



# Highland Academy Charter School

## Board Meeting

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### **Date and Time**

Thursday June 18, 2015 at 6:00 PM

### **Location**

715 Wellwood Ave. Beaumont, CA 92223, Conference Room

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During meetings of the Governing Board (Board), members of the audience have an opportunity to speak regarding subjects or concerns that appear, or do not appear, on the agenda. The Board President reserves the right to limit speaking time to three (3) minutes. Unless the item has been placed on the published agenda in accordance with the Brown Act, there shall be no action taken. The Board may acknowledge receipt of the information, or refer the matter to staff with no direction as to action or priority. It is suggested that anyone wishing to speak to the Board arrive a few minutes prior to the start of the meeting and to fill out a form "Request to Address the Board" located at the back of the boardroom. The form is submitted to the Secretary of the Board. Individuals, who require disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting, should contact the Secretary of the Board in writing. Notification 48 hours prior to the meeting will enable the Board to make reasonable arrangements to ensure accessibility to the meeting.

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## Agenda

	Purpose	Presenter	Duration
<b>I. Opening Items</b>			
A. Record Attendance and Guests			
B. Call the Meeting to Order			
C. Approve Minutes	Approve Minutes	Kerrie Fairchild	2
<b>II. Academic Excellence</b>			
A. Report on Development of 8th Grade Exhibition project	FYI	Brent Bishop	5
<b>III. CEO Support And Eval</b>			
A. Formal Evaluation of Brent Bishop, Program Director for 2014-2015 School Year	Discuss	Kerrie Fairchild	20
<b>IV. Development</b>			
<b>V. Facility</b>			
A. Update on A Building progress and Facility Preparation	FYI	Brent Bishop	5
<b>VI. Finance</b>			
A. Approve 2015-2016 Budget and appendices	Vote	Brent Bishop	15
B. Approve Purchases for 2015-2016 School Year	Vote	Brent Bishop	10
C. Recommend approving salary increase of \$3000 for Brooke Jayo	Vote	Brent Bishop	5
D. Recommend approving \$2500 stipend for Athletic Director (Angel Perez)	Vote	Brent Bishop	5
<b>VII. Governance</b>			
A. Set Goals for 2015-2016 School Year	Discuss		5
<b>VIII. Other Business</b>			
A. Report on End of Year Activities and Events	FYI	Brent Bishop	5
<b>IX. Closing Items</b>			
A. Adjourn Meeting	Vote		

## Agenda Cover Sheets

**Section:** **III. CEO Support And Eval**  
**Item:** A. Formal Evaluation of Brent Bishop, Program Director for  
2014-2015 School Year  
**Purpose:** Discuss  
**Goal:**  
**Submitted by:**  
**Related Material:** 2014-2015 Director Evaluation form.docx

**Section:** **VI. Finance**  
**Item:** A. Approve 2015-2016 Budget and appendices  
**Purpose:** Vote  
**Goal:**  
**Submitted by:**  
**Related Material:** 15-16 Charter Adopted Budget Reporting- May 2015.xls



# Highland Academy Charter School

## Minutes

### Board Meeting

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**Date and Time**

Thursday May 21, 2015 at 6:00 PM

**Location**

715 Wellwood Ave. Beaumont, CA 92223, Conference Room

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**Board Members Present**

Brandy Lee, Kerrie Fairchild, Matthew Croad, Scott Whitlatch

**Board Members Absent**

Margarita Garcia

**Guests Present**

Brent Bishop

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**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 May 21, 2015 @ 6:05 PM at 715 Wellwood Ave. Beaumont, CA 92223, Conference Room.

K. Fairchild made a motion to approve previous meeting minutes.

Scott Whitlatch seconded the motion.

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

**C.Approve Minutes**

K. Fairchild made a motion to approve minutes from the Board Meeting on 04-16-15.

Scott Whitlatch seconded the motion.  
The board **VOTED** to approve the motion.

## **II. Finance**

### **A.Recommend Approving Teacher and Staff Contracts for 2015-2016 School Year**

K. Fairchild made a motion to approve teacher contracts pending the hire of Lucas Hampton, English teacher and Williams McIntosh.  
Matthew Croad seconded the motion.  
The board **VOTED** to approve the motion.

### **B.Review Draft of 2015-2016 Budget**

## **III. Governance**

### **A.Recommend Approving Whistle Blower Policy**

K. Fairchild made a motion to approve the Whistle Blower Policy.  
Scott Whitlatch seconded the motion.  
The board **VOTED** to approve the motion.

### **B.Recommend approving Gift Acceptance Policy**

K. Fairchild made a motion to approve Gift Acceptance Policy.  
Matthew Croad seconded the motion.  
The board **VOTED** to approve the motion.

### **C.Brown Act Training**

### **D.Discuss names for replacement Board Member**

## **IV. Closing Items**

### **A.Adjourn Meeting**

K. Fairchild made a motion to adjourn the meeting.  
Scott Whitlatch seconded the motion.  
The board **VOTED** to approve the motion.  
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,  
Brandy Lee

# Highland Academy Charter School

## Director Evaluation Instrument 2014-2015

**Date of Evaluation:** \_\_\_\_\_ for \_\_\_\_\_, **Program Director.**

Rating Scale:

E	Exceptional	Progress exceeds expectations and criteria noted in the instrument
P	Proficient	Progress meets the expectations and criteria noted in the instrument
N	Needs Improvement	Progress does not meet the expectations and criteria noted in the instrument

Comments may be made on any item. Any rating of "Needs Improvement" must be accompanied by a comment indicating the nature of the deficiency or a statement of what the board expected to see in performance that was not evident along with specific suggestions to improve.

