



NOTICE OF SPECIAL BOARD MEETING AGENDA

Written notice is hereby given in accordance with Education Code Section 54957 that a Special Meeting of the Board of Directors of the Ventura County Schools Business Services Authority will be held on:

Thursday, March 14, 2024
VCSBSA Conference Room
1:00 PM

1. OFFICIAL OPENING OF MEETING

A. Call to Order

B. Roll Call

Board:

President: Dr. Raul Ramirez, Mesa Union School District
Vice President: Dr. Marlene Batista, Mupu Elementary School District
Clerk: Kari Skidmore, Santa Clara Elementary School District
Member: Dr. Carlos Dominguez, Briggs Elementary School District
Member: Dr. Jesus Vaca, Somis Union School District

Alternate: Lindsay Winegar, Briggs Elementary School District
Alternate: Kim Kuklenski, Mesa Union School District
Alternate: Nicole Misewitch, Mupu Elementary School District
Alternate: Deann Hobson, Santa Clara Elementary School District
Alternate: Robert Fulkerson, Somis Union School District

VCOE Staff: Misty Key, Associate Superintendent of Fiscal and Administrative Services

VCSBSA Staff: Tami Peterson: Chief Business Official, Rudy Calasin: Director of School Business, Leticia Olmos: Information and Logistics Coordinator

C. Welcome Guests

D. Emergency Additions to the Agenda

E. Approval of Agenda

Motion: _____ Second: _____ Y _____ N _____ A _____

F. Approval of Minutes (Pgs. 5-9)

The Chief Business Official recommends that the Board of Directors approve the December 7, 2023, minutes as presented.

Motion: _____ Second: _____ Y _____ N _____ A _____

2. Reports/Information/Discussion

A. Chief Business Official Report

The CBO will provide a report of current activities of the VCSBSA office.

B. Ventura County Schools Self-Funding Authority Update

The CBO will provide an update from VCSSFA.

C. VCOE Staff Report(s)

- 1) Misty Key, Deputy Superintendent will be present to provide an update from VCOE Fiscal and Administrative Services.
- 2) Julie Judd, Chief Technology Officer, and Colleen Steed, Director of Data Management & Applications will be present to provide an update from VCOE Technology Services.

D. SPED Report

No Report.

3. Action Items

A. Approval of Consent Agenda

Agenda items presented in this section compose the Consent Agenda and are routine of nature. Unless an item is moved to the Action section at the request of a board member, they will be approved by the board as a group as the first action on the agenda. Each item approved shall be deemed to have been read in full and adopted as recommended.

1) Approval of Financial Statements (Pgs. 10-24)

The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on the December 1, 2023 through February 29, 2024, Financial Statements.

2) Approval of Board Report of Commercial Checks (Pgs. 25-26)

The Chief Business Official recommends that the Board of Directors approve the commercial payments as listed on the December 1, 2023 through February 29, 2024, Board Report of Checks.

3) Approval of Board Report of Purchase Orders (Pg. 27)

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the December 1, 2023 through February 29, 2024, Board Reports.

4) Approval of Classified Personnel Report (Pgs. 28-30)

The Chief Business Official recommends that the Board of Directors approve the Classified Personnel Actions as listed. Note: This report denotes action to be taken on Positions as well as Personnel changes.

Vote for items 3A. 1-4

Motion:_____ Second:_____Y_____N_____A_____

B. New Business

1) Review, Discussion, and Approval of the 2023-24 VCSBSA Second Interim Report (Pgs. 31-94)

Local agency governing boards are required to certify twice a year regarding their ability to meet their financial obligations for the remainder of the current fiscal year and the subsequent two fiscal years, in accordance with Education Code Section 42131. The Second Interim Report covers the financial and budgetary status for the period ending January 31, 2024. The Chief Business Official recommends approval.

Motion:_____ Second:_____Y_____N_____A_____

2) Review, Discussion, and Approval of the VCSBSA Annual Financial Audit for the Fiscal Year Ending June 30, 2023 (Pgs. 95-147)

The Chief Business Official recommends that the Board of Directors approve the VCSBSA Annual Financial Audit for the year ending June 30, 2023. The attached VCSBSA audit has been performed in accordance with the generally accepted auditing standards and the State Controller's Minimum Audit Requirement for California Special District.

Motion:_____ Second:_____Y_____N_____A_____

3) Review, Discussion, and Ratification of the Law Offices of Young, Minney & Corr, LLP Agreement for Provision of Legal Services (Pgs. 148-152)

The Chief Business Official recommends that the Board of Directors approve the ratification of the Law Offices of Young, Minney, & Corr, LLP Agreement for Provision of Legal Services.

Motion:_____ Second:_____Y_____N_____A_____

4) Review, Discussion, and Ratification of Streamline Office Solutions Service and Lease Agreement (Pgs. 153-156)

The Chief Business Official recommends that the Board of Directors approve the ratification of Streamline Office Solutions service and lease agreement.

Motion:_____ Second:_____Y_____N_____A_____

5) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Peak Prep Pleasant Valley School (Pgs. 157-165)

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Peak Prep Pleasant Valley School.

Motion:_____ Second:_____Y_____N_____A_____

6) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Architecture, Construction, and Engineering Charter High School (ACE) (Pgs. 166-171)

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Architecture, Construction, and Engineering Charter High School (ACE).

Motion:_____ Second:_____Y_____N_____A_____

7) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Bridges Charter School (Pgs. 172-177)

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Bridges Charter School.

Motion:_____ Second:_____Y_____N_____A_____

8) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Meadows Arts and Technology Elementary School (MATES) (Pgs. 178-183)

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Meadows Arts and Technology Elementary School (MATES).

Motion:_____ Second:_____Y_____N_____A_____

9) Review, Discussion, and Approval of the 2024-2025 Annual Contract with River Oaks Academy Charter School (Pgs. 184-189)

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with River Oaks Academy Charter School.

Motion:_____ Second:_____Y_____N_____A_____

10) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Valley Oak Charter (Pgs. 190-195)

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Valley Oak Charter.

Motion:_____ Second:_____Y_____N_____A_____

11) Review, Discussion, and Approval of the 2024-2025 Annual Contract with Ventura Charter School of Arts and Global Education (Pgs. 196-201)

The Chief Business Official recommends that the Board of Directors approve the 2024-2025 annual contract with Ventura Charter School of Arts and Global Education.

Motion:_____ Second:_____Y_____N_____A_____

12) Discussion of Potential Training with Melissa Hatch from Hatch & Cesario

Discussion of potential training with Melissa Hatch from Hatch & Cesario.

Motion:_____ Second:_____Y_____N_____A_____

4. Closed Session

A. During this meeting the Board may adjourn to Executive Session to review and consider the topics below:

- 1) Labor Negotiations (Government Code Section 54957.6)

5. Future Agenda Items

A. Suggested Agenda Items

B. Future Board Meetings

April 26, 2024

May 31, 2024

6. Adjournment



DRAFT

OFFICIAL MINUTES
Friday, December 7, 2023
VCSBSA Conference Room
12:30 PM

1. OFFICIAL OPENING OF MEETING

A. Call to Order: 12:47 p.m.

B. Roll Call

Board:

President: Dr. Raul Ramirez, Mesa Union School District - **PRESENT**

Vice President: Dr. Marlene Batista, Mupu Elementary School District - **PRESENT**

Clerk: Kari Skidmore, Santa Clara Elementary School District - **PRESENT ARRIVED - AT 12:50 PM**

Member: Dr. Carlos Dominguez, Briggs Elementary School District - **PRESENT**

Member: Dr. Jesus Vaca, Somis Union School District - **PRESENT**

Alternate: Lindsay Winegar, Briggs Elementary School District

Alternate: Kim Kuklenski, Mesa Union School District

Alternate: Vacant, Mupu Elementary School District

Alternate: Deann Hobson, Santa Clara Elementary School District

Alternate: Vacant, Somis Union School District

VCSBSA Staff: Tami Peterson: Chief Business Official - **PRESENT**, Rudy Calasin: Director of School Business - **ABSENT**, Leticia Olmos - **PRESENT**

C. Welcome Guests

D. Emergency Additions to the Agenda: None

E. Approval of Agenda

Motion: Dr. Carlos Dominguez **Second:** Dr. Marlene Vaca Y 4 N 0 A 1

F. Approval of Minutes

The Chief Business Official recommends that the Board of Directors approve the September 8, 2023 minutes as presented.

Motion: Dr. Carlos Dominguez **Second:** Dr. Jesus Vaca Y 4 N 0 A 1
Dr. Marlene Batista abstained as she was not present at the September 8, 2023 meeting.

G. Organizational**1.) Election of Officers Effective January 1, 2024**

Dr. Raul Ramirez made a recommendation to stay with the current officers assigned for at least another calendar year. All Board Members were in agreement.

- | | |
|--------------------|---------------------|
| (a) President | Dr. Raul Ramirez |
| (b) Vice-President | Dr. Marlene Batista |
| (c) Clerk | Kari Skidmore |

2) Certification of Signatures Effective January 1, 2024**3) Mupu Elementary School District Representative**

- a. Designation of District Alternate Nicole Misewitch

Motion: Dr. Marlene Batista **Second:** Dr. Carlos Dominguez Y 5 N 0 A 0

2. Reports/Information/Discussion**A. Chief Business Official Report**

The CBO provided a report of the following:

- 1.) 2024 SSDA State Conference: March 10-12, 2024, Sheraton Grand Hotel, Sacramento
The CBO shared the dates for the 2024 SSDA State Conference. The Board will pass on attending conference this year.
- 2.) SSDA Article: Big Changes to California's Political Leadership
Article was shared with the Board.
- 3.) School Climate Surveys Administered Annually
The CBO shared with the Board the School Climate Survey must be administered annually in at least one grade within each grade span the LEA serves (TK-5, 6-8). Although, the survey is required to be offered to the students, it is not required to be completed by student.

Dr. Jesus Vaca shared with the Board the University of Michigan has a program and is partnering with Somis to administer a survey to the 8th grade students. There will be an 8th grade incentive for participating. Dr. Vaca is happy to share the University of Michigan contact information to the Districts that may be interested in participating.

B. Ventura County Office of Education Report(s)

The CBO shared information on recent Senate Bills that have passed.

- 1.) Senate Bill 88 Pupil Transportation: Driver Qualifications
- 2.) Senate Bill 291 Recess Offering Requirements
- 3.) Senate Bill 848 Leave Rights for Reproductive Loss
- 4.) 2023 Changes in Law, a Comprehensive Guide to New Laws Impacting School Operations

C. Ventura County School Self-Funding Authority Update

The CBO shared the revised Model Professional Services Agreement from VCSSFA.

- 1.) Model Professional Services Agreement
<https://www.vcssfa.org/Agreements/Professional-Services-Agreements>

D. VCOE Staff Report(s)

- 1) Misty Key, Deputy Superintendent will be present to provide an update from VCOE Fiscal and Administrative Services.

Misty Key let the Board know the high fund balances are coming to an end. The Legislative Analyst's Office (LAO) is facing a natural shortfall. As a result of declining enrolment in the County, anticipate less funding and statutory of COLA being low. On the positive side, if your LEA's expenditures and reserves in the budget aligned with your declining enrollment, the LEA should be okay. At this time, we will wait for the Governor's proposed budget in January to plan for the forthcoming year.

- 2) Julie Judd, Chief Technology Officer, and Colleen Steed, Director of Data Management & Application will be present to provide an update from VCOE Technology.

Julie Judd was not in attendance. The CBO shared VCOE has a new password portal that requires an authentication method to verify you when requesting to change your password.

E. SPED Report

- 1) Mary Samples will be present to provide updates on SPED.

Mary Samples informed the Board she will work until the end of this month at SELPA, but is happy to continue to support the small school districts. Please feel free to reach out to her if you have any questions.

The number of SPED students continue to go up. Due to the declining enrollment, SPED is receiving less funding, but the caseloads of SPED students continue to rise. Mary is working with staff to seek a strategic plan to prevent the increase of SPED students.

Mary attended a webinar from CDE on Resource Specialist Caseload Waiver Request. Currently, the maximum load is 28, but a waiver can be requested to increase the load to 32. CDE did caution it's very slim to receive approval on waiver.

Mary shared with the Board a Small Schools Designee Network packet with information on SELPA contacts, SIRAS, and local plan information. SELPA PD Padlet can be found on SELPA's website with information on various professional development workshops offered by SELPA throughout the year.

SELPA received an Alternative Dispute Resolution (ADR) grant for the next five years in which will help the local districts when needed for Special Ed meetings with parents. Dr. Marlene Batista shared she has used this service and was very happy with the outcome.

Dr. Raul Ramirez shared with the Board what his district is doing prior to scheduling a student evaluation or SST meeting.

3. Action Items

A. Approval of Consent Agenda

Agenda items presented in this section compose the Consent Agenda and are routine of nature. Unless an item is moved to the Action section at the request of a board member, they will be approved by the board as a group as the first action on the agenda. Each item approved shall be deemed to have been read in full and adopted as recommended.

- 1) **Approval of Financial Statements**

The Chief Business Official recommends that the Board of Directors approve the revenue and expenditures as listed on the September 1, 2023 through November 30, 2023 Financial Statements.

- 2) **Approval of Board Report of Commercial Checks**

The Chief Business Official recommends that the Board of Directors approve the commercial payments as listed on the September 1, 2023 through November 30, 2023 Board Report of Checks.

- 3) **Approval of Board Report of Purchase Orders**

The Chief Business Official recommends that the Board of Directors approve the purchase orders as listed on the September 1, 2023 through November 30, 2023 Board Reports.

4) Approval of Classified Personnel Report

The Chief Business Official recommends that the Board of Directors approve the Classified Personnel Actions as listed. Note: This report denotes action to be taken on Positions as well as Personnel Changes.

5) Approval of 2023-24 Classified Exempt Salary Schedule

The Chief Business Official recommends that the Board of Directors approve the 2023-24 Classified Exempt Salary Schedule as presented.

Vote for items 3A. 1-5

Motion: Dr. Marlene Batista **Second:** Dr. Jesus Vaca Y 5 N 0 A 0

B. New Business**1) Review, Discussion, and Approval of the 2023-24 VCSBSA First Interim Report**

Local agency governing boards are required to certify twice a year regarding their ability to meet their financial obligations for the remainder of the current fiscal year and the subsequent two fiscal years, in accordance with Education Code Section 42131. The First Interim Report covers the financial and budgetary status for the period ending October 31, 2023. The Chief Business Official recommends approval.

Dr. Raul Ramirez asked if some of the reserves can be utilized for some value to the districts and charter as an opportunity of growing cost. Dr. Ramirez requested a rundown of costs BSA has picked for the districts and charters.

Dr. Jesus Vaca suggested to be more patient and hold to reserves a bit longer.

Dr. Raul Ramirez requested the CBO bring a rundown of costs that BSA has picked up for the districts and charters to the next board meeting.

Motion: Dr. Marlene Batista **Second:** Dr. Jesus Vaca Y 5 N 0 A 0

2) Review, Discussion, and Approval of Records Classification

The documents on the attached list items #1-27 are not permanent records originating in various fiscal years from 2019-2022. These records require a retention period longer than three (3) years and the Chief Business Official requests that these records be classified as Class 2 records.

The documents on the attached list items #28-46 are permanent records originating in the fiscal years of 1964-2022. These records require a permanent retention period and the Chief Business Official requests that these records be classified as Class 1 permanent records.

Motion: Kari Skidmore **Second:** Dr. Carlos Dominguez Y 5 N 0 A 0

3) Discussion and Approval of VCSSFA Emergency Guide Flip Chart

Discussion and Approval of VCSSFA Emergency Procedure Guide Flip Chart.

VCSSFA approved the revised Emergency Procedure Guide Flip Chart to be used in the classrooms and school offices. The Chief Business Official requests BSA pick up the cost on these guides for the districts and charters.

Motion: Dr. Marlene Batista **Second:** Dr. Jesus Vaca Y 5 N 0 A 0

4. Future Agenda Items**A. Suggested Agenda Items**

The Chief Business Official shared with the Board she knows a person who has knowledge on grant writing and will ask her to come to the next board meeting to speak to the Board about her services she can offer to the sites.

The Chief Business Official will bring a list of costs that BSA has picked up for the districts and charters.

B. Future Board Meetings

March 1, 2024

April 26, 2024

May 31, 2024

5. Adjournment: 2:27 PM

| Fund 010 - General Fund | | | | Fiscal Year 2023/24 Through December 2023 | | |
|----------------------------|------------------------------------|---------------------|---------------------|---|---------------------|--------------|
| Object | Description | Adopted Budget | Revised Budget | Revenue | Balance | % Rcvd |
| Revenue Detail | | | | | | |
| Other Local Revenue | | | | | | |
| 8660 | Interest | 20,000.00 | 20,013.00 | 8,792.41 | 11,220.59 | 43.93 |
| 8677 | Interagency Services Between L | 2,390,474.00 | 2,622,437.00 | 725,930.53 | 1,896,506.47 | 27.68 |
| 8699 | All Other Local Revenue | 2,000.00 | 6,086.00 | 283.52 | 5,802.48 | 4.66 |
| | Total Other Local Revenue | 2,412,474.00 | 2,648,536.00 | 735,006.46 | 1,913,529.54 | 27.75 |
| | Total Year To Date Revenues | 2,412,474.00 | 2,648,536.00 | 735,006.46 | 1,913,529.54 | 27.75 |

| Object | Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Balance | % Used |
|--|----------------------------------|---------------------|---------------------|-----------------|-------------------|-------------------|--------------|
| Expenditure Detail | | | | | | | |
| Classified Salaries | | | | | | | |
| 2300 | Class Supervisors & Administra | 603,631.00 | 947,032.00 | | 469,013.12 | 478,018.88 | 49.52 |
| 2310 | Substitute - Mgmt | 43,506.00 | 43,506.00 | | 28,315.16 | 15,190.84 | 65.08 |
| 2400 | Clerical and Office Salaries | 808,783.00 | 506,081.00 | | 253,969.11 | 252,111.89 | 50.18 |
| 2410 | Substitute | 5,000.00 | 5,000.00 | | | 5,000.00 | |
| 2450 | Clerical and Office OverTime | 10,000.00 | 10,000.00 | | 3,713.08 | 6,286.92 | 37.13 |
| | Total Classified Salaries | 1,470,920.00 | 1,511,619.00 | .00 | 755,010.47 | 756,608.53 | 49.95 |
| Employee Benefits | | | | | | | |
| 3202 | PERS, classified positions | 249,880.00 | 253,701.00 | | 166,790.73 | 86,910.27 | 65.74 |
| 3301 | OASDI/Medicare/Alternative, ce | 17.00 | 17.00 | | 8.70 | 8.30 | 51.18 |
| 3302 | OASDI/Medicare/Alternative, cl | 21,254.00 | 21,275.00 | | 10,648.94 | 10,626.06 | 50.05 |
| 3402 | Health & Welfare Benefits, cla | 224,163.00 | 197,691.00 | | 80,217.80 | 117,473.20 | 40.58 |
| 3501 | SUI, certificated positions | 1.00 | 1.00 | | .30 | .70 | 30.00 |
| 3502 | SUI, classified positions | 733.00 | 734.00 | | 367.06 | 366.94 | 50.01 |
| 3601 | Work Comp Ins, certificated po | 22.00 | 22.00 | | 10.86 | 11.14 | 49.36 |
| 3602 | Work Comp Ins, classified posi | 26,623.00 | 27,360.00 | | 13,665.65 | 13,694.35 | 49.95 |
| 3902 | Other Benefits, classified pos | 855.00 | 855.00 | | 427.50 | 427.50 | 50.00 |
| | Total Employee Benefits | 523,548.00 | 501,656.00 | .00 | 272,137.54 | 229,518.46 | 54.25 |
| Books and Supplies | | | | | | | |
| 4300 | Materials and Supplies | 25,500.00 | 26,020.00 | 3,160.45 | 10,897.02 | 11,962.53 | 41.88 |
| 4310 | Fuel | 3,000.00 | 3,000.00 | 197.87 | 1,538.34 | 1,263.79 | 51.28 |
| 4400 | Non-Capitalized Equipment | 10,000.00 | 10,000.00 | | 3,211.07 | 6,788.93 | 32.11 |
| | Total Books and Supplies | 38,500.00 | 39,020.00 | 3,358.32 | 15,646.43 | 20,015.25 | 40.10 |
| Services and Other Operating Expenditures | | | | | | | |
| 5200 | Travel and Conferences | 3,000.00 | 3,000.00 | | 554.66 | 2,445.34 | 18.49 |

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 800, Starting Period = 1, Ending Account Period = 6, Stmt Option? = R, Zero Amounts? = N, SACS? = N, Restricted? = Y)


| Fund 010 - General Fund | | Fiscal Year 2023/24 Through December 2023 | | | | | |
|--|--------------------------------|---|---------------------|------------------|---------------------|---------------------|--------------|
| Object | Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Balance | % Used |
| Expenditure Detail (continued) | | | | | | | |
| Services and Other Operating Expenditures (continued) | | | | | | | |
| 5220 | Travel and Conference | 15,000.00 | 15,000.00 | 1,300.00 | 5,568.73 | 8,131.27 | 37.12 |
| 5300 | Dues and Memberships | 7,500.00 | 7,500.00 | | 7,238.35 | 261.65 | 96.51 |
| 5450 | Other Insurance | 6,000.00 | 10,240.00 | | 10,240.00 | | 100.00 |
| 5600 | Rentals,Leases,Repairs & Nonca | 37,535.00 | 37,535.00 | 5,154.13 | 30,763.80 | 1,617.07 | 81.96 |
| 5800 | Professnl/Consult Serv & Opera | 55,400.00 | 55,400.00 | 1,220.54 | 42,175.26 | 12,004.20 | 76.13 |
| 5801 | Audit | 8,505.00 | 10,500.00 | 9,334.50 | 5,418.00 | 4,252.50- | 51.60 |
| 5804 | Employment Fees | 500.00 | 500.00 | | | 500.00 | |
| 5899 | Legal Fees | 2,500.00 | 2,500.00 | | | 2,500.00 | |
| 5901 | Phone Services | 8,875.00 | 8,875.00 | 410.66 | 845.80 | 7,618.54 | 9.53 |
| 5903 | Postage | 8,000.00 | 8,000.00 | 1,350.42 | 4,444.68 | 2,204.90 | 55.56 |
| Total Services and Other Operating Expenditures | | 152,815.00 | 159,050.00 | 18,770.25 | 107,249.28 | 33,030.47 | 67.43 |
| Total Year To Date Expenditures | | 2,185,783.00 | 2,211,345.00 | 22,128.57 | 1,150,043.72 | 1,039,172.71 | 52.01 |

Fiscal13a

Financial Statement

| Fund 010 - General Fund | | Fiscal Year 2023/24 Through December 2023 | | | | |
|--|----------------|---|-------------|--------------|----------------|-------------|
| Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Budget Balance | % of Budget |
| Revenues, Expenditures, and Changes in Fund Balance | | | | | | |
| A. Revenues | 2,412,474.00 | 2,648,536.00 | | 735,006.46 | 1,913,529.54 | 27.75 |
| B. Expenditures | 2,185,783.00 | 2,211,345.00 | 22,128.57 | 1,150,043.72 | 1,039,172.71 | 52.01 |
| C. Subtotal (Revenue LESS Expense) | 226,691.00 | 437,191.00 | | 415,037.26- | 874,356.83 | |
| D. Other Financing Sources and Uses | | | | | | |
| Sources | | | | | | |
| LESS Uses | | | | | | |
| E. Net Change in Fund Balance | 226,691.00 | 437,191.00 | | 415,037.26- | 874,356.83 | |
| F. Fund Balance: | | | | | | |
| Beginning Balance (9791) | 2,401,285.00 | 2,550,565.00 | | 2,550,565.23 | | |
| Audit Adjustments (9793) | | | | | | |
| Other Restatements (9795) | | | | | | |
| Adjusted Beginning Balance | 2,401,285.00 | 2,550,565.00 | | 2,550,565.23 | | |
| G. Calculated Ending Balance | 2,627,976.00 | 2,987,756.00 | | 2,135,527.97 | | |
| *Components of Ending Fund Balance | | | | | | |
| Legally Restricted (9740) | | | | | | |
| Other Designations (9780) | | | | | | |
| Undesig/Unapprop (9790) | 2,627,976.00 | 2,987,756.00 | | | | |
| Other | | | | 22,128.57 | | |

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 800, Starting Period = 1, Ending Account Period = 6, Stmt Option? = R,
Zero Amounts? = N, SACS? = N, Restricted? = Y)

 ERP for California

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800 - Ventura County Schools Business Services
Authority

Generated for Letty Olmos (800LOLMOS), Jan 16 2024 8:25AM


| Fund 401 - Special Reserve Capital Outlay | | | | Fiscal Year 2023/24 Through December 2023 | | |
|---|-------------|----------------|----------------|---|---------------|--------------|
| Object | Description | Adopted Budget | Revised Budget | Revenue | Balance | % Rcvd |
| Revenue Detail | | | | | | |
| Other Local Revenue | | | | | | |
| 8660 | Interest | 650.00 | 650.00 | 169.10 | 480.90 | 26.02 |
| Total Other Local Revenue | | 650.00 | 650.00 | 169.10 | 480.90 | 26.02 |
| Total Year To Date Revenues | | 650.00 | 650.00 | 169.10 | 480.90 | 26.02 |

Fiscal13a

Financial Statement

| Fund 401 - Special Reserve Capital Outlay | | | Fiscal Year 2023/24 Through December 2023 | | | |
|--|----------------|----------------|---|-----------|----------------|-------------|
| Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Budget Balance | % of Budget |
| Revenues, Expenditures, and Changes in Fund Balance | | | | | | |
| A. Revenues | 650.00 | 650.00 | | 169.10 | 480.90 | 26.02 |
| B. Expenditures | | | | | | |
| C. Subtotal (Revenue LESS Expense) | 650.00 | 650.00 | | 169.10 | 480.90 | |
| D. Other Financing Sources and Uses | | | | | | |
| Sources | | | | | | |
| LESS Uses | | | | | | |
| E. Net Change in Fund Balance | 650.00 | 650.00 | | 169.10 | 480.90 | |
| F. Fund Balance: | | | | | | |
| Beginning Balance (9791) | 37,280.00 | 37,751.00 | | 37,750.75 | | |
| Audit Adjustments (9793) | | | | | | |
| Other Restatements (9795) | | | | | | |
| Adjusted Beginning Balance | 37,280.00 | 37,751.00 | | 37,750.75 | | |
| G. Calculated Ending Balance | 37,930.00 | 38,401.00 | | 37,919.85 | | |
| *Components of Ending Fund Balance | | | | | | |
| Legally Restricted (9740) | | | | | | |
| Other Designations (9780) | | | | | | |
| Undesig/Unapprop (9790) | 37,930.00 | 38,401.00 | | | | |
| Other | | | | | | |

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 800, Starting Period = 1, Ending Account Period = 6, Stmt Option? = R, Zero Amounts? = N, SACS? = N, Restricted? = Y)

 ERP for California

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800 - Ventura County Schools Business Services
Authority

Generated for Letty Olmos (800LOLMOS), Jan 16 2024 8:25AM

| Fund 010 - General Fund | | | | Fiscal Year 2023/24 Through January 2024 | | |
|------------------------------------|--------------------------------|---------------------|---------------------|--|---------------------|--------------|
| Object | Description | Adopted Budget | Revised Budget | Revenue | Balance | % Rcvd |
| Revenue Detail | | | | | | |
| Other Local Revenue | | | | | | |
| 8660 | Interest | 20,000.00 | 20,013.00 | 8,792.41 | 11,220.59 | 43.93 |
| 8677 | Interagency Services Between L | 2,390,474.00 | 2,622,437.00 | 725,930.53 | 1,896,506.47 | 27.68 |
| 8699 | All Other Local Revenue | 2,000.00 | 6,086.00 | 283.52 | 5,802.48 | 4.66 |
| Total Other Local Revenue | | 2,412,474.00 | 2,648,536.00 | 735,006.46 | 1,913,529.54 | 27.75 |
| Total Year To Date Revenues | | 2,412,474.00 | 2,648,536.00 | 735,006.46 | 1,913,529.54 | 27.75 |

| Object | Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Balance | % Used |
|--|--------------------------------|---------------------|---------------------|-----------------|-------------------|-------------------|--------------|
| Expenditure Detail | | | | | | | |
| Classified Salaries | | | | | | | |
| 2300 | Class Supervisors & Administra | 603,631.00 | 947,032.00 | | 548,420.88 | 398,611.12 | 57.91 |
| 2310 | Substitute - Mgmt | 43,506.00 | 43,506.00 | | 31,070.54 | 12,435.46 | 71.42 |
| 2400 | Clerical and Office Salaries | 808,783.00 | 506,081.00 | | 296,426.57 | 209,654.43 | 58.57 |
| 2410 | Substitute | 5,000.00 | 5,000.00 | | | 5,000.00 | |
| 2450 | Clerical and Office OverTime | 10,000.00 | 10,000.00 | | 3,713.08 | 6,286.92 | 37.13 |
| Total Classified Salaries | | 1,470,920.00 | 1,511,619.00 | .00 | 879,631.07 | 631,987.93 | 58.19 |
| Employee Benefits | | | | | | | |
| 3202 | PERS, classified positions | 249,880.00 | 253,701.00 | | 179,957.53 | 73,743.47 | 70.93 |
| 3301 | OASDI/Medicare/Alternative, ce | 17.00 | 17.00 | | 10.15 | 6.85 | 59.71 |
| 3302 | OASDI/Medicare/Alternative, cl | 21,254.00 | 21,275.00 | | 12,386.55 | 8,888.45 | 58.22 |
| 3402 | Health & Welfare Benefits, cla | 224,163.00 | 197,691.00 | | 99,796.66 | 97,894.34 | 50.48 |
| 3501 | SUI, certificated positions | 1.00 | 1.00 | | .35 | .65 | 35.00 |
| 3502 | SUI, classified positions | 733.00 | 734.00 | | 426.99 | 307.01 | 58.17 |
| 3601 | Work Comp Ins, certificated po | 22.00 | 22.00 | | 12.67 | 9.33 | 57.59 |
| 3602 | Work Comp Ins, classified posi | 26,623.00 | 27,360.00 | | 15,921.25 | 11,438.75 | 58.19 |
| 3902 | Other Benefits, classified pos | 855.00 | 855.00 | | 513.00 | 342.00 | 60.00 |
| Total Employee Benefits | | 523,548.00 | 501,656.00 | .00 | 309,025.15 | 192,630.85 | 61.60 |
| Books and Supplies | | | | | | | |
| 4300 | Materials and Supplies | 25,500.00 | 26,020.00 | 2,343.66 | 11,593.94 | 12,082.40 | 44.56 |
| 4310 | Fuel | 3,000.00 | 3,000.00 | 83.22 | 1,736.21 | 1,180.57 | 57.87 |
| 4400 | Non-Capitalized Equipment | 10,000.00 | 10,000.00 | | 3,211.07 | 6,788.93 | 32.11 |
| Total Books and Supplies | | 38,500.00 | 39,020.00 | 2,426.88 | 16,541.22 | 20,051.90 | 42.39 |
| Services and Other Operating Expenditures | | | | | | | |
| 5200 | Travel and Conferences | 3,000.00 | 3,000.00 | | 554.66 | 2,445.34 | 18.49 |

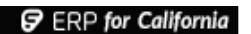
Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 800, Starting Period = 1, Ending Account Period = 7, Stmt Option? = R, Zero Amounts? = N, SACS? = N, Restricted? = Y)

Fiscal13a

Financial Statement

| Fund 010 - General Fund | | Fiscal Year 2023/24 Through January 2024 | | | | | |
|--|--------------------------------|--|---------------------|------------------|---------------------|-------------------|--------------|
| Object | Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Balance | % Used |
| Expenditure Detail (continued) | | | | | | | |
| Services and Other Operating Expenditures (continued) | | | | | | | |
| 5220 | Travel and Conference | 15,000.00 | 15,000.00 | 1,100.00 | 6,818.73 | 7,081.27 | 45.46 |
| 5300 | Dues and Memberships | 7,500.00 | 7,500.00 | | 7,238.35 | 261.65 | 96.51 |
| 5450 | Other Insurance | 6,000.00 | 10,240.00 | | 10,240.00 | | 100.00 |
| 5600 | Rentals,Leases,Repairs & Nonca | 37,535.00 | 37,535.00 | 4,842.55 | 31,075.38 | 1,617.07 | 82.79 |
| 5800 | Professnl/Consult Serv & Opera | 55,400.00 | 55,400.00 | 6,052.62 | 43,981.37 | 5,366.01 | 79.39 |
| 5801 | Audit | 8,505.00 | 10,500.00 | 9,334.50 | 5,418.00 | 4,252.50- | 51.60 |
| 5804 | Employment Fees | 500.00 | 500.00 | | | 500.00 | |
| 5899 | Legal Fees | 2,500.00 | 2,500.00 | | | 2,500.00 | |
| 5901 | Phone Services | 8,875.00 | 8,875.00 | 362.14 | 994.32 | 7,518.54 | 11.20 |
| 5903 | Postage | 8,000.00 | 8,000.00 | 1,175.63 | 4,619.47 | 2,204.90 | 57.74 |
| Total Services and Other Operating Expenditures | | 152,815.00 | 159,050.00 | 22,867.44 | 110,940.28 | 25,242.28 | 69.75 |
| Total Year To Date Expenditures | | 2,185,783.00 | 2,211,345.00 | 25,294.32 | 1,316,137.72 | 869,912.96 | 59.52 |

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 800, Starting Period = 1, Ending Account Period = 7, Stmt Option? = R, Zero Amounts? = N, SACS? = N, Restricted? = Y)

 ERP for California

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**800 - Ventura County Schools Business Services
Authority**


Generated for Letty Olmos (800LOLMOS), Feb 12 2024 7:58AM

Fiscal13a

Financial Statement

| Fund 010 - General Fund | | | Fiscal Year 2023/24 Through January 2024 | | | |
|--|----------------|----------------|--|--------------|----------------|-------------|
| Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Budget Balance | % of Budget |
| Revenues, Expenditures, and Changes in Fund Balance | | | | | | |
| A. Revenues | 2,412,474.00 | 2,648,536.00 | | 735,006.46 | 1,913,529.54 | 27.75 |
| B. Expenditures | 2,185,783.00 | 2,211,345.00 | 25,294.32 | 1,316,137.72 | 869,912.96 | 59.52 |
| C. Subtotal (Revenue LESS Expense) | 226,691.00 | 437,191.00 | | 581,131.26- | 1,043,616.58 | |
| D. Other Financing Sources and Uses | | | | | | |
| Sources | | | | | | |
| LESS Uses | | | | | | |
| E. Net Change in Fund Balance | 226,691.00 | 437,191.00 | | 581,131.26- | 1,043,616.58 | |
| F. Fund Balance: | | | | | | |
| Beginning Balance (9791) | 2,401,285.00 | 2,550,565.00 | | 2,550,565.23 | | |
| Audit Adjustments (9793) | | | | | | |
| Other Restatements (9795) | | | | | | |
| Adjusted Beginning Balance | 2,401,285.00 | 2,550,565.00 | | 2,550,565.23 | | |
| G. Calculated Ending Balance | 2,627,976.00 | 2,987,756.00 | | 1,969,433.97 | | |
| *Components of Ending Fund Balance | | | | | | |
| Legally Restricted (9740) | | | | | | |
| Other Designations (9780) | | | | | | |
| Undesig/Unapprop (9790) | 2,627,976.00 | 2,987,756.00 | | | | |
| Other | | | | 25,294.32 | | |

