

Oasis Charter School
Board Agenda Supplemental Information

TITLE OF AGENDA ITEM: 12.4 ACTION: Proposed UCEN Policy for Section 1 - Governance, Article VII - Board Operating Agreements

BOARD MEETING DATE: 12/10/24

ITEM TYPE: ACTION

BOARD AGENDA ITEM INFORMATION:

A draft of these proposed operation agreements was brought forward for review at the 11/19/24 Board meeting. No suggestions for changes were brought forward at that time so this item is the same as originally presented in November.

Agreements on how Board members and staff work together can help the organization to focus on and accomplish organizational goals.

In addition, this item details the time limits for Board items in order to manage the flow of Board meetings. It is important to note that time limits may be extended by Board vote. These are suggested parameters.

ESTIMATED COST: N/A

Administrative Recommendation: Approve ✓ Information_____

Person submitting item: Annie Millar, Executive Director

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

Policy Draft: 11/19/24

Section I Governance
Article VII Board Operating Agreements

A policy outlining Board Member Responsibilities and Board Meeting Norms assists Board Members and staff to fulfill their responsibilities as outlined in Section I Governance Article VI Role of the Board.

Board Member Responsibilities

1. Prepare in advance for a meeting by studying the agenda and backup materials.
2. If you have questions or would like additional information, please contact school administration in advance.

Board Meeting Norms

1. Recognize the best efforts of Board Members and staff.
 - a. Assume positive intent.
2. Encourage all group members to share their thoughts and opinions.
3. Respect one another's, staff's and the school community's ideas and contributions.
 - a. Listen with curiosity to what everyone has to say.
 - b. Remember that we all come with different perspectives and priorities which bring depth to the discussion and to the decisions made.
4. Remain focused on the item.
 - a. If needed, ask for an item to be agendized at a later time.
5. When speaking about an item, avoid attaching names to comments.
 - a. Replace names with roles.

Time Limits

- **Time limits may be extended by Board vote.**
 - **Items may last less time than noted here.**
1. Public Comment for Open Session: 3 minutes per speaker (additional three minutes if a translation is involved)
 2. Public Comment for Closed Session: 3 minutes per speaker (additional three minutes if a translation is involved)
 3. Discussion: maximum of 10 minutes
 4. Presentations: maximum of 10 minutes with an additional 3 minutes for comments and questions

Oasis Charter School
Board Agenda Supplemental Information

TITLE OF AGENDA ITEM: 12.5 ACTION: Selection of Nominee for Board Member

BOARD MEETING DATE: 12/10/24

ITEM TYPE: ACTION

BOARD AGENDA ITEM INFORMATION:

From the October 14, 2024 initial announcement to the November 12, 2024 deadline, the UCEN Board member application was promoted and available to the general public through the Oasis website, ParentSquare (the school community's communication platform) and social media accounts (FaceBook, LinkedIn and Instagram).

On November 14, 2024, the Governance Committee met to review the two applications received for the open Board Member seat.

On November 19, 2024, two candidates for the vacancy were interviewed. Both candidates were approved to move forward for consideration for the open position at the Regular Meeting of the UCEN Board in December, 2024.

At the December 10, 2024 meeting, the Board will select one of the two candidates to fill the Board Member position.

For background information, the current Board member terms are as follows:

	Name	Role	Term Ends	Background
1	Margie Weibusch	President	12/1/24	Appointed 12/1/20; one year emergency extension to 12/1/24
2	Melissa Edwards	Vice President	8/1/28	Appointed 7/30/24
3	Dr. Fernando Elizondo	Treasurer	2/1/28	Appointed 2/1/24
4	Julie Laughton	Secretary	3/1/28	Appointed 7/30/24

5	Michele Belluz	Board Member	7/1/28	Appointed 7/30/24
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ESTIMATED COST: N/A

ATTACHMENT: Spreadsheet of Candidate Responses to Questionnaire
(submitted by 11/12/24 deadline)

Administrative Recommendation: Approve ✓ Information_____

Person submitting item: Annie Millar, Executive Director

24 Under Construction Educational Network Board Member Application, 10.14.24 (Responses)

Timestamp	Email Address	Name (Last, First)	Cell Phone	Email Address	Occupation	Describe your occupation and how it would contribute to the membership of the UGEN Board.
10/16/2024 20:34:48	acosta,j67@gmail.com	Acosta, Jorge	8317834357	acosta.j67@gmail.com	Counselor	As a school counselor with a case load of 290 7th & 8th grade Students; I deal directly and daily with the issues and strengths created in Students during their elementary years. As a cross country coach, I safely inspire and continuously monitor each Student/athletes growth in the sport as well as in school.
11/7/2024 21:01:21	mwiebusch@yahoo.com	Wiebusch, Margie	8312619088	mwiebusch@yahoo.com	Retired Program Director/PT Human Resources	I worked as a Program Director for the Foster and Kinship Care Education Program at Hartnell College for 23 years. This position required attendance at all Board Meetings. I served on a variety of shared governance committees. Overseen grants, including complex budgets, researching and writing grants to enhance the program deliverables. I also served the college negotiating team that worked to ensure all employees were treated fairly and equally. In addition, I have made many community connections for resources that will support the students and families that attend Oasis.

24 Under Construction Educational Network Board Member Application.10.14.24 (Responses)

Do you currently have family members at OASIS?	If "Yes", in what capacity? If students, in what grades?	Do you have children at another school?	If "Yes", in what school and grades?
No	N/A	No	N/A
Yes	Students, Kindergarten, 1st grade, 4th grade and 5th grade	Yes	10th and College

24 Under Construction Educational Network Board Member Application. 10.14.24 (Responses)

<p>Have you worked on any school committees or participated in any school activities at Oasis or at other schools? Please list the activities at Oasis and/or any other school and include the names of the schools.</p>	<p>Describe any other community or business activities in which you have participated which prepare you for UCEN Board service.</p>	<p>Why do you want to become a UCEN board member?</p>	<p>Describe how your participation on the Board would benefit the school?</p>
<p>Several school activities at La Paz Middle School.</p>	<p>We ran and operated a local business for 18-years. I served honorably in the US Army for 20-years.</p>	<p>To ensure our future leaders get the best possible opportunity to excel and create successful fulfilling careers and lives.</p>	<p>I would bring my current experience with open ears and eyes to make the best decision possible in the interest of our children's education.</p>
<p>I have served 4 years on the UCEN board. I also was a member of the OCC prior to the board position. I served on the Hiring Committee for the Executive Director and hiring committees for staff at Oasis. I have also attended the DELAC committee meetings and Recruitment meetings. While I was employed at Hartnell College, I served as Union President, Negotiating Team Chair, Diversity Committee, Hiring Committees, Advisory Groups and Bond Measure activities. I served on the Library and Parks Commission for the City of Salinas. (appointed by the City Council)</p>	<p>I have served on a variety of committees that work with community agencies. I have participated in Community Resource Fairs, networking initiatives, outreach work. I have recruited agencies for resources for families. I have worked with the Food Bank and community resource centers to support the program that I oversee.</p>	<p>I want to continue to serve on the UCEN board because I am passionate about supporting the educational goals of Oasis. I believe in the mission of the school, and I support the Administration and staff. I believe that we have a choice for education for our family and I believe that Oasis has proven to be the best choice.</p>	<p>I am hard working, and I am committed to keeping the mission of this school alive. I know that there will be hard work and struggles ahead but I am eager to do the work and support the efforts of Administration.</p>