### **Priority Performance Goals**

The Board of Directors, in discussion with the Director, established the following priority performance goals for the year 2013-2014:

#### **District Goal or Board Priority:**

Enrollment and Attendance

#### **Director Priority Performance Goal:**

Enroll enough students to open the school and maintain sufficient enrollment to keep school financially and academically functional. (95% ADA)

**Rating:**

**Comments:**

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#### **District Goal or Board Priority:**

Parent Volunteerism

#### **Director Priority Performance Goal:**

Maintain a positive school climate by ensuring that accommodation are made to assist parents/guardians to meet their 20 hours per year commitment for volunteer hours in actual hours, goods, services, or funding.

**Rating:**

**Comments:**

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**District Goal or Board Priority:**

Student Achievement

**Director Priority Performance Goal:**

Ensure that student achievement, as measured by test scores, teacher assessments, projects, etc., exceeds those of similar schools in the surrounding area.

**Rating:**

**Comments:**

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**District Goal or Board Priority:**

Budgeting

**Director Priority Performance Goal:**

Maintain budget and establish a reserve consistent with the approved budget.

**Rating:**

**Comments:**

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**District Goal or Board Priority:**

Community Involvement

**Director Priority Performance Goal:**

Participate in meaningful community events on a school level.

**Rating:**

**Comments:**

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### **Ongoing Responsibilities**

**A. Instructional Leadership:** The Director manages an assessment and improvement system for student learning in the major academic subjects (ELA, Math, Science, Social Studies) that results in the ongoing improvement of student achievement. The board shall see:

- Information on how the district determines deficiencies or areas for improvement in instruction and curriculum based on yearly goals.
- An annual report of instructional areas needing attention, as revealed by the system.
- Annual reports of remediation and instructional improvement efforts implemented, cost, progress, and results as they become available.
- A trend of ongoing improvement as reflected in longitudinal data on student scores.

**Rating:**

**Comments:**

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**B. Student Services Management:** The Director oversees a program of students services, tied to defined goals and objectives. The board shall see:

- Annual goals, targets, or benchmarks and rationale behind them, for attendance, counseling services, health and safety programs, extracurricular programs, and student discipline based on annual goals.
- Quarterly reporting for attendance and health and safety areas. Semi-annual monitoring reports for other student services programs, related to goals and targets.

**Rating:**

**Comments:**

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**C. Staff Development and Professional Growth:** The Director oversees a program of staff development designed to improve district performance. The board shall see:



- An annual summary of the staff development plan, including goals for the program tied to district assessment data and staff appraisal data, and administration-defined measures for assessing program success.
- An annual report on the success of the staff development program as demonstrated by administration-defined measures, as well as a teacher rating scale from teacher and administrative perspectives.

**Rating:**

**Comments:**

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### **District Management**

The Director demonstrates effective planning and management of the district administration, finances, operations, and personnel.

**Facilities and Operations Management:** The Director maintains a management system designed to produce ongoing efficiencies in major district operations, including transportation, food services, and building maintenance and operations<sup>7</sup>. The board shall see:

- Annual goals, targets, or benchmarks and the monitoring process, to be used by administration to assess efficiency in the targeted areas.
- An annual report on success in terms of the goals, including longitudinal data.
- A general trend toward improvement in each area, as defined by the goals, targets, and benchmarks used.

**Rating:**

**Comments:**

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**B. Fiscal Management:** The Director manages a budget development, implementation, and monitoring process that reflect sound business and fiscal practices which supports district goals. The board shall see:

- Budget assumptions and priorities, prior to development of the budget.
- Contingency plans for addressing any anticipated changes in district circumstances that could affect district finances in future years.
- Recommended budget in line with established assumptions and district priorities.
- Quarterly financial reports showing implementation compared to adopted budget.

- End of year results that are generally consistent with adopted budget.
- Administrative procedures instituted to reduce the risk of fraud.

**Rating:**

**Comments:**

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**C. Human Resources Management:** The Director oversees a comprehensive Human Resource program (recruitment, retention, staffing organization, compensation and benefits, staff recognition and support), tied to defined goals and targets developed by administration for board review. The board shall see:

- An annual list of goals, targets, or benchmarks for human resource services, related to one or more of the major functions listed above.
- An annual report of district success toward meeting the yearly goals, targets, or benchmarks.

**Rating:**

**Comments:**

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### **Board and Community Relations**

The Director maintains a positive and productive working relationship with the Board of Trustees and the community.

**Board Relations:** The Director maintains a positive and productive working relationship with the Board of Trustees. The board shall see:

- Evidence that during the prior evaluation year the board was kept informed of significant issues as they arose.
- Evidence that during the prior evaluation year the Director responded in a timely and complete manner to board requests for information that were consistent with board policy and established procedures.
- Recommendations and appropriate supporting materials on matters for board decision.
- Evidence that the Director's actions appropriately supported board policy and decisions with the staff and community.

(The board acknowledges that individual members' judgment on the indicators above may vary from member to member and from incident to incident. Differences among members of the board about Director performance in this area should be discussed among the board so that consistent direction and expectations can be provided to the Director.)

