



# Highland Academy Charter School

## Board Meeting

---

**Date and Time**

Thursday August 28, 2014 at 5:30 PM

**Location**

715 Wellwood Ave. Beaumont, CA 92223, Conference Room

---

The Board of Directors of Highland Academy Charter School will hold its next meeting on August 28, 2014 at 5:30 pm in the Conference Room at 715 Wellwood Ave. Beaumont, CA 92223. This meeting is open to the public.

---

## Agenda

	Purpose	Presenter	Duration
<b>I. Opening Items</b>			
A. Record Attendance and Guests			
B. Call the Meeting to Order			
C. Introductions		Brent Bishop	3
D. Approve Minutes	Approve Minutes	Kerrie Fairchild	1
<b>II. Academic Excellence</b>			
A. ASB Report	FYI	Isabella Sanchez	10
<b>III. CEO Support And Eval</b>			
<b>IV. Development</b>			
<b>V. Facility</b>			
<b>VI. Finance</b>			
A. Recommend Approving Unaudited Actuals from 2013-2014	Vote	Brent Bishop	5
B. Year to Date Budget Report	FYI	Brent Bishop	5
C. STRS Update report	FYI	Brent Bishop	5
<b>VII. Governance</b>			
<b>VIII. Other Business</b>			
A. Discuss Washington D.C. Trip for 7th and 8th Graders	FYI	Brent Bishop	5
<b>IX. Closing Items</b>			
A. Schedule Next Meeting	Discuss	Matthew Croad	2
B. Adjourn Meeting	Vote		

## Agenda Cover Sheets

**Section:** VI. Finance  
**Item:** A. Recommend Approving Unaudited Actuals from 2013-2014  
**Purpose:** Vote  
**Goal:**  
**Submitted by:**  
**Related Material:** 33669930127142 (excel).xlsx



# Highland Academy Charter School

## Minutes

### Board Meeting

---

**Date and Time**

Thursday August 14, 2014 at 6:00 PM

**Location**

715 Wellwood Ave. Beaumont, CA 92223, Conference Room

---

Moving Board meeting on the 28th of August from 6pm to 5:30pm

---

**Board Members Present**

Billy McIntosh, James Neilson, Kerrie Fairchild, Margarita Garcia, Matthew Croad

**Board Members Absent****Guests Present**

Brent Bishop, Terrence Davis

---

**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

Kerrie Fairchild called a meeting of the board of directors of Highland Academy Charter School to order on Thursday Aug 14, 2014 @ 6:05 PM at 715 Wellwood Ave. Beaumont, CA 92223, Conference Room.

**C. Approve Minutes**

K. Fairchild made a motion to approve minutes from the Board Meeting on 07-17-14.

James Neilson seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **II. Finance**

### **A.Recommend Approving Addendum A related to STRS and PERS**

K. Fairchild made a motion to approve amendment to Charter to include STRS and PERS requirements.

Billy McIntosh seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **III. Closing Items**

### **A.Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:15 PM.

Respectfully Submitted,  
Matthew Croad

**CHARTER SCHOOL UNAUDITED ACTUALS  
FINANCIAL REPORT -- ALTERNATIVE FORM  
July 1, 2013 to June 30, 2014**

**CHARTER SCHOOL CERTIFICATION**

**Charter School Name:** Highland Academy Charter School  
**CDS #:** 33669930127142 (excel)  
**Charter Approving Entity:** Beaumont Unified School District  
**County:** Riverside  
**Charter #:** 1493

**NOTE: An Alternative Form submitted to the California Department of Education will not be considered a valid submission if the following information is missing:**

For information regarding this report, please contact:

<u>For Approving Entity:</u>	<u>For Charter School:</u>
Maureen Latham Name	Brent R. Bishop Name
District Superintendent Title	Program Director Title
951-845-6311 Telephone	951-266-0220 Telephone
MLatham@beaumontusd.k12.ca.us E-mail address	brentbishop@highland-academy.org E-mail address

To the entity that approved the charter school:

(  ) 2013-14 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to *Education Code* Section 42100(b).

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

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

To the County Superintendent of Schools:

(  ) 2013-14 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to *Education Code* Section 42100(a).

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

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

To the Superintendent of Public Instruction:

(  ) 2013-14 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been verified for mathematical accuracy by the County Superintendent of Schools pursuant to *Education Code* Section 42100(a).

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
County Superintendent/Designee  
(Original signature required)

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

**July 1, 2013 to June 30, 2014**

**Charter School Name:** Highland Academy Charter School  
**CDS #:** 33669930127142 (excel)  
**Charter Approving Entity:** Beaumont Unified School District  
**County:** Riverside  
**Charter #:** 1493

**This charter school uses the following basis of accounting:**

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

- Accrual Basis** (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900, 7438, 9400-9489, 9660-9669, 9796, and 9797)  
 **Modified Accrual Basis** (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 7438, 7439, and 9711-9789)

Description	Object Code	Unrestricted	Restricted	Total
<b>A. REVENUES</b>				
<b>1. LCFF Sources</b>				
State Aid - Current Year	8011	1,094,711.50		1,094,711.50
Education Protection Account State Aid - Current Year	8012	13,784.00		13,784.00
State Aid - Prior Years	8019			0.00
Transfers to Charter Schools in Lieu of Property Taxes	8096	113,676.10		113,676.10
Other LCFF Transfers	8091, 8097			0.00
Total, LCFF Sources		1,222,171.60	0.00	1,222,171.60
<b>2. Federal Revenues (see NOTE in Section L)</b>				
No Child Left Behind	8290			0.00
Special Education - Federal	8181, 8182			0.00
Child Nutrition - Federal	8220			0.00
Other Federal Revenues	8110, 8260-8299		157,500.00	157,500.00
Total, Federal Revenues		0.00	157,500.00	157,500.00
<b>3. Other State Revenues</b>				
Special Education - State	StateRevSE			0.00
All Other State Revenues	StateRevAO			0.00
Total, Other State Revenues		0.00	0.00	0.00
<b>4. Other Local Revenues</b>				
All Other Local Revenues	LocalRevAO	55,330.03		55,330.03
Total, Local Revenues		55,330.03	0.00	55,330.03
<b>5. TOTAL REVENUES</b>				
		1,277,501.63	157,500.00	1,435,001.63
<b>B. EXPENDITURES (see NOTE in Section L)</b>				
<b>1. Certificated Salaries</b>				
Certificated Teachers' Salaries	1100	341,600.44		341,600.44
Certificated Pupil Support Salaries	1200			0.00
Certificated Supervisors' and Administrators' Salaries	1300	94,709.75	51,184.68	145,894.43
Other Certificated Salaries	1900			0.00
Total, Certificated Salaries		436,310.19	51,184.68	487,494.87
<b>2. Noncertificated Salaries</b>				
Noncertificated Instructional Salaries	2100	6,600.00		6,600.00
Noncertificated Support Salaries	2200			0.00
Noncertificated Supervisors' and Administrators' Salaries	2300			0.00
Clerical and Office Salaries	2400	35,801.26	1,085.00	36,886.26
Other Noncertificated Salaries	2900	3,404.31		3,404.31
Total, Noncertificated Salaries		45,805.57	1,085.00	46,890.57

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

**July 1, 2013 to June 30, 2014**

Charter School Name: Highland Academy Charter School

CDS #: 33669930127142 (excel)

Description	Object Code	Unrestricted	Restricted	Total
<b>3. Employee Benefits</b>				
STRS	3101-3102			0.00
PERS	3201-3202			0.00
OASDI / Medicare / Alternative	3301-3302	12,199.35		12,199.35
Health and Welfare Benefits	3401-3402	50,668.80	9,800.00	60,468.80
Unemployment Insurance	3501-3502	5,168.61		5,168.61
Workers' Compensation Insurance	3601-3602			0.00
OPEB, Allocated	3701-3702			0.00
OPEB, Active Employees	3751-3752			0.00
Other Employee Benefits	3901-3902	14,736.42		14,736.42
Total, Employee Benefits		82,773.18	9,800.00	92,573.18
<b>4. Books and Supplies</b>				
Approved Textbooks and Core Curricula Materials	4100	33,093.41		33,093.41
Books and Other Reference Materials	4200	4,625.54		4,625.54
Materials and Supplies	4300	50,986.23		50,986.23
Noncapitalized Equipment	4400	111,243.76	95,430.32	206,674.08
Food	4700	7,110.83		7,110.83
Total, Books and Supplies		207,059.77	95,430.32	302,490.09
<b>5. Services and Other Operating Expenditures</b>				
Subagreements for Services	5100	2,640.98		2,640.98
Travel and Conferences	5200	9,889.74		9,889.74
Dues and Memberships	5300	2,134.55		2,134.55
Insurance	5400	27,675.98		27,675.98
Operations and Housekeeping Services	5500	62,707.80		62,707.80
Rentals, Leases, Repairs, and Noncap. Improvements	5600	62,594.60		62,594.60
Professional/Consulting Services and Operating Expend.	5800	103,548.44		103,548.44
Communications	5900	9,188.94		9,188.94
Total, Services and Other Operating Expenditures		280,381.03	0.00	280,381.03
<b>6. Capital Outlay</b> (Objects 6100-6170, 6200-6500 modified accrual basis only)				
Land and Land Improvements	6100-6170			0.00
Buildings and Improvements of Buildings	6200			0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300			0.00
Equipment	6400			0.00
Equipment Replacement	6500			0.00
Depreciation Expense (accrual basis only)	6900	10,484.00		10,484.00
Total, Capital Outlay		10,484.00	0.00	10,484.00
<b>7. Other Outgo</b>				
Tuition to Other Schools	7110-7143			0.00
Transfers of Pass-Through Revenues to Other LEAs	7211-7213			0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE			0.00
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO			0.00
All Other Transfers	7281-7299			0.00
Debt Service:				
Interest	7438			0.00
Principal (for modified accrual basis only)	7439			0.00
Total Debt Service		0.00	0.00	0.00
Total, Other Outgo		0.00	0.00	0.00
<b>8. TOTAL EXPENDITURES</b>		<b>1,062,813.74</b>	<b>157,500.00</b>	<b>1,220,313.74</b>



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

July 1, 2013 to June 30, 2014

Charter School Name: Highland Academy Charter School

CDS #: 33669930127142 (excel)

Description	Object Code	Unrestricted	Restricted	Total
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>		214,687.89	0.00	214,687.89
<b>D. OTHER FINANCING SOURCES / USES</b>				
1. Other Sources	8930-8979			0.00
2. Less: Other Uses	7630-7699			0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999			0.00
4. TOTAL OTHER FINANCING SOURCES / USES		0.00	0.00	0.00
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE /NET POSITION (C+D4)</b>		214,687.89	0.00	214,687.89
<b>F. FUND BALANCE / NET POSITION</b>				
1. Beginning Fund Balance/Net Position				
a. As of July 1	9791			0.00
b. Adjustments/Restatements	9793, 9795			0.00
c. Adjusted Beginning Fund Balance /Net Position		0.00	0.00	0.00
2. Ending Fund Balance /Net Position, June 30 (E+F1c)		214,687.89	0.00	214,687.89
Components of Ending Fund Balance (Modified Accrual Basis) (Optional)				
a. Nonspendable				
1. Revolving Cash (equals Object 9130)	9711			0.00
2. Stores (equals Object 9320)	9712			0.00
3. Prepaid Expenditures (equals Object 9330)	9713			0.00
4. All Others	9719			0.00
b. Restricted	9740			0.00
c. Committed				
1. Stabilization Arrangements	9750			0.00
2. Other Commitments	9760			0.00
d. Assigned	9780			0.00
e. Unassigned/Unappropriated				
1. Reserve for Economic Uncertainties	9789			0.00
2. Unassigned/Unappropriated Amount	9790M			0.00
3. Components of Ending Net Position (Accrual Basis)				
1. Net Investment in Capital Assets	9796			0.00
2. Restricted Net Position	9797			0.00
3. Unrestricted Net Position	9790A	214,687.89	0.00	214,687.89

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

July 1, 2013 to June 30, 2014

Charter School Name: Highland Academy Charter School

CDS #: 33669930127142 (excel)

