrimination, both Complainants and Respondent were provided copies of Board Policy/Administrative Regulation 4119.11, "All Personnel: Sexual Harassment" (hereinafter "BP/AR 4119.11") and each party was advised of the rights and responsibilities accorded in the investigation. The Complainants and Respondent were both advised not to speak to any School employees regarding this complaint or any related matters as these issues are confidential. Respondent was specifically warned not to retaliate against the Complainants or any other School employee as a result of participation in this complaint investigation. The Respondent was provided with a summary of the factual allegations against him in order to provide him with an adequate opportunity to respond verbally and in writing to each of the factual allegations made against him. Additionally, the Respondent was provided with the initial questions to be asked of him during this investigation. All witnesses, including the Respondent, were advised, in advance, of the nature of the interviews to be conducted in this investigation and each employee was advised of the opportunity to have representation present during interviews.

This investigation consisted of conducting interviews with the Complainants, Respondent and other witnesses. The Respondent's selected Union representation was present during each and every meeting and/or interview with the Respondent by School management. On more than one occasion, the Respondent was offered the opportunity to present any and all evidence in his defense, including the suggesting of names of witnesses to be interviewed by the School in the investigation.

IV. ALLEGATIONS AGAINST COMPLAINANT

Prior to being interviewed, the Respondent was provided with the following summary of factual allegations against him:

1. On June 1, 2013, during a full staff meeting, in response to a question about a story in a handout, you made the following statements:

"We don't know if this was a man or a woman. We've had dykes parading around in men's clothing for years giving us men a bad name. It could have been a cross-dresser, we have some of those around here. It's hard to tell gender nowadays with the way some of those dykes dress."
2. On June 3, 2013, you placed a memorandum, dated June 3, 2013, addressed to "School Staff Members" in two staff members' mailboxes - one in the mailbox of Suzy Helper and one in the mailbox of the Union Grievance Representative.
3. By placing your memorandum (which purported to make an apology but seemed to be a justification for your conduct) in Ms. Helper's mailbox, you did not

genuinely intend to apologize to all staff members. Rather you intended to “single out” Ms. Helper as a lesbian, since you believed she had complained about your comments.

4. You shared your “letter of reprimand” with other staff members and you solicited signatures from certain staff members in an attempt to negate the letter of reprimand.
5. You and a group of other male teachers on campus (that at one time would visit or meet in the staff lounge) began meeting in teacher John Harbor’s classroom at lunch time since sometime after you were apprised that staff members were offended by your statements at the staff meeting.
6. Your solicitation for support from other male staff members has created an alienation between some men on staff and the rest of the staff.
7. Ms. Helper and others felt a retaliation from you and others on campus because of the reporting of the complaint (which you discussed with other men on staff in soliciting support).

The Respondent made an initial response to these allegations (prior to the investigator’s interview with him) and what was stated in that response will be discussed below and treated as a part of the evidence received and reviewed in connection with this investigation.

V. SUMMARY OF EVIDENCE/STATEMENTS

The Respondent claimed he had only used the word “dyke” once at the staff meeting on June 1, 2013. He also claimed that his use of the word was innocent as he did not believe the word “dyke” could be offensive to anyone since, in his words, the “word is not vulgar and is in fairly common use.” Without explanation, the Respondent specifically denied using the phrases, “dykes parade around in men’s clothes,” “dykes that wear men’s clothing give men a bad name,” “it’s hard to tell gender nowadays with the way some of these dykes dress or the way they wear their hair.” He did state that “statements were attributed to him which [he] did not make,” but he offered no evidence regarding who else might have made such statements. Further, the accounts of many others who were present at the meeting overwhelmingly demonstrate that the Respondent did make such comments (perhaps not verbatim) and that the Respondent did use the word “dyke” more than once in a demeaning and disparaging way.

The Respondent failed to demonstrate any sensitivity to the notion that others could be offended by his use of certain language which demonstrates an animus toward a particular class of women. For example, when asked if he believed a lesbian would object to being called a “dyke,” the Respondent answered, “I don’t know.” When asked if a person who is not a lesbian could reasonably find the term “dyke” offensive, he answered that he did not know. Consequently, the Respondent does not know the

appropriate and professional boundaries in making comments that attempt to disparage or ridicule a class of women.

The Respondent's claim that he placed his memorandum of apology in 14 staff mailboxes was not credible. The Respondent admitted that although the memorandum was dated June 3, 2013, he actually did not distribute it until ten days later. The Respondent has no recollection of any of the 14 mailboxes in which he purportedly placed his memorandum. He only claims he printed 16 and distributed 14. The evidence clearly shows that only two individuals received the Respondent's memorandum - Ms. Helper and Ms. Johnson. Based on the evidence, it appears that the Respondent believed that Ms. Helper was the complainant, and the memorandum was really directed by the Respondent toward her.

On its face, the memorandum does not appear to be a genuine apology and the Respondent provided no explanation to overcome this impression. Of particular note, the memorandum includes a justification for the conduct, and it does not reflect that the Respondent believes what he did was inappropriate. The memorandum only focuses on the use of the word "dyke" not the meanings conveyed by the Respondent's statements in context. It appears the apology was being made because the Respondent believed someone was overly sensitive to his words and complained about him. The apology also contains information intended to make the recipient feel sorry for the Respondent for being admonished on account of the Respondent's behavior at the staff meeting.

Each of the Complainants indicated a belief that the Respondent had shared with other staff members a written reprimand he had received. The Respondent claims he shared a written reprimand he received only with his union representative. However, when asked if he had attempted to obtain signatures from staff members in responding to the letter of reprimand, he answered, "none of your business." When asked who he approached to obtain signatures he responded, "none of your business." Several witnesses indicated that the Respondent shared his written reprimand with them in an attempt to have them sign a statement to refute the reprimand. The Respondent did admit to discussing this case with other staff members.

There is insufficient evidence to support the claim that the Respondent met repeatedly at lunch time with other male staff members, but it is clear that this incident has caused male staff members who are aligned with the Respondent to isolate themselves from normal workplace contact with women staff members, for example in the staff lounge.

It is also clear that there is a heightened feeling of division among some male and female staff members as a result of this incident and related events.

VI. SUMMARY OF FINDINGS

After thorough consideration of all evidence obtained and developed in this investigation, the following findings have been made:

1. The Respondent did not engage in sexual harassment pursuant to legal standards or BP/AR 4119.11;
2. The Respondent's conduct arguably constitutes a form of sexual orientation discrimination as defined by law;
3. At the June 1, 2013, staff meeting, the Respondent did use the word "dyke" more than once, and he made disparaging and ridiculing remarks about a class of women.
4. The Respondent did place his memorandum of apology only in Ms. Helper's and Ms. Johnson's mailbox and this caused Ms. Helper to reasonably believe she was being "singled out" and retaliated against by the Respondent;
5. The Respondent discussed with other staff members the School's issuance of a written reprimand against him and attempted to solicit signatures from staff members to negate the written reprimand;
6. There is insufficient evidence to support a finding that the Respondent met repeatedly at lunch with other male staff members;
7. The Respondent's aforementioned conduct was unprofessional.

VII. RECOMMENDATION/CONCLUSION

It will be my recommendation that appropriate remedial action be taken to prevent the Respondent's behavior from occurring again and to improve the work environment at the School

Dated: _____

Assistant Superintendent, Human Resources

**UCEN Board/Oasis Public Charter School
Salinas, California**

Policy Adopted: 3/29/2022

Revised: 8/29/2023

**Section II Community Relations
Article VI Volunteers**

The UCEN Board and Oasis Public Charter School (OCPS) recognize the value of volunteers working in the school to support school staff in a variety of educational settings that benefit students. The UCEN Board and school appreciates volunteers who donate their time, without financial compensation to benefit the school community.

The value of volunteers is working with administration, teachers and staff to provide supervision, supplementing the education programs, enrichment activities, provide transportation of students, provide assistance to staff in academic and non-academic settings, meet special needs where students may need support.

All volunteer work is done under the direction of an assigned teacher, site coordinator, or Executive Director or designee.

An individual who comes to the school for one-time special event, such as a guest speaker, presenter, observer, or visitor is considered a guest and does not need to complete a volunteer application but still must register in the main office prior to entering the campus.

Definition of Volunteer

A volunteer is a person who donates their time without compensation and must be at least 18 years and older to qualify for volunteer services. Volunteers do not receive compensation and are therefore not classified as "employees" for purposes of compliance with the minimum wage and overtime provisions of the Fair Labor Standards Act (FLSA). An individual is classified as a volunteer as long as the individual is not regularly employed to perform the same services for the school and receives no more than expenses or recognition gifts for their services (Education Code 35021).

"Regular Volunteer" means a volunteer with the Youth Service Organization who is 18 years of age or older and has direct contact with or supervision of children for more than 16 hours per month or 32 hours per year.

As public charter school must screen school volunteers. All volunteers are required to complete our "School Volunteer Application Form" and depending on the type of volunteer assignment, they may need to have a criminal background check, fingerprinting, and tuberculosis test results (within the last 12 months) all completed and submitted to the school prior to starting their assignment.

Prior to an individual who wishes to donate their time as a volunteer we ask that the individual contact the school and review the details of volunteer service in our Volunteer Handbook which is available in the main office or on the school website. All questions regarding the information provided in the Volunteer Handbook can be addressed to the Executive Director or designee.

**UCEN Board/Oasis Charter Public School
Salinas, California**

Policy: Adopted: 8/29/2023

**Section II Community Relations
Article IX Complaints Relating to Pupil Nutrition**

The UCEN Board/Oasis Charter Public School are committed to providing healthy and nutritional foods to all students who participate in the school's meal programs. California law makes provisions for complaints in the event there is a violation regarding Child Nutrition Programs (CNP) offered by the school such as:

National School Lunch Program
Summer Food Service Program
Child and Adult Care Food Program
Special Milk Program
School Breakfast Program
Food Distribution Program

A complaint may be filed by the parent/guardian/student or by any authorized representative of the student about any of the offered food programs at the school. A complaint must be submitted within one year from the date the alleged violation occurred.

The complaint shall include:

1. The name and address of the school
2. A statement the school have violated a law or regulation relating to the CNP.
3. The facts on which the statement is based:
4. The contact information of the complainant
5. If alleging violation(s) regarding a specific student, the name of the student.

Any complaint alleging discrimination based on race, color, national origin, sex, age, or disability will be referred to the U.S. Department of Agriculture (USDA) in accordance with Food and Nutrition Service Instruction 113-1.

Investigation of Complaint

- a. Upon receipt of a complaint the Executive Director or designee will investigate and complete a report within sixty (60) days from the date of receipt of the complaint. The investigation may extend beyond the sixty (60) days with a signed written agreement of the complainant.
- b. The complainant or the complainant reprehensive or both will be provided an opportunity to present evidence or information to support the allegations of non-compliance with state or federal laws and/or regulations.
- c. The refusal of the complainant to provide the investigator with documents or other evidence supporting the allegation(s) stated in the complaint or otherwise fails to or refuses to cooperate during the investigation or who engages in any other obstruction of the investigation may result in the dismissal of the complaint due to a lack of evidence to support the complainant's allegations.
- d. The refusal by the school to provide an investigator with access to records and/or other information related to the complaint or otherwise refuses to cooperate or engages in any obstruction of the investigation, may result in a finding based on evidence collected that a violation has occurred may result in the imposition of a remedy in favor of the complainant.
- e. The investigator shall provide an Investigation Report that shall be in writing and sent to the complainant within the prescribed time as noted above (a), or subject to any extension as noted above (a).

The report shall include:

1. Findings of facts based on evidence collected.
2. Conclusion(s) that are clearly determined as to the allegation(s) as to whether the school is compliant with the law.
3. The investigation concludes that there is merit in the complaint and proposes corrective action(s) to correct the problem.
4. The complainants right to appeal the findings to the California Department of Education (CDE).

Appeal to CDE

Within thirty (30) days of the date of the school's Investigation Report the complainant may appeal to CDE by filing a written appeal to CDE.

The complainant must specify and explain the basis for the appeal, including the following:

1. The school's failure to follow complaint procedures and/or

2. the school's Investigation Report lacks material findings of fact to reach a conclusion of law and/or
3. the material findings of fact are not supported by the substantial evidence and/or
4. the legal conclusion in the Investigation Report is inconsistent with the law and/or
5. in the case where the school is found noncompliance, the corrective action(s) fail to provide a proper remedy.

The appeal shall be accompanied by:

1. Copy of the locally filed complaint; and
2. A copy of the School's Investigation Report

If the CDE determines the appeal raises issues not contained in the local complaint the CDE will refer those issues back to the school for resolution

If the CDE determines that the Investigation Report failed to address an allegation(s) raised in the complaint, CDE shall notify the school of such failure and direct the school to investigate and address the allegation(s).

The school must provide to CDE and appellant with an amended investigation report within twenty (20) days. The amended report must also inform the appellant of the right to separately appeal the amended investigation report with respect to allegation(s) that was not addressed in the original report.

**UCEN Board/Oasis Charter Public School
Salinas, California**

Policy Adopted: 3/29/2022

Revised: 8/29/2023

Section: III Business

Article: V Campus Visitors

The UCEN Board and Oasis Charter Public School recognize that campus safety is a priority for the welfare of all employees and students. Parents/guardians, as well as community members are encouraged to participate in the educational programs and extracurricular activities of the school.

Visitors

All individuals whether parents or guardians, volunteers, members of the community, guests and law enforcement (non-emergency purposes) or any other person must register at the main office before entering any building or grounds when school is open for business and must sign out upon leaving the campus. All individuals are expected to maintain a safe and secure environment by conducting themselves in an orderly manner. All visitors will be treated with respect and are asked to do the same for all employees and students while on campus. All visitors/guests or any member of the community must always wear an identification badge while on campus.

The Executive Director or designee may refuse an individual's request to enter the campus if the individual refuses to comply with the policy of registering at the main office before entering on to the campus. Individuals may be requested to leave the campus in the event that the individual becomes disruptive to the school operations, staff, students or disrupts or interferes with the instructional program. All individuals are not permitted to use either electronic listening, or recording devices without prior written permission by the Executive Director or designee.

Emergency Access

Law enforcement officers, firefighters or other uniformed first responders may be permitted to bypass registering at the main office when responding to emergency calls.

Immigration Enforcement Officer

Immigration-enforcement officers who have business to conduct shall be required to come to the main office and register as any other member of the community or agency. The officer will be required to show any documents, court orders, judicial warrant or other reasons to be present on campus. The officer will then be directed to consult with the Executive Director or designee prior to taking any action as required by law. The officer must provide the above information to the

Executive Director or designee at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca. the purpose of entering school grounds. After consultation with the Executive Director or designee the appropriate steps shall be taken in accordance with Administrative Regulation, Section V, Article VI. Oasis Charter Public School shall post signs at the entrance of its school grounds to notify outsiders of the hours and requirements for registration.

COVID-19 and Contagious Disease Outbreaks

In the event that the local health department declares a community outbreak of a contagious disease such as the COVID -19 pandemic, school administrators will be required to comply with protocols called for by the local health department, state and or federal agency guidelines. If the local health department, state or federal guidelines provide for discretion, the school administrators may limit the access of visitors to the school campus and grounds. In such cases, access to the school may include the following safety protocols;

- a. Provide all functions of the campus or facility through a virtual or curbside option
- b. Limit visits to essential functions only
- c. Require visitors to complete a self-check form prior to entering the building
- d. Refuse access to any visitor with a fever greater than 100.4 and any other symptoms as defined by the local health department, state or federal agencies.
- e. Show proof of vaccinations or negative COVID test within last 48 hours
- f. Masks, 6ft distancing and other protocols to protect all persons may be required while on campus

In the event that a visitor refuses to comply with local health orders or school protocols the Executive Director or designee have the authority to remove or deny the individual's access to the building.

Due to the unpredictable nature of COVID and/or any other type of pandemic, the UCEN Board authorizes the administration to implement this section of the policy "COVID-19 and Contagious Disease Outbreaks" and any other protocols required by local health department, state or federal agencies, when such an outbreak occurs to ensure the safety of all staff and students.

To ensure safety and security signs will be posted in strategic locations as reminders for all visitors to come to the main office and register.

**UCEN/Oasis Charter Public School
Salinas, California**

Policy Adopted: 8/29/2023

Section III Business

Article XXIII Lease Capitalization

The UCEN Board/Oasis Charter Public School understands its obligations to comply with all terms and conditions of this Lease Capitalization policy, effective July 1, 2022.

Leases that are not classified as short-term (duration of 12 months or less) and whose aggregate payments made equal to **\$16,000** or more will be capitalized ("Capitalization Threshold") in compliance with ASC 842, except as noted below:

- Leases that transfer ownership and do not contain termination options
- Short-term leases (12 months or less)
- Leases of assets that are investments
- Intangible assets (mineral rights, patents, software, copyrights)
- Biological assets (timber, living plants, living animals)
- Supply contracts
- \$1 Leases or similar, not an exchange/exchange-like transaction

This policy shall be reviewed annually and adjusted as conditions warrant.

Definitions:

Operating Lease: A contract that conveys control of the right to use another entity's nonfinancial asset (underlying asset) as specified by the contract for a period of time in an exchange or exchange-like transaction.

Finance Lease: A leasing arrangement in which the lessee obtains ownership of the leased asset by the end of the lease term.

Measurement of a Finance Lease

As of the commencement date of a lease, the lessee measures the liability and the right-of-use asset associated with the lease. These measurements are derived as follows:

Lease Liability: The present value of all known future lease payments.

Right-of-Use Asset: The lessee's right to use the leased asset which is amortized over the useful life of the asset.

Discount Rate/Incremental Borrowing Rate: 6.2%**Process Steps**

- School determines the need to enter into a lease or is currently party to a lease agreement.
- School determines that the lease meets ASC 842 capitalization requirements.
- School creates/maintains a spreadsheet using the payment schedule specified in the contract. This will include coding to be used over the lease period.
- A copy of the spreadsheet will be maintained, along with any future revisions.
- School reviews calculations for compliance with ASC 842 requirements.