Board members should assess this item based on whether or not the members feel the Director exercised sound judgment on a generally consistent basis in meeting the corporate body's expectations in the above areas. The board's rating on this item should reflect the assessment of a majority of the board.)

**Rating:**

**Comments:**

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**B. Community Relations:** The Director maintains a positive and productive working relationship with the community. The board shall see:

- Information detailing the district's internal and external communication strategies.
- Evidence of methods for community and business involvement in schools. Evidence of methods or programs to encourage community and business participation in and with the school district.

**Rating:**

**Comments:**

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**C. Parent/Guardian Relations:** The Director maintains a positive and productive working relationship with the community. The board shall see:

- Information detailing the Director's coordination of parent volunteerism, communication between parents and teachers, evidence of parent committees.

**Rating:**

**Comments:**

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**D. Student Relations and Programs:** The Director maintains a positive overall climate at the school and ensures that the students are meeting their achievement and personal goals. The Board shall see:

- Increased student achievement based upon benchmark assessments, teacher evaluations of student progress, and end of year testing.
- Positive atmosphere on campus and safe, welcoming environment in classrooms.

- A wide range of students clubs, activities, extra-curricular activities, community outreach by students, staff, and student-led programs.

**Rating:**

**Comments:**

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**CHARTER SCHOOL  
BUDGET FINANCIAL REPORT**

Charter School Name: Highland Academy Charter  
 (continued) \_\_\_\_\_  
 CDS #: 33-66993-01271 \_\_\_\_\_  
 Charter Approving Entity: Beaumont USD \_\_\_\_\_  
 County: Riverside \_\_\_\_\_  
 Charter #: 1493 \_\_\_\_\_  
 Fiscal Year: 2015-16 \_\_\_\_\_

This charter school uses the following basis of accounting:

- Accrual Basis (Applicable Capital Assets / Interest on Long-Term Debt / Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)**
- Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)**

Description	Object Code	2014-15 Estimated Actuals			2015-16 Budget - July 1		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>A. REVENUES</b>							
<b>1. LCFF Revenue Sources</b>							
State Aid - Current Year	8011	923,143.00		923,143.00	1,224,791.00		1,224,791.00
Education Protection Account State Aid - Current Year	8012	35,984.00		35,984.00	44,461.00		44,461.00
State Aid - Prior Years	8019	32,519.00		32,519.00	-		-
Transfers to Charter Schools in lieu of Property Taxes	8096	216,807.00		216,807.00	312,302.00		312,302.00
Total, LCFF Revenue Sources		1,208,453.00	-	1,208,453.00	1,581,554.00	-	1,581,554.00
<b>2. Federal Revenues</b>							
No Child Left Behind	8290			-			-
Special Education - Federal	8181, 8182			-			-
Child Nutrition - Federal	8220			-			-
Other Federal Revenues	8110, 8260-8299		100,000.00	100,000.00		35,000.00	35,000.00
Total, Federal Revenues		-	100,000.00	100,000.00	-	35,000.00	35,000.00
<b>3. Other State Revenues</b>							
Charter Schools Categorical Block Grant	8480			-			-
Special Education - State	StateRevSE			-			-
All Other State Revenues	StateRevAO	42,682.28	11,374.84	54,057.12	136,586.96	7,558.37	144,145.33
Total, Other State Revenues		42,682.28	11,374.84	54,057.12	136,586.96	7,558.37	144,145.33
<b>4. Other Local Revenues</b>							
All Other Local Revenues	LocalRevAO	13,932.00	175,690.00	189,622.00	10,000.00	88,397.00	98,397.00
Total, Local Revenues		13,932.00	175,690.00	189,622.00	10,000.00	88,397.00	98,397.00
<b>5. TOTAL REVENUES</b>							
		1,265,067.28	287,064.84	1,552,132.12	1,728,140.96	130,955.37	1,859,096.33