Description	Object Code	Unrestricted	Restricted	Total
<b>G. ASSETS</b>				
1. Cash				
In County Treasury	9110			0.00
Fair Value Adjustment to Cash in County Treasury	9111			0.00
In Banks	9120			0.00
In Revolving Fund	9130			0.00
With Fiscal Agent/Trustee	9135			0.00
Collections Awaiting Deposit	9140			0.00
2. Investments	9150			0.00
3. Accounts Receivable	9200			0.00
4. Due from Grantor Governments	9290			0.00
5. Stores	9320			0.00
6. Prepaid Expenditures (Expenses)	9330			0.00
7. Other Current Assets	9340			0.00
8. Capital Assets (accrual basis only)	9400-9489			0.00
9. TOTAL ASSETS		0.00	0.00	0.00
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>				
1. Deferred Outflows of Resources	9490			0.00
2. TOTAL DEFERRED OUTFLOWS		0.00	0.00	0.00
<b>I. LIABILITIES</b>				
1. Accounts Payable	9500			0.00
2. Due to Grantor Governments	9590			0.00
3. Current Loans	9640			0.00
4. Unearned Revenue	9650			0.00
5. Long-Term Liabilities (accrual basis only)	9660-9669			0.00
6. TOTAL LIABILITIES		0.00	0.00	0.00
<b>J. DEFERRED INFLOWS OF RESOURCES</b>				
1. Deferred Inflows of Resources	9690			0.00
2. TOTAL DEFERRED INFLOWS		0.00	0.00	0.00
<b>K. FUND BALANCE /NET POSITION</b>				
Ending Fund Balance /Net Position, June 30 (G9 + H2) - (I6 + J2)		(must = Line F2)		
(must agree with Line F2)		0.00	0.00	0.00

**CHARTER SCHOOL UNAUDITED ACTUALS  
FINANCIAL REPORT -- ALTERNATIVE FORM  
July 1, 2013 to June 30, 2014**

Charter School Name: Highland Academy Charter School  
CDS #: 33669930127142 (excel)

**L. FEDERAL NO CHILD LEFT BEHIND (NCLB) MAINTENANCE OF EFFORT REQUIREMENT**

**NOTE: IF YOUR CHARTER SCHOOL RECEIVED FEDERAL FUNDING, AS REPORTED IN SECTION A2, THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED IN ORDER FOR THE CDE TO CALCULATE COMPLIANCE WITH THE FEDERAL NO CHILD LEFT BEHIND (NCLB) MAINTENANCE OF EFFORT REQUIREMENT:**

**1. Federal Revenue Used for Capital Outlay and Debt Service**

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

Federal Program Name (If no amounts, indicate "NONE")	Capital Outlay	Debt Service	Total
a. NONE			0.00
b. NONE			0.00
c. NONE			0.00
d. NONE			0.00
e. NONE			0.00
f. NONE			0.00
g. NONE			0.00
h. NONE			0.00
i. NONE			0.00
j. NONE			0.00
TOTAL FEDERAL REVENUES USED FOR CAPITAL OUTLAY AND DEBT SERVICE	0.00	0.00	0.00

**2. Community Services Expenditures**

Provide the amount of State and Local funds reported in Section B that were expended for Community Services Activities:

Objects of Expenditures	Amount (Enter "0.00" if none)
a. Certificated Salaries 1000-1999	0.00
b. Noncertificated Salaries 2000-2999	0.00
c. Employee Benefits 3000-3999	0.00
d. Books and Supplies 4000-4999	0.00
e. Services and Other Operating Expenditures 5000-5999	0.00
TOTAL COMMUNITY SERVICES EXPENDITURES	0.00

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

**July 1, 2013 to June 30, 2014**

**Charter School Name:** Highland Academy Charter School

**CDS #:** 33669930127142 (excel)

**3. State and Local Expenditures to be Used for Annual NCLB Maintenance of Effort Calculation:**

Results of this calculation will be used for comparison with 2012-13 expenditures. Failure to maintain the required 90 percent expenditure level on either an aggregate or per capita expenditure basis will result in reduction to allocations for covered programs in 2015-16.

a. Total Expenditures (B8)	1,220,313.74
b. Less Federal Expenditures (Total A2) [Revenues are used as proxy for expenditures because most federal revenues are normally recognized in the period that qualifying expenditures are incurred]	157,500.00
c. Subtotal of State & Local Expenditures [a minus b]	1,062,813.74
d. Less Community Services [L2 Total]	0.00
e. Less Capital Outlay & Debt Service [Total B6 plus objects 7438 and 7439, less L1 Total]	10,484.00
<b>TOTAL STATE &amp; LOCAL EXPENDITURES SUBJECT TO MOE [c minus d minus e]</b>	<b>\$ 1,052,329.74</b>