

CORE Butte, Inc.

Agenda Item G4

To: Board of Directors
From: Jonelle Pena, School Director
Date: September 10, 2010
Item: **Single School Plan for Student Achievement (discussion/action)**

Background:

Because the CORE Butte Charter School receives Federal funds, it is necessary to have a Single School Plan for Student Achievement and update it annually. Each year, the School Director brings the revised Action Plan to the Governing Board for review and approval.

Current Consideration:

The Charter Council and school staff have reviewed and approved the plan.

Educational/Financial Impact:

Accountability for funds.

Recommendation:

The Board of Directors discusses and approves the attached Single School Plan for Student Achievement as presented.

CORE Butte, Inc.

Agenda Item G5

To: Board of Directors
From: Jonelle Pena, School Director
Date: September 10, 2010
Item: **Updated Teacher Credential Document (discussion/action)**

Background:

Ed. Code #44258.3 allows local school districts to assign teachers who hold teaching credentials to teach departmentalized classes with their consent in grades K-12 irrespectively of the designations on their teaching credentials, as long as the teacher's competence is verified according to policies and procedures established by the governing board consistent with the language of the statute.

Current Consideration:

The list of teachers and their High Qualified status is presented for your review. Local administrators, according to current recommended procedures by the Department of Education have reviewed each teacher.

Educational/Financial Impact:

None.

Recommendation:

The Board of Directors approves the teaching assignment of all teachers, as recommended by their local administrators.

CORE Butte, Inc.

Agenda Item G6

To: Board of Directors
From: Jonelle Pena, School Director
Date: September 10, 2010
Item: **Strategic Planning Goals – 2010/2011 (discussion/action)**

Background:

Each year, a Strategic Planning Session is conducted; this year Boards from CORE @ The Camptonville Academy, CORE Placer, Inc. and CORE Butte, Inc. participated.

Current Consideration:

A summary of the meeting activities is presented for your review and consideration. This year was unique in that new values were identified and goals were developed according to those for 2010/2011.

Educational/Financial Impact:

None.

Recommendation:

The Board of Directors approves the 2010/2011 goals for CORE Butte, Inc.

TO: Board of Directors

FROM: Jonelle Pena, School Director
Dave Guthrie, Advisor to the Board

DATE: September 10, 2010

ITEM: **Board of Directors Orientation and Development Program (discussion)**

Background:

Best practices encourages Boards of Directors to establish an ongoing orientation and development program designed to elevate their governance leadership expertise and effectiveness. Education Synergy Consulting (ESC) has offered to conduct a four-module training program that is designed to acquaint the Board of Directors with quality standards for governance providing guidance intended to elevate their skills condensed to the timeframe the Board agenda will allow.

Current Consideration:

Dr. Guthrie will distribute boardsmanship content from the US Charter School Handbook supporting the orientation and development program. The subject matter and presentation is scheduled when Dr. Guthrie is present during the following Board meetings:

September – Orientation and Training of Board Members, Building a Foundation for an Effective Charter School Board, and Board Self Assessment.

December – Board Decision-Making and Meetings, Board Director Motivation and Accountability, and Identification and Recruitment of Board Members.

March – Legal and Financial Responsibilities of Charter School Boards, Board-Staff Relations, and Board Role in Strategic Thinking and Planning.

June – The Board and Effective Committees, Building Strong Parent and Community Relations, and Board Role in Fund Raising.

The schedule will allow the Boards to pace themselves with information designed to elevate their board skills in all phases in boardsmanship. The handouts and exhibits are included for the Board's reference and retention in their binders. The agenda item timeframe of 15 to 20 minutes including questions and answers. Moreover, the documents can be used as a homework assignment and add to the learning experience. The program is also designed for new and prospective Board members.

Financial/Educational Impact:

The Board orientation and development program is gratis.

Recommendation:

The Board of Directors participate in the presentation and prepare for homework assignments.

CORE Butte, Inc.

Agenda Item G2

TO: Board of Directors

FROM: Jonelle Pena, School Director
Dave Guthrie, Advisor to the Board

DATE: September 10, 2010

ITEM: **2009/10 Unaudited Actuals (discussion/action)**

Background:

AB 1137 requires charter schools to submit periodic financial reports to their sponsors so they can determine the financial condition and viability of their charter school(s). The financial reporting and analyses are presented 4 times during the fiscal year: Budget Adoption (by June 30th), First Interim (by December 15th), Second Interim (by March 15th), and Unaudited Actuals (by September 15th). The financial information contained in these reports reveals the charter school's fiscal health. For this reporting period, the Unaudited Actuals Report includes the results of the financial activity of the 2009/10 fiscal year and supports the Auditor's opinion that will be issued in December about CORE Butte's financial condition as presented by the administration.

Current Consideration:

CORE Butte recorded a positive outcome in 2009/10 with \$210,510.12 excess added to the Beginning Fund Balance of \$717,457.26 ending with \$927,967.38 attributable to a growing program and good budget management. The Program ended the year with 441.4 ADA. Special Education carried over \$43,571.06, Lottery, Unrestricted and Restricted, \$6,135.46 that will be appropriated for the 2010/11 fiscal year. The Unappropriated Amount was \$799,951.71 and the Cash Balance \$160,950.27. The 2010/11 Adopted Budget shows an excess in the amount of \$3,258.00 added to the Fund Balance. Since adoption, changes in enrollment, PERS and SUI rates, and Education Jobs Fund (stimulus) requires CORE Butte to revise the budget. CORE Butte's significant growth augmented by the Education Jobs Fund offset the costs with more accumulating in the Fund Balance to fund CORE Butte's priorities.

The Special Reserve shows an ending balance of \$1,082.41 from interest earnings that could be appropriated for the 2010/11 fiscal year budget.

Financial/Educational Impact:

The Unaudited Actuals Report reveals CORE Butte is able to maintain a healthy and balanced financial position without disruption to the education program during the next fiscal year.

Recommendation:

The Board of Directors approve the 2009/10 Unaudited Actuals Report. Once approved, the Report will be forwarded to the Butte County Office of Education (BCOE) for their review and comment and available for the Auditor's review and opinion.

CORE Butte, Inc.

Agenda Item G1

To: Board of Directors

From: Jonelle Pena, School Director
Dr. David E. Guthrie, Advisor to the Board

Date: September 10, 2010

Item: **2010/11 Budget Revisions (action)**

Background:

The CORE Butte Board of Directors approved the 2010/11 Budget during the June 2010 meeting and needs revision from changes to revenue and appropriations since adoption.

Current Consideration:

The enrollment at CORE has increased by 35 students from the projected enrollment of 465. An additional 25 students are anticipated throughout the coming academic year for a total of 60 students. The enrollment growth impacts staffing, supplies, and services budgets. Moreover, the State has announced SUI (State Unemployment Insurance) and PERS (Public Employee Retirement System) rates have increased. SUI has gone up from .30 to .72%, and PERS from 9.709 to 10.707%. Also, Education Jobs Fund (stimulus) passed by Congress appropriates funds to support staff and budget deficits affected by the economic downturn.

Educational/Financial Impact:

ADA apportionments from the addition of 60 students will increase revenue by approximately **\$330,000**, based on an average of \$5,500 per student. The increase in revenue will not appear until March 2011 and CORE Butte will need to rely on its resources based on last year's P-2 ADA and accumulated Unappropriated Fund Balance. Expenditures related to the increase in students include teaching and support staff, additional books and materials, additional computer and hardware, and VCI costs for an annual additional cost of approximately \$120,220. SUI rate increase will be approximately \$5,496 annually. PERS will increase approximately \$921 annually. Total budget change is **\$126,637**. The difference of the \$330,000 revenue increase and cost, **\$203,363**, will reside in the Unappropriated Fund Balance. The impact on cash flow is approximately \$10,500 per month reduction on projected cash balances. The School Director, Business Technician, and Financial Consultant have analyzed the cash flow, considering all deferrals and revenue targets, and found no month with a cash shortfall. The cost is offset by the Education Jobs Fund revenue by **\$88,590** that can go toward CORE Butte's financial obligations.

Recommendation:

The Board approve the budget revisions supported by growth.