**CHARTER SCHOOL  
BUDGET FINANCIAL REPORT**

Charter School Name: Highland Academy Charter  
 (continued)  
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Description	Object Code	2014-15 Estimated Actuals			2015-16 Budget - July 1		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>B. EXPENDITURES</b>							
<b>1. Certificated Salaries</b>							
Teachers' Salaries	1100	531,178.00		531,178.00	626,413.00		626,413.00
Certificated Pupil Support Salaries	1200			-			-
Certificated Supervisors' and Administrators' Salaries	1300	88,320.00		88,320.00	140,507.00		140,507.00
Other Certificated Salaries	1900			-			-
Total, Certificated Salaries		619,498.00	-	619,498.00	766,920.00	-	766,920.00
<b>2. Non-certificated Salaries</b>							
Instructional Aides' Salaries	2100	58,903.00		58,903.00	20,160.00		20,160.00
Non-certificated Support Salaries	2200	30,019.00		30,019.00	19,000.00		19,000.00
Non-certificated Supervisors' and Administrators' Sal.	2300	333.00		333.00	27,456.00		27,456.00
Clerical and Office Salaries	2400	36,599.00		36,599.00	35,610.00		35,610.00
Other Non-certificated Salaries	2900	24,020.00		24,020.00	19,200.00		19,200.00
Total, Non-certificated Salaries		149,874.00	-	149,874.00	121,426.00	-	121,426.00
<b>3. Employee Benefits</b>							
STRS	3101-3102	24,357.00		24,357.00	82,290.52		82,290.52
PERS	3201-3202	-		-	-		-
OASDI / Medicare / Alternative	3301-3302	36,735.00		36,735.00	67,958.47		67,958.47
Health and Welfare Benefits	3401-3402	104,767.00		104,767.00	115,917.23		115,917.23
Unemployment Insurance	3501-3502	9,617.00		9,617.00	14,391.21		14,391.21
Workers' Compensation Insurance	3601-3602	6,403.00		6,403.00	22,511.00		22,511.00
OPEB, Allocated	3701-3702	-		-	-		-
OPEB, Active Employees	3751-3752	-		-	-		-
Other Employee Benefits	3901-3902	12,457.00		12,457.00	-		-
Total, Employee Benefits		194,336.00	-	194,336.00	303,068.42	-	303,068.42
<b>4. Books and Supplies</b>							
Approved Textbooks and Core Curricula Materials	4100	7,830.75	40,752.25	48,583.00	45,000.00		45,000.00
Books and Other Reference Materials	4200	-	10,686.64	10,686.64	12,000.00		12,000.00
Materials and Supplies	4300	18,381.86	25,740.14	44,122.00	30,559.30	7,558.37	38,117.67
Noncapitalized Equipment	4400	8,694.12	11,065.88	19,760.00		35,000.00	35,000.00
Food	4700	-	-	-	1,000.00		1,000.00
Total, Books and Supplies		34,906.73	88,244.91	123,151.64	88,559.30	42,558.37	131,117.67
<b>5. Services and Other Operating Expenditures</b>							
Subagreements for Services	5100	7,398.00		7,398.00	10,000.00		10,000.00
Travel and Conferences	5200	2,073.00	3,450.00	5,523.00	10,000.00		10,000.00
Dues and Memberships	5300	6,172.00		6,172.00	7,500.00		7,500.00
Insurance	5400	18,845.00		18,845.00	20,000.00		20,000.00
Operations and Housekeeping Services	5500	42,750.32		42,750.32	48,000.00		48,000.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	53,785.00		53,785.00	57,204.00		57,204.00
Professional/Consulting Services and Operating Expend.	5800	192,575.00	224,266.74	416,841.74	199,000.00	165,051.60	364,051.60
Communications	5900	9,538.00		9,538.00	12,000.00		12,000.00
Total, Services and Other Operating Expenditures		333,136.32	227,716.74	560,853.06	363,704.00	165,051.60	528,755.60

**CHARTER SCHOOL  
BUDGET FINANCIAL REPORT**

Charter School Name: Highland Academy Charter  
 (continued)  
 CDS #: 33-66993-01271  
 Charter Approving Entity: Beaumont USD  
 County: Riverside  
 Charter #: 1493  
 Fiscal Year: 2015-16

This charter school uses the following basis of accounting:

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

Description	Object Code	2014-15 Estimated Actuals			2015-16 Budget - July 1		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>6. Capital Outlay (Objects 6100-6170, 6200-6500 for modified acc</b>							
Land and Land Improvements	6100-6170			-			-
Buildings and Improvements of Buildings	6200			-			-
Books and Media for New School Libraries or Major							
Expansion of School Libraries	6300			-			-
Equipment	6400			-			-
Equipment Replacement	6500			-			-
Depreciation Expense (for full accrual only)	6900	20,000.00		20,000.00	20,000.00		20,000.00
Total, Capital Outlay		20,000.00	-	20,000.00	20,000.00	-	20,000.00
<b>7. Other Outgo</b>							
Tuition to Other Schools	7110-7143			-			-
Transfers of Pass-through Revenues to Other LEAs	7211-7213			-			-
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE			-			-
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO			-			-
All Other Transfers	7281-7299			-			-
Debt Service:							
Interest	7438			-			-
Principal	7439			-			-
Total, Other Outgo		-	-	-	-	-	-
<b>8. TOTAL EXPENDITURES</b>		1,351,751.05	315,961.65	1,667,712.70	1,663,677.72	207,609.97	1,871,287.69
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)</b>		(86,683.77)	(28,896.81)	(115,580.58)	64,463.24	(76,654.60)	(12,191.36)
<b>D. OTHER FINANCING SOURCES / USES</b>							
1. Other Sources	8930-8979			-			-
2. Less: Other Uses	7630-7699			-			-
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999			-			-
<b>4. TOTAL OTHER FINANCING SOURCES / USES</b>		-	-	-	-	-	-
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>		(86,683.77)	(28,896.81)	(115,580.58)	64,463.24	(76,654.60)	(12,191.36)

**CHARTER SCHOOL  
BUDGET FINANCIAL REPORT**

Charter School Name: Highland Academy Charter  
 (continued) \_\_\_\_\_  
 CDS #: 33-66993-01271 \_\_\_\_\_  
 Charter Approving Entity: Beaumont USD \_\_\_\_\_  
 County: Riverside \_\_\_\_\_  
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- Modified Accrual Basis (Applicable Capital Outlay / Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)**