24 Under Construction Educational Network Board Member Application. 10.14.24 (Responses)

Which of these skills or areas of expertise apply to you? Please check all that apply.	Which of these traits would you add to the Board?	Share how these traits have equipped you to be a UCEN board member.	Have you ever served on a non-profit Board of Directors. If so, which board(s), your capacity and for how long?
<p>Bilingual Spanish, Public speaking experience, Marketing and/or graphic design, Networking and recruitment, Background in Education (understanding of academic achievement), Human resources (staff recruitment, hiring, staff retention), Program evaluation, Facilities (construction, maintenance, design, etc.), Technology (infrastructure, student and adult usage), Safety</p>	<p>Strategic planning</p>	<p>Bringing a vast of experience from very different fields can provide a fresh perspective to a new seat on the board.</p>	<p>No.</p>
<p>Public speaking experience, Marketing and/or graphic design, Fundraising and/or grant writing, Networking and recruitment, Background in Education (understanding of academic achievement), Human resources (staff recruitment, hiring, staff retention), Program evaluation, Facilities (construction, maintenance, design, etc.), Safety</p>	<p>Realist</p>	<p>I believe that always keeping it real will equip me with the tools needed to be successful. As a board member we need to trust Administration, but we also need to know that there will be real life decisions that we will be faced with in order to keep the school fiscally sound and academically achieving the goals. We will all need to discuss as a team and make the best choices for the whole.</p>	<p>I have served on the Board for the State Foster Parent Association for the past 13 years.</p>

24 Under Construction Educational Network Board Member Application. 10.14.24 (Responses)

Briefly describe your commitment to constructivist education, public education and/or Oasis Charter Public School.

Please share anything else that would be helpful for us to know.

Please list two (2) references

I am fully committed to the education of our kids. They are our future as we age and retire we pass on the leadership and stewardship of our country to our youth.

I look forward to meeting you all. Thank you for your time.

Manuel Lopez Alisal High VP;
Hugo Mariscal Salinas High
Principal

Learning is experiences, Oasis has always given children the opportunity to construct knowledge. This is one of the many reasons I made the choice for my children to attend when there are many other choices in education.

I hope that you will allow me to continue on the board and to support Oasis.

Griseida Gomez - 831-677-8164
Shaylene Duran - 831-578-2734

Oasis Charter School
Board Agenda Supplemental Information

TITLE OF AGENDA ITEM: 12.6 ACTION: Board Role Reorganization

BOARD MEETING DATE: 12/10/24

ITEM TYPE: ACTION

BOARD AGENDA ITEM INFORMATION:

This is a placeholder. Following the Selection of a nominee for Board Member, the Board may chose to reorganize the roles of the Board:

- President
- Vice-President
- Treasurer
- Secretary

ESTIMATED COST: N/A

Administrative Recommendation: Approve ✓ Information_____

Person submitting item: Annie Millar, Executive Director

Oasis Charter School
Board Agenda Supplemental Information

TITLE OF AGENDA ITEM: 12.7 DISCUSSION: Board Committees (Finance, Charter Renewal, Governance)

BOARD MEETING DATE: 12/10/24

ITEM TYPE: DISCUSSION

BOARD AGENDA ITEM INFORMATION:

This is a continuation of a discussion item from the 11/19/24 UCEN Board meeting.

There are several critical needs at present. One way to address them is to form broad-based committees which include stakeholders from across the school community. Some of the most important issues are:

- 1) Finance
 - a) Prepare a response to the Monterey County Office of Education regarding Oasis' financial position
- 2) Academic Performance
 - a) Determine factors impacting academic performance
 - b) Develop a plan to address these factors as quickly as possible
- 3) Charter Renewal
 - a) Become familiar with California Education Code requirements for maintaining the charter and for re-chartering
 - b) Evaluate Oasis' position for charter renewal (strengths, gaps, additional considerations)
 - c) Outline the process and timeline for renewal
- 4) Governance
 - a) This committee already exists. The next focus of this committee would be bylaw revision for the UCEN Board and for the OCC.

When the Board establishes committees, these committees usually fall under the Public Meetings Act. The meetings would be open to the public.

It is recommended that the Board discuss the formation and composition of these committees. One suggested composition is between 5-11 members and includes:

1. One or two Board members
2. One or two Oasis teachers
3. One of two Oasis support staff (paraprofessionals, LAS, office)
4. One or two Oasis parents or guardians
5. Executive Director

According to UCEN Board Bylaws, the Board may choose to create advisory committees. From the Board Bylaws:

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 (3) 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 (1) Board Member. Non-Board members may serve on only one (1) 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.

ESTIMATED COST: N/A

Administrative Recommendation: Approve _____ Information ✓

Person submitting item: Annie Millar, Executive Director

**Under Construction Educational Network
Board of Directors**

**Resolution Approving the Transfer and Allocation of Funds
Resolution 24.25.01**

Approval of Funds Transfers

WHEREAS, the Board of Directors (“Board”) of Under Construction Educational Network (“UCEN”) is a California nonprofit public benefit corporation that operates Oasis Charter Public School (the “Charter School”);

WHEREAS, UCEN maintains a bank account at Mechanics Bank (account ending in -8450) that, as the current Board understands, has been historically used by the Board for Board-related functions and discretionary spending (the “Account”);

WHEREAS, the Account includes \$71,726.57 (as of 11/30/24) of funds that are unrestricted and unallocated (the “Funds”);

WHEREAS, the Board has determined that it is in the best interests of UCEN and the Charter School to transfer and allocate the funds to the Charter School’s unrestricted general fund to support the ongoing operations and needs of the Charter School;

NOW THEREFORE BE IT RESOLVED THAT, the Board of Directors of UCEN directs the Executive Director of the Charter School as follows:

1. To initiate a transfer of all of the funds from account ending in -8450 to Under Construction Educational Network Oasis Charter Public School Prime Business Account ending in -2883.
2. To allocate the Funds to the Charter School’s unrestricted general fund balance.
3. To close the Mechanics Bank account ending in -8450.

PASSED AND ADOPTED by the Board of Directors of UCEN on this 10th day of December 2024.

AYES:
NOES:
ABSTAIN:
ABSENT:

Board Secretary

Oasis Charter School
Board Agenda Supplemental Information

TITLE OF AGENDA ITEM: 12.9 DISCUSSION: Review of the UCEN Board/OCC Relationship

BOARD MEETING DATE: 12/10/24

ITEM TYPE: DISCUSSION

BOARD AGENDA ITEM INFORMATION:

The UCEN Board and the OCC have a formal relationship which is codified in the OCC Bylaws. Some of the key features of the UCEN Board's authority include:

- 1) Approval of the OCC Bylaws
- 2) The right to alter the size and/or composition of the OCC
- 3) The right to veto any decision of the OCC

The UCEN Board has this authority, in part, because "Oasis maintains in effect the general liability and board error and omissions insurance policies."

The OCC also has responsibilities as outlined in the OCC Bylaws.

Because the OCC is under the authority of the UCEN Board, they are also obligated to follow the Public Meetings Act (Brown Act).