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 800, Starting Period = 1, Ending Account Period = 7, Stmt Option? = R,
Zero Amounts? = N, SACS? = N, Restricted? = Y)

 ERP for California

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800 - Ventura County Schools Business Services
Authority

Generated for Letty Olmos (800LOLMOS), Feb 12 2024 7:58AM

| Fund 401 - Special Reserve Capital Outlay | | | | Fiscal Year 2023/24 Through January 2024 | | |
|---|-------------|----------------|----------------|--|---------------|--------------|
| Object | Description | Adopted Budget | Revised Budget | Revenue | Balance | % Rcvd |
| Revenue Detail | | | | | | |
| Other Local Revenue | | | | | | |
| 8660 | Interest | 650.00 | 650.00 | 169.10 | 480.90 | 26.02 |
| Total Other Local Revenue | | 650.00 | 650.00 | 169.10 | 480.90 | 26.02 |
| Total Year To Date Revenues | | 650.00 | 650.00 | 169.10 | 480.90 | 26.02 |

| Fund 401 - Special Reserve Capital Outlay | | | Fiscal Year 2023/24 Through January 2024 | | | |
|--|----------------|----------------|--|-----------|----------------|-------------|
| Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Budget Balance | % of Budget |
| Revenues, Expenditures, and Changes in Fund Balance | | | | | | |
| A. Revenues | 650.00 | 650.00 | | 169.10 | 480.90 | 26.02 |
| B. Expenditures | | | | | | |
| C. Subtotal (Revenue LESS Expense) | 650.00 | 650.00 | | 169.10 | 480.90 | |
| D. Other Financing Sources and Uses | | | | | | |
| Sources | | | | | | |
| LESS Uses | | | | | | |
| E. Net Change in Fund Balance | 650.00 | 650.00 | | 169.10 | 480.90 | |
| F. Fund Balance: | | | | | | |
| Beginning Balance (9791) | 37,280.00 | 37,751.00 | | 37,750.75 | | |
| Audit Adjustments (9793) | | | | | | |
| Other Restatements (9795) | | | | | | |
| Adjusted Beginning Balance | 37,280.00 | 37,751.00 | | 37,750.75 | | |
| G. Calculated Ending Balance | 37,930.00 | 38,401.00 | | 37,919.85 | | |
| *Components of Ending Fund Balance | | | | | | |
| Legally Restricted (9740) | | | | | | |
| Other Designations (9780) | | | | | | |
| Undesig/Unapprop (9790) | 37,930.00 | 38,401.00 | | | | |
| Other | | | | | | |

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 800, Starting Period = 1, Ending Account Period = 7, Stmt Option? = R, Zero Amounts? = N, SACS? = N, Restricted? = Y)

| Fund 010 - General Fund | | | | Fiscal Year 2023/24 Through February 2024 | | |
|------------------------------------|--------------------------------|---------------------|---------------------|---|---------------------|--------------|
| Object | Description | Adopted Budget | Revised Budget | Revenue | Balance | % Rcvd |
| Revenue Detail | | | | | | |
| Other Local Revenue | | | | | | |
| 8660 | Interest | 20,000.00 | 61,466.00 | 17,571.57 | 43,894.43 | 28.59 |
| 8677 | Interagency Services Between L | 2,390,474.00 | 2,659,719.00 | 725,930.53 | 1,933,788.47 | 27.29 |
| 8699 | All Other Local Revenue | 2,000.00 | 6,086.00 | 283.52 | 5,802.48 | 4.66 |
| Total Other Local Revenue | | 2,412,474.00 | 2,727,271.00 | 743,785.62 | 1,983,485.38 | 27.27 |
| Total Year To Date Revenues | | 2,412,474.00 | 2,727,271.00 | 743,785.62 | 1,983,485.38 | 27.27 |

| Object | Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Balance | % Used |
|--|--------------------------------|---------------------|---------------------|-----------------|---------------------|-------------------|--------------|
| Expenditure Detail | | | | | | | |
| Classified Salaries | | | | | | | |
| 2300 | Class Supervisors & Administra | 603,631.00 | 947,032.00 | | 627,828.47 | 319,203.53 | 66.29 |
| 2310 | Substitute - Mgmt | 43,506.00 | 50,000.00 | | 32,538.87 | 17,461.13 | 65.08 |
| 2400 | Clerical and Office Salaries | 808,783.00 | 506,081.00 | | 338,936.61 | 167,144.39 | 66.97 |
| 2410 | Substitute | 5,000.00 | 5,000.00 | | | 5,000.00 | |
| 2450 | Clerical and Office OverTime | 10,000.00 | 10,000.00 | | 3,713.08 | 6,286.92 | 37.13 |
| Total Classified Salaries | | 1,470,920.00 | 1,518,113.00 | .00 | 1,003,017.03 | 515,095.97 | 66.07 |
| Employee Benefits | | | | | | | |
| 3202 | PERS, classified positions | 249,880.00 | 254,022.00 | | 193,322.40 | 60,699.60 | 76.10 |
| 3301 | OASDI/Medicare/Alternative, ce | 17.00 | 17.00 | | 11.60 | 5.40 | 68.24 |
| 3302 | OASDI/Medicare/Alternative, cl | 21,254.00 | 21,292.00 | | 14,106.26 | 7,185.74 | 66.25 |
| 3402 | Health & Welfare Benefits, cla | 224,163.00 | 197,691.00 | | 119,375.52 | 78,315.48 | 60.38 |
| 3501 | SUI, certificated positions | 1.00 | 1.00 | | .40 | .60 | 40.00 |
| 3502 | SUI, classified positions | 733.00 | 734.00 | | 486.30 | 247.70 | 66.25 |
| 3601 | Work Comp Ins, certificated po | 22.00 | 22.00 | | 14.48 | 7.52 | 65.82 |
| 3602 | Work Comp Ins, classified posi | 26,623.00 | 27,478.00 | | 18,154.51 | 9,323.49 | 66.07 |
| 3902 | Other Benefits, classified pos | 855.00 | 941.00 | | 598.50 | 342.50 | 63.60 |
| Total Employee Benefits | | 523,548.00 | 502,198.00 | .00 | 346,069.97 | 156,128.03 | 68.91 |
| Books and Supplies | | | | | | | |
| 4300 | Materials and Supplies | 25,500.00 | 26,078.00 | 2,278.94 | 12,903.62 | 10,895.44 | 49.48 |
| 4310 | Fuel | 3,000.00 | 3,500.00 | 89.26 | 1,908.74 | 1,502.00 | 54.54 |
| 4400 | Non-Capitalized Equipment | 10,000.00 | 23,000.00 | | 3,211.07 | 19,788.93 | 13.96 |
| Total Books and Supplies | | 38,500.00 | 52,578.00 | 2,368.20 | 18,023.43 | 32,186.37 | 34.28 |
| Services and Other Operating Expenditures | | | | | | | |
| 5200 | Travel and Conferences | 3,000.00 | 3,000.00 | | 1,301.57 | 1,698.43 | 43.39 |

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 800, Starting Period = 1, Ending Account Period = 8, Stmt Option? = R, Zero Amounts? = N, SACS? = N, Restricted? = Y)


| Fund 010 - General Fund | | Fiscal Year 2023/24 Through February 2024 | | | | | |
|--|--------------------------------|---|---------------------|------------------|---------------------|-------------------|--------------|
| Object | Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Balance | % Used |
| Expenditure Detail (continued) | | | | | | | |
| Services and Other Operating Expenditures (continued) | | | | | | | |
| 5220 | Travel and Conference | 15,000.00 | 20,000.00 | 2,400.00 | 10,370.40 | 7,229.60 | 51.85 |
| 5300 | Dues and Memberships | 7,500.00 | 7,500.00 | | 7,238.35 | 261.65 | 96.51 |
| 5450 | Other Insurance | 6,000.00 | 10,240.00 | | 10,240.00 | | 100.00 |
| 5600 | Rentals,Leases,Repairs & Nonca | 37,535.00 | 39,035.00 | 2,388.49 | 33,529.44 | 3,117.07 | 85.90 |
| 5800 | Professnl/Consult Serv & Opera | 55,400.00 | 80,400.00 | 6,338.15 | 45,102.47 | 28,959.38 | 56.10 |
| 5801 | Audit | 8,505.00 | 10,500.00 | 8,505.00 | 6,478.50 | 4,483.50- | 61.70 |
| 5804 | Employment Fees | 500.00 | 500.00 | 70.00 | | 430.00 | |
| 5899 | Legal Fees | 2,500.00 | 2,500.00 | | | 2,500.00 | |
| 5901 | Phone Services | 8,875.00 | 8,875.00 | 265.10 | 1,191.36 | 7,418.54 | 13.42 |
| 5903 | Postage | 8,000.00 | 8,000.00 | 1,175.63 | 4,667.02 | 2,157.35 | 58.34 |
| Total Services and Other Operating Expenditures | | 152,815.00 | 190,550.00 | 21,142.37 | 120,119.11 | 49,288.52 | 63.04 |
| Total Year To Date Expenditures | | 2,185,783.00 | 2,263,439.00 | 23,510.57 | 1,487,229.54 | 752,698.89 | 65.71 |

Fiscal13a

Financial Statement

| Fund 010 - General Fund | | Fiscal Year 2023/24 Through February 2024 | | | | |
|--|----------------|---|-------------|--------------|----------------|-------------|
| Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Budget Balance | % of Budget |
| Revenues, Expenditures, and Changes in Fund Balance | | | | | | |
| A. Revenues | 2,412,474.00 | 2,727,271.00 | | 743,785.62 | 1,983,485.38 | 27.27 |
| B. Expenditures | 2,185,783.00 | 2,263,439.00 | 23,510.57 | 1,487,229.54 | 752,698.89 | 65.71 |
| C. Subtotal (Revenue LESS Expense) | 226,691.00 | 463,832.00 | | 743,443.92- | 1,230,786.49 | |
| D. Other Financing Sources and Uses | | | | | | |
| Sources | | | | | | |
| LESS Uses | | | | | | |
| E. Net Change in Fund Balance | 226,691.00 | 463,832.00 | | 743,443.92- | 1,230,786.49 | |
| F. Fund Balance: | | | | | | |
| Beginning Balance (9791) | 2,401,285.00 | 2,550,565.00 | | 2,550,565.23 | | |
| Audit Adjustments (9793) | | | | | | |
| Other Restatements (9795) | | | | | | |
| Adjusted Beginning Balance | 2,401,285.00 | 2,550,565.00 | | 2,550,565.23 | | |
| G. Calculated Ending Balance | 2,627,976.00 | 3,014,397.00 | | 1,807,121.31 | | |
| *Components of Ending Fund Balance | | | | | | |
| Legally Restricted (9740) | | | | | | |
| Other Designations (9780) | | | | | | |
| Undesig/Unapprop (9790) | 2,627,976.00 | 3,014,397.00 | | | | |
| Other | | | | 23,510.57 | | |

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 800, Starting Period = 1, Ending Account Period = 8, Stmt Option? = R,
Zero Amounts? = N, SACS? = N, Restricted? = Y)

 ERP for California

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800 - Ventura County Schools Business Services
Authority

Generated for Letty Olmos (800LOLMOS), Mar 1 2024 2:26PM

| Fund 401 - Special Reserve Capital Outlay | | | | Fiscal Year 2023/24 Through February 2024 | | |
|---|-------------|----------------|-----------------|---|---------------|--------------|
| Object | Description | Adopted Budget | Revised Budget | Revenue | Balance | % Rcvd |
| Revenue Detail | | | | | | |
| Other Local Revenue | | | | | | |
| 8660 | Interest | 650.00 | 1,015.00 | 338.20 | 676.80 | 33.32 |
| Total Other Local Revenue | | 650.00 | 1,015.00 | 338.20 | 676.80 | 33.32 |
| Total Year To Date Revenues | | 650.00 | 1,015.00 | 338.20 | 676.80 | 33.32 |

| Fund 401 - Special Reserve Capital Outlay | | | Fiscal Year 2023/24 Through February 2024 | | | |
|--|----------------|----------------|---|-----------|----------------|-------------|
| Description | Adopted Budget | Revised Budget | Encumbrance | Actual | Budget Balance | % of Budget |
| Revenues, Expenditures, and Changes in Fund Balance | | | | | | |
| A. Revenues | 650.00 | 1,015.00 | | 338.20 | 676.80 | 33.32 |
| B. Expenditures | | | | | | |
| C. Subtotal (Revenue LESS Expense) | 650.00 | 1,015.00 | | 338.20 | 676.80 | |
| D. Other Financing Sources and Uses | | | | | | |
| Sources | | | | | | |
| LESS Uses | | | | | | |
| E. Net Change in Fund Balance | 650.00 | 1,015.00 | | 338.20 | 676.80 | |
| F. Fund Balance: | | | | | | |
| Beginning Balance (9791) | 37,280.00 | 37,751.00 | | 37,750.75 | | |
| Audit Adjustments (9793) | | | | | | |
| Other Restatements (9795) | | | | | | |
| Adjusted Beginning Balance | 37,280.00 | 37,751.00 | | 37,750.75 | | |
| G. Calculated Ending Balance | 37,930.00 | 38,766.00 | | 38,088.95 | | |
| *Components of Ending Fund Balance | | | | | | |
| Legally Restricted (9740) | | | | | | |
| Other Designations (9780) | | | | | | |
| Undesig/Unapprop (9790) | 37,930.00 | 38,766.00 | | | | |
| Other | | | | | | |

Checks Dated 12/01/2023 through 02/29/2024

| Check Number | Check Date | Pay to the Order of | Fund-Object | Expensed Amount | Check Amount |
|--------------|------------|-------------------------------|-------------|-----------------|--------------|
| 5080803095 | 12/01/2023 | CliftonLarsonAllen LLP | 010-5801 | | 2,100.00 |
| 5080803096 | 12/01/2023 | VERIZON WIRELESS | 010-4300 | 3.49 | |
| | | | 010-5901 | 48.52 | 52.01 |
| 5080803097 | 12/07/2023 | CliftonLarsonAllen LLP | 010-5801 | | 829.50 |
| 5080803098 | 12/08/2023 | AMAZON CAPITAL SERVICES | 010-4300 | | 194.30 |
| 5080803099 | 12/13/2023 | AMAZON CAPITAL SERVICES | 010-4300 | | 189.22 |
| 5080803100 | 12/13/2023 | ATKINSON, ANDELSON, et al | 010-5220 | | 89.00 |
| 5080803101 | 12/13/2023 | CORODATA | 010-5800 | | 629.43 |
| 5080803102 | 12/13/2023 | U.S. BANK | 010-4300 | 1,668.80 | |
| | | | 010-4310 | 103.35 | 1,772.15 |
| 5080803103 | 12/14/2023 | DE LAGE LANDEN FINANCIAL SERV | 010-5600 | | 327.16 |
| 5080803104 | 12/18/2023 | U.S. POSTAL SERVICE (CMRS-FP) | 010-5903 | | 2,000.00 |
| 5080803105 | 12/18/2023 | AMAZON CAPITAL SERVICES | 010-4300 | | 76.11 |
| 5080803106 | 12/18/2023 | ODP BUSINESS SOLUTIONS LLC | 010-4300 | | 580.69 |
| 5080803107 | 12/20/2023 | AMAZON CAPITAL SERVICES | 010-4300 | | 152.57 |
| 5080803108 | 12/20/2023 | CAMARILLO SELF-STORAGE | 010-5600 | | 278.00 |
| 5080803109 | 01/10/2024 | CA CHARTER SCHOOLS CONF REG | 010-5220 | | 1,250.00 |
| 5080803110 | 01/10/2024 | COLBI TECHNOLOGIES, INC | 010-5800 | | 1,610.00 |
| 5080803111 | 01/10/2024 | FRANCOTYP-POSTALIA, INC | 010-5903 | | 174.79 |
| 5080803112 | 01/10/2024 | ODP BUSINESS SOLUTIONS LLC | 010-4300 | | 418.23 |
| 5080803113 | 01/10/2024 | SHRED-IT, c/o STERICYCLE, INC | 010-5800 | | 129.91 |
| 5080803114 | 01/11/2024 | VERIZON WIRELESS | 010-4300 | 3.49 | |
| | | | 010-5901 | 48.52 | 52.01 |
| 5080803115 | 01/17/2024 | AMAZON CAPITAL SERVICES | 010-4300 | | 263.78 |
| 5080803116 | 01/17/2024 | CORODATA | 010-5800 | | 66.20 |
| 5080803117 | 01/17/2024 | U.S. BANK | 010-4300 | 848.55 | |
| | | | 010-4310 | 197.87 | 1,046.42 |
| 5080803118 | 01/18/2024 | DE LAGE LANDEN FINANCIAL SERV | 010-5600 | | 311.58 |
| 5080803119 | 02/01/2024 | VERIZON WIRELESS | 010-4300 | 3.50 | |
| | | | 010-5901 | 48.52 | 52.02 |
| 5080803120 | 02/01/2024 | AMAZON CAPITAL SERVICES | 010-4300 | | 25.75 |
| 5080803121 | 02/01/2024 | CAMARILLO SELF-STORAGE | 010-5600 | | 278.00 |
| 5080803122 | 02/01/2024 | COLBI TECHNOLOGIES, INC | 010-5800 | | 805.00 |
| 5080803123 | 02/15/2024 | DE LAGE LANDEN FINANCIAL SERV | 010-5600 | | 311.58 |
| 5080803124 | 02/20/2024 | U.S. BANK | 010-4300 | 887.75 | |
| | | | 010-4310 | 172.53 | |
| | | | 010-5220 | 3,533.28 | |
| | | | 010-5800 | 119.99 | |
| | | | 010-5903 | 47.55 | 4,761.10 |
| 5080803125 | 02/21/2024 | CORODATA | 010-5800 | | 66.20 |
| 5080803126 | 02/21/2024 | ODP BUSINESS SOLUTIONS LLC | 010-4300 | | 107.85 |
| 5080803127 | 02/21/2024 | SHRED-IT, c/o STERICYCLE, INC | 010-5800 | | 129.91 |
| 5080803128 | 02/22/2024 | AMAZON CAPITAL SERVICES | 010-4300 | | 223.27 |
| 5080803129 | 02/22/2024 | CAMARILLO SELF-STORAGE | 010-5600 | | 278.00 |
| 5080803130 | 02/22/2024 | DOCUMENT SYSTEMS | 010-5600 | | 1,586.48 |
| 5080803131 | 02/29/2024 | CliftonLarsonAllen LLP | 010-5801 | | 1,060.50 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.



Page 1 of 2

800 - Ventura County Schools Business Services
Authority

Generated for Letty Olmos (800LOLMOS), Mar 1 2024 2:27PM

Checks Dated 12/01/2023 through 02/29/2024

| Check Number | Check Date | Pay to the Order of | Fund-Object | Expensed Amount | Check Amount |
|--------------|------------|-------------------------------|-------------------------------|-----------------|-------------------|
| 5080803132 | 02/29/2024 | VERIZON WIRELESS | 010-4300 | 3.50 | |
| | | | 010-5901 | 48.52 | 52.02 |
| VCH800000013 | 12/01/2023 | TAX DEFERRED SERVICES | 010-9539 | | 9,200.00 |
| VCH800000014 | 12/15/2023 | Olmos, Leticia | 010-4300 | | 14.99 |
| VCH800000015 | 12/22/2023 | SELF-INSURED SCHOOLS OF CALIF | 010-9534 | 19,855.00 | |
| | | | 010-9537 | 3,530.10 | |
| | | | 010-9539 | 200.25 | 23,585.35 |
| VCH800000016 | 12/22/2023 | TAX DEFERRED SERVICES | 010-9539 | | 9,200.00 |
| VCH800000017 | 01/12/2024 | SELF-INSURED SCHOOLS OF CALIF | 010-9534 | 19,855.00 | |
| | | | 010-9537 | 3,530.10 | |
| | | | 010-9539 | 200.25 | 23,585.35 |
| VCH800000018 | 02/02/2024 | TAX DEFERRED SERVICES | 010-9539 | | 9,200.00 |
| VCH800000019 | 02/02/2024 | Martinez, Benny R | 010-5200 | | 104.80 |
| VCH800000020 | 02/02/2024 | Rhode, Isabelle | 010-5200 | | 159.69 |
| VCH800000021 | 02/09/2024 | Calasin, Rudolph M | 010-5200 | 383.26 | |
| | | | 010-5220 | 18.39 | 401.65 |
| VCH800000022 | 02/09/2024 | Rhode, Isabelle | 010-4300 | | 58.06 |
| VCH800000023 | 02/23/2024 | SELF-INSURED SCHOOLS OF CALIF | 010-9534 | 19,855.00 | |
| | | | 010-9537 | 3,530.10 | |
| | | | 010-9539 | 228.75 | 23,613.85 |
| VCH800000024 | 02/23/2024 | Duarte, Leticia J | 010-5200 | | 99.16 |
| | | | Total Number of Checks | 50 | 123,553.64 |

Fund Recap

| Fund | Description | Check Count | Expensed Amount |
|------|---------------------------|-------------|-------------------|
| 010 | General Fund | 50 | 123,553.64 |
| | Total Number of Checks | 50 | 123,553.64 |
| | Less Unpaid Tax Liability | | .00 |
| | Net (Check Amount) | | 123,553.64 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.



Page 2 of 2

800 - Ventura County Schools Business Services
Authority

Generated for Letty Olmos (800LOLMOS), Mar 1 2024 2:27PM

Includes Purchase Orders dated 12/01/2023 - 02/29/2024

| PO Number | Vendor Name | Order Location | Object Description | Resource Description | Account Amount |
|---------------------|-------------------------------|----------------|--------------------|----------------------|----------------|
| P8024-00040 | CA CHARTER SCHOOLS CONF REG | BUSINESS SER | Conference | Unrestrict | 1,250.00 |
| P8024-00041 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 76.07 |
| P8024-00042 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 118.23 |
| P8024-00043 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 20.13 |
| P8024-00044 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 169.09 |
| P8024-00045 | ATKINSON, ANDELSON, et al | BUSINESS SER | Conference | Unrestrict | 89.00 |
| P8024-00046 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 76.11 |
| P8024-00047 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 78.09 |
| P8024-00048 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 74.48 |
| P8024-00049 | COLBI TECHNOLOGIES, INC | BUSINESS SER | Prof Svc | Unrestrict | 1,610.00 |
| P8024-00050 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 155.81 |
| P8024-00051 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 107.97 |
| P8024-00052 | COLBI TECHNOLOGIES, INC | BUSINESS SER | Prof Svc | Unrestrict | 805.00 |
| P8024-00053 | CUSTOM PRINTING | BUSINESS SER | Prof Svc | Unrestrict | 4,037.00 |
| P8024-00054 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 19.34 |
| P8024-00055 | SCHOOL SERVICES OF CALIF, INC | BUSINESS SER | Conference | Unrestrict | 825.00 |
| P8024-00056 | SCHOOL SERVICES OF CALIF, INC | BUSINESS SER | Conference | Unrestrict | 275.00 |
| P8024-00057 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 6.41 |
| P8024-00058 | VTA CNTY OFFICE OF EDUCATION | BUSINESS SER | EmployFees | Unrestrict | 70.00 |
| P8024-00059 | AMAZON CAPITAL SERVICES | BUSINESS SER | Mat'ls/Sup | Unrestrict | 223.27 |
| P8024-00060 | BKM OFFICE ENVIRONMENTS | BUSINESS SER | Prof Svc | Unrestrict | 1,340.43 |
| P8024-00061 | SCHOOL SERVICES OF CALIF, INC | BUSINESS SER | Conference | Unrestrict | 1,300.00 |
| Total Number of POs | | | 22 | Total | 12,726.43 |

Fund Recap

| Fund | Description | PO Count | Amount |
|------|--------------|----------|-----------|
| 010 | General Fund | 22 | 12,726.43 |

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.



5100 Adolfo Road
Camarillo, CA 93012
805.383.1974
www.vcsbsa.org

BOARD AGENDA ITEM

To: VCSBSA Board of Directors
From: Tami Peterson, Chief Business Official
Date: March 14, 2024
Re: **CLASSIFIED PERSONNEL REPORT**

DESCRIPTION/DETAILS:

Chief Business Official recommends the Board approve the following personnel actions as presented:

Employee Personnel Action:

| Employee | Action | Salary Schedule | Effective Date |
|----------------|--|-----------------|----------------|
| Lorraine Lory | Ratification of removal from Clerical Assistant Sub position | | 01/31/2024 |
| Miquela Moreno | Ratification of removal from Clerical/Office/Accounting Assistant Sub Position | | 01/31/2024 |

ITEM PROPOSED FOR: Approval

VCSBSA
CLASSIFIED ADD-ON
Position Authorization Request Form (PAR)



District/Charter: VCSBSA -800 

1. Employee Name: Lorraine Lory
2. Board Action: ☐ Add ☐ Change ☒ Delete
3. Type of Add-On: ☐ Additional Duty ☒ Substitute
4. Other: _____

Add-On: Use for additional duty separate from position

1. Add-On Description Clerical Assistant Sub
(Board approved extra duty description)
2. Add-On Effective Date: _____ Ending Date: 01/31/2024
3. Salary Schedule: _____ Monthly/Daily/ Hourly Rate: _____
4. Budget Amount: \$ _____
5. Add-On Payroll Terms: ☐ Monthly ☐ Daily ☐ Hourly
6. Funding Accounts: _____
7. Comments/LCAP Goal/Action: _____

Superintendent /Director's Signature: 

Date: 1/30/2024

Date of Board Approval: 01/23/2024

Rev 10/21

VCSBSA
CLASSIFIED ADD-ON
Position Authorization Request Form (PAR)



District/Charter: VCSBSA -800 

1. Employee Name: Miquela Moreno
2. Board Action: ☐ Add ☐ Change ☒ Delete
3. Type of Add-On: ☐ Additional Duty ☒ Substitute
4. Other: _____

Add-On: Use for additional duty separate from position

1. Add-On Description Clerical/Office/Accounting Assistant Sub
(Board approved extra duty description)
2. Add-On Effective Date: _____ Ending Date: 01/31/2024
3. Salary Schedule: _____ Monthly/Daily/ Hourly Rate: _____
4. Budget Amount: \$ _____
5. Add-On Payroll Terms: ☐ Monthly ☐ Daily ☐ Hourly
6. Funding Accounts: _____
7. Comments/LCAP Goal/Action: _____

Superintendent /Director's Signature: 

Date: 1/30/2024

Date of Board Approval: 01/23/2024

Rev 10/21



Fiscal solutions through collaboration,
innovation, and communication

Second Interim 2023-24

| VCSBSA | | | |
|--|--------------------------|------------------------------|------------------------------|
| REVENUES & TRANSFERS IN DETAIL: GENERAL FUND | | | |
| Description | 2023/24 MYP Budget | 2024/25 MYP Projection | 2025/26 MYP Projection |
| Interest Earnings: | | | |
| Interest | \$ 61,466 | \$ 61,466 | \$ 61,466 |
| Total Interest Earnings | \$ 61,466 | \$ 61,466 | \$ 61,466 |
| INTERAGENCY FEES: | | | |
| Interagency Member Fees: | | | |
| Briggs | 110,307 | 110,307 | 110,307 |
| Mesa | 123,087 | 123,087 | 123,087 |
| Mupu | 32,400 | 32,400 | 32,400 |
| Santa Clara | 32,400 | 32,400 | 32,400 |
| Somis | 46,600 | 46,600 | 46,600 |
| Total Interagency Member Fees | \$ 344,794 | \$ 344,794 | \$ 344,794 |
| Interagency Charter Fees: | | | |
| ACE | 252,177 | 242,549 | 246,181 |
| Bridges | 333,338 | 327,424 | 335,950 |
| MATES | 365,410 | 361,803 | 362,210 |
| Peak Prep | 432,755 | 407,492 | 420,143 |
| River Oaks | 364,720 | 312,444 | 321,611 |
| Valley Oak Charter | 40,844 | 43,634 | 44,442 |
| Ventura Charter | 390,681 | 365,199 | 371,381 |
| Total Interagency Charter Fees: | \$ 2,179,925 | \$ 2,060,545 | \$ 2,101,918 |
| TOTAL INTERAGENCY FEES | \$ 2,524,719 | \$ 2,405,339 | \$ 2,446,712 |
| Other Local Sources: | | | |
| Maintenance/Transportation | 135,000 | 135,000 | 135,000 |
| VCSSFA Dividends (Workers' Compensation) | - | - | - |
| Safety Credits | 1,586 | - | - |
| Cost Containment | 4,500 | 2,000 | 2,000 |
| Total Other Local Sources: | \$ 141,086 | \$ 137,000 | \$ 137,000 |
| TOTAL REVENUES | \$ 2,727,271 | \$ 2,603,805 | \$ 2,645,178 |
| Transfers In | \$ - | \$ - | \$ - |
| TOTAL REVENUES AND TRANSFERS IN | \$ 2,727,271 | \$ 2,603,805 | \$ 2,645,178 |

| VCSBSA | | | | | |
|---|---|---|--------------------------|------------------------------|------------------------------|
| EXPENDITURES/TRANSFERS OUT DETAIL: GENERAL FUND | | | | | |
| Object | Description | Comments (Budget) | 2023/24 MYP Budget | 2024-25 MYP Projection | 2025-26 MYP Projection |
| | Classified Salaries | | | | |
| 2300 | Class Supervisor & Admin | 1 fte CBO, 2 fte Director, Budget Manager, Payroll Manager, Fiscal Services Manager, Substitute Hours | \$ 997,032 | \$ 1,046,884 | \$ 1,099,228 |
| 2400 | Clerical and Office | 4 fte Accountant, 1 fte Info Coordinator, 1 Acct. Asst. III, Substitute, Overtime | \$ 521,081 | \$ 536,713 | \$ 552,815 |
| | Total Classified Salaries | | \$ 1,518,113 | \$ 1,583,597 | \$ 1,652,043 |
| | Benefits | | | | |
| 3200 | PERS (Retirement) | | \$ 254,022 | \$ 297,950 | \$ 306,505 |
| 3300 | OASDI/Medicare | 1.45% Medicare | \$ 21,309 | \$ 22,962 | \$ 23,955 |
| 3400 | Health and Welfare | Transition to Tiered Cap in 2016-17 | \$ 197,691 | \$ 207,576 | \$ 217,954 |
| 3500 | State Unemployment Insurance | MYP .05% | \$ 735 | \$ 792 | \$ 826 |
| 3600 | Workers' Compensation | | \$ 27,500 | \$ 28,663 | \$ 29,902 |
| 3900 | Other Benefits | Life Insurance | \$ 941 | \$ 960 | \$ 979 |
| | Total Benefits | | \$ 502,198 | \$ 558,902 | \$ 580,121 |
| | Total Salaries and Benefits | | \$ 2,020,311 | \$ 2,142,499 | \$ 2,232,164 |
| | Books and Supplies | | | | |
| 4300 | Materials and Supplies | Unrestricted Supplies | \$ 26,008 | \$ 27,308 | \$ 28,673 |
| 4300 | Materials and Supplies | Safety Credits | \$ - | \$ - | \$ - |
| 4300 | Materials and Supplies | Cost Containment | \$ 70 | \$ - | \$ - |
| 4310 | Fuel | | \$ 3,500 | \$ 3,675 | \$ 3,859 |
| 4400 | Noncapitalized Equipment | Safety Credits | \$ - | \$ - | \$ - |
| 4400 | Noncapitalized Equipment | Cost Containment | \$ - | \$ - | \$ - |
| 4400 | Noncapitalized Equipment | | \$ 23,000 | \$ 15,000 | \$ 15,750 |
| | Total Books and Supplies | | \$ 52,578 | \$ 45,983 | \$ 48,282 |
| | Other Services and Operating | | | | |
| 5200 | Travel and Conference | Mileage/Staff Development | \$ 23,000 | \$ 24,150 | \$ 25,358 |
| | Total Travel and Conference | | \$ 23,000 | \$ 24,150 | \$ 25,358 |
| 5300 | Dues and Memberships | CASBO/SSDA | \$ 7,500 | \$ 7,875 | \$ 8,269 |
| | Total Dues and Memberships | | \$ 7,500 | \$ 7,875 | \$ 8,269 |
| 5450 | Other Insurance | Liability and Property | \$ 10,240 | \$ 12,288 | \$ 12,902 |
| | Total Insurance | | \$ 10,240 | \$ 12,288 | \$ 12,902 |
| 5600 | Copier Lease | Copier | \$ 11,000 | \$ 11,550 | \$ 12,128 |
| 5600 | Facilities Lease | | \$ 28,035 | \$ 29,437 | \$ 30,909 |
| | Total Leases, Rentals and Repairs | | \$ 39,035 | \$ 40,987 | \$ 43,037 |
| 5800 | Professional Services | Miscellaneous | \$ 80,400 | \$ 61,420 | \$ 64,491 |
| 5801 | Professional Services | Audit | \$ 10,500 | \$ 11,025 | \$ 11,576 |
| 5804 | Professional Services | Employment fees (Fingerprinting) | \$ 500 | \$ 525 | \$ 551 |
| 5899 | Professional Services | Legal | \$ 2,500 | \$ 2,625 | \$ 2,756 |
| | Total Professional Services | | \$ 93,900 | \$ 75,595 | \$ 79,374 |
| 5901 | Communications | Phone | \$ 8,875 | \$ 9,319 | \$ 9,785 |
| 5902 | Communications | Internet | \$ - | \$ - | \$ - |
| 5903 | Communications | Postage | \$ 8,000 | \$ 8,400 | \$ 8,820 |
| | Total Communications | | \$ 16,875 | \$ 17,719 | \$ 18,605 |
| | Total Other Services and Operating | | \$ 190,550 | \$ 178,614 | \$ 187,545 |
| | Capital Outlay | | | | |
| 6400 | Equipment | | \$ - | \$ - | \$ - |
| | Total Capital Outlay | | \$ - | \$ - | \$ - |
| | Other Outgo/Transfers Out | | | | |
| 7612 | Transfer Out | Equipment Replacement | \$ - | \$ - | \$ - |
| | Total Other Outgo | | \$ - | \$ - | \$ - |
| | TOTAL EXPENDITURES/TRANSFERS OUT | | \$ 2,263,439 | \$ 2,367,096 | \$ 2,467,991 |