Determining Lease Term

- Under ASC 842, the lease term begins at the commencement date and is based on the noncancellable period for which a lessee has the right to use an underlying asset, which should include any rent-free periods. In addition, whether an option to extend or terminate a lease, or to purchase the underlying asset, should be reflected in the lease term depends on which party (parties) has the right to exercise option, and in some cases the likelihood that the option will be exercised. The lease term may also be affected by the existence of a fiscal funding clause within the contract.

School will re-assess the lease term if one or more of the following occurs:

- Lessee or lessor elects to exercise an option even though originally determined that the lessee or lessor would not exercise that option, or vice-versa.
- An event specified in the contract that requires an extension or termination of the lease takes place.

**UCEN Board/Oasis Charter Public School
Salinas, California**

Policy Adopted: 5/31/2022

Revised: 8/29/2023

Section IV Personnel Services

Article VI Nondiscrimination in Employment

The Governing Board is responsible for providing a safe and positive environment where all employees are assured full and equal employment access and opportunities, protection from harassment and intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with the law. Employees include job applicants, interns, volunteers, and persons who contracted with the school to provide services, as applicable.

No employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment on the basis of the employees actual or perceived race, color, ancestry, national origin, age, religious creed, marital status pregnancy, physical or mental disability, medical condition, genetic information, ethnicity, orientation status, veteran or military status sex, sexual orientation, gender, gender identity, gender expression or association with a person or group with one or more of these actual or perceived characteristics.

The school shall not inquire into any employee's immigration status nor discriminate against an employee on the basis of their immigration status, unless there is a clear and convincing evidence that the school is required to do so in order to comply with the federal immigration law.

Discrimination in employment based on the characteristics listed in the second paragraph are prohibited in all areas of employment and in all employment-related practices including the following:

1. Hiring, compensation, terms, conditions, and other privileges of employment
2. Taking adverse employment actions such as termination or denial of employment, promotion, job assignment, or training
3. Unwelcome conduct whether verbal, physical, or visual, that is so severe or pervasive as to adversely affect an employee's employment opportunities or that has the purpose or effect of unreasonably interfering with the employee's work performance or creating an intimidating hostile or offensive work environment.

4. Actions and practices identified as unlawful or discriminatory in violation of law, such as:
- a. Requiring medical or psychological examination of a job applicant or making inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need.
 - b. Religious creed discrimination based on an employee's religious belief or observance, including religious dress or grooming practices, or based on the school's failure or refusal to use reasonable means to accommodate an employee's religious belief, observance, or practice which conflicts with an employment requirement.
 - c. Sex discrimination based on an employee's pregnancy, childbirth, breastfeeding, or any related medical condition or an employee's gender, gender expression, or gender identity, including transgender status.
 - d. Failure to make reasonable accommodation in accordance with the Reasonable Accommodation Policy.

The above prohibition applies not only to claims or complaints of sexual harassment or sexual assault, but to those involving harassment or discrimination based on any protected characteristic and to other unlawful employment practices under Fair Employment Housing Act (FEHA).

Retaliation is prohibited against an employee who opposes any discriminatory employment practice by the school, or its employees, agents, or representatives or who complains reports an incident testifies assists, or in any way participates in the school complaint process of this policy.

Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with specified procedures outlined in the accompanying administrative regulation.

Any employee of the school who engages in prohibited discrimination, harassment, or retaliation or who aids abets incites compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

Any employee, supervisor who observes or has knowledge of an incident of prohibitive discrimination or harassment shall report the incident to the Executive Director or designee as soon as practical.

The school shall retain and preserve all applications personnel records and employment referral records for at least four years after records are initially created or, received or, for an applicant or a terminated employee, for four years after the date of the employment action.

**UCEN Board/Oasis Charter Public School
Salinas, California**

Adopted Administrative Regulation: 8/29/2023

Section IV Personnel Services

Article VI Nondiscrimination in Employment

The UCEN Board and Oasis Charter Public School are committed to ensuring that all complaints filed regarding discrimination in employment are immediately addressed. All allegations of discrimination in employment, including those involving an employee, job applicant, intern, volunteer, or person contracted to provide services to the school shall be investigated and resolved in accordance with the specified procedures in this administrative regulation.

The UCEN Board designates the Executive Director as the coordinator for nondiscrimination who will be responsible for the investigation of discrimination in employment and any allegations of discrimination in employment in accordance law and procedures.

Natalie Zayas
Executive Director
Oasis Charter Public School
1135 Westridge Parkway
Salinas, California 93907
(831) 424-9003
info@oasischarterschool.org

Any allegation filed against the Executive Director shall be forwarded to a designee and a determination will be made as to who and how the complaint will be investigated.

Measures to Prevent Discrimination

To prevent unlawful discrimination, harassment, and retaliation the Executive Director or designee shall implement the following measures:

1. Display in a prominent and conspicuous location(s) accessible to employees such as school office, staff lounge, and post on the school website the California Department of Fair Employment and Housing (DEFH) posters regarding workplace discrimination and harassment and rights of transgender employees.
2. Provide the Board Policy (BP) and Administrative Regulation (AR) to employees at the orientation session prior to start of their position with verification of receipt of the BP and AR.

3. Include the BP and AR in the Employee Handbook
4. Periodically review the school HR manual regarding recruitment, selection, and promotion processes
5. Consider training of employees in recognizing problematic behaviors, comments, and potential interventions where practical to avert discrimination behaviors or actions.

Complaint Procedures

Complaints of sexual harassment shall be investigated and resolved in accordance with the school's Title IX Sexual Harassment Procedures if the alleged conduct meets the criteria of required for a Title IX Sexual Harassment complaint.

Any other complaint alleging unlawful discrimination or harassment shall be addressed in accordance with the following procedures:

Notice and Receipt of Complaint

A complainant may inform a supervisor, or Executive Director or designee.

1. The complainant may first attempt to resolve the situation informally.
2. A person who receives information about discrimination or harassment or observes an incident shall report it whether or not the complainant files a written complaint.
3. The written complaint should contain the complainant's name, the name of the individual who allegedly committed the act, a description of the incident the date and location where the incident occurred, any witnesses who may have relevant information, other evidence of the discrimination or harassment, and any other pertinent information which may assist in investigating and resolving the complaint.

Investigation Process

The coordinator shall initiate an impartial investigation of an allegation of discrimination or harassment within five business days of receiving the notice of the alleged discriminatory or harassing behavior regardless of whether a written complaint has been filed or whether the written complaint is complete.

1. The coordinator shall meet with the complainant to discuss the incident and actions being sought by the complainant in response to the allegation.
2. The coordinator shall inform the complainant that the investigation of the allegation will be timely, and thoroughly conducted to ensure collection of sufficient facts to make reasonable conclusions based on the information gathered during the investigation.

3. The coordinator shall inform all parties that the investigation will be kept confidential to the extent possible, and that some information may be revealed as necessary to conduct the investigation or unless required by law.
4. The investigation shall begin immediately, and the coordinator should interview the complainant the person accused, and other persons who could be expected to have relevant information.
5. The coordinator shall track and document the progress of the investigation to ensure reasonable progress and shall inform the parties as necessary.
6. When necessary, the coordinator may discuss the complaint with legal counsel.
7. The coordinator may determine if interim measures may be necessary with the parties involved to avoid and prevent future incidents. Such action(s) are not to be interpreted to mean a form of retaliation.

Written Report

No more than twenty (45) business days after receiving the complaint, the coordinator shall conclude the investigation and prepare a written report of the findings. The timeline may be extended for good cause and if so, the parties shall be notified of the reason(s) for the extension.

The report should include the following:

Date Report was completed.

Summary of steps taken during the investigation

Findings

Decision and reasons for the decision

Remedial/Corrective Actions that have or will be taken to address the behavior, options for remedial action(s) and resolutions for the complainant, ensure that retaliation or further discrimination or harassment is prevented.

Other Remedies

In addition to filing a discrimination or harassment complaint with the school, a person may file a complaint with either California Civil Rights Department or the Federal Equal Employment Opportunity Commission.

Time Limits

1. To file a complaint with Civil Rights Department it must be done within three years of the alleged discriminatory act(s) unless exceptions exist in the Government Code.
2. To file a valid complaint directly to EEOC, must be done within 180 days of the alleged discriminatory act(s).
3. To file a valid complaint simultaneously with EEOC and the Civil Rights Department after first filing a complaint the EEOC's deadline is 300 days of the alleged discriminatory act(s).

**If UCEN Board/Oasis Charter Public School
Salinas, California**

Policy Adopted: 3/29/2022

Revised: 10/25/2022, 11/29/2022, 8/29/2023

Section IV Personnel Services

Article X Leaves and Personal Time Off (PTO)

Leaves - General

The UCEN Board recognizes that employees may be entitled to paid sick leave benefits in accordance with the Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA). Effective January 1, 2023, AB 1041, expands the class of people under CFRA for whom an employee may take leave to care for a person to include a "designated person." A "designated person" means any individual related by blood or whose association with the employee is the equivalent of a family relationship. The "designated person is to be identified at the time the employee request the leave. An employer may limit an employee to one designated person in a twelve (12) month period.

The UCEN Board also recognizes that as of January 1, 2021, that both laws require the Oasis Charter Public School (OCPS) to permit each eligible employee to take up to (12) workweeks, or (26) twenty six workweeks that is provided for in FMLA and/or CFRA leave in any (12) twelve month period as defined in the legislation.

Employees who work in California on or after July 1, 2015, and work for 30 or more days within a year are entitled to paid sick leave. The sick leave days for Part-time and temporary employees may be used beginning on the 90th day of their employment.

All employees who are contracted for a minimum of .75FTE (Full Time Equivalent) to 1.0FTE shall receive 5 days of sick leave at the beginning of each year commensurate with their first day of paid service and whose contract is based on a full time work year. Sick Leave does not accrue beyond 10 days and there is no cash-out provision or pay out upon termination for any unused sick leave.

Paid Sick Leave

Sick leave may be used for the diagnosis, care, or treatment of an existing health condition of, or preventative care for, an employee or an employee's family member which include children, (biological or adoptive) foster child, stepchild legal ward, or a child to whom the employee stands in loco parentis, regardless of age or dependency, sibling, a biological, adoptive, or foster parent, stepparent or

Leaves (cont.)

legal guardian of an employee or the employee' spouse or registered domestic partner or a person who stood in loco parentis when the employee was a minor child, grandparent, grandchild, registered domestic partner, or a designated person. Sick leave may also be used when an employee needs to manage matters surrounding domestic violence, sexual assault, stalking or when their worksite or their child's school or daycare closes due to public emergencies.

Time off for illness may also be considered time taken off for FMLA and/or CFRA. The employee should consult with the Executive Director for additional information.

Unpaid Leaves of Absence

The UCEN Board understands that under certain circumstances that may arise whereby an employee may need to temporarily leave their job. Under these certain circumstances, the Board may at its sole discretion grant leaves of absence to employees. Such requests shall include the expected duration of time the employee may need. The employee should consult with the Executive Director or designee to assess the type of request and the requirements of the employee if such a leave is granted or denied.

Personal Time Off (PTO)

Eligible full-time employees shall receive a maximum of 5 full days of PTO at the beginning of an academic school year. Employees who work less than 40 hours per week do not receive PTO.

PTO may be used for family leave, bereavement, jury duty if additional sick leave is exhausted. PTO may not be used for additional vacation time. Employees who request PTO are required to provide a minimum of three days notice to the Executive Director or designee. The Executive Director, or designee will determine whether the PTO request qualifies as PTO paid time or unpaid leave.

PTO does not accrue beyond 5 days. Unused PTO is not paid out upon release or termination of employment.

Types of Leaves

Leaves of absence that may be granted as paid or unpaid leaves of absences, employees should consult with the Executive Director or designee to assess the type of leave being requested and determine the circumstances and requirements of granting the leave.

Leaves

Pregnancy Leave

Jury and Witness Duty

Victim of Domestic Violence

Victim of Crime

Voting

Civil Air Patrol

Bone Marrow and Organ Donor

Volunteer Firefighters

Reserve Peace Officer

Emergency Rescue Personnel

Industrial Accident or Illness

**Military Leave*

Drug and Rehabilitation Leave

**Funeral/Bereavement Leave*

Personal Leave of Absence

Medical Leave of Absence

Attending Child's School Activities

Attending Child's Discipline Conference

Adult Literacy Programs

Serve as Election Official

Conference

*Effective 1/1/2023 granting leave without pay as provided by federal law, who are members of reserve military unit or National Guard or perform inactive duty obligations, other than training drills. Allows employees to use vacation time to attend or perform inactive duty obligations, other than training drill periods. Employee who is granted a short-term military leave for active military duty entitled to their salary or compensation for 30 calendar days of active duty served during the absence.

*Effective 1/1/2023 employees may take up to five (5) days of bereavement upon the death of a family member, defined as spouse, or a child, parent, sibling, grandparent, grandchild, domestic partner or parent-in-law. The five (5) days may not be taken consecutively but must be taken within three (3) months of the death.

Any questions or concerns regarding a leave request must first be addressed to the Executive Director or designee to ensure that employees are complying with the use of leave and PTO.

**UCEN Board/Oasis Public Charter School
Salinas, California**

Policy Adopted: 5/31/2022

Revised: 5/30/2023

Section V Student Services

Article XIII Nondiscrimination, Harassment, Intimidation, Bullying

The UCEN Board/Oasis Charter Public School (OCPS) recognizes the need to create and maintain a learning environment where students and employees are treated with dignity, decency, and respect in accordance with Safe Place to Learn Act.

The school is committed to enforcing the prevention of, Discrimination, Harassment, Intimidation and Bullying at all levels to create an environment free from all forms of discrimination, harassment, intimidation, and bullying. based on the following characteristics, whether actual or perceived: race or ethnicity (including ancestry, color, ethnic group identification and ethnic background; race is inclusive of traits historically associated with race, including, but not limited to, hair texture and protective hairstyles, including, but not limited to, such hairstyles as braids, locks and twists), religious creed (including religious dress and grooming practices), color, national origin (including language use restrictions), immigration status, citizenship status, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy or childbirth), gender, gender identity, gender expression, age, sexual orientation, military and veteran status, or association with a person or group with one or more of the aforementioned characteristics or any other legally protected category is unlawful and undermines the character and purpose of the School. Such discrimination, harassment, intimidation, or bullying violates School policy and will not be tolerated. This policy applies to anyone on campus at the school or those attending school sponsored activities.

Any form of retaliation against anyone who has complained or formally reported discrimination, harassment, intimidation or bullying or against anyone who has participated in an investigation of such a complaint, regardless of whether the complaint relates to the complaining person or someone else, will not be tolerated and violates this policy and the law.

Allegations of sexual harassment by employees may be processed internally through the School's UCP but may eventually be referred to the Department of Fair Employment and Housing.

If the school possesses information that could indicate immigration status, citizenship status or national origin information, the school shall not use the acquired information to discriminate against any students or families or bar children from enrolling in or attending school. If parents/guardians choose not to provide information that could indicate their or their children's immigration status, citizenship status or national origin information, the school shall not use such actions as a basis to discriminate against any students or families or bar children from enrolling or attending school.

Each year, the school shall educate students about the negative impact of bullying other students based on their actual or perceived immigration status or their religious beliefs or customs. The school shall also train teachers, staff, and personnel to ensure that they are aware of their legal duty to take reasonable steps to eliminate a hostile environment and respond to any incidents of harassment based on the actual or perceived characteristics noted above. Such training shall provide School personnel with the skills to do the following:

- Discuss the varying immigration experiences among members of the student body and school community.
- Discuss bullying-prevention strategies with students and teach students to recognize the behavior and characteristics of bullying perpetrators and victims.
- Identify the signs of bullying or harassing behavior.
- Take immediate corrective action when bullying is observed; and
- Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior.
- Discuss if a person believes they are being harassed, bullied, sexually harassed, intimidated or feeling retaliated against, they have the right to tell the person that their comments and/or behavior is offensive and to tell them to STOP.
- All personnel should know that they have a responsibility to intervene when it is safe to do so whenever they witness any form of harassment, intimidation, retaliation and or bullying.

Definitions

Discrimination

Discrimination is adverse treatment of any person based on the protected class from participating or benefiting from school activities or services.

Harassment

Harassment is unwelcome verbal or physical conduct prohibited by law directed toward, or differential treatment of, a student because of his/her membership (or perceived membership) in any protected group or on any other prohibited basis. The harasser can be a student, a School official or employee, or someone who is not an employee of the school, such as a vendor or parent.

Examples of such conduct include, but are not limited to:

- Offensive or degrading remarks, verbal abuse, or other hostile behavior such as insulting, teasing, mocking, name calling, degrading, or ridiculing another person or group;
- Racial slurs, derogatory remarks about a person's accent, or display of racially offensive symbols;
- Unwelcome or inappropriate physical contact, comments, questions, advances, jokes epithets or demands;

- Physical assault or stalking;
- Displays or electronic transmission of derogatory, demeaning, or hostile materials; and
- Graphic and written statements, which may include use of cell phones or the Internet.

Harassment does not have to include intent to harm, be directed at a specific target or involve repeated incidents. Harassment creates a hostile environment when the conduct is sufficiently severe, pervasive, or persistent to interfere with or limit a student's ability to participate in or benefit from the services, activities or opportunities offered by the school.

Sexual Harassment

Sexual harassment is a form of harassment based on sex, including sexual harassment, gender harassment and harassment based on pregnancy, childbirth or related medical conditions, gender identity, gender expression, and sexual orientation. It generally involves unwanted sexual advances, or visual, verbal, or physical conduct of a sexual nature. This definition includes many forms of offensive behavior and includes gender-based harassment of a person of the same sex as the harasser. The following is a partial list of violations:

- Unwanted sexual advances;
- Offering educational benefits in exchange for sexual favors;
- Making or threatening reprisals after a negative response to sexual advances;
- Visual conduct: leering, making sexual gestures, displaying of suggestive objects or pictures, cartoons, or posters;
- Verbal conduct: making or using derogatory comments, epithets, slurs and jokes;
- Verbal sexual advances or propositions;
- Verbal abuse of a sexual nature, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, suggestive, or obscene letters, notes or invitations; and
- Physical conduct: touching, assault, impeding or blocking movements.

Intimidation

Intimidation includes adverse actions intended to fill another with fear, to overawe or cow, as through force of personality or by superior display of wealth, talent, etc., or to force another into or deter from some action by inducing fear.