Description	Object Code	2014-15 Estimated Actuals			2015-16 Budget - July 1		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
<b>F. FUND BALANCE, RESERVES</b>							
1. Beginning Fund Balance							
a. As of July 1	9791	3,659.00		3,659.00	(111,921.58)		(111,921.58)
b. Adjustments to Beginning Balance	9793, 9795			-			-
c. Adjusted Beginning Balance		3,659.00	-	3,659.00	(111,921.58)	-	(111,921.58)
2. Ending Fund Balance, June 30 (E + F.1.c.)		(83,024.77)	(28,896.81)	(111,921.58)	(47,458.34)	(76,654.60)	(124,112.94)
Components of Ending Fund Balance (Optional):							
Nonspendable Revolving Cash (equals object 9130)	9711			-			-
Nonspendable Stores (equals object 9320)	9712			-			-
Nonspendable Prepaid Expenditures (equals object 9330)	9713			-			-
Nonspendable All Others	9719			-			-
Restricted Fund Balance	9740			-			-
Committed Fund Balance	9750, 9760			-			-
Assigned Fund Balance	9780			-			-
Reserve for Economic Uncertainties	9789			-			-
Undesignated/Unappropriated Amount	9790	(83,024.77)	(28,896.81)	(111,921.58)	(47,458.34)	(76,654.60)	(124,112.94)



CDS Number:

33-66993-01271

Charter Name:

Highland Academy Charter

Contact Name:

Brent Bishop

Authorizer:

Beaumont USD

INTERIM REPORT ASSUMPTIONS	2015-16	2016-17	2017-18
<b>Cost-of Living Adjustments (COLA)</b>			
Statutory COLA	1.02%	1.60%	2.48%
Categorical COLA	1.02%	1.60%	2.48%
<b>General Purpose Block Grant</b>			
Grades K-3 Base Rate			
Grades 4-6 Base Rate			
Grades 7-8 Base Rate			
Grades 9-12 Base Rate			
<b>Categorical Block Grant</b>			
Base Block Grant			
Economic Impact Aid Block Grant			
Supplemental Categorical Funds			
<b>Enrollment</b>			
Grades K-3	24	12	16
Grades 4-6	85	79	83
Grades 7-8	148	148	148
Grades 9-12	0	78	130
Total Enrollment	257	317	377
Percent Change Over Prior Year	--	23.35%	18.93%
<b>P-2 Average Daily Attendance (ADA)</b>			
Grades K-3	20.76	10.38	13.84
Grades 4-6	73.53	68.34	71.80
Grades 7-8	128.02	128.02	128.02
Grades 9-12		67.47	112.45
Total ADA	222.31	274.21	326.11
Percent Change Over Prior Year	--	23.35%	18.93%
<b>ADA to Enrollment Ratio</b>	<b>0.87</b>	<b>0.87</b>	<b>0.87</b>
<b>Staffing</b>			
Number of Teachers (FTE)	12.00	14.50	16.00
Average Teacher Cost (Salary and Benefits)	\$52,201.08	\$49,328.69	\$50,501.83
Step and Column Increase	\$0.00	(\$41,649.71)	\$1,173.14
Health and Welfare Cost per Employee	\$8,916.71	\$9,362.55	\$9,830.67
Retirement Cost per Employee	\$6,095.59	6,205.55	6,353.13
<b>Classroom Staffing Ratio</b>			
Students per FTE	21.42	21.86	23.56
<b>Facilities</b>			
Rent/Lease	\$57,204.00	\$60,000.00	\$66,000.00
Electricity	\$24,000.00	\$26,400.00	\$30,000.00
Heating & Gas	\$6,000.00	\$9,000.00	\$12,000.00
Other	\$18,000.00	\$20,400.00	\$24,000.00
<b>Administrative Service Agreements</b>			
Oversight Fees to Authorizer (1 or 3 percent)	47,447	\$59,591	\$73,176
Administrative Service Contract	\$35,000.00	\$50,000.00	\$65,000.00
Other			
<b>Other Major Expenditure Assumptions</b>			
<b>Other Major Revenue Assumptions</b>			

<b>CaIPADs enroll</b>	<b>210</b>	<b>60</b>	<b>270</b>
Enrollment at P2	208		
P2 ADA	179.92		
ADA %	86.5%		

**Highland Academy Charter School**  
**Adopted Budget Reporting - Multi-Year Projections**  
**2013-14 through 2017-18**

General Fund Combined

DESCRIPTION	Prior Year Audited Actuals 2013-14	Adopted Budget 2014-15	Percent of Change over PY	Estimated Actuals 2014-15	Percent of Change over PY	Adopted Budget 2015-16	Percent of Change over PY	Projected Budget 2016-17	Percent of Change over PY	Projected Budget 2017-18	Percent of Change over PY
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ADA Actual/Projection (Number)	138	184	33%	179.92	30.22%	222.31	24%	274.21	23%	326.11	19%
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**REVENUES**

Object Codes

Revenue Limit Sources	8010-8099	\$848,708	\$1,263,702	48.90%	\$1,208,453	0.4238737	\$1,581,554	0.308742665	\$1,986,358	26%	\$2,439,208	23%
Federal	8100-8299	\$202,500	\$100,000	-50.62%	\$100,000	(\$1)	\$35,000	(\$1)	\$0	-100%	\$0	#DIV/0!
State	8300-8599	\$0	\$0	#DIV/0!	\$54,057	#DIV/0!	\$144,145	\$2	\$44,421	-69%	\$52,829	19%
Local	8600-8799	\$52,975	\$0	-100.00%	\$189,622	(\$1)	\$98,397	(\$0)	\$98,397	0%	\$98,397	0%
<b>Total Revenue</b>		<b>\$1,104,183</b>	<b>\$1,363,702</b>	<b>23.50%</b>	<b>\$1,552,132</b>	<b>\$0</b>	<b>\$1,859,096</b>	<b>\$0</b>	<b>\$2,129,176</b>	<b>15%</b>	<b>\$2,590,434</b>	<b>22%</b>