Second Interim Certification

Second Interim
JPA CERTIFICATION OF INTERIM REPORT
For the Fiscal Year 2023-24

| | |
|--|--|
| <p>NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129, 41023, and 42130)</p> <p>Signed: _____ Date: _____</p> <p style="text-align: center;">JPA Administrator or Designee</p> | |
| <p>NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.</p> <p>To the County Superintendent of Schools:</p> <p style="padding-left: 40px;">This interim report and certification of financial condition are hereby filed by the governing board of the JPA. (Pursuant to EC sections 41023 and 42131)</p> <p>Meeting Date: <u>March 01, 2024</u> Signed: _____</p> <p style="text-align: right;">President of the Governing Board</p> <p>CERTIFICATION OF FINANCIAL CONDITION</p> <p><u> X </u> POSITIVE CERTIFICATION</p> <p style="padding-left: 40px;">As President of the Governing Board of this JPA, I certify that based upon current projections this JPA will meet its financial obligations for the current fiscal year and subsequent two fiscal years.</p> <p><u> </u> QUALIFIED CERTIFICATION</p> <p style="padding-left: 40px;">As President of the Governing Board of this JPA, I certify that based upon current projections this JPA may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.</p> <p><u> </u> NEGATIVE CERTIFICATION</p> <p style="padding-left: 40px;">As President of the Governing Board of this JPA, I certify that based upon current projections this JPA will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.</p> | |
| <p>Contact person for additional information on the interim report:</p> <p>Name: <u>Tami S. Peterson</u> Telephone: <u>(805) 383-1972</u></p> <p>Title: <u>Chief Business Official</u> E-mail: <u>tpeterson@vcoe.org</u></p> | |

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

| CRITERIA AND STANDARDS | | | Met | Not Met |
|------------------------------------|--|--|-----|---------|
| 1 | Average Daily Attendance | This criterion is not checked for JPAs. | n/a | |
| CRITERIA AND STANDARDS (continued) | | | Met | Not Met |
| 2 | Enrollment | This criterion is not checked for JPAs. | n/a | |
| 3 | ADA to Enrollment | This criterion is not checked for JPAs. | n/a | |
| 4 | Local Control Funding Formula (LCFF) Revenue | This criterion is not checked for JPAs. | n/a | |
| 5 | Salaries and Benefits | Projected ratio of total salaries and benefits to total general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years. | X | |
| 6a | Other Revenues | Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since first interim. | X | |
| 6b | Other Expenditures | Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since first interim. | | X |
| 7 | Ongoing and Major Maintenance Account | This criterion is not checked for JPAs. | n/a | |
| 8 | Deficit Spending | Deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years. | X | |
| 9a | Fund Balance | Projected general fund balance will be positive at the end of the current and two subsequent fiscal years. | X | |
| 9b | Cash Balance | Projected general fund cash balance will be positive at the end of the current fiscal year. | X | |
| 10 | Reserves | Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years. | X | |
| SUPPLEMENTAL INFORMATION | | | No | Yes |
| S1 | Contingent Liabilities | Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since first interim that may impact the budget? | X | |
| S2 | Using One-time Revenues to Fund Ongoing Expenditures | Are there ongoing general fund expenditures funded with one-time revenues that have changed since first interim by more than five percent? | X | |

Second Interim
JPA CERTIFICATION OF INTERIM REPORT
For the Fiscal Year 2023-24

| | | | | |
|---|--|---|-----------|------------|
| S3 | Temporary Interfund Borrowings | Are there projected temporary borrowings between funds? | X | |
| S4 | Contingent Revenues | Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)? | X | |
| S5 | Contributions | Have transfers to or from the general fund to cover operating deficits changed since first interim by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years? | X | |
| SUPPLEMENTAL INFORMATION (continued) | | | No | Yes |
| S6 | Long-term Commitments | Does the JPA have long-term (multiyear) commitments or debt agreements? | X | |
| | | • If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2022-23) annual payment? | n/a | |
| | | • If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources? | n/a | |
| S7a | Postemployment Benefits Other than Pensions | Does the JPA provide postemployment benefits other than pensions (OPEB)? | X | |
| | | • If yes, have there been changes since first interim in OPEB liabilities? | n/a | |
| S7b | Other Self-insurance Benefits | Does the JPA operate any self-insurance programs (e.g., workers' compensation)? | X | |
| | | • If yes, have there been changes since first interim in self-insurance liabilities? | n/a | |
| S8 | Status of Labor Agreements | As of second interim projections, are salary and benefit negotiations still unsettled for: | | |
| | | • Certificated? (Section S8A, Line 1b) | n/a | |
| | | • Classified? (Section S8B, Line 1b) | n/a | |
| S9 | Status of Other Funds | Management/supervisor/confidential? (Section S8C, Line 1b) | n/a | |
| | | Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year? | X | |
| ADDITIONAL FISCAL INDICATORS | | | No | Yes |
| A1 | Negative Cash Flow | Do cash flow projections show that the JPA will end the current fiscal year with a negative cash balance in the general fund? | X | |
| A2 | Independent Position Control | Is personnel position control independent from the payroll system? | X | |
| A3 | Declining Enrollment | Is enrollment decreasing in both the prior and current fiscal years? | n/a | |
| A4 | New Charter Schools Impacting JPA's Enrollment | Are any new charter schools operating in JPA boundaries that are impacting the JPA's enrollment, either in the prior or current fiscal years? | n/a | |
| A5 | Salary Increases Exceed COLA | Has the JPA entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment? | X | |
| A6 | Uncapped Health Benefits | Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees? | X | |
| A7 | Independent Financial System | Is the JPA's financial system independent from the county office system? | X | |
| A8 | Fiscal Distress Reports | Does the JPA have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a). | X | |
| A9 | Change of JPA Director or Financial Official | Have there been personnel changes in the JPA director or financial official positions within the last 12 months? | X | |

Fund 010

General Fund

| Description | Resource Codes | Object Codes | Original Budget (A) | Board Approved Operating Budget (B) | Actuals To Date (C) | Projected Year Totals (D) | Difference (Col B & D) (E) | % Diff Column B & D (F) |
|---|----------------|----------------------|---------------------|-------------------------------------|---------------------|---------------------------|----------------------------|-------------------------|
| A. REVENUES | | | | | | | | |
| 1) LCFF Sources | | 8010-8099 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 2) Federal Revenue | | 8100-8299 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 3) Other State Revenue | | 8300-8599 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 4) Other Local Revenue | | 8600-8799 | 2,412,474.00 | 2,648,536.00 | 735,006.46 | 2,727,271.00 | 78,735.00 | 3.0% |
| 5) TOTAL, REVENUES | | | 2,412,474.00 | 2,648,536.00 | 735,006.46 | 2,727,271.00 | | |
| B. EXPENDITURES | | | | | | | | |
| 1) Certificated Salaries | | 1000-1999 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 2) Classified Salaries | | 2000-2999 | 1,470,920.00 | 1,511,619.00 | 879,631.07 | 1,518,113.00 | (6,494.00) | -0.4% |
| 3) Employee Benefits | | 3000-3999 | 523,548.00 | 501,656.00 | 309,025.15 | 502,198.00 | (542.00) | -0.1% |
| 4) Books and Supplies | | 4000-4999 | 38,500.00 | 39,020.00 | 16,541.22 | 52,578.00 | (13,558.00) | -34.7% |
| 5) Services and Other Operating Expenditures | | 5000-5999 | 152,815.00 | 159,050.00 | 110,940.28 | 190,550.00 | (31,500.00) | -19.8% |
| 6) Capital Outlay | | 6000-6999 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 7) Other Outgo (excluding Transfers of Indirect Costs) | | 7100-7299, 7400-7499 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 8) Other Outgo - Transfers of Indirect Costs | | 7300-7399 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 9) TOTAL, EXPENDITURES | | | 2,185,783.00 | 2,211,345.00 | 1,316,137.72 | 2,263,439.00 | | |
| C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9) | | | 226,691.00 | 437,191.00 | (581,131.26) | 463,832.00 | | |
| D. OTHER FINANCING SOURCES/USES | | | | | | | | |
| 1) Interfund Transfers | | | | | | | | |
| a) Transfers In | | 8900-8929 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| b) Transfers Out | | 7600-7629 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 2) Other Sources/Uses | | | | | | | | |
| a) Sources | | 8930-8979 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| b) Uses | | 7630-7699 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 3) Contributions | | 8980-8999 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 4) TOTAL, OTHER FINANCING SOURCES/USES | | | 0.00 | 0.00 | 0.00 | 0.00 | | |
| E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4) | | | 226,691.00 | 437,191.00 | (581,131.26) | 463,832.00 | | |
| F. FUND BALANCE, RESERVES | | | | | | | | |
| 1) Beginning Fund Balance | | | | | | | | |
| a) As of July 1 - Unaudited | | 9791 | 2,401,285.00 | 2,550,565.00 | | 2,550,565.00 | 0.00 | 0.0% |
| b) Audit Adjustments | | 9793 | 0.00 | 0.00 | | 0.00 | 0.00 | 0.0% |
| c) As of July 1 - Audited (F1a + F1b) | | | 2,401,285.00 | 2,550,565.00 | | 2,550,565.00 | | |
| d) Other Restatements | | 9795 | 0.00 | 0.00 | | 0.00 | 0.00 | 0.0% |
| e) Adjusted Beginning Balance (F1c + F1d) | | | 2,401,285.00 | 2,550,565.00 | | 2,550,565.00 | | |
| 2) Ending Balance, June 30 (E + F1e) | | | 2,627,976.00 | 2,987,756.00 | | 3,014,397.00 | | |
| Components of Ending Fund Balance | | | | | | | | |
| a) Nonspendable | | | | | | | | |
| Revolving Cash | | 9711 | 0.00 | 0.00 | | 0.00 | | |
| Stores | | 9712 | 0.00 | 0.00 | | 0.00 | | |
| Prepaid Items | | 9713 | 0.00 | 0.00 | | 0.00 | | |
| All Others | | 9719 | 0.00 | 0.00 | | 0.00 | | |
| b) Restricted | | 9740 | 0.00 | 4,016.00 | | 4,016.00 | | |
| c) Committed | | | | | | | | |

| Description | Resource Codes | Object Codes | Original Budget (A) | Board Approved Operating Budget (B) | Actuals To Date (C) | Projected Year Totals (D) | Difference (Col B & D) (E) | % Diff Column B & D (F) |
|--|----------------|--------------|---------------------|-------------------------------------|---------------------|---------------------------|----------------------------|-------------------------|
| Stabilization Arrangements | | 9750 | 0.00 | 0.00 | | 0.00 | | |
| Other Commitments | | 9760 | 0.00 | 0.00 | | 0.00 | | |
| d) Assigned | | | | | | | | |
| Other Assignments | | 9780 | 0.00 | 0.00 | | 0.00 | | |
| e) Unassigned/Unappropriated | | | | | | | | |
| Reserve for Economic Uncertainties | | 9789 | 125,000.00 | 125,000.00 | | 125,000.00 | | |
| Unassigned/Unappropriated Amount | | 9790 | 2,502,976.00 | 2,858,740.00 | | 2,885,381.00 | | |
| FEDERAL REVENUE | | | | | | | | |
| Special Education Discretionary Grants | | 8182 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Child Nutrition Programs | | 8220 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Donated Food Commodities | | 8221 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Interagency Contracts Between LEAs | | 8285 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Pass-Through Revenues From Federal Sources | | 8287 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Career and Technical Education | 3500-3599 | 8290 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Federal Revenue | All Other | 8290 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, FEDERAL REVENUE | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OTHER STATE REVENUE | | | | | | | | |
| Other State Apportionments | | | | | | | | |
| All Other State Apportionments - Current Year | | 8311 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other State Apportionments - Prior Years | | 8319 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Child Nutrition Programs | | 8520 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Mandated Costs Reimbursements | | 8550 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Pass-Through Revenues from State Sources | | 8587 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| California Clean Energy Jobs Act | 6230 | 8590 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Career Technical Education Incentive Grant Program | 6387 | 8590 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Drug/Alcohol/Tobacco Funds | 6695 | 8590 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other State Revenue | All Other | 8590 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER STATE REVENUE | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OTHER LOCAL REVENUE | | | | | | | | |
| Sales | | | | | | | | |
| Sale of Equipment/Supplies | | 8631 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Sale of Publications | | 8632 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Food Service Sales | | 8634 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Sales | | 8639 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Leases and Rentals | | 8650 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Interest | | 8660 | 20,000.00 | 20,013.00 | 8,792.41 | 61,466.00 | 41,453.00 | 207.1% |
| Net Increase (Decrease) in the Fair Value of Investments | | 8662 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fees and Contracts | | | | | | | | |
| Adult Education Fees | | 8671 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| In-District Premiums/Contributions | | 8674 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Transportation Fees From Individuals | | 8675 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Interagency Services | | 8677 | 2,390,474.00 | 2,622,437.00 | 725,930.53 | 2,659,719.00 | 37,282.00 | 1.4% |
| All Other Fees and Contracts | | 8689 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Local Revenue | | | | | | | | |
| Pass-Through Revenues From Local Sources | | 8697 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | Original Budget (A) | Board Approved Operating Budget (B) | Actuals To Date (C) | Projected Year Totals (D) | Difference (Col B & D) (E) | % Diff Column B & D (F) |
|--|----------------|--------------|---------------------|-------------------------------------|---------------------|---------------------------|----------------------------|-------------------------|
| All Other Local Revenue | | 8699 | 2,000.00 | 6,086.00 | 283.52 | 6,086.00 | 0.00 | 0.0% |
| Tuition | | 8710 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Transfers In | | 8781-8783 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Transfers of Apportionments | | | | | | | | |
| Special Education SELPA Transfers | | | | | | | | |
| From Districts or Charter Schools | 6500 | 8791 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| From County Offices | 6500 | 8792 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| From JPAs | 6500 | 8793 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| ROC/P Transfers | | | | | | | | |
| From Districts or Charter Schools | 6360 | 8791 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| From County Offices | 6360 | 8792 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| From JPAs | 6360 | 8793 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Transfers of Apportionments | | | | | | | | |
| From Districts or Charter Schools | All Other | 8791 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| From County Offices | All Other | 8792 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| From JPAs | All Other | 8793 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Transfers In from All Others | | 8799 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER LOCAL REVENUE | | | 2,412,474.00 | 2,648,536.00 | 735,006.46 | 2,727,271.00 | 78,735.00 | 3.0% |
| TOTAL, REVENUES | | | 2,412,474.00 | 2,648,536.00 | 735,006.46 | 2,727,271.00 | | |
| CERTIFICATED SALARIES | | | | | | | | |
| Certificated Teachers' Salaries | | 1100 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Certificated Pupil Support Salaries | | 1200 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Certificated Supervisors' and Administrators' Salaries | | 1300 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Certificated Salaries | | 1900 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, CERTIFICATED SALARIES | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| CLASSIFIED SALARIES | | | | | | | | |
| Classified Instructional Salaries | | 2100 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Classified Support Salaries | | 2200 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Classified Supervisors' and Administrators' Salaries | | 2300 | 647,137.00 | 990,538.00 | 579,491.42 | 997,032.00 | (6,494.00) | -0.7% |
| Clerical, Technical and Office Salaries | | 2400 | 823,783.00 | 521,081.00 | 300,139.65 | 521,081.00 | 0.00 | 0.0% |
| Other Classified Salaries | | 2900 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, CLASSIFIED SALARIES | | | 1,470,920.00 | 1,511,619.00 | 879,631.07 | 1,518,113.00 | (6,494.00) | -0.4% |
| EMPLOYEE BENEFITS | | | | | | | | |
| STRS | | 3101-3102 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| PERS | | 3201-3202 | 249,880.00 | 253,701.00 | 179,957.53 | 254,022.00 | (321.00) | -0.1% |
| OASDI/Medicare/Alternative | | 3301-3302 | 21,271.00 | 21,292.00 | 12,396.70 | 21,309.00 | (17.00) | -0.1% |
| Health and Welfare Benefits | | 3401-3402 | 224,163.00 | 197,691.00 | 99,796.66 | 197,691.00 | 0.00 | 0.0% |
| Unemployment Insurance | | 3501-3502 | 734.00 | 735.00 | 427.34 | 735.00 | 0.00 | 0.0% |
| Workers' Compensation | | 3601-3602 | 26,645.00 | 27,382.00 | 15,933.92 | 27,500.00 | (118.00) | -0.4% |
| OPEB, Allocated | | 3701-3702 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OPEB, Active Employees | | 3751-3752 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Employee Benefits | | 3901-3902 | 855.00 | 855.00 | 513.00 | 941.00 | (86.00) | -10.1% |
| TOTAL, EMPLOYEE BENEFITS | | | 523,548.00 | 501,656.00 | 309,025.15 | 502,198.00 | (542.00) | -0.1% |
| BOOKS AND SUPPLIES | | | | | | | | |
| Approved Textbooks and Core Curricula Materials | | 4100 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Books and Other Reference Materials | | 4200 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | Original Budget (A) | Board Approved Operating Budget (B) | Actuals To Date (C) | Projected Year Totals (D) | Difference (Col B & D) (E) | % Diff Column B & D (F) |
|--|----------------|--------------|---------------------|-------------------------------------|---------------------|---------------------------|----------------------------|-------------------------|
| Materials and Supplies | | 4300 | 28,500.00 | 29,020.00 | 13,330.15 | 29,578.00 | (558.00) | -1.9% |
| Noncapitalized Equipment | | 4400 | 10,000.00 | 10,000.00 | 3,211.07 | 23,000.00 | (13,000.00) | -130.0% |
| Food | | 4700 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, BOOKS AND SUPPLIES | | | 38,500.00 | 39,020.00 | 16,541.22 | 52,578.00 | (13,558.00) | -34.7% |
| SERVICES AND OTHER OPERATING EXPENDITURES | | | | | | | | |
| Subagreements for Services | | 5100 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Travel and Conferences | | 5200 | 18,000.00 | 18,000.00 | 7,373.39 | 23,000.00 | (5,000.00) | -27.8% |
| Dues and Memberships | | 5300 | 7,500.00 | 7,500.00 | 7,238.35 | 7,500.00 | 0.00 | 0.0% |
| Insurance | | 5400-5450 | 6,000.00 | 10,240.00 | 10,240.00 | 10,240.00 | 0.00 | 0.0% |
| Operations and Housekeeping Services | | 5500 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Rentals, Leases, Repairs, and Noncapitalized Improvements | | 5600 | 37,535.00 | 37,535.00 | 31,075.38 | 39,035.00 | (1,500.00) | -4.0% |
| Transfers of Direct Costs | | 5710 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Transfers of Direct Costs - Interfund | | 5750 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Professional/Consulting Services and | | | | | | | | |
| Operating Expenditures | | 5800 | 66,905.00 | 68,900.00 | 49,399.37 | 93,900.00 | (25,000.00) | -36.3% |
| Communications | | 5900 | 16,875.00 | 16,875.00 | 5,613.79 | 16,875.00 | 0.00 | 0.0% |
| TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES | | | 152,815.00 | 159,050.00 | 110,940.28 | 190,550.00 | (31,500.00) | -19.8% |
| CAPITAL OUTLAY | | | | | | | | |
| Land | | 6100 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Land Improvements | | 6170 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Buildings and Improvements of Buildings | | 6200 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Equipment | | 6400 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Equipment Replacement | | 6500 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Lease Assets | | 6600 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Subscription Assets | | 6700 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, CAPITAL OUTLAY | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OTHER OUTGO (excluding Transfers of Indirect Costs) | | | | | | | | |
| Tuition | | | | | | | | |
| Tuition, Excess Costs, and/or Deficit Payments | | | | | | | | |
| Payments to Districts or Charter Schools | | 7141 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Payments to County Offices | | 7142 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Payments to JPAs | | 7143 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Transfers Out | | | | | | | | |
| Transfers of Pass-Through Revenues | | | | | | | | |
| To Districts or Charter Schools | | 7211 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| To County Offices | | 7212 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| To JPAs | | 7213 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Special Education SELPA Transfers of Apportionments | | | | | | | | |
| To Districts or Charter Schools | 6500 | 7221 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| To County Offices | 6500 | 7222 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| To JPAs | 6500 | 7223 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| ROC/P Transfers of Apportionments | | | | | | | | |
| To Districts or Charter Schools | 6360 | 7221 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | Original Budget (A) | Board Approved Operating Budget (B) | Actuals To Date (C) | Projected Year Totals (D) | Difference (Col B & D) (E) | % Diff Column B & D (F) |
|--|----------------|--------------|---------------------|-------------------------------------|---------------------|---------------------------|----------------------------|-------------------------|
| To County Offices | 6360 | 7222 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| To JPAs | 6360 | 7223 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Transfers of Apportionments | All Other | 7221-7223 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Transfers | | 7281-7283 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Transfers Out to All Others | | 7299 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Debt Service | | | | | | | | |
| Debt Service - Interest | | 7438 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Debt Service - Principal | | 7439 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs) | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OTHER OUTGO - TRANSFERS OF INDIRECT COSTS | | | | | | | | |
| Transfers of Indirect Costs | | 7310 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Transfers of Indirect Costs - Interfund | | 7350 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, EXPENDITURES | | | 2,185,783.00 | 2,211,345.00 | 1,316,137.72 | 2,263,439.00 | | |
| INTERFUND TRANSFERS | | | | | | | | |
| INTERFUND TRANSFERS IN | | | | | | | | |
| From: Special Reserve Fund | | 8912 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Authorized Interfund Transfers In | | 8919 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| (a) TOTAL, INTERFUND TRANSFERS IN | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| INTERFUND TRANSFERS OUT | | | | | | | | |
| To: Special Reserve Fund | | 7612 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| To: State School Building Fund/County School Facilities Fund | | 7613 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| To: Cafeteria Fund | | 7616 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Authorized Interfund Transfers Out | | 7619 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| (b) TOTAL, INTERFUND TRANSFERS OUT | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OTHER SOURCES/USES | | | | | | | | |
| SOURCES | | | | | | | | |
| Long-Term Debt Proceeds | | | | | | | | |
| Proceeds from Certificates of Participation | | 8971 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Proceeds from Leases | | 8972 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Proceeds from Lease Revenue Bonds | | 8973 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Proceeds from SBITAs | | 8974 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Financing Sources | | 8979 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| (c) TOTAL, SOURCES | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| USES | | | | | | | | |
| All Other Financing Uses | | 7699 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| (d) TOTAL, USES | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| CONTRIBUTIONS | | | | | | | | |
| Contributions from Unrestricted Revenues | | 8980 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Contributions from Restricted Revenues | | 8990 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| (e) TOTAL, CONTRIBUTIONS | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER FINANCING SOURCES/USES | | | | | | | | |
| (a - b + c - d + e) | | | 0.00 | 0.00 | 0.00 | 0.00 | | |

| Resource | Description | 2023-24 Projected Totals |
|---------------------------|------------------------------|--------------------------------|
| 9010 | Other Restricted Local | 4,016.00 |
| Total, Restricted Balance | | 4,016.00 |

Fund 401

Special Reserve

for

Capital Outlay

| Description | Resource Codes | Object Codes | Original Budget (A) | Board Approved Operating Budget (B) | Actuals To Date (C) | Projected Year Totals (D) | Difference (Col B & D) (E) | % Diff Column B & D (F) |
|---|----------------|---------------------|---------------------|-------------------------------------|---------------------|---------------------------|----------------------------|-------------------------|
| A. REVENUES | | | | | | | | |
| 1) LCFF Sources | | 8010-8099 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 2) Federal Revenue | | 8100-8299 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 3) Other State Revenue | | 8300-8599 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 4) Other Local Revenue | | 8600-8799 | 650.00 | 650.00 | 169.10 | 1,015.00 | 365.00 | 56.2% |
| 5) TOTAL, REVENUES | | | 650.00 | 650.00 | 169.10 | 1,015.00 | | |
| B. EXPENDITURES | | | | | | | | |
| 1) Certificated Salaries | | 1000-1999 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 2) Classified Salaries | | 2000-2999 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 3) Employee Benefits | | 3000-3999 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 4) Books and Supplies | | 4000-4999 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 5) Services and Other Operating Expenditures | | 5000-5999 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 6) Capital Outlay | | 6000-6999 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 7) Other Outgo (excluding Transfers of Indirect Costs) | | 7100-7299,7400-7499 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 8) Other Outgo - Transfers of Indirect Costs | | 7300-7399 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 9) TOTAL, EXPENDITURES | | | 0.00 | 0.00 | 0.00 | 0.00 | | |
| C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9) | | | 650.00 | 650.00 | 169.10 | 1,015.00 | | |
| D. OTHER FINANCING SOURCES/USES | | | | | | | | |
| 1) Interfund Transfers | | | | | | | | |
| a) Transfers In | | 8900-8929 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| b) Transfers Out | | 7600-7629 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 2) Other Sources/Uses | | | | | | | | |
| a) Sources | | 8930-8979 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| b) Uses | | 7630-7699 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 3) Contributions | | 8980-8999 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 4) TOTAL, OTHER FINANCING SOURCES/USES | | | 0.00 | 0.00 | 0.00 | 0.00 | | |
| E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4) | | | 650.00 | 650.00 | 169.10 | 1,015.00 | | |
| F. FUND BALANCE, RESERVES | | | | | | | | |
| 1) Beginning Fund Balance | | | | | | | | |
| a) As of July 1 - Unaudited | | 9791 | 37,280.00 | 37,751.00 | | 37,751.00 | 0.00 | 0.0% |
| b) Audit Adjustments | | 9793 | 0.00 | 0.00 | | 0.00 | 0.00 | 0.0% |
| c) As of July 1 - Audited (F1a + F1b) | | | 37,280.00 | 37,751.00 | | 37,751.00 | | |
| d) Other Restatements | | 9795 | 0.00 | 0.00 | | 0.00 | 0.00 | 0.0% |
| e) Adjusted Beginning Balance (F1c + F1d) | | | 37,280.00 | 37,751.00 | | 37,751.00 | | |
| 2) Ending Balance, June 30 (E + F1e) | | | 37,930.00 | 38,401.00 | | 38,766.00 | | |
| Components of Ending Fund Balance | | | | | | | | |
| a) Nonspendable | | | | | | | | |
| Revolving Cash | | 9711 | 0.00 | 0.00 | | 0.00 | | |
| Stores | | 9712 | 0.00 | 0.00 | | 0.00 | | |
| Prepaid Items | | 9713 | 0.00 | 0.00 | | 0.00 | | |
| All Others | | 9719 | 0.00 | 0.00 | | 0.00 | | |
| b) Legally Restricted Balance | | 9740 | 0.00 | 0.00 | | 0.00 | | |
| c) Committed | | | | | | | | |

| Description | Resource Codes | Object Codes | Original Budget (A) | Board Approved Operating Budget (B) | Actuals To Date (C) | Projected Year Totals (D) | Difference (Col B & D) (E) | % Diff Column B & D (F) |
|---|----------------|--------------|---------------------|-------------------------------------|---------------------|---------------------------|----------------------------|-------------------------|
| Stabilization Arrangements | | 9750 | 0.00 | 0.00 | | 0.00 | | |
| Other Commitments | | 9760 | 0.00 | 0.00 | | 0.00 | | |
| d) Assigned | | | | | | | | |
| Other Assignments | | 9780 | 37,930.00 | 38,401.00 | | 38,766.00 | | |
| e) Unassigned/Unappropriated | | | | | | | | |
| Reserve for Economic Uncertainties | | 9789 | 0.00 | 0.00 | | 0.00 | | |
| Unassigned/Unappropriated Amount | | 9790 | 0.00 | 0.00 | | 0.00 | | |
| FEDERAL REVENUE | | | | | | | | |
| All Other Federal Revenue | | 8290 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, FEDERAL REVENUE | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OTHER STATE REVENUE | | | | | | | | |
| Pass-Through Revenues from State Sources | | 8587 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER STATE REVENUE | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OTHER LOCAL REVENUE | | | | | | | | |
| Other Local Revenue | | | | | | | | |
| Community Redevelopment Funds Not Subject to LCFF Deduction | | 8625 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Sales | | | | | | | | |
| Sale of Equipment/Supplies | | 8631 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Leases and Rentals | | 8650 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Interest | | 8660 | 650.00 | 650.00 | 169.10 | 1,015.00 | 365.00 | 56.2% |
| Net Increase (Decrease) in the Fair Value of Investments | | 8662 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Local Revenue | | | | | | | | |
| All Other Local Revenue | | 8699 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Transfers In from All Others | | 8799 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER LOCAL REVENUE | | | 650.00 | 650.00 | 169.10 | 1,015.00 | 365.00 | 56.2% |
| TOTAL, REVENUES | | | 650.00 | 650.00 | 169.10 | 1,015.00 | | |
| CLASSIFIED SALARIES | | | | | | | | |
| Classified Support Salaries | | 2200 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Classified Supervisors' and Administrators' Salaries | | 2300 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Clerical, Technical and Office Salaries | | 2400 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Classified Salaries | | 2900 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, CLASSIFIED SALARIES | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| EMPLOYEE BENEFITS | | | | | | | | |
| STRS | | 3101-3102 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| PERS | | 3201-3202 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OASDI/Medicare/Alternative | | 3301-3302 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Health and Welfare Benefits | | 3401-3402 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Unemployment Insurance | | 3501-3502 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Workers' Compensation | | 3601-3602 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OPEB, Allocated | | 3701-3702 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OPEB, Active Employees | | 3751-3752 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Employee Benefits | | 3901-3902 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, EMPLOYEE BENEFITS | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| BOOKS AND SUPPLIES | | | | | | | | |
| Books and Other Reference Materials | | 4200 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | Original Budget (A) | Board Approved Operating Budget (B) | Actuals To Date (C) | Projected Year Totals (D) | Difference (Col B & D) (E) | % Diff Column B & D (F) |
|---|----------------|--------------|---------------------|-------------------------------------|---------------------|---------------------------|----------------------------|-------------------------|
| Materials and Supplies | | 4300 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Noncapitalized Equipment | | 4400 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, BOOKS AND SUPPLIES | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| SERVICES AND OTHER OPERATING EXPENDITURES | | | | | | | | |
| Subagreements for Services | | 5100 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Travel and Conferences | | 5200 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Insurance | | 5400-5450 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Operations and Housekeeping Services | | 5500 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Rentals, Leases, Repairs, and Noncapitalized Improvements | | 5600 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Transfers of Direct Costs | | 5710 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Transfers of Direct Costs - Interfund | | 5750 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Professional/Consulting Services and Operating Expenditures | | 5800 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Communications | | 5900 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| CAPITAL OUTLAY | | | | | | | | |
| Land | | 6100 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Land Improvements | | 6170 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Buildings and Improvements of Buildings | | 6200 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Books and Media for New School Libraries or Major Expansion of School Libraries | | 6300 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Equipment | | 6400 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Equipment Replacement | | 6500 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Lease Assets | | 6600 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Subscription Assets | | 6700 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, CAPITAL OUTLAY | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| OTHER OUTGO (excluding Transfers of Indirect Costs) | | | | | | | | |
| Other Transfers Out | | | | | | | | |
| Transfers of Pass-Through Revenues | | | | | | | | |
| To Districts or Charter Schools | | 7211 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| To County Offices | | 7212 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| To JPAs | | 7213 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Transfers Out to All Others | | 7299 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Debt Service | | | | | | | | |
| Debt Service - Interest | | 7438 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Debt Service - Principal | | 7439 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs) | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, EXPENDITURES | | | 0.00 | 0.00 | 0.00 | 0.00 | | |
| INTERFUND TRANSFERS | | | | | | | | |
| INTERFUND TRANSFERS IN | | | | | | | | |
| From: General Fund/CSSF | | 8912 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Authorized Interfund Transfers In | | 8919 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| (a) TOTAL, INTERFUND TRANSFERS IN | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| INTERFUND TRANSFERS OUT | | | | | | | | |
| To: General Fund/CSSF | | 7612 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| To: State School Building Fund/County School Facilities Fund | | 7613 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Authorized Interfund Transfers Out | | 7619 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| (b) TOTAL, INTERFUND TRANSFERS OUT | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | Original Budget (A) | Board Approved Operating Budget (B) | Actuals To Date (C) | Projected Year Totals (D) | Difference (Col B & D) (E) | % Diff Column B & D (F) |
|---|----------------|--------------|---------------------|-------------------------------------|---------------------|---------------------------|----------------------------|-------------------------|
| OTHER SOURCES/USES | | | | | | | | |
| SOURCES | | | | | | | | |
| Proceeds | | | | | | | | |
| Proceeds from Sale/Lease-Purchase of Land/Buildings | | 8953 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Other Sources | | | | | | | | |
| Transfers from Funds of Lapsed/Reorganized LEAs | | 8965 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Long-Term Debt Proceeds | | | | | | | | |
| Proceeds from Certificates of Participation | | 8971 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Proceeds from Leases | | 8972 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Proceeds from Lease Revenue Bonds | | 8973 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Proceeds from SBITAs | | 8974 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Financing Sources | | 8979 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| (c) TOTAL, SOURCES | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| USES | | | | | | | | |
| Transfers of Funds from Lapsed/Reorganized LEAs | | 7651 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| All Other Financing Uses | | 7699 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| (d) TOTAL, USES | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| CONTRIBUTIONS | | | | | | | | |
| Contributions from Unrestricted Revenues | | 8980 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Contributions from Restricted Revenues | | 8990 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| (e) TOTAL, CONTRIBUTIONS | | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER FINANCING SOURCES/USES | | | | | | | | |
| (a - b + c - d + e) | | | 0.00 | 0.00 | 0.00 | 0.00 | | |

| Resource | Description | 2023-24 Projected Totals |
|---------------------------|-------------|--------------------------------|
| Total, Restricted Balance | | 0.00 |

