



ALLEGIANCE STEAM ACADEMY

REGULAR MEETING OF THE BOARD OF DIRECTORS

November 1, 2021

5:00 pm

Meeting Location:

5862 C St.,
Chino, CA 91710

Online: <https://zoom.us/j/94625439486>

Telephone: (669) 900-6833; Meeting ID: 946 2543 9486

AGENDA

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

Allegiance STEAM Academy- Thrive charter school (“Allegiance STEAM Academy”), also known as ASA Thrive, is a direct-funded, independent, public charter school operated by the Allegiance STEAM Academy nonprofit public benefit corporation and governed by Allegiance STEAM Academy, Incorporated corporate Board of Directors (“Board”). The purpose of a public meeting of the Board, is to conduct the affairs of Allegiance STEAM Academy in public. We are pleased that you are in attendance and hope you will visit these meetings often. Your participation assures us of continuing community interest in our school.

1. Agendas are available to all audience members at the meeting. Note that the order of business on this agenda may be changed without prior notice. For more information on this agenda, please contact Allegiance at: info@asathrive.org
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Public Comments.”
3. “Public Comments” are set aside for members of the audience to comment. However, due to public meeting laws, the Board can only listen to your issue, not take action. The public is invited to address the Board regarding items listed on the agenda. Comments on an agenda item will be accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item. Please turn in comment cards to the Board Secretary prior to the item you wish to speak on. These presentations are limited to three (3) minutes.
4. In compliance with the Americans with Disabilities Act (ADA) and upon request, Allegiance STEAM Academy may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact Allegiance STEAM Academy.

I. Preliminary

A. Call to Order

The meeting was called to order by the Board Chair at _____.

B. Roll Call

	Present	Absent
Samantha Odo, Chairperson	_____	_____
Jason Liso, Treasurer	_____	_____
Marcilyn Jones, Secretary	_____	_____
Troy Stevens, Member	_____	_____
Claudia Reynolds, Member	_____	_____

C. Public Comments- Items not on the Agenda

No individual presentations shall be for more than three (3) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

D. Approval of Agenda for the Regular Board Meeting for November 1, 2021

It is recommended that the Board of Directors approve the Agenda for Regular Board Meeting for November 1, 2021.

Motion: _____ Second: _____ Roll Call: _____

II. Public Announcement for Reason for Closed Session:

A. Public Comments on Closed Session Items

Comments related to closed session items shall be limited to no more than three minutes. If you wish to speak on an item that will be discussed in a closed session, please turn in a comment card to the Board Secretary.

B. Closed Session- For Discussion/Possible Action

Potential Litigation: One matter

III. Open Session:

A. PLEDGE OF ALLEGIANCE

B. ITEMS SCHEDULED FOR INFORMATION:

- 1. Update from Parents and Community for Kids**
- 2. School Site Council Report**
- 3. Staff Report**

4. **CEO's Report**
5. **Educator Effectiveness Block Grant Expenditure Plan DRAFT**
6. **ASA Fontana Petition**

C. ITEMS SCHEDULED FOR CONSENT:

1. **Minutes for the Regular Meeting of the Board of Directors October 4, 2021**
2. **Check Register for September, 2021**

Motion: _____ Second: _____ Roll Call: _____

D. ITEMS SCHEDULED FOR DISCUSSION/ACTION:

1. **Financial Update for September, 2021**

(see attached)

It is recommended the Board of Directors:

Adopt and approve the Financial Update for September, 2021

Motion: _____ Second: _____ Roll Call: _____

2. **Revised FY22 Budget**

(see attached)

It is recommended the Board of Directors:

Adopt and approve the Revised FY22 Budget

Motion: _____ Second: _____ Roll Call: _____

3. **Revised Volunteer Policy**

(see attached)

It is recommended the Board of Directors:

Adopt and approve the Revised Volunteer Policy

Motion: _____ Second: _____ Roll Call: _____

4. **Teacher Assignment Policy**

(see attached)

It is recommended the Board of Directors:

Adopt and approve the Teacher Assignment Policy

Motion: _____ Second: _____ Roll Call: _____

5. **Local Assignment Resolution - Middle School ELA and Science**
(see attached)

It is recommended the Board of Directors:

Adopt and approve the Local Assignment Resolution - Middle School ELA and Science

Motion: _____ Second: _____ Roll Call: _____

6. **Local Assignment Resolution - Middle School History and Electives**
(see attached)

It is recommended the Board of Directors:

Adopt and approve the Local Assignment Resolution - Middle School History and Electives

Motion: _____ Second: _____ Roll Call: _____

7. **Variable Term Waiver Request**
(see attached)

It is recommended the Board of Directors:

Adopt and approve the Variable Term Waiver Request

Motion: _____ Second: _____ Roll Call: _____

E. COMMUNICATIONS

1. Comments from Board of Directors

F. ADJOURNMENT

1. It is recommended the Board of Directors:

Adjourn the Regular Meeting of the Board of Directors for November 1, 2021

Motion: _____ Second: _____ Roll Call: _____

Educator Effectiveness Expenditure Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Allegiance STEAM Academy Thrive	Sebastian Cognitiona, CEO	sebastian.cognitiona@asathrive.org 909-465-5405

LEAs and State Special Schools that receive funding pursuant to California *Education Code (EC)* Section 41480(a) are required to develop and adopt a plan, by December 30 , 2021, that delineates the expenditure of funds apportioned including the professional development of teachers, administrators, paraprofessionals and classified staff. The plan shall be presented in a public meeting of the governing board before its adoption in a subsequent meeting.

Other LEA Plans Referenced in this Plan

Plan Title	Where the Plan May Be Accessed
Local Control Accountability Plan	http://asathrive.org/docs/C1LCAP2021.pdf

Summary of Planned Educator Effectiveness Expenditures

Below is a summary of the Educator Effectiveness funds and how the LEA intends to expend these funds in support of students.

Total Educator Effectiveness funds

\$157,329

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Plan Section	Total Planned ESSER III Expenditures
LCAP Goal 1: All students will experience a rigorous STEAM-aligned, standards-based curriculum delivered by highly qualified staff that will lead to demonstrated growth as measured by site, state, and federal assessments.	\$120,000

LCAP Goal 3:Allegiance STEAM Academy Thrive will provide a school environment which fosters physical and emotional security and focuses the school climate on creating opportunities for students to take risks to gain the skills required in the STEAM fields.	\$ 37,329
Use of Any Remaining Funds	[\$ 0.00]

Community Engagement

A description of the efforts made by the LEA to meaningfully consult with its required community members and the opportunities provided by the LEA for public input in the development of the plan.

To ensure that Allegiance’s plan is tailored to the specific needs faced by our students, Allegiance meaningfully consulted with community members, including families, school and special education administrators, and staff members. Perspective of various stakeholders, including those collected in the development of the LCAP, were considered and informed the plan.

Allegiance frequently solicits stakeholder input in a variety of formats including live forums and digital surveys.

A description of how the development of the plan was influenced by community input.

Through the regular solicitation of community input for the development of the LCAP, ESSER III plan, and ELO plan, Allegiance has drafted the Educator Effectiveness Expenditure Plan with careful consideration of our community’s input.

- Conversation with the Community (virtual Townhall-like forums) on August 23, 2021
- English Language Advisory Committee (ELAC) on September 9, 2021
- Public Hearing of the Regular Meeting of the Board of Directors on November 1, 2021
- School Site Council (SSC) on September 29, 2021
- Previous LCAP, ELO and ESSER III public hearings during the 2020-2021 and 2021-2022 school years

Each of these opportunities for community engagement were promoted using the school’s effective means of communication, including robocalls, social media, email, and/or the Seesaw classroom app.

Priorities Identified through Community Engagement:

Through the previously mentioned opportunities for community engagement, several priorities were identified when hearing from parents, community members, and staff. The priorities, in turn, directly influenced the development of this plan. Those priorities are:

- Take adequate measures to continue to provide in-person learning, including securing adequate PPE, maintaining clean rooms;
- Provide the full extent of the programs included in Allegiance’s charter, including all enrichment courses and middle school electives; and
- Provide real-time targeted intervention and acceleration for students based on identified needs.

Actions and Expenditures to Address Student Needs

Total Educator Effectiveness Expenditure Plan funds being used to provide professional development for administrators, teachers, service providers, paraprofessionals, and proctors.

\$157,329

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
LCAP Goal 1	2021-2024 Certificated Staff: Teachers, Administrators	<p>Coaching and mentoring of staff serving in an instructional setting and beginning teacher or administrator induction, including, but not limited to, coaching and mentoring solutions that address a local need for teachers that can serve all pupil populations with a focus on retaining teachers, and offering structured feedback and coaching systems organized around social-emotional learning, including, but not limited to, promoting teacher self-awareness, self-management, social awareness, relationships, and responsible decision-making skills, improving teacher attitudes and beliefs about one’s self and others, and supporting learning communities for educators to engage in a meaningful classroom teaching experience.</p> <p>Practices and strategies that reengage pupils and lead to accelerated learning.</p> <p>Practices to create a positive school climate.</p>	\$80,000

		<p>Instruction and education to support implementing effective language acquisition programs for English learners, which may include integrated language development within and across content areas and building and strengthening capacity to increase bilingual and biliterate proficiency.</p> <p>New professional learning networks for educators not already engaged in an education-related professional learning network.</p> <p>Strategies to improve inclusive practices, including, but not limited to, universal design for learning, best practices for early identification, and development of individualized education programs for individuals with exceptional needs.</p>	
LCAP Goal 1	<p>2021-2024</p> <p>Specialists: Interventionists, Special Education Teachers, Services Providers, Paraprofessionals</p>	<p>Practices and strategies that reengage pupils and lead to accelerated learning.</p> <p>Strategies to improve inclusive practices, including, but not limited to, universal design for learning, best practices for early identification, and development of individualized education programs for individuals with exceptional needs.</p> <p>Strategies to implement social-emotional learning, trauma-informed practices, suicide prevention, access to mental health services, and other approaches that improve pupil well-being.</p>	\$ 40,000
LCAP Goal 3	<p>2021-2024</p> <p>Classified Staff: Proctors, Office Staff, Support Staff</p>	<p>Practices and strategies that reengage pupils and lead to accelerated learning.</p> <p>Practices to create a positive school climate.</p>	\$ 37,329

Educator Effectiveness Grant Plan

LEA:

Board Review Date: November 1, 2021

Board Approval Date:

Total Grant Amount: \$157,329

Allowable Uses	Eligible Fiscal Years					Details / Notes
	21-22	22-23	23-24	24-25	25-26	
1. Coaching and mentoring of staff serving in an instructional setting and beginning teacher or administrator induction, including, but not limited to, coaching and mentoring solutions that address a local need for teachers that can serve all pupil populations with a focus on retaining teachers, and offering structured feedback and coaching systems organized around social-emotional learning, including, but not limited to, promoting teacher self-awareness, self-management, social awareness, relationships, and responsible decision making skills, improving teacher attitudes and beliefs about one's self and others, and supporting learning communities for educators to engage in a meaningful classroom teaching experience.	\$ 10,000	24,000	20,000			
2. Programs that lead to effective, standards-aligned instruction and improve instruction in literacy across all subject areas, including English language arts, history-social science, science, technology, engineering, mathematics, and computer science.						
3. Practices and strategies that reengage pupils and lead to accelerated learning.	5,000	15,000	7,329			
4. Strategies to implement social-emotional learning, trauma-informed practices, suicide prevention, access to mental health services, and other approaches that improve pupil well-being.	5,000	5,000	5,000			
5. Practices to create a positive school climate.	10,000	5,000	5,000			
6. Strategies to improve inclusive practices, including, but not limited to, universal design for learning, best practices for early identification, and development of individualized education programs for individuals with exceptional needs.	5,000	5,000	5,000			
7. Instruction and education to support implementing effective language acquisition programs for English learners, which may include integrated language development within and across content areas, and building and strengthening capacity to increase bilingual and biliterate proficiency.	5,000	10,000	5,000			
8. New professional learning networks for educators not already engaged in an education-related professional learning network to support the requirements of subdivision (c).	2,000	2,000	2,000			
9. Instruction, education, and strategies to incorporate ethnic studies curricula adopted pursuant to <i>EC</i> Section 51226.7 into pupil instruction for grades 7 to 12, inclusive.						
10. Instruction, education, and strategies for certificated and classified educators in early childhood education, or childhood development.						
Totals	\$ 42,000	\$ 66,000	\$ 49,329	\$ -	\$ -	\$ 157,329



**ALLEGIANCE STEAM ACADEMY
REGULAR MEETING OF THE BOARD OF DIRECTORS**

October 4, 2021

6:00 pm

Meeting Location:

5862 C St.,
Chino, CA 91710

Online: <https://zoom.us/j/96652174252>

Telephone: (669) 900-6833; Meeting ID: 966 5217 4252

AGENDA

I. Preliminary

A. Call to Order

The meeting was called to order by the Board Chair at [6:02 pm on October 4th, 2021](#)

B. Roll Call - Present/Absent

Samantha Odo, Chairperson - [present](#)

Jason Liso, Treasurer - [absent](#)

Marcilyn Jones, Secretary - [present](#)

Troy Stevens, Member - [present](#)

Claudia Reynolds, Member - [present](#)

C. Public Comments- Items not on the Agenda

No individual presentations shall be for more than three (3) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

D. Approval of Agenda for the Regular Board Meeting for October 4, 2021

It is recommended that the Board of Directors approve the Agenda for Regular Board Meeting for October 4, 2021.

Motion: [Troy Stevens](#) Second: [Sam Odo](#) Roll Call: 4-0

I. Open Session:

A. PLEDGE OF ALLEGIANCE

B. ITEMS SCHEDULED FOR INFORMATION:

1. Update from Parents and Community for Kids

- [Main goal is to make families feel welcomed](#)
 - [Pack started Instagram account and will be more active here and on Facebook](#)
- [Upcoming Meetup on October 11th at San Diego Zoo](#)
 - [Kids get in free](#)
- [Successful Book Fair](#)
 - [Great to see student excitement and parent volunteers](#)
 - [Pack fulfilled entire wishlists of all teachers](#)
- [Spirit Wear Sales](#)
 - [Sign Up Genius - 100 parents signed up to come during school hours](#)
 - [Parents preferred this as opposed to standing in a long line](#)
 - [Hope to do another sale soon like this](#)
- [Restaurant of the Month Fundraiser has been successful](#)
 - [October 16th Chipotle](#)
 - [November 4th and 5th Chuck-E-Cheese](#)
 - [Hoping classrooms can arrange time to go together](#)

- Will have a live video to announce winners of Donation Drive
- Literature Day
 - Pack is hoping to have photographers on campus to take pictures and send to parents to keep them involved
- Trying to promote and maintain parent involvement in school activities

2. **School Site Council Report**

- Last Wednesday was first School Site Council Meeting
- Accepted all who applied
 - 7 parents
 - 3 classified
 - 3 certificated
 - 2 students
- Everyone is very excited to assume rolls
- Next meeting October 27th and will be choosing officers

3. **Staff Report (First Grade)**

- Parent Portal opened up after Triad
- First successful Fire Drill
- Looking forward to October 21st great shake out
- Thank you to PACK for donation of books

4. **CEO's Report**

a. **COVID-19 Updates**

- Thank you to Food Service Team, Mindi Moon and Sara Lopez for help with new Food Service and serving all students for free
 - Have managed to feed all students despite changing circumstances
- Thank you to PACK for keeping our school a community, working to maintain that and working around challenges
 - Appreciate all the efforts to make families feel welcomed
- COVID
 - 14 positive cases from start of school year to present
 - Through contract tracing, we have not seen breakouts or transmissions on our campus

- In 12 cases, point of exposure is known to have been off campus
 - Hats off to all staff and families for staying on top of this!
 - October 1st Announcement of Vaccine Mandate
 - Too early to tell and nothing in effect today
 - Troy Stevens asked about PAL
 - Mrs. Lohoff announced that it is starting this month
 - Limited to 16-18 student members
 - Mrs. Lohoff will train students until we find someone new to take over
 - Troy Stevens asked about vandalism
 - Chino PD visited and shared with students about effects of vandalism
 - A lot of parent communication and interviews with students
 - Troy Stevens asked about when soap dispensers and other missing items will be returned to bathrooms
 - After 3 day weekend (October 12th)
 - Sebastian: Chino PD will hopefully be visiting our campus regularly (School Site Officer Program)
- 5. Beginning of the Year and Triad Survey Results**
- Thank you to parents for taking the time to fill out the survey
 - Staff and Admin is looking closely at the data to act on the feedback
 - 220 respondents out of 900
 - Looking into ways to increase response
 - Suggestions from Board: Making responding a homework assignment, or ending meeting with having parents fill out survey (Exit Ticket)
 - Board: Wondering if in 7th and 8th there are more disagree and neutral responses because there are many core teachers.
 - Are questions being asked of the Homeroom teacher or all teachers?
 - Possibly ask different questions for Middle School feedback in the future

C. ITEMS SCHEDULED FOR CONSENT:

1. **Minutes for the Regular Meeting of the Board of Directors
September 13, 2021**
2. **Check Register for August, 2021**

Motion: [Troy Stevens](#) Second: [Claudia Reynolds](#) Roll Call: 4-0

D. Vaccine Mandate Update from Sebastian Coggnetta

- Mandate does not take effect for anyone at this moment
- Staff who are not vaccinated are required to take weekly Covid test
 - Has been in place for about a month
 - 100% negative results
 - This will continue until the Mandate comes into effect.
- As of right now student mandated vaccines could go into effect July 22, 2022 but no way of saying for sure.
- Mandate applies to students attending in person. Students may do Independent Study if opting not to vaccinate
- Exemptions still apply to vaccine mandate (religious and personal)
- EUA Vaccines would not be mandated. Only full FDA approval
- Troy Stevens asks that we be proactive in case timeline changes and be prepared to make decisions sooner than later.
 - Asks parents to understand that we will do our best to include parents in decisions whenever we can and will always listen to parents' concerns.
 - Charter revision may be needed to include Independent Study.
 - Asks parents to please be patient as the Board works to respond to parent emails pertaining to Covid updates.

E. ITEMS SCHEDULED FOR DISCUSSION/ACTION:

1. **Financial Update for August, 2021**

(see attached)

It is recommended the Board of Directors:

Adopt and approve the Financial Update for August, 2021

Motion: [Troy Stevens](#) Second: [Marci Jones](#) Roll Call: 4-0

1. **Revised FY22 Budget**

(see [HERE](#))

It is recommended the Board of Directors:

Adopt and approve the Revised FY22 Budget

Motion: [Marci Jones](#) Second: [Sam Odo](#) Roll Call: 4-0

1. **ESSER III Expenditure Plan**

(see [HERE](#))

It is recommended the Board of Directors:

Adopt and approve the ESSER III Expenditure Plan

Motion: [Troy Stevens](#) Second: [Sam Odo](#) Roll Call: 4-0

1. **Revised Wellness Policy**

(see [HERE](#))

It is recommended the Board of Directors:

Adopt and approve the Revised Wellness Policy

Motion: [Claudia Reynolds](#) Second: [Marci Jones](#) Roll Call: 4-0

A. COMMUNICATIONS

1. **Comments from Board of Directors**

Claudia Reynolds:

[Thank you for all the reports. Happy to hear the entire wishlist was fulfilled for teachers.](#)

[Encourage families to be involved, and would love to see more participation in surveys. Invites](#)

families to reach out to the school if they are in need of help. I Hope we will continue to communicate with SSC.

Troy Stevens:

Question to Tammy and Sebastian: Asks if we can push for Student Led Conferences in person in January. Possibly stretch them out over a longer period of time or look into ways to make this happen. Tammy comments that it may depend on numbers after the holiday season.

Comment on behalf of himself and Mr. Liso: Concerns over classroom doors being left open for ventilation. Asking for support in coming up with different ways to provide ventilation without keeping doors open for safety reasons.

Happy to hear the intervention program is going well and appreciative of the staff members who are doing this job. Would like to look into some kind of program for students and parents to educate about the pros and cons of social media and how to police this and know what students are looking at. Great job with Triads and thank you for the continued success of the school.

Appreciative of staff and students here. Wants students to know that the school is very special to staff and students and asks them to be respectful and a leader to the younger ones on campus who look up to them. Asks students to set a good example, be different and be great. Students are able to reach out to Board members as well if they need mentoring, guidance, support or questions.

Marcy Jones:

School's priority is for parents to be involved in ways other than by being physically here. Join PACK, attend Board meetings, ask teachers what they need or fill out surveys. School is doing a great job at keeping students safe despite current situations and social media influences. Wants parent involvement but asks parents to understand that the more parents that are on campus the more we are at risk of an increase of cases. Feels that as a team we are doing what we need to keep our students and staff safe. Wants everyone to know she is grateful for what everyone is doing and putting students safety first. She'll be at the San Diego Zoo meetup and loves PowerSchool!

Sam Odo:

There are Internet Safety officers who will educate students and parents and will look into this for our school. Thanks the PACK for getting the community involved and raising money for our school. Echoes Marcy in getting parents involved. Time to have a voice and express appreciation and concern is in surveys. Thanks to Miss Margarita for all her hard work in the food delivery and feeding all our students. Shoutout to all the teachers for keeping up with the Parent Portal grades. Loves the communication from teachers on both Seesaw and Parent Portal.