ESTIMATED COST: N/A

ATTACHMENTS: OCC Bylaws (approved 10/27/2020)

Administrative Recommendation: Approve Information ✓

Person submitting item: Annie Millar, Executive Director



OCC Bylaws

Approved by OCC on 10/21/2020

Approved by UCEN on 10/27/2020

Article I - Name

The name shall be Oasis Community Council (OCC)

Article II - Purpose

The purpose of the OCC is to strive to support and advocate for our children by partnering with staff, families, and the wider community to create a safe and healthy learning environment where students can excel and feel confident in themselves.

OCC is a group of parents that are dedicated to helping the school. We collaborate with administration, teachers, and parents to create events, fundraisers, and community building events. It is a group where you can bring your ideas, give your feedback, and volunteer. You do not need to be a voting member to be a part of the OCC committee. All are welcomed so bring your ideas, enthusiasm and your willingness to participate.

Article III - Authority

The OCC is defined and mandated by the OCPS (Oasis Charter Public School) Charter. Specified roles, operations, and governance are further clarified through the OCC Bylaws as approved by the UCEN and include the following:

The UCEN Board of Directors reserves the right to alter the size and or composition of the Oasis Community Council. The Board of Directors of UCEN maintains the right to veto any decision of the OCC by a majority vote of the members of the UCEN Board of Directors. The OCC president shall serve as a liaison between the OCC and the UCEN Board of Directors. Oasis maintains in effect the general liability and board error and omissions insurance policies.

1. Responsibilities of the Council

- a. Create bylaws (subject to approval by the UCEN Board for Directors) for the operation of the OCC
- b. Recommend to the UCEN board amendments to the OCC bylaws
- c. Identify need for additional policies which affect the school
- d. Collaborate with the Executive Director to create an annual budget, subject to approval by the UCEN Board of Directors
- e. Create and supervise *ad hoc* committees as needed. These *ad hoc* committees may include but shall not be limited to (a) community building activities (b) enrichment programs (c) field trips (d) fundraising (e) recreation

Article IV - Membership and Composition

Oasis Community Council meetings are open to all OCPS (Oasis Charter Public School) communities and the public. The family must not hold two positions such as President, Vice President, Secretary, or Treasurer at the same time. The family must not both be signers of the bank account. Voting members of the OCC are the only members who are eligible to vote.

1. Composition of the Council

- a. Voting members (each carry one vote):
 - i. One teacher or other staff member elected by the staff.
 - ii. Ten parents, Guardians, or primary caretakers and four alternates (with ten votes amongst them)
- b. Non-Voting members may include but are not limited to:
 - i. The Executive Director, or his/her designee
 - ii. OCC past President (s)
 - iii. All adult members of the OCPS (Oasis Charter Public School), all are encouraged and welcomed to attend OCC meetings
 - iv. Any Students wishing to address the council on student update, event idea/ planning, comments about OCC events, announcements, or any other information.

2. Elections to the Council

- a. During the required school community "All Family Meeting in the fall, elections shall be held to fill any council vacancies.
- b. Nominations
 - i. Families shall be notified of potential council vacancies through Parent Square. Nominations shall be taken at least 1 week prior to the evening of the fall All Family Meeting, allowing ample opportunity to voice their desire to run for elected Council position.
- c. Election Procedures
 - i. Nominees shall be introduced at the All Family Meeting prior to collection of secret ballots at which time the nominees shall publicly disclose any familial or financial relationship he or she has to any OCC, UCEN Board member, and/or Oasis employee

- ii. All individuals who are interested in running for a position on the committee will be listed on the ballot. Voters will be directed to place a check mark on the preferred candidates up to the number of open positions. Ballots will be distributed at the beginning of the All Family Meeting and collected at the end of the meeting. Ballots with more check marks than announced openings will be considered invalid.
 - iii. Positions will be filled by the candidates receiving the greatest number of votes in ascending order until all vacant positions are filled. Voting positions will be filled first and the alternate positions. Votes will be counted by the OCC president, a member of the OCPS (Oasis Charter Public School) not running for membership and one member of OCPS (Oasis Charter Public School) staff
 - iv. In case of a tie the OCC will conduct a runoff between the candidates in question.
- d. Terms
- i. Term Length: 2 years
 - ii. Failure to attend 3 consecutive regular meetings without cause shall constitute forfeiture of council seat and any Office title held.
 - iii. Failure to complete duties may result in being removed by majority vote of the council.
- e. Vacancies
- i. Any midterm vacancies of any elected council seat will be filled by one of the voting or alternate members, elected by the voting members of the council. The intern member shall serve until the next regularly scheduled election.
 - ii. Any officer position that is open can be filled at the next regular OCC meeting by current voting and alternate OCC members. Positions cannot be filled at a special meeting.

Article V - Members, Officers, and Elections
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1. Officers

- a. Officers shall be selected from the voting and alternate members of the OCC. Officer positions will be limited to two consecutive terms subject to re-election for additional 2 years. All officers must sign a Job Description agreement found In the Presidential Binder, Digital records must be held in an OCC file, at the time of accepting the position.
 - i. **President**
 - 1. Eligibility: May only be held by a voting member
 - 2. Term Length: 2 years
 - 3. Duties:
 - a. Create regular Agendas 1 week prior to meeting with number or letter bulletins on agenda Items

- b. Send Agenda to the Oasis Director no later than 1 week prior to a Regular meeting date. 3 days prior to a Special Meeting, if possible.
- c. Alert Oasis Director when OCC regular, Special, and Emergency meetings are being scheduled as soon as they are planned.
- d. Receive Admins Agenda items and add them to Agenda
- e. Post agenda within the appropriate time frame depending on type of meeting prior with attachments
- f. Send Oasis Approved Minutes within 2 days after approval
- g. Serve as a facilitator for all OCC meeting
- h. Give a small update on any OCC events at UCEN board meetings
- i. Document when, where, and why a member receives a warning or action of removal due to
 - i. Inappropriate behavior
 - ii. Inability to complete jobs specified in a given position
- j. Refer to binder for more job description, responsibility, and Sign the job agreement at the end of the description sheet.
- k. Sample Agenda:

Template of Agenda:



Oasis Community Council (OCC)

(type of meeting) Monthly/ Regular, Special, Emergency
Date

Time:

Place:

(This is where You would add a Video Conference access code)

1. Call to Order:____:____(am/pm)
2. Welcome by President
3. Announcements
4. Roll Call:
 - a. Voting Members and Officers
 - b. Alternative Members
 - c. Guests
5. Public Comments
6. Consent Agenda
 - a. Adoption of Agenda

- b. Minutes (date)
 - 7. Student Update
 - 8. Admin Update
 - 9. Teacher Update
 - 10. Treasurer Report
 - 11. Discussion Items:
 - 12. Action/ Resolution Items:
 - 13. Future Agenda Item topics:
 - 14. Announcements of The next meeting
Dates of UCEN, Delac, and OCC
 - 15. Adjourn: ____:____(am/pm)
- *End of Sample Agenda

ii. Vice President

- 1. Eligibility: May only be held by a voting member
- 2. Term Length: 2 years
- 3. Duties:
 - a. Assist the president in duties assigned
 - b. Organize and maintain the fundraising binder
 - c. Keep track and be in charge of the OCC credit card
 - d. Assume the responsibility of the President in their absence.
 - e. Make sure the Secretary and Meeting speed are cohesive.
 - f. Keep Meetings on track with Agenda and Time.
 - g. Refer to binder for more job description, responsibility, and Sign the job agreement at the end of the description sheet.