**EXPENDITURES**

Certificated Salaries	1000-1999	\$463,169	\$642,880	38.80%	\$619,498	0.33752043	\$766,920	0.237970098	\$855,266	12%	\$948,029	11%
Classified Salaries	2000-2999	\$61,194	\$122,736	100.57%	\$149,874	\$1	\$121,426	(\$0)	\$127,497	5%	\$133,872	5%
Benefits	3000-3999	\$141,600	\$175,569	23.99%	\$194,336	\$0	\$303,068	\$1	\$393,105	30%	\$486,856	24%
Books & Supplies	4000-4999	\$298,658	\$190,869	-36.09%	\$123,152	(\$1)	\$131,118	\$0	\$135,051	3%	\$139,103	3%
Contracts & Services	5000-5999	\$130,347	\$276,960	112.48%	\$560,853	\$3	\$528,756	(\$0)	\$709,670	34%	\$896,012	26%
Capital Outlay	6000-6999	\$5,556	\$0	-100.00%	\$20,000	\$3	\$20,000	\$0	\$15,000	-25%	\$15,000	0%
	7100-7299											
Other Outgo	7400-7499	\$0	\$10,000	#DIV/0!	\$0	#DIV/0!	\$0	#DIV/0!	\$0	#DIV/0!	\$0	#DIV/0!
Support Costs	7300-7399	\$0	\$0	#DIV/0!	\$0	#DIV/0!	\$0	#DIV/0!	\$0	#DIV/0!	\$0	#DIV/0!
<b>Total Expenditures</b>		<b>\$1,100,524</b>	<b>\$1,419,014</b>	<b>28.94%</b>	<b>\$1,667,713</b>	<b>\$1</b>	<b>\$1,871,288</b>	<b>\$0</b>	<b>\$2,235,590</b>	<b>19%</b>	<b>\$2,618,871</b>	<b>17%</b>

**OTHER SOURCES & USES**

Transfers In & Other Sources	8900-8999			#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Transfers Out & Other Uses	7600-7699			#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
<b>Total Expenditures &amp; Uses</b>		<b>\$1,100,524</b>	<b>\$1,419,014</b>	<b>28.94%</b>	<b>\$1,667,713</b>	<b>\$1</b>	<b>\$1,871,288</b>	<b>\$0</b>	<b>\$2,235,590</b>	<b>19%</b>	<b>\$2,618,871</b>	<b>17%</b>

<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>	<b>\$3,659</b>	<b>(\$55,312)</b>	<b>-1611.68%</b>	<b>(\$115,581)</b>	<b>(\$33)</b>	<b>(\$12,191)</b>	<b>(\$1)</b>	<b>(\$106,413)</b>	<b>773%</b>	<b>(\$28,437)</b>	<b>-73%</b>
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**FUND BALANCE, RESERVES**

Beginning Balance	\$0	\$3,659	#DIV/0!	\$3,659	#DIV/0!	(\$111,922)	(\$32)	(\$124,113)	11%	(\$230,526)	86%
Ending Balance	\$3,659	(\$51,653)	-1511.68%	(\$111,922)	(\$32)	(\$124,113)	\$0	(\$230,526)	86%	(\$258,964)	12%

Reserve Amounts:

Revolving Cash

Stores

Restricted Balances

**Reserve for Economic Uncert.**

Committed/Assigned

Unappropriated

Total EFB	\$0	\$0		\$0		\$0		\$0		\$0	
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% of Reserve (9789 & 9790)

0.00%

0.00%

0.00%

0.00%

0.00%

0.00%

**Charter School Name:** Highland Academy  
**CDS #:** 33-66993-01271  
**Charter Approving Entity:** Beaumont USD  
**County:** Riverside  
**Charter #:** 1493

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For information regarding this report, please contact:

For Approving Entity:

Carmen Meza

Name

Director of Fiscal Services

Title

(951) 845-1631 ext. 5361

Telephone

[cmeza@beaumontusd.k12.ca.us](mailto:cmeza@beaumontusd.k12.ca.us)

E-mail address

For Charter School:

Brent Bishop

Name

Program Director

Title

(951) 266-0220

Telephone

[brentbishop@highland-academy.org](mailto:brentbishop@highland-academy.org)

E-mail address

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To the entity that approved the charter school:

2015-16 CHARTER SCHOOL BUDGET REPORT:

This report has been approved, and is hereby filed by the charter school pursuant to *Education Code* section 47604.33

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Charter School Official  
(Original signature required)

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

Title: \_\_\_\_\_

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To the County Superintendent of Schools:

2015-16 CHARTER SCHOOL BUDGET REPORT: This report has been reviewed pursuant to *Education Code* section 47604.32, and is hereby filed with the County Superintendent pursuant to *Education Code* section 47604.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Authorized Representative of  
Charter Approving Entity  
(Original signature required)

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

Title: \_\_\_\_\_

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**2015-16 Cash Flow Projections**