Multi-Year Projections

| Description | Object Codes | Projected Year Totals (Form 011) (A) | % Change (Cols. C-A/A) (B) | 2024-25 Projection (C) | % Change (Cols. E-C/C) (D) | 2025-26 Projection (E) |
|---|----------------------|--------------------------------------|----------------------------|------------------------|----------------------------|------------------------|
| (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted) | | | | | | |
| A. REVENUES AND OTHER FINANCING SOURCES | | | | | | |
| 1. LCFF/Revenue Limit Sources | 8010-8099 | | | | | |
| 2. Federal Revenues | 8100-8299 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| 3. Other State Revenues | 8300-8599 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| 4. Other Local Revenues | 8600-8799 | 2,727,271.00 | (4.53%) | 2,603,805.00 | 1.59% | 2,645,178.00 |
| 5. Other Financing Sources | | | | | | |
| a. Transfers In | 8900-8929 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| b. Other Sources | 8930-8979 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| c. Contributions | 8980-8999 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| 6. Total (Sum lines A1 thru A5c) | | 2,727,271.00 | (4.53%) | 2,603,805.00 | 1.59% | 2,645,178.00 |
| B. EXPENDITURES AND OTHER FINANCING USES | | | | | | |
| 1. Certificated Salaries | | | | | | |
| a. Base Salaries | | | | 0.00 | | 0.00 |
| b. Step & Column Adjustment | | | | | | |
| c. Cost-of-Living Adjustment | | | | | | |
| d. Other Adjustments | | | | | | |
| e. Total Certificated Salaries (Sum lines B1a thru B1d) | 1000-1999 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| 2. Classified Salaries | | | | | | |
| a. Base Salaries | | | | 1,518,113.00 | | 1,583,597.00 |
| b. Step & Column Adjustment | | | | 65,484.00 | | 68,446.00 |
| c. Cost-of-Living Adjustment | | | | | | |
| d. Other Adjustments | | | | | | |
| e. Total Classified Salaries (Sum lines B2a thru B2d) | 2000-2999 | 1,518,113.00 | 4.31% | 1,583,597.00 | 4.32% | 1,652,043.00 |
| 3. Employee Benefits | 3000-3999 | 502,198.00 | 11.29% | 558,902.00 | 3.80% | 580,121.00 |
| 4. Books and Supplies | 4000-4999 | 52,578.00 | (12.54%) | 45,983.00 | 5.00% | 48,282.00 |
| 5. Services and Other Operating Expenditures | 5000-5999 | 190,550.00 | (6.26%) | 178,614.00 | 5.00% | 187,545.00 |
| 6. Capital Outlay | 6000-6999 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| 7. Other Outgo (excluding Transfers of Indirect Costs) | 7100-7299, 7400-7499 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| 8. Other Outgo - Transfers of Indirect Costs | 7300-7399 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| 9. Other Financing Uses | | | | | | |
| a. Transfers Out | 7600-7629 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| b. Other Uses | 7630-7699 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| 10. Other Adjustments (Explain in Section G below) | | | | | | |
| 11. Total (Sum lines B1 thru B10) | | 2,263,439.00 | 4.58% | 2,367,096.00 | 4.26% | 2,467,991.00 |
| C. NET INCREASE (DECREASE) IN FUND BALANCE | | | | | | |
| (Line A6 minus line B11) | | | | | | |
| | | 463,832.00 | | 236,709.00 | | 177,187.00 |
| D. FUND BALANCE | | | | | | |
| 1. Net Beginning Fund Balance (Form 011, line F1e) | | 2,550,565.00 | | 3,014,397.00 | | 3,251,106.00 |
| 2. Ending Fund Balance (Sum lines C and D1) | | 3,014,397.00 | | 3,251,106.00 | | 3,428,293.00 |
| 3. Components of Ending Fund Balance (Form 011) | | | | | | |
| (Enter estimated projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted) | | | | | | |
| a. Nonspendable | 9710-9719 | 0.00 | | 0.00 | | 0.00 |
| b. Restricted | 9740 | 4,016.00 | | 4,016.00 | | 4,016.00 |
| c. Committed | | | | | | |
| 1. Stabilization Arrangements | 9750 | 0.00 | | 0.00 | | 0.00 |
| 2. Other Commitments | 9760 | 0.00 | | 0.00 | | 0.00 |
| d. Assigned | 9780 | 0.00 | | 0.00 | | 0.00 |

| Description | Object Codes | Projected Year Totals (Form 011) (A) | % Change (Cols. C-A/A) (B) | 2024-25 Projection (C) | % Change (Cols. E-C/C) (D) | 2025-26 Projection (E) |
|--|--------------|--------------------------------------|----------------------------|------------------------|----------------------------|------------------------|
| e. Unassigned/Unappropriated | | | | | | |
| 1. Reserve for Economic Uncertainties | 9789 | 125,000.00 | | 125,000.00 | | 125,000.00 |
| 2. Unassigned/Unappropriated | 9790 | 2,885,381.00 | | 3,122,090.00 | | 3,299,277.00 |
| f. Total Components of Ending Fund Balance (Line D3f must agree with line D2) | | 3,014,397.00 | | 3,251,106.00 | | 3,428,293.00 |
| E. AVAILABLE RESERVES | | | | | | |
| 1. General Fund) | | | | | | |
| a. Stabilization Arrangements | 9750 | 0.00 | | 0.00 | | 0.00 |
| b. Reserve for Economic Uncertainties | 9789 | 125,000.00 | | 125,000.00 | | 125,000.00 |
| c. Unassigned/Unappropriated | 9790 | 2,885,381.00 | | 3,122,090.00 | | 3,299,277.00 |
| d. Negative Restricted Ending Balances (Negative resources 2000-9999) (Enter projections) | 979Z | | | 0.00 | | 0.00 |
| (Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted.) | | | | | | |
| 2. Special Reserve Fund - Noncapital Outlay (Fund 17) | | | | | | |
| a. Stabilization Arrangements | 9750 | 0.00 | | 0.00 | | 0.00 |
| b. Reserve for Economic Uncertainties | 9789 | 0.00 | | 0.00 | | 0.00 |
| c. Unassigned/Unappropriated | 9790 | 0.00 | | 0.00 | | 0.00 |
| 3. Total Available Reserves - by Amount (Sum lines E1a thru E2c) | | 3,010,381.00 | | 3,247,090.00 | | 3,424,277.00 |
| 4. Total Available Reserves - by Percent (Line E3 divided by Line F2) | | 133.00% | | 137.18% | | 138.75% |
| F. RECOMMENDED RESERVES | | | | | | |
| 1. JPA ADA Used to determine the reserve standard percentage level on Line F5 (Enter ADA for current and two subsequent years, if applicable) | | 0.00 | | 0.00 | | 0.00 |
| 2. Total Expenditures and Other Financing Uses (Line B11) | | 2,263,439.00 | | 2,367,096.00 | | 2,467,991.00 |
| 3. Less: Special Education Pass-through (Not applicable for JPAs) | | N/A | | N/A | | N/A |
| 4. Sub-Total (Line F2 minus F3) | | 2,263,439.00 | | 2,367,096.00 | | 2,467,991.00 |
| 5. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details) | | 5% | | 5% | | 5% |
| 6. Reserve Standard - By Percent (Line F4 times F5) | | 113,171.95 | | 118,354.80 | | 123,399.55 |
| 7. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details) | | 80,000.00 | | 80,000.00 | | 80,000.00 |
| 8. Reserve Standard (Greater of Line F6 or F7) | | 113,171.95 | | 118,354.80 | | 123,399.55 |
| 9. Available Reserves (Line E3) Meet the Reserve Standard (Line F8) | | YES | | YES | | YES |
| G. ASSUMPTIONS | | | | | | |
| Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide. | | | | | | |

Criteria and Standards

Provide methodology and assumptions used to estimate revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments). Deviations from the standards must be explained and may affect the interim certification.

Note: This form is the same as the school district criteria and standards review except for the average daily attendance, enrollment, ADA to enrollment, LCFF revenue, and ongoing and major maintenance account criteria, which are not applicable to JPAs, and the salaries and benefits and deficit spending criteria which measure unrestricted expenditures for districts but total expenditures for JPAs. The criteria and standards review should be completed only to the extent that individual components apply to each JPA, and with concurrence from the reviewing agency.

CRITERIA AND STANDARDS

1. **CRITERION: Average Daily Attendance**
This criterion is not checked for JPAs.
2. **CRITERION: Enrollment**
This criterion is not checked for JPAs.
3. **CRITERION: ADA to Enrollment**
This criterion is not checked for JPAs.
4. **CRITERION: Local Control Funding Formula (LCFF) Revenue**
This criterion is not checked for JPAs.

5. CRITERION: Salaries and Benefits

STANDARD: Projected ratio of total salaries and benefits to total general fund expenditures for any of the current fiscal year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the JPA's required reserves percentage.

5A. Calculating the JPA's Historical Average Ratio of Salaries and Benefits to Total General Fund Expenditures

DATA ENTRY: Unaudited Actuals data that exist for the First Prior Year will be extracted; otherwise, enter data for the First Prior Year. Unaudited Actuals data for the second and third prior years are preloaded.

| Fiscal Year | Unaudited Actuals | | |
|-----------------------------|------------------------------|------------------------------|--------------------------------|
| | Salaries and Benefits | Total Expenditures | Ratio of Salaries and Benefits |
| | (Form 01, Objects 1000-3999) | (Form 01, Objects 1000-7499) | to Total Expenditures |
| Third Prior Year (2020-21) | 1,607,163.27 | 1,767,277.83 | 90.9% |
| Second Prior Year (2021-22) | 1,643,164.78 | 1,871,146.89 | 87.8% |
| First Prior Year (2022-23) | 1,817,721.86 | 2,006,500.00 | 90.6% |
| | Historical Average Ratio: | | 89.8% |

| JPA's Reserve Standard Percentage (Criterion 10B, Line 4): JPA's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the JPA's reserve standard percentage): | Current Year (2023-24) | 1st Subsequent Year (2024-25) | 2nd Subsequent Year (2025-26) |
|---|---------------------------|----------------------------------|----------------------------------|
| | 5% | 5% | 5% |
| | 84.8% to 94.8% | 84.8% to 94.8% | 84.8% to 94.8% |

5B. Calculating the JPA's Projected Ratio of Salaries and Benefits to Total General Fund Expenditures

DATA ENTRY: If Form MYPI exists, Projected Year Totals data for the two subsequent years will be extracted; if not, enter Projected Year Totals data. Projected Year Totals data for Current Year are extracted.

| Fiscal Year | Projected Year Totals | | | Status |
|-------------------------------|---|--|--------------------------------|--------|
| | Salaries and Benefits | Total Expenditures | Ratio of Salaries and Benefits | |
| | (Form 01I, Objects 1000-3999) (Form MYPI, Lines B1-B3) | (Form 01I, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10) | to Total Expenditures | |
| Current Year (2023-24) | 2,020,311.00 | 2,263,439.00 | 89.3% | Met |
| 1st Subsequent Year (2024-25) | 2,142,499.00 | 2,367,096.00 | 90.5% | Met |
| 2nd Subsequent Year (2025-26) | 2,232,164.00 | 2,467,991.00 | 90.4% | Met |

5C. Comparison of JPA Salaries and Benefits Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Ratio of total salaries and benefits to total expenditures has met the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

6. CRITERION: Other Revenues and Expenditures

STANDARD: Projected operating revenues (including federal, other state and other local) or expenditures (including books and supplies, and services and other operating), for any of the current fiscal year or two subsequent fiscal years, have not changed by more than five percent since first interim projections. Changes that exceed five percent in any major object category must be explained.

| | |
|---|----------------|
| JPA's Other Revenues and Expenditures Standard Percentage Range: | -5.0% to +5.0% |
| JPA's Other Revenues and Expenditures Explanation Percentage Range: | -5.0% to +5.0% |

6A. Calculating the JPA's Change by Major Object Category and Comparison to the Explanation Percentage Range

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. Second Interim data for Current Year are extracted. If Second Interim Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the second column. Explanations must be entered for each category if the percent change for any year exceeds the JPA's explanation percentage range.

| Object Range / Fiscal Year | First Interim | Second Interim | Percent Change | Change Is Outside Explanation Range |
|---|-----------------------|-----------------------|----------------|--|
| | Projected Year Totals | Projected Year Totals | | |
| | (Form 01CSI, Item 6A) | (Fund 01) (Form MYPI) | | |
| Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2) | | | | |
| Current Year (2023-24) | 0.00 | 0.00 | 0.0% | No |
| 1st Subsequent Year (2024-25) | 0.00 | 0.00 | 0.0% | No |
| 2nd Subsequent Year (2025-26) | 0.00 | 0.00 | 0.0% | No |

Explanation
(required if Yes)

| | | | | |
|--|------|------|------|----|
| Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3) | | | | |
| Current Year (2023-24) | 0.00 | 0.00 | 0.0% | No |
| 1st Subsequent Year (2024-25) | 0.00 | 0.00 | 0.0% | No |
| 2nd Subsequent Year (2025-26) | 0.00 | 0.00 | 0.0% | No |

Explanation
(required if Yes)

| | | | | |
|--|--------------|--------------|------|----|
| Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4) | | | | |
| Current Year (2023-24) | 2,648,536.00 | 2,727,271.00 | 3.0% | No |
| 1st Subsequent Year (2024-25) | 2,560,159.00 | 2,603,805.00 | 1.7% | No |
| 2nd Subsequent Year (2025-26) | 2,606,308.00 | 2,645,178.00 | 1.5% | No |

Explanation
(required if Yes)

| | | | | |
|---|-----------|-----------|-------|-----|
| Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4) | | | | |
| Current Year (2023-24) | 39,020.00 | 52,578.00 | 34.7% | Yes |
| 1st Subsequent Year (2024-25) | 40,898.00 | 45,983.00 | 12.4% | Yes |
| 2nd Subsequent Year (2025-26) | 42,943.00 | 48,282.00 | 12.4% | Yes |

Explanation
(required if Yes)

The JPA has increased its estimates for expenditures as its projections for non-capitalized equipment has increased in the current year as well as in subsequent years.

Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)

| | | | | |
|-------------------------------|------------|------------|-------|-----|
| Current Year (2023-24) | 159,050.00 | 190,550.00 | 19.8% | Yes |
| 1st Subsequent Year (2024-25) | 167,003.00 | 178,614.00 | 7.0% | Yes |
| 2nd Subsequent Year (2025-26) | 175,354.00 | 187,545.00 | 7.0% | Yes |

Explanation
(required if Yes)

The JPA has increased its estimates for services and other operating expenditures as costs for insurance and other contracted services have increased.

6B. Calculating the JPA's Change in Total Operating Revenues and Expenditures

DATA ENTRY: All data are extracted or calculated.

| Object Range / Fiscal Year | First Interim Projected Year Totals | Second Interim Projected Year Totals | Percent Change | Explanation Range |
|---|--|---|----------------|-------------------|
| Total Federal, Other State, and Other Local Revenues (Section 6A) | | | | |
| Current Year (2023-24) | 2,648,536.00 | 2,727,271.00 | 3.0% | Met |
| 1st Subsequent Year (2024-25) | 2,560,159.00 | 2,603,805.00 | 1.7% | Met |
| 2nd Subsequent Year (2025-26) | 2,606,308.00 | 2,645,178.00 | 1.5% | Met |
| Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A) | | | | |
| Current Year (2023-24) | 198,070.00 | 243,128.00 | 22.7% | Not Met |
| 1st Subsequent Year (2024-25) | 207,901.00 | 224,597.00 | 8.0% | Not Met |
| 2nd Subsequent Year (2025-26) | 218,297.00 | 235,827.00 | 8.0% | Not Met |

6C. Comparison of JPA Total Operating Revenues and Expenditures to the Standard Percentage Range

DATA ENTRY: Explanations are linked from Section 6A if the status in Section 6B is not met; no entry is allowed below.

- 1a. STANDARD MET - Projected total operating revenues have not changed since first interim projections by more than the standard for the current and two subsequent fiscal years.

Explanation:

Federal Revenue
(linked from 6A
if NOT met)

Explanation:

Other State Revenue
(linked from 6A
if NOT met)

Explanation:

Other Local Revenue
(linked from 6A
if NOT met)

- 1b. STANDARD NOT MET - Projected total operating expenditures have changed since first interim projections by more than the standard in one or more of the current or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring projected operating expenditures within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation:

Books and Supplies
(linked from 6A
if NOT met)

The JPA has increased its estimates for expenditures as its projections for non-capitalized equipment has increased in the current year as well as in subsequent years.

Explanation:

Services and Other Exps
(linked from 6A
if NOT met)

The JPA has increased its estimates for services and other operating expenditures as costs for insurance and other contracted services have increased.

7.

CRITERION: Facilities Maintenance

STANDARD: Identify changes that have occurred since first interim projections in the projected contributions for facilities maintenance funding as required pursuant to Education Code Section 17070.75, or in how the JPA is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

Determining the JPA's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

This criterion is not checked for JPAs.

8. CRITERION: Deficit Spending

STANDARD: Deficit spending (total expenditures and other financing uses is greater than total revenues and other financing sources) as a percentage of total expenditures and other financing uses, has not exceeded one-third of the JPA's available reserves¹ as a percentage of total expenditures and other financing uses² in any of the current fiscal year or two subsequent fiscal years.

¹Available reserves are the amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund. ²A JPA that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

8A. Calculating the JPA's Deficit Spending Standard Percentage Levels

DATA ENTRY: All data are extracted or calculated.

| | Current Year (2023-24) | 1st Subsequent Year (2024-25) | 2nd Subsequent Year (2025-26) |
|---|---------------------------|----------------------------------|----------------------------------|
| JPA's Available Reserve Percentage (Criterion 10C, Line 9) | 133.0% | 137.2% | 138.7% |
| JPA's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage): | 44.3% | 45.7% | 46.2% |

8B. Calculating the JPA's Deficit Spending Percentages

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the first and second columns.

| Fiscal Year | Projected Year Totals | | Deficit Spending Level (If Net Change in Fund Balance is negative, else N/A) | Status |
|-------------------------------|---|--|---|--------|
| | Net Change in Fund Balance (Form 011, Section E) (Form MYPI, Line C) | Total Expenditures and Other Financing Uses (Form 011, Objects 1000- 7999) (Form MYPI, Line B11) | | |
| Current Year (2023-24) | 463,832.00 | 2,263,439.00 | N/A | Met |
| 1st Subsequent Year (2024-25) | 236,709.00 | 2,367,096.00 | N/A | Met |
| 2nd Subsequent Year (2025-26) | 177,187.00 | 2,467,991.00 | N/A | Met |

8C. Comparison of JPA Deficit Spending to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Deficit spending, if any, has not exceeded the standard percentage level in any of the current year or two subsequent fiscal years.

Explanation:
(required if NOT met)

| |
|--|
| |
|--|

9. CRITERION: Fund and Cash Balances

A. FUND BALANCE STANDARD: Projected general fund balance will be positive at the end of the current fiscal year and two subsequent fiscal years.

9A-1. Determining if the JPA's General Fund Ending Balance is Positive

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years.

| Fiscal Year | Ending Fund Balance | |
|-------------------------------|--|--------|
| | General Fund | |
| | Projected Year Totals | |
| | (Form 011, Line F2) (Form MYPI, Line D2) | Status |
| Current Year (2023-24) | 3,014,397.00 | Met |
| 1st Subsequent Year (2024-25) | 3,251,106.00 | Met |
| 2nd Subsequent Year (2025-26) | 3,428,293.00 | Met |

9A-2. Comparison of the JPA's Ending Fund Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund ending balance is positive for the current fiscal year and two subsequent fiscal years.

Explanation:
(required if NOT met)

B. CASH BALANCE STANDARD: Projected general fund cash balance will be positive at the end of the current fiscal year.

9B-1. Determining if the JPA's Ending Cash Balance is Positive

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

| Fiscal Year | Ending Cash Balance | |
|------------------------|----------------------------------|-----|
| | General Fund | |
| | (Form CASH, Line F, June Column) | |
| | Status | |
| Current Year (2023-24) | 2,422,353.50 | Met |

9B-2. Comparison of the JPA's Ending Cash Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

Explanation:
(required if NOT met)

10. CRITERION: Reserves

STANDARD: Available reserves¹ for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts² as applied to total expenditures and other financing uses³:

| Percentage Level | JPA ADA | |
|-----------------------------|---------|------------|
| 5% or \$80,000 (greater of) | 0 | to 300 |
| 4% or \$80,000 (greater of) | 301 | to 1,000 |
| 3% | 1,001 | to 30,000 |
| 2% | 30,001 | to 400,000 |
| 1% | 400,001 | and over |

¹ Available reserves are the amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund. ² Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment, as referenced in Education Code Section 42238.02, rounded to the nearest thousand.

³ A JPA that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

| | Current Year | 1st Subsequent Year | 2nd Subsequent Year |
|--|--------------|---------------------|---------------------|
| | (2023-24) | (2024-25) | (2025-26) |
| JPA ADA (Form MYPI, Line F1, if available; else defaults to zero and may be overwritten) | 0.00 | 0.00 | 0.00 |
| JPA's Reserve Standard Percentage Level: | 5% | 5% | 5% |

10A. Calculating the JPA's Special Education Pass-through Exclusions (only for JPAs that serve as the AU of a SELPA)

Special education pass-through exclusions are not applicable for JPAs.

10B. Calculating the JPA's Reserve Standard

DATA ENTRY: All data are extracted or calculated.

| | Current Year | 1st Subsequent Year | 2nd Subsequent Year |
|---|------------------------------------|---------------------|---------------------|
| | Projected Year Totals (2023-24) | (2024-25) | (2025-26) |
| 1. Total Expenditures and Other Financing Uses (Criterion 8, Item 8B) | 2,263,439.00 | 2,367,096.00 | 2,467,991.00 |
| 2. Plus: Special Education Pass-through (Not applicable for JPAs) | N/A | N/A | N/A |
| 3. Net Expenditures and Other Financing Uses (Line B1 plus Line B2) | 2,263,439.00 | 2,367,096.00 | 2,467,991.00 |
| 4. Reserve Standard Percentage Level | 5% | 5% | 5% |
| 5. Reserve Standard - by Percent (Line B3 times Line B4) | 113,171.95 | 118,354.80 | 123,399.55 |
| 6. Reserve Standard - by Amount (\$80,000 for JPAs with less than 1,001 ADA, else 0) | 80,000.00 | 80,000.00 | 80,000.00 |
| 7. JPA's Reserve Standard (Greater of Line B5 or Line B6) | 113,171.95 | 118,354.80 | 123,399.55 |

10C. Calculating the JPA's Available Reserve Amount

DATA ENTRY: All data are extracted from fund data and Form MYPI. If Form MYPI does not exist, enter data for the two subsequent years.

| Reserve Amounts | Current Year | | |
|--|-----------------------|---------------------|---------------------|
| | Projected Year Totals | 1st Subsequent Year | 2nd Subsequent Year |
| | (2023-24) | (2024-25) | (2025-26) |
| 1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a) | 0.00 | 0.00 | 0.00 |
| 2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b) | 125,000.00 | 125,000.00 | 125,000.00 |
| 3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c) | 2,885,381.00 | 3,122,090.00 | 3,299,277.00 |
| 4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d) | | 0.00 | 0.00 |
| 5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a) | 0.00 | 0.00 | 0.00 |
| 6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b) | 0.00 | 0.00 | 0.00 |
| 7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c) | 0.00 | 0.00 | 0.00 |
| 8. JPA's Available Reserve Amount (Lines C1 thru C7) | 3,010,381.00 | 3,247,090.00 | 3,424,277.00 |
| 9. JPA's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3) | 133.00% | 137.18% | 138.75% |
| JPA's Reserve Standard (Section 10B, Line 7): | 113,171.95 | 118,354.80 | 123,399.55 |
| Status: | Met | Met | Met |

10D. Comparison of JPA Reserve Amount to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Available reserves have met the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

| |
|--|
| |
|--|

SUPPLEMENTAL INFORMATION

DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

S1. Contingent Liabilities

1a. Does your JPA have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since first interim projections that may impact the budget?

No

1b. If Yes, identify the liabilities and how they may impact the budget:

S2. Use of One-time Revenues for Ongoing Expenditures

1a. Does your JPA have ongoing general fund expenditures funded with one-time revenues that have changed since first interim projections by more than five percent?

No

1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

S3. Temporary Interfund Borrowings

1a. Does your JPA have projected temporary borrowings between funds?
(Refer to Education Code Section 42603)

No

1b. If Yes, identify the interfund borrowings:

S4. Contingent Revenues

1a. Does your JPA have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

No

1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

S5. Contributions

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since first interim projections.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since first interim projections.

Identify capital project cost overruns that have occurred since first interim projections that may impact the general fund budget.

JPA's Contributions and Transfers Standard:

-5.0% to 5.0% or -\$20,000 to
+\$20,000

S5A. Identification of the JPA's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. For Transfers In and Transfers Out, if Form MYPI exists, the data will be extracted into the Second Interim column for the Current Year, and 1st and 2nd Subsequent Years. If Form MYPI does not exist, enter data in the Current Year, and 1st and 2nd Subsequent Years. Click on the appropriate button for Item 1d; all other data will be calculated.

| Description / Fiscal Year | First Interim (Form 01CSI, Item S5A) | Second Interim Projected Year Totals | Percent Change | Amount of Change | Status |
|---|---|---|-------------------|---------------------|--------|
| 1a. Contributions, Unrestricted General Fund | | | | | |
| This item is not applicable for JPAs. | | | | | |
| 1b. Transfers In, General Fund * | | | | | |
| Current Year (2023-24) | 0.00 | 0.00 | 0.0% | 0.00 | Met |
| 1st Subsequent Year (2024-25) | 0.00 | 0.00 | 0.0% | 0.00 | Met |
| 2nd Subsequent Year (2025-26) | 0.00 | 0.00 | 0.0% | 0.00 | Met |
| 1c. Transfers Out, General Fund * | | | | | |
| Current Year (2023-24) | 0.00 | 0.00 | 0.0% | 0.00 | Met |
| 1st Subsequent Year (2024-25) | 0.00 | 0.00 | 0.0% | 0.00 | Met |
| 2nd Subsequent Year (2025-26) | 0.00 | 0.00 | 0.0% | 0.00 | Met |

1d. Capital Project Cost Overruns

Have capital project cost overruns occurred since first interim projections that may impact the general fund operational budget?

No

* Include transfers used to cover operating deficits in either the general fund or any other fund.

S5B. Status of the JPA's Projected Contributions, Transfers, and Capital Projects

DATA ENTRY: Enter an explanation if Not Met for items 1b-1c or if Yes for Item 1d.

1a. This item is not applicable for JPAs.

1b. MET - Projected transfers in have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

1c. MET - Projected transfers out have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

1d. NO - There have been no capital project cost overruns occurring since first interim projections that may impact the general fund operational budget.

Project Information:
(required if YES)

| | | | | |
|--|----|----|----|----|
| Total Annual Payments: | 0 | 0 | 0 | 0 |
| Has total annual payment increased over prior year (2022-23) | No | No | No | No |

S6B. Comparison of the JPA's Annual Payments to Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the current and two subsequent years.

S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments

DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

n/a

2. Yes - Funding sources will decrease or expire prior to the end of the commitment period, or one-time funding sources are being used for long-term commitment annual payments. Provide an explanation for how those funds will be replaced to continue annual debt service commitments.

S7. Unfunded Liabilities

Identify any changes in estimates for unfunded liabilities since first interim projections, and indicate whether the changes are the result of a new actuarial valuation.

S7A. Identification of the JPA's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7A) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4.

1 a. Does your JPA provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)

No

b. If Yes to Item 1a, have there been changes since first interim in OPEB liabilities?

n/a

c. If Yes to Item 1a, have there been changes since first interim in OPEB contributions?

n/a

2 OPEB Liabilities

| | First Interim (Form 01CSI, Item S7A) | Second Interim |
|--|---|----------------|
| a. Total OPEB liability | | |
| b. OPEB plan(s) fiduciary net position (if applicable) | | |
| c. Total/Net OPEB liability (Line 2a minus Line 2b) | 0.00 | 0.00 |

d. Is total OPEB liability based on the JPA's estimate or an actuarial valuation?

| | |
|--|--|
| | |
|--|--|

e. If based on an actuarial valuation, indicate the measurement date of the OPEB valuation

| | |
|--|--|
| | |
|--|--|

3 OPEB Contributions

| | First Interim (Form 01CSI, Item S7A) | Second Interim |
|--|---|----------------|
| a. OPEB actuarially determined contribution (ADC) if available, per actuarial valuation or Alternative Measurement Method | | |
| Current Year (2023-24) | | |
| 1st Subsequent Year (2024-25) | | |
| 2nd Subsequent Year (2025-26) | | |
| b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752) | | |
| Current Year (2023-24) | 0.00 | 0.00 |
| 1st Subsequent Year (2024-25) | | |
| 2nd Subsequent Year (2025-26) | | |
| c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount) | | |
| Current Year (2023-24) | | |
| 1st Subsequent Year (2024-25) | | |
| 2nd Subsequent Year (2025-26) | | |
| d. Number of retirees receiving OPEB benefits | | |
| Current Year (2023-24) | | |
| 1st Subsequent Year (2024-25) | | |
| 2nd Subsequent Year (2025-26) | | |

4.

Comments:



S7B. Identification of the JPA's Unfunded Liability for Self-Insurance Programs

DATA ENTRY: Click the appropriate button(s) for Items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7B) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4.

| | | |
|---|--|-----|
| 1 | a. Does your JPA operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB, which will be covered in Section S7A) (If No, skip items 1b-4) | No |
| | b. If Yes to Item 1a, have there been changes since first interim in self-insurance liabilities? | n/a |
| | c. If Yes to Item 1a, have there been changes since first interim in self-insurance contributions? | n/a |

| | | | |
|---|---|---|----------------|
| 2 | Self-Insurance Liabilities | First Interim (Form 01CSI, Item S7B) | Second Interim |
| | a. Accrued liability for self-insurance programs | | |
| | b. Unfunded liability for self-insurance programs | | |

| | | | |
|---|--|---|----------------|
| 3 | Self-Insurance Contributions | First Interim (Form 01CSI, Item S7B) | Second Interim |
| | a. Required contribution (funding) for self-insurance programs | | |
| | Current Year (2023-24) | | |
| | 1st Subsequent Year (2024-25) | | |
| | 2nd Subsequent Year (2025-26) | | |
| | b. Amount contributed (funded) for self-insurance programs | | |
| | Current Year (2023-24) | | |
| | 1st Subsequent Year (2024-25) | | |
| | 2nd Subsequent Year (2025-26) | | |

| | | |
|---|-----------|--|
| 4 | Comments: | |
|---|-----------|--|

S8. Status of Labor Agreements

Analyze the status of all employee labor agreements. Identify new labor agreements that have been ratified since first interim projections, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:

The JPA must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the JPA governing board and superintendent.

S8A. Cost Analysis of JPA's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Certificated Labor Agreements as of the Previous Reporting Period

n/a

Were all certificated labor negotiations settled as of first interim projections?

If Yes or n/a, complete number of FTEs, then skip to section S8B.

If No, continue with section S8A.

Certificated (Non-management) Salary and Benefit Negotiations

| | Prior Year (2nd Interim) (2022-23) | Current Year (2023-24) | 1st Subsequent Year (2024-25) | 2nd Subsequent Year (2025-26) |
|--|---------------------------------------|---------------------------|----------------------------------|----------------------------------|
| Number of certificated (non-management) full-time-equivalent (FTE) positions | 0.0 | 0.0 | 0.0 | 0.0 |

1a. Have any salary and benefit negotiations been settled since first interim projections?

n/a

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-4.

If No, complete questions 5 and 6.

1b. Are any salary and benefit negotiations still unsettled?

n/a

If Yes, complete questions 5 and 6.

Negotiations Settled Since First Interim Projections

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

3. Period covered by the agreement:

Begin Date:

End Date:

4. Salary settlement:

Current Year

1st Subsequent Year

2nd Subsequent Year

(2023-24)

(2024-25)

(2025-26)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

5. Cost of a one percent increase in salary and statutory benefits

Current Year

1st Subsequent Year

2nd Subsequent Year

(2023-24)

(2024-25)

(2025-26)

6. Amount included for any tentative salary schedule increases

| | | |
|--|--|--|
| | | |
|--|--|--|

Certificated (Non-management) Health and Welfare (H&W) Benefits

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

| Current Year (2023-24) | 1st Subsequent Year (2024-25) | 2nd Subsequent Year (2025-26) |
|---------------------------|----------------------------------|----------------------------------|
| | | |
| | | |
| | | |
| | | |

Certificated (Non-management) Prior Year Settlements Negotiated Since First Interim Projections

Are any new costs negotiated since first interim projections for prior year settlements included in the interim?

| | | |
|--|--|--|
| | | |
| | | |

If Yes, amount of new costs included in the interim and MYPs

If Yes, explain the nature of the new costs:

| |
|--|
| |
|--|

Certificated (Non-management) Step and Column Adjustments

- Are step & column adjustments included in the interim and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

| Current Year (2023-24) | 1st Subsequent Year (2024-25) | 2nd Subsequent Year (2025-26) |
|---------------------------|----------------------------------|----------------------------------|
| | | |
| | | |
| | | |

Certificated (Non-management) Attrition (layoffs and retirements)

- Are savings from attrition included in the interim and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

| Current Year (2023-24) | 1st Subsequent Year (2024-25) | 2nd Subsequent Year (2025-26) |
|---------------------------|----------------------------------|----------------------------------|
| | | |
| | | |

Certificated (Non-management) - Other

List other significant contract changes that have occurred since first interim projections and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

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| |
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| |

S8B. Cost Analysis of JPA's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Classified Labor Agreements as of the Previous Reporting Period

Were all classified labor negotiations settled as of first interim projections?

If Yes or n/a, complete number of FTEs, then skip to section S8C.

If No, continue with section S8B.

n/a

Classified (Non-management) Salary and Benefit Negotiations

| | Prior Year (2nd Interim) (2022-23) | Current Year (2023-24) | 1st Subsequent Year (2024-25) | 2nd Subsequent Year (2025-26) |
|---|---------------------------------------|---------------------------|----------------------------------|----------------------------------|
| Number of classified (non-management) FTE positions | 9.0 | 6.0 | 6.0 | 6.0 |

1a. Have any salary and benefit negotiations been settled since first interim projections?

n/a

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-4.

If No, complete questions 5 and 6.

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 5 and 6.

n/a

Negotiations Settled Since First Interim Projections

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

3. Period covered by the agreement:

Begin Date:

End Date:

4. Salary settlement:

Current Year

1st Subsequent Year

2nd Subsequent Year

(2023-24)

(2024-25)

(2025-26)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

5. Cost of a one percent increase in salary and statutory benefits

5,770

6. Amount included for any tentative salary schedule increases

Current Year

1st Subsequent Year

2nd Subsequent Year

(2023-24)

(2024-25)

(2025-26)

0

0

0

Classified (Non-management) Health and Welfare (H&W) Benefits

Current Year

1st Subsequent Year

2nd Subsequent Year

(2023-24)

(2024-25)

(2025-26)

1. Are costs of H&W benefit changes included in the interim and MYPs?

2. Total cost of H&W benefits

3. Percent of H&W cost paid by employer

4. Percent projected change in H&W cost over prior year

Classified (Non-management) Prior Year Settlements Negotiated Since First Interim

Are any new costs negotiated since first interim for prior year settlements included in the interim?

| | | |
|--|--|--|
| | | |
| | | |

If Yes, amount of new costs included in the interim and MYPs

If Yes, explain the nature of the new costs:

| |
|--|
| |
|--|

Classified (Non-management) Step and Column Adjustments

| Current Year (2023-24) | 1st Subsequent Year (2024-25) | 2nd Subsequent Year (2025-26) |
|---------------------------|----------------------------------|----------------------------------|
|---------------------------|----------------------------------|----------------------------------|

1. Are step & column adjustments included in the interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

| | | |
|--|--|--|
| | | |
| | | |
| | | |

Classified (Non-management) Attrition (layoffs and retirements)

| Current Year (2023-24) | 1st Subsequent Year (2024-25) | 2nd Subsequent Year (2025-26) |
|---------------------------|----------------------------------|----------------------------------|
|---------------------------|----------------------------------|----------------------------------|

1. Are savings from attrition included in the interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

| | | |
|--|--|--|
| | | |
| | | |

Classified (Non-management) - Other

List other significant contract changes that have occurred since first interim and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

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S8C. Cost Analysis of JPA's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period

Were all managerial/confidential labor negotiations settled as of first interim projections?

n/a

If Yes or n/a, complete number of FTEs, then skip to S9.