iii. Treasurer

- 1. Eligibility: May only be held by a voting or alternate member
- 2. Term Length: 2 years
- 3. Duties:
 - a. During Meetings
 - i. Have accounting Up to date and available for every meeting
 - ii. Report any changes from the last OCC meeting during sections "Treasurer Report".
 - iii. Present at any other times of the year when requested by the UCEN
 - iv. If a handout is to be present, the Treasurer must have a copy available for meeting attendees and send to the president in time for it to be attached to the agenda.
 - 1. In the event of a video conference, Treasure must attach a typed report if there is anything to report/ show/ handout

- v. In the event the Treasurer can not attend, Treasure must give a report to the President via email to handout during the Meeting.
- b. Record Keeping
- i. Treasurer should have basic knowledge of using Google Sheets/ Excel or be willing to train self before accepting the job.
 - 1. Oasis requires the Treasurer to maintain expense and funds raised report on Google sheets as of 2018 - 2021 controlled by an Appointed Office staff from Oasis.
 - ii. Treasurer is to be present and assist in planning any and all budgets and keep records.
 - iii. Receive copies of all bank transactions
 - iv. Keep an accurate record of receipts and expenditures
 - 1. Ask those who purchase to do so separately from personal purchases
 - a. In the event separate purchases did not happen, highlight receipt of which items are an OCC purchase and note the total of OCC purchase, including TAX, for refund.
 - 2. Picture or scanned copy digitally saved and sent, clearly marked the purpose of the purchase, to OCC's digital dropbox (Drive, email, etc., previously set up and approved by OCC and Oasis)

Email: Example:

Subject: 2020-2021 OCC Event - BBQ Receipt

Detail: Salad - \$20.00

Attach Image

- v. Keeping such records may be kept on Google sheets/ Excel or a program alike decided by OCC council and Oasis.
- vi. Pay out funds in accordance
- vii. Make a full report by the end of the school year.
- viii. In the absence of the President and the Vice President, treasure shall assume their responsibilities in their absence.
- ix. Spreadsheet Requirements
 - 1. Title of OCC and Year
 - 2. Starting Balance

3. Month of event / Detail / Budget / Expense / Revenue/ \$ representation of Donations
4. If the Event falls under a Fundraiser indicate by FR in front of the name
 - a. Example: BBQ would be marked "FR: BBQ"

Spreadsheet Template Example:

OCC Accounting 2020-2021						
2020/2021 Balance						\$10,069.41
September	Detail	Budget	\$ Unused	Expense	Revenue	Donations in \$ amount
26th	Pizza for Plant Activity	\$ 400.00	\$ 126.87	\$ 273.13	\$ -	\$20.00
TOTAL		\$ 400.00	\$ 126.87	\$ 273.13	\$ -	\$20.00
October	Detail	Budget	\$ Unused	Expense	Revenue	Donations in \$ amount

- c. Refer to binder for more job description, responsibility, and Sign the job agreement at the end of the description sheet.

iv. Secretary

1. Eligibility: May be held by a voting or alternate member
2. Term Length: 2 years
3. Duties:
 - a. Prepare and distribute meeting minutes of all OCC meetings within 3 days of meeting for review.
 - b. Maintain an accurate contact list of all voting and alternate members (name, position, email address, phone numbers)
 - c. Maintain an OCC binder with all the agendas, handouts, and meeting minutes to pass on to the next person to serve in office
 - d. Maintain and hold attendance sheets in the binder, other duties as assigned
 - e. Must have Copy of Agenda prior to meeting Must have copies of Agenda prior to meeting for attendees
 - i. In the event the meeting is held via video conference, must provide digital copy to attendees

via virtual mail system prior to the meeting start time.

- f. Call to order time recorded at the top of the minutes
 - g. Adjourn time at the bottom of the minutes
 - h. Roll call stated on minutes of everyone present including late arrivals: time stamp when someone had arrived.
 - i. Video conference meetings: All attendees, roll call and guests, must be recorded on the minutes since the sign in sheet cannot be passed around.
 - i. Sign in sheet: everyone must sign in, even late arrivals. Secretary is to pay attention to anyone who comes in to insure they sign in.
 - j. In the event of a meeting being conducted out of order: Notes should follow the agenda, but the secretary must note that the meeting was held as such in announcements.
 - k. Notes on each Agenda topic.
 - l. Any comments recorded should be clearly labeled as a comment.
 - m. All Discussion/ Action topics have notes and votes recorded
 - n. Copies of all handouts given during meetings by anyone placed in the secretary binder: Ask for them to be emailed before the end of the meeting if hard copies are not available.
 - o. OCC, DELAC, and UCENs next meeting dates that are announced are recorded
4. Other Duties:
- a. a. Type and send minutes within 3 days after the meeting to the OCC Drive under the Secretary Folder or in hand to the President.
 - b. All Secretary documents must be present and accessible at every meeting.
 - c. All Secretary documents must be kept in physical and digital form with access at any time requested during a meeting or within a set time frame
 - d. Keep track of minutes approvals and which agenda they were approved on
 - e. Keep track of Every OCC meeting dates whether the secretary was able to attend or not.
 - i. Monthly
 - ii. Special
 - iii. Emergency
 - iv. Video conference

- v. Extra - side meetings
- f. Refer to binder for more job description, responsibility, and Sign the job agreement at the end of the description sheet.

2. Officer Elections

- a. Officers shall be elected by consensus of the first OCC meeting following the Fall All Family Meeting and general election. They shall take office following the meeting.
- b. Each person elected shall hold only one office at a time
- c. Upon the president's term ending, The OCC president for the next term shall be elected at the final meeting of the school year.

3. Vacancies

- a. Any vacancies of any officer positions during the school year shall be filled by vote of the council at a regularly scheduled meeting.

4. Removal from Office

- a. Officers can be removed from office with cause by two-thirds vote of those present (assuming quorum) at a regular meeting.

Article VI - Meetings

1. Regular Meetings

- a. The regular OCC meetings shall be held the first week of each month during the school year with the exception of November and June due to elections. Meetings shall be held at 6:00p.m or at a time and place determined by the OCC.
- b. Oasis Community Council meetings are open to the public.
- c. Notice of all regular meetings shall be posted in the school bulletin and parent square at least 72 hours prior to the meeting.
- d. Members are requested to notify any Officer at least 24 hours in advance if unable to attend.

2. Special Meetings

- a. Special meetings may be called by the President, or any of the five members of council.
- b. Notice of all Special meetings shall be posted in the school bulletin and parent square at least 24 hours prior to the meeting.
- c. The President, Vice President, or One of the five members may post the agenda.

3. Emergency Meetings

- a. Emergency meetings may be called at the discretion of the President or any of the five voting members with 1 hour notice.
- b. The President, Vice President, or any of the five members of council may post the agenda.

4. Quorum

- a. Fifty percent of the current membership of the council shall constitute a quorum. Members may attend in person, via conference call or via video conference.
- b. Quorum must be met to vote on any issues.