Bullying

Bullying may take place in a variety of hostile acts that are carried out repeatedly over time. The acts involve a real or perceived imbalance of power, with the more powerful child or group attacking those who are less powerful. It may be physical (hitting, kicking, spitting, pushing), verbal (taunting, malicious teasing, name calling, threatening), or psychological (spreading rumors, manipulating social relationships, or promoting social exclusion,

extortion, or intimidation). Bullying is any severe or pervasive action or conduct directed toward one or more students that have the effect of one or more of the following:

- 1) places a reasonable student in fear of harm to that student's person or property;
- 2) causes a reasonable student to experience a substantially detrimental effect on his or her physical or mental health;
- 3) causes a reasonable student to experience substantial interference with his or her academic performance;
- 4) causes a reasonable student to experience interference with his or her ability to participate in or benefit from the services, activities or privileges provided by the school.

Other types of bullying:

- **Sexual bullying** includes many of the actions typical of bullying behavior with the added actions of exhibitionism, voyeurism, sexual propositioning, sexual harassment and sexual abuse (touching, physical contact, sexual assault).
- **Bias or hate-motivated bullying** is a basic bias against or hate for a person or group. Examples include taunting one's race, religion, national origin, sexual orientation, or physical or mental disabilities. The bullying behavior may also be aggressive, antagonistic, and assaultive.
- **Hazing** is a form of aggressive behavior that usually involves intimidation and humiliation during an initiation for a student organization or body, club, group, or sports team. It may involve conduct that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. Hazing does not include athletic events or school-sanctioned events.
- **Cyberbullying** involves bullying conduct that is created or transmitted by means of an electronic device, including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager communicating any of the following:
 - 1) a message, text, sound or image;
 - 2) a post on a social network Internet Web site, including a "Burn Page," an impersonation of another student, and a false profile.
- **Cyber sexual bullying** involves dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a student to another student or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more effects described in (1) – (4) above. A photograph or other visual recording shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

Social media bullying involves bullying through forums for social media, such as internet websites with free registration and ease of registration, internet websites offering peer-to-peer instant messaging (such as Snapchat, Tox, FireChat, Orbit, Bleep),

internet websites offering comment forums (such as FaceBook, Twitter, Reddit) and internet websites offering image or video posting platforms (such as YouTube, Instagram, Twitch, Imgur).

Retaliation

Retaliation is any adverse action taken against a student because they filed a charge of harassment, discrimination, intimidation or bullying complaint to the school or another agency or participated in an investigation about the same (such as an internal investigation or lawsuit), including as a witness. Retaliation also includes adverse action taken against someone who is associated with the individual opposing the perceived harassment, discrimination, intimidation or bullying.

Reporting Discrimination, Harassment, Intimidation, Bullying or Retaliation

Any student who believes that he or she has been the victim of discrimination, harassment, intimidation, bullying, or retaliation prohibited by this policy, or any student who has witnessed such discrimination, harassment, intimidation, bullying or retaliation, should immediately report the circumstances in accordance with the procedure set forth below. The school will investigate any conduct that violates this policy, even in the absence of a complaint, and take remedial action where appropriate.

A student may make a complaint, written or oral, to any of the individuals listed below:

- Their teacher, school counselor or other school personnel
- The Executive Director or designee of the school

Complaints may be submitted to the Executive Director or designee by any of the following methods:

Natalie Zayas, Executive Director
Oasis Charter Public School
1135 Westridge Parkway
Salinas, Ca. 93907

Phone: 1-831-424-9003
Email: info@oasischarterschool.org

Any teacher, school counselor or other school employee that receives any complaints of misconduct, or personally observes, learns about from others, or reasonably suspects has occurred, shall report the same to the Executive Director or designee so that the school may attempt to resolve the claim internally. Any school personnel that witness an act of discrimination, harassment, intimidation, bullying or retaliation shall take immediate steps to intervene when it is safe to do so. If such an act committed by the Executive Director can be submitted to the Executive Director's designee or to the Board President. The discretion to investigate the allegation will be determined.

Investigation and Disposition of Complaints

The school will conduct a prompt, thorough and impartial investigation that provides all parties appropriate due process and reaches reasonable conclusions based on the evidence

collected. The investigation, conducted by a qualified investigator(s) (who may be a school employee), will include an interview with the alleged student-victim and their parent(s)/guardian(s). It may also include interviews with the person who made the initial report, the complainant (if not the alleged victim), the alleged wrongdoer and/or any other person who may have information to cooperate with any investigation. The investigator may also review any relevant documents.

The school will work promptly to complete its investigation within thirty (30) days. Confidentiality of the complaint and investigation will be kept by the school to the extent possible but note that the investigation will not be completely confidential. The school shall ensure confidentiality with respect to a student's or family's immigration status unless otherwise required by law.

The investigator (if a third party) will report their findings to the Executive Director or designee and/or Board of Directors. Where the investigator concludes that a violation of this policy has occurred, the Executive Director or designee and/or Board of Directors will take prompt and appropriate remedial action, including disciplinary action. Depending upon the circumstances, disciplinary action may include, but is not limited to suspension and/or recommendation for expulsion. Discipline for a violation of this policy is not progressive, so a first violation of this policy may warrant suspension or a recommendation for expulsion.

Every complaint will trigger the creation of an investigation file. The investigation file will consist of the initial complaint, the final investigative report, including a record of the remedial action to be taken, if any, and all documents created, used, or reviewed during the investigation.

At the conclusion of the investigation, the Executive Director or designee shall notify the complainant of the way it has resolved the matter. If, within 30 days after notification of resolution, the complainant does not agree with the resolution, the complainant may appeal the matter to the Board of Directors of the school by filing a notice of appeal stating the reasons for the appeal and specific disagreement with the school's resolution of the complaint. The Board of Directors will provide the student with a final decision of the school's resolution 5 days after the Board of Directors' next regularly scheduled board meeting. If the student does not agree with the final determination of the Board of Directors, the student may appeal to the California Department of Education using the appeal process adopted in the School's Uniform Complaint Procedures.

Parental Notification

Each year, the school shall notify parents/guardians of their children's right to a free public education, regardless of immigration status or religious beliefs. This information shall include information related to the "Know Your Rights" immigration enforcement established by the California Attorney General. The school shall also inform students who are the victims of hate crimes of their right to report such crimes.

Sexual Harassment Poster

The school shall create a poster that notifies pupils of the applicable written policy on sexual harassment. The poster shall display, at a minimum, all of the following: 1) The rules and procedures for reporting a charge of sexual harassment; 2) The name, phone number and email address of an appropriate school official to contact to report a charge of sexual harassment; 3) The rights of the reporting pupil, the complainant, and the respondent and the responsibilities of the School in accordance with the School's written policy on sexual harassment.

The poster will be prominently and conspicuously displayed in each bathroom and locker room at the school site. It may be prominently and conspicuously displayed in public areas at the school site that are accessible to, and commonly frequented by students, including, but not limited to classrooms, classroom hallways, gymnasiums, auditoriums, and cafeterias. The governing board of the school shall have full discretion to select the appropriate public areas to display the poster at the school site. The governing board of the school shall have full discretion to select the appropriate public areas to display the poster at the school site.

Posting

This policy shall be posted on the school's internet website in a manner that is easily accessible to parents/guardians/students.

Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 9.1: Oasis Community Council (OCC) budget request

BOARD MEETING DATE: August 29, 2023

BOARD AGENDA ITEM INFORMATION

- OCC request of \$1,540.00 for the months of August and September
- OCC Budget attached

Administration Recommendation: Approve__X__ **Information**_____

Person submitting item: OCC

2023-2024 OCC Accounting report By Acting

Treasurer, Cher Onitsuka 2023-2024

Balance \$3,876.68

June Detail Budget \$ Unused Expense Revenue and \$

Donation Donations in \$ amount \$0.00 \$0.00 \$0.00

TOTAL \$0.00 \$0.00 \$0.00 \$0.00

July Detail Budget \$ Unused Expense Revenue and \$

Donation Donations in \$ amount \$0.00

TOTAL \$0.00 \$0.00 \$0.00 \$0.00 \$0.00

August Detail Budget \$ Unused Expense Revenue and \$

Donation Donations in \$ amount All parent meeting -
hot dogs chips drinks sale \$100

Assembly - coffee and treats \$120

OCC meeting - dinner 100

TOTAL (\$ 320.00) (\$ -) (\$ -) (\$ -) \$0.00 Total for

June to August \$320.00 \$0.00 \$0.00 \$0.00 September Detail

Budget \$ Unused Expense Revenue and \$ Donation

Donations in \$ amount Toro park family day rental \$250.00

Jump house \$200.00

Food and other supplies \$550.00 \$0.00 Assembly -
coffee and treats \$120.00

OCC meeting - meeting \$100.00

TOTAL (\$ 1,220.00) (\$ -) (\$ -) \$0.00 October Detail

Budget \$ Unused Expense Revenue and \$ Donation

Donations in \$ amount

TOTAL (\$ -) (\$ -) (\$ -) (\$ -) \$0.00 November

Detail Budget \$ Unused Expense Revenue and \$ Donation

Donations in \$ amount

TOTAL (\$ -) (\$ -) (\$ -) (\$ -) \$0.00 December

Detail Budget \$ Unused Expense Revenue and \$ Donation

Item Donations in \$ amount

TOTAL (\$ -) (\$ -) (\$ -) (\$ -) \$0.00

Total for Sept to Dec (\$ 1,220.00) (\$ -) (\$ -) (\$ -) \$0.00

January Detail Budget \$ Unused Expense Revenue and \$ Donation
Item Donations in \$ amount

TOTAL (\$ -) (\$ -) (\$ -) (\$ -) \$0.00 February

Detail Budget \$ Unused Expense Revenue and \$ Donation

Item Donations in \$ amount

TOTAL (\$ -) (\$ -) (\$ -) (\$ -) \$0.00 March Detail

Budget \$ Unused Expense Revenue and \$ Donation Item

Donations in \$ amount

TOTAL \$0.00 (\$ -) (\$ -) \$0.00 \$0.00 April Detail

Budget \$ Unused Expense Revenue and \$ Donation Item

Donations in \$ amount

TOTAL (\$ -) (\$ -) \$0.00 \$0.00 \$0.00 May Detail

Budget \$ Unused Expense Revenue and \$ Donation Item

Donations in \$ amount

TOTAL (\$ -) (\$ -) (\$ -) (\$ -) \$0.00 June Detail

Budget \$ Unused Expense Revenue and \$ Donation Item

Donations in \$ amount

TOTAL (\$ -) (\$ -) (\$ -) (\$ -) \$0.00 Total from Jan to

June (\$ -) (\$ -) (\$ -) (\$ -) \$0.00 Budgeted \$

Budget	Donation Item
Unused Expense	Donations in \$
Revenue and \$	amount
Total overall: (\$ -) (\$ -) (\$ -) (\$ -) \$0.00	

REVENUE to Date \$0.00

BALANCE LEFT to Date \$3876.68,

Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 9.3: Board Roles, see Bylaws

BOARD MEETING DATE: August 29, 2023

BOARD AGENDA ITEM INFORMATION

- Board President, Jackie Vasquez
- Board Roles and Bylaws
- Bylaws attached which define Board roles and responsibilities

Administration Recommendation: Approve_____ Information X

Person submitting item: Board President Jackie Vasquez

UNDER CONSTRUCTION EDUCATION NETWORK, INC.,

a California Non-Profit Corporation
D.B.A. Oasis Public Charter School

Board Approved 6/20/23

FOURTH AMENDED BYLAWS Of

Under Construction Educational Network, Inc.,
A California Nonprofit Public Benefit Corporation

Article I - Name

The name of the Corporation is Under Construction Educational Network, Inc., referred to hereafter as UCEN.

Article II - Authority

UCEN, formerly named "All Children for Tomorrow" was formed by Barbara Blalock on July 26, 1998. Authority was passed to the Board of Directors on March 27, 2000. The Board of Directors officially changed the name of the Corporation on April 27, 2000.

Article III - Purpose

The purpose of the Corporation is to manage, operate, guide, direct and promote one or more California public charter schools. Also in the context of these purposes, the Corporation shall not, except to an insubstantial degree, engage in any other activities or exercise of power that do not further the purposes of the Corporation.

The Corporation shall not carry on any other activities not permitted to be carried on by: (a) a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code; or (b) a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code. No substantial part of the activities of the Corporation shall consist of the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distributing of statements) any political campaign on behalf of or in opposition to any candidate for public office.

Article IV - Offices

Section 1. Principal Office

The principal office of the Corporation for the transaction of its business is located at 1135 Westridge Parkway, Salinas, in Monterey County, California.

Section 2. Other Offices

The Corporation may also have offices at such other places, within or without the State of California, where it is qualified to do business, as its business may require and as the board of directors may, from time to time, designate.

Article V - Members

There are no members of this Corporation.

Article VI - Directors

Section 1. Number

The Board of Directors ("Board") shall be no less than three (3) and no more than five (5) members and no more than two alternate members at a given time unless changed by amendments to these Bylaws. The Board of Directors should be a mix of community members and parents with no more than two (2) current parents on the Board at a given time. All directors shall have full voting rights, including any representative appointed by the chartering authority as consistent with Education Code Section 47604(c). If the chartering authority designates a representative to serve on the Board of Directors, the Board of Directors may appoint an additional director to ensure an odd number of Board members.

Section 2. Powers

The Board of Directors shall have all the powers, duties and responsibilities as given by law, and all powers normally given to the members. Subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, and subject to any limitations of the Articles of Incorporation or Bylaws, the Corporation's activities and affairs shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Directors.

Section 3. Terms

Each director shall hold office unless otherwise removed from office in accordance with these Bylaws for four (4) years and until a successor director has been designated and qualified. In case of an emergency, the Board can appoint a director whose term is expiring to another term that is no longer than one year.

Section 4. Appointment

All directors, except for the representative designated by the chartering authority, shall be appointed at the annual meeting in June by a majority vote of the seated directors. At the Board meeting prior to the Annual Meeting, the Governance Committee shall present the names of candidates for appointment to the Board.

Section 5. Vacancies

Vacancies on the Board of Directors shall exist (1) on the death, resignation or removal of any director; (2) if the Board of Directors declares by resolution of a vacancy in the office of a director who has been convicted of a felony, declared of unsound mind by a court order, or found by final order or judgment of any court to have breached a duty under California Nonprofit Public Benefit Corporation Law, Chapter 2, Article 3; and (3) whenever the number of authorized directors is increased.

Any director may resign effective upon giving written notice to the President, the Secretary, or the Board of Directors, unless the notice specifies a later time for the effectiveness of such resignation. No director may resign if the Corporation would then be left without a duly elected director or directors in charge of its affairs, except upon notice to the Attorney General.

The President shall propose Board candidates for Board appointed seats following consultation with the Governance Committee. All directors, except for the representative appointed by the chartering authority, shall be appointed by majority vote of the Board or, if the number of directors then in office is less than a quorum, by (1) the affirmative vote of a majority of the directors then in office at a regular or special meeting of the Board, or, or (2) a sole remaining director. A vacancy in the seat of the representative of the chartering authority shall be filled by the chartering authority.

A person appointed to fill a vacancy shall serve for the remainder of the unexpired term and until a successor director has been designated and qualified. If the remainder of the unexpired term is less than one (1) year, that portion shall not be included in the term limit.

Section 6. Removal

Any director, except for the representative appointed by the chartering authority, may be removed, with or without cause, by an affirmative two-thirds (2/3) vote of the directors then in office at a special meeting called for that purpose, or at a regular meeting, provided that notice of that meeting and such removal are given in compliance with the provisions of the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Division 2 of Title 5 of the Government Code) as said chapter may be modified by subsequent legislation ("Brown Act"). The representative designated by the chartering authority may be removed without cause by the chartering authority or with the written consent of the chartering authority. Section

Section 7. Compensation

Directors shall serve without compensation but may receive reasonable advancement or reimbursement of expenses incurred in the performance of regular duties in accordance with the provisions of adopted policies.

Section 8. Restriction Regarding Interested Directors

No persons serving on the Board may be interested persons. For purposes of this Section, "interested persons" means either:

- a. Any person who is currently being compensated by the Corporation for services rendered it within the previous twelve (12) months, whether as a full- or part-time officer or other employee, independent contractor, or otherwise, excluding any reasonable reimbursement paid to a director as director; or
- b. Any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of any such person.

Section 9. Place of Meetings

- A. Meetings shall be held at the principal office of the Corporation unless otherwise provided by the Board. The Board of Directors may also designate that a meeting be held at any place within the physical boundaries of the county in which the charter school is located. All meetings of the Board of Directors shall be called, held and conducted in accordance with the terms and provisions of the Brown

Act. A two-way teleconference location shall be established at each school site. Members of the Board of Directors may participate in teleconference meetings so long as all of the following requirements in the Brown Act are complied with¹:

- a. At a minimum, a quorum of the members of the Board of Directors shall participate in the teleconference meeting from locations within the physical boundaries of the county in which that charter school or schools are located;
 - b. All votes taken during a teleconference meeting shall be by roll call;
 - c. If the Board of Directors elects to use teleconferencing, it shall post agendas at all teleconference locations with each teleconference location being identified in the notice and agenda of the meeting;
 - d. All locations where a member of the Board of Directors participates in a meeting via teleconference must be fully accessible to members of the public, shall be listed on the agenda; and members of the public shall be provided with an opportunity to address the Board of Directors directly at each teleconference location²;
 - e. Members of the public must be able to hear what is said during the meeting; and
 - f. Members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call³.
- B. The Board shall adopt a regular Board meeting schedule at the annual Board meeting. The regular Board meeting schedule may be revised as necessary by the Board of Directors. The President shall have the authority to reschedule a regular meeting as necessary to establish a quorum of directors. Regular meetings of directors shall be held once each month with the May meeting designated as the Corporation's Annual Meeting.
- C. Special meetings of the Board of Directors may be called by the President or by a majority of the Board. If a President has not been elected then the Vice-President is authorized to call a special meeting in place of the President. The party calling a special meeting shall determine the place, date, and time thereof.
- D. Regular meetings of the board may be held with seventy-two (72) hours' notice in compliance with the Brown Act. the Board of Directors, or its designee shall post an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting.
- E. In accordance with the Brown Act, special meetings of the Board of Directors may be held only after twenty-four (24) hours' notice is given to the public through the posting of an agenda. Directors shall also receive at least twenty-four (24) hour notice of the special meeting, in the following manner:

¹ Pursuant to Government Code Section 54953, the Corporation may use teleconferencing without complying with the requirements of paragraphs (a), (c), and (d) if the Corporation complies with the requirements of Section 54953(e).