A. ADJOURNMENT

1. It is recommended the Board of Directors:

Adjourn the Regular Meeting of the Board of Directors for October 4,
2021

Motion: [Troy Stevens](#) Second: [Marci Jones](#) Roll Call: 4-0

[Meeting adjourned at 7:24 pm](#)

Allegiance STEAM Academy - Thrive

Check Register

For the period ended September 30, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
21179	Associated Health Professionals Inc	Nursing Svcs - 08/21	9/1/2021	\$ 1,518.75
21180	Blue Shield of California	Health Ins - 09/21	9/1/2021	19,962.65
21181	CalPERS	GASB-68 Reports	9/1/2021	350.00
21182	Cintas Corporation #150	Janitorial Supplies	9/1/2021	74.31
21183	Maranda Claro	Reimb - 08/12/21	9/1/2021	69.96
21184	County of San Bernardino	Health Permit	9/1/2021	414.00
21185	Lauren Garcia	Reimb - 06/04/21-08/05/21	9/1/2021	498.12
21186	Rachel Lang	Reimb - 07/28/21-08/02/21	9/1/2021	523.90
21187	MetLife Small Business Center	Health Ins - 09/21	9/1/2021	2,708.28
21188	OnSolve	Communication Svcs - 09/17/21-09/16/22	9/1/2021	714.69
21189	Lisa Pederson	Reimb - 08/20/21	9/1/2021	11.29
21190	Procopio, Cory, Hargreaves & Savitch LLP	Legal Svcs - 06/30/21	9/1/2021	4,350.00
21191	Riverside County Office of Education	Webinar Training - 08/18/21 Callie Moreno	9/1/2021	350.00
21192	Simply Termites Inc.	Pest Control svcs - 08/21	9/1/2021	200.00
21193	Kristen Stevens	Reimb - 06/07/21-08/15/21	9/1/2021	411.35
21194	Swing Education Inc	Sub Svcs - 08/14/21-08/20/21	9/1/2021	122.00
21195	San Bernardino County	STRS 08/2021	9/3/2021	86,940.56
21196	Charter Impact	Payroll Processing Fee - 08/21	9/10/2021	835.25
21197	Optiva IT	IT Svcs - 09/21	9/10/2021	6,400.00
21198	California State Disbursement Unit	Confidential	9/14/2021	360.50
21199	First Loan	Confidential	9/14/2021	99.39
21200	Amplify Education Inc.	Scoring Books Software	9/22/2021	495.00
21201	Monica Argumaniz	Reimb - 08/06/21-08/18/21	9/22/2021	221.35
21202	Associated Health Professionals Inc	Nursing Svcs - 06/21	9/22/2021	3,330.00
21203	Charter Impact	Business Mgmt svcs - 09/21	9/22/2021	18,062.35
21204	Chino Valley USD	FY2021 & FY2122 Q1 Oversight Fees & Copier Lease - 08/01/21-08/31/21	9/22/2021	264,968.68
21205	Cintas Corporation #150	Janitorial Supplies	9/22/2021	222.93
21206	Maranda Claro	Reimb - 08/02/21	9/22/2021	583.12
21207	Jessica Correa	SpEd svcs - 08/21	9/22/2021	455.00
21208	Gerardo Gancz	Reimb - 08/23/21-08/30/21	9/22/2021	39.79
21209	Gayle Hinazumi	SpEd svcs - 08/21	9/22/2021	2,500.00
21210	Liminex, Inc.	License - 08/01/21-07/31/22	9/22/2021	12,150.00
21211	M & M Sports	Apparel (187)	9/22/2021	1,438.94
21212	Kinga Matusik	Reimb - 08/10/21	9/22/2021	32.33
21213	Monica Pitts	Reimb - 08/04/21-08/05/21	9/22/2021	151.61
21214	Procopio, Cory, Hargreaves & Savitch LLP	Legal Svcs - 08/31/21	9/22/2021	825.00
21215	SBCSS	Webinar Training - 11/02/21 Tania Espinoza	9/22/2021	100.00
21216	Seesaw	License - 09/01/21-08/31/22	9/22/2021	4,950.00
21217	Sunny Kids Therapy Inc	SpEd svcs - 08/21	9/22/2021	Void
21218	Swing Education Inc	Sub Svcs - 08/28/21-09/03/21	9/22/2021	488.00
21219	Kelly Torsak	Reimb - 07/30/21	9/22/2021	211.67
21220	Cyndi Valenta	Reimb - 09/05/21	9/22/2021	94.70
21221	Waxie Sanitary Supply	Janitorial Supplies	9/22/2021	3,485.34
21222	California State Disbursement Unit	Confidential	9/24/2021	150.00
21223	California State Disbursement Unit	Confidential	9/24/2021	360.50
21224	Vehicle Registration Collections	Confidential	9/24/2021	221.52
21225	Associated Health Professionals Inc	Nursing Svcs - 08/21-09/21	9/29/2021	2,058.75
21226	Blue Shield of California	Health Ins - 10/21	9/29/2021	24,541.39
21227	Amanda Brooks	Reimb - 07/06/21-08/02/21	9/29/2021	410.56
21228	Kellie Cameron	Reimb - 07/28/21-08/05/21	9/29/2021	397.39
21229	Charter Impact	Student Data svcs - 08/21	9/29/2021	2,307.50
21230	Cintas Corporation #150	Janitorial Supplies	9/29/2021	74.31
21231	Classtime Inc.	License (21)	9/29/2021	2,520.00
21232	Melissa Gil-Colon	Reimb - 07/20/21-08/08/21	9/29/2021	415.97
21233	Great Minds	Textbooks	9/29/2021	1,273.47
21234	IXL Learning	Software	9/29/2021	5,250.00
21235	MetLife Small Business Center	Health Ins - 10/21	9/29/2021	3,215.62
21236	Rancho Janitorial Supplies	Janitorial Supplies	9/29/2021	5,227.17
21237	Donna Riley	Reimb - 07/22/21-09/12/21	9/29/2021	287.47

Allegiance STEAM Academy - Thrive

Check Register

For the period ended September 30, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
21238	Sunny Kids Therapy Inc	SpEd svcs - 08/21	9/29/2021	4,042.50
21239	Swing Education Inc	Sub Svcs - 09/11/21-09/17/21	9/29/2021	732.00
ACH	CTL Corporation	IT Svcs	9/2/2021	170.69
ACH	CharterSafe	Package Premium & Workers Comp Ins - 09/21	9/3/2021	11,973.00
ACH	Internal Revenue Services	Federal Tax Payment PPE091021	9/13/2021	9,128.74
ACH	Employment Development Department	State Tax Pmt SDI & CA PIT PPE091021	9/13/2021	1,175.76
ACH	Employment Development Department	State Tax Pmt SUI PPE091021	9/13/2021	567.52
ACH	Internal Revenue Services	Federal Tax Payment PPE091721S	9/20/2021	177.34
ACH	Employment Development Department	State Tax Pmt SDI PPE091721S	9/20/2021	13.91
ACH	Employment Development Department	State Tax Pmt SUI PPE091721S	9/20/2021	46.36
ACH	CharterSafe	Workers Comp Audit - 20/21	9/21/2021	3,877.55
ACH	Kaiser Foundation Health Plan	Health Ins - 09/21 & 10/21	9/22/2021	34,572.78
ACH	CalPERS	PERS Pepra Pmt 08/21	9/23/2021	23,375.61
ACH	CalPERS	PERS Classic Pmt 08/21	9/23/2021	5,804.93
ACH	CalPERS	PERS Pepra Pmt 08/21	9/23/2021	129.07
ACH	Internal Revenue Services	Federal Tax Payment PPE092421	9/27/2021	55,879.69
ACH	Employment Development Department	State Tax Pmt SDI & CA PIT PPE092421	9/27/2021	19,498.50
ACH	Employment Development Department	State Tax Pmt SUI PPE092421	9/27/2021	1,354.77
ACH	Mid Atlantic Trust Company	Employee 403B Contributions 09/21	9/28/2021	5,700.00
ACH	Health Equity	FSA - Health 09/21	9/28/2021	1,482.69
ACH	First Book	Books	9/29/2021	<u>201.50</u>

Total Disbursements Issued in September **\$ 670,337.34**

Allegiance STEAM Academy - Thrive

Check Register - greater than \$2,000

For the period ended September 30, 2021

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
Employee Benefits				
21187	MetLife Small Business Center	3401 - Health insurance	9/1/2021	2,708.28
21180	Blue Shield of California	3401 - Health insurance	9/1/2021	19,962.65
21195	San Bernardino County	3101/9513 - STRS	9/3/2021	86,940.56
ACH	Internal Revenue Services	3301/3311/9512 - Payroll taxes	9/13/2021	9,128.74
ACH	Kaiser Foundation Health Plan	3401 - Health insurance	9/22/2021	34,572.78
ACH	CalPERS	3202/9514 - PERS	9/23/2021	23,375.61
ACH	CalPERS	3202/9514 - PERS	9/23/2021	5,804.93
ACH	Internal Revenue Services	3301/3311/9512 - Payroll taxes	9/27/2021	55,879.69
ACH	Employment Development Department	3301/3311/9512 - Payroll taxes	9/27/2021	19,498.50
ACH	Mid Atlantic Trust Company	9515 - 403(b) Plan	9/28/2021	5,700.00
21226	Blue Shield of California	3401 - Health insurance	9/29/2021	24,541.39
21235	MetLife Small Business Center	3401 - Health insurance	9/29/2021	3,215.62
				291,328.75
Books and Supplies				
21221	Waxie Sanitary Supply	5502- Janitorial Services	9/22/2021	3,485.34
21216	Seesaw	4305 - Software	9/22/2021	4,950.00
21210	Liminex, Inc.	4305 - Software	9/22/2021	12,150.00
21231	Classtime Inc.	4305 - Software	9/29/2021	2,520.00
21236	Rancho Janitorial Supplies	5502- Janitorial Services	9/29/2021	5,227.17
21234	IXL Learning	4305 - Software	9/29/2021	5,250.00
				33,582.51
Subagreement Services				
21225	Associated Health Professionals Inc	51014 - Nursing	9/29/2021	2,058.75
21202	Associated Health Professionals Inc	51014 - Nursing	9/22/2021	3,330.00
21209	Gayle Hinazumi	5102 - Special Education	9/22/2021	2,500.00
21238	Sunny Kids Therapy Inc	5102 - Special Education	9/29/2021	4,042.50
				11,931.25
Facility Rent and Housekeeping				
ACH	CharterSafe	5400/3601 - Insurance	9/3/2021	11,973.00
ACH	CharterSafe	5400/3601 - Insurance	9/21/2021	3,877.55
				15,850.55
Professional/Consulting Services				
21190	Procopio, Cory, Hargreaves & Savitch LLP	5803 - Legal	9/1/2021	4,350.00
21197	Optiva IT	5801 - IT	9/10/2021	6,400.00
21203	Charter Impact	5811 - Management Fee	9/22/2021	18,062.35
21204	Chino Valley USD	5812- District Oversight Fee	9/22/2021	264,968.68
21229	Charter Impact	5811 - Management Fee	9/29/2021	2,307.50
				296,088.53
Total Disbursement over \$2,000				\$ <u>648,781.59</u>



Allegiance STEAM Academy Thrive

Monthly Financial Presentation – September 2021

September Highlights

Highlights

- Forecast surplus **\$1.1M**, a **(\$155K)** change from the budget in part due to changes in staffing.
- Revenue **\$10.1M**, aligned with budget.
- Expenses **\$8.9M**, a **(\$160K)** above budget due to changes in staffing.
- Cash Ended month **\$3.2M**, 134 days expenses.

Compliance and Reporting

- First Interim Report due in December.
- CALPADS certification due, mid-December.
- Educator Effectiveness Block Grant due December 30th.

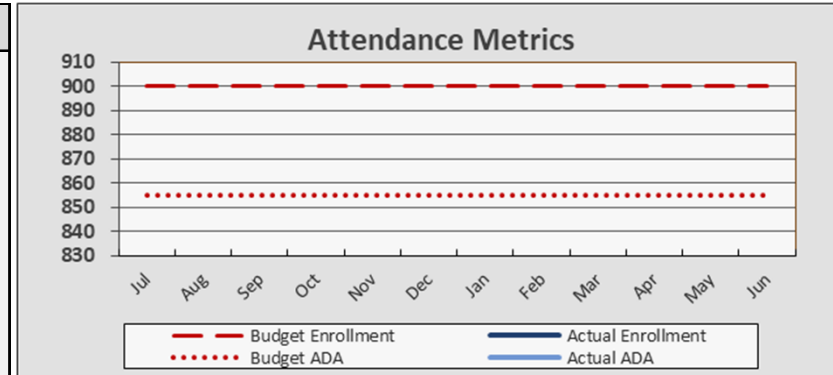


Attendance Data and Metrics

Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	<i>Actual</i>	<i>Forecast</i>	<i>Budget</i>
Average Enrollment	n/a	900	900
ADA	n/a	855	855
Attendance Rate	n/a	95.0%	95.0%
Unduplicated %	34.2%	34.2%	34.5%
Revenue per ADA		\$11,845	\$11,838
Expenses per ADA		\$10,463	\$10,274

Attendance Metrics



Forecast 900 enrollment, 95%, P-2 ADA (855) and UPP 34.15%.
LCFF is calculated at \$9,230 per ADA

Revenue

- **September Updates**
 - **Year-to-Date variance due to timing of receipts.**
 - **Forecast revenue in line with budget.**
 - ELO funding re-allocated between federal +\$209k and state (\$209k) sources.

	<i>Year-to-Date</i>			<i>Annual/Full Year</i>		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Revenue						
State Aid-Rev Limit	\$ 859,699	\$ 842,215	\$ 17,483	\$ 7,891,290	\$ 7,891,290	\$ -
Federal Revenue	81,456	75,729	5,726	1,111,454	902,431	209,023
Other State Revenue	92,404	359,822	(267,418)	1,116,858	1,325,881	(209,023)
Other Local Revenue	7,548	1,796	5,752	7,548	1,796	5,752
Total Revenue	\$ 1,041,107	\$ 1,279,563	\$ (238,456)	\$ 10,127,150	\$ 10,121,398	\$ 5,752



Expenses

- September Updates
 - Expense increase- due to changes in staffing.

	<i>Year-to-Date</i>			<i>Annual/Full Year</i>		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Expenses						
Certificated Salaries	\$ 814,858	\$ 825,509	\$ 10,651	\$ 4,184,853	\$ 4,222,653	\$ 37,800
Classified Salaries	249,176	217,039	(32,137)	1,175,327	1,013,329	(161,998)
Benefits	328,669	329,305	637	1,567,453	1,540,976	(26,477)
Books and Supplies	119,411	204,866	85,455	595,388	591,595	(3,792)
Subagreement Services	15,247	30,445	15,198	168,790	167,448	(1,342)
Operations	53,403	58,202	4,799	590,053	590,053	0
Facilities	3,573	2,636	(936)	14,500	14,500	-
Professional Services	148,594	108,786	(39,808)	649,139	644,123	(5,015)
Total Expenses	\$ 1,732,930	\$ 1,776,788	\$ 43,858	\$ 8,945,501	\$ 8,784,677	\$ (160,824)

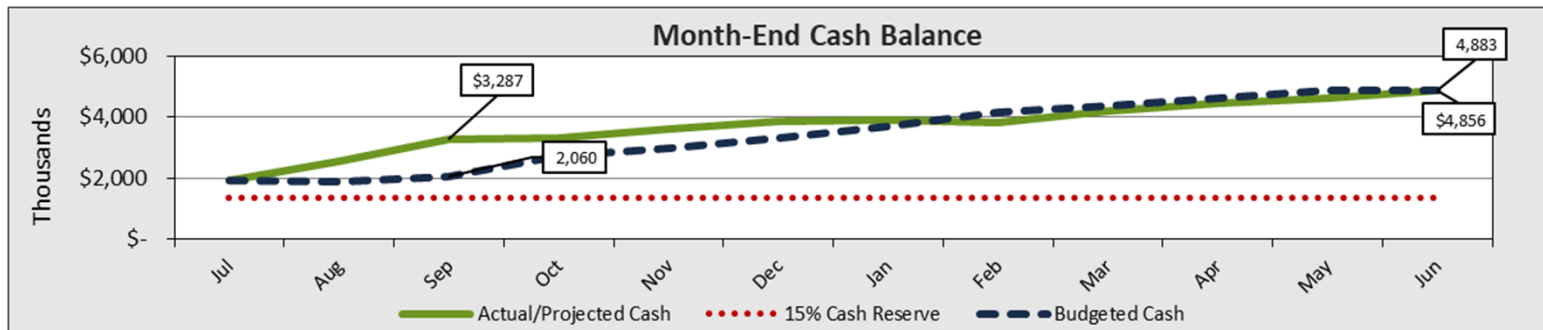
Surplus / (Deficit) & Fund Balance

- Forecast surplus **\$1.1M. (\$155K)** below budget due to changes in staffing.
- Fund balance forecast **\$5.5 million (62.1%)**, 226-day expenses.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (691,823)	\$ (497,225)	\$ (194,598)	\$ 1,181,649	\$ 1,336,721	\$ (155,072)
Beginning Fund Balance	<u>4,374,046</u>	<u>4,374,046</u>		<u>4,374,046</u>	<u>4,374,046</u>	
Ending Fund Balance	<u>\$ 3,682,223</u>	<u>\$ 3,876,821</u>		<u>\$ 5,555,696</u>	<u>\$ 5,710,767</u>	
<i>As a % of Annual Expenses</i>	41.2%	44.1%		62.1%	65.0%	

Cash Balance

- Current cash **\$3.2 million**, 134 days.
- Cash surplus is forecast to increase to 4.8M. Cash increase in part due to AR of \$2.8M



Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Nov-01	Low Performing Student Block Grant Report #2- LEAs that have accepted LPSBG funds are required to report to the State Superintendent regarding the implementation of the plan, the strategies used, and whether those strategies increased the academic performance of the pupils identified, pursuant to EC Section 41570(d).	ASA	No	Yes	https://www.cde.ca.gov/fg/aa/ca/lpsbgprinfo.asp#reportingreq
DATA TEAM	Nov-01	Kindergarten Immunization Assessment - To review and submit required vaccine doses and report on permanent medical exemptions.	ASA	No	No	https://www.shotsforschool.org/reporting/kindergarten/#
FINANCE	Nov-01	Mental Health Plans due to SELPA - Schools requesting Level 2 and Level 3 mental health funding must file their annual plan with their SELPA by this date. Specific due dates may vary by SELPA.	ASA	No	Yes	https://www.cde.ca.gov/fg/aa/se/sep1appnform04.asp
DATA TEAM	Nov-15	Complete Nutrition Verification process (requirement of School Nutrition Program) - Verification is the annual, mandatory process that confirms the eligibility of a sample of completed household meal eligibility applications in the National School Lunch and School Breakfast Programs. Each LEA must select and verify a sample of applications approved for free and reduced-price meal benefits. The required sample size of applications to be verified is based on the number of approved applications on file on October 1.	ASA	No	Yes	https://www.cde.ca.gov/ls/nu/sn/verificationreport.asp
FINANCE	Nov-15	Review and/or Update Non-Profit IRS Form 990 Policies - The IRS Form 990 is the annual information return filed by most non-profit charter schools. The IRS Form 990 includes a Governance, Management and Disclosure section. Charter Schools are required to disclose the following policies: Conflict of Interest Policy, Whistleblower Policy, Document Retention and Destruction Policy, Expense Reimbursement Policy, Gift Receiving Policy, and Compensation Approval Policy. A Form 990 must be filed by the 15th day of the 5th month after the close of the NPO's fiscal year. Most schools extend this deadline to the following May 15th.	ASA	Yes	No	http://www.publiccounsel.org/useful_materials?id=0025
FINANCE	Set by Authorizer (by Dec 15)	1st Interim Financial Report - Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report for the period ending October 31 is due by the date set by the charter authorizer (no later than December 15th).	Charter Impact	Yes	Yes	https://www.cde.ca.gov/fg/fi/ir/interimstatus.asp
DATA	Dec-17	CALPADS - Fall 1 Certification deadline - Please be mindful that Level-2 certification within CALPADS means that these data have been reviewed and approved by your superintendent or IRC administrator. Failure to properly review and amend these data in CALPADS within the allotted amendment window will result in the improper certification of official Fall 1 data within CALPADS, which can impact a number of things, including LCFF funding, reclassified fluent-English proficient (RFEP) counts/rates, and A-G graduate counts.	Charter Impact with ASA support	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
FINANCE	Dec-17	ESSER III Application for Funds deadline December 17, 2021 - In order to receive an allocation, LEAs must submit the ESSER III Legal Assurances. The ESSER III Fund Application will close on December 17, 2021. LEAs must apply for their allocation of ESSER III funds by submitting program assurances prior to this date.	Charter Impact with ASA support	No	No	https://www.cde.ca.gov/cr/arpact.asp
FINANCE	Dec-30	Educator Effectiveness Block Grant - On or before December 30, 2021, LEA's must develop and adopt a plan delineating how the Educator Effectiveness funds will be spent including the professional development of teachers, administrators, paraprofessionals, and classified staff. The plan must be explained in a public meeting of the governing board of the school district or county board of education, or governing body of the charter school, before its adoption in a subsequent public meeting.	ASA with Charter Impact support	Yes	No	https://www.cde.ca.gov/pd/ee/eef2021faq.asp
FINANCE	Dec-31	American Rescue Plan - Homeless Children and Youth II (ARP-HCY II) - Funding to support efforts to identify homeless children and youth, and to provide such youth with comprehensive, wrap-around services that address needs arising from the COVID-19 pandemic and allows them to attend school and participate fully in all school activities. LEAs must submit the ARP-HCY II Assurances to participate. LEAs that will receive less than \$5,000 will be required to join a consortium with their county office of education (COE). All LEAs within a consortium must also complete the assurances. Passwords were sent to each LEA's Superintendent, including direct-funded charter schools, via email October 19th.	ASA with Charter Impact support	Yes	No	https://www.cde.ca.gov/sp/hs/arphcyassurances.asp

Appendices

As of September 30, 2021

- Cash Flow – Monthly and Annual Forecast
- Statement of Financial Position (Balance Sheet)
- Statement of Cash Flows
- Detailed Month and YTD Budget vs. Actual
- Accounts Payable Aging
- Check Register
- Checks issued over \$2K – additional details

Allegiance STEAM Academy - Thrive

Financial Package
September 30, 2021

Presented by:



Allegiance STEAM Academy - Thrive

Monthly Cash Flow/Forecast FY21-22

Revised 10/25/2021

ADA = 855.00



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Revised Budget Total	Favorable / (Unfav.)
ADA = 855.00																
Revenues																
State Aid - Revenue Limit																
8011 LCFF State Aid	-	261,533	261,533	470,760	470,760	470,760	470,760	470,760	576,609	576,609	576,609	576,609	577,371	5,760,673	5,760,673	-
8012 Education Protection Account	-	-	-	77,360	-	-	77,360	-	-	16,280	-	-	-	171,000	171,000	-
8096 In Lieu of Property Taxes	-	123,867	212,766	141,844	141,844	141,844	141,844	141,844	304,588	152,294	152,294	152,294	152,294	1,959,617	1,959,617	-
	-	385,400	474,299	689,964	612,604	612,604	689,964	612,604	881,197	745,183	728,903	728,903	729,665	7,891,290	7,891,290	-
Federal Revenue																
8181 Special Education - Entitlement	-	-	-	8,959	8,959	8,959	8,959	8,959	13,045	13,045	13,045	13,045	13,045	110,023	110,023	-
8220 Federal Child Nutrition	-	-	-	4,247	8,070	8,070	8,070	8,070	8,070	8,070	8,070	8,070	16,140	84,949	84,949	-
8290 Title I, Part A - Basic Low Income	-	-	20,218	-	-	42,436	-	-	-	-	-	-	(6,073)	56,581	56,581	-
8291 Title II, Part A - Teacher Quality	-	-	-	-	-	9,436	-	-	-	-	-	-	3,145	12,581	12,581	-
8294 Title V, Part B - PCSG	-	-	-	-	10,000	-	-	-	-	-	-	-	-	10,000	10,000	-
8296 Other Federal Revenue	-	-	61,238	-	-	113,907	-	-	113,907	217,181	217,181	113,907	-	837,320	628,297	209,023
	-	-	81,456	13,207	27,029	182,808	17,029	17,029	135,022	238,296	238,296	135,022	26,258	1,111,454	902,431	209,023
Other State Revenue																
8311 State Special Education	-	-	92,404	38,769	38,769	38,769	38,769	38,769	37,969	37,969	37,969	37,969	37,969	476,097	476,097	-
8520 Child Nutrition	-	-	-	402	764	764	764	764	764	764	764	764	1,528	8,041	8,041	-
8550 Mandated Cost	-	-	-	-	-	13,314	-	-	-	-	-	-	-	13,314	13,314	-
8560 State Lottery	-	-	-	-	-	-	44,095	-	-	-	44,095	-	106,750	194,940	194,940	-
8599 Other State Revenue	-	-	-	-	-	141,489	-	-	141,489	-	-	141,489	-	424,467	633,490	(209,023)
	-	-	92,404	39,171	39,533	194,336	83,628	39,533	180,222	82,828	38,733	180,222	146,247	1,116,858	1,325,881	(209,023)
Other Local Revenue																
8634 Food Service Sales	-	3,792	-	-	-	-	-	-	-	-	-	-	-	3,792	-	3,792
8689 Other Fees and Contracts	-	980	-	-	-	-	-	-	-	-	-	-	-	980	-	980
8699 School Fundraising	-	980	-	-	-	-	-	-	-	-	-	-	-	980	-	980
8980 Contributions, Unrestricted	1,796	-	-	-	-	-	-	-	-	-	-	-	-	1,796	1,796	-
	1,796	5,752	-	-	-	-	-	-	-	-	-	-	-	7,548	1,796	5,752
Total Revenue	1,796	391,152	648,159	742,342	679,167	989,748	790,622	669,167	1,196,441	1,066,307	1,005,932	1,044,147	902,170	10,127,150	10,121,398	5,752
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	24,988	300,412	304,688	294,274	294,274	294,274	294,274	294,274	294,274	294,274	294,274	294,274	-	3,278,553	3,167,303	(111,250)
1170 Teachers' Substitute Hours	-	360	373	6,275	6,275	6,275	6,275	6,275	6,275	6,275	6,275	6,275	-	57,212	69,029	11,817
1175 Teachers' Extra Duty/Stipends	-	-	-	2,782	2,782	2,782	2,782	2,782	2,782	2,782	2,782	2,782	-	25,036	30,600	5,564
1200 Pupil Support Salaries	-	21,441	25,446	25,446	25,446	25,446	25,446	25,446	25,446	25,446	25,446	25,446	-	275,901	352,042	76,141
1300 Administrators' Salaries	42,417	42,417	42,417	42,417	42,417	42,417	42,417	42,417	42,417	42,417	42,417	42,417	-	509,000	509,000	(0)
1900 Other Certificated Salaries	3,183	3,467	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250	-	39,150	94,679	55,529
	70,588	368,096	376,174	374,444	374,444	374,444	374,444	374,444	374,444	374,444	374,444	374,444	-	4,184,853	4,222,653	37,800
Classified Salaries																
2100 Instructional Salaries	1,708	48,912	52,257	46,737	46,737	46,737	46,737	46,737	46,737	46,737	46,737	46,737	-	523,513	461,433	(62,080)
2200 Support Salaries	16,788	26,532	26,535	27,480	27,480	27,480	27,480	27,480	27,480	27,480	27,480	27,480	-	317,177	243,098	(74,080)
2300 Classified Administrators'	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	6,667	-	80,000	80,000	(0)
2400 Clerical and Office Staff Salaries	13,977	14,888	18,310	19,242	19,242	19,242	19,242	19,242	19,242	19,242	19,242	19,242	-	220,351	176,477	(43,874)
2900 Other Classified Salaries	945	6,268	2,055	2,780	2,780	2,780	2,780	2,780	2,780	2,780	2,780	2,780	-	34,286	52,321	18,036
	40,085	103,267	105,824	102,906	102,906	102,906	102,906	102,906	102,906	102,906	102,906	102,906	-	1,175,327	1,013,329	(161,998)
Benefits																
3101 STRS	10,721	61,085	63,649	64,207	64,207	64,207	64,207	64,207	64,207	64,207	64,207	64,207	-	713,315	721,594	8,279
3202 PERS	9,184	22,450	23,642	22,433	22,433	22,433	22,433	22,433	22,433	22,433	22,433	22,433	-	257,175	228,851	(28,324)
3301 OASDI	2,400	6,284	6,408	6,071	6,071	6,071	6,071	6,071	6,071	6,071	6,071	6,071	-	69,730	61,847	(7,883)
3311 Medicare	1,560	6,737	6,810	6,921	6,921	6,921	6,921	6,921	6,921	6,921	6,921	6,921	-	77,392	76,375	(1,017)
3401 Health and Welfare	36,072	29,086	22,789	29,867	29,867	29,867	29,867	29,867	29,867	29,867	29,867	29,867	-	356,746	364,605	7,859
3501 State Unemployment	163	4,946	1,728	1,785	1,785	1,785	8,925	7,140	3,570	1,785	1,785	1,785	-	37,181	33,080	(4,101)
3601 Workers' Compensation	3,027	3,027	6,905	4,773	4,773	4,773	4,773	4,773	4,773	4,773	4,773	4,773	-	55,914	54,624	(1,290)
	63,125	133,614	131,929	136,056	136,056	136,056	143,196	141,411	137,841	136,056	136,056	136,056	-	1,567,453	1,540,976	(26,477)

Allegiance STEAM Academy - Thrive

Monthly Cash Flow/Forecast FY21-22

Revised 10/25/2021

ADA = 855.00



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Revised Budget Total	Favorable / (Unfav.)
Books and Supplies																
4100 Textbooks and Core Materials	1,117	21,210	2,177	69,352	69,352	-	-	-	-	-	-	-	-	163,206	163,206	-
4200 Books and Reference Materials	415	752	202	4,416	4,416	-	-	-	-	-	-	-	-	10,200	10,200	-
4302 School Supplies	1,980	11,903	3,860	2,462	2,462	2,462	2,462	2,462	2,462	2,462	2,462	2,462	-	39,900	39,900	-
4305 Software	4,447	5,915	9,349	5,654	5,654	5,654	5,654	5,654	5,654	5,654	5,654	5,654	-	70,600	70,600	-
4310 Office Expense	3,351	5,991	9,164	5,555	5,555	5,555	5,555	5,555	5,555	5,555	5,555	5,555	-	68,500	68,500	-
4311 Business Meals	324	1,533	-	405	405	405	405	405	405	405	405	405	-	5,500	5,500	-
4400 Noncapitalized Equipment	4,000	31,430	293	34,992	34,992	34,992	-	-	-	-	-	-	-	140,700	140,700	-
4700 Food Services	-	-	-	10,753	10,753	10,753	10,753	10,753	10,753	10,753	10,753	10,753	-	96,781	92,989	(3,792)
	15,633	78,733	25,045	133,589	133,589	59,822	24,829	24,829	24,829	24,829	24,829	24,829	-	595,388	591,595	(3,792)
Subagreement Services																
5101 Nursing	-	1,519	5,389	5,188	5,188	5,188	5,188	5,188	5,188	5,188	5,188	5,188	-	53,600	53,600	-
5102 Special Education	-	-	6,998	11,783	11,783	11,783	11,783	11,783	11,783	11,783	11,783	11,783	-	113,048	113,048	-
5103 Substitute Teacher	-	122	1,220	-	-	-	-	-	-	-	-	-	-	1,342	-	(1,342)
5105 Security	-	-	-	89	89	89	89	89	89	89	89	89	-	800	800	-
	-	1,641	13,606	17,060	17,060	17,060	17,060	17,060	17,060	17,060	17,060	17,060	-	168,790	167,448	(1,342)
Operations and Housekeeping																
5201 Auto and Travel	-	-	-	44	44	44	44	44	44	44	44	44	-	400	400	-
5300 Dues & Memberships	751	751	751	751	751	751	751	751	751	751	751	751	-	9,011	9,012	0
5400 Insurance	8,946	8,946	8,946	8,946	8,946	8,946	8,946	8,946	8,946	8,946	8,946	8,946	-	107,352	107,352	-
5501 Utilities	6,807	6,807	6,807	9,887	9,887	9,887	9,887	9,887	9,887	9,887	9,887	9,887	-	109,400	109,400	-
5502 Janitorial Services	339	339	339	420	420	420	420	420	420	420	420	420	-	4,800	4,800	-
5516 Miscellaneous Expense	-	-	-	-	-	-	-	-	86,872	86,872	86,872	86,872	-	347,489	347,489	-
5900 Communications	591	1,485	591	659	659	659	659	659	659	659	659	659	-	8,600	8,600	-
5901 Postage and Shipping	90	73	44	310	310	310	310	310	310	310	310	310	-	3,000	3,000	-
	17,524	18,401	17,478	21,018	21,018	21,018	21,018	21,018	107,890	107,890	107,890	107,890	-	590,053	590,053	0
Facilities, Repairs and Other Leases																
5603 Equipment Leases	-	1,880	1,492	614	614	614	614	614	614	614	614	614	-	8,900	8,900	-
5610 Repairs and Maintenance	-	200	-	600	600	600	600	600	600	600	600	600	-	5,600	5,600	-
	-	2,080	1,492	1,214	1,214	1,214	1,214	1,214	1,214	1,214	1,214	1,214	-	14,500	14,500	-
Professional/Consulting Services																
5801 IT	5,830	5,850	6,571	6,528	6,528	6,528	6,528	6,528	6,528	6,528	6,528	6,528	-	77,000	77,000	-
5802 Audit & Taxes	-	-	-	6,567	6,567	6,567	-	-	-	-	-	-	-	19,700	19,700	-
5803 Legal	-	6,225	825	483	483	483	483	483	483	483	483	483	-	11,400	11,400	-
5804 Professional Development	-	2,653	100	3,027	3,027	3,027	3,027	3,027	3,027	3,027	3,027	3,027	-	30,000	30,000	-
5805 General Consulting	-	-	-	978	978	978	978	978	978	978	978	978	-	8,800	8,800	-
5806 Special Activities/Field Trips	-	-	(328)	-	-	3,943	3,943	3,943	-	-	-	-	-	11,500	11,500	-
5807 Bank Charges	-	-	-	122	122	122	122	122	122	122	122	122	-	1,100	1,100	-
5808 Printing	-	249	-	517	517	517	517	517	517	517	517	517	-	4,900	4,900	-
5809 Other taxes and fees	-	764	-	104	104	104	104	104	104	104	104	104	-	1,700	1,700	-
5810 Payroll Service Fee	814	835	-	902	902	902	902	902	902	902	902	902	-	9,768	9,768	0
5811 Management Fee	18,018	20,651	20,326	18,026	18,026	18,026	18,026	18,026	18,026	18,026	18,026	18,026	-	221,232	216,216	(5,015)
5812 District Oversight Fee	-	11,037	48,175	20,699	18,378	18,378	20,699	18,378	26,436	22,355	21,867	21,867	(11,531)	236,739	236,739	-
5815 Public Relations/Recruitment	-	-	-	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	-	15,300	15,300	-
	24,662	48,264	75,668	59,653	57,333	61,275	57,029	54,709	58,824	54,743	54,255	54,255	(11,531)	649,139	644,123	(5,015)
Total Expenses	231,618	754,097	747,216	845,941	843,620	773,795	741,696	737,591	825,008	819,143	818,654	818,654	(11,531)	8,945,501	8,784,677	(160,824)
Monthly Surplus (Deficit)	(229,822)	(362,944)	(99,057)	(103,598)	(164,453)	215,953	48,926	(68,424)	371,433	247,164	187,278	225,493	913,700	1,181,649	1,336,721	(155,072)

Allegiance STEAM Academy - Thrive

Monthly Cash Flow/Forecast FY21-22

Revised 10/25/2021

ADA = 855.00



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Revised Budget Total	Favorable / (Unfav.)
Cash Flow Adjustments																
Monthly Surplus (Deficit)	(229,822)	(362,944)	(99,057)	(103,598)	(164,453)	215,953	48,926	(68,424)	371,433	247,164	187,278	225,493	913,700	1,181,649		
Cash flows from operating activities																
Public Funding Receivables	138,545	857,536	1,097,785	403,568	484,937	-	-	-	-	-	-	-	(902,170)	2,080,201		
Grants and Contributions Rec.	-	(350)	-	-	-	-	-	-	-	-	-	-	-	(350)		
Prepaid Expenses	(16,316)	22,494	(66,495)	-	-	-	-	-	-	-	-	-	-	(60,318)		
Accounts Payable	(4,249)	9,608	(9,608)	-	-	-	-	-	-	-	-	-	(11,531)	(15,779)		
Accrued Expenses	(148,974)	114,598	(196,157)	-	-	-	-	-	-	-	-	-	-	(230,534)		
Deferred Revenues	-	-	12,781	(279,728)	-	-	-	-	-	-	-	-	-	(266,947)		
Total Change in Cash	(260,816)	640,941	739,248	20,242	320,484	215,953	48,926	(68,424)	371,433	247,164	187,278	225,493				
Cash, Beginning of Month	2,167,861	1,907,044	2,547,986	3,287,234	3,307,475	3,627,959	3,843,912	3,892,838	3,824,414	4,195,848	4,443,012	4,630,290				
Cash, End of Month	1,907,044	2,547,986	3,287,234	3,307,475	3,627,959	3,843,912	3,892,838	3,824,414	4,195,848	4,443,012	4,630,290	4,855,783				

Allegiance STEAM Academy - Thrive

Statement of Financial Position

September 30, 2021

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 3,287,234	\$ 2,167,861	\$ 1,119,373	52%
Accounts Receivable	690	340	350	103%
Public Funding Receivables	888,505	2,982,371	(2,093,866)	-70%
Prepaid Expenses	155,383	95,065	60,318	63%
Total Current Assets	4,331,811	5,245,636	(913,825)	-17%
Total Assets	\$ 4,331,811	\$ 5,245,636	\$ (913,825)	-17%
Liabilities				
Current Liabilities				
Accounts Payable	\$ -	\$ 4,249	\$ (4,249)	-100%
Accrued Liabilities	369,860	600,394	(230,534)	-38%
Deferred Revenue	279,728	266,947	12,781	5%
Total Current Liabilities	649,588	871,590	(222,002)	-25%
Total Liabilities	649,588	871,590	(222,002)	-25%
Total Net Assets	3,682,223	4,374,046	(691,823)	-16%
Total Liabilities and Net Assets	\$ 4,331,811	\$ 5,245,636	\$ (913,825)	-17%

Allegiance STEAM Academy - Thrive

Statement of Cash Flows

For the period ended September 30, 2021

	Month Ended 09/30/21	YTD Ended 09/30/21
Cash Flows from Operating Activities		
Change in Net Assets	\$ (99,057)	\$ (691,823)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	1,097,785	2,093,866
Grants, Contributions & Pledges Receivable	-	(350)
Prepaid Expenses	(66,495)	(60,318)
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	(9,608)	(4,249)
Accrued Expenses	(196,157)	(230,534)
Deferred Revenue	12,781	12,781
Total Cash Flows from Operating Activities	739,248	1,119,373
Change in Cash & Cash Equivalents	739,248	1,119,373
Cash & Cash Equivalents, Beginning of Period	2,547,986	2,167,861
Cash and Cash Equivalents, End of Period	\$ 3,287,234	\$ 3,287,234

Allegiance STEAM Academy - Thrive

Budget vs Actual

For the period ended September 30, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	\$ 261,533	\$ 261,533	\$ -	\$ 523,066	\$ 523,066	\$ -	\$ 5,760,673
Education Protection Account	-	-	-	-	-	-	171,000
In Lieu of Property Taxes	212,766	212,766	(0)	336,633	336,633	(0)	1,959,617
Total State Aid - Revenue Limit	474,299	474,299	(0)	859,699	859,699	(0)	7,891,290
Federal Revenue							
Special Education - Entitlement	-	4,977	(4,977)	-	4,977	(4,977)	110,023
Federal Child Nutrition	-	-	-	-	-	-	84,949
Title I, Part A - Basic Low Income	20,218	14,145	6,073	20,218	14,145	6,073	56,581
Title II, Part A - Teacher Quality	-	3,145	(3,145)	-	3,145	(3,145)	12,581
Title V, Part B - PCSGP	-	-	-	-	-	-	10,000
Other Federal Revenue	61,238	48,484	12,754	61,238	48,484	12,754	628,297
Total Federal Revenue	81,456	70,752	10,704	81,456	70,752	10,704	902,431
Other State Revenue							
State Special Education	92,404	21,539	70,865	92,404	21,539	70,865	476,097
State Child Nutrition	-	-	-	-	-	-	8,041
Mandated Cost	-	-	-	-	-	-	13,314
State Lottery	-	-	-	-	-	-	194,940
Other State Revenue	-	316,745	(316,745)	-	316,745	(316,745)	633,490
Total Other State Revenue	92,404	338,284	(245,880)	92,404	338,284	(245,880)	1,325,881
Other Local Revenue							
Food Service Sales	-	-	-	3,792	-	3,792	-
Other Fees and Contracts	-	-	-	980	-	980	-
School Fundraising	-	-	-	980	-	980	-
Contributions, Unrestricted	-	-	-	1,796	1,796	-	1,796
Total Other Local Revenue	-	-	-	7,548	1,796	5,752	1,796
Total Revenues	648,159	883,335	(235,176)	1,041,107	1,270,531	(229,424)	10,121,398
Expenses							
Certificated Salaries							
Teachers' Salaries	304,688	285,665	(19,023)	630,088	619,982	(10,106)	3,190,967
Teachers' Substitute Hours	373	6,275	5,902	733	6,635	5,902	63,114
Teachers' Extra Duty/Stipends	-	2,782	2,782	-	2,282	2,282	27,318
Pupil Support Salaries	25,446	32,004	6,558	46,887	53,445	6,558	341,479
Administrators' Salaries	42,417	42,417	-	127,250	118,333	(8,917)	500,083
Other Certificated Salaries	3,250	8,318	5,068	9,900	14,968	5,068	89,828
Total Certificated Salaries	376,174	377,460	1,287	814,858	815,645	786	4,212,789
Classified Salaries							
Instructional Salaries	52,257	41,793	(10,464)	102,876	92,413	(10,464)	468,551
Support Salaries	26,535	20,574	(5,962)	69,855	63,893	(5,962)	249,056
Supervisors' and Administrators' Salaries	6,667	6,667	-	20,000	20,000	-	80,000
Clerical and Office Staff Salaries	18,310	14,773	(3,537)	47,176	43,638	(3,537)	176,593
Other Classified Salaries	2,055	4,671	2,616	9,269	11,884	2,616	53,919
Total Classified Salaries	105,824	88,477	(17,347)	249,176	231,829	(17,347)	1,028,119
Benefits							
State Teachers' Retirement System, certificated positions	63,649	64,776	1,127	135,455	136,582	1,127	719,567
Public Employees' Retirement System, classified positions	23,642	19,682	(3,959)	55,275	51,316	(3,959)	228,458
OASDI/Medicare/Alternative, certificated positions	6,408	5,327	(1,081)	15,091	14,010	(1,081)	61,949
Medicare/Alternative, certificated positions	6,810	6,795	(15)	15,107	15,092	(15)	76,247
Health and Welfare Benefits, certificated positions	22,789	29,867	7,078	87,946	75,868	(12,078)	344,668
State Unemployment Insurance, certificated positions	1,728	1,733	5	6,836	6,841	5	36,293
Workers' Compensation Insurance, certificated positions	6,905	4,686	(2,218)	12,958	10,740	(2,218)	52,916
Total Benefits	131,929	132,866	936	328,669	310,449	(18,220)	1,520,099
Books & Supplies							
Textbooks and Core Materials	2,177	53,658	51,481	24,503	55,891	31,388	163,206
Books and Reference Materials	202	(3,436)	(3,638)	1,368	17,072	15,704	10,200
School Supplies	3,860	2,818	(1,042)	17,743	14,537	(3,206)	39,900
Software	9,349	6,084	(3,265)	19,711	15,842	(3,869)	70,600
Office Expense	9,164	6,320	(2,844)	18,506	11,616	(6,891)	68,500
Business Meals	-	500	500	1,857	1,003	(854)	5,500
Noncapitalized Equipment	293	33,174	32,881	35,723	41,178	5,455	140,700
Food Services	-	8,454	8,454	-	8,454	8,454	84,536
Total Books & Supplies	25,045	107,572	82,527	119,411	165,592	46,181	583,142

Allegiance STEAM Academy - Thrive

Budget vs Actual

For the period ended September 30, 2021

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Subagreement Services							
Nursing	5,389	5,208	(181)	6,908	6,727	(181)	53,600
Special Education	6,998	10,277	3,280	6,998	10,277	3,280	102,771
Substitute Teacher	1,220	-	(1,220)	1,342	122	(1,220)	122
Security	-	73	73	-	73	73	727
Total Subagreement Services	13,606	15,558	1,952	15,247	17,199	1,952	157,220
Operations & Housekeeping							
Auto and Travel	-	36	36	-	36	36	364
Dues & Memberships	751	751	0	2,252	2,253	0	9,012
Insurance	8,946	8,946	-	26,838	26,838	-	107,352
Utilities	6,807	9,579	2,772	20,420	23,192	2,772	109,400
Janitorial Services	339	412	73	1,018	1,091	73	4,800
Miscellaneous Expense	-	-	-	-	-	-	347,489
Communications	591	670	80	2,667	2,567	(100)	8,600
Postage and Shipping	44	287	242	207	421	214	3,000
Total Operations & Housekeeping	17,478	20,681	3,203	53,403	56,398	2,995	590,017
Facilities, Repairs & Other Leases							
Equipment Leases	1,492	702	(790)	3,373	2,582	(790)	8,900
Repairs and Maintenance	-	540	540	200	740	540	5,600
Total Facilities, Repairs & Other Leases	1,492	1,242	(250)	3,573	3,322	(250)	14,500
Professional/Consulting Services							
IT	6,571	6,534	(37)	18,251	18,194	(57)	77,000
Audit & Taxes	-	-	-	-	-	-	19,700
Legal	825	518	(308)	7,050	6,743	(308)	11,400
Professional Development	100	3,000	2,900	2,753	5,310	2,557	32,310
General Consulting	-	880	880	-	880	880	8,800
Special Activities/Field Trips	(328)	-	328	(328)	(875)	(547)	10,625
Bank Charges	-	110	110	-	110	110	1,100
Printing	-	490	490	249	490	241	4,900
Other Taxes and Fees	-	170	170	764	1,284	520	2,814
Payroll Service Fee	-	814	814	1,650	2,464	814	9,790
Management Fee	20,326	17,556	(2,769)	58,994	56,225	(2,769)	214,230
District Oversight Fee	48,175	14,229	(33,946)	59,212	14,229	(44,983)	236,739
Public Relations/Recruitment	-	1,530	1,530	-	1,530	1,530	15,300
Total Professional/Consulting Services	75,668	45,831	(29,837)	148,594	106,583	(42,011)	644,707
Total Expenses	747,216	789,686	42,470	1,732,930	1,707,016	(25,914)	8,750,592
Change in Net Assets	(99,057)	93,649	(192,706)	(691,823)	(436,485)	(255,338)	1,370,806
Net Assets, Beginning of Period	3,781,280			4,374,046			
Net Assets, End of Period	\$ 3,682,223			\$ 3,682,223			



VOLUNTEER POLICY

The Allegiance STEAM Academy (ASA) Board of Directors recognizes volunteer assistance in schools can enrich the educational program, increase supervision of students, and contribute to school safety while strengthening the schools' relationships with the community. The Board encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with students. The Board also encourages community members to serve as mentors providing support and motivation to students.

The CEO or designee may authorize the use of volunteers and shall establish procedures to protect the safety of both students and volunteers. The CEO or designee may require tuberculosis testing and fingerprinting of volunteers and may request criminal records checks as authorized by law. Volunteers shall act in accordance with school policies.

The CEO or designee shall establish procedures for determining whether volunteers possess the qualifications, if any, required by law and administrative regulation for the types of duties they will perform.

As appropriate, the CEO or designee may provide volunteers with information about school goals, programs, and practices and an orientation or other training related to their specific responsibilities. Employees who supervise volunteers shall ensure volunteers are assigned meaningful responsibilities that utilize their skills, expertise and maximize their contribution to the educational program.

Volunteer maintenance work shall be limited to those projects that do not replace the normal maintenance duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school and do not significantly increase maintenance workloads.

Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021)

Volunteers shall act in accordance with school policies, regulations, and school rules. The CEO or designee shall be responsible for investigating and resolving complaints regarding volunteers.

Approved:

The Board encourages the CEO to develop a means for recognizing the contributions of volunteers.

The CEO or designee shall be responsible for investigating and resolving complaints regarding volunteers.

Duties of Volunteers

Volunteers may assist certificated personnel in the performance of their duties, in the supervision of students, and in instructional tasks which, in the judgment of the certificated personnel to which the volunteer is assigned, may be performed by a person not licensed as a classroom teacher. These duties shall not include assignment of grades to students. (Education Code 45343, 45344, 45349)

Volunteers may supervise students during lunch, breakfast, or other nutritional periods or may serve as non-teaching aides under the immediate supervision and direction of certificated personnel to perform non-instructional work which assists certificated personnel in the performance of teaching and administrative responsibilities. (Education Code 35021, 44814, 44815)

Volunteers may work on short-term facilities projects pursuant to board policy, the facilities MOU with CVUSD, and the section below entitled "volunteer facilities projects."

Qualifications of Volunteers

Volunteers providing supervision or instruction of students pursuant to Education Code 45349 shall give evidence of basic skills proficiency. (Education Code 45344.5, 45349)

Any volunteer who supervises, directs, or coaches a student activity program shall be required to obtain an activity supervisor clearance certificate from the Commission on Teacher Credentialing. Student activity programs include, but are not limited to, scholastic programs, interscholastic programs, and extracurricular activities sponsored by the district or a school booster club, such as cheer team, drill team, dance team, and marching band. This requirement shall not apply to volunteer supervisors for breakfast, lunch, or other nutritional periods or to volunteer non-teaching aides under the immediate supervision and direction of certificated personnel pursuant to Education Code 35021. (Education Code 49024)

All volunteers in child care and development programs shall be fingerprinted for criminal record clearance unless they serve for less than 10 days a month under the constant supervision of an adult who has met criminal record clearance requirements. (Health and Safety Code 1596.871)

The CEO or designee shall not assign any person required to register as a sex offender pursuant to Penal Code 290 as a volunteer who assists certificated personnel in the performance of their duties; supervises students during lunch, breakfast, or other nutritional

Approved:

period; or serves as a non-teaching aide to perform non-instructional tasks. In addition, a person who is required to register as a sex offender because of a conviction for a crime where the victim was a minor under age 16 shall not serve as a volunteer in any capacity in which he/she would be working directly and in an unaccompanied setting with minors on more than an incidental and occasional basis or have supervision or disciplinary power over minors. (Education Code 35021, 45349; Penal Code 290.95)

The CEO or designee may require all volunteers to disclose their status as a registered sex offender and/or provide the school with sufficient information in order to allow verification of this status on the Department of Justice's Megan's law website.

TB Requirements

No volunteer shall be assigned to supervise or instruct students unless he/she has submitted evidence of an examination within the past 60 days to determine that he/she is free of active tuberculosis. Volunteers who test negative shall thereafter be required to take a tuberculosis test every four years in accordance with Education Code 49406. (Education Code 45106, 45347, 45349, 49406)

The CEO or designee may exempt from tuberculosis testing requirements those volunteers who serve less than a school year and whose functions do not require frequent or prolonged contact with students. (Education Code 49406)

COVID-19 Health Protocol for ASA Volunteers

ASA requires all unvaccinated/incomplete vaccinated volunteers to test at least once weekly. Unvaccinated or incompletely vaccinated volunteers must also observe all other infection control requirements, and are not exempted from the testing requirement even if there is a medical contraindication to vaccination, since they are still potentially able to spread the illness.

Proof of COVID-19 Vaccination; send one of the following modes as proof of vaccination to sara.lopez@asathrive.org: (1) COVID-19 Vaccination Record Card issued by the Dept. of Health & Human Services Centers for Disease Control & Prevention or WHO Yellow Card which includes name of person vaccinated, type of vaccine provided and date last dose administered); (2) a photo of a Vaccination Record Card as a separate document; (3) a photo of the client's Vaccination Record Card stored on a phone or electronic device; (4) documentation of COVID-19 vaccination from a health care provider; (5) digital record that includes a QR code that when scanned by a SMART Health Card reader displays to the reader client name, date of birth, vaccine dates and vaccine type.

Volunteers are to conduct themselves at all times in a professional manner.

They are to refrain from any conduct which might be adverse to the interest of the students and staff.

Approved:

Corporal punishment, which is defined as the infliction of, or willfully causing the infliction of physical pain on a pupil, shall never be used as a means of disciplining pupils.

VOLUNTEER FACILITIES PROJECTS

All volunteer facilities projects shall have approximate start and completion dates and shall be approved by the CEO in advance and in accordance with the facilities MOU with CVUSD.

The CEO or designee shall ensure that volunteers possess the appropriate license and/or have sufficient expertise appropriate to the project. He/she shall also ensure that such projects comply with building and safety codes and other applicable laws. The school shall provide on-site assistance and supervision for such projects as necessary. Projects shall be inspected upon completion to ensure that the work was done satisfactorily.

COVID-19 PROTOCOLS

Approved:



TEACHER ASSIGNMENT POLICY

I. Purpose and Scope

Allegiance STEAM Academy's ("School") governing board ("Board") adopts this Teacher Assignment Policy ("Policy") to authorize School to assign credentialed teachers to course assignments for which their preparation, professional experience, and aptitude qualify them to teach for the benefit of the School, staff, and students.

This Policy sets forth the School's procedures for assignment of teachers to departmentalized classes outside of their credential authorization, as well as assignment of teachers to elective courses outside of their credential authorization in accordance with California Education Code §§ 44258.3 and 44258.7(c)-(d).

II. Teacher Assignments to Departmentalized Classes (Ed. Code § 44258.3)

A holder of a teaching credential, other than an emergency permit, may be assigned to teach departmentalized classes regardless of the designation on the holder's teaching credential, provided that the teacher consents to the assignment and the teacher's subject matter knowledge is verified prior to the assignment consistent with this Policy.

Procedures for Teacher Assignments Under Ed. Code § 44258.3

The School will implement the following procedures for teacher assignments:

1. The CEO or designee (School Official) will determine whether there is a need for reassignment to teach a subject in a departmentalized class.
2. The School Official or designee will identify a teacher who has knowledge of the subject matter and who wishes to take the teaching assignment. The School Official or designee will obtain the candidate teacher's written consent to the assignment. Teachers may also request to fill an assignment once the need to fill the assignment has been established by the School Official or designee.
3. The Subject Matter Specialist, in collaboration with the School Official or designee, and other individuals as deemed appropriate, will conduct a subject-matter assessment to determine whether the teacher candidate has subject matter competence for the subject to

be taught and the teacher's ability to teach the appropriate content to the age group of the specific assignment.

Subject matter competence may be assessed using any one or more of the following methods:

- Observation by the Subject Matter Specialist
- Oral interviews
- Demonstration lessons
- Presentation of curricular portfolios
- Written examinations

Subject matter competence may be assessed using any of the following criteria, which are non-exhaustive:

- Successful prior teaching experience in the subject to be taught
 - Successful completion of intensive professional development in the subject to be taught
 - Review of portfolio containing evidence of demonstrated knowledge
 - Results of oral interviews
 - Practical experience
 - Passage of an examination that is valid for the subject and grade level
 - Observation over time of the teacher in the subject and in the grade level currently being taught
 - Observation of a demonstration lesson in the subject and at relevant grade level
 - Completion of relevant college or university course work
4. For purposes of this Policy, "Subject Matter Specialists" are mentor teachers, curriculum specialists, resource teachers, classroom teachers certified to teach a subject, staff to regional subject matter projects or curriculum institutes, or college faculty.
 5. If the Subject Matter Specialist approves the assignment, they shall inform the School Official to seek approval from the Board of Directors for the assignment. If the School Official or designee approves the assignment, the School Official or designee shall obtain the candidate's written consent to the assignment. Alternatively, the School Official may serve as the Subject Matter Specialist if the School Official meets the definition of "Subject Matter Specialist" above.
 6. Afterwards, School Official or designee will seek approval from the Board of Directors for the assignment consistent with this Policy.

III. Teacher Assignments to Elective Courses (Ed. Code § 44258.7)

A full-time teacher who has special skills and preparation outside their credential authorization may be assigned to teach elective courses in the area of the special skills or preparation, provided that the teacher consents to the assignment and the School's Committee on Assignments

Adopted:

approves the assignment, as explained below and consistent with the School's Plan for Committee on Assignments. "Elective course" for this purpose is a course that does not grant credit for English, Mathematics, Science, or Social Science.

The Committee on Assignments shall be responsible for reviewing and approving teacher assignments to elective courses consistent with the Plan for Committee on Assignments. The Committee on Assignments will consist of an equal number of teachers selected by teachers and school administrators selected by school administrators. Assignments approved by the Committee on Assignments may not exceed one school year unless it is extended by an action of the Committee on Assignments.

Adopted:

**RESOLUTION OF THE BOARD OF DIRECTORS OF ALLEGIANCE STEAM
ACADEMY INC. TO AUTHORIZE COURSE ASSIGNMENT CONSISTENT
WITH EDUCATION CODE § 44258.3**

WHEREAS, the Board of Directors of Allegiance STEAM Academy Inc. (“ASA”) can assign the holder of a credential to teach another subject consistent with Education Code § 44258.3, provided that the Board verifies the teacher has adequate knowledge of the subject matter to be taught;

WHEREAS, ASA academic staff and **John Shipes** desire that the teacher be assigned to teach Middle School English and Middle School Science;

WHEREAS, the Principal conducted a review to confirm John Shipes has the subject matter competence necessary to teach Middle School English and Middle School Science, and reached this conclusion following review methods set forth in ASA’s Teacher Assignment Policy, which can include observation, oral interviews, demonstration lessons, presentation of curricular portfolios, and written examinations;

WHEREAS, the Principal conducted an assessment and determined there was sufficient evidence of John Shipes’ knowledge of the subject matter to be taught and at the grade level to be taught using some of the criteria set forth in the Teacher Assignment Policy, which include: successful prior teaching experience of the subject; successful completion of intensive professional development in the subject to be taught; review of portfolio/resume containing evidence of demonstrated knowledge; results of oral interviews; practical experience; passage of an examination that is valid for the subject and grade level; observation over time of the teacher in the subject in the grade level currently being taught; observation of a demonstration lesson in the subject and at relevant grade level; and completion of relevant college or university course work; and

WHEREAS, the Board desires to approve the assignment of John Shipes to teach Middle School English and Middle School Science for the 2021-22 school year and any school year thereafter so long as the teacher consents to the assignment.

NOW, THEREFORE, this Board hereby finds, resolves, and orders as follows:

Section 1. Recitals Correct. The Board hereby finds and declares the foregoing recitals to be true and correct.

Section 2. Verifying the Adequacy of Subject Matter Knowledge. The Board hereby finds that ASA staff verified John Shipes subject matter knowledge of Middle School English and Middle School Science.

Section 3. Finding of Adequate Knowledge and Assignment. Pursuant to the foregoing and based on more than one of the required methods of verification, the Board hereby finds that John Shipes has adequate knowledge to teach in the subject matter of Middle School English and Middle School Science, and hereby authorizes and ratifies the assignment of John Shipes to teach Middle School English and Middle School Science consistent with Education Code § 44258.3.

SECRETARY'S CERTIFICATE

I, _____, Secretary of the Board of Directors of Allegiance STEAM Academy Inc., a California nonprofit public benefit corporation, County of San Bernardino, California, hereby certify as follows:

The attached is a full, true, and correct copy of the resolutions duly adopted at a meeting of the Board of Directors of Allegiance STEAM Academy Inc., which was duly held on the 1st day of November, 2021, at which meeting a quorum of the members of the Board of Directors was present; and at such meeting such resolutions were adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

WITNESS my hand this 1st day of November, 2021.

Secretary of the Board of Directors of
Allegiance STEAM Academy Inc.

**RESOLUTION OF THE BOARD OF DIRECTORS OF ALLEGIANCE STEAM
ACADEMY INC. TO AUTHORIZE COURSE ASSIGNMENT CONSISTENT
WITH EDUCATION CODE § 44258.3**

WHEREAS, the Board of Directors of Allegiance STEAM Academy Inc. (“ASA”) can assign the holder of a credential to teach another subject consistent with Education Code § 44258.3, provided that the Board verifies the teacher has adequate knowledge of the subject matter to be taught;

WHEREAS, ASA academic staff and Amanda Brooks desire that the teacher be assigned to teach Middle School History/Social Science and Electives.

WHEREAS, Principal conducted a review to confirm Amanda Brooks has the subject matter competence necessary to teach Middle School History/Social Science and Electives, and reached this conclusion following review methods set forth in ASA’s Teacher Assignment Policy, which can include observation, oral interviews, demonstration lessons, presentation of curricular portfolios, and written examinations;

WHEREAS, Principal conducted an assessment and determined there was sufficient evidence of Amanda Brooks’ knowledge of the subject matter to be taught and at the grade level to be taught using some of the criteria set forth in the Teacher Assignment Policy, which include: successful prior teaching experience of the subject; successful completion of intensive professional development in the subject to be taught; review of portfolio/resume containing evidence of demonstrated knowledge; results of oral interviews; practical experience; passage of an examination that is valid for the subject and grade level; observation over time of the teacher in the subject in the grade level currently being taught; observation of a demonstration lesson in the subject and at relevant grade level; and completion of relevant college or university course work; and

WHEREAS, the Board desires to approve the assignment of Amanda Brooks to teach Middle School History/Social Science and Electives for the 2021-22 school year and any school year thereafter so long as the teacher consents to the assignment.

NOW, THEREFORE, this Board hereby finds, resolves, and orders as follows:

Section 1. Recitals Correct. The Board hereby finds and declares the foregoing recitals to be true and correct.

Section 2. Verifying the Adequacy of Subject Matter Knowledge. The Board hereby finds that ASA staff verified Amanda Brooks’ subject matter knowledge of Middle School History/Social Science and Electives.

Section 3. Finding of Adequate Knowledge and Assignment. Pursuant to the foregoing and based on more than one of the required methods of verification, the Board hereby finds that Amanda Brooks has adequate knowledge to teach in the subject matter of Middle School History/Social Science and Electives, and hereby authorizes and ratifies the assignment of Amanda Brooks to teach Middle School History/Social Science and Electives consistent with Education Code § 44258.3.

SECRETARY'S CERTIFICATE

I, _____, Secretary of the Board of Directors of Allegiance STEAM Academy Inc., a California nonprofit public benefit corporation, County of San Bernardino, California, hereby certify as follows:

The attached is a full, true, and correct copy of the resolutions duly adopted at a meeting of the Board of Directors of Allegiance STEAM Academy Inc., which was duly held on the 1st day of November, 2021, at which meeting a quorum of the members of the Board of Directors was present; and at such meeting such resolutions were adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

WITNESS my hand this 1st day of November, 2021.

Secretary of the Board of Directors of
Allegiance STEAM Academy Inc.

**RESOLUTION OF THE BOARD OF DIRECTORS OF ALLEGIANCE STEAM
ACADEMY INC. TO AUTHORIZE COURSE ASSIGNMENT CONSISTENT
WITH EDUCATION CODE § 44258.3**

WHEREAS, the Board of Directors of Allegiance STEAM Academy Inc. (“ASA”) can assign the holder of a credential to teach another subject consistent with Education Code § 44258.3, provided that the Board verifies the teacher has adequate knowledge of the subject matter to be taught;

WHEREAS, ASA academic staff and Amanda Brooks desire that the teacher be assigned to teach Middle School History/Social Science and Electives.

WHEREAS, Principal conducted a review to confirm Amanda Brooks has the subject matter competence necessary to teach Middle School History/Social Science and Electives, and reached this conclusion following review methods set forth in ASA’s Teacher Assignment Policy, which can include observation, oral interviews, demonstration lessons, presentation of curricular portfolios, and written examinations;

WHEREAS, Principal conducted an assessment and determined there was sufficient evidence of Amanda Brooks’ knowledge of the subject matter to be taught and at the grade level to be taught using some of the criteria set forth in the Teacher Assignment Policy, which include: successful prior teaching experience of the subject; successful completion of intensive professional development in the subject to be taught; review of portfolio/resume containing evidence of demonstrated knowledge; results of oral interviews; practical experience; passage of an examination that is valid for the subject and grade level; observation over time of the teacher in the subject in the grade level currently being taught; observation of a demonstration lesson in the subject and at relevant grade level; and completion of relevant college or university course work; and

WHEREAS, the Board desires to approve the assignment of Amanda Brooks to teach Middle School History/Social Science and Electives for the 2021-22 school year and any school year thereafter so long as the teacher consents to the assignment.

NOW, THEREFORE, this Board hereby finds, resolves, and orders as follows:

Section 1. Recitals Correct. The Board hereby finds and declares the foregoing recitals to be true and correct.

Section 2. Verifying the Adequacy of Subject Matter Knowledge. The Board hereby finds that ASA staff verified Amanda Brooks’ subject matter knowledge of Middle School History/Social Science and Electives.

Section 3. Finding of Adequate Knowledge and Assignment. Pursuant to the foregoing and based on more than one of the required methods of verification, the Board hereby finds that Amanda Brooks has adequate knowledge to teach in the subject matter of Middle School History/Social Science and Electives, and hereby authorizes and ratifies the assignment of Amanda Brooks to teach Middle School History/Social Science and Electives consistent with Education Code § 44258.3.

SECRETARY'S CERTIFICATE

I, _____, Secretary of the Board of Directors of Allegiance STEAM Academy Inc., a California nonprofit public benefit corporation, County of San Bernardino, California, hereby certify as follows:

The attached is a full, true, and correct copy of the resolutions duly adopted at a meeting of the Board of Directors of Allegiance STEAM Academy Inc., which was duly held on the 1st day of November, 2021, at which meeting a quorum of the members of the Board of Directors was present; and at such meeting such resolutions were adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

WITNESS my hand this 1st day of November, 2021.

Secretary of the Board of Directors of
Allegiance STEAM Academy Inc.