- c. In the event of meetings having to be held via video conference; All officer positions are to be conducted the same. All attendees must be recorded on the minutes with time stamps, including early leaving and late arrivals. Video conference meetings must be recorded and available upon request.

Article VII - Committees

Committees may consist of OCC members, Staff members, board members as well as any parents/guardians of currently enrolled students at Oasis, with the President acting as a non-official member of all committees. Committees serve at the pleasure of the council and are accountable to the council for their work. All activities planned by committees are subject to approval by the Oasis Community Council (OCC). The OCC may create and supervise ad hoc committees as needed.

Article VIII - Finances

OCC shall adopt and follow fiscal policies that are approved by UCEN board of directors

1. Bank Account
 - a. All Funds raised during the school year 2019-2020 have been deposited into a sub account with Oasis at Mechanics Bank.
 - b. The full amount deposited to the account during 2019-2020 will then be used by OCC to deposit and purchase as needed for 2020-2021 and years following.
 - i. To continue usage of the account by OCC, a budget plan must be created at the start of every school year by OCC and presented to UCEN for approval at the UCEN meeting.
 1. If the UCEN board of directors fails to meet before the first expense of OCC, OCC may use the account and reflect the expense of the budget plan. Example: OCC monthly meeting on 8/26/19 \$ 200 spent.
 - ii. Overall spending must stay within the overall Budget amount presented to the UCEN. OCC may revise the budget mid-year to be evaluated by UCEN.
 - iii. All purchases will be done by at least one Officer and one voting member of the OCC. All receipts will be signed by the OCC Officer. Any and all things purchased will be approved by two members of the OCC. Finances will be reviewed and approved on the agenda.
 - iv. Card holders must be OCC's President, Vice President, or any officer voted by council.
2. OCC will present a monthly financial report to the UCEN board of directors for review.
3. OCC will use funds for:
 - a. Team Building
 - b. Community Building events
 - c. Parent Participation

- d. Food for school related events
 - e. Teacher appreciation
 - f. Fundraising supplies
 - g. Rewards (prizes)
 - h. Events collaborated with Oasis
 - i. Any improvement to benefit the students and school
4. UCEN board will have final say on mediating issues that produce disagreement.

Article IX - Standing Rules

Standing Rules may be approved by the OCC and the Secretary shall keep a record of the standing rules for future reference.

Digital records must be stored on the OCC Google Drive for future reference owned by lucyzedepeda@oasischarterschool.org from 2020-2021 school year. OCC will hold a Google Drive for file sharing between OCC using oasisocc2020@gmail.com. President will allow the appropriate members access as necessary.

Article X - Amendments

Amendments to these bylaws may be presented to the OCC at any time and must be voted into approval. All amendments must be approved by the UCEN as the overarching authority.

Article XI - Conflict of Interest

1. Procedures for addressing conflict of interest:
 - a. The OCC is required to follow the UCEN adopted Conflict of Interest Policy, which is attached hereto and incorporated herein.

Oasis Charter School
Board Agenda Supplemental Information

TITLE OF AGENDA ITEM: 12.10 DISCUSSION: OCC Financial Report

BOARD MEETING DATE: 12/10/24

ITEM TYPE: DISCUSSION

BOARD AGENDA ITEM INFORMATION:

The OCC has provided a written financial report as of 11/19/24.

ESTIMATED COST: N/A

ATTACHMENTS: 1) 2024-25 OCC Accounting Report
2) Mechanics Bank Statements from 6/30/24 through
10/31/24 for the OCC account

Administrative Recommendation: Approve Information ✓

Person submitting item: Annie Millar, Executive Director

2024-25 OCC Accounting Report

By Acting Treasurer, Tyina P

2024-2025 Balance

\$2,416.85

June	Detail	Budget	\$ Unused	Expense	Revenue and \$ Donation	Donations in \$ amount
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
July						
	Detail	Budget	\$ Unused	Expense	Revenue and \$ Donation	Donations in \$ amount
	OCC Dinner	\$125.00		\$8.28		
	Fireworks booth fundraiser			\$103.00	\$9,874.35	
	Fees			\$5,553.44		
TOTAL		\$125.00	\$0.00	\$5,664.72	\$9,874.35	\$0.00
August						
	Detail	Budget	\$ Unused	Expense	Revenue and \$ Donation	Donations in \$ amount
	Back to School	\$500	\$267	232.68	\$0.00	\$0.00
	Toro Park Family Picnic	\$1,500	\$348	1152.22	\$0.00	\$0.00
	Bottled water	\$450	\$150	300.3	\$0.00	\$0.00
	Assembly Coffee	\$100	\$60	\$40	\$0.00	\$0.00
	Back to School All Family Meeting	\$2,000.00			263.00	
	OCC dinner	\$125.00	\$15.37	\$109.63		
TOTAL		\$4,675.00	\$840.17	\$1,725.20	\$9,874.35	\$0.00
Total for June to August		\$4,800.00	\$840.17	\$7,389.92	\$9,874.35	\$0.00
September						
	Detail	Budget	\$ Unused	Expense	Revenue and \$ Donation	Donations in \$ amount
	Refillable water	\$450.00	\$112.16	\$337.84	\$0.00	\$0.00
	Assembly Coffee	\$100.00	\$20.00	\$80.00	\$0.00	\$0.00
	OCC dinner	\$125.00	\$0.00	\$125.00	\$0.00	\$0.00
	Movie Night budget	\$250.00	\$188.41	\$61.59	\$247.01	
	All Family Back 2 School	\$200.00	\$200.00			
TOTAL		\$1,125.00	\$132.16	\$542.84	\$247.01	\$0.00
End total for August						\$4,901.28
October						
	Detail	Budget	\$ Unused	Expense	Revenue and \$ Donation	Donations in \$ amount
	Assembly Coffee	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00
	OCC dinner	\$125.00	\$27.75	\$97.25	\$0.00	\$0.00
	Fall Festival pop up	\$975.00	\$846.31	\$128.69	\$520.00	
	Oasis Refillable water	\$400.00	\$71.89	\$328.11		
TOTAL		\$1,600.00	\$1,045.95	\$554.05	\$520.00	\$0.00
End total for September						\$4,358.44
November						
	Detail	Budget	\$ Unused	Expense	Revenue and \$ Donation	Donations in \$ amount
	Assembly Coffee	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00
	OCC dinner	\$125.00	\$125.00	\$0.00	\$0.00	\$0.00
	Harvest Feast food	\$975.00	\$865.30	\$109.70		
	50/50 raffle winners	\$150.00	\$150.00			
	Oasis Refillable Water	\$400.00	\$8.00	\$392.00		
TOTAL		\$2,050.00	\$1,248.30	\$501.70	\$0.00	\$0.00
End total for October						\$4,324.39
Grand Total						\$3,214.24

candy, glowsticks, gift teeth

End total for November \$3,822.69

	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$	1,750.00	\$	1,248.30	\$	501.70	\$	0.00
December	Budget	\$ Unused	Expense	Revenue and \$ Donation	Item Donations in \$ amount			
Detail								
Assembly Coffee		\$100.00						
OCC dinner		\$125.00						
Oasis Refillable Water		\$400.00						
		\$0.00						
TOTAL	\$	625.00	\$	625.00	\$	-	\$	0.00

End total for December \$3,822.69

Total for Sept to Dec	\$	3,051.41	\$	1,598.59	520	\$0.00
January	Budget	\$ Unused	Expense	Revenue and \$ Donation	Item Donations in \$ amount	
Detail						
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
TOTAL	\$	-	\$	-	\$	0.00

End total for January \$3,822.69

February	Budget	\$ Unused	Expense	Revenue and \$ Donation	Item Donations in \$ amount	
Detail						
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
TOTAL	\$	-	\$	-	\$	0.00

End total for February \$3,822.69

March	Budget	\$ Unused	Expense	Revenue and \$ Donation	Item Donations in \$ amount	
Detail						
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
TOTAL	\$0.00	\$	-	\$	0.00	\$0.00

End total for March \$ 2,320.26

April	Budget	\$ Unused	Expense	Revenue and \$ Donation	Item Donations in \$ amount	
Detail						
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
TOTAL	\$	-	\$	0.00	\$0.00	\$0.00

End total for April \$ 2,320.26

May	Budget	\$ Unused	Expense	Revenue and \$ Donation	Item Donations in \$ amount	
Detail						
		\$0.00				

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

End total for May
\$ 2,320.26

June	Detail	Budget	\$ Unused	Expense	Revenue and \$ Donation	Item Donations in \$ amount
		\$0.00	\$0.00			
		\$0.00	\$0.00			
		\$0.00	\$0.00			
		\$0.00	\$0.00			
		\$0.00	\$0.00			
TOTAL		\$	-	\$	-	\$0.00

End total for May
\$ 2,320.26

Total from Jan to June	\$	-	\$	-	\$	-	\$	-	\$0.00
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	Budget	Budgeted \$ Unused	Expense	Revenue and \$ Donation	Item Donations in \$ amount
Total overall:	\$ 1,598.59	\$ 3,891.58	\$ 1,598.59	\$ 10,394.35	\$0.00

\$12,811.20




REVENUE to Date
BALANCE LEFT to Date

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>004176 3415249 0001 92387 10Z 397

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Summary of Accounts

Account Type	Account Number	Ending Balance
PREFERRED BUSINESS CHECKING	XXXXXXXXX8052	\$1,990.40

PREFERRED BUSINESS CHECKING-XXXXXXXXX8052

Account Summary

Date	Description	Amount
06/29/2024	Beginning Balance	\$2,378.68
	0 Credit(s) This Period	\$0.00
	2 Debit(s) This Period	\$388.28
07/31/2024	Ending Balance	\$1,990.40

Electronic Debits

Date	Description	Amount
07/17/2024	XX8467 CHK PURCHASE CARLS JR 1100748 MONTEREY CA 04223496 000371	\$8.28
07/31/2024	XX6711 PYMT FROM DDA OPC* MONTEREY PAR SALINAS CA 73280401 013182	\$380.00



HOW TO CONTACT US

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Walnut Creek, CA 94596
www.mechanicsbank.com

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Call us at 800.797.6324, during regular business hours, or write us at: Mechanics Bank, P.O. Box 8070, Walnut Creek, CA 94596 as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error.

We will tell you the results within three (3) business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

NOTICE TO BUSINESS AND COMMERCIAL CUSTOMERS:

Accounts owned by business and commercial customers are not subject to consumer regulations, such as the Truth in Savings Act and the Electronic Fund Transfer Act. The information regarding Electronic Transfers does not apply to business or commercial accounts. You acknowledge the risk of loss from unauthorized items. You further acknowledge that the Bank offers various services that allow business and commercial customers to closely monitor their account activity, such as Business Online Banking, Positive Pay, and other services ("Fraud Prevention Services"), which can reduce potential fraud. If you fail to use one or more of the available Fraud Prevention Services, you agree that you will be deemed to have assumed the risk of any losses that could have been prevented if you had used the Fraud Prevention Services.

How to balance your account

1. Subtract from your check register any service, miscellaneous, or automatic charge(s) posted on this statement.
2. Mark your register after each check listed on the front of this statement.
3. Check off deposits shown on the statement against those shown in your check register.
4. Complete the form below.
5. The final "balance" in the form below should agree with your check register balance. If it does not, read "HINTS FOR FINDING DIFFERENCES".

HINTS FOR FINDING DIFFERENCES

Recheck all additions and subtractions or corrections.

Verify the carryover balance from page to page in your check register.

Make sure you have subtracted the service or miscellaneous charge(s) from your check register balance.

HOW TO BALANCE YOUR ACCOUNTS

TRANSFER AMOUNT FROM PAGE ONE	\$	
ADD DEPOSITS MADE SINCE ENDING DATE ON STATEMENT		
SUBTOTAL	\$	
LIST CHECKS NOT CLEARED ON THIS STATEMENT OR PRIOR STATEMENTS		
TOTAL CHECKS NOT LISTED		
SUBTRACT TOTAL CHECKS NOT LISTED FROM SUBTOTAL ABOVE		BALANCE
	\$	



2025 PREVIOUS EDITIONS

PREFERRED BUSINESS CHECKING-XXXXXXXX8052 (continued)

Daily Balances

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
07/17/2024	\$2,370.40	07/31/2024	\$1,990.40

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00



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Statement Ending 08/30/2024

Page 1 of 4

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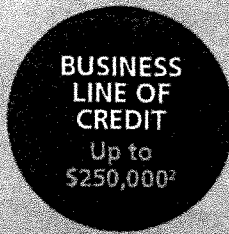
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Summary of Accounts

Account Type	Account Number	Ending Balance
PREFERRED BUSINESS CHECKING	XXXXXXXX8052	\$10,488.03

PREFERRED BUSINESS CHECKING - XXXXXXXX8052

Account Summary

Date	Description	Amount
08/01/2024	Beginning Balance	\$1,990.40
	3 Credit(s) This Period	\$12,975.16
	16 Debit(s) This Period	\$4,477.53
08/30/2024	Ending Balance	\$10,488.03

Deposits

Date	Description	Amount
08/15/2024	DEPOSIT	\$12,908.00

Electronic Credits

Date	Description	Amount
9/20/2024	XX0717 POS REFUND COSTCO WHSE #047 SALINAS CA 0472014 062987	\$28.73



00007 3860585 000147 00010000 585098 4E000



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2. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

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How to balance your account

1. Subtract from your check register any service, miscellaneous, or automatic charge(s) posted on this statement.
2. Mark ✓ your register after each check listed on the front of this statement.
3. Check off deposits shown on the statement against those shown in your check register.
4. Complete the form below.
5. The final "balance" in the form below should agree with your check register balance. If it does not, read "HINTS FOR FINDING DIFFERENCES".

HINTS FOR FINDING DIFFERENCES

Recheck all additions and subtractions or corrections. Verify the carryover balance from page to page in your check register.

Make sure you have subtracted the service or miscellaneous charge(s) from your check register balance.