Highland Academy Charter

		July	%	August	%	September	%	October	%	November	%	December	%	January	%
		Estimated	Bud	Estimated	Bud	Estimated	Bud	Estimated	Bud	Estimated	Bud	Estimated	Bud	Estimated	Bud
<b>Beginning Cash Balance</b>		<b>3,500</b>		<b>27,380</b>		<b>2,906</b>		<b>34,567</b>		<b>10,093</b>		<b>(14,381)</b>		<b>(17,720)</b>	
REVENUE	Object Code														
General Purpose Entitlement	8015	90,187	7.36%	90,187	7.36%	90,187	7.36%	90,187	7.36%	90,187	7.36%	90,187	7.36%	90,187	7.36%
General Purpose Entitlement-Prior Yr	8019		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
In Lieu Property Taxes	8096	26,025	8.33%	26,025	8.33%	26,025	8.33%	26,025	8.33%	26,025	8.33%	26,025	8.33%	26,025	8.33%
Other R/L Sources			0.00%		0.00%	11,677	26.26%		0.00%		0.00%	11,677	26.26%		0.00%
FEDERAL	8100-8299		0.00%		0.00%	35,000	100.00%		0.00%		0.00%		0.00%		0.00%
STATE			0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Lottery	8560		0.00%		0.00%	9,458	26.26%		0.00%		0.00%	9,458	26.26%		0.00%
Other State Revenue	8300-8599		0.00%	9,011	8.33%	9,011	8.33%	9,011	8.33%	9,011	8.33%	9,011	8.33%	9,011	8.33%
LOCAL			0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Interest	8660		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Trfs of Apport fm Dist/Charter	8791		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Other Local Revenue	8600-8799	0	0.00%	8,366	8.50%	8,366	8.50%	8,366	8.50%	8,366	8.50%	8,366	8.50%	8,366	8.50%
<b>TOTAL REVENUES</b>		<b>116,212</b>	<b>6.25%</b>	<b>133,589</b>	<b>7.19%</b>	<b>189,724</b>	<b>10.21%</b>	<b>133,589</b>	<b>7.19%</b>	<b>133,589</b>	<b>7.19%</b>	<b>154,724</b>	<b>8.32%</b>	<b>133,589</b>	<b>7.19%</b>
EXPENDITURES															
Certificated Salaries	1000-1999	32,000	4.17%	63,910	8.33%	63,910	8.33%	63,910	8.33%	63,910	8.33%	63,910	8.33%	63,910	8.33%
Classified Salaries	2000-2999	5,060	4.17%	10,119	8.33%	10,119	8.33%	10,119	8.33%	10,119	8.33%	10,119	8.33%	10,119	8.33%
Employee Benefits	3000-3999	12,600	4.16%	25,170	8.31%	25,170	8.31%	25,170	8.31%	25,170	8.31%	25,170	8.31%	25,170	8.31%
Books & Supplies	4000-4999	5,900	4.50%	11,955	9.12%	11,955	9.12%	11,955	9.12%	11,955	9.12%	11,955	9.12%	11,955	9.12%
Services/Oper Expenses	5000-5999	30,254	5.72%	46,909	8.87%	46,909	8.87%	46,909	8.87%	46,909	8.87%	46,909	8.87%	46,909	8.87%
Capital Outlay	6000-6599		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Other Outgo	7100-7299		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Debt Service	7400-7499		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Direct/Indirect Costs	7300-7399		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
<b>TOTAL EXPENDITURES</b>		<b>85,814</b>	<b>4.59%</b>	<b>158,063</b>	<b>8.45%</b>	<b>158,063</b>	<b>8.45%</b>	<b>158,063</b>	<b>8.45%</b>	<b>158,063</b>	<b>8.45%</b>	<b>158,063</b>	<b>8.45%</b>	<b>158,063</b>	<b>8.45%</b>
OTHER SOURCES/USES															
Other Sources	8930-8979		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Other Uses	7630-7699		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
<b>TOTAL OTHER SOURCES/USES</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	
PRIOR YEAR TRANSACTIONS															
Accounts Receivable	9200	90,187	0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Prepaid Expenditures	9330		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Accounts Payable	9500	96,705	0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Current Loans	9640		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
Deferred Revenue	9650		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
<b>NET PRIOR YEAR TRANSACTIONS</b>		<b>(6,518)</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	
OTHER ADJUSTMENTS															
Increases			0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
(Decreases)			0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
<b>TOTAL MISC ADJUSTMENTS</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	
<b>NET REVENUE</b>		<b>23,880</b>		<b>(24,474)</b>		<b>31,661</b>		<b>(24,474)</b>		<b>(24,474)</b>		<b>(3,339)</b>		<b>(24,474)</b>	
<b>ENDING CASH BALANCE</b>		<b>27,380</b>		<b>2,906</b>		<b>34,567</b>		<b>10,093</b>		<b>(14,381)</b>		<b>(17,720)</b>		<b>(42,194)</b>	



		February Estimated <b>(42,194)</b>	% Bud	March Estimated <b>(38,159)</b>	% Bud	April Estimated <b>(13,889)</b>	% Bud	May Estimated <b>(9,854)</b>	% Bud	June Estimated <b>(5,819)</b>	% Bud	Estimated Accrual	Total <b>3,500</b>	Projected Budget <b>3,500</b>	Difference
<b>Beginning Cash Balance</b>															
REVENUE	Object Code														
General Purpose Entitlement	8015	118,696	9.69%	118,696	9.69%	118,696	9.69%	118,696	9.69%	0	0.00%	118,698	1,224,791	1,224,791	0
General Purpose Entitlement-Prior Yr	8019		0.00%		0.00%		0.00%		0.00%		0.00%		0	0	0
In Lieu Property Taxes	8096	26,025	8.33%	26,025	8.33%	26,025	8.33%	26,025	8.33%	26,027	8.33%		312,302	312,302	0
Other R/L Sources			0.00%	11,677	26.26%		0.00%		0.00%	9,430	21.21%		44,461	44,461	0
FEDERAL	8100-8299		0.00%		0.00%		0.00%		0.00%		0.00%		35,000	35,000	0
STATE			0.00%		0.00%		0.00%		0.00%		0.00%		0	0	0
Lottery	8560		0.00%	8,558	23.76%		0.00%		0.00%	8,539	23.71%		36,013	36,013	0
Other State Revenue	8300-8599	9,011	8.33%	9,011	8.33%	9,011	8.33%	9,011	8.33%	9,011	8.33%	9,011	108,132	108,132	(0)
LOCAL			0.00%		0.00%		0.00%		0.00%		0.00%		0	0	0
Interest	8660		0.00%		0.00%		0.00%		0.00%		0.00%		#VALUE!	0	#VALUE!
Trfs of Apport fm Dist/Charter	8791		0.00%		0.00%		0.00%		0.00%		0.00%		0	0	0
Other Local Revenue	8600-8799	8,366	8.50%	8,366	8.50%	8,366	8.50%	8,366	8.50%	8,366	8.50%	6,371	98,397	98,397	0
<b>TOTAL REVENUES</b>		<b>162,098</b>	<b>8.72%</b>	<b>182,333</b>	<b>9.81%</b>	<b>162,098</b>	<b>8.72%</b>	<b>162,098</b>	<b>8.72%</b>	<b>61,373</b>	<b>3.30%</b>	<b>134,080</b>	<b>#VALUE!</b>	<b>1,859,096</b>	<b>#VALUE!</b>
EXPENDITURES															
Certificated Salaries	1000-1999	63,910	8.33%	63,910	8.33%	63,910	8.33%	63,910	8.33%	32,000	4.17%	63,820	766,920	766,920	0
Classified Salaries	2000-2999	10,119	8.33%	10,119	8.33%	10,119	8.33%	10,119	8.33%	5,060	4.17%	10,116	121,426	121,426	0
Employee Benefits	3000-3999	25,170	8.31%	25,170	8.31%	25,170	8.31%	25,170	8.31%	25,170	8.31%	13,598	303,068	303,068	0
Books & Supplies	4000-4999	11,955	9.12%	11,955	9.12%	11,955	9.12%	11,955	9.12%	4,618	3.52%	1,050	131,118	131,118	(0)
Services/Oper Expenses	5000-5999	46,909	8.87%	46,909	8.87%	46,909	8.87%	46,909	8.87%	29,412	5.56%		528,756	528,756	(0)
Capital Outlay	6000-6599		0.00%		0.00%		0.00%		0.00%		0.00%	20,000	20,000	20,000	0
Other Outgo	7100-7299		0.00%		0.00%		0.00%		0.00%		0.00%		0	0	0
Debt Service	7400-7499		0.00%		0.00%		0.00%		0.00%		0.00%		0	0	0
Direct/Indirect Costs	7300-7399		0.00%		0.00%		0.00%		0.00%	0	0.00%		0	0	0
<b>TOTAL EXPENDITURES</b>		<b>158,063</b>	<b>8.45%</b>	<b>158,063</b>	<b>8.45%</b>	<b>158,063</b>	<b>8.45%</b>	<b>158,063</b>	<b>8.45%</b>	<b>96,260</b>	<b>5.14%</b>	<b>108,584</b>	<b>1,871,288</b>	<b>1,871,288</b>	<b>(1)</b>
OTHER SOURCES/USES															
Other Sources	8930-8979		0.00%		0.00%		0.00%		0.00%		0.00%		0	0	0
Other Uses	7630-7699		0.00%		0.00%		0.00%		0.00%		0.00%		0	0	0
<b>TOTAL OTHER SOURCES/USES</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
PRIOR YEAR TRANSACTIONS															
Accounts Receivable	9200		0.00%		0.00%		0.00%		0.00%		0.00%		90,187		(90,187)
Prepaid Expenditures	9330		0.00%		0.00%		0.00%		0.00%		0.00%		0		0
Accounts Payable	9500		0.00%		0.00%		0.00%		0.00%		0.00%		96,705		(96,705)
Current Loans	9640		0.00%		0.00%		0.00%		0.00%		0.00%		0		0
Deferred Revenue	9650		0.00%		0.00%		0.00%		0.00%		0.00%		0		0
<b>NET PRIOR YEAR TRANSACTIONS</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	<b>(6,518)</b>	<b>0</b>	<b>6,518</b>
OTHER ADJUSTMENTS															
Increases			0.00%		0.00%		0.00%		0.00%		0.00%		0	0	(6,518)
(Decreases)			0.00%		0.00%		0.00%		0.00%		0.00%		0	0	(6,518)
<b>TOTAL MISC ADJUSTMENTS</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET REVENUE</b>		<b>4,035</b>		<b>24,270</b>		<b>4,035</b>		<b>4,035</b>		<b>(34,887)</b>		<b>25,496</b>	<b>#VALUE!</b>	<b>(12,191)</b>	<b>#VALUE!</b>
<b>ENDING CASH BALANCE</b>		<b>(38,159)</b>		<b>(13,889)</b>		<b>(9,854)</b>		<b>(5,819)</b>		<b>(40,706)</b>					