² This means that members of the Board of Directors who choose to utilize their homes or offices as teleconference locations must open these locations to the public and accommodate any members of the public who wish to attend the meeting at that location.

³ The Brown Act prohibits requiring members of the public to provide their names as a condition of attendance at the meeting.

- a. Any such notice shall be addressed or delivered to each director at the director's address as it is shown on the records of the Corporation, or as may have been given to the Corporation by the director for purposes of notice, or, if an address is not shown on the Corporation's records or is not readily ascertainable, at the place at which the meetings of the Board of Directors are regularly held.
- b. Notice by mail shall be deemed received at the time a properly addressed written notice is deposited in the United States mail, postage prepaid. Any other written notice shall be deemed received at the time it is personally delivered to the recipient or is delivered to a common carrier for transmission, or is actually transmitted by the person giving the notice by electronic means to the recipient. Oral notice shall be deemed received at the time it is communicated, in person or by telephone or wireless, to the recipient or to a person at the office of the recipient whom the person giving the notice has reason to believe will promptly communicate it to the receiver.

The notice of special meeting shall state the time of the meeting, the place, and the general nature of the business proposed to be transacted at the meeting. No business, other than the business the general nature of which was set forth in the notice of the meeting, may be transacted at a special meeting.

- F. A quorum for the transaction of business shall consist of a majority of the director then in office. All acts or decisions of the Board of Directors, except as otherwise provided in these Bylaws, will be by majority vote of the directors in attendance, based upon the presence of a quorum. Should there be less than a majority of the directors present at the inception of any meeting, the meeting shall be adjourned. Directors may not vote by proxy. The vote or abstention of each Board member present for each action taken shall be publicly reported.
- G. Meetings of the Board of Directors shall be presided over by the President. In his or her absence, the meeting shall be presided over by the Vice President or, in the absence of each of these persons, by a Chairperson chosen by a majority of the directors present at the meeting. The Secretary shall act as secretary of all meetings of the Board, provided that, in his or her absence, the President shall appoint another person to act as Secretary of the Meeting. Meetings shall be governed by commonly accepted parliamentary procedures insofar as such rules are not inconsistent with or in conflict with these Bylaws, with the Articles of Incorporation of this Corporation, or with provisions of law.

Section 10. Non-Liability of Directors

The directors shall not be personally liable for the debts, liabilities, or other obligations of the Corporation.

Section 11. Indemnification By Corporation of Directors, Officers, Employees and Other Agents

To the fullest extent permitted by law, the Corporation shall indemnify its directors, officers, employees, and other persons described in Corporations Code Section 5238(a), including persons formerly occupying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that section, and including an action by or in the right of the Corporation by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in that section of the Corporations Code.

On written request to the Board of Directors by any person seeking indemnification under Corporations Code Section 5238 (b) or Section 5238 (c) the Board of Directors shall promptly decide under Corporations Code

Section 5238 (e) whether the applicable standard of conduct set forth in Corporations Code Section 5238 (b) or Section 5238 (c) has been met and, if so, the Board of Directors shall authorize indemnification.

Section 12. Insurance for Corporate Agents

The Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Corporation (including a director, officer, employee or other agent of the Corporation) against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such.

Article VII - Officers

Section 1. Officers

The officers of the Corporation shall be a President, a Vice-President, Secretary, Treasurer and an Executive Director. Any number of offices may be held by the same person, except that neither the Secretary nor the Treasurer may serve concurrently as either the President or the Executive Director.

Section 2. Qualification, Election and Term of Office

Any board member in good standing may serve as an officer of this Corporation. A slate of Officers shall be presented for consideration by the Governance Committee at the Board meeting prior to the annual meeting. Officers shall be elected by the Board of Directors at the annual meeting in June and shall hold office for one year.

Section 3. Removal and Resignation

Without prejudice to the rights of any officer under an employment contract, the Board of Directors may remove any officer with or without cause an affirmative two-thirds (2/3rd) vote of the Board of Directors, at any time. Any officer may resign at any time by giving written notice to the Board of Directors or to the President or Secretary. Any such resignation shall take effect at the date of receipt of such notice or at any later date specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 4. Vacancies

Any vacancy caused by the death, resignation, removal, disqualification, or otherwise, of any officer shall be filled by the Board of Directors. In the event of a vacancy in any office other than that of President, such vacancy may be filled temporarily by appointment by the President until such time as the Board shall fill the vacancy. Duties of the President caused by a vacancy shall be fulfilled by the Vice President until the next election cycle.

Section 5. Duties

The duties of each officer shall be those normally incident to such office and other duties as assigned or designated by the Board.

A. President

The President shall preside at all meetings of the Board of Directors. Except as otherwise expressly provided by law, by the Articles of Incorporation, or by these Bylaws, he or she shall, in the name of the Corporation, execute such deeds, mortgages, bonds, contracts, checks, or other instruments which may from time to time be authorized by the Board of Directors. The President shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time.

B. Vice President

In the absence of the President, or in the event of his or her inability or refusal to act, the Vice President shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President. The Vice President shall have other powers and perform such other duties as may be prescribed by law, by the Articles of Incorporation, or by these Bylaws, or as may be prescribed by the Board of Directors.

C. Secretary

The Secretary shall:

- a. Certify and keep at the principal office of the Corporation the original, or a copy of these Bylaws as amended or otherwise altered to date.
- b. Keep at the principal office of the Corporation or at such other place as the Board may determine, a book of minutes of all meetings of the directors, and, if applicable, meetings of committees of directors. The minutes of meetings shall include the time and place that the meeting was held; whether the meeting was annual, regular, special, or emergency and, if special or emergency, how authorized; the notice given; the names of the directors present at Board of Directors and committee meetings; and the vote or abstention of each Board member present for each action taken.
- c. See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law.
- d. Be custodian of the records and of the seal of the Corporation and see that the seal is affixed to all duly executed documents, the execution of which on behalf of the Corporation under its seal is authorized by law or these Bylaws.
- e. Exhibit at all reasonable times to any director of the Corporation, or to his or her agent or attorney, on request of the Articles of Incorporation, Bylaws and the minutes of the proceedings of the directors of the Corporation.
- f. Shall exercise and perform such other powers and duties as the Board of Directors may assign from time to time.

D. Treasurer

The Treasurer shall:

- a. Oversee the preparation of and adherence to an annual budget. The fiscal year shall be July 1 to June 30.
- b. Serve on the Board Finance Committee and present quarterly reports to the Board.
- c. Keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of the Corporation's properties and transactions.

- d. Exhibit at all reasonable times the books of account and financial records to any director of the Corporation, or to his or her agent or attorney, on request therefore.
- e. Prepare, or cause to be prepared, and certify, or cause to be certified, the financial statements to be included in any required reports.
- f. Deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the Corporation with such depositories as the Board of Directors may designate.
- g. Disburse the Corporation's funds as the Board of Directors may order.
- h. Render to the President, Chair, if any, and the Board, when requested, an account of all transactions as Treasurer and of the financial condition of the Corporation; and
- i. Have such other powers and perform such other duties as the Board, contract, job specification, or the bylaws may require.

E. Executive Director

The Executive Director shall be the general manager of the Corporation and shall supervise, direct, and control the Corporation's activities, affairs, and officers as fully described in any applicable employment contract, agreement, or job specification. The Executive Director shall have such other powers and duties as the Board of Directors or the Bylaws may require.

Article VIII - Committees

Section 1. Committee of the Board of Directors

The Board, by resolution adopted by a majority of the directors then in office, may create one or more committees of the Board, each consisting of two or more directors and no one who is not a director, to serve at the pleasure of the Board. Appointments to committees of the Board of Directors shall be by majority vote of the directors then in office. The Board of Directors may appoint one or more directors as alternate members of any such committee, who may replace any absent member at any meeting. Any such committee shall have all the authority of the Board, to the extent provided in the Board of Directors' resolution, except that no committee may:

- a. Fill vacancies on the Board of Directors or any committee of the Board;
- b. Amend or repeal bylaws or adopt new bylaws;
- c. Amend or repeal any resolution of the Board of Directors that by its express terms is not so amendable or subject to repeal; or
- d. Create any other committees of the Board of Directors or appoint the members of committees of the Board.

Section 2. Advisory Committees

The Board may also create one or more advisory committees composed of directors and non-directors. The Board shall be authorized to appoint such committees as it deems necessary.

- A. All Committee Chairs shall be appointed by the President with the advice and consent of the Board. They shall serve one-year terms and may serve up to three terms.
- B. Committee members shall be appointed by the Committee Chair, with the advice of the Governance Committee.
- C. Committee members (except as designated below) do not need to be members of the Board, however, every committee shall have at least one Board Member. Non-Board members may serve on only one committee at a time.
- D. All committees may include, as non-voting members, experts in any given field of knowledge needed for the functions of that committee.
- E. Committees shall act in an advisory capacity only to the Board.

Section 3. Standing Committees

Governance

- A. The Governance Committee shall be composed of not less than three (3) Board Members and shall not include any non-Board members;
- B. The committee shall act as a recruitment and nominations committee and make nominations for Board Members and Officers and recommendations to fill vacancies.
- C. The committee shall also be responsible for the on-going training, mentoring and monitoring of the Members of the Board of Directors and ensuring their engagement and accountability. Additionally, the committee shall track Board terms.

Finance

- A. The Finance committee shall include at least two (2) Board Members, one being the Treasurer who shall not be the Chair of the committee.
- B. The committee shall meet monthly, and at other times as needed, to review the finances and provide budget oversight. They shall work with any and all accountants or outside counsel and deliver quarterly reports to the full Board.
- C. The committee shall be responsible for the Corporation's fiscal policies and practices.
- D. The committee shall recommend investment of funds as needed to safeguard and maximize the return on such funds.
- E. When appropriate, the Finance Committee will cooperate with the Audit Committee, including recommending auditing firms.

Section 4. Meetings and Action of Committees

Meetings and actions of committees of the Board of Directors and advisory committees shall be governed by, held, and taken under the provisions of these bylaws concerning meetings, other Board of Directors' actions, and the Brown Act, if applicable, except that the time for general meetings of such committees and the calling of special meetings of such committees may be set either by Board of Directors' resolution or, if none, by resolution of the committee. Minutes of each meeting shall be kept and shall be filed with the corporate records. The Board of Directors may adopt rules for the governance of any committee as long as the rules are consistent with these bylaws. If the Board of Directors has not adopted rules, the committee may do so.

Article X - Execution of Instruments

Section 1. Execution of Instruments

The Board of Directors, except as otherwise provided in these Bylaws, may by resolution authorize any officer or agent of the Corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

Article XI - Contracts with Directors and Employees

The Corporation shall not enter into a contract or transaction in which a director directly or indirectly has a material financial interest (nor shall the Corporation enter into any contract or transaction with any other corporation, firm, association, or other entity in which one or more of the Corporation's directors are directors and have a material financial interest).

The Corporation shall not enter into a contract or transaction in which an employee directly or indirectly has a material financial interest unless all of the requirements in the Corporation's Conflict of Interest Code have been fulfilled.

Article XII - Maintenance of Corporate Records

The Corporation shall keep:

- a. Adequate and correct books and records of account;
- b. Written minutes of the proceedings of the Board and committees of the Board; and
- c. Such reports and records as required by law.

Article XIII - Inspection Rights

Section 1. Directors Right to Inspect.

Every director shall have the right at any reasonable time to inspect the Corporation's books, records, documents of every kind, physical properties, and the records of each subsidiary, as permitted by California and federal law. This right to inspect may be circumscribed in instances where the right to inspect conflicts with California or federal law (e.g., restrictions on the release of educational records under FERPA) pertaining to access to books, records, and documents. The inspection may be made in person or by the director's agent or attorney. The right of inspection includes the right to copy and make extracts of documents as permitted by California and federal law.

Article XIV - Required Reports

Section 1. Annual Reports

The Board of Directors shall cause an annual report to be sent to itself (the members of the Board of Directors) within 120 days after the end of the Corporation's fiscal year. That report shall contain the following information, in appropriate detail:

- a. The assets and liabilities, including the trust funds, of the Corporation as of the end of the fiscal year;
- b. The principal changes in assets and liabilities, including trust funds;
- c. The Corporation's revenue or receipts, both unrestricted and restricted to particular purposes;
- d. The Corporation's expenses or disbursement for both general and restricted purposes;
- e. Any information required under these bylaws; and
- f. An independent accountant's report or, if none, the certificate of an authorized officer of the Corporation that such statements were prepared without audit from the Corporation's books and records.

Section 2. Annual Statement of Certain Transactions and Indemnifications

The Corporation will comply with Corporations Code section 6322.

Article XV - Bylaws

Section 1. Adoption of Bylaws

These amended Bylaws shall become effective upon approval of the Board.

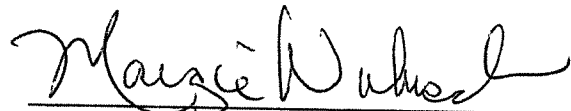
Section 2. Amendments to Bylaws

These Bylaws may be amended by an affirmative two-thirds ($2/3^{\text{rd}}$) vote of the seated Board at any meeting provided the amendments have been submitted to the members of the Board at the meeting prior to the voting meeting.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected and acting Secretary of the Under Construction Educational Network, Inc., a California nonprofit public benefit corporation; that these Bylaws, consisting of 11 pages, are the Bylaws of the Corporation as adopted by the Board of Directors on June 20, 2023; and that these Bylaws have not been amended or modified since that date.

Executed on June 20, 2023, at Salinas, California.

A handwritten signature in cursive script, reading "Margie Wiebusch", written in black ink over a horizontal line.

Margie Wiebusch, Secretary

Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 9.4: DISCUSSION: Staffing Update

BOARD MEETING DATE: August 29, 2023

BOARD AGENDA ITEM INFORMATION

- **Teachers** in K, 1, 2, 3, 4, 5, and 6 with two intern permits, 1 emergency while the teacher waits on test scores (already taken). All teachers are through their teacher education programs. **Two teachers with master's degrees.**
- **Aides:** each class has a full time aide this year who stays with students for recess and lunch.
- **Intervention:** 2 ELA, 1 Math through this school year, then determination based on funding.
- **LAS:** 1 coordinator, 7 assistants
- **Office:** Office Manager, Admin Assistant, Family Liaison
- **Mental Health:** 1 Behavior Coordinator, 1 School Counselor, both with master degrees.
- **Sped/Resource teacher, PE teacher**
- **Kitchen,** 1 coordinator, 1 assistant (who also works in afterschool)
- **Custodial:** 1 full time, 1 part time/evening
- **Administration:** 1 Executive Director with doctorate degree; 1 Instructional Coordinator with master degree, 1 part time academic coach.

Administration Recommendation: Approve_____ Information_X_____

Person submitting item: Dr. Natalie Zayas, Executive Director

Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 9.5 Consolidated Application and Reporting System (CARS Report) for 2023/2024

BOARD MEETING DATE: August 29, 2023

BOARD AGENDA ITEM INFORMATION

- Our CBO (Chief Business Official) submitted the 23/24 CARS Report for Board adoption
- Based on State Law, the Board approves the report
- CARS Report attached

Administration Recommendation: Approve____**X**____ **Information**_____

Person submitting item: Dr. Natalie Zayas, Executive Director, via CBO



WASH STATE APP STATE WASHINGTON (3/10/2023)

Oasis Charter Public (27 10272 6119663)

[Home](#)[Data Entry Forms](#)[Certification Preview](#)[Certify Data](#)[Reports](#)[Users](#)[Contacts](#)[FAQs](#)

Data Entry Forms

Data collection forms that are listed below are open for editing and certification, although their deadlines may have passed. All data collection forms, if applicable to your local educational agency (LEA), whether open or closed, certified or unsubmitted, can be viewed as uneditable reports under the Reports tab.

Filter by Fiscal Year: All By Program: All Programs By Status: All

9 Editable Data Collection(s) found.

Fiscal Year 2021-22	Deadline	Status
Title II, Part A Fiscal Year Expenditure Report, 24 Months	August 31, 2023	Certified cweber27, 8/10/2023 8:39 AM

Fiscal Year 2022-23	Deadline	Status
Title I, Part A Notification of Authorization of Schoolwide Program	June 09, 2023	Certified cweber27, 6/6/2023 1:29 PM
Title II, Part A Fiscal Year Expenditure Report, 12 Months	August 31, 2023	Certified cweber27, 8/10/2023 8:39 AM
Homeless Education Policy, Requirements, and Implementation	August 31, 2023	Certified cweber27, 8/10/2023 8:39 AM

Fiscal Year 2023-24	Deadline	Status
Certification of Assurances	August 31, 2023	Certified cweber27, 8/10/2023 8:39 AM
Protected Prayer Certification	August 31, 2023	Certified cweber27, 8/10/2023 8:40 AM
LCAP Federal Addendum Certification	August 31, 2023	Certified cweber27, 8/10/2023 8:46 AM
Application for Funding	August 31, 2023	Certified cweber27, 8/10/2023 8:46 AM
Substitute System for Time Accounting	August 31, 2023	Certified cweber27, 8/10/2023 8:46 AM

General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-025

2021–22 Title II, Part A Fiscal Year Expenditure Report, 24 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2021 through June 30, 2023.

CDE Program Contact:

Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636

Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

2021–22 Title II, Part A allocation	\$5,859
Transferred–in amount	\$0
Transferred–out amount	\$0
2021–22 Total allocation	\$5,859

Professional Development Expenditures

Professional development for teachers	\$0
Professional development for administrators	\$4,075
Consulting/Professional services	\$0
Induction programs	\$0
Books and other supplies	\$0
Dues and membership	\$0
Travel and conferences	\$0

Personnel and Other Authorized Activities

Certificated personnel salaries	\$1,784
Classified personnel salaries	\$0
Employee benefits	\$0
Developing or improving an evaluation system	\$0
Recruitment activities	\$0
Retention activities	\$0
Class size reduction	\$0

Program Expenditures

Direct administrative costs	\$0
Indirect costs	\$0
Equitable services for nonprofit private schools	\$0
Total expenditures	\$5,859
2021–22 Unspent funds	\$0

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2022–23 Title II, Part A Fiscal Year Expenditure Report, 12 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2022 through June 30, 2023.

CDE Program Contact:

Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636

Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

2022–23 Title II, Part A allocation	\$9,479
Transferred–in amount	\$0
Transferred–out amount	\$0
2022–23 Total allocation	\$9,479

Professional Development Expenditures

Professional development for teachers	\$7,365
Professional development for administrators	\$2,114
Consulting/Professional services	\$0
Induction programs	\$0
Books and other supplies	\$0
Dues and membership	\$0
Travel and conferences	\$0

Personnel and Other Authorized Activities

Certificated personnel salaries	\$0
Classified personnel salaries	\$0
Employee benefits	\$0
Developing or improving an evaluation system	\$0
Recruitment activities	\$0
Retention activities	\$0
Class size reduction	\$0

Program Expenditures

Direct administrative costs	\$0
Indirect costs	\$0
Equitable services for nonprofit private schools	\$0
Total expenditures	\$9,479
2022–23 Unspent funds	\$0

*****Warning*****

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2022–23 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

CDE Program Contact:

Leanne Wheeler, Integrated Student Support and Programs Office, LWheeler@cde.ca.gov, 916-319-0383
Karmina Barrales, Integrated Student Support and Programs Office, KBarrales@cde.ca.gov, 916-327-9692

Homeless Education Certification

The LEA hereby assures that the LEA has met the following requirements:

1. Designated a staff person as the liaison for homeless children and youths;
2. Developed a written policy that supports the enrollment and retention of homeless children and youths in schools of the LEA which:
 - a) Includes policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless;
 - b) Includes a dispute resolution process;
 - c) Ensures that transportation is provided for a homeless child or youth to and from the school of origin if requested by the parent, guardian or homeless liaison;
3. Disseminated public notice of the educational rights of homeless children and youths where such children and youths receive services under the provisions of the Education for Homeless Children and Youths Act.

Homeless Liaison Contact Information

Homeless liaison first name	Mariana
Homeless liaison last name	Amador
Homeless liaison title	Community/Family Liaison
Homeless liaison email address (Format: abc@xyz.zyx)	marianaamador@oasischarterschool.org
Homeless liaison telephone number (Format: 999-999-9999)	831-424-9003
Homeless liaison telephone extension	310
Enter the full-time equivalent (FTE) for all personnel directly responsible for the implementation of homeless education (Format: 0.00)	0.50

Homeless Liaison Training Information

Warning

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2022–23 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

CDE Program Contact:

Leanne Wheeler, Integrated Student Support and Programs Office, LWheeler@cde.ca.gov, 916-319-0383
Karmina Barrales, Integrated Student Support and Programs Office, KBarrales@cde.ca.gov, 916-327-9692

Has the homeless liaison attended and/or participated in a homeless education liaison training within the last two years	Yes
Has the homeless liaison provided training to the following personnel:	
Principals and other school leaders	Yes
Attendance officers and registrars	Yes
Teachers and instructional assistants	Yes
School counselors	Yes

Homeless Education Policy and Requirements

Does the LEA have a written homeless education policy	Yes
No policy comment	
Provide an explanation why the LEA does not have a homeless education policy. (Maximum 500 characters)	
Date LEA's board approved the homeless education policy	08/20/2013
Does the LEA meet the above federal requirements	Yes
Compliance comment	
Provide an explanation why the LEA does not comply with federal requirements. (Maximum 500 characters)	

Housing Questionnaire Identifying Homeless Children

Does your LEA use a housing questionnaire to assist with the identification of homeless children and youth	Yes
Does the housing questionnaire include best practices, rights, and protections afforded to homeless children and youth	Yes
Is the housing questionnaire made available in paper form	Yes
Did your LEA administer the housing questionnaire to all student body during the school year	Yes

Title I, Part A Homeless Expenditures

2022–23 Title I, Part A LEA allocation	\$75,733
2022–23 Title I, Part A direct or indirect services to homeless children reservation	\$1,000

*****Warning*****

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2022–23 Homeless Education Policy, Requirements, and Implementation

The purpose of this data collection is to meet federal requirements specified in 42 United States Code 11431 et seq. (Education for Homeless Children and Youths Act) and some federal requirements in Title I, Part A of the Elementary and Secondary Education Act (ESEA). This collection includes monitoring local educational agencies (LEAs) and their compliance with key provisions of the Education for Homeless Children and Youths Act including the collection of contact information for each required designated LEA's homeless liaison.

CDE Program Contact:

Leanne Wheeler, Integrated Student Support and Programs Office, LWheeler@cde.ca.gov, 916-319-0383

Karina Barrales, Integrated Student Support and Programs Office, KBarrales@cde.ca.gov, 916-327-9692

Amount of 2022–23 Title I, Part A funds expended or encumbered for direct or indirect services for homeless children	\$1,000
Homeless services provided (Maximum 500 characters)	Oasis Charter was able to identify 25 homeless students in 22/23, which is an increase from the 22 students identified in 21/22. Homeless families are identified by communication between students and faculty, and then reaching out to parents to confirm. Oasis Charter also monitors homeless families by noticing frequent address changes, especially when the address is listed as a local shelter. In addition, the housing questionnaire is given to all students.
No expenditures or encumbrances comment Provide an explanation why there are no Title I, Part A expenditures or encumbrances for homeless services. (Maximum 500 characters)	

*****Warning*****

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2023–24 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca21assurancetoc.asp>.

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Natalie Zayas
Authorized Representative's Signature	
Authorized Representative's Title	Executive Director/Principal
Authorized Representative's Signature Date	08/10/2023

*****Warning*****

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2023–24 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Miguel Cordova, Title I Policy, Program, and Support Office, MCordova@cde.ca.gov, 916-319-0381

Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Natalie Zayas
Authorized Representative's Title	Executive Director/Principal
Authorized Representative's Signature Date	08/10/2023
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	

*****Warning*****

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2023–24 LCAP Federal Addendum Certification**CDE Program Contact:**Local Agency Systems Support Office, LCAPAddendum@cde.ca.gov, 916-323-5233**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

County Office of Education (COE) or District For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	
Direct Funded Charter Enter the adoption date of the current LCAP	06/20/2023
Authorized Representative's Full Name	Natalie Zayas
Authorized Representative's Title	Executive Director/Principal

*****Warning*****

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2023–24 Application for Funding**CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	Yes
---	-----

District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year	Yes
---	-----

Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010	Yes
Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III English Learner ESEA Sec. 3102 SACS 4203	No
Title III Immigrant ESEA Sec. 3102 SACS 4201	No
Title IV, Part A (Student and School Support) ESSA Sec. 4101 SACS 4127	No

*****Warning*****

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2023–24 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2022–23 Request for authorization	Yes
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	None at this time.

*****Warning*****

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2019-2020 CARS User Manual - Consolidated Application Support Desk

Oasis Charter Public (27 10272 6119663)

[Home](#)[Data Entry Forms](#)[Certification Preview](#)[Certify Data](#)[Reports](#)[Users](#)[Contact Us](#)[FAQs](#)

Contact Management

[Program Contacts](#)[Edit Contacts \(Non-Users\)](#)

Program Contacts

To assist California Department of Education (CDE) communications, support and meet categorical compliance requirements, the local educational agency (LEA) must provide Program Contacts. Required contacts are: Consolidated Application (ConApp) Coordinator, Homeless, and Foster Youth. To assign a contact, select the Assign link to the right of the Contact Type, then select a contact from the drop down list. Once a program has an assigned contact, the contact information will be visible to CDE staff.

The LEA's current CARS users are automatically available in the contact selection drop down list. If a CARS user's contact information needs to be updated, then the user must do that via their user account in the Centralized Authentication System (CAS).

If the Program Contact is not a CARS user, then select the Edit Contacts (Non-Users) subtab via which a non-user's contact information must be added and updated, when necessary.

Contact Type	Contact Information	Assign
ConApp Coordinator	Casee Weber (cweber27), casee@adminres.com, 530-647-1733	Assign
Homeless	Mariana Amador, marianaamador@oasischarterschool.org, 831-424-9003	Assign
Foster Youth	Mariana Amador, marianaamador@oasischarterschool.org, 831-424-9003	Assign
EIA Program	Natalie Zayas, nataliezayas@oasischarterschool.org, 831-424-9003	Assign
Title I, Part A Program	Natalie Zayas, nataliezayas@oasischarterschool.org, 831-424-9003	Assign
Title I, Part D Program	Natalie Zayas, nataliezayas@oasischarterschool.org, 831-424-9003	Assign
Title II, Part A Program	Natalie Zayas, nataliezayas@oasischarterschool.org, 831-424-9003	Assign
Title III Immigrant	Natalie Zayas, nataliezayas@oasischarterschool.org, 831-424-9003	Assign
Title III English Learner	Natalie Zayas, nataliezayas@oasischarterschool.org, 831-424-9003	Assign
Title V, Part B Program	Natalie Zayas, nataliezayas@oasischarterschool.org, 831-424-9003	Assign
Title IV, Part A Program	Natalie Zayas, nataliezayas@oasischarterschool.org, 831-424-9003	Assign

General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 9.6 Extra Pay Options for Staff

BOARD MEETING DATE: August 29, 2023

BOARD AGENDA ITEM INFORMATION

Charter Schools:

- **Monterey Bay Charter:** \$500.00 stipend for afterschool work for hosting a club or coaching sports. Information received via phone.
- **International School of Monterey:** See attached, extra pay \$900-\$2,000. See attached.

Traditional Schools:

- **Mission Unified, small district in Soledad of 124 students:** \$1,000 for student council, yearbook and ELPAC Coordinator. Our Academic Coach runs student council during the day, no extra pay. Yearbook and ELPAC are extra duties. See attached email for verification.
- **San Lucas Unified:** \$1,000 yearbook, \$250.00 overnight trips, \$350/\$750 Coaching, see attached
- **Santa Rita:** \$1,500 for Special Education for a special education class. Oasis Sped is a pull out system.

Original Board Request: Attached from July 2023 meeting

New Request:

- **Yearbook:** \$1,000.00 one staff member, students involved after school
- **Coaching:** \$1,000.00 - Board approved \$800.00 and no staff members are interested. Up to two sports for the school per year.
- **PBL Incentive:** Classroom teachers: \$300.00 to develop up to 2 units with an additional \$300.00 when the unit is taught and a reflection with revisions is turned into the Instructional Coordinator (IC) and the IC has observed the project being taught.
- **Afterschool Clubs:** \$500.00 for up to 4 per year.

Consideration:

- These increase staff interest in Oasis and their position
- These all benefit children

Budget:

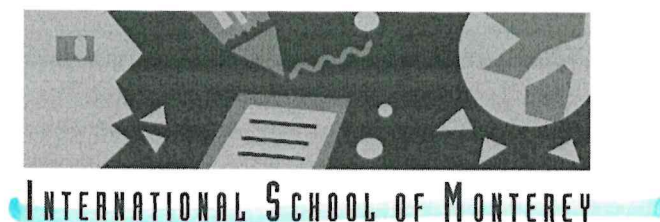
Total possible spent: \$8,300.00

Fund: Declining Enrollment fund: If this money is spent the fund will still have \$300,000.00

If approved, based on yearly budget and approved in August every school year.

Administration Recommendation: Approve X Information

Person submitting item: Dr. Natalie Zayas, Executive Director



Teacher Leaders Supplemental Positions Job Specifications

Minimum Qualifications

- Current contract at ISM

Required Skills

- Positive, empathetic, and service-oriented leadership style
- Commitment to collaborative teaching, planning, and program development
- Effective listening ability, and oral and written communication skills
- Proficient with the use of technology as an organizational and communication tool
- Ability to organize multiple projects and tasks for a team, and ensure timely completion of deliverables
- Ability to provide meaningful support, input, and feedback to others
- Demonstrated ability to address the essential job functions identified below

Desirable Qualifications

- Experience teaching in other International Schools (particularly International Baccalaureate schools offering the Primary Years Programme or Middle Years Programme), charter schools, and California public schools

Job Descriptions

- Read specific job descriptions on the following pages

Available Supplemental Positions for 2023-2024 align with the following stipend pay scale:

- Student Culture and Community Teacher Leader: \$2000 (Grades K-2)
- Team Leader \$2000 (Grades K-2)
- Team Leader \$2000 (Grades 6-8)
- Technology Area Teacher Leader: \$2000 (Grades K-8)
- Garden Area Teacher Leader: \$2000 (Grades K-8)
- Induction Coach \$1800 per teacher in the induction program
- Induction Assessor \$900 per teacher in the induction program



Natalie Zayas <nataliezayas@oasischarterschool.org>

Stipends or extra pay

3 messages

Natalie Zayas <nataliezayas@oasischarterschool.org>

Mon, Aug 7, 2023 at 5:12 PM

To: tri-county-hr@montereycoe.org

Hello,

Do any elementary schools have opportunities for teachers to earn a stipend or extra pay for additional duties?

I am looking for ideas on:

Coaching

Yearbook

Teacher reps on DELAC

Parent group teacher rep

Others you may have?

Thank you!

Natalie

Natalie Zayas, Ed.D

Executive Director

Oasis Charter School

1135 Westridge Parkway

Salinas, CA 93907

831-424-9003

nataliezayas@oasischarterschool.org

Every great dream begins with a dreamer. Always remember, you have within you the strength, the patience, and the passion to reach for the stars to change the world.

Harriet Tubman

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Sandra Shreve <sshreve@missionusd.org>

To: Natalie Zayas <nataliezayas@oasischarterschool.org>

Mon, Aug 7, 2023 at 5:15 PM

124 students

Hi Natalie,

We offer a \$2,000 stipend for combination classes with two grade levels, a \$1,000 stipend for Student Council, Yearbook, and ELPAC Coordinator since we are such a small school.

[Quoted text hidden]

[Quoted text hidden]

--

You received this message because you are subscribed to the Google Groups "tri-county-hr" group.

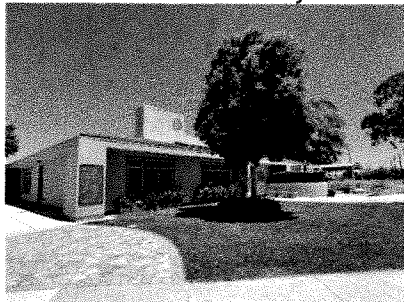
To unsubscribe from this group and stop receiving emails from it, send an email to tri-county-hr+unsubscribe@montereycoe.org.

--
My best,

Sandra Shreve

Superintendent/Principal

Mission Union Elementary School District - *"Where every child is brilliant!"*



Check us out at <https://www.missionusd.org/>

Natalie Zayas <nataliezayas@oasischarterschool.org>
To: Sandra Shreve <sshreve@missionusd.org>

Mon, Aug 7, 2023 at 5:16 PM

Thank you Sandra, this is helpful.

Natalie

Natalie Zayas, Ed.D
Executive Director
Oasis Charter School
1135 Westridge Parkway
Salinas, CA 93907
831-424-9003
nataliezayas@oasischarterschool.org

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[Quoted text hidden]

San Lucas

APPENDIX B

Stipends to be paid with attached descriptions of duties to be performed.

1	ASB Advisor	\$1000.00
2	Eighth Grade Advisor	\$1000.00
3	Yearbook Advisor	\$1000.00
4	Overnights	\$250.00
5	School Site Council	\$500.00
6	Assignment Changes	See Article 8.2.2
7	Coaching (per sport) Tier I	\$350.00
	Coaching (per sport) Tier II	\$750.00
8	Masters Degree	\$2,000.00
9	Doctorate Degree	\$2,000.00
10	Teacher-in-Charge Tier I, (as needed)	\$50/day served
	Teacher-in-Charge Tier II, (as needed)	\$5,000.00
	Teacher-in-Charge Tier III, (as needed)	\$7,500.00
11	Section 23.9 (BLCAD)	\$1,000.00
12	Mentor Teacher	\$1,800.00
13	Librarian	\$900.00
14	Retention Bonus (for the duration of this agreement 2023-2026 only)	\$1,000.00

VII. COMPENSATION

A. Salary Schedule Adjustments

For the 2022-2023 school year, Appendices A and B salary schedules shall be increased by 5% contingent upon the State funding formula for LCFF is changed to the average ADA for the prior three (3) years or higher. A \$2000 one-time bonus shall be paid to all bargaining unit members employed on the last day of the 2021-2022 school year within 60 days of board ratification.

B. Stipends

1. Master's Degree Stipend: Members of the Unit shall receive a \$1,500 (beginning 2017-2018) stipend for completion of the Master's degree.
2. Bilingual Certification Stipend: A stipend of \$1,500 per year will be paid to teachers holding any certification allowing bilingual class instruction (primary language and English as a Second Language) such as B.C.C., B.C.L.A.D., or Multiple Subjects with Bilingual emphasis, who are teaching for that year a class which requires such certification. Teachers who have received this stipend in 2017-2018 school year but who are not teaching in a class in the 2018-2019 school year that requires this certification shall continue to receive the stipend.
3. Special Education Certification Stipend: A stipend of \$1,500 (beginning 2018-2019) per year will be paid to teachers holding a full and appropriate credential authorizing service as a special education instructor and who are teaching a special education class or program for that year.
4. Preparation Period Buyout: Teachers in the Middle School will be paid one seventh of the bargaining unit member's base salary on the certificated salary schedule or a pro-rata portion thereof if they voluntarily agree to teach in lieu of receiving a preparation period. Any offer is at the District option. Volunteers must have an appropriate certification and have an appropriate available prep period. Teachers may not be on an assistance plan. All other factors being equal, between two or more volunteers, the assignment will be given to the more senior teacher.
5. Hourly Rate: A teacher shall be compensated at an hourly rate as listed below for extra work, when the District specifically authorizes the work and the added compensation. The hourly rate shall be \$48 per hour (effective June 1, 2022). This hourly rate of pay shall apply to assigned detention duty beyond the workday defined in Article IV, section A of this Agreement. The Governing Board reserves complete discretion to establish or terminate detention programs at any school.
6. Involuntary Classroom Packing & Unpacking

When an employee is required to pack and unpack the classroom due to an involuntary transfer, reassignment (when reassignment is two (2) or more grade levels), moving classrooms, or a construction or modernization project, the following shall apply:

size the teacher has two (2) weeks before the end of each school year shall be assumed to continue for the remainder of the school year.

The Class Size stipend shall be increased by the same percentage that is applied to the salary schedule unless that percentage increase is derived from a shift of funds from other forms of compensation, such as savings in health and welfare benefit premiums. If a uniform percent is not applied to the entire salary schedule, the average increase to the salary schedule, calculated as the total cost of the salary increase for all unit members divided by the cost of a one-percent increase for the bargaining unit, will be applied to the stipends.

Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 9.7 Schedules for Board

BOARD MEETING DATE: August 29, 2023

BOARD AGENDA ITEM INFORMATION

- **Schedules for:**
 - **Board meetings**
 - **DELAC meetings**
 - **Schedule of school events (subject to change)**

Administration Recommendation: Approve_____ Information__X_____

Person submitting item: Dr. Natalie Zayas, Executive Director, via CBO



Oasis Charter Public School

A small school for kids with BIG ideas.

1135 Westridge Parkway, Salinas, CA 93907 T: (831) 424-9003 F: (831) 424-9005 www.oasischarterschool.org

UCEN Board Meeting Schedule 2023-2024

Meetings are held at Oasis Charter Public School, Board Room Table at 5:15 pm, unless otherwise announced

- **August 29, 2023**
- **September 26, 2023**
- **October 24, 2023**
- **November 28, 2023**
- **December 12, 2023**
- **January 30, 2023**
- **February 27, 2023**
- **March 26, 2023**
- **April 30, 2023**
- **May 28, 2023**
- **June 25, 2023**
- **Board Retreat TBD**



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Calendario de reuniones de DELAC

DELAC Meeting Schedule

Reuniones tomarán acabo en las escuela de Oasis, en de oficina principal
5:00pm-6:00pm

Meetings held at Oasis Charter Public School, Main Office
5:00-6:00 pm

- September 12, 2023 - Septiembre 12, 2023
- November 14, 2023 - Noviembre 14, 2023
- February 13, 2023 - Febrero 13, 2023
- April 15, 2023 - Abril 15, 2023



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School Events Outline for 2023-2024

Subject to Change

Please watch Parents Square for any updates and more information

Year-round events

- Coffee with Admin every first Monday of the month. Please see Parents Square for updates and rsvps when possible, please.

August: Building Community Time this Month

- Please watch Parents Square for updates.
- ☐ **Watch for information on the All School Read lead by our Instructional Coordinator, Stephanie Curley**
- ☐ **Upper grade students may start to talk about student council which will be lead by our founding faculty of Oasis, Academic Coach, Scott Laxier**
- ☐ **I am so excited about our staff this year! Watch for a highlight of a staff member or team on Parents Square this school year!**
- ☐ **Be prepared for our social media to pop!**
- ☐ **Watch for information on safety updates.**
- **August 9, 2023: 8:30 am - 12:30 pm, School Begins!** LAS begins (there is a registration process)
- **August 22 & 23: K, 2nd, & 5th grade Vision and Hearing Screening with VNA (Visiting Nurses Association),** parents will be notified. Watch Parents Square post by Mariana Amador, our Community Liaison.
- **August 23rd, 5-7pm: All Family Meeting & Back to School** Teachers are introduced to the Oasis community, there is time to learn or review a few school items and then families get to meet with the teacher and learn about your child's class and day.
- **August 28 - Sept. 1: NWEA MAP Assessments (BOY) Beginning of Year:** Internal adaptive assessments taken 3 times a year. This data helps teachers place students in groups early in the school year to assist with their progress at school. This data is shared with you at the parent conference in October.
- **August 29th, 5:15 pm: UCEN Board Meeting** at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.

September- Harvest Feast Begins!

- Please watch Parents Square for updates.
- **Sept. 4th No School Labor Day**
- **Sept. 5 - 15: Books Are Fun:** Watch Parents Square for messages from Stephanie Curley, our Instructional Coordinator.
- **Sept. 12th: DELAC meeting** 5:00pm-6:00pm, we want to hear from all of our families and especially our parents of English learners. Meetings can be held in Spanish.
- **Sept. 20, 6:00 pm-7:00 pm: AVID Night - Literacy Showcase**
- **Sept. 26th 9:00 am-1pm; Planetarium Dome!** Schedule will come out prior to the event, and each class will get to visit. It will be set up at Oasis and as always parents are welcome to join us for events, assemblies and to assist during the day.
- **Sept. 26th, 5:15-7:30pm UCEN Board Meeting,** at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.

- **Sept. 27th, 11am-12pm on Wed. (ends Nov. 15) Start of enrichment (Harvest Feast).** These classes are like "electives." Classes are determined by teachers and parents will be notified. Volunteers are always appreciated.

October- Conferences

- Please watch Parents Square for updates.
- **October 9: Indigenous People's Day No School**
- **October 10:** Picture Day
- **October 20: End of First Trimester**
- **October 23-27:** Fall Conferences & Scholastic Book Fair, minimum days all week
- **October 24th, 5:15-7:30pm UCEN Board Meeting,** at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.
- **October 25: Costume Day Parade**

November- Harvest Feast Dinner

- Please watch Parents Square for updates.
- **Nov. 1: Book Joy Day/Día de los libros-** Celebrate literature in class, students are invited to dress like their favorite book character. Some teachers will have activities for them to make them in class. Please watch for information from your teacher.
- **Nov. 6: Get-out To Vote Parade-** A student favorite, parent volunteers help make this a successful event.
- **Nov. 10: Veterans Day - No School**
- **Nov. 14: DELAC 5:00pm-6:00pm**
- **Nov. 16:** Picture Make Ups
- **Nov. 15: 5:30 pm - 7:30 pm:** Harvest Feast/Dinner- Enrichment showcase to celebrate the harvest at the Armory. Watch Parent Square for updates as the event gets closer.
- **November 20-24: Fall Break, No School**
- **Nov. 28, 5:15 pm - 7:30 pm 5:15-7:30pm UCEN Board Meeting,** at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.

December- Winter Around the World!

- Please watch Parents Square for updates.
- **Dec. 4 - 14: NWEA/MAP Assessments (MOY Middle of Year)** These show teachers a nice picture of the students' place in their academic growth. This data is used for grouping in classrooms to better help each individual child. Each teacher has a full time instructional assistant. This makes groupings exciting. Your teacher will explain how they run their classroom groups.
- **Dec. 12th, 5:15-7:30pm UCEN Board Meeting,** at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.
- **Dec. 13th, 9:00-9:45 am:** Winter Sing-along Assembly
- **Dec. 15th, Time TBD:** Winter Around the World, another school-wide project and a favorite of many.
- **Dec. 18-Jan. 5: Winter Break - No School**

January-

- Please watch Parents Square for updates.
- **Jan. 1-5 Winter Break**
- **Jan. 8: Teacher work day No School**
- **Jan. 9: School Resumes**
- **Jan. 12: MLK Jr. Peace March,** another school-wide event and favorite of many. Volunteers are always appreciated.

- **Jan. 15: MLK Jr. Day No School**

- **Jan. 30, 5:15-7:30pm UCEN Board Meeting**, at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.

February- Spring Gala Begins

- Please watch Parents Square for updates.
- **Feb. 7-March 27: Spring Gala Enrichment Classes Begin, Wednesdays - 11am-12pm**, classes like electives and hopefully we can bring back the spring play Oasis used to put on. Volunteers will be very much appreciated.
- **Feb. 13-16: 5th Grade at Science Outdoor School**, this is such an amazing opportunity for our fifth graders to learn about nature in the Redwoods. They learn personal responsibility, make new friends, and have wonderful outdoor education during the day and into the evenings with performances at campfire time and songs every evening. Last year the entire school came out with signs to wish them well and also upon their return to welcome them home. We hope we can continue this. Again families are always welcome.
- **Feb. 13: DELAC Meeting** 5:00pm-6:00 pm
- **Feb. 14: Friendship Day-** Celebrate friendship in class, watch your teachers Parent Square page as most teachers have time in class for students to make friendship cards or write notes to their classmates.
- **Feb. 14: Last day of 2nd trimester**
- **Feb. 19: President's Day No School**
- **Feb. 26- March 1: Spring Conferences & Scholastic Book Fair - Minimum Days all week**
- **Feb. 27th, 5:15-7:30pm UCEN Board Meeting**, at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.

March-

- Please watch Parents Square for updates.
- **March 13: 6pm-7pm: Second All Family Meeting and Open House**, come learn more about the school and visit your child's classroom to see their amazing work.
- **March 26th, 5:15-7:30pm UCEN Board Meeting**, at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.
- **March 27: 5:30 pm-7:30 pm: Annual Gala Night- Enrichment showcase at the Armory**
- **State Assessments:** Watch your teachers pages for updates. The school generally posts as well.

April-Boxland starts!

- Please watch Parents Square for updates.
- **April 1-8 Spring Break - No School**
- **April 10- May 22, including 5/21: Boxland Enrichment Classes** begin, our students transform our school into a city made from boxes and they run businesses or have a job working for the City over an 8-week timespan.
- **April 15 DELAC Meeting** 5pm-6pm
- **April 17 6pm-7pm - AVID Math & Science Night**
- **April 22-May 3: NWEA/MAP Assessments (EOY, End of Year).** These are used for teachers to measure progress and we use it to adjust learning practices.
- **April 30th, 5:15-7:30pm UCEN Board Meeting**, at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.

May-

There are a few events staff will be discussing and information will be posted on Parents Square.

- **May 23 & 24 - 1:00pm-2:30 pm** - Boxland The best school-wide project that former students come back for. Parents are encouraged to come participate and shop at wonderful stores and purchase food from various restaurants, but watch the Boxland City rules or the Police Officers will write you a ticket.
- **May 27: :Memorial Day, no school**
- **May 28th, 5:15-7:30pm UCEN Board Meeting**, at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.
- **May 30th: 9:00-10:00 am - Kinder promotion**
- **May 30th: Time TBD, evening event - 6th Grade Promotion**
- **May 31st: Last Day of School & Field Day-** 9:30 am -11:30 am - 6th graders lead teams - OCC event and a wonderful event to volunteer to assist with.
- Our families are amazing and help make this an amazing school. I hope you are able to volunteer from time to time and as your schedule permits. We love our families!

June

- **June 25th, 5:15-7:30pm UCEN Board Meeting**, at Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca 93907. Watch Parents Square for updates.
- **Watch for information about summer school in Feb. or March.**

Oasis Charter School

Board Agenda Supplemental Information

TITLE OF AGENDA ITEM: 9.8 Security Cameras & Gate update

BOARD MEETING DATE: August 29, 2023

BOARD AGENDA ITEM INFORMATION

- For enhanced safety, we have done a review and would like to add more security cameras.
- Quote is attached

Total of proposal: \$12,659.74

Budget: AMIM Discretionary Block Grant (Arts, Music, Instructional Materials) allowable use also include operational expenses.

Our allocation is \$101,477

Gate Update

- Gates have one minor update that will be done the week of September 11, 2023

Administration Recommendation: Approve__X__ **Information**_____

Person submitting item: Dr. Natalie Zayas, Executive Director



PGC/ACC.LLC
777 Cass Street
Monterey, CA 93940
(831) 655-8799

Estimate

ADDRESS

Oasis Public Charter School
1135 Westridge Pkwy
Salinas, CA 93907

ESTIMATE

1845

DATE

08/15/2023

P.O. NUMBER

Camera upgrades

ACTIVITY	QTY	RATE	AMOUNT
HARDWARE Alibi 8MP Indoor/Outdoor IP Turret Camera with 120FT IR and Starlight Low Light Night Vision.	7	459.00	3,213.00T
Software i-PRO Single Camera License for Video Insight 7	7	220.00	1,540.00T
HARDWARE Cat6 Data cable	1	350.00	350.00T
HARDWARE ALI-AJ14 Junction Box	7	15.00	105.00T
ON-SITE On-Site Service Detail: Includes all materials, equipment, labor and supervision necessary to install and terminate all data RJ45 Jacks, Cat6 Cabling, install cable to 9 new cameras and install/configure cameras	1	6,970.00	6,970.00

** All labor and materials are estimated and will be billed at actual on-site basis.

SUBTOTAL	12,178.00
TAX (9.25%)	481.74
TOTAL	\$12,659.74

Accepted By

Accepted Date

Oasis Charter Public School UA Balance Sheet June 30, 2023

ASSETS

Current Assets

Cash in Mech Bank-Op Acct-2883	\$ 1,153,543.71	
Cash in Mech Bank-UCEN-8450	73,060.57	
Cash in MechBank-Sch Acct-1213	9,811.84	Total Cash:
Cash in County Treasury	1,292.26	\$ 1,237,708.38
Due from Grantor Gov-Unrestr	627,237.50	
Due from Grantor Gov-Lottery	11,170.46	
Due from Grantor Gov-ELO-P	21,790.00	
Due from Grantor Gov-Title I	20,949.00	
Due from Grantor Gov-ESSER II	42,169.00	
Due from Grantor Gov-ESS III	45,048.60	
Due from Grantor Gov-ESSER II	15,952.00	
Due from Grantor Gov-GEER II	3,661.00	
Due from Grantor Gov-IDEA	51,024.35	
Due from Grantor Gov-Title II	4,787.00	
Due from Grantor Gov-CNSP	22,403.10	
Due from Grantor Gov-Lottery	11,218.21	
Due from Grantor Gov-SpEd	19,771.00	
Due from Grantor Gov-ERMHS	68,963.00	
Prepaid Expenses	51,227.17	
Prepaid Expenses-ESSER III	3,025.65	
Prepaid Expenses-Sp Ed	8,498.00	

Total Current Assets 2,266,603.42

Property and Equipment

Site Improvement	835,498.06
Accumulated Depr-Site Improv	(523,074.00)
Buildings/Building Improvement	385,477.79
Buildings/Building Imp-ESS II	39,722.63
Buildings/Building Imp-ESS III	48,204.61
Buildings/Building Imp-LLMF	7,800.00
Accumulated Depr-Buildings	(194,300.00)
Accumulated Depr-Build-ESSER	(586.00)
Accumulated Depr-Build-ESSER	(1,761.00)
Accumulated Depr-Build-LLMF	(3,162.00)
Equipment	89,872.82
Accumulated Depreciation-Equip	(86,415.00)

Total Property and Equipment 597,277.91

Other Assets

Operating Lease ROU	975,109.71
ROU Accum Amortization	(221,651.47)

Total Other Assets 753,458.24

Total Assets \$ 3,617,339.57

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	23,508.99
Accounts Payable to Employees		50.00
Accrued Payroll		62,153.46
State Unemployment Ins Payable		2,083.81
Worker's Compensation Payable		288.73
One-sixth Withholding Payable		48,375.01
Health Premiums Payable		(38,259.79)
Due to Grantor Government		12,946.00
Due to Grantor Government-EPA		180,619.00
Due to Grantor Gov - UPK Grant		30,344.00
Due to Grantor Gov - Prop 39		53,247.00
Due to Grantor Government-SpEd		9,633.03
Short Term Lease Liability		235,791.18
Deferred Revenue-ESSER III		60,943.37
Deferred Revenue-ESSER III		17,543.89
Deferred Revenue-ESSER III		3,466.00
Deferred Revenue-ESSER III		<u>5,975.00</u>
Total Current Liabilities		708,708.68
Long-Term Liabilities		
Long Term Lease Liability		<u>517,667.06</u>
Total Long-Term Liabilities		<u>517,667.06</u>
Total Liabilities		1,226,375.74
Capital		
Beginning Fund Balance		2,136,817.49
Net Income		<u>254,146.34</u>
Total Capital		<u>2,390,963.83</u>
Total Liabilities & Capital	\$	<u><u>3,617,339.57</u></u>

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

		<u>July 1</u>	<u>2nd Interim</u>	<u>Actuals to</u>	<u>Account</u>	
		<u>Budget</u>	<u>Budget</u>	<u>Date</u>	<u>Balance</u>	<u>Percent</u>
			<u>Revision</u>			
Revenues						
State and Local Revenues						
<i>LCFF Sources</i>						
801100000000000	State Aid Entitlement	1,255,153	1,276,801	1,276,801	0	100.00
801214000000000	Education Protection Account	437,248	119,021	119,021	0	100.00
801914000000000	Education Protection Acct - PY	0	(76,313)	(76,313)	0	100.00
809600000000000	In-Lieu Tax Transfers	435,620	410,597	410,597	0	100.00
809700000000000	In-Lieu Tax Transfers-Prior Yr	0	76,312	76,312	0	100.00
<i>Total LCFF Sources</i>		<i>2,128,021</i>	<i>1,806,419</i>	<i>1,806,419</i>	<i>0</i>	<i>100.00</i>
Federal Revenues						
818133050000000	Oth Federal Revenue-IDEA#3305	0	8,591	0	8,591	0.00
818133100000000	Oth Federal Revenue-IDEA#3310	29,122	21,835	21,835	0	100.00
818133100000001	Oth Federal Revenue-IDEA-PY	0	0	61	(61)	0.00
822053100000000	Federal Child Nutrition School	72,226	77,330	50,300	27,030	65.05
829030100000000	Other Fed Rev-Title I	45,489	75,733	75,733	0	100.00
829032120000000	Other Fed Revenue-ESSER II	125,065	104,015	63,943	40,072	61.47
829032130000000	Other Fed Revenue-ESSER III	275,935	319,577	59,842	259,735	18.73
829032140000000	Other Fed Revenue-ESSER III-LL	68,984	24,106	1,913	22,193	7.94
829032160000000	Other Federal Revenue-ESSER II	15,952	21,269	21,269	0	100.00
829032170000000	Other Federal Revenue-GEER II	4,880	4,881	4,881	0	100.00
829032180000000	Other Federal Revenue-ESSERIII	10,399	13,865	0	13,865	0.00
829032190000000	Other Federal Revenue-ESSERIII	23,901	23,901	0	23,901	0.00
829040350000000	Other Fed Rev-Title II	5,682	9,479	9,479	0	100.00
829056340000000	Other Fed Rev-ARP-HCY II	0	895	855	40	95.53
Total Federal Revenues		677,635	705,477	310,111	395,366	43.96

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

		<u>July 1</u>	<u>2nd Interim</u>	<u>Actuals to</u>	<u>Account</u>	
		<u>Budget</u>	<u>Budget</u>	<u>Date</u>	<u>Balance</u>	<u>Percent</u>
			<u>Revision</u>			
<i>Other State Revenues</i>						
852053100000000	State Child Nutrition School	2,910	58,157	43,450	14,707	74.71
855000000000000	Mandated Cost Reimburse-Block	3,241	2,794	2,794	0	100.00
856011000000000	State Lottery Revenue-Non-Prop	20,420	22,601	27,594	(4,993)	122.09
856011000000001	State Lottery Rev-Non-Prop-PY	0	93	93	0	100.00
856063000000000	State Lottery Revenue-Prop 20	14,224	10,661	13,661	(3,000)	128.14
856063000000001	State Lottery Rev-Prop 20-PY	0	1,061	1,061	0	100.00
859000000000000	Other State Revenue	150	150	82	68	54.67
859026000000000	Other State Rev-ELO Program	0	233,716	233,716	0	100.00
859060300000000	Oth State Rev-SB740-Lease Cost	191,298	150,027	150,027	0	100.00
859060300000001	Other State Rev-SB740-PY	0	0	572	(572)	0.00
859060530000000	Other State Revenue - UPK	0	0	39,425	(39,425)	0.00
859060530000001	Other State Revenue - UPK (PY)	0	(30,344)	(30,344)	0	100.00
859062660000000	Other State Rev-Educator Effec	0	12,321	12,321	0	100.00
859065460000000	Oth State Rev-SpEd ERMHS 2	0	0	68,963	(68,963)	0.00
859067620000000	Oth State Rev-AMIM Grant	0	101,477	50,739	50,738	50.00
859074350000000	Other State Revenue- LREBG	0	272,602	272,602	0	100.00
859090900000000	Other State Rev-Dec.Enrollment	0	440,372	440,372	0	100.00
<i>Total Other State Revenues</i>		<i>232,243</i>	<i>1,275,688</i>	<i>1,327,128</i>	<i>(51,440)</i>	<i>104.03</i>
<i>Other Local Revenues</i>						
866000000000000	Interest	2,000	800	2,351	(1,551)	293.88
869800000000000	Donations	500	500	100	400	20.00
869890030000000	Donations - Field Trips	6,000	6,000	9,888	(3,888)	164.80
869890300000000	Donations-Taylor Farms	0	200,000	200,000	0	100.00
869900000000000	Other Local Revenues	1,000	5,000	4,723	277	94.46
869990020000000	Oth Local Revenue-Fundraisers	7,000	7,000	5,923	1,077	84.61
869993000000000	Oth Local Rev-STRS Excess-PY	0	620	620	0	100.00
879265005000000	Trf of Apport-Sonoma-SELPA	100,330	158,437	158,497	(60)	100.04
879265005000001	Trf of Apport-Sonoma-SELPA-PY	2,500	2,978	2,978	0	100.00
<i>Total Other Local Revenues</i>		<i>119,330</i>	<i>381,335</i>	<i>385,080</i>	<i>(3,745)</i>	<i>100.98</i>
Total State and Local Revenues		3,157,229	4,168,919	3,828,738	340,181	91.84
Total Revenues		3,157,229	4,168,919	3,828,738	340,181	91.84

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

		<u>July 1</u>	<u>2nd Interim</u>	<u>Actuals to</u>	<u>Account</u>	
		<u>Budget</u>	<u>Budget</u>	<u>Date</u>	<u>Balance</u>	<u>Percent</u>
			<u>Revision</u>			
Expenses						
Certificated Salaries						
<i>Teacher Salaries</i>						
110100001110000	Teacher Salaries-Regular	262,269	4,395	87,423	(83,028)	1,989.15
110111001110000	Teacher Salaries-Non Prop 20	20,420	22,694	27,594	(4,900)	121.59
110114001110000	Teacher Salaries-EPA	289,248	392,673	312,620	80,053	79.61
110126001110000	Teacher Salaries-ELO-P Summer	0	0	22,772	(22,772)	0.00
110132161110000	Teacher Salaries-ELO/ESSER II	0	0	3,478	(3,478)	0.00
110133055711200	Teacher Salaries-ARP-IDEA	0	0	8,591	(8,591)	0.00
110133105711200	Teacher Salaries-IDEA	29,122	29,190	21,835	7,355	74.80
110133105711201	Teacher Salaries-IDEA-PY	0	61	61	0	100.00
110165005711200	Teacher Salaries-SpEd	38,581	14,368	8,942	5,426	62.24
110174351110000	TeacherSalaries/Interven-LREBG	0	75,769	64,255	11,514	84.80
110200001110000	Teacher Salaries-Substitute	0	5,000	23,580	(18,580)	471.60
110265005711300	Teacher Salaries-Sub-SpEd	0	5,300	4,740	560	89.43
110400001110000	Cert Teacher Salary - ELD	31,130	0	0	0	0.00
110800001110000	Cert Teacher-Reading Spec(SEL)	53,944	0	0	0	0.00
110865005711200	Cert Teacher-SPED	4,840	0	0	0	0.00
117532141110000	Teacher Stipend-ESSER III	0	275	275	0	100.00
117565005711200	Teacher Stipend-SpEd	0	1,942	1,942	0	100.00
117590301110000	Teacher Stipend-Taylor Funds	0	11,447	11,250	197	98.28
117593001110000	Teacher Stipend-STRS Excess-PY	0	0	45	(45)	0.00
118000001110000	Teacher Medical Stipend	0	0	355	(355)	0.00
118065005711200	Teacher Medical Stipend-SpEd	0	5,621	5,621	0	100.00
121000001131100	Cert Counselor	0	27,944	0	27,944	0.00
121065461131100	Cert Counselor-ERMHS	0	0	14,565	(14,565)	0.00
<i>Total Teacher Salaries</i>		<i>729,554</i>	<i>596,679</i>	<i>619,944</i>	<i>(23,265)</i>	<i>103.90</i>
<i>Administrator Salaries</i>						
131100001127000	Cert Executive Director Salary	110,988	110,994	126,841	(15,847)	114.28
132100001121000	Instructional Coordinator	80,342	58,431	69,674	(11,243)	119.24
137500001127000	Administrator Stipend/Bonus	0	8,596	8,600	(4)	100.05
137590301127000	Admin Stipend/Bonus-TaylorFund	0	2,500	2,500	0	100.00
138000001127000	Admin Medical Stipend	0	1,772	1,772	0	100.00
<i>Total Administrator Salaries</i>		<i>191,330</i>	<i>182,293</i>	<i>209,387</i>	<i>(27,094)</i>	<i>114.86</i>
<i>Other Certificated Salaries</i>						
<i>Total Other Certificated Salaries</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.00</i>
Total Certificated Salaries		920,884	778,972	829,331	(50,359)	106.46

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

			<u>July 1</u>	<u>2nd Interim</u>	<u>Actuals to</u>	<u>Account</u>	
			<u>Budget</u>	<u>Budget</u>	<u>Date</u>	<u>Balance</u>	<u>Percent</u>
				<u>Revision</u>			
Classified Salaries							
<i>Paraeducator Salaries</i>							
210100001110000	Class Teach/Inst Aide Sal-Reg		67,197	185,889	239,447	(53,558)	128.81
210114001110000	Class Teach/Inst Aide Sal-EPA		68,000	0	0	0	0.00
210130101110000	Class Teach/Inst Aide-Title I		45,210	43,856	40,789	3,067	93.01
210132145711300	Class Inst Aide-SpEd-ESSER		0	0	1,498	(1,498)	0.00
210165005711300	Class Teach/Inst Aide-SpEd		57,007	21,145	28,692	(7,547)	135.69
210165465711300	Class Teach/Inst Aide-ERMHS II		0	0	2,276	(2,276)	0.00
210600001110000	Class Teacher - ELD Reading		0	33,474	41,219	(7,745)	123.14
211000001110000	Class Reading/SEL Aide		0	1,712	1,712	0	100.00
211132165711300	Class Behavior Coord-ESSER III		0	3,896	13,603	(9,707)	349.15
217590301110000	Class Teacher Stipend-Taylor		0	22,500	22,500	0	100.00
<i>Total Paraeducator Salaries</i>			<i>237,414</i>	<i>312,472</i>	<i>391,736</i>	<i>(79,264)</i>	<i>125.37</i>
<i>Support Services Salaries</i>							
220153101137000	Class Teach/Inst Aide-Food Svc		0	22,086	22,795	(709)	103.21
220165005731400	Occupational Therapist-Reg		4,500	0	0	0	0.00
220500001124950	Community/Family Liaison-Reg		37,124	3,612	3,332	280	92.25
220530101124950	Community/Fam Liaison-Title I		279	22,056	25,411	(3,355)	115.21
221000001131100	Class School Counselor		35,138	6,918	7,072	(154)	102.23
221100001181000	Class Maintenance Sal-Reg		73,830	50,138	62,505	(12,367)	124.67
227500001124950	Community Liaison-Stipend		0	11,738	7,418	4,320	63.20
227500001181000	Class Maint Stipend/Bonus		0	0	658	(658)	0.00
227530101124950	Comm Liaison-Stipend-Title I		0	0	9,533	(9,533)	0.00
227590301181000	Class Maint Stipend-TaylorFund		0	0	1,250	(1,250)	0.00
<i>Total Support Services Salaries</i>			<i>150,871</i>	<i>116,548</i>	<i>139,974</i>	<i>(23,426)</i>	<i>120.10</i>
<i>Supervisor Salaries</i>							
230100001127000	Class Office Manager-Salary		0	49,861	72,243	(22,382)	144.89
<i>Total Supervisor Salaries</i>			<i>0</i>	<i>49,861</i>	<i>72,243</i>	<i>(22,382)</i>	<i>144.89</i>
<i>Office/Technical Salaries</i>							
240100001127000	Clerical/Office Salaries-Reg		86,440	22,528	36,705	(14,177)	162.93
247500001127000	Clerical/Office Stipend/Bonus		0	6,328	6,328	0	100.00
248000001127000	Clerical Medical Stipend		5,280	6,132	7,154	(1,022)	116.67
290126001139000	After School Coord-LAS-ELO-P		27,806	41,391	41,176	215	99.48
290226001139000	After School Assist-LAS-ELO-P		20,881	30,885	56,228	(25,343)	182.06
<i>Total Office/Technical Salaries</i>			<i>140,407</i>	<i>107,264</i>	<i>147,591</i>	<i>(40,327)</i>	<i>137.60</i>
Total Classified Salaries			528,692	586,145	751,544	(165,399)	128.22

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

		<u>July 1</u>	<u>2nd Interim</u>	<u>Actuals to</u>	<u>Account</u>	
		<u>Budget</u>	<u>Budget</u>	<u>Date</u>	<u>Balance</u>	<u>Percent</u>
			<u>Revision</u>			
Employee Benefits						
<i>STRS/PERS</i>						
310100001110000	STRS Certificated	98,300	95,601	95,324	277	99.71
310100001121000	STRS Certificated	0	15,345	12,654	2,691	82.46
310100001127000	STRS Certificated	36,544	23,182	21,201	1,981	91.45
310100001131100	STRS Certificated-Counselor	0	952	2,782	(1,830)	292.23
310165005711200	STRS Certificated	13,856	7,625	7,519	106	98.61
310165005711300	STRS Certificated	0	0	871	(871)	0.00
310200001110000	STRS Classified	8,635	2,780	2,780	0	100.00
310226001139000	STRS Classified-LAS-ELO-P	0	438	438	0	100.00
Total STRS/PERS		157,335	145,923	143,569	2,354	98.39
<i>OASDI/Medicare</i>						
330100001110000	Social Security/Medicare Cert	16,422	7,424	8,486	(1,062)	114.30
330100001121000	Social Security/Medicare Cert	0	847	985	(138)	116.29
330100001127000	Social Security/Medicare Cert	2,774	1,778	2,019	(241)	113.55
330100001131100	Social Security/MC Cert-Counsel	0	405	211	194	52.10
330126001110000	Social Security/Medicare Cert	0	0	1,109	(1,109)	0.00
330165005711200	Social Security/Medicare Cert	1,052	741	583	158	78.68
330165005711300	Social Security/Medicare Cert	0	77	80	(3)	103.90
330200001110000	Social Security/Medicare Class	10,998	20,211	23,112	(2,901)	114.35
330200001124950	Social Security/Medicare Class	2,861	2,862	2,887	(25)	100.87
330200001127000	Social Security/Medicare Class	7,017	6,612	9,242	(2,630)	139.78
330200001131100	Social Security/Medicare Class	2,688	529	541	(12)	102.27
330200001181000	Social Security/Medicare Class	5,648	3,836	4,845	(1,009)	126.30
330226001139000	Social Sec/Med Class-LAS-ELO-P	3,725	5,529	7,309	(1,780)	132.19
330232145711300	Social Sec/MedicarClass-ESSIII	0	0	115	(115)	0.00
330253101137000	Social Security/Medicare Class	0	1,690	1,744	(54)	103.20
330265005711300	Social Sec/Medicare Class-SpEd	4,361	1,618	3,319	(1,701)	205.13
330265005731400	Social Sec/Medicare Class-SpEd	344	0	0	0	0.00
330265465711300	Social Sec/MedicareClass-ERMHS	0	0	174	(174)	0.00
Total OASDI/Medicare		57,890	54,159	66,761	(12,602)	123.27
<i>Health and Welfare</i>						
340100001110000	Health & Welfare Certificated	86,687	43,317	63,233	(19,916)	145.98
340100001121000	Health & Welfare Certificated	0	9,662	6,177	3,485	63.93
340100001127000	Health & Welfare Certificated	0	18,639	15,012	3,627	80.54
340100001131100	Health & Welfare Cert-Counsel	0	9,217	2,581	6,636	28.00
340165005711200	Health & Welfare Cert-SpEd	9,972	9,972	6,794	3,178	68.13
340200001110000	Health & Welfare Class Tea	56,536	56,536	71,293	(14,757)	126.10
340200001124950	Health & Welfare Class	0	0	(400)	400	0.00
340200001127000	Health & Welfare Classified	11,096	3,559	17,168	(13,609)	482.38
340200001131100	Health & Welfare Class	9,217	9,217	692	8,525	7.51
340200001181000	Health & Welfare Class-Maint	11,088	11,088	12,124	(1,036)	109.34
340226001139000	Health & WelfareClass-LAS-ELOP	10,161	10,161	22,518	(12,357)	221.61
340253101137000	Health & Welfare Class Tea	0	0	3,592	(3,592)	0.00
340290101139000	Health & Welfare Class-LASP	0	0	765	(765)	0.00
Total Health and Welfare		194,757	181,368	221,549	(40,181)	122.15

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

		<u>July 1</u>	<u>2nd Interim</u>	<u>Actuals to</u>	<u>Account</u>	
		<u>Budget</u>	<u>Budget</u>	<u>Date</u>	<u>Balance</u>	<u>Percent</u>
			<u>Revision</u>			
<i>Unemployment Insurance</i>						
350100001110000	Unemployment Insurance Cert	3,285	2,560	2,637	(77)	103.01
350100001121000	Unemployment Insurance-Cert	0	292	338	(46)	115.75
350100001127000	Unemployment Insurance Cert	957	613	685	(72)	111.75
350100001131100	Unemployment Insur Cert-Counse	0	140	73	67	52.14
350126001110000	Unemployment Insurance Cert	0	0	13	(13)	0.00
350165005711200	Unemployment Insurance-Cert	363	256	235	21	91.80
350165005711300	Unemployment Insurance-Cert	0	27	24	3	88.89
350200001110000	Unemployment Insurance Class	902	1,457	1,722	(265)	118.19
350200001124950	Unemployment Insurance Class	187	187	189	(2)	101.07
350200001127000	Unemployment Insurance Class	459	432	628	(196)	145.37
350200001131100	Unemployment Insurance Class	176	35	35	0	100.00
350200001181000	Unemployment Insurance Class	369	251	315	(64)	125.50
350226001139000	Unemployment Ins Class-LAS-ELOP	243	361	395	(34)	109.42
350232145711300	Unemployment Ins Class-ESSIII	0	0	7	(7)	0.00
350253101137000	Unemployment Insurance Class	0	110	114	(4)	103.64
350265005711300	Unemployment Ins Class-SpEd	285	106	218	(112)	205.66
350265005731400	Unemployment Ins Class-SpEd	23	0	0	0	0.00
350265465711300	Unemployment Ins Class-ERMHS	0	0	11	(11)	0.00
350300001110000	UI Local Exp Charge	250	1,304	2,376	(1,072)	182.21
350400001110000	UI Local Exp Charge	250	0	(6)	6	0.00
350400001127000	UI Local Exp Charge	0	364	364	0	100.00
<hr/>						
<i>Total Unemployment Insurance</i>		<i>7,749</i>	<i>8,495</i>	<i>10,373</i>	<i>(1,878)</i>	<i>122.11</i>
<i>Workers' Compensation</i>						
360100001110000	Workers Compensation-Cert	7,380	5,626	5,776	(150)	102.67
360100001121000	Workers Compensation-Cert	0	640	718	(78)	112.19
360100001127000	Workers Compensation Cert	2,098	1,344	1,524	(180)	113.39
360100001131100	Workers Compensation Cert	0	306	160	146	52.29
360126001110000	Workers Compensation-Cert	0	0	3	(3)	0.00
360165005711200	Workers Compensation-Cert	795	563	442	121	78.51
360165005711300	Workers Compensation-Cert	0	58	52	6	89.66
360200001110000	Workers Compensation Class	2,148	3,556	4,174	(618)	117.38
360200001124950	Workers Compensation Class	457	457	455	2	99.56
360200001127000	Workers Compensation Class	1,119	1,055	1,419	(364)	134.50
360200001131100	Workers Compensation Class	429	84	86	(2)	102.38
360200001181000	Workers Compensation Class	902	612	755	(143)	123.37
360226001139000	Workers Comp Class-LAS-ELO-P	595	882	938	(56)	106.35
360232145711300	Workers Comp Class-ESS III	0	0	18	(18)	0.00
360253101137000	Workers Compensation Class	0	270	278	(8)	102.96
360265005711300	Workers Comp Class-SpEd	696	258	530	(272)	205.43
360265005731400	Workers Comp Class-SpEd	55	0	0	0	0.00
360265465711300	Workers Comp Class-ERMHS	0	0	28	(28)	0.00
<hr/>						
<i>Total Workers' Compensation</i>		<i>16,674</i>	<i>15,711</i>	<i>17,356</i>	<i>(1,645)</i>	<i>110.47</i>
<i>Other Benefits</i>						
<hr/>						
<i>Total Other Benefits</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.00</i>
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Total Employee Benefits		434,405	405,656	459,608	(53,952)	113.30

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

		<u>July 1</u>	<u>2nd Interim</u>	<u>Actuals to</u>	<u>Account</u>	
		<u>Budget</u>	<u>Budget</u>	<u>Date</u>	<u>Balance</u>	<u>Percent</u>
			<u>Revision</u>			
Books and Supplies						
<i>Books/Reference</i>						
411000001110000	Textbooks/Core Curricula	15,000	4,542	11,924	(7,382)	262.53
411032121110000	Textbooks/Core Curr-ESSER II	0	0	6,868	(6,868)	0.00
411063001110000	Textbooks/Core Curr-Prop 20	0	11,924	4,338	7,586	36.38
421000001110000	Books/Reference Materials	1,500	1,500	176	1,324	11.73
	<i>Total BooksReference</i>	<i>16,500</i>	<i>17,966</i>	<i>23,306</i>	<i>(5,340)</i>	<i>129.72</i>
<i>Instructional Materials/Supplies</i>						
431000001110000	Instruct Materials/Supplies	9,540	8,229	5,934	2,295	72.11
431000001142000	Instruct Mtls/Supp-Athletic	2,000	2,000	1,565	435	78.25
431032121110000	Instruct Materials/Sup-ESSERII	15,305	15,205	3,437	11,768	22.60
431032131110000	Instruct Materials/Sup-ESS III	155	0	0	0	0.00
431063001110000	Instruct Mtls/Supplies-Prop 20	14,224	7,455	7,384	71	99.05
431065005711300	Instruct Mtls/Supplies-SpEd	15,000	15,000	906	14,094	6.04
431065375711300	Instruct Mtls/Supp-Learn Recov	0	9,611	0	9,611	0.00
431074351110000	Instruct Materials/Sup-LREBG	0	100	100	0	100.00
431090141110000	Instruct Materials/Supply-AVID	0	0	22	(22)	0.00
	<i>Total Instructional Materials/Supplies</i>	<i>56,224</i>	<i>57,600</i>	<i>19,348</i>	<i>38,252</i>	<i>33.59</i>
<i>Supplies/Stores</i>						
432000001127000	All Other Mtls/Supplies-Admin	15,000	13,349	15,137	(1,788)	113.39
432000001142000	All Other Mtls/Supply-Athletic	0	100	12	88	12.00
432000001181000	All Other Mtls/Supplies-Custod	1,939	3,651	8,880	(5,229)	243.22
432026001139000	All Oth Mtls/Supp-LAS-ELO-P	0	0	934	(934)	0.00
432032101127000	All Oth Mtl/Supp-Admin-ESSER	4	0	0	0	0.00
432032121127000	All Other Mtls/Supp-ESSER II	15,380	0	61	(61)	0.00
432032121181000	All Oth Mtls/Sup-Cust-ESS II	2,619	2,374	697	1,677	29.36
432032131127000	All Oth Mtl/Supp-Admin-ESS III	968	968	0	968	0.00
432053101137000	All Other Mtls/Supp-Food Svce	1,000	1,245	1,966	(721)	157.91
432065005711300	All Other Mtls/Supply-SpEd	300	300	1,530	(1,230)	510.00
432070281137000	All Oth Mtls/Supp-Kitchen(KIT)	0	5,000	1,314	3,686	26.28
432090011127000	All Other Mtls/Supp-Admin-UCEN	3,000	3,000	370	2,630	12.33
432090021127000	All Othe Mtls/Supp-Fundraising	0	0	644	(644)	0.00
432090301110000	All Other Mtls/Supp-TaylorFarm	0	258	258	0	100.00
432090301127000	All Other Mtls/Supp-TaylorFarm	0	2,212	2,315	(103)	104.66
432100001110000	All Oth Mtls/Supplies-Students	90	90	0	90	0.00
432132121110000	All Oth Mtls/Supp-Stud-ESS II	3,607	3,607	0	3,607	0.00
432156341110000	All Oth Mtls/Supp-Homeless ARP	0	895	855	40	95.53
432590021127000	All Oth Mtls/Supp-Fundraising	2,500	2,500	2,995	(495)	119.80
	<i>Total Supplies/Stores</i>	<i>46,407</i>	<i>39,549</i>	<i>37,968</i>	<i>1,581</i>	<i>96.00</i>
<i>Non-Capitalized Equipment</i>						
441000001110000	Non-Capitalized Equip-Instruct	5,000	4,500	1,303	3,197	28.96
441000001127000	Non-Capitalized Equip-Admin	0	500	3,049	(2,549)	609.80
441053101137000	Non-Capitalized Equip-CNSP	0	8,064	9,072	(1,008)	112.50
441065005711300	Non-Capitalized Equipment-SpEd	2,000	4,600	3,726	874	81.00
441070281137000	Non-Capitalized Equip-KIT	0	15,000	0	15,000	0.00
	<i>Total Non-Capitalized Equipment</i>	<i>7,000</i>	<i>32,664</i>	<i>17,150</i>	<i>15,514</i>	<i>52.50</i>

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

		<u>July 1</u>	<u>2nd Interim</u>	<u>Actuals to</u>	<u>Account</u>	
		<u>Budget</u>	<u>Budget</u>	<u>Date</u>	<u>Balance</u>	<u>Percent</u>
			<u>Revision</u>			
<i>Food Service Supplies</i>						
470053101137000	Food Service Expenditures	93,725	154,000	94,260	59,740	61.21
	<i>Total Food Service Supplies</i>	<u>93,725</u>	<u>154,000</u>	<u>94,260</u>	<u>59,740</u>	<u>61.21</u>
	Total Books and Supplies	219,856	301,779	192,032	109,747	63.63
Services/Operating Expenses						
<i>Travel/Conferences</i>						
523000001110000	Travel/Mileage-Instr	1,500	1,500	1,704	(204)	113.60
523000001127000	Travel/Mileage-Admin	3,000	3,000	5,236	(2,236)	174.53
523065005711900	Travel/Mileage-SpEd	2,000	2,000	0	2,000	0.00
524000001110000	Meals/Entertainment-Instr	6,500	6,500	4,527	1,973	69.65
524000001127000	Meals/Entertainment-Admin	5,000	5,000	4,053	947	81.06
524065005711900	Meals/Entertainment-Sp Ed	500	500	0	500	0.00
	<i>Total Travel/Conferences</i>	<u>18,500</u>	<u>18,500</u>	<u>15,520</u>	<u>2,980</u>	<u>83.89</u>
<i>Dues/Memberships</i>						
531000001110000	Dues and Memberships-Instr	3,000	15,000	16,138	(1,138)	107.59
531000001127000	Dues and Memberships-Admin	4,955	4,955	6,349	(1,394)	128.13
531032121110000	Dues and Memberships-ESSER II	4,633	0	0	0	0.00
531032121127000	Dues and Members-Admin-ESS II	500	500	157	343	31.40
531032131110000	Dues and Memberships-ESSER III	250	5,600	11,637	(6,037)	207.80
531032131127000	Dues and Members-Admin-ESS III	75	75	0	75	0.00
531032161110000	Dues and Members-Inst-ESSER II	0	0	1,488	(1,488)	0.00
531032171110000	Dues and Members-Inst-GEER II	0	0	4,881	(4,881)	0.00
531090141110000	Dues and Memberships-AVID	3,187	3,187	0	3,187	0.00
	<i>Total Dues/Memberships</i>	<u>16,600</u>	<u>29,317</u>	<u>40,650</u>	<u>(11,333)</u>	<u>138.66</u>
<i>Insurance</i>						
540000001127000	Insurance	41,792	57,424	39,607	17,817	68.97
	<i>Total Insurance</i>	<u>41,792</u>	<u>57,424</u>	<u>39,607</u>	<u>17,817</u>	<u>68.97</u>
<i>Operations/Housekeeping</i>						
550000001181000	Utilities	42,132	62,964	60,711	2,253	96.42
	<i>Total Operations/Housekeeping</i>	<u>42,132</u>	<u>62,964</u>	<u>60,711</u>	<u>2,253</u>	<u>96.42</u>
<i>Rentals/Leases/Repairs</i>						
560500001187000	Event Rentals	1,000	2,000	2,516	(516)	125.80
561000001110000	Equipment Rental	0	0	390	(390)	0.00
561000001127000	Equipment Rental	14,640	14,640	15,843	(1,203)	108.22
561500001127000	Equipment Repair/Maintenance	4,836	4,836	0	4,836	0.00
562000001187000	Property/Building Rental	11,538	82,800	6,956	75,844	8.40
562014001187000	Property/Building Rental-EPA	80,000	0	0	0	0.00
562060301187000	Property/Building Rental-SB740	191,298	200,036	275,880	(75,844)	137.92
563000001187000	Property/Building Repair	10,000	4,850	5,472	(622)	112.82
563032121187000	Property/Bldg Repair-ESSER II	0	26,793	5,150	21,643	19.22
564000001187000	Property/Building Maint	11,000	11,000	15,407	(4,407)	140.06
	<i>Total Rentals/Leases/Repairs</i>	<u>324,312</u>	<u>346,955</u>	<u>327,614</u>	<u>19,341</u>	<u>94.43</u>

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

		<u>July 1</u>	<u>2nd Interim</u>	<u>Actuals to</u>	<u>Account</u>	
		<u>Budget</u>	<u>Budget</u>	<u>Date</u>	<u>Balance</u>	<u>Percent</u>
			<u>Revision</u>			
<i>Professional Services</i>						
580600000073000	ARI Administration Contract	39,775	45,000	43,875	1,125	97.50
581090031110000	Field Trips/Transportation	2,500	25,000	2,322	22,678	9.29
581090301110000	Field Trips/Transport-Taylor	0	0	25,691	(25,691)	0.00
582000000076000	Oversight Fee	21,280	18,064	18,064	0	100.00
583000001127000	Advertising/Employment Fees	28,000	32,000	66,783	(34,783)	208.70
585000001127000	Legal Services	25,000	25,000	54,189	(29,189)	216.76
585200000071910	Audit Services Contracts	12,180	12,180	9,862	2,318	80.97
585400001127000	Consulting Services Contracts	10,000	3,000	3,000	0	100.00
585432131127000	Consulting Services-ESSER III	0	20,800	0	20,800	0.00
585462661127000	Consulting Services-Edu Effect	0	0	27,740	(27,740)	0.00
585500001127000	Consulting Svcs-Policy Liaison	30,000	30,000	25,200	4,800	84.00
585600001110000	Technology Svce Contr-Student	4,080	4,080	226	3,854	5.54
585600001127000	Technology Svce Contr-Admin	11,740	11,740	19,652	(7,912)	167.39
585690901127000	Tech Svcs Contr-Admn-DecEnroll	0	0	37,510	(37,510)	0.00
585700001110000	SIS Service Contracts	22,274	22,274	17,774	4,500	79.80
585800001110000	Other Svcs/Operating Exp-Instr	8,000	4,190	3,078	1,112	73.46
585800001127000	Other Svcs/Operating Exp-Admin	7,000	10,000	27,092	(17,092)	270.92
585800001131100	Other Svcs/Op Exp-Counselor	15,000	1,500	0	1,500	0.00
585826001110000	Other Svcs/Op Exp-Inst-ELO-P	0	0	20,250	(20,250)	0.00
585832121110000	Other Svcs/Op Exp-Instr-ESS II	0	600	533	67	88.83
585832121131100	Other Svcs/Exp-Counsel-ESS II	0	15,000	6,425	8,575	42.83
585832121131400	OthrSvcs/Exp-Occ.Therapy-ESSII	0	789	892	(103)	113.05
585832161131100	Other Svcs/Op Exp-Couns-ESS II	0	0	2,700	(2,700)	0.00
585853101137000	Other Svcs/Op Exp-Food Service	15,000	15,000	11,353	3,647	75.69
585862661110000	Other Svcs/Op Exp- EEBG	0	103	103	0	100.00
585865005711900	Other Svcs/Op Exp-SpEd-Instr	1,000	75,000	143,374	(68,374)	191.17
585865375711900	Other Svcs/Op Exp-Learn Recov	0	0	9,611	(9,611)	0.00
585865461127000	Other Svcs/Op Exp-ERMHS-Admin	0	0	2,813	(2,813)	0.00
585865465711900	Other Svcs/Op Exp-ERMHS III	0	0	78,962	(78,962)	0.00
585867621110000	Other Svcs/Op Exp-AMIM Grant	0	10,000	9,625	375	96.25
585874221110000	Other Svcs/Op Exp-Instruct-IPI	0	88	88	0	100.00
585890021127000	Other Svcs/Operating Exp-Fundr	500	0	0	0	0.00
585890141110000	Other Svcs/Operating Exp-AVID	1,650	0	0	0	0.00
585890301110000	Other Svcs/Operating Exp-Instr	0	0	2,485	(2,485)	0.00
585900001127000	Oth Svc-Payroll Processing Fee	9,600	9,600	11,097	(1,497)	115.59
586000001127000	Penalties/Late Fees	500	500	299	201	59.80
587500000071000	Staff Development Exp-Board	2,000	2,000	0	2,000	0.00
587500001110000	Staff Development Exp-Instr	6,000	1,000	0	1,000	0.00
587500001127000	Staff Development Exp-Admin	2,000	2,000	2,195	(195)	109.75
587540351110000	Staff Devel Exp-Inst-Title II	1,682	9,379	7,365	2,014	78.53
587540351127000	Staff Dev Exp-Admin-Title II	4,000	0	2,114	(2,114)	0.00
587553101137000	Staff Development Exp-Food Svc	500	500	0	500	0.00
587562661110000	Staff Development Exp-EduEff66	5,000	5,000	12,250	(7,250)	245.00
587562661127000	Staff Development Exp-EduEff66	5,000	5,650	6,600	(950)	116.81
587565005711900	Staff Development Exp-SpEd	1,000	1,000	8,698	(7,698)	869.80
587590141110000	Staff Development Exp-AVID	1,000	1,000	190	810	19.00
587590141127000	Staff Development Exp-AVID	0	615	615	0	100.00
589932121110000	Reserve for Undef Exp-ESSII	15,000	0	0	0	0.00
589932131110000	Reserve for Undef Exp-ESSIII	5,000	0	0	0	0.00
589932141110000	Reserve for Undef Exp-ESSIII	68,984	0	0	0	0.00
589932161110000	Reserve for Undef Exp-ESSII	15,952	0	0	0	0.00
589932171110000	Reserve for Undef Exp-GEER II	4,880	0	0	0	0.00
589932181110000	Reserve for Undef Exp-ESSERIII	10,399	0	0	0	0.00
589932191110000	Reserve for Undef Exp-ESSERIII	23,901	0	0	0	0.00

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

		<u>July 1</u>	<u>2nd Interim</u>	<u>Actuals to</u>	<u>Account</u>	<u>Percent</u>
		<u>Budget</u>	<u>Budget</u>	<u>Date</u>	<u>Balance</u>	
			<u>Revision</u>			
589962661110000	Reserve for Undefined Exp-Educ	5,000	0	0	0	0.00
	<i>Total Professional Services</i>	442,377	419,652	722,695	(303,043)	172.21

Oasis Charter Public School Income Statement For the Twelve Months Ending June 30, 2023

		<u>July 1</u> <u>Budget</u>	<u>2nd Interim</u> <u>Budget</u> <u>Revision</u>	<u>Actuals to</u> <u>Date</u>	<u>Account</u> <u>Balance</u>	<u>Percent</u>
<i>Communications</i>						
591000001127000	Postage and Shipping	2,200	2,200	1,260	940	57.27
592000001127000	Internet Services	19,668	19,668	14,253	5,415	72.47
593000001127000	Telephones-Landlines	14,689	10,000	12,853	(2,853)	128.53
593100001127000	Telephones-Cellular/Mobile	4,311	4,311	6,652	(2,341)	154.30
	<i>Total Communications</i>	<u>40,868</u>	<u>36,179</u>	<u>35,018</u>	<u>1,161</u>	<u>96.79</u>
	Total Services/Operating Expenses	926,581	970,991	1,241,815	(270,824)	127.89
<i>Capital Outlay</i>						
690000001110000	Depreciation/Amortization Exp	98,413	97,917	96,801	1,116	98.86
690032121110000	Depreciation/Amortiz Exp-ESSER	0	0	586	(586)	0.00
690032131110000	Depreciation/Amortiz Exp-ESSER	0	0	1,761	(1,761)	0.00
690032201110000	Depreciation/Amortiz Exp-LLMF	0	2,046	1,116	930	54.55
	Total Capital Outlay	98,413	99,963	100,264	(301)	100.30
<i>Other Outgo</i>						
	Total Other Outgo	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>
	Total Expenses	<u>3,128,831</u>	<u>3,143,506</u>	<u>3,574,594</u>	<u>(431,088)</u>	<u>113.71</u>
Other Sources and Uses						
<i>Other Sources</i>						
8980000000000000	Contrib from Unrestr Resource	(90,367)	(121,538)	(203,177)	81,639	167.17
8980531000000000	Contrib from Unrestr Res-CNSP	35,089	67,478	51,424	16,054	76.21
8980650050000000	Contrib from Unrestr Res-SpEd	55,278	54,060	106,904	(52,844)	197.75
8980654650000000	Contrib from Unrestr Res-ERMHS	0	0	44,849	(44,849)	0.00
	Total Other Sources	0	0	0	0	0.00
<i>Other Uses</i>						
	Total Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>
	Total Other Sources and Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>
	Net Increase/Decrease in Fund Balance	<u>28,398</u>	<u>1,025,413</u>	<u>254,144</u>	<u>771,269</u>	