HOW TO BALANCE YOUR ACCOUNTS

TRANSFER AMOUNT FROM PAGE ONE	\$	
ADD DEPOSITS MADE SINCE ENDING DATE ON STATEMENT		
SUBTOTAL	\$	
LIST CHECKS NOT CLEARED ON THIS STATEMENT OR PRIOR STATEMENTS		
TOTAL CHECKS NOT LISTED	➔	
SUBTRACT TOTAL CHECKS NOT LISTED FROM SUBTOTAL ABOVE	BALANCE	\$



Descriptions of ACH items are printed as supplied by originating company
 MK 15584/0621EM Reference #356 Version 1.0/11

PREFERRED BUSINESS CHECKING - XXXXXXXX8052 (continued)
Electronic Credits (continued)

Date	Description	Amount
08/28/2024	XX0717 POS REFUND WAL-MART #5751 SALINAS CA 00000002 030742	\$38.43

Electronic Debits

Date	Description	Amount
08/01/2024	XX6711 PIN CHK PURCH HOBBYLOBBY SALINAS CA 86090001 011961	\$36.18
08/02/2024	XX6711 CHK PURCHASE OPC MSC* SERVICE 800-487-4567 NE 70276719 076719	\$10.45
08/06/2024	XX6711 PIN CHK PURCH WM SUPERCENTER # SALINAS CA 57510045 666388	\$7.07
08/06/2024	XX6711 PIN CHK PURCH WAL-MART #5751 SALINAS CA 24575101 316671	\$24.10
08/07/2024	XX8467 CHK PURCHASE AMAZON MKTPL* RM1 Amzn.com/bill WA 00000000 007443	\$89.38
08/08/2024	XX8467 CHK PURCHASE AMAZON MKTPL* RM0 Amzn.com/bill WA 00000000 067820	\$65.50
08/13/2024	XX0717 CHK PURCHASE 3592 EL POLLO LO SALINAS CA 04012594 052415	\$109.63
08/19/2024	XX0717 PIN CHK PURCH FOODMAXX #405 SA SALINAS CA 46605601 671559	\$42.04
08/19/2024	XX8467 CHK PURCHASE COSTCO WHSE #047 SALINAS CA 0472014 046730	\$52.94
08/19/2024	XX0717 PIN CHK PURCH SQ * HAPPYMEX #1 SALINAS CA 77827301 423103248380	\$190.00
08/19/2024	XX0717 PIN CHK PURCH WAL-MART #5751 SALINAS CA 24575101 900551	\$193.64
08/19/2024	XX0717 PIN CHK PURCH COSTCO WHSE #047 SALINAS CA 99047214 960692	\$293.60
08/19/2024	CA DEPT TAX FEE CDTFA EPMT 18668707	\$3,253.00
08/22/2024	XX0717 CHK PURCHASE STARBUCKS 800-78 800-782-7282 WA 20366653 066653	\$20.00
08/29/2024	XX0717 CHK PURCHASE STARBUCKS 800-78 800-782-7282 WA 21095764 095764	\$20.00

Checks Cleared

Check Nbr	Date	Amount
1005	08/30/2024	\$70.00

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
08/01/2024	\$1,954.22	08/13/2024	\$1,648.09	08/28/2024	\$10,578.03
08/02/2024	\$1,943.77	08/15/2024	\$14,556.09	08/29/2024	\$10,558.03
08/06/2024	\$1,912.60	08/19/2024	\$10,530.87	08/30/2024	\$10,488.03
08/07/2024	\$1,823.22	08/20/2024	\$10,559.60		
08/08/2024	\$1,757.72	08/22/2024	\$10,539.60		

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00





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1133 Westridge Place
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Date 10/29/2025 1005
90 280/111

PAY TO THE ORDER OF LUIS MENDOZA \$ 70⁰⁰

seventy - dollars Dollars

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Member FDIC

MEMO Mexico Move Account 

⑆ 2 1 1 0 2 0 3 6 ⑆ 1 0 0 5 0 1 0 1 5 9 8 0 5 2 ⑆

#1005 08/30/2024 \$70.00

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- Renovate/refresh your location
- Be prepared for unexpected expenses
- Improve cash flow management



All loans and credit products subject to program eligibility, collateral, underwriting approval and credit approval. Offer is for new lines of credit and does not apply to renewing lines of credit. Must have automatic payments from a Mechanics Bank non-interest bearing business checking account. 1) Offer is effective as of 7/1/2024 and is subject to change or cancellation without notice. Prime Rate is defined as "the Prime Rate as published daily in the Money Rates section of the Wall Street Journal." For the current Prime Rate, talk to a banker or visit <https://www.wsj.com/market-data/bonds>. 2) Represents borrower's new aggregated business credit exposure limits to qualify for advertised pricing.

Apply today!
www.MechanicsBank.com/BizBoost

Summary of Accounts

Account Type	Account Number	Ending Balance
PREFERRED BUSINESS CHECKING	XXXXXXXX8052	\$7,614.88

PREFERRED BUSINESS CHECKING - XXXXXXXXX8052

Account Summary

Date	Description	Amount
08/31/2024	Beginning Balance	\$10,488.03
	1 Credit(s) This Period	\$12.10
	10 Debit(s) This Period	\$2,885.25
09/30/2024	Ending Balance	\$7,614.88

Electronic Credits

Date	Description	Amount
09/16/2024	XX0717 POS REFUND WM SUPERCENTER # SALINAS CA 29835549 035549	\$12.10

Electronic Debits

Date	Description	Amount
09/05/2024	XX0717 CHK PURCHASE STARBUCKS 800-78 800-782-7282 WA 19027217 027217	\$20.00



HOW TO CONTACT US 800.797.6324
 P.O. Box 8070
 Walnut Creek, CA 94596
www.mechanicsbank.com

This information applies only to consumer accounts as defined by the Electronic Fund Transfer Act and Regulation E.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Call us at 800.797.6324, during regular business hours, or write us at: Mechanics Bank, P.O. Box 8070, Walnut Creek, CA 94596 as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number.
2. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

We will determine whether an error occurred within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account.

For errors involving new accounts, point-of-sale, or foreign-initiated transactions, we may take up to 90 days to investigate your complaint or question. For new accounts, we may take up to 20 business days to credit your account for the amount you think is in error.

We will tell you the results within three (3) business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

NOTICE TO BUSINESS AND COMMERCIAL CUSTOMERS:

Accounts owned by business and commercial customers are not subject to consumer regulations, such as the Truth in Savings Act and the Electronic Fund Transfer Act. The information regarding Electronic Transfers does not apply to business or commercial accounts. You acknowledge the risk of loss from unauthorized items. You further acknowledge that the Bank offers various services that allow business and commercial customers to closely monitor their account activity, such as Business Online Banking, Positive Pay, and other services ("Fraud Prevention Services"), which can reduce potential fraud. If you fail to use one or more of the available Fraud Prevention Services, you agree that you will be deemed to have assumed the risk of any losses that could have been prevented if you had used the Fraud Prevention Services.



- How to balance your account**
1. Subtract from your check register any service, miscellaneous, or automatic charge(s) posted on this statement.
 2. Mark ✓ your register after each check listed on the front of this statement.
 3. Check off deposits shown on the statement against those shown in your check register.
 4. Complete the form below.
 5. The final "balance" in the form below should agree with your check register balance. If it does not, read "HINTS FOR FINDING DIFFERENCES".

HINTS FOR FINDING DIFFERENCES

Recheck all additions and subtractions or corrections. Verify the carryover balance from page to page in your check register.

Make sure you have subtracted the service or miscellaneous charge(s) from your check register balance.

HOW TO BALANCE YOUR ACCOUNTS

TRANSFER AMOUNT FROM PAGE ONE	\$	
ADD DEPOSITS MADE SINCE ENDING DATE ON STATEMENT		
SUBTOTAL	\$	
LIST CHECKS NOT CLEARED ON THIS STATEMENT OR PRIOR STATEMENTS		
TOTAL CHECKS NOT LISTED		
SUBTRACT TOTAL CHECKS NOT LISTED FROM SUBTOTAL ABOVE	BALANCE	\$

010106 1823566 0000000 017751 034702 01/02

PREFERRED BUSINESS CHECKING - XXXXXXXX8052 (continued)
Electronic Debits (continued)

Date	Description	Amount
09/05/2024	XX0717 CHK PURCHASE DYNASTY COURT RE SALINAS CA 00000000 067509	\$125.00
09/06/2024	XX0717 PIN CHK PURCH Wal-Mart Super C SALINAS CA 57510048 425065622458	\$43.69
09/09/2024	XX0717 CHK PURCHASE PAR* MAYA CINEMAS SALINAS CA 61050248 050248	\$30.00
09/12/2024	XX0717 CHK PURCHASE STARBUCKS 800-78 800-782-7282 WA 21158646 058646	\$20.00
09/19/2024	XX0717 CHK PURCHASE STARBUCKS 800-78 800-782-7282 WA 19979433 079433	\$20.00
09/26/2024	XX0717 CHK PURCHASE STARBUCKS 800-78 800-782-7282 WA 26946177 046177	\$20.00

Other Debits

Date	Description	Amount
09/10/2024	Aug Cash Handling Fee	\$5.82

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount
1002	09/04/2024	\$2,300.44	1003	09/13/2024	\$300.30

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
09/04/2024	\$8,187.59	09/10/2024	\$7,963.08	09/19/2024	\$7,634.88
09/05/2024	\$8,042.59	09/12/2024	\$7,943.08	09/26/2024	\$7,614.88
09/06/2024	\$7,998.90	09/13/2024	\$7,642.78		
09/09/2024	\$7,968.90	09/16/2024	\$7,654.88		

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00



STATEMENT GENERATED BY BANK OF AMERICA



Ozais Charter Public School
 1135 Westridge Pkwy
 Salinas, CA 93907
 831-424-9083

Date 9/3/2024 1002
 10/01/24

PAY TO THE ORDER OF City of Salinas \$ 2300.44
two thousand three hundred 44/100 Dollars

Mechanics Bank
 MEMO Remit Name: City of Salinas
 1000473-000
 PA 24-8506

#1002 09/04/2024 \$2,300.44

Ozais Charter Public School
 1135 Westridge Pkwy
 Salinas, CA 93907
 831-424-9083

Date 9/10/2024 1003
 10/01/24

PAY TO THE ORDER OF CULLIGAN \$ 300.30
three hundred 30/100 Dollars

Mechanics Bank
 MEMO Remit Name: CCC WATER




#1003 09/13/2024 \$300.30

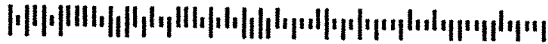
RETURN SERVICE REQUESTED


>003981 5427898 0001 92387 10Z 397

UNDER CONSTRUCTION EDUCATIONAL NETWORK
 DBA OASIS CHARTER PUBLIC SCHOOL
 1135 WESTRIDGE PKWY
 SALINAS CA 93907-2529

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-  Online www.mechanicsbank.com
-  Mobile Download Our Mobile Apps





Up to \$250,000¹

EQUIPMENT FINANCING

6.75% APR

For first year.
Prime + 1% for years 2-5²

BUSINESS LINE OF CREDIT

PRIME

-1% APR³

For more details, talk to a banker or
 visit www.MechanicsBank.com/BizBoost

All loans and credit products subject to program eligibility, collateral, underwriting approval and credit approval. Prime Rate is defined as "the Prime Rate as published daily in the Money Rates section of the Wall Street Journal." For the current Prime Rate, talk to a banker or visit <https://www.wsj.com/market-data/bonds/>. Offers are effective as of 7/1/2024 and subject to change or cancellation without notice. 1) Represents borrower's new aggregated business credit exposure limits to qualify for advertised pricing. 2) First year interest rate will have a promo of 6.75%. Years 2 - 5 will have an interest rate at Prime + 1% fixed at signing. Prepayment penalty in the first 2 years. Offer is for new 5-year term loan for new equipment only and does not apply to the refinancing of existing loans. 3) Offer is for new lines of credit and does not apply to renewing lines of credit. Must have automatic payments from a Mechanics Bank non-interest bearing business checking account.

Summary of Accounts

Account Type	Account Number	Ending Balance
PREFERRED BUSINESS CHECKING	XXXXXXXX8052	\$7,028.53

PREFERRED BUSINESS CHECKING - XXXXXXXX8052

Account Summary

Date	Description	Amount
10/01/2024	Beginning Balance	\$7,614.88
	1 Credit(s) This Period	\$100.00
	7 Debit(s) This Period	\$686.35
10/31/2024	Ending Balance	\$7,028.53

Electronic Credits

Date	Description	Amount
10/07/2024	XX6711 POS REFUND OPC* Monterey Par Salinas CA 75671625 071625	\$100.00



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PREFERRED BUSINESS CHECKING - XXXXXXXX8052 (continued)
Electronic Debits

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/08/2024	XX0717 CHK PURCHASE DOMINO'S 7790 SALINAS CA 52588287 088287	\$105.22
10/17/2024	XX0717 PIN CHK PURCH THE HOME DEPOT 1 SALINAS CA 06163317 155261	\$38.29
10/17/2024	XX0717 PIN CHK PURCH DOLLAR TREE SALINAS CA 46746001 010645	\$101.36
10/21/2024	XX0717 PIN CHK PURCH HARBOR FREIGHT T SALINAS CA 04817902 114487	\$37.99
10/21/2024	XX0717 PIN CHK PURCH WAL-MART #2458 SALINAS CA 24245801 358602	\$128.69
10/21/2024	XX0717 PIN CHK PURCH MICHAELS S SALINAS CA 106 144118	\$130.60
10/21/2024	XX0717 PIN CHK PURCH TARGET T-0676 Salinas CA 30676077 077116	\$144.20

Daily Balances

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
10/07/2024	\$7,714.88	10/17/2024	\$7,470.01
10/08/2024	\$7,609.66	10/21/2024	\$7,028.53

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00



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Oasis Charter School
Board Agenda Supplemental Information

TITLE OF AGENDA ITEM: 12.11 ACTION: OCC Request for Funds

BOARD MEETING DATE: 12/10/24

ITEM TYPE: ACTION

BOARD AGENDA ITEM INFORMATION:

The Oasis Community Council (OCC) is requesting the use of \$2500 of OCC funds in order to provide gifts for Oasis students and staff prior to Winter Break. This would amount to approximately \$10-15 spent for each gift (187 students plus an additional 30 or so staff).

ESTIMATED COST/SOURCE: \$2500; OCC Funds from OCC's Mechanics Bank Account

Administrative Recommendation: Approve ✓ Information_____

Person submitting item: Annie Millar, Executive Director