If No, continue with section S8C.

Management/Supervisor/Confidential Salary and Benefit Negotiations

| | Prior Year (2nd Interim) (2022-23) | Current Year (2023-24) | 1st Subsequent Year (2024-25) | 2nd Subsequent Year (2025-26) |
|--|---------------------------------------|---------------------------|----------------------------------|----------------------------------|
| Number of management, supervisor, and confidential FTE positions | 3.0 | 6.0 | 6.0 | 6.0 |

1a. Have any salary and benefit negotiations been settled since first interim projections?

If Yes, complete question 2.

If No, complete questions 3 and 4.

n/a

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 3 and 4.

n/a

Negotiations Settled Since First Interim Projections

2. Salary settlement:

Current Year
(2023-24)

1st Subsequent Year
(2024-25)

2nd Subsequent Year
(2025-26)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Total cost of salary settlement

Change in salary schedule from prior year
(may enter text, such as "Reopener")

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

Current Year
(2023-24)

1st Subsequent Year
(2024-25)

2nd Subsequent Year
(2025-26)

4. Amount included for any tentative salary schedule increases

Management/Supervisor/Confidential

Health and Welfare (H&W) Benefits

Current Year
(2023-24)

1st Subsequent Year
(2024-25)

2nd Subsequent Year
(2025-26)

1. Are costs of H&W benefit changes included in the interim and MYPs?

2. Total cost of H&W benefits

3. Percent of H&W cost paid by employer

4. Percent projected change in H&W cost over prior year

Management/Supervisor/Confidential

Step and Column Adjustments

Current Year
(2023-24)

1st Subsequent Year
(2024-25)

2nd Subsequent Year
(2025-26)

1. Are step & column adjustments included in the interim and MYPs?

2. Cost of step & column adjustments

3. Percent change in step & column over prior year

Management/Supervisor/Confidential

Other Benefits (mileage, bonuses, etc.)

Current Year
(2023-24)

1st Subsequent Year
(2024-25)

2nd Subsequent Year
(2025-26)

1. Are costs of other benefits included in the interim and MYPs?

2. Total cost of other benefits

3. Percent change in cost of other benefits over prior year

S9. Status of Other Funds

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

S9A. Identification of Other Funds with Negative Ending Fund Balances

DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

No

If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.
2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review. DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9 except items A3 and A4, which are not applicable for JPAs; Item A1 is automatically completed based on data from Criterion 9.

| | | |
|-----|---|-----|
| A1. | Do cash flow projections show that the JPA will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No) | No |
| A2. | Is the system of personnel position control independent from the payroll system? | No |
| A3. | Is enrollment decreasing in both the prior and current fiscal years? | n/a |
| A4. | Are new charter schools operating in JPA boundaries that impact the JPA's enrollment, either in the prior or current fiscal year? | n/a |
| A5. | Has the JPA entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment? | No |
| A6. | Does the JPA provide uncapped (100% employer paid) health benefits for current or retired employees? | No |
| A7. | Is the JPA's financial system independent of the county office system? | No |
| A8. | Does the JPA have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.) | No |
| A9. | Have there been personnel changes in the JPA director or financial official positions within the last 12 months? | No |

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:
(optional)

| |
|--|
| |
|--|

End of Joint Powers Agency Second Interim Criteria and Standards Review

Technical Review Checks

Second Interim
 Projected Totals 2023-24
Technical Review Checks
 Phase - All
 Display - All Technical Checks

Ventura County Schools Business Services JPA

Ventura County

Following is a chart of the various types of technical review checks and related requirements:

F - Fatal (Data must be corrected; an explanation is not allowed)

W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)

O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

| | |
|---|----------------------|
| CHECKFUNCTION - (Fatal) - All FUNCTION codes must be valid. | <u>Passed</u> |
| CHECKFUND - (Fatal) - All FUND codes must be valid. | <u>Passed</u> |
| CHECKGOAL - (Fatal) - All GOAL codes must be valid. | <u>Passed</u> |
| CHECKOBJECT - (Fatal) - All OBJECT codes must be valid. | <u>Passed</u> |
| CHECKRESOURCE - (Warning) - All RESOURCE codes must be valid. | <u>Passed</u> |
| CHK-FDXRS7690xOB8590 - (Fatal) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. | <u>Passed</u> |
| CHK-FUNCTIONxOBJECT - (Fatal) - All FUNCTION and OBJECT account code combinations must be valid. | <u>Passed</u> |
| CHK-FUNDxFUNCTION-A - (Warning) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. | <u>Passed</u> |
| CHK-FUNDxFUNCTION-B - (Fatal) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. | <u>Passed</u> |
| CHK-FUNDxGOAL - (Warning) - All FUND and GOAL account code combinations should be valid. | <u>Passed</u> |
| CHK-FUNDxOBJECT - (Fatal) - All FUND and OBJECT account code combinations must be valid. | <u>Passed</u> |
| CHK-FUNDxRESOURCE - (Warning) - All FUND and RESOURCE account code combinations should be valid. | <u>Passed</u> |
| CHK-GOALxFUNCTION-A - (Fatal) - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. | <u>Passed</u> |
| CHK-GOALxFUNCTION-B - (Fatal) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). | <u>Passed</u> |

CHK-RES6500XOBJ8091 - (Fatal) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). **Passed**

CHK-RESOURCExOBJECTA - (Warning) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. **Passed**

CHK-RESOURCExOBJECTB - (Informational) - All RESOURCE and OBJECT(objects 9791, 9793, and 9795) account code combinations should be valid. **Passed**

CHK-RS-LOCAL-DEFINED - (Fatal) - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

SPECIAL-ED-GOAL - (Fatal) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, 3318, and 3332. **Passed**

GENERAL LEDGER CHECKS

CEFB-POSITIVE - (Fatal) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund. **Passed**

CONTRIB-RESTR-REV - (Fatal) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. **Passed**

CONTRIB-UNREST-REV - (Fatal) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. **Passed**

EFB-POSITIVE - (Warning) - All ending fund balances (Object 979Z) should be positive by resource, by fund. **Passed**

EXCESS-ASSIGN-REU - (Fatal) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95). **Passed**

EXP-POSITIVE - (Warning) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund. **Passed**

INTERFD-DIR-COST - (Warning) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. **Passed**

INTERFD-IN-OUT - (Warning) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). **Passed**

INTERFD-INDIRECT - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. **Passed**

INTERFD-INDIRECT-FN - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. **Passed**

INTRA-FD-DIR-COST - (Fatal) - Transfers of Direct Costs (Object 5710) must net to zero by fund. **Passed**

INTRA-FD-INDIRECT - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by fund. **Passed**

INTRA-FD-INDIRECT-FN - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by function. **Passed**

LOTTERY-CONTRIB - (Fatal) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). **Passed**

OBJ-POSITIVE - (Warning) - All applicable objects should have a positive balance by resource, by fund. **Passed**

PASS-THRU-REV=EXP - (Warning) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by fund and resource. **Passed**

REV-POSITIVE - (Warning) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund. **Passed**

RS-NET-POSITION-ZERO - (Fatal) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95. **Passed**

SE-PASS-THRU-REVENUE - (Warning) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area. **Passed**

UNASSIGNED-NEGATIVE - (Fatal) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95. **Passed**

UNR-NET-POSITION-NEG - (Fatal) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95. **Passed**

SUPPLEMENTAL CHECKS

CS-EXPLANATIONS - (Warning) - Explanations must be provided in the Criteria and Standards Review (Form 01CSI) for all criteria and for supplemental information items S1 through S6, and S9 if applicable, where the standard has not been met or where the status is Not Met or Yes. **Passed**

CS-YES-NO - (Warning) - Supplemental information items and additional fiscal indicator items in the Criteria and Standards Review (Form 01CSI) must be answered Yes or No, where applicable, for the form to be complete. **Passed**

EXPORT VALIDATION CHECKS

CASHFLOW-PROVIDE - (Warning) - A Cashflow Worksheet (Form CASH) must be provided with your Interim reports. (Note: LEAs may use a cashflow worksheet other than Form CASH, as long as it provides a monthly cashflow projected through the end of the fiscal year.)
Explanation: A cashflow worksheet will be provided under separate cover. **Exception**

CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved. **Passed**

CHK-EXTRACTED-DATA-SOURCE - (Warning) - All forms that extract data from a prior reporting period use the same source extraction submission **Passed**

CHK-UNBALANCED-A - (Warning) - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed. **Passed**

CHK-UNBALANCED-B - (Fatal) - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export is completed. **Passed**

CS-PROVIDE - (Fatal) - The Criteria and Standards Review (Form 01CSI) has been provided. **Passed**

INTERIM-CERT-PROVIDE - (Fatal) - Interim Certification (Form CI) must be provided.

Passed

MYP-PROVIDE - (Warning) - A Multiyear Projection Worksheet must be provided with your Interim. (Note: LEAs may use a multiyear projection worksheet other than Form MYP, with approval of their reviewing agency, as long as it provides current year and at least two subsequent fiscal years, and separately projects unrestricted resources, restricted resources, and combined total resources.)

Passed

MYPIO-PROVIDE - (Warning) - A multiyear projection worksheet must be provided with your interim report for any fund projecting a negative balance at the end of the current fiscal year. (Note: LEAs may use a multiyear projection worksheet other than Form MYPIO, with approval of their reviewing agency.)

Passed

VERSION-CHECK - (Warning) - All versions are current.

Passed

Second Interim
Board Approved Operating Budget 2023-24
Technical Review Checks
Phase - All
Display - All Technical Checks

Ventura County Schools Business Services JPA

Ventura County

Following is a chart of the various types of technical review checks and related requirements:

F - Fatal (Data must be corrected; an explanation is not allowed)

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O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

| | |
|---|----------------------|
| CHECKFUNCTION - (Fatal) - All FUNCTION codes must be valid. | <u>Passed</u> |
| CHECKFUND - (Fatal) - All FUND codes must be valid. | <u>Passed</u> |
| CHECKGOAL - (Fatal) - All GOAL codes must be valid. | <u>Passed</u> |
| CHECKOBJECT - (Fatal) - All OBJECT codes must be valid. | <u>Passed</u> |
| CHECKRESOURCE - (Warning) - All RESOURCE codes must be valid. | <u>Passed</u> |
| CHK-FDXRS7690xOB8590 - (Fatal) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. | <u>Passed</u> |
| CHK-FUNCTIONxOBJECT - (Fatal) - All FUNCTION and OBJECT account code combinations must be valid. | <u>Passed</u> |
| CHK-FUNDxFUNCTION-A - (Warning) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. | <u>Passed</u> |
| CHK-FUNDxFUNCTION-B - (Fatal) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. | <u>Passed</u> |
| CHK-FUNDxGOAL - (Warning) - All FUND and GOAL account code combinations should be valid. | <u>Passed</u> |
| CHK-FUNDxOBJECT - (Fatal) - All FUND and OBJECT account code combinations must be valid. | <u>Passed</u> |
| CHK-FUNDxRESOURCE - (Warning) - All FUND and RESOURCE account code combinations should be valid. | <u>Passed</u> |
| CHK-GOALxFUNCTION-A - (Fatal) - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. | <u>Passed</u> |
| CHK-GOALxFUNCTION-B - (Fatal) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). | <u>Passed</u> |

CHK-RES6500XOBJ8091 - (Fatal) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). **Passed**

CHK-RESOURCExOBJECTA - (Warning) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. **Passed**

CHK-RESOURCExOBJECTB - (Informational) - All RESOURCE and OBJECT(objects 9791, 9793, and 9795) account code combinations should be valid. **Passed**

CHK-RS-LOCAL-DEFINED - (Fatal) - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

SPECIAL-ED-GOAL - (Fatal) - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, 3318, and 3332. **Passed**

GENERAL LEDGER CHECKS

CEFB-POSITIVE - (Warning) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund. **Passed**

CONTRIB-RESTR-REV - (Warning) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. **Passed**

CONTRIB-UNREST-REV - (Warning) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. **Passed**

EFB-POSITIVE - (Warning) - All ending fund balances (Object 979Z) should be positive by resource, by fund. **Passed**

EXCESS-ASSIGN-REU - (Warning) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95). **Passed**

EXP-POSITIVE - (Warning) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund. **Passed**

INTERFD-DIR-COST - (Warning) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. **Passed**

INTERFD-IN-OUT - (Warning) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). **Passed**

INTERFD-INDIRECT - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. **Passed**

INTERFD-INDIRECT-FN - (Warning) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. **Passed**

INTRA-FD-DIR-COST - (Warning) - Transfers of Direct Costs (Object 5710) must net to zero by fund. **Passed**

INTRA-FD-INDIRECT - (Warning) - Transfers of Indirect Costs (Object 7310) must net to zero by fund. **Passed**

INTRA-FD-INDIRECT-FN - (Warning) - Transfers of Indirect Costs (Object 7310) must net to zero by function. **Passed**

LOTTERY-CONTRIB - (Warning) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). **Passed**

OBJ-POSITIVE - (Warning) - All applicable objects should have a positive balance by resource, by fund. **Passed**

PASS-THRU-REV=EXP - (Warning) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by fund and resource. **Passed**

REV-POSITIVE - (Warning) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund. **Passed**

RS-NET-POSITION-ZERO - (Fatal) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95. **Passed**

SE-PASS-THRU-REVENUE - (Warning) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area. **Passed**

UNASSIGNED-NEGATIVE - (Fatal) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95. **Passed**

UNR-NET-POSITION-NEG - (Fatal) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95. **Passed**

EXPORT VALIDATION CHECKS

CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved. **Passed**

CHK-EXTRACTED-DATA-SOURCE - (Warning) - All forms that extract data from a prior reporting period use the same source extraction submission **Passed**

VERSION-CHECK - (Warning) - All versions are current. **Passed**

Second Interim
Original Budget 2023-24
Technical Review Checks
Phase - All
Display - All Technical Checks

Ventura County Schools Business Services JPA**Ventura County**

Following is a chart of the various types of technical review checks and related requirements:

F - Fatal (Data must be corrected; an explanation is not allowed)

W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)

O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

| | |
|---|----------------------|
| CHECKFUNCTION - (Fatal) - All FUNCTION codes must be valid. | <u>Passed</u> |
| CHECKFUND - (Fatal) - All FUND codes must be valid. | <u>Passed</u> |
| CHECKGOAL - (Fatal) - All GOAL codes must be valid. | <u>Passed</u> |
| CHECKOBJECT - (Fatal) - All OBJECT codes must be valid. | <u>Passed</u> |
| CHECKRESOURCE - (Warning) - All RESOURCE codes must be valid. | <u>Passed</u> |
| CHK-FDXRS7690xOB8590 - (Fatal) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. | <u>Passed</u> |
| CHK-FUNCTIONxOBJECT - (Fatal) - All FUNCTION and OBJECT account code combinations must be valid. | <u>Passed</u> |
| CHK-FUNDxFUNCTION-A - (Warning) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. | <u>Passed</u> |
| CHK-FUNDxFUNCTION-B - (Fatal) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. | <u>Passed</u> |
| CHK-FUNDxGOAL - (Warning) - All FUND and GOAL account code combinations should be valid. | <u>Passed</u> |
| CHK-FUNDxOBJECT - (Fatal) - All FUND and OBJECT account code combinations must be valid. | <u>Passed</u> |
| CHK-FUNDxRESOURCE - (Warning) - All FUND and RESOURCE account code combinations should be valid. | <u>Passed</u> |
| CHK-GOALxFUNCTION-A - (Fatal) - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. | <u>Passed</u> |
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CHK-RESOURCExOBJECTA - (Warning) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. **Passed**

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CHK-RS-LOCAL-DEFINED - (Fatal) - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

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CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved. **Passed**

CHK-EXTRACTED-DATA-SOURCE - (Warning) - All forms that extract data from a prior reporting period use the same source extraction submission **Passed**

VERSION-CHECK - (Warning) - All versions are current. **Passed**

Second Interim
Actuals to Date 2023-24
Technical Review Checks
Phase - All
Display - All Technical Checks

Ventura County Schools Business Services JPA**Ventura County**

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| CHK-FUNDxGOAL - (Warning) - All FUND and GOAL account code combinations should be valid. | <u>Passed</u> |
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GENERAL LEDGER CHECKS

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INTRA FD-INDIRECT-FN - (Warning) - Transfers of Indirect Costs (Object 7310) must net to zero by function. **Passed**

LOTTERY-CONTRIB - (Warning) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). **Passed**

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CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved. **Passed**

CHK-EXTRACTED-DATA-SOURCE - (Warning) - All forms that extract data from a prior reporting period use the same source extraction submission **Passed**

SACS Web System - SACS V8
56-40295-0000000 - Ventura County Schools Business Services JPA - Second Interim - Actuals to Date 2023-24
2/26/2024 7:07:23 PM

VERSION-CHECK - (Warning) - All versions are current.

Passed



Governing Board
Ventura County Schools Business Services Authority
Camarillo, California

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Ventura County Schools Business Services Authority (the Agency) as of and for the year ended June 30, 2023, and have issued our report thereon dated November 5, 2023. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit in our governance planning communication dated May 2, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Significant audit findings or issues

Qualitative aspects of accounting practices

Accounting policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the school are described in Note 1 to the financial statements.

No new accounting policies were adopted, and the application of existing policies was not changed during 2023.

We noted no transactions entered into by the school during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements include such items as:

- Management's estimate of the depreciation and amortization rates on capital assets are based on management's estimate of the useful lives of those assets. We evaluated the key factors and assumptions used to develop the depreciation and amortization rates in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management's estimate of the liabilities and related deferrals associated with pension benefits is based actuarial analysis of benefits earned. We evaluated the key factors and assumptions used to develop the estimate of the pension liabilities and related deferrals associated with pension benefits in determining that it is reasonable in relation to the financial statements taken as a whole.

We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Financial statement disclosures

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure(s) affecting the financial statements were:

- The disclosure of Employee Retirement Plans at Note 9 is considered significant because they utilize actuarially determined data.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties encountered in performing the audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Uncorrected misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has determined that the effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The following summarizes uncorrected misstatements of the financial statements:

- Compensated absences of \$13,517 were not recorded to the government-wide financial statements. This results in an understatement to long-term liabilities and an overstatement of unrestricted net position by this amount.

Uncorrected misstatements or the matters underlying uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even if management has concluded that the uncorrected misstatements are immaterial to the financial statements under audit.

Corrected misstatements

Management did not identify and we did not notify them of any financial statement misstatements detected as a result of audit procedures.

Disagreements with management

For purposes of this communication, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

Management representations

We have requested certain representations from management that are included in the management representation letter dated November 5, 2023.

Management consultations with other independent accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the entity's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Significant issues discussed with management prior to engagement

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to engagement as the school's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our engagement.

Required supplementary information

With respect to the required supplementary information (RSI) accompanying the financial statements, we made certain inquiries of management about the methods of preparing the RSI, including whether the RSI has been measured and presented in accordance with prescribed guidelines, whether the methods of measurement and preparation have been changed from the prior period and the reasons for any such changes, and whether there were any significant assumptions or interpretations underlying the measurement or presentation of the RSI. We compared the RSI for consistency with management's responses to the foregoing inquiries, the basic financial statements, and other knowledge obtained during the audit of the basic financial statements. Because these limited procedures do not provide sufficient evidence, we did not express an opinion or provide any assurance on the RSI.

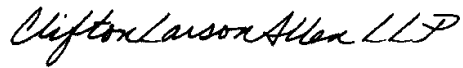
Supplementary information in relation to the financial statements as a whole

With respect to the supplementary information required by the California Department of Education (the reconciliation of the annual financial and budget report with the audited financial statements), on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period or the reasons for such changes, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated November 5, 2023.

The supplementary information required by the California Department of Education (the history and organization), accompanying the financial statements, which is the responsibility of management, was prepared for purposes of additional analysis and is not a required part of the financial statements. Such information was not subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, we did not express an opinion or provide any assurance on it.

* * *

This communication is intended solely for the information and use of the governing board and management of the agency and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

CliftonLarsonAllen LLP

Glendora, California
November 5, 2023

**VENTURA COUNTY SCHOOLS
BUSINESS SERVICES AUTHORITY
VENTURA COUNTY**

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

YEAR ENDED JUNE 30, 2023



CPAs | CONSULTANTS | WEALTH ADVISORS

CLAconnect.com

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2023**

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INDEPENDENT AUDITORS' REPORT

Board of Education
Ventura County Schools Business Services Authority
Camarillo, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Ventura County Schools Business Services Authority (the Agency) as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Agency as of June 30, 2023, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Agency and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Agency's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Agency's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of the Agency's proportionate share of the net pension liability and schedule of Agency contributions be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Agency's basic financial statements. The reconciliation of the annual financial and budget report with the audited financial statements is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the reconciliation of the annual financial and budget report with the audited financial statements is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The history and organization, which is the responsibility of management, is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 5, 2023, on our consideration of the Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Agency's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Agency's internal control over financial reporting and compliance.



CliftonLarsonAllen LLP

Glendora, California
November 5, 2023

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2023**

This section of Ventura County Schools Business Services Authority's (the Agency) 2022/2023 annual financial report presents our discussion and analysis of the Agency's financial performance during the fiscal year that ended on June 30, 2023. Please read it in conjunction with the independent auditor's report at the front of this report and the Agency's financial statements, which immediately follow this section.

OVERVIEW OF THE FINANCIAL STATEMENTS

Financial Statements

The financial statements presented herein include all of the activities of the Agency using the integrated approach as prescribed by GASB Statement Number 34.

The *Government-Wide Financial Statements* present the financial picture of the Agency from the economic resources measurement focus using the accrual basis of accounting. These statements include all assets of the Agency as well as all liabilities (including long-term liabilities).

Governmental Activities are prepared using the economic resources measurement focus and the accrual basis of accounting.

The *Fund Financial Statements* include statements for the governmental activities.

The *Governmental Funds* are prepared using the current financial resources measurement focus and modified accrual basis of accounting. Governmental funds of the Agency include the General Fund and the Special Reserve Fund for-Capital Outlay Projects.

The Agency has no *Proprietary Funds* or *Fiduciary Funds*.

Reconciliation of the Fund Financial Statements to the Government-Wide Financial Statements is provided to explain the differences created by the integrated approach.

The Primary unit of the government is the Agency.

FINANCIAL HIGHLIGHTS OF THE PAST YEAR

In relationship to required pension standards deferred inflows of resources of \$55 thousand and deferred outflows of resources of \$713 thousand were recorded. The Agency reported a positive unrestricted net position of \$1.9 million as of June 30, 2023.

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)
YEAR ENDED JUNE 30, 2023**

REPORTING THE AGENCY AS A WHOLE

The Statement of Net Position and the Statement of Activities

The *Statement of Net Position* and the *Statement of Activities* report information about the Agency as a whole and about its activities. These statements include all assets and liabilities of the Agency using the full accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Agency's change in net position. Net position is the net between assets plus deferred outflows of resources less liabilities and deferred inflows of resources. Over time, increases or decreases in the Agency's net position indicate whether its financial health is improving or deteriorating.

The relationship between revenues and expenses is the Agency's operating results. Since the Board's responsibility is to provide services to our member Districts and Charters and not to generate profit as commercial entities do, one must consider other factors when evaluating the overall health of the Agency. The quality of the service provided to the member Districts and Charters will likely be an important component in this evaluation.

Fund Financial Statements

The fund financial statements provide detailed information about the Agency's Funds - not the Agency as a whole. All of the Agency's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Agency's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Agency's programs. The differences of results in the governmental fund financial statements to those in the government-wide financial statements are explained in a reconciliation following each governmental fund financial statement.

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)
YEAR ENDED JUNE 30, 2023**

THE AGENCY AS A WHOLE

Net Position

The Agency's total net position was a positive \$2.0 million for the fiscal year ended June 30, 2023. The following analysis, in summary form, focuses on the net position (Table 1) and change in net position (Table 2) of the Agency's governmental activities.

Table 1: Net Position

| | Governmental Activities | | |
|---------------------------------------|-------------------------|---------------------|-------------------|
| | 2023 | 2022 | Difference |
| ASSETS | | | |
| Current and Other Assets | \$ 2,608,439 | \$ 2,031,651 | \$ 576,788 |
| Capital Assets | 95,718 | 117,070 | (21,352) |
| Total Assets | 2,704,157 | 2,148,721 | 555,436 |
| DEFERRED OUTFLOWS OF RESOURCES | | | |
| Deferred Outflows - Pensions | 712,966 | 327,116 | 385,850 |
| LIABILITIES | | | |
| Current Liabilities | 20,124 | 82,883 | (62,759) |
| Long-Term Liabilities | 1,368,200 | 528,557 | 839,643 |
| Total Liabilities | 1,388,324 | 611,440 | 776,884 |
| DEFERRED INFLOWS OF RESOURCES | | | |
| Deferred Inflows - Pensions | 55,122 | 452,181 | (397,059) |
| NET POSITION | | | |
| Net Investment in Capital Assets | 88,547 | 106,490 | (17,943) |
| Unrestricted | 1,885,130 | 1,305,726 | 579,404 |
| Total Net Position | <u>\$ 1,973,677</u> | <u>\$ 1,412,216</u> | <u>\$ 561,461</u> |

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)
YEAR ENDED JUNE 30, 2023**

Governmental Activities

The results of this year's operations for the Agency as a whole are reported in the Statement of Activities. Table 2 takes the information from the statement and rearranges them slightly so you can see the total revenues, expenditures and change in net position for the year. The revenues from all governmental sources were \$2.6 million and the cost of all governmental activities was \$2.1 million resulting in an increase in net position of \$561 thousand.

Table 2: Change in Net Position

| | Governmental Activities | | |
|---|----------------------------|----------------------------|--------------------------|
| | 2023 | 2022 | Difference |
| REVENUES | | | |
| Program Revenues: | | | |
| Charges for Services | \$ 2,596,517 | \$ 2,327,652 | \$ 268,865 |
| Operating Grants and Contributions | 1,124 | 3,787 | (2,663) |
| General Revenues: | | | |
| Interest Earnings and Miscellaneous | 48,409 | 6,912 | 41,497 |
| Total Revenues | <u>2,646,050</u> | <u>2,338,351</u> | <u>307,699</u> |
| EXPENSES | | | |
| General Administration | 1,813,874 | 1,397,853 | 416,021 |
| Plant Services | 249,286 | 287,911 | (38,625) |
| Debt Service - Interest | 77 | - | 77 |
| Depreciation & Amortization (Unallocated) | 21,352 | 10,315 | 11,037 |
| Total Expenses | <u>2,084,589</u> | <u>1,696,079</u> | <u>388,510</u> |
| CHANGE IN NET POSITION | 561,461 | 642,272 | (80,811) |
| Net Position - Beginning of Year | <u>1,412,216</u> | <u>769,944</u> | <u>642,272</u> |
| NET POSITION - END OF YEAR | <u><u>\$ 1,973,677</u></u> | <u><u>\$ 1,412,216</u></u> | <u><u>\$ 561,461</u></u> |

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)
YEAR ENDED JUNE 30, 2023**

THE AGENCY'S FUNDS

As the Agency completed this year, using the current financial resources measurement focus and the modified accrual basis of accounting, the governmental funds reported a combined fund balance of \$2.6 million, which is an increase of \$640 thousand from the prior fiscal year as shown in Table 3 below.

Table 3: Fund Balance

| | <u>June 30, 2023</u> | <u>June 30, 2022</u> | <u>Difference</u> |
|--|----------------------|----------------------|-------------------|
| FUND BALANCES | | | |
| General Fund | \$ 2,550,565 | \$ 1,911,978 | \$ 638,587 |
| Special Reserve Fund for Capital Outlay Projects | 37,750 | 36,790 | 960 |
| Total Fund Balances | <u>\$ 2,588,315</u> | <u>\$ 1,948,768</u> | <u>\$ 639,547</u> |

General Fund Budgetary Highlights

Over the course of the year, the Agency revises its budget for unanticipated changes in revenues and expenditures. A schedule showing the Agency's original and final budget amounts compared with amounts actually paid and received is provided on page 32. Listed below is a comparison of the Agency's adopted budget for the General Fund with the amounts actually paid and received during 2022/2023.

Table 4: General Fund Comparison

| | <u>Original Budget</u> | <u>Final Budget</u> | <u>Actuals</u> | <u>Over/(Under) Actuals vs Final Budget</u> |
|------------------------------------|----------------------------|-------------------------|---------------------|---|
| REVENUES | | | | |
| Other Local Sources | \$ 2,194,489 | \$ 2,645,623 | \$ 2,645,090 | \$ (533) |
| Total Revenues | 2,194,489 | 2,645,623 | 2,645,090 | (533) |
| EXPENDITURES | | | | |
| Classified Salaries | 1,205,850 | 1,374,665 | 1,365,410 | (9,255) |
| Employee Benefits | 434,151 | 452,403 | 452,312 | (91) |
| Books and Supplies | 48,000 | 37,361 | 33,318 | (4,043) |
| Services and Other | | | | |
| Operating Expenditures | 149,733 | 156,779 | 151,977 | (4,802) |
| Debt Service | - | 3,487 | 3,486 | (1) |
| Total Expenditures | <u>1,837,734</u> | <u>2,024,695</u> | <u>2,006,503</u> | <u>(18,192)</u> |
| NET CHANGES IN FUND BALANCE | 356,755 | 620,928 | 638,587 | 17,659 |
| Fund Balance - Beginning of Year | <u>1,911,978</u> | <u>1,911,978</u> | <u>1,911,978</u> | <u>-</u> |
| FUND BALANCE - END OF YEAR | <u>\$ 2,268,733</u> | <u>\$ 2,532,906</u> | <u>\$ 2,550,565</u> | <u>\$ 17,659</u> |

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)
YEAR ENDED JUNE 30, 2023**

In comparing the 2022/2023 actuals with the original budget, the following significant changes occurred:

- Local revenues increased by \$451 thousand due to charter growth in enrollment and payments from revenues received for one-time categorical revenue.
- Classified salary and benefits increased \$163 thousand due to a salary schedule increase of 8% for classified employees and a 5% increase for the Chief Business Official. In addition, the health & welfare cap was raised from \$19,602 to \$21,154.
- Materials and supplies decreased \$15 thousand due to the savings experienced in the non-capitalized budget.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

At June 30, 2023, the Agency had \$96 thousand in capital assets (net of depreciation/amortization) as shown in Table 5 below. The decrease of \$21 thousand in assets is due to depreciation and amortization during the year.

Table 5: Capital Assets (Net of Depreciation and Amortization)

| | Governmental Activities | | |
|---|-------------------------|-------------------|--------------------|
| | 2023 | 2022 | Difference |
| CAPITAL ASSETS | | | |
| (Net of Depreciation/Amortization) | | | |
| Equipment | \$ 88,610 | \$ 106,537 | \$ (17,927) |
| Right-to-Use Lease Equipment | 7,108 | 10,533 | (3,425) |
| Total Capital Assets | <u>\$ 95,718</u> | <u>\$ 117,070</u> | <u>\$ (21,352)</u> |

Long-Term Liabilities

The Agency has outstanding long-term liabilities of \$1.4 million as of June 30, 2023 as shown in Table 6 below.

Table 6: Long-Term Liabilities

| | Governmental Activities | | |
|------------------------------|-------------------------|-------------------|-------------------|
| | 2023 | 2022 | Difference |
| LONG-TERM LIABILITIES | | | |
| Lease Payable | \$ 7,171 | \$ 10,580 | \$ (3,409) |
| Net Pension Liability | 1,361,029 | 517,977 | 843,052 |
| Total Long-Term Liabilities | <u>\$ 1,368,200</u> | <u>\$ 528,557</u> | <u>\$ 839,643</u> |

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)
YEAR ENDED JUNE 30, 2023**

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

In considering the Agency's Budget for the 2023/24 fiscal year, the Board and management used the following criteria:

The key assumptions in our revenue forecast are:

Revenues from each of the members and charter schools are based on the Board-approved formula.

Interest earnings are based on the current market interest rates.

Expenditures are based on the following forecasts:

- Salaries and benefits include step increases and the increased cost of health benefits.
- Materials and supplies remain relatively consistent with prior year expenditures.
- Services remain relatively consistent with prior year expenditures.

CONTACTING THE AGENCY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, students, investors and creditors with a general overview of the Agency's finances and to show the Agency's accountability for the money it receives. If you have questions about this report or need any additional financial information, contact the Chief Business Official at the Ventura County Schools Business Services Authority, 5189 Verdugo Way, Camarillo, California, 93012, (805) 383-1972, or e-mail at tpeterson@vcoe.org.

FINANCIAL STATEMENTS

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
STATEMENT OF NET POSITION
JUNE 30, 2023

| | Governmental Activities |
|---|----------------------------|
| ASSETS | |
| Cash In County | \$ 2,025,236 |
| Cash and Cash Equivalents | 20,000 |
| Accounts Receivable | 541,314 |
| Prepaid Expenses | 21,889 |
| Capital Assets Being Depreciated and Amortized, Net | 95,718 |
| Total Assets | <u>2,704,157</u> |
| DEFERRED OUTFLOWS OF RESOURCES | |
| Deferred Outflows - Pensions | 712,966 |
| Total Deferred Outflows of Resources | <u>712,966</u> |
| LIABILITIES | |
| Accounts Payable | 20,124 |
| Long-Term Liabilities: | |
| Due within One Year Other than Pensions | 3,439 |
| Due in More Than One Year Other than Pensions | 3,732 |
| Net Pension Liability | 1,361,029 |
| Total Liabilities | <u>1,388,324</u> |
| DEFERRED INFLOWS OF RESOURCES | |
| Deferred Inflows - Pensions | 55,122 |
| Total Deferred Inflows of Resources | <u>55,122</u> |
| NET POSITION | |
| Net Investment in Capital Assets | 88,547 |
| Unrestricted | 1,885,130 |
| Total Net Position | <u><u>\$ 1,973,677</u></u> |

See accompanying Notes to Financial Statements.

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VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2023

| Functions | Expenses | Program Revenues | | Net (Expense) |
|-----------------------------------|---------------------|----------------------------|--|---|
| | | Charges for Services | Operating Grants and Contributions | Revenue and Changes in Net Position |
| GOVERNMENTAL ACTIVITIES | | | | |
| General Administration | \$ 1,813,874 | \$ 2,596,517 | \$ 1,124 | \$ 783,767 |
| Plant Services | 249,286 | - | - | (249,286) |
| Debt Service - Interest | 77 | - | - | (77) |
| Depreciation (Unallocated) | 17,927 | - | - | (17,927) |
| Amortization (Unallocated) | 3,425 | - | - | (3,425) |
| Total Governmental Activities | <u>\$ 2,084,589</u> | <u>\$ 2,596,517</u> | <u>\$ 1,124</u> | 513,052 |
| GENERAL REVENUES | | | | |
| Interest and Investment Earnings | | | | 45,088 |
| Miscellaneous | | | | 3,321 |
| Total General Revenues | | | | <u>48,409</u> |
| CHANGE IN NET POSITION | | | | 561,461 |
| Net Position - Beginning of Year | | | | <u>1,412,216</u> |
| NET POSITION - END OF YEAR | | | | <u>\$ 1,973,677</u> |

See accompanying Notes to Financial Statements.

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2023

| | <u>General Fund</u> | <u>Nonmajor Special Reserve Fund for Capital Outlay Projects</u> | <u>Total Governmental Funds</u> |
|--------------------------------------|---------------------|--|---|
| ASSETS | | | |
| Cash in County Treasury | \$ 1,987,953 | \$ 37,283 | \$ 2,025,236 |
| Cash and Cash Equivalents | 20,000 | - | 20,000 |
| Accounts Receivable | 540,847 | 467 | 541,314 |
| Prepaid Expenditures | <u>21,889</u> | <u>-</u> | <u>21,889</u> |
| Total Assets | <u>\$ 2,570,689</u> | <u>\$ 37,750</u> | <u>\$ 2,608,439</u> |
| LIABILITIES AND FUND BALANCES | | | |
| LIABILITIES | | | |
| Accounts Payable | \$ 18,931 | \$ - | \$ 18,931 |
| Unearned Revenues | <u>1,193</u> | <u>-</u> | <u>1,193</u> |
| Total Liabilities | 20,124 | - | 20,124 |
| FUND BALANCES | | | |
| Nonspendable | 41,889 | - | 41,889 |
| Committed | 21,396 | 37,750 | 59,146 |
| Unassigned | <u>2,487,280</u> | <u>-</u> | <u>2,487,280</u> |
| Total Fund Balances | <u>2,550,565</u> | <u>37,750</u> | <u>2,588,315</u> |
| Total Liabilities and Fund Balances | <u>\$ 2,570,689</u> | <u>\$ 37,750</u> | <u>\$ 2,608,439</u> |

See accompanying Notes to Financial Statements.

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
JUNE 30, 2023**

Total Fund Balances - Governmental Funds \$ 2,588,315

Amounts reported for governmental funds are different than the
Statement of Net Position because:

Capital assets used in governmental activities are not
financial resource and, therefore, are not reported as assets
in governmental funds. These assets consist of:

Capital Assets being Depreciated and Amortized, Net 95,718

Long-term liabilities are not due and payable in the current period
and, therefore, are not reported as liabilities in governmental funds.
Long-term liabilities at year-end consist of:

| | | | |
|-----------------------|----|-------------|-------------|
| Lease Payable | \$ | (7,171) | |
| Net Pension Liability | | (1,361,029) | (1,368,200) |

In governmental funds, deferred outflows and inflows of resources
are not reported because they are applicable to future periods.
Deferred outflows and inflows of resources at year-end consist of:

| | | | |
|------------------------------|---------|----------|---------|
| Deferred Outflows - Pensions | 712,966 | | |
| Deferred Inflows - Pensions | | (55,122) | 657,844 |

| | | | |
|--|--|--------------|--|
| Total Net Position - Governmental Activities | | \$ 1,973,677 | |
|--|--|--------------|--|

See accompanying Notes to Financial Statements.

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VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2023

| | <u>General Fund</u> | <u>Nonmajor Special Reserve Fund for Capital Outlay Projects</u> | <u>Total Governmental Funds</u> |
|------------------------------------|----------------------------|--|---|
| REVENUES | | | |
| Local Sources | \$ 2,645,090 | \$ 960 | \$ 2,646,050 |
| Total Revenues | <u>2,645,090</u> | <u>960</u> | <u>2,646,050</u> |
| EXPENDITURES | | | |
| General Administration | 1,757,340 | - | 1,757,340 |
| Plant Services | 245,677 | - | 245,677 |
| Debt Service | 3,486 | - | 3,486 |
| Total Expenditures | <u>2,006,503</u> | <u>-</u> | <u>2,006,503</u> |
| NET CHANGES IN FUND BALANCE | 638,587 | 960 | 639,547 |
| Fund Balances - Beginning of Year | <u>1,911,978</u> | <u>36,790</u> | <u>1,948,768</u> |
| FUND BALANCES - END OF YEAR | <u><u>\$ 2,550,565</u></u> | <u><u>\$ 37,750</u></u> | <u><u>\$ 2,588,315</u></u> |

See accompanying Notes to Financial Statements.

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2023**

Net Change in Fund Balances - Total Governmental Funds \$ 639,547

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost is allocated over their estimated useful lives and reported as depreciation and amortization expense.

| | | |
|----------------------|----------------|----------|
| Depreciation Expense | \$ (17,927) | |
| Amortization Expense | <u>(3,425)</u> | (21,352) |

Repayment of long-term debt is reported as an expenditure in governmental funds but the repayment reduces long-term debt in the statement of net position.

| | |
|------------------------------|-------|
| Repayment of Lease Principal | 3,409 |
|------------------------------|-------|

In governmental funds, pension costs are recognized when the employer contribution is made, but in the Statement of Activities, pension costs are recognized on the accrual basis. The difference between accrual basis pension costs and actual employer contribution was:

(60,143)

| | |
|---|--------------------------|
| Change in Net Position of Governmental Activities | <u><u>\$ 561,461</u></u> |
|---|--------------------------|

See accompanying Notes to Financial Statements.

(17)

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Agency accounts for its financial transactions in accordance with the policies and procedures of the California Department of Education's *California School Accounting Manual*, updated to conform to the most current financial and reporting requirements promulgated by the California Department of Education. The accounting policies of the Agency conform to generally accepted accounting principles (U.S. GAAP) as prescribed by the Governmental Accounting Standards Board (GASB).

The significant accounting policies applicable to the Agency are described below.

Basis of Presentation

The accompanying financial statements have been prepared in conformity with U.S. GAAP as prescribed by GASB. The financial statement presentation required by GASB provides a comprehensive, entity-wide perspective of the Agency's financial activities.

The Agency's basic financial statements consist of government-wide statements, including a statement of net position, a statement of activities, and fund financial statements.

Government-Wide Financial Statements

The statement of net position and the statement of activities displays information about the Agency as a whole. These statements include the financial activities of the primary government.

The statement of net position presents the financial condition of the governmental activities of the Agency at year-end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Agency's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and, therefore, clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants, and contributions that are restricted to meeting the operational or capital requirements of a particular program, and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Agency. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the Agency. Depreciation and amortization has not been allocated to specific functions.

Fund Financial Statements

During the year, the Agency segregates transactions related to certain Agency functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Agency at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column.

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Presentation (Continued)

Fund Financial Statements (Continued)

The fund financial statement expenditures are presented in a function-oriented format. The following is a brief description of the functions:

General Administration: Includes data processing services and all other general administration services.

Plant Services: Includes activities of maintaining the physical plant. This also includes facilities acquisition and construction expenditures.

Debt Service: includes principal and interest payments for long term debt.

Fund Accounting

To ensure compliance with the California Education Code, the financial resources of the Agency are divided into separate funds for which separate accounts are maintained for recording cash, other resources and all related liabilities, obligations, and equities.

The statement of revenues, expenditures, and changes in fund balance are statements of financial activities of the particular fund related to the current reporting period. Expenditures of the various funds frequently include amounts for land, buildings, equipment, retirement of indebtedness, transfers to other funds, etc. Consequently, these statements do not purport to present the result of operations or the net income or loss for the period as would a statement of income for a profit-type organization. The modified accrual basis of accounting is used for all governmental funds.

Governmental Funds – Major

General Fund: Used to account for all financial resources except those required to be accounted for in another fund.

Governmental Funds – Nonmajor

Special Reserve Fund for Capital Outlay Projects: Used to account for expenditures for capital outlay purchases.

Basis of Accounting and Measurement Focus

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurement made, regardless of the measurement focus applied. Revenues in governmental fund financial statements are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Agency considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting and Measurement Focus (Continued)

Government-wide financial statements are prepared using the accrual basis of accounting and the economic resources measurement focus. Governmental funds use the modified accrual basis of accounting and the current financial resources measure focus. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of unearned revenue, and in the presentation of expenses versus expenditures.

Cash and Cash Equivalents

The Agency's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Cash in the county treasury is recorded at cost, which approximates fair value.

Receivables

Receivables are generally recorded when the amount is earned and can be estimated. All material receivables are considered fully collectible.

Prepaid Expenses/Expenditures

Payments made to vendors for goods or services that will benefit periods beyond June 30, 2023, are recorded as prepaid items using consumption method. A current asset for the prepaid amount is recorded at the time to the purchase and an expense/expenditure is reported in the year in which goods or services are consumed.

Capital Assets

Generally, capital assets result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the statement of net position, but are not reported in the fund financial statements.

Capital assets are capitalized at cost and updated for additions and retirements during the year. Donated capital assets are recorded at their acquisition values as of the date received. The Agency maintains a capitalization threshold of \$5,000. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized.

All reported capital assets are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

| | |
|-----------|---------|
| Equipment | 7 Years |
|-----------|---------|

Right-to-use lease assets are initially measured at the present value of payments expected to be made during the lease term, adjusted for lease payments made at or before the lease commencement date, plus certain initial direct costs. Subsequently, the lease asset is amortized in a systematic and rational manner over the shorter of the lease term or the useful life of the underlying asset.

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Deferred Outflows of Resources

Deferred outflows of resources represent a consumption of net assets by the Agency that is applicable to a future reporting period. The deferred outflows of resources related to pensions resulted from Agency contributions to employee pension plans subsequent to the measurement date of the actuarial valuations for the pension plans and the effects of actuarially-determined changes to the pension plan. These amounts are deferred and amortized as detailed in Note 8 to the financial statements.

Compensated Absences

Accumulated unpaid employee vacation benefits are recognized as a liability when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements. The liability related to compensated absences has not been included in long term liabilities as it is not material to the financial statements.

Sick leave benefits are accumulated without limit for each employee. The employees do not gain a vested right to accumulated sick leave, therefore, accumulated employee sick leave benefits are not recognized as a liability of the Agency. The Agency's policy is to record sick leave as an operating expense/expenditure in the period taken. However, unused sick leave is added to the creditable service period for calculation of retirement benefits when the employee retires.

Net Pension Liability

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the California Public Employees' Retirement System (CalPERS) Miscellaneous Plan (the Plan) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Member contributions are recognized in the period in which they are earned. Investments are reported at fair value.

Deferred Inflows of Resources

Deferred inflows of resources represent an acquisition of net assets by the Agency that is applicable to a future reporting period. The deferred inflows of resources related to pensions resulted from the effects of actuarially-determined changes to the pension plan. These amounts are deferred and amortized as detailed in Note 8 to the financial statements.

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Position

Net position represents the difference between assets plus deferred outflows of resources less liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvements of those assets. Net position is reported as restricted when there are limitations imposed on use through external restrictions imposed by donors, grantors, laws, or regulations of other governments or by enabling legislation adopted by the Agency. The Agency does not have restricted net position at June 30, 2023. All other net position is reported as unrestricted.

Fund Balance Classification

The governmental fund financial statements present fund balance classifications that comprise a hierarchy based on the extent to which the Agency is bound to honor constraints on the specific purposes for which amounts can be spent. The classifications used in the governmental fund financial statements are as follows:

Nonspendable: Amounts that cannot be spent because they are either (1) not in spendable form or (b) are legally or contractually required to be maintained intact.

Committed: Amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the Agency board of directors. These amounts cannot be used for any other purpose unless the Agency board of directors removes or changes the specified use by taking the same formal action (vote or resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Unassigned: The residual fund balance for the General Fund and all other spendable amounts.

Spending Order Policy

The Agency considers restricted amounts to have been spent when an expense/expenditure is incurred for purposes for which both restricted and unrestricted net position or fund balance is available.

When an expenditure is incurred for which committed, assigned or unassigned fund balances are available, the Agency's policy considers amounts to have been spent first out of assigned funds and then from unassigned funds, as needed, unless the Agency board of directors has provided otherwise in its assignment functions.

Minimum Fund Balance Policy

The Agency has adopted a minimum fund balance policy in order to protect against revenue shortfalls and unexpected one-time expenditures. The policy requires a reserve for economic uncertainties consisting of unassigned amounts which represent at least the greater of \$71,000 or 5% of annual operating expenditures and other uses.

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Estimates

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

NOTE 2 BUDGETS

By state law, the Agency board of directors must approve a budget no later than July 1, using the Single Adoption Budget process. A public hearing must be conducted to receive comments prior to adoption. The Agency's board of directors satisfied these requirements. Budgets for all governmental funds were adopted on a basis consistent with U.S. GAAP.

These budgets are revised by the Agency's board of directors during the year to give consideration to unanticipated income and expenditures. The original and final revised budget for the General Fund is presented in a budgetary comparison schedule in the required supplementary section.

Formal budgetary integration was employed as a management control device during the year for all budgeted funds. Expenditures cannot legally exceed appropriations by major object account.

NOTE 3 DEPOSITS

Custodial Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the Agency's deposits may not be returned to it. The Agency does not have a deposit policy for custodial risk. As of June 30, 2023, none of the Agency's bank balance was exposed to credit risk.

Cash in County

In accordance with Education Code Section 41001, the Agency maintains substantially all of its cash in the Ventura County Treasury as part of the common investment pool. The Agency is considered an involuntary participant in the investment pool. These pooled funds are recorded at amortized cost which approximates fair value. Fair value of the pooled investments at June 30, 2023 is measured at 99.08% of amortized costs. The Agency's deposits in the fund are considered to be highly liquid.

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 3 DEPOSITS

Cash in County (Continued)

The county is authorized to deposit cash and invest excess funds by California Government Code Sections 53534, 53601, 53635, and 53648. The county is restricted to invest in time deposits, U.S. government securities, state registered warrants, notes, or bonds, State Treasurer's investment pool, bankers' acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements. The funds maintained by the county are either secured by federal depository insurance or are collateralized. The county investment pool is not required to be rated. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

The county investment pool is not registered as an investment company with the Securities and Exchange Commission (SEC) nor is it an SEC Rule 2a7-like pool. California Government Code statutes and the County board of supervisors set forth the various investment policies that the County Treasurer follow. The method used to determine the value of the participant's equity withdrawn is based on the book value, which is amortized cost, of the participant's percentage participation on the date of such withdrawals.

The pools sponsor's annual financial report may be obtained from the Ventura County Board of Supervisors, County Government Center, 800 South Victoria Avenue, Ventura, California 93009.

NOTE 4 FUND BALANCES

The following amounts were nonspendable, assigned, or unassigned as shown below:

| | <u>General Fund</u> | <u>Special Reserve Fund for Capital Outlay Projects</u> | <u>Total Governmental Funds</u> |
|------------------------|----------------------------|---|---|
| Nonspendable: | | | |
| Revolving Cash | \$ 20,000 | \$ - | \$ 20,000 |
| Prepaid Expenditures | 21,889 | - | 21,889 |
| Total Nonspendable | <u>41,889</u> | <u>-</u> | <u>41,889</u> |
| Committed: | | | |
| Capital Projects | 21,396 | 37,750 | 59,146 |
| Total Committed | <u>21,396</u> | <u>37,750</u> | <u>59,146</u> |
| Unassigned: | | | |
| Economic Uncertainties | 125,000 | - | 125,000 |
| Unassigned | 2,362,280 | - | 2,362,280 |
| Total Unassigned | <u>2,487,280</u> | <u>-</u> | <u>2,487,280</u> |
| Total Fund Balance | <u><u>\$ 2,550,565</u></u> | <u><u>\$ 37,750</u></u> | <u><u>\$ 2,588,315</u></u> |

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 5 CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2023, was as follows:

| | Balance July 1, 2022 | Additions | Retirements | Balance June 30, 2023 |
|---|-------------------------|-------------|-------------|--------------------------|
| Capital Assets Being Depreciated: | | | | |
| Equipment | \$ 124,208 | \$ - | \$ - | \$ 124,208 |
| Total Capital Assets Being Depreciated | 124,208 | - | - | 124,208 |
| Less: Accumulated Depreciation: | | | | |
| Equipment | (17,671) | (17,927) | - | (35,598) |
| Total Capital Assets Being Depreciated | (17,671) | (17,927) | - | (35,598) |
| Total Capital Assets Being Depreciated, Net | 106,537 | (17,927) | - | 88,610 |
| Right-to-Use Lease Assets: | | | | |
| Equipment | 13,958 | - | - | 13,958 |
| Total Right-to-Use Lease Assets | 13,958 | - | - | 13,958 |
| Less Accumulated Amortization: | | | | |
| Equipment | (3,425) | (3,425) | - | (6,850) |
| Total Accumulated Amortization | (3,425) | (3,425) | - | (6,850) |
| Total Right-to-Use Lease Assets, Net | 10,533 | (3,425) | - | 7,108 |
| Total Governmental Activities Capital Assets, Net | \$ 117,070 | \$ (21,352) | \$ - | \$ 95,718 |

NOTE 6 LONG-TERM LIABILITIES

A summary of changes in long-term liabilities for the year ended June 30, 2023 are as follows:

| | Balance July 1, 2022 | Additions | Reductions | Balance June 30, 2023 | Amount Due in One Year |
|---------------|-------------------------|-----------|------------|--------------------------|---------------------------|
| Lease Payable | \$ 10,580 | \$ - | \$ 3,409 | \$ 7,171 | \$ 3,439 |

The lease payable will be liquidated by the General Fund.

NOTE 7 LEASE PAYABLE

The Agency leases a copier under a long-term, noncancelable lease agreement. The lease expires in July 2025 and was discounted at 0.89% based on the Agency's incremental cost of borrowing.

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 7 LEASE PAYABLE (CONTINUED)

Total future minimum lease payments under the lease agreement are as follows:

| <u>Year Ending June 30,</u> | <u>Principal</u> | <u>Interest</u> | <u>Total</u> |
|-----------------------------|------------------|-----------------|-----------------|
| 2024 | \$ 3,439 | \$ 377 | \$ 3,816 |
| 2025 | 3,470 | 205 | 3,675 |
| 2026 | 262 | 38 | 300 |
| Total | <u>\$ 7,171</u> | <u>\$ 620</u> | <u>\$ 7,791</u> |

NOTE 8 EMPLOYEE RETIREMENT PLANS

Qualified employees are covered under a multiple-employer defined benefit pension plan through the California Public Employees' Retirement System (CalPERS).

As of June 30, 2023, the Agency's proportionate share of the net pension liability, deferred outflows of resources, deferred inflows of resources and pension expense are as follows:

| | <u>Net Pension Liability</u> | <u>Deferred Outflows of Resources</u> | <u>Deferred Inflows of Resources</u> | <u>Pension Expense</u> |
|------------------------------|----------------------------------|---|--|----------------------------|
| CalPERS (Miscellaneous Plan) | \$ 1,361,029 | \$ 712,966 | \$ 55,122 | \$ 278,309 |

Plan Description

Qualified employees of the Agency are eligible to participate in the Public Agency Cost-Sharing Multiple-Employer Plan under the California Public Employees' Retirement System (CalPERS), a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. The Public Agency Cost-Sharing Multiple-Employer Plan is comprised of a Miscellaneous Risk Pool and a Safety Risk Pool. Individual employers may sponsor more than one Miscellaneous or Safety plan. The Agency sponsors one Miscellaneous Risk Pool plan (the Plan). The Plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the Public Employees' Retirement Law.

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

Benefits Provided

The Plan provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of service credit, a benefit factor and the member's final compensation. Members hired on or before December 31, 2012, with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. Members hired on or after January 1, 2013, with five years of total service are eligible to retire at age 52 with statutorily reduced benefits. All members are eligible for employment-related disability benefits regardless of length of service and non-duty disability benefits after 5 years of service. Disability benefits are determined in the same manner as retirement benefits but are payable immediately without an actuarial reduction. The Post-Retirement Death Benefit is a one-time payment made to a retiree's designated survivor or estate upon the retiree's death. The Basic Death Benefit is paid to any member's beneficiary if the member dies while actively employed. An employee's eligible survivor may receive the 1957 Survivor Benefit if the member dies while actively employed, is at least age 50 (or 52 for members hired on or after January 1, 2013), and has at least 5 years of credited service. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plan provisions and benefits in effect at June 30, 2023, are summarized as follows:

| <u>Provisions and Benefits</u> | <u>Miscellaneous Risk Pool Plan (CalPERS)</u> | |
|-------------------------------------|---|-----------------------------|
| | First Tier | PEPRA Misc. |
| Plan | | |
| Hire Date | On or Before December 31, 2012 | On or After January 1, 2013 |
| Benefit Formula | 2% at 55 | 2% at 62 |
| Benefit Vesting Schedule | 5 Years of Service | 5 Years of Service |
| Benefit Payments | Monthly for Life | Monthly for Life |
| Retirement Age | 55 | 62 |
| Required Employee Contribution Rate | 7.00% | 7.00% |
| Required Employer Contribution Rate | 11.61% | 7.76% |

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Total plan contributions are determined annually through the CalPERS annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Agency is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. The contribution rates are expressed as percentage of annual payroll. The contribution rates for each plan for the year ended June 30, 2023 are presented above and the total Agency contributions were \$224,141.

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

As of June 30, 2023, the Agency reported net pension liabilities for its proportionate share of the Miscellaneous Risk Pool net pension liability totaling \$1,361,029. The net pension liability was measured as of June 30, 2022. The Agency's proportion of the net pension liability was based on a projection of the Agency's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers of the Miscellaneous Risk Pool, actuarially determined. At June 30, 2022, the Agency's proportion was 0.0118% which is an increase of 0.0022% from its proportion measures as of June 30, 2021.

For the year ended June 30, 2023, the Agency recognized pension expense of \$278,309. At June 30, 2023, the Agency reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|---|--------------------------------------|-------------------------------------|
| Pension Contributions Subsequent to Measurement Date | \$ 224,141 | \$ - |
| Differences Between Expected and Actual Experience | 27,335 | 18,308 |
| Changes in Proportion and Differences Between Contributions and Proportionate Share of Contributions | 72,675 | 36,814 |
| Net Differences Between Projected and Actual Earnings on Pension Plan Investments | 249,333 | - |
| Total | <u>\$ 712,966</u> | <u>\$ 55,122</u> |

The deferred outflows of resources related to pensions resulting from Agency contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2024. The net difference between projected and actual earnings on plan investments is amortized over a five-year period on a straight-line basis. All other deferred outflows of resources and deferred inflows of resources are amortized over the expected average remaining service life (EARSL) of the plan participants. The EARSL for the Miscellaneous Risk Pool for the June 30, 2022 measurement date is 3.7 years.

The remaining will be recognized in pension expense as follows:

| Year Ending June 30, | Amortization |
|----------------------|-------------------|
| 2024 | \$ 129,743 |
| 2025 | 99,751 |
| 2026 | 51,709 |
| 2027 | 152,500 |
| Total | <u>\$ 433,703</u> |

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

Actuarial Methods and Assumptions

Total pension liability for the Miscellaneous Risk Pool Plan was determined by applying update procedures to a financial reporting actuarial valuation as of June 30, 2021, and rolling forward the total pension liability to June 30, 2022. No material changes in assumptions or benefit terms occurred between the actuarial valuation date and the measurement date. The financial reporting actuarial valuation as of June 30, 2021 used the following methods and assumptions, applied to all prior periods included in the measurement:

| | |
|---------------------------|-------------------------------------|
| Valuation Date | June 30, 2021 |
| Measurement Date | June 30, 2022 |
| Experience Study | June 30, 2019 through June 30, 2000 |
| Actuarial Cost Method | Entry Age Normal |
| Discount Rate | 6.90% |
| Investment Rate of Return | 6.90% |
| Consumer Price Inflation | 2.30% |
| Wage Growth | Varies by Entry Age and Service |

Mortality assumptions are based on mortality rates resulting from the most recent CalPERS experience study adopted by the CalPERS Board. For purposes of the post-retirement mortality rates, those rates include generational mortality improvements using 80% of scale MP 2020 published by the Society of Actuaries.

In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. Projected returns for all asset classes are estimated and, combined with risk estimates, are used to project compound (geometric) returns over the long term. The discount rate used to discount liabilities was informed by the long-term projected portfolio return. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

| Asset Class | Assumed Asset Allocation | Long-Term Expected Real Rate of Return |
|----------------------------------|-----------------------------|---|
| Global Equity - Cap-weighted | 30 % | 4.54 % |
| Global Equity - Non-cap-weighted | 12 | 3.84 |
| Private Equity | 13 | 7.28 |
| Treasury | 5 | 0.27 |
| Mortgage-backed Securities | 5 | 0.50 |
| Investment Grade Corporates | 10 | 1.56 |
| High Yield | 5 | 2.27 |
| Emerging Market Debt | 5 | 2.48 |
| Private Debt | 5 | 3.57 |
| Real Assets | 15 | 3.21 |
| Leverage | (5) | (0.59) |

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

Discount Rate

The discount rate used to measure the total pension liability was 6.90%, which was a decrease from the 7.15% reported in the prior fiscal year. The projection of cash flows used to determine the discount rate assumed the contributions from plan members and employers will be made at statutory contribution rates. Based on these assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term assumed investment rate of return was applied to all periods of projected benefit payments to determine total pension liability.

The following presents the Agency's proportionate share of the net pension liability calculated using the current discount rate as well as what the net pension liability would be if it were calculated using a discount rate that is one percent lower or higher than the current rate:

| Discount Rate | Net Pension Liability |
|-----------------------|--------------------------|
| 1% Decrease | \$ 2,211,781 |
| Current Discount Rate | 1,361,029 |
| 1% Increase | 664,542 |

Changes of Assumptions

During the fiscal year of the measurement date of June 30, 2022, the CalPERS Board adopted new mortality assumptions for the plan. The new mortality table was developed from the 2021 experience study and includes generational mortality improvements using 80% of scale MP 2020 published by the Society of Actuaries. The inflation assumption is reduced from 2.50% to 2.30%. The discount rate and investment rate of return are reduced from 7.15% to 6.90%. Deferred outflows of resources for changes of assumptions represents the unamortized portion of this assumption change.

Plan Fiduciary Net Position

Detailed information about CalPERS Miscellaneous Risk Plan fiduciary net position is available in a separate annual comprehensive financial report available on the CalPERS website. Copies of the CalPERS annual comprehensive financial report may be obtained from the CalPERS.

VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2023

NOTE 9 JOINT POWERS AGREEMENTS

Schools Self-Funding Authority (VCSSFA) and the Self-Insured Schools of California (SISC): VCSSFA provides excess workers' compensation, property and liability coverage for its members. The Agency pays a contribution commensurate with the level of coverage requested. SISC arranges for health and welfare benefits for employees and retirees of participating school districts and their eligible dependents. Members pay a monthly premium per eligible participant. Claims have not exceeded coverage in any of the past three fiscal years.

Each JPA is governed by a board consisting of a representative from each member district. Each governing board controls the operations of its JPA independent of any influence by the Agency beyond the Agency's representation on the governing boards.

Each JPA is independently accountable for its fiscal matters. VCSSFA and SISC maintain their own accounting records. Budgets are not subject to any approval other than that of the respective governing boards. Members share surpluses and deficits proportionately to their participation in the JPA. Separate financial statements for each JPA may be obtained from the respective entity.

The relationships between the Agency and the JPAs are such that none of the JPAs are a component unit of the Agency for financial reporting purposes.

Condensed financial information is as follows:

| JPA Condensed Financial Information | VCSSFA (Audited) 6/30/2022* | SISC (Audited) 9/30/2022* |
|---|-----------------------------------|---------------------------------|
| Total Assets and Deferred Outflows of Resources | \$ 123,364,322 | \$ 972,650,846 |
| Total Liabilities and Deferred Inflows of Resources | 54,781,346 | 272,859,018 |
| Net Position | <u>\$ 68,582,976</u> | <u>\$ 699,791,828</u> |
| Total Revenues | \$ 35,021,051 | \$ 2,881,328,800 |
| Total Expenses | 39,099,313 | 2,971,121,829 |
| Change in Net Position | <u>\$ (4,078,262)</u> | <u>\$ (89,793,029)</u> |

*Latest available

REQUIRED SUPPLEMENTARY INFORMATION

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
SCHEDULE OF BUDGETARY COMPARISON FOR THE GENERAL FUND
YEAR ENDED JUNE 30, 2023**

| | Budgetary Amounts - General Fund | | Actual Amounts |
|---|----------------------------------|-------------------|---------------------|
| | Original | Final | GAAP Basis |
| REVENUES | | | |
| Local Sources | \$ 2,194,489 | \$ 2,645,623 | \$ 2,645,090 |
| Total Revenues | <u>2,194,489</u> | <u>2,645,623</u> | <u>2,645,090</u> |
| EXPENDITURES | | | |
| Classified Salaries | 1,205,850 | 1,374,665 | 1,365,410 |
| Employee Benefits | 434,151 | 452,403 | 452,312 |
| Books and Supplies | 48,000 | 37,361 | 33,318 |
| Services and Other Operating Expenditures | 149,733 | 156,779 | 151,977 |
| Debt Service | - | 3,487 | 3,486 |
| Total Expenditures | <u>1,837,734</u> | <u>2,024,695</u> | <u>2,006,503</u> |
| NET CHANGES IN FUND BALANCE | <u>\$ 356,755</u> | <u>\$ 620,928</u> | 638,587 |
| Fund Balance - Beginning of Year | | | <u>1,911,978</u> |
| FUND BALANCE - END OF YEAR | | | <u>\$ 2,550,565</u> |

See accompanying Notes to Required Supplementary Information.

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VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
SCHEDULE OF THE AGENCY'S PROPORTIONATE SHARE OF NET PENSION LIABILITY
YEARS ENDED JUNE 30,

| CalPERS - Miscellaneous Plan | 2023 | 2022 | 2021 | 2020 | 2019 |
|--|--------------|--------------|--------------|--------------|------------|
| Measurement Period | 6/30/2022 | 6/30/2021 | 6/30/2020 | 6/30/2019 | 6/30/2018 |
| Agency's Proportion of the Net Pension Liability (NPL) | 0.0118% | 0.0096% | 0.0103% | 0.0100% | 0.0096% |
| Agency's Proportionate Share of the NPL | \$ 1,361,029 | \$ 517,977 | \$ 1,125,227 | \$ 1,024,109 | \$ 927,308 |
| Agency's Covered Payroll | \$ 1,760,000 | \$ 1,065,000 | \$ 1,047,000 | \$ 825,000 | \$ 785,000 |
| Agency's Proportionate Share of the NPL as a Percentage of its Covered Payroll | 77% | 49% | 107% | 124% | 118% |
| Plan Fiduciary Net Position as a Percentage of the Total Pension Liability | 88% | 75% | 75% | 75% | 75% |
| | 2018 | 2017 | 2016 | 2015 | |
| Measurement Period | 6/30/2017 | 6/30/2016 | 6/30/2015 | 6/30/2014 | |
| Agency's Proportion of the Net Pension Liability (NPL) | 0.0096% | 0.0093% | 0.0073% | 0.0097% | |
| Agency's Proportionate Share of the NPL | \$ 953,668 | \$ 806,009 | \$ 503,564 | \$ 600,422 | |
| Agency's Covered Payroll | \$ 728,000 | \$ 773,000 | \$ 783,000 | \$ 752,000 | |
| Agency's Proportionate Share of the NPL as a Percentage of its Covered Payroll | 131% | 104% | 64% | 80% | |
| Plan Fiduciary Net Position as a Percentage of the Total Pension Liability | 73% | 74% | 78% | 81% | |

Note: Accounting standards require presentation of 10 years of information. However, the information in this schedule is not required to be presented retroactively. Years will be added to this schedule as future data becomes available.

See accompanying Notes to Required Supplementary Information.

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
SCHEDULE OF AGENCY CONTRIBUTIONS
YEARS ENDED JUNE 30,**

| CalPERS - Miscellaneous Plan | 2023 | 2022 | 2021 | 2020 | 2019 |
|---|--------------|--------------|--------------|--------------|-------------|
| Contractually Required Contribution | \$ 224,141 | \$ 204,173 | \$ 204,835 | \$ 182,690 | \$ 140,011 |
| Contributions in Relation to the Contractually Required Contribution | 224,141 | 204,173 | 204,835 | 182,690 | 140,011 |
| Contribution Deficiency (Excess) | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| Agency's Covered Payroll | \$ 1,931,000 | \$ 1,760,000 | \$ 1,065,000 | \$ 1,047,000 | \$ 825,000 |
| Contributions as a Percentage of Covered Payroll | 11.61% | 11.60% | 19.23% | 17.45% | 16.97% |
| CalPERS - Miscellaneous Plan | 2018 | 2017 | 2016 | 2015 | |
| Contractually Required Contribution | \$ 120,119 | \$ 106,778 | \$ 104,520 | \$ 108,758 | |
| Contributions in Relation to the Contractually Required Contribution | 120,119 | 106,778 | 104,520 | 108,758 | |
| Contribution Deficiency (Excess) | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | |
| Agency's Covered Payroll | \$ 785,000 | \$ 728,000 | \$ 773,000 | \$ 783,000 | |
| Contributions as a Percentage of Covered Payroll | 15.30% | 14.67% | 13.52% | 13.89% | |

Note: Accounting standards require presentation of 10 years of information. However, the information in this schedule is not be presented retroactively. Years will be added to this schedule as future data becomes available.

See accompanying Notes to Required Supplementary Information.

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VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2023

NOTE 1 PURPOSE OF SCHEDULES

Schedule of Budgetary Comparison for The General Fund

A budgetary comparison is presented for the general fund. This schedule presents the budget as originally adopted, the revised budget as of the fiscal year-end, actual amounts at fiscal year-end, and any adjustments needed to present the amounts in accordance with generally accepted accounting principles (U.S. GAAP).

Schedule of Agency's Proportionate Share of the Net Pension Liability

The schedule presents information on the Agency's proportionate share of the net pension liability and the plans' fiduciary net position. In the future, as data becomes available, 10 years of information will be presented.

Benefit changes – None

Changes of Assumptions:

2021-22

CalPERS Board adopted new mortality assumptions and new mortality tables for the plan. Assumption for inflation rate was reduced from 2.50% to 2.30%. A new discount rate was applied decreasing the rate from 7.15% to 6.90%.

2018-19

CalPERS Board adopted new mortality assumptions for the plan. Assumption for inflation rate was reduced from 2.75% to 2.50%. Assumption for individual salary increases and overall payroll growth was reduced from 3.00% to 2.75%.

2017-18

CalPERS applied a new discount rate decreasing the rate from 7.65% to 7.15%.

2015-16

CalPERS applied a new discount rate increasing the rate from 7.50% to 7.65%.

Schedule of Agency Contributions

The schedule presents information on the Agency's required contribution, the amounts actually contributed, and any excess or deficiency related to the required contribution. In the future, as data becomes available, 10 years of information will be presented.

NOTE 2 EXCESS OF EXPENDITURES OVER APPROPRIATIONS

There were no excess of expenditures over appropriations.

SUPPLEMENTARY INFORMATION

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
HISTORY AND ORGANIZATION
JUNE 30, 2023**

The Ventura County Schools Business Services Authority (VCSBSA) was established on April 1, 1988 under a joint powers agreement for the purpose of providing financial administration and fiscal services to the following member school districts:

Briggs Elementary School District
Mesa Union School District
Mupu Elementary School District
Santa Clara Elementary School District
Somis Union School District

VCSBSA also serves the following non-member charter schools:

Architecture, Construction, and Engineering Charter High School
BRIDGES Charter School
Meadows Arts & Technology Elementary School
PEAK Prep Pleasant Valley
River Oaks Academy Charter School
Ventura Charter School of Arts and Global Education

The board of directors and the administrators for the fiscal year ended June 30, 2023 were as follows:

BOARD OF DIRECTORS

| Member | Office | Term Expires |
|---------------------|----------------|---------------------|
| Dr. Raul Ramirez | President | Unlimited |
| Dr. Marlene Batista | Vice President | Unlimited |
| Kari Skidmore | Clerk | Unlimited |
| Debbie Cuevas | Member | Unlimited |
| Dr. Jesus Vaca | Member | Unlimited |

ADMINISTRATORS

Tami Peterson Chief Business Official

VENTURA COUNTY OFFICE OF EDUCATION (VCOE) ADVISOR

Misty Key VCOE Deputy Superintendent, Fiscal & Administrative Services

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
RECONCILIATION OF THE ANNUAL FINANCIAL AND BUDGET REPORT
WITH THE AUDITED FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2023**

There were no differences between the fund balances reported on the June 30, 2023 Annual Financial and Budget Report for the governmental funds and the audited financial statements.

See accompanying Note to Supplementary Information.

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**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
NOTE TO SUPPLEMENTARY INFORMATION
YEAR ENDED JUNE 30, 2023**

NOTE 1 PURPOSE OF SCHEDULES

Reconciliation of Annual Financial and Budget Report with Audited Financial Statements

This schedule provides the information necessary to reconcile the fund balances of all funds as reported on the annual Financial and Budget Report form to the audited financial statements.

OTHER INDEPENDENT AUDITORS' REPORT



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Directors
Ventura County Schools Business Services Authority
Camarillo, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Ventura County Schools Business Services Authority (the Agency), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements, and have issued our report thereon dated November 5, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

CliftonLarsonAllen LLP

Glendora, California
November 5, 2023

FINDINGS AND QUESTIONED COSTS

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2023**

All audit findings must be identified as one or more of the following categories:

| <u>Five Digit Code</u> | <u>Finding Types</u> |
|------------------------|--|
| 10000 | Attendance |
| 20000 | Inventory of Equipment |
| 30000 | Internal Control |
| 40000 | State Compliance |
| 42000 | Charter School Facilities Programs |
| 43000 | Apprenticeship: Related and Supplemental Instruction |
| 50000 | Federal Compliance |
| 60000 | Miscellaneous |
| 61000 | Classroom Teacher Salaries |
| 62000 | Local Control Accountability Plan |
| 70000 | Instructional Materials |
| 71000 | Teacher Misassignments |
| 72000 | School Accountability Report Card |

Section I – Financial Statement Findings

Our audit did not disclose any matters required to be reported in accordance with *Government Auditing Standards*.

**VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
SCHEDULE OF PRIOR AUDIT FINDINGS
YEAR ENDED JUNE 30, 2023**

There were no findings related to the basic financial statements for the prior year.

**AGREEMENT FOR THE PROVISION OF
LEGAL SERVICES**

BY

YOUNG, MINNEY & CORR, LLP

1. **IDENTIFICATION OF PARTIES.** This Agreement is made between the law office of YOUNG, MINNEY & CORR LLP, hereinafter referred to as "Attorney," and **VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY** hereinafter referred to as "Client." This agreement is required by Business and Professions Code Section 6148 and is intended to fulfill the requirements of that section.
2. **LEGAL SERVICES TO BE PROVIDED.** Attorneys agree to provide the following professional services upon request, subject to and within the limited scope of services ("Scope") as defined further below:
 - a. Represent and advise Client on those aspects of law as directed by the Client;
 - b. Prepare legal opinions regarding statutes, court decisions, legislation, and other legal issues;
 - c. Represent the Client before the courts, and other legal and administrative agencies;
 - d. Assist Client in legal matters relating to administration of the Client;
 - e. Perform such other duties as may be assigned by Client in meeting its obligations under the law; and
 - f. Other duties as assigned by Client and acceptable to Attorneys.

Scope: Attorney and Client agree that the Scope of Attorney's professional services to Client shall be limited in scope to general information, education, and training regarding human resources protocols and practices and labor and employment-related laws. Client understands that Attorney has attorney-client relationships with charter schools and nonprofit organizations ("Charter School Clients") that are also JPA members of the Client, and that Attorney may only render legal advice specific to or about Charter School Clients directly to its Charter School Clients or otherwise with the consent of Charter School Clients. Accordingly, if at any time, Client is seeking advice that may be about or impact a charter school, Client shall disclose the same to Attorney so that attorney can evaluate whether a Charter School Client's consent is necessary or whether a conflict might exist that precludes Attorney from rendering advice or information to Client on the particular issue. Client also understands that Attorney is specifically

unable to perform work for Client that may be potentially or actually adverse to the interests of its Charter School Clients. Client agrees that it will not seek advice from Attorney regarding possible or actual errors Client has made in rendering services to Charter School Clients unless it has disclosed the same to the Charter School Client and has the consent of the Charter School Client to speak with Attorney regarding the matter. Client agrees that any information provided by Client to Attorney that is about a Charter School Client may be disclosed to the Charter School Client by Attorney, as in that case, Client will be deemed to be an agent of the Charter School Client seeking advice on its behalf and for its benefit, i.e., as the Charter School Client's backoffice services provider. Client agrees that if Client discloses any matter to Attorney that is considered attorney-client privileged, and if Attorney determines that it cannot render professional services to Client due to a conflict with Charter School Clients, Client will agree to waive any conflict related to Attorney's continued representation of Charter School Client in connection with such matter; in such instance, Client agrees that it will be sufficient for Attorney to segregate its personnel with knowledge of the matter from work on the matter for the Charter School Client. Finally, Client agrees and understands that all legal advice is highly individualized and dependent on Attorney's understanding of all facts bearing on a matter, and that, therefore, information and advice provided by Attorney to Client is for Client's use only and may not be relayed to any third-party as Attorney's advice for that third-party.

3. **RESPONSIBILITIES OF ATTORNEY AND CLIENT.** Attorney will perform the legal services called for under this Agreement, keep Client informed of progress and developments, and respond promptly to Client's inquiries and communications. Client will be truthful and cooperative with Attorney and keep Attorney reasonably informed of developments and of Client's address, telephone number, and whereabouts.
4. **RETAINER.** Client will forward a deposit of \$0.00 to Attorney. Upon receipt of said monies, the deposit will be placed in a trust account, to be used to pay costs, expenses and fees incurred for legal services upon the commencement of this Legal Services Agreement up to the deposited amount. Client hereby authorizes Attorney to withdraw sums from the trust account to pay the costs and/or fees Client incurs upon commencement of this Legal Services Agreement. Any unused deposit at the conclusion of Attorney's services will be refunded to Client.
5. **ATTORNEY'S FEES.** Client agrees to pay Attorney fees for services provided under this Agreement as follows:

- | | |
|------------------------|-------------------|
| • Partners, Of Counsel | \$375.00 per hour |
| • Senior Associates | \$350.00 per hour |
| • Associates | \$325.00 per hour |
| • Law Clerks | \$185.00 per hour |
| • Paralegals | \$135.00 per hour |

Attorney will charge in increments of 1/10th of an hour, rounded off for each particular activity to the nearest 1/10th of an hour. Attorney time will be itemized and billed on a monthly basis or sooner if a discernible project has been completed. The bills are due and owing upon receipt. Shall payment not be received within 30 days from the date of the invoice, the account may be subject to an interest charge calculated at 12% per annum. Attorney rates may increase at any

time and Client will be informed of any increase in writing. Any rate increase during this agreement will take effect 30 days after written notification to the Client.

The minimum charge for any particular activity will be 1/10th of an hour. Attorney will charge for all activities undertaken in providing legal services to Client under this Agreement, including, but not limited to, the following: correspondence, attendance at meetings, review, revision and preparation of legal documents; legal research; telephone conversations; settlement discussions; and all other phases of administrative and judicial representation. This Agreement does not address fees for litigation, which may be determined on a case-by-case basis to be at a higher rate.

6. **COSTS.** Client further agrees to reimburse Attorney for all cost and expenses incurred by Attorney, for actual and necessary expenses and costs with respect to providing legal services including but not limited to costs of serving pleadings, filing fees and other charges assessed by courts and other public agencies, arbitrator's fees, court reporters' process server fees, fees fixed by law or assessed by courts or other agencies, postage, copies (@ 20¢ per page), facsimile transmissions (@ \$1.00 per page) mailing, parking, mileage, consultant fees, investigation expenses, lodging and reasonable travel expenses, consultants' fees and expert witness fees. All fees and costs will be billed to the Client as incurred by Attorney on a monthly basis. When legal representation as provided for under this Agreement includes litigation, Client will bear costs for court filing fees, deposition costs, expert fees and expenses, investigation costs and process server fees, travel, photocopying, and facsimile charges. Client will be billed on a monthly basis for these costs. The bills are due and owing upon receipt. Attorney rates and costs may increase at any time and Client will be informed of any increase in writing. Any rate increase during this agreement will take effect 30 days after written notification to the Client.
7. **REPRESENTATION OF ADVERSE INTERESTS.** Client is informed that the Rules of Professional Conduct of the State Bar of California require the Client's informed written consent before an Attorney may begin or continue to represent the Client when the Attorney has or had a relationship with another party interested in the subject matter of the Attorney's proposed representation of the Client. Subject to the disclosures, limitations, and parameters addressed above regarding the Scope of this retention, Attorney is not aware of any relationship with any other party interested in the subject matter of Attorney's services for Client under this agreement.
8. **SETTLEMENT.** Attorney will not settle Client's claim without the approval of Client, who will have the absolute right to accept or reject any settlement. Attorney will notify Client promptly of the terms of any settlement offer received by Attorney.
9. **ATTORNEY'S LIEN.** Attorney will have a lien for Attorney's fees and costs advanced on all claims and causes of action that are the subject of their representation of Client under this agreement and on all proceeds of any recovery obtained (whether by settlement, arbitration award, or court judgment).
10. **DISCHARGE OF ATTORNEY.** Client may discharge Attorney at any time by written notice effective when received by Attorney. Unless specifically agreed by Attorney and Client, Attorney will provide no further services and advance no further costs on Client's behalf after receipt of the notice. If Attorney is Client's Attorney of record in any proceeding, Client will

execute and return a substitution-of-Attorney form immediately on its receipt from Attorney. Notwithstanding the discharge, Client will be obligated to pay Attorney's fee for all services provided and to reimburse Attorney out of the recovery for all costs advanced.

11. **WITHDRAWAL OF ATTORNEY.** Attorney may withdraw at any time as permitted under the Rules of Professional Conduct of the State Bar of California. The circumstances under which the Rules permit such withdrawal include, but are not limited to, the following: (a) The Client consents; and (b) the Client's conduct renders it unreasonably difficult for the Attorney to carry out the employment effectively. Notwithstanding Attorney's withdrawal, Client will be obligated to pay Attorney's fees for all services provided.
12. **RELEASE OF CLIENT'S PAPERS AND PROPERTY.** At the termination of services under this agreement, Attorney will release promptly to Client on request all of Client's papers and property. "Client's papers and property" include correspondence, deposition transcripts, exhibits, experts reports, legal documents, physical evidence, and other items reasonably necessary to Client's representation, whether Client has paid for them or not.
13. **ELECTRONIC STORAGE.** In order to provide you with efficient and convenient legal services, we will communicate and transmit documents using e-mail. Because cybersecurity continues to evolve, there may be risks communicating in this manner, including risks related to confidentiality and security. By entering into this Agreement, you are consenting to such e-mail transmissions.

In addition, we use a cloud-based computing service with servers located in a facility other than our office. Some of our electronic data, including e-mails and documents, are stored in this manner. By entering into this Agreement, you understand and consent to having communications, documents and information pertinent to your matter stored through a cloud-based service.
14. **DISCLAIMER OF GUARANTY.** Although Attorney may offer an opinion about possible results regarding the subject matter of this agreement, Attorney cannot guarantee any particular result. Client acknowledges that Attorney has made no promises about the outcome and that any opinion offered by Attorney in the future will not constitute a guaranty.
15. **ENTIRE AGREEMENT.** This agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this agreement will be binding on the parties.
16. **SEVERABILITY.** If any provision of this agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire agreement will be severable and remain in effect.
17. **MODIFICATION.** This agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them or an oral agreement to the extent that the parties carry it out.

18. **ARBITRATION OF FEE DISPUTE.** If a dispute arises between Attorney and Client regarding Attorney's fees under this agreement and Attorney files suit in any court other than small claims court, Client will have the right to stay that suit by timely electing to arbitrate the dispute under Business and Professions Code sections 6200-6206, in which event Attorney must submit the matter to such arbitration.
19. **ATTORNEY'S FEES.** The prevailing party in any action or proceeding to enforce any provision of this agreement will be awarded reasonable Attorney's fees and costs incurred in that action or proceeding or in efforts to negotiate the matter.
20. **EFFECTIVE DATE.** The effective date of this agreement is **JANUARY 26, 2024** or the date first signed below by Client and will automatically renew annually on the effective date.
21. **ERRORS AND OMISSIONS POLICY.** Client is informed that Attorney has errors and omissions insurance which covers the professional services that are to be rendered pursuant to this agreement.
22. **AUTHORIZATION.** By signing below Client certifies it has taken all actions necessary for approval of this Agreement by the governing body of Client.
23. **INDEPENDENT CONTRACTOR.** It is expressly understood and agreed to by both parties that Attorneys, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the Client.

The foregoing is agreed to by:

DATE 2/13/2024

DATE January 26, 2024

4879-8116-0606, v. 3

VENTURA COUNTY SCHOOLS BUSINESS SERVICES
AUTHORITY

DocuSigned by:
Tami Peterson
F145A69EB8CB478
Tami Peterson, Chief Business Official

YOUNG, MINNEY & CORR, LLP

Lee J. Rosenberg
Lee J. Rosenberg, Partner



streamline
OFFICE SOLUTIONS

Service Agreement

CUSTOMER: Ventura County Schools Business Services Authority

ADDRESS: 5100 Adolfo Road

CITY: Camarillo CA 93012

MAKE: Epson MODEL: AMC 6000

SERIAL #: _____ METER: _____

SERVICE AGREEMENT TO BEGIN: Install Date TO: Lease Term Expiration

TERMS AND CONDITIONS

Check billing terms:

| | | | |
|-----------------|------------------|-----------|----------|
| COPY ALLOWANCE: | <u>See lease</u> | Monthly | <u>X</u> |
| BASE CHARGE: | <u>See lease</u> | Quarterly | _____ |
| COPY CHARGE: | <u>See lease</u> | Annually | _____ |

ADDITIONAL COMMENTS *Includes service, all parts, labor, consumable supplies such as toners, drums, developer, machine firmware updates. Excludes paper & staples.*

Streamline Office Solutions Inc

(CUSTOMER NAME)

(AUTHORIZED SIGNATURE)

(AUTHORIZED SIGNATURE)

(DATE)

(DATE)

TERMS AND CONDITIONS

1. This Agreement covers both labor and materials for the adjustment, repair or replacement of parts as required under normal use of the equipment. Streamline Office Solutions refuses any responsibility as an insurer of the equipment for damage to the equipment or its parts arising out of misuse, abuse, negligence, incorrect power and/or outlet, or causes beyond Streamline Office Solution's control. Streamline Office Solutions may terminate this Agreement in the event the equipment is modified, damaged, or serviced by personnel other than those employed by Streamline Office Solutions.
2. Customer agrees to:
 - a. Provide suitable electrical service, maintain proper environmental conditions, and use supplies authorized by Streamline Office Solutions
 - b. Pay for any special servicing to the equipment arising out of misuse, abuse, negligence, movement, incorrect supplies etc.
 - c. Provide Streamline Office Solutions with meter readings as needed and to accept estimated meter readings for billing purposes...
 - d. Pay shipping/delivery for supply orders or pick up the order from Streamline's office.
3. Streamline Office Solutions is the only company authorized to move equipment from the customer's location. Streamline Office Solutions will charge customer for the move based on current rates. In the event the equipment is moved by anyone other than Streamline Office Solutions, the customer accepts full liability for the equipment and is chargeable for any repair or re-installation caused by the move.
4. Service calls under this Agreement will be made during our normal business hours (8:00am-5:00pm) Monday through Friday excluding weekends and holidays.
5. Labor performed during a service call includes lubrication and cleaning of the equipment and adjustment, repair, or replacement of parts necessary for the normal maintenance of the equipment. This will be furnished by Streamline Office Solutions free of charge during a service call, unless otherwise noted as damage being caused by misuse, abuse, negligence etc.
6. This agreement is effective from the commencement date and shall continue for an initial minimum term of one year. Thereafter, this agreement shall automatically renew for successive one-year terms unless terminated sooner by Streamline Office Solutions or upon written notice from customer 30 days prior to renewal date. The prices, terms and conditions for such successive term(s) shall be adjusted according to Streamline Office Solutions costs and inflationary guidelines not to exceed 12-15% of original pricing.
7. The initial charge for maintenance shall be the amount set forth in this agreement. The Customer agrees to pay all additional charges for maintenance provided hereunder 30 days from the date of invoice for such charges. A past due payment fee of 1.5% per month, or the maximum rate permitted by law, shall be assessed on all overdue amounts from the date of invoice until paid. The Customer understands that alterations, attachments, or specification changes may require an increase in maintenance charges and agrees to pay such charges promptly when due.
8. If the Customer fails to pay any amount when due Streamline Office Solutions may:
 - a. Refuse to service the equipment until payment in full is made, including any late fees.
 - b. Provide service on a C.O.D. "per call" basis at regular labor rates.
 - c. Terminate this Agreement:
 - d. Exercise all other remedies to which it may be entitled. The Customer agrees to pay Streamline Office Solutions for all costs and expenses incurred by Streamline Office Solutions in establishing or enforcing its right hereunder.
9. All contracts that include supplies are based on manufacturer's specified yield at 5% print or copy coverage.
10. The equipment Streamline Office Solutions sells is designed to give excellent performance with Streamline Office Solutions service and supplies. If the Customer uses supplies other than those provided by Streamline Office Solutions and such supplies are defective, cause service problems, or damage the equipment, Streamline Office Solutions may terminate this Agreement. In that event, Streamline Office Solutions may decline service, or offer service on a "per call" basis at regular labor rates.
11. In the event Streamline Office Solutions determines a shop reconditioning is necessary to keep the equipment in working condition, Streamline Office Solutions will submit to the customer an estimate of needed repairs and the cost thereof. This will be in addition to any other charges payable under this Agreement. Should the customer fail to make equipment available for necessary reconditioning, Streamline Office Solutions shall not be responsible for equipment failures, which are directly attributable to the need for reconditioning. Streamline Office Solutions will provide service on a per call basis under regular labor rates.
12. This agreement covers all basic walk-up functionality of the equipment. It does not include any network related issues, i.e., servers, print problems, cables, workstations, software problems, or adjustments made by end users. Streamline Office Solutions offers an optional Networking Maintenance Agreement for such circumstances.
13. This agreement covers all basic walk-up functionality of the equipment. It does not include any network related issues, i.e., servers, print problems, cables, workstations, cell phones, software problems, or adjustments made by end users. Streamline Office Solutions offers an optional Networking Maintenance Agreement for such circumstances. Should the customer refuse the Networking Maintenance Agreement, Streamline Office Solutions will provide service at our regular networking labor rate @ \$135.00 per hour.
14. STREAMLINE OFFICE SOLUTIONS MAKES NO WARRANTIES, EXPRESSED OR IMPLIED, FOR THE MERCHANTABILITY OF EQUIPMENT, FITNESS FOR A PARTICULAR PURPOSE OR ANY WARRANTIES ARISING FROM COURSE OF DEALING OR USAGE OF TRADE. STREAMLINE OFFICE SOLUTIONS SHALL NOT BE LIABLE FOR DELAYS IN MAKING REPAIRS OR FOR SPECIAL OR CONSEQUENTIAL DAMAGES CAUSED BY ANY REASON.
15. This Agreement shall be governed by and construed exclusively according to the internal laws of the state of California. It constitutes the entire Agreement between the parties and supersedes all prior Agreements, proposals, and communications, oral or written, concerning the subject matter of this Agreement. Streamline Office Solutions shall not be bound by any modification or waiver of the Agreement unless agreed to in writing by a managing partner of Streamline Office Solutions.
16. Sales and use tax will be charged as applicable by California State Board of Equalization.
17. This Agreement shall not be binding on Streamline Office Solutions until approved by a corporate officer.
18. Ground Fuel Surcharge. Streamline uses an index-based surcharge that is adjusted periodically due to rising fuel prices. A fuel surcharge will be triggered only when the price of regular gas fuel reaches \$4.35 per gallon based on <http://energymanac.ca.gov/gasoline/>.

Signature: _____ Date: _____

SAGr Revised 10/10/2022



Cost Per Copy LEASE AGREEMENT

1720 A Crete Street, Moberly, MO 65270
Phone: 800-662-3759, Fax: 1-800-426-2626

This Cost Per Copy Lease Agreement ("Agreement") has been written in "Plain English." When we use the words **Customer, you** and **your** in this Agreement, we mean the Customer indicated below. When we use the words **we, us, our** and **LEAF**, we mean **LEAF Capital Funding, LLC**.

| | | |
|-----------------------------|--|---------------|
| CUSTOMER INFORMATION | Customer Name: Ventura County Schools Business Services Authority | Application # |
| | Billing Street Address/City/County/State/Zip: 5100 Adolfo Road, Camarillo CA 93012 | Agreement # |
| | Equipment Location (if different from above): State in which Customer was organized: _____ State Organizational ID #: _____ | Customer # |
| | Customer Phone #: 8053831974 | Tax ID # |

| | | |
|-----------------------------|--|------------------------------|
| SUPPLIER INFORMATION | Supplier Name: Streamline Office Solutions | Supplier Phone #: 8052786501 |
| | Street Address/City/State/Zip: 2945 Los Olivos, Suite 108 Oxnard, CA 93036 | |

| EQUIPMENT DESCRIPTION | Make/Model | Serial # | Monthly Copy Allowance* | | Overage Rate Per Copy** | |
|-----------------------|----------------|----------|-------------------------|-------|-------------------------|---------|
| | | | B&W | Color | B&W | Color |
| | Epson AMC 6000 | | 0 | 0 | \$0.008 | \$0.025 |
| | | | | | | |
| | | | | | | |
| | | | | | | |

| | | |
|----------------------------------|--|--|
| TERM AND PAYMENT SCHEDULE | Initial Term: 60 Months | Monthly Minimum Payment: 60 months at \$ 360.71 (plus taxes) |
| | followed by: _____ months at \$ _____ (plus taxes) | |

*INCLUDED IN MONTHLY MINIMUM PAYMENT - NOT SUBJECT TO ADJUSTMENT FOR OVER OR UNDER USAGE.

** OVERAGE BILLING FREQUENCY (☒ MONTHLY ☐ QUARTERLY ☐ SEMI ANNUAL ☐ ANNUAL)

- | | | | |
|--|------------|---------------------------------------|--|
| 1) Total Advance Payment: | = \$ 0 | You agree to pay at the time you sign | If more than one Monthly Minimum Payment is required in advance, the additional amount will be applied at the end of term. |
| 2) One-time Documentation Fee | = \$ 95.00 | this Agreement: | |
| Total of 1 + 2 = \$ 95.00 (plus taxes) | | | |

We may collect from you on behalf of the Supplier a monthly Supply Freight Fee to cover Supplier's cost to ship supplies to you.

| | | |
|-----------------------------|--|---|
| END OF TERM PURCHASE | Upon Lease expiration and at least 90 days prior notice to us, if you are not in default, you have the option to purchase not less than all the Equipment for the amount indicated at right, plus applicable taxes. The purchase option shall be at Fair Market Value unless another option is selected. | <input checked="" type="checkbox"/> Fair Market Value <input type="checkbox"/> \$ 1.00 <input type="checkbox"/> 10% of Total Cash Price |
|-----------------------------|--|---|

| | |
|-----------------------|---|
| ADMINISTRATION | We are acting as a finance lessor with respect to the Equipment and are entitled to the Monthly Minimum Payment without regard to the service and/or supplies to be provided by the Supplier. LEAF IS NOT RESPONSIBLE FOR PROVIDING SUPPLIES OR SERVICE. YOU AGREE TO LOOK SOLELY TO THE SUPPLIER FOR ANY SUPPLIES OR SERVICE. |
|-----------------------|---|

| | |
|-----------------------------|--|
| TERMS AND CONDITIONS | BY SIGNING THIS AGREEMENT YOU ACKNOWLEDGE AND AGREE THAT: (i) YOU HAVE READ AND UNDERSTAND THE TERMS ON THE FRONT AND SECOND PAGE OF THIS AGREEMENT, (ii) THIS AGREEMENT IS A NET LEASE THAT YOU CANNOT TERMINATE OR CANCEL, YOU HAVE AN ABSOLUTE AND UNCONDITIONAL OBLIGATION TO MAKE ALL PAYMENTS DUE UNDER THIS AGREEMENT, AND YOU CANNOT WITHHOLD, SET OFF OR REDUCE SUCH PAYMENTS FOR ANY REASON, (iii) YOU WILL USE THE EQUIPMENT ONLY FOR BUSINESS PURPOSES AND WILL NOT TAKE THE EQUIPMENT OUT OF SERVICE AND HAVE A THIRD PARTY PAY (OR PROVIDE FUNDS TO PAY) THE AMOUNTS DUE HEREUNDER, AND (iv) THE PERSON SIGNING THIS AGREEMENT FOR YOU HAS THE AUTHORITY TO DO SO. |
|-----------------------------|--|

Customer Name: _____ LEAF CAPITAL FUNDING, LLC

By: _____

Print Name & Title: _____

Date: _____

Tax ID No: _____

Email Address: _____

~~**PERSONAL GUARANTY:** The undersigned guarantees that the Customer will make all payments and perform all other obligations under the Agreement when due. The Undersigned agrees that this is a guaranty of payment and not of collection, and that LEAF can proceed directly against undersigned without first proceeding against the Customer, the Equipment or other collateral. The undersigned also waives all suretyship defenses and any notification if the Customer is in default and consents to any extensions or modifications granted to the Customer. In the event of a default, the undersigned will immediately pay any and all sums due in accordance with the default provisions of the Agreement. The Undersigned will pay to LEAF all expenses (including attorneys' fees) incurred by us in enforcing our rights against the undersigned or the Customer. If more than one person has signed this personal guaranty, each of the undersigned agrees that his/her liability is joint and several. The Undersigned authorizes us or any of our affiliates or assigns to obtain credit bureau reports and make credit inquiries regarding the undersigned's personal credit. THE UNDERSIGNED CONSENTS TO JURISDICTION IN THE STATE OR FEDERAL COURTS IN PENNSYLVANIA AND EXPRESSLY WAIVES ANY RIGHT TO A TRIAL BY JURY.~~

X _____ X _____

Personal Guarantor (no title) Personal Guarantor (no title)

Print Name: _____ Date: _____ Print Name: _____ Date: _____

Home Street Address/City/State/Zip: _____ Home Street Address/City/State/Zip: _____

Phone No.: (____) _____ Phone No.: (____) _____

E-mail Address: _____ E-mail Address: _____

1. AGREEMENT. You agree to lease the equipment and other property described on the front of this Agreement and any schedule attached hereto ("Equipment") on the terms and conditions of this Agreement. If you have entered into any purchase or supply contract ("Supply Contract") with any Supplier, you assign to us your rights under such Supply Contract, but none of your obligations (other than the obligation to pay for the Equipment if it is accepted by you as stated below and you timely deliver to us such documents and assurances as we request). If you have not entered into a Supply Contract, you authorize us to enter into a Supply Contract on your behalf. You will arrange for the delivery of the Equipment to you. Upon delivery and installation of the Equipment you agree to confirm to us in writing or by telephone verification your unconditional acceptance of the Equipment for purposes of this Agreement. You authorize us to fill in the Commencement Date, serial numbers and other information. The term of this Agreement shall commence on the date the Equipment is delivered to you unless otherwise mutually agreed upon between you and us ("Commencement Date"). The first Monthly Minimum Payment shall be due on the date we specify in the month following the Commencement Date (each, a "Payment Due Date"), as set forth in our invoice and the remaining Monthly Minimum Payments will be due on the same day of each subsequent month until paid in full. We may charge you a portion of one Monthly Minimum Payment for the period from the Commencement Date until the day that is one month prior to the first Payment Due Date ("Interim Rent"). Interim Rent shall be due and payable as invoiced. Overage Charges shall be invoiced on frequency specified in the Term and Payment Schedule and shall be due as specified in the invoice. You will make all payments required under this Agreement to us at such address as we may specify in writing. If any amount payable to us is not paid within three (3) days of when due, you agree to pay us a late charge equal to (a) the greater of \$10.00 or 10% of the amount which is late, or (b) if less, the maximum legal amount. You agree to pay us \$25.00 for each check by phone payment and \$35.00 for each returned check. Amounts which are not paid within 30 days of the date when due shall accrue interest at the lesser of 1.5% per month or the maximum legal rate from such 30th day until paid in full. You authorize us to adjust the Monthly Minimum Payment by not more than 15% if the actual Total Cash Price (which is all amounts we have paid in connection with the purchase, delivery and installation of the Equipment, including any trade-up and buyout amounts) differs from the estimated Total Cash Price. On an annual basis, the Monthly Minimum Payment and/or Overage Rate Per Copy may be increased by a maximum of 15% of the amount previously then in effect. In the event the United States tax laws change prior to, or during, the Initial Term, we have the right to increase the remaining Monthly Minimum Payments to achieve our originally anticipated economic return. If you are tax-exempt, you agree to furnish us with satisfactory evidence of your exemption.

2. NO WARRANTIES. We are leasing the Equipment to you "AS-IS". YOU ACKNOWLEDGE THAT WE DO NOT MANUFACTURE THE EQUIPMENT, WE DO NOT REPRESENT THE MANUFACTURER OR THE SUPPLIER, AND YOU HAVE SELECTED THE EQUIPMENT AND SUPPLIER BASED UPON YOUR OWN JUDGMENT. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE. YOU AGREE THAT REGARDLESS OF CAUSE, WE ARE NOT RESPONSIBLE FOR AND YOU WILL NOT MAKE ANY CLAIM AGAINST US FOR ANY DAMAGES, WHETHER CONSEQUENTIAL, DIRECT, SPECIAL, OR INDIRECT. NEITHER SUPPLIER NOR ANY SALESPERSON, EMPLOYEE OR AGENT OF SUPPLIER IS OUR AGENT OR HAS ANY AUTHORITY TO SPEAK FOR US OR TO BIND US IN ANY WAY. We transfer to you for the term of this Agreement any warranties of the manufacturer or Supplier in a Supply Contract.

3. EQUIPMENT USE AND RETURN. You will keep and use the Equipment at the Equipment Location shown on the first page of this Agreement. You may not move the Equipment without our prior written consent. At your own cost and expense, you will keep the Equipment eligible for any manufacturer's certification, in compliance with all applicable laws and in good condition, except for ordinary wear and tear. You will not make any alterations, additions or replacements to the Equipment without our prior written consent. All alterations, additions and replacements will become part of the Equipment and our property at no cost or expense to us. We may inspect the Equipment at any reasonable time. Unless you notify us in writing at least 90 days (but not more than 150 days) prior to the expiration of the Agreement, or any renewal term, of your intention to return the Equipment to us or to exercise the purchase option indicated above, this Agreement will automatically renew for successive 12 month periods at the same Monthly Minimum Payment amount until you either exercise the purchase option or provide us with the required notice and return the Equipment to us. If you exercise a purchase option we will convey all of our right, title and interest in such Equipment to you on an AS-IS WHERE IS basis without representation or warranty. If you elect to return the Equipment to us, it must be returned to the location that we designate by the last day of the term, or such applicable renewal term. Your obligation to pay rent will continue until the Equipment is returned to our designated return location. You are responsible for all expenses incurred in returning the Equipment to us and agree to pay us a Restocking Fee equal to one additional Lease payment if the Equipment is returned for any reason. **PRIOR TO THE RETURN OF ANY ITEM OF EQUIPMENT, YOU SHALL CAUSE THE REMOVAL OF ALL INFORMATION STORED IN THE MEMORY OF SUCH EQUIPMENT AND IF YOU FAIL TO DO SO, WE MAY CHARGE YOU A FEE FOR SUCH REMOVAL WHICH MAY BE HIGHER THAN WHAT YOU WOULD PAY IF YOU COMPLIED WITH SUCH OBLIGATION, AND WHICH MAY RESULT IN A PROFIT TO US.**

4. TAXES AND FEES. You will pay, when due, all taxes, fines and penalties relating to the purchase, use, leasing and/or ownership of the Equipment under this Lease. The Minimum Monthly Payments shown above do not include any applicable taxes. We will include any applicable taxes and fees in our invoice to you. You agree to pay the tax and fees in addition to your Minimum Monthly Payments. If we pay any taxes (including personal property taxes), fees or penalties on your behalf, you will pay us on demand the amount we have paid on your behalf plus an administrative fee. You agree to pay us upon invoice a documentation fee equal to the amount specified on page one of this Agreement, or if not so specified, the greater of either \$250.00 or 0.5% of the total of Equipment invoices to cover our expense in processing this Agreement. If we require a site inspection to verify the condition and/or existence of the Equipment, or you request administrative services (e.g., tax research), you agree to reimburse our costs as invoiced.

5. RISK OF LOSS AND INSURANCE. From the time the Equipment is ordered until it is returned in the required condition or purchased by you ("Risk Period"), you are responsible for all risk of loss or damage to the Equipment. During the Risk Period, you will procure and maintain at your expense, property insurance for the full replacement value of the Equipment, and public liability insurance in an amount acceptable to us, covering any personal injury, death or third-party property damage arising out of or relating to the use or operation of the Equipment. You will provide us evidence of such

insurance when requested, naming us as loss payee and as an additional insured. If you fail to maintain insurance satisfactory to us or fail to timely provide proof of such insurance, we have the option, but not the obligation, to secure insurance from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance. If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the amount specified in Section 7(a) below.

6. TITLE; RECORDING. We are the owner of the Equipment and hold title to the Equipment (excluding items of Equipment which are licensed software and products). You will keep the Equipment free of all liens and encumbrances. You agree that this transaction is a true lease. However, as a precaution in case this transaction is deemed to be a lease intended for security, you grant us a first priority security interest in the Equipment (including any replacements, substitutions, additions, attachments and proceeds). You will deliver to us such signed documents as we may request to protect our interest in the Equipment. You irrevocably authorize us to file UCC financing statements and other documents we deem necessary to confirm our interest in the Equipment and agree to reimburse us for the cost of such filings and lien searches.

7. DEFAULT. If you or any guarantor: (i) do not pay the Monthly Minimum Payment or any other amount payable to us within ten (10) days of its due date, (ii) breach any of the terms or conditions of this Agreement, any guaranty or license relating to the Equipment, (iii) breach any terms of any other agreement with us or any affiliate of ours, (iv) cease to exist, transfer all or substantially all of your assets, or undergo a change of control, then you will be in default of this Agreement and any other agreement you may have entered into with us or any of our affiliates. If you default, we may in our sole discretion require you to do any one or combination of the following: (a) immediately pay all amounts then due, plus the balance of the remaining Monthly Minimum Payments, Interim Rent and residual value of the Equipment, as determined by us; (b) promptly return all of the Equipment; (c) allow us to peaceably repossess the Equipment; or (d) use any and all remedies available to us under the Uniform Commercial Code or any other applicable law. You agree to pay the cost of repossession and our reasonable attorney's fees and costs associated with any action we may take in the event of your default including but not limited to costs associated with collections efforts, calls, and notices. We may apply any security deposits to your obligations under this Agreement. Upon termination, if you are not in default, any security deposit will be refunded without interest. If we take possession of the Equipment, we may sell or otherwise dispose of it with or without notice, at a public or private sale, and apply the net proceeds (after we have deducted all costs related to the sale or disposition of the Equipment) to the amounts that you owe us. You agree that if notice of sale is required by law, 10 days' notice shall be reasonable notice. You remain responsible for any amounts that are due after we have applied such net proceeds.

8. FINANCE LEASE STATUS. You agree that if Article 2A of the Uniform Commercial Code applies to this Agreement, this Agreement will be considered a "finance lease" as that term is defined therein. You agree that you have received and approved a copy of the Supply Contract or that we have informed you of the identity of the Supplier, that you may have rights under the Supply Contract, and that you may contact the Supplier for a description of those rights. **TO THE EXTENT PERMITTED BY APPLICABLE LAW, YOU WAIVE ANY AND ALL RIGHTS AND REMEDIES CONFERRED UPON A CUSTOMER BY ARTICLE 2A.**

9. ASSIGNMENT. YOU MAY NOT ASSIGN, SELL, TRANSFER OR SUBLEASE THE EQUIPMENT OR YOUR INTEREST IN THIS AGREEMENT. We may, without notifying you, sell, assign, or transfer this Agreement and our rights to the Equipment. You agree that the new owner will have the same rights and benefits that we have now under this Agreement but not our obligations. The rights of the new owner will not be subject to any claim, defense or set-off that you may have against us.

10. INDEMNIFICATION. You are responsible for any losses, damages, penalties, claims, suits and actions ("Claims"), whether based on a theory of strict liability or otherwise caused by or related to (a) the manufacture, installation, ownership, use, lease, possession, or delivery of the Equipment, (b) any defects in the Equipment, or (c) the failure to remove information stored in the memory of the Equipment. You agree to reimburse us for and if we request, to defend us against, any Claims.

11. CREDIT INFORMATION. YOU AUTHORIZE US OR ANY OF OUR AFFILIATES TO OBTAIN CREDIT BUREAU REPORTS, AND MAKE OTHER CREDIT INQUIRIES THAT WE DETERMINE ARE NECESSARY. YOU ACKNOWLEDGE THAT WITHOUT FURTHER NOTICE WE MAY USE OR REQUEST ADDITIONAL CREDIT BUREAU REPORTS TO UPDATE OUR INFORMATION SO LONG AS YOUR OBLIGATIONS TO US ARE OUTSTANDING.

12. CHOICE OF LAW: THIS AGREEMENT WILL BE GOVERNED BY AND INTERPRETED ACCORDING TO THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA. YOU CONSENT TO JURISDICTION IN THE STATE OR FEDERAL COURTS OF PENNSYLVANIA. YOU EXPRESSLY WAIVE ANY RIGHT TO A TRIAL BY JURY.

13. MISCELLANEOUS. You agree that the terms and conditions contained in this Agreement make up the entire agreement between you and us regarding the lease of the Equipment. This Agreement is not binding on us until we sign it. Any change in any of the terms and conditions of this Agreement must be in writing and signed by us. **You agree, however, that we are authorized, without notice to you, to supply missing information or correct obvious errors in this Agreement.** If we delay or fail to enforce any of our rights under this Agreement, we will still be entitled to enforce those rights at a later time. All of our rights and indemnities will survive the termination of this Agreement. It is the express intent of the parties not to violate any applicable usury laws, and any excess interest or payment will be applied to payments in inverse order of maturity, and any remaining excess will be refunded to you. If you do not perform any of your obligations under this Agreement, we have the right, but not the obligation, to take any action or pay any amounts that we believe are necessary to protect our interests. You agree to reimburse us immediately upon our demand for any such amounts that we pay. If more than one Customer has signed this Agreement, each of you agree that your liability is joint and several. A photocopy, printed electronic image or facsimile of this Agreement and/or any related document that includes copies of the signatures of the parties hereto shall be legally admissible under the "best evidence" or other similar rule of evidence and shall be treated as an original document and proof of the agreement between the parties. The USA PATRIOT Act requires us to obtain, verify, and record information that identifies you thus we ask for your name, address and other information or documents that substantiate your identity.

X

**AGREEMENT FOR BUSINESS SERVICES BETWEEN
THE VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
AND THE PEAK PREP PLEASANT VALLEY (Charter School)
JULY 1, 2023 – JUNE 30, 2024**

This Agreement for Business Services (“Agreement”) is made and entered into as of the 1st day of July 2023, by and between the Ventura County Schools Business Services Authority (“BSA”), a Joint Powers Authority organized and operated pursuant to Government Code section 6500, and the Peak Prep Pleasant Valley (“Charter School”), organized and operating pursuant to Education Code section 47600, et seq., (each a “Party” and, together, “Parties”).

RECITALS

WHEREAS, the BSA provides professional and business services to school districts and charter schools located in Ventura County; and

WHEREAS, the Parties desire by this Agreement for the BSA to provide services to the Charter School; and

WHEREAS, the Charter School desires, by this Agreement, to grant to the BSA the authority to relay and disclose information to the Pleasant Valley School District (“Sponsoring District”) as needed for the oversight obligation.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Term

BSA shall commence providing services under this Agreement on July 1, 2023, and shall continue through June 30, 2024, unless this Agreement is terminated and/or otherwise cancelled prior to that time. This Agreement shall only remain in force and effect so long as the Charter School has an approved charter by the Sponsoring District.

2. Services

BSA shall provide Charter School with business services (“Services”). These Services shall include the following:

- 2.1. Accounting** – including establishment of a chart of accounts, account code structure, and financial ledgers; maintenance and posting of all financial transactions to the school’s ledgers, preparation of needed financial reports including monthly cash flow and balance sheets, monthly reconciliation to bank statements and annual reports and statements.

- 2.2. Annual Audit – including selection of auditor through the BSA Board selection process, coordination of the audit, and preparation of all documents required by the BSA Board selected auditor. (Annual Audit fees charged by the auditing firm are the responsibility of the Charter School.)
- 2.3. Payroll – including preparation of pay warrants; distribution of payroll checks and execution of direct deposits; calculation and forwarding of all tax, benefit, retirement, and other withholding; and preparation of and forwarding of tax withholdings and related documentation to state and federal tax authorities.
- 2.4. Health benefits – including health benefit coordination, open enrollment, and billings (including collections of employee contributions and employer paid premiums) to the BSA Board selected Health Benefit Providers.
- 2.5. Accounts Receivable and Payable – including processing of all purchase orders and check requests in a timely fashion, preparation and deposit of all deposits, and posting relevant information to appropriate ledgers.
- 2.6. Vendor Approval Process – including processing all documents necessary to verify that all vendors meet the guidelines of the Charter School and IRS requirements.
- 2.7. Budget Development and Fiscal Planning – consulting services of BSA staff to assist the Charter School in accurately identifying its revenues, comparing estimated revenues with actual revenues, assistance in projecting and monitoring expenditures, and assistance with preparing and revising long-term financial projections.
- 2.8. Position control – including the tracking of all positions approved for payment by the Charter School. The Charter School’s governing board shall have the sole responsibility and authority to determine staffing levels, to select, hire, and terminate the employment of personnel and determine their responsibilities and compensation consistent with Federal and State laws, rules and regulations pertinent to charter schools and the Charter School’s policies.
- 2.9. Human Resource services – including health and welfare benefit set-up and management, retirement system management, salary schedule preparation, Tax Sheltered Annuity set-up, and workers’ compensation monitoring.
- 2.10. Vendor authority – BSA, acting on behalf of the Charter School, shall have power and authority, consistent with Federal and State law to: (1) procure insurance; (2) lease or otherwise contract with any third party for the use of facilities for school purposes and the operation and maintenance thereof; (3) accept and expend gifts, donations, or grants of any kind in accordance with such conditions prescribed by the donor, as consistent with law and not contrary to any of the terms of this Agreement.
- 2.11. Grant/categorical fund management – including all budgeting and accounting functions for all grants accepted by the Charter School’s governing board.

3. Exclusions (to be provided by the Charter School Staff or under separate contract)

3.1. School Management

3.2. Dissemination of information; public relations

3.3. Recruiting, selecting, hiring, orienting, training, assigning and managing personnel

3.4. Special Education

3.5. Instructional Services

3.6. Management Information Services

3.7. Student records and information

3.8. Student assessment services

3.9. Grants development

3.10. ESCAPE system

4. Charter School Obligations

Charter School shall be truthful with BSA, cooperate with BSA, keep BSA informed of developments, perform the obligations it has agreed to perform under this Agreement, provide requested information, and pay BSA's invoices in a timely and complete manner.

5. Fees

The Charter School shall pay to BSA, for all BSA Services listed above, a fee of 6.75% of the Charter School's ADA-driven revenues, plus governmental grants. Fees will not be charged on funds received through local fund-raising efforts. Any additional Services agreed upon and provided by BSA will be charged at the approved "Extra Services Charge" set annually by the BSA Board of Directors. BSA shall provide quarterly invoices to the Charter School. The Charter School shall make payment to BSA within thirty (30) days of receipt of invoice from BSA.

6. Termination

6.1. For Convenience by BSA. BSA, may at any time, with or without reason, terminate this Agreement with thirty (30) days' written notice and be compensated by the Charter School for the Services rendered to the date of termination. Written notice by BSA shall be sufficient to stop further performance of Services to Charter School. Notice shall be

deemed given when received by Charter School or no later than three (3) calendar days after the day of mailing, whichever is sooner.

6.2. For Convenience by Charter School. Charter School may, upon one hundred eighty (180) days' written notice, with or without reason, terminate this Agreement. Upon termination, Charter School shall be obligated to compensate BSA for Services rendered up to the date of termination. Written notice by Charter School shall be sufficient to stop further performance of Services by BSA. Notice shall be deemed given when received by the BSA or no later than three (3) days after the day of mailing, whichever is sooner.

6.3. With Cause by BSA. BSA may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

6.3.1. Material violation of this Agreement by Charter School; or

6.3.2. Any act by Charter School exposing BSA to liability to others for personal injury or property damage; or

6.3.3. Charter School is revoked or closed by the Sponsoring District.

Written notice by BSA shall contain the reasons for such intention to terminate and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. Upon termination, BSA shall be paid for all Services performed prior to the termination. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the BSA.

6.4. The Parties agree that BSA shall maintain all pertinent documents upon termination of this Agreement. The Charter School may request copies of such documents to be provided at its sole cost upon termination of the Agreement.

7. Indemnification.

To the furthest extent permitted by California law, Charter School shall, at its sole expense, indemnify, and hold harmless the BSA, the State of California, the Board of Directors, and their agents, representatives, officers, contractors, employees, directors, and volunteers (the "BSA Parties") from any and all demands, losses, liabilities, claims, suits, and actions (the "Claims") of any kind, nature, and description, including, but not limited to, personal injury, death, property damage, and contractors and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the performance of the Agreement or from any activity, work, or thing done, permitted, or suffered by the Charter School, its agents, representatives, officers, contractors, directors, and volunteers under or in conjunction with this Agreement, unless the Claims are caused wholly by the sole negligence or willful misconduct of the BSA Parties. Charter School shall, to the furthest extent permitted by California law, defend the BSA Parties at

Charter School's own expense, from any and all Claim(s) and allegations relating thereto with counsel approved by BSA where such approval is not to be unreasonably withheld. Whereas the cost to defend the BSA Parties charged to the Charter School shall not exceed the proportionate percentage of Charter School's fault as determined by a court of competent jurisdiction, any amounts paid in excess of such established fault will be reimbursed by the BSA. Notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, such defendant shall meet and confer with other parties regarding unpaid defense costs. The BSA shall have the right to accept or reject any legal representation that Charter School proposes to defend the BSA Parties.

8. Disputes

In the event of a dispute between the Parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the Parties shall attempt to resolve the dispute in good faith. The Parties further agree that their participation in mediation is a condition precedent to any Party pursuing any other available remedy in relation to the dispute. Notice of the demand for mediation of a dispute shall be filed in writing with the other Party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other Party, but in no case longer than ninety (90) days after initial written notice. The Parties agree to share equally in the costs of the mediation but shall bear their own costs incurred for representation by counsel.

If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, the BSA shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to the BSA's right to bring a civil action against the Charter School. For purposes of those provisions, the running of the time within which a claim must be presented to the Charter School shall be tolled from the time the BSA submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

9. Notice

Any notice or instrument required or permitted to be given or delivered by this Agreement shall be deemed to have been given, served, or received if given in writing and either personally delivered or deposited in the United States Post Office, Registered or Certified Mail, Return Receipt Requested, postage prepaid, or sent by overnight delivery service addressed to:

BSA:

Ventura County Schools Business Services Authority
Attn: Tami Peterson, Chief Business Official
5100 Adolfo Road
Camarillo, CA 93012
Phone: (805) 383-1972
Email: tpeterson@vcoe.org

Charter School:

Peak Prep Pleasant Valley
Attn: Dr. Shalen Bishop
2150 Pickwick Drive # 304
Camarillo, CA 93010
Email: Shalen.bishop@peak-prep.org

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) calendar days after deposit in the United States mail. All notices must be accompanied by a courtesy copy sent via email. The names and addresses may be changed at any time by written notice as provided above.

10. California Law and Venue

This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the County of Ventura, California.

11. General Provisions

11.1. Assignment

Neither Party may assign nor transfer all or any portion of its rights or obligations contained in this Agreement without obtaining the prior written consent of the other Party, which consent shall not be unreasonably withheld. Any purported assignment without the other Party's prior written consent shall be void.

11.2. No Rights in Third Parties

This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

11.3. Time of Essence

Time is expressly declared to be of the essence in the performance of each and every provision of this Agreement.

11.4. Integration/Entire Agreement

This Agreement constitutes the entire Agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written.

11.5. Amendments

This Agreement may be amended or modified only in writing signed by both Parties. Both governing bodies shall approve and/or ratify amendments.

11.6. Waiver

The waiver by either Party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

11.7. Provisions Required by Law Deemed Inserted

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

11.8. Authority to Bind Parties

Neither Party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

11.9. Warranty of Authority

Each Party has the full power and authority to enter into and perform this Agreement. The persons executing this Agreement on behalf of the BSA, and the Charter School represent and warrant that they are duly authorized and

empowered to execute this Agreement and to bind their respective Party to all terms and conditions of this Agreement.

11.10. Severability

If any section, subsection, sentence, clause or phrase of this Agreement, or the application thereof to any of the Parties, is for any reason held by a court of competent jurisdiction to be invalid, void, or unenforceable, the validity of the remainder of the Agreement shall not be affected, impaired, or invalidated thereby in any way and may be enforced by the Parties to this Agreement.

11.11. Attorney's Fees/Costs

Should litigation be necessary to enforce any terms or provisions of this Agreement, then each Party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.

11.12. Interpretation

In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any Party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

11.13. Counterparts

This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

11.14. Recitals

The Recitals set forth above are hereby fully incorporated herein by reference.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have executed this Agreement as the date indicates below.

VENTURA COUNTY SCHOOLS BUSINESS SERVICE AUTHORITY

Dated: _____

By: _____

Tami Peterson

Title: Chief Business Official

PEAK PREP PLEASANT VALLEY

Dated: _____

By: _____

Shalen Bishop

Title: Executive Director

**AGREEMENT FOR BUSINESS SERVICES BETWEEN
THE VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
AND THE ARCHITECTURE, CONSTRUCTION, AND ENGINEERING (ACE)
CHARTER HIGH SCHOOL
JULY 1, 2024 – JUNE 30, 2025**

This Agreement for Business Services is between the Ventura County School Business Services Authority (BSA), a Joint Powers Authority organized and operated pursuant to Government Code section 6500, and the Architecture, Construction, and Engineering (ACE) Charter High School (Charter School), organized and operating pursuant to Education Code section 47600, et seq.

RECITALS

- A. BSA provides professional and business services to school districts and charter schools located in Ventura County.
- B. The parties desire by this Agreement for the BSA to provide services to the Charter School.
- C. The Charter School desires, by this agreement, to grant to the BSA the authority to relay and disclose information to the Oxnard Union High School District (OUHSD) (Sponsoring District) as needed for the oversight obligation.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Term

The term of this Agreement shall be for the school year 2024/2025 and may be renewed annually. This Agreement shall only remain in force and effect so long as the Charter School has an approved charter by the OUHSD (Sponsoring District).

2. Services

BSA shall provide Charter School with business services. These services shall include the following:

- Accounting – including establishment of a chart of accounts, account code structure, and financial ledgers; maintenance and posting of all financial transactions to the

school's ledgers, preparation of needed financial reports including monthly cash flow and balance sheets, monthly reconciliation to bank statements and annual reports and statements.

- Annual Audit - including selection of auditor through the BSA Board selection process, coordination of the audit, and preparation of all documents required by the BSA Board selected auditor. (Annual Audit fees charged by the auditing firm are the responsibility of the Charter.)
- Payroll – including preparation of pay warrants; distribution of payroll checks and execution of direct deposits; calculation and forwarding of all tax, benefit, retirement, and other withholding; and, preparation of and forwarding of tax withholdings and related documentation to state and federal tax authorities.
- Health Benefits – including health benefit coordination, open enrollment, and billings (including collections of employee contributions and employer paid premiums) to the BSA Board selected Health Benefit Providers.
- Accounts Receivable and Payable – including processing of all purchase orders and check requests in a timely fashion, preparation and deposit of all deposits, and posting relevant information to appropriate ledgers.
- Vendor Approval Process – including processing all documents necessary to verify that all vendors meet the guidelines of the Charter School and IRS requirements.
- Budget Development and Fiscal Planning – consulting services of BSA staff to assist the school in accurately identifying its revenues, comparing estimated revenues with actual revenues, assistance in projecting and monitoring expenditures, and assistance with preparing and revising long-term financial projections.
- Position Control – including the tracking of all positions approved for payment by the Charter School. The Charter School board shall have the sole responsibility and authority to determine staffing levels, to select, hire, and terminate the employment of personnel and determine their responsibilities and compensation consistent with Federal and State laws, rules and regulations pertinent to charter schools and the (Charter School's) policies.
- Human Resource Services – including health and welfare benefit set-up and management, retirement system management, salary schedule preparation, Tax Sheltered Annuity set-up, and Workers' compensation monitoring.
- Vendor Authority – BSA, acting on behalf of the Charter School, shall have power and authority, consistent with Federal and State law to: (1) procure insurance; (2) lease or otherwise contract with any third party for the use of facilities for school purposes and

the operation and maintenance thereof; (3) accept and expend gifts, donations, or grants of any kind in accordance with such conditions prescribed by the donor, as consistent with law and not contrary to any of the terms of this Agreement.

- Grant/Categorical Fund Management – including all budgeting and accounting functions for all grants accepted by the Charter School’s governing board.

3. Exclusions (to be provided by the Charter School Staff or under separate contract)

- School Management
- Dissemination of information; public relations
- Recruiting, selecting, hiring, orienting, training, assigning and managing personnel
- Special Education
- Instructional Services
- Management Information Services
- Student records and information
- Student assessment services
- Grants development
- ESCAPE system

4. Fees

The Charter School shall pay to BSA, for all BSA services listed above, a fee of 6.75% of the school’s ADA-driven revenues, plus governmental grants. Fees will not be charged on funds received through local fund-raising efforts. Any additional services agreed upon and provided by BSA will be charged at the approved “Extra Services Charge” set annually by the BSA Board of Directors. BSA shall provide tri-annual invoices to the Charter School. Charter School shall make payment to BSA within thirty days of receipt of invoice from BSA.

5. Early Termination

Either party to this Agreement may terminate the Agreement upon 90 days prior written notice to the other party. Upon termination, BSA shall be paid for all services performed prior to the termination. The parties agree that BSA shall maintain all pertinent documents upon termination of this Agreement. Charter School may request copies of such documents to be provided at its sole cost upon termination of the Agreement.

6. Disputes

Disagreements concerning the meaning, requirements or performance of this Agreement shall first be brought to the attention of the other party, in writing, pursuant to the notice provisions of Section 6 in an attempt to resolve the dispute at the lowest level. Any

remaining disputes or disagreements shall be resolved as follows: (1) Pursuant to the applicable provisions of this Agreement relating to the dispute, if any; (2) As voluntarily agreed to by the parties; or (3) Mediation; or (4) By appropriate legal or equitable remedies.

7. Mediation

In the event a dispute shall arise between the parties to this Agreement, the parties agree to participate in at least four hours of mediation in accordance with the mediation procedures of Judicial Arbitration & Mediation Services, Inc. ("JAMS"). The parties agree to share equally in the costs of the mediation but shall bear their own costs incurred for representation by counsel. The mediation shall be administered by the Ventura County JAMS office. The parties further agree that their participation in mediation is a condition precedent to any party pursuing any other available remedy in relation to the dispute. Any party to the dispute may give written notice to the other party of his or her desire to commence mediation, and a mediation session must take place within 45 days after the date that such notice is given.

Mediation involves each side of a dispute sitting down with an impartial person, the mediator, to attempt to reach a voluntary settlement. Mediation involves no formal court procedures or rules of evidence, and the mediator does not have the power to render a binding decision or force an agreement on the parties.

8. Notice

Any notice or instrument required to be given or delivered by this Agreement may be by depositing the same in the United States Post Office, Certified Mail, Return Receipt Requested, postage prepaid, addressed to:

Ventura County Schools Business Services Authority:

Ventura County Schools Business Services Authority
5100 Adolfo Road
Camarillo, CA 93012
Attn: Tami Peterson, Chief Business Official

CHARTER SCHOOL: Architecture, Construction, and Engineering (ACE) Charter School
570 Airport Way
Camarillo, CA 93010
Attn: John Middleton

SPONSORING DISTRICT:

Oxnard Union High School District
309 S. "K" Street
Oxnard, CA 93030

The names and addresses may be changed at any time by written notice as provided above.

9. Laws and Venue

This Agreement shall be interpreted in accordance with the laws of the State of California and applicable federal law. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a State Court situated in the County of Ventura, California, or a Federal Court whose jurisdiction includes Ventura County.

10. General Provisions

10.1 Assignment

Neither party may assign nor transfer all or any portion of its rights or obligations contained in this Agreement without obtaining the prior written consent of the other party, which consent shall not be unreasonably withheld. Any purported assignment without the other party's prior written consent shall be void.

10.2 Binding Effect

This Agreement shall be binding on all heirs, successors and assigns of BSA, on behalf of the Architecture, Construction & Engineering Charter School.

10.3 Time of Essence

Time is expressly declared to be of the essence in the performance of each and every provision of this Agreement.

10.4 Entire Agreement

This Agreement contains the entire agreement and understanding concerning the business services to be provided to the Charter School by BSA.

10.5 Amendments

This Agreement may be amended in writing signed by both parties. Both governing bodies shall approve amendments.

10.6 Warranty of Authority

The persons executing this Agreement on behalf of the BSA, and the Charter School represent and warrant that they are duly authorized to execute this Agreement and to bind their respective party to all terms and conditions of this Agreement.

10.7 Severability

If any section, subsection, sentence, clause or phrase of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

10.8 Interpretation

In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

10.9 Recitals

The recitals set forth above are fully incorporated into the terms of this Agreement by reference.

IN WITNESS WHEREOF, the parties have executed this Agreement as the date indicates below.

VENTURA COUNTY SCHOOLS BUSINESS SERVICE AUTHORITY

Dated: _____

By: _____
Tami Peterson
Title: Chief Business Official

ARCHITECTURE, CONSTRUCTION, AND ENGINEERING(ACE) CHARTER HIGH SCHOOL

Dated: _____

By: _____
John Middleton
Title: Principal

**AGREEMENT FOR BUSINESS SERVICES BETWEEN
THE VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
AND THE BRIDGES CHARTER SCHOOL
JULY 1, 2024 – JUNE 30, 2025**

This Agreement for Business Services is between the Ventura County School Business Services Authority (BSA), a Joint Powers Authority organized and operated pursuant to Government Code section 6500, and the BRIDGES Charter School (Charter School), organized and operating pursuant to Education Code section 47600, et seq.

RECITALS

- A. BSA provides professional and business services to school districts and charter schools located in Ventura County.
- B. The parties desire by this Agreement for the BSA to provide services to the Charter School.
- C. The Charter School desires, by this agreement, to grant to the BSA the authority to relay and disclose information to the Ventura County Office of Education (VCOE) (Sponsoring Agency) as needed for the oversight obligation.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Term

The term of this Agreement shall be for the school year 2024/2025 and may be renewed annually. This Agreement shall only remain in force and effect so long as the Charter School has an approved charter by the Ventura County Office of Education.

2. Services

BSA shall provide Charter School with business services. These services shall include the following:

- Accounting – including establishment of a chart of accounts, account code structure, and financial ledgers; maintenance and posting of all financial transactions to the school's ledgers, preparation of needed financial reports including monthly cash flow and balance sheets, monthly reconciliation to bank statements and annual reports and statements.

- Annual Audit – including selection of auditor through the BSA Board selection process, coordination of the audit, and preparation of all documents required by the BSA Board selected auditor. (Annual Audit fees charged by the auditing firm are the responsibility of the Charter.)
- Payroll – including preparation of pay warrants; distribution of payroll checks and execution of direct deposits; calculation and forwarding of all tax, benefit, retirement, and other withholding; and, preparation of and forwarding of tax withholdings and related documentation to state and federal tax authorities.
- Health benefits – including health benefit coordination, open enrollment, and billings (including collections of employee contributions and employer paid premiums) to the BSA Board selected Health Benefit Providers.
- Accounts Receivable and Payable – including processing of all purchase orders and check requests in a timely fashion, preparation and deposit of all deposits, and posting relevant information to appropriate ledgers.
- Vendor Approval Process – including processing all documents necessary to verify that all vendors meet the guidelines of the Charter School and IRS requirements.
- Budget Development and Fiscal Planning – consulting services of BSA staff to assist the school in accurately identifying its revenues, comparing estimated revenues with actual revenues, assistance in projecting and monitoring expenditures, and assistance with preparing and revising long-term financial projections.
- Position control – including the tracking of all positions approved for payment by the Charter School. The Charter School board shall have the sole responsibility and authority to determine staffing levels, to select, hire, and terminate the employment of personnel and determine their responsibilities and compensation consistent with Federal and State laws, rules and regulations pertinent to charter schools and the (Charter School's) policies.
- Human Resource services – including health and welfare benefit set-up and management, retirement system management, salary schedule preparation, Tax Sheltered Annuity set-up, and Workers' compensation monitoring.
- Vendor authority – BSA, acting on behalf of the Charter School, shall have power and authority, consistent with Federal and State law to: (1) procure insurance; (2) lease or otherwise contract with any third party for the use of facilities for school purposes and the operation and maintenance thereof; (3) accept and expend gifts, donations, or grants of any kind in accordance with such conditions prescribed by the donor, as consistent with law and not contrary to any of the terms of this Agreement.

- Grant/categorical fund management – including all budgeting and accounting functions for all grants accepted by the Charter School’s governing board.

3. Exclusions (to be provided by the Charter School Staff or under separate contract)

- School Management
- Dissemination of information; public relations
- Recruiting, selecting, hiring, orienting, training, assigning and managing personnel
- Special Education
- Instructional Services
- Management Information Services
- Student records and information
- Student assessment services
- Grants development
- ESCAPE system

4. Fees

The Charter School shall pay to BSA, for all BSA services listed above, a fee of 6.75% of the school’s ADA-driven revenues, plus governmental grants. Fees will not be charged on funds received through local fund-raising efforts. Any additional services agreed upon and provided by BSA will be charged at the approved “Extra Services Charge” set annually by the BSA Board of Directors. BSA shall provide tri-annual invoices to the Charter School. Charter School shall make payment to BSA within thirty days of receipt of invoice from BSA.

5. Early Termination

Either party to this Agreement may terminate the Agreement upon 90 days prior written notice to the other party. Upon termination, BSA shall be paid for all services performed prior to the termination. The parties agree that BSA shall maintain all pertinent documents upon termination of this Agreement. Charter School may request copies of such documents to be provided at its sole cost upon termination of the Agreement.

6. Disputes

Disagreements concerning the meaning, requirements or performance of this Agreement shall first be brought to the attention of the other party, in writing, pursuant to the notice provisions of Section 6 in an attempt to resolve the dispute at the lowest level. Any remaining disputes or disagreements shall be resolved as follows: (1) Pursuant to the applicable provisions of this Agreement relating to the dispute, if any; (2) As voluntarily agreed to by the parties; or (3) Mediation; or (4) By appropriate legal or equitable remedies.

7. Mediation

In the event a dispute shall arise between the parties to this Agreement, the parties agree to participate in at least four hours of mediation in accordance with the mediation procedures of Judicial Arbitration & Mediation Services, Inc. ("JAMS"). The parties agree to share equally in the costs of the mediation but shall bear their own costs incurred for representation by counsel. The mediation shall be administered by the Ventura County JAMS office. The parties further agree that their participation in mediation is a condition precedent to any party pursuing any other available remedy in relation to the dispute. Any party to the dispute may give written notice to the other party of his or her desire to commence mediation, and a mediation session must take place within 45 days after the date that such notice is given.

Mediation involves each side of a dispute sitting down with an impartial person, the mediator, to attempt to reach a voluntary settlement. Mediation involves no formal court procedures or rules of evidence, and the mediator does not have the power to render a binding decision or force an agreement on the parties.

8. Notice

Any notice or instrument required to be given or delivered by this Agreement may be by depositing the same in the United States Post Office, Certified Mail, Return Receipt Requested, postage prepaid, addressed to:

Ventura County Schools Business Services Authority:

Ventura County Schools Business Services Authority
5100 Adolfo Road
Camarillo, CA 93012
Attn: Tami Peterson, Chief Business Official

CHARTER SCHOOL: BRIDGES Charter School
1335 Calle Bouganvilla
Thousand Oaks, CA 91360
Attention: Kelly Simon, Director

SPONSORING AGENCY:

Ventura County Office of Education
5189 Verdugo Way
Camarillo, CA 93012
Attn: Associate Superintendent

The names and addresses may be changed at any time by written notice as provided above.

9. Laws and Venue

This Agreement shall be interpreted in accordance with the laws of the State of California and applicable federal law. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a State Court situated in the County of Ventura, California, or a Federal Court whose jurisdiction includes Ventura County.

10. General Provisions

10.1 Assignment

Neither party may assign nor transfer all or any portion of its rights or obligations contained in this Agreement without obtaining the prior written consent of the other party, which consent shall not be unreasonably withheld. Any purported assignment without the other party's prior written consent shall be void.

10.2 Binding Effect

This Agreement shall be binding on all heirs, successors and assigns of BSA, on behalf of the BRIDGES Charter School.

10.3 Time of Essence

Time is expressly declared to be of the essence in the performance of each and every provision of this Agreement.

10.4 Entire Agreement

This Agreement contains the entire agreement and understanding concerning the business services to be provided to the Charter School by BSA.

10.5 Amendments

This Agreement may be amended in writing signed by both parties. Both governing bodies shall approve amendments.

10.6 Warranty of Authority

The persons executing this Agreement on behalf of the BSA, and the Charter School represent and warrant that they are duly authorized to execute this Agreement and to bind their respective party to all terms and conditions of this Agreement.

10.7 Severability

If any section, subsection, sentence, clause or phrase of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

10.8 Interpretation

In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

10.9 Recitals

The recitals set forth above are fully incorporated into the terms of this Agreement by reference.

IN WITNESS WHEREOF, the parties have executed this Agreement as the date indicates below.

VENTURA COUNTY SCHOOLS BUSINESS SERVICE AUTHORITY

Dated: _____

By: _____
Tami Peterson
Title: Chief Business Official

BRIDGES CHARTER SCHOOL

Dated: _____

By: _____
Kelly Simon
Title: Director

**AGREEMENT FOR BUSINESS SERVICES BETWEEN
THE VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
AND THE MEADOWS ARTS AND TECHNOLOGY ELEMENTARY SCHOOL
JULY 1, 2024 – JUNE 30, 2025**

This Agreement for Business Services is between the Ventura County School Business Services Authority (BSA), a Joint Powers Authority organized and operated pursuant to Government Code section 6500, and the Meadows Arts and Technology Elementary School (Charter School), organized and operating pursuant to Education Code section 47600, et seq.

RECITALS

- A. BSA provides professional and business services to school districts and charter schools located in Ventura County.
- B. The parties desire by this Agreement for the BSA to provide services to the Charter School.
- C. The Charter School desires, by this agreement, to grant to the BSA the authority to relay and disclose information to the Ventura County Office of Education (VCOE) as needed for the oversight obligation.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Term

The term of this Agreement shall be for the school year 2024/2025 and may be renewed annually. This Agreement shall only remain in force and effect so long as the Charter School has an approved charter by the Ventura County Office of Education.

2. Services

BSA shall provide Charter School with business services. These services shall include the following:

- Accounting – including establishment of a chart of accounts, account code structure, and financial ledgers; maintenance and posting of all financial transactions to the school's ledgers, preparation of needed financial reports including monthly cash flow and balance sheets, monthly reconciliation to bank statements and annual reports and statements.
- Annual Audit – including selection of auditor through the BSA Board selection process, coordination of the audit, and preparation of all documents required by the

BSA Board selected auditor. (Annual Audit fees charged by the auditing firm are the responsibility of the Charter.)

- Payroll – including preparation of pay warrants; distribution of payroll checks and execution of direct deposits; calculation and forwarding of all tax, benefit, retirement, and other withholding; and, preparation of and forwarding of tax withholdings and related documentation to state and federal tax authorities.
- Health benefits – including health benefit coordination, open enrollment, and billings (including collections of employee contributions and employer paid premiums) to the BSA Board selected Health Benefit Providers.
- Accounts Receivable and Payable – including processing of all purchase orders and check requests in a timely fashion, preparation and deposit of all deposits, and posting relevant information to appropriate ledgers.
- Vendor Approval Process – including processing all documents necessary to verify that all vendors meet the guidelines of the Charter School and IRS requirements.
- Budget Development and Fiscal Planning – consulting services of BSA staff to assist the school in accurately identifying its revenues, comparing estimated revenues with actual revenues, assistance in projecting and monitoring expenditures, and assistance with preparing and revising long-term financial projections.
- Position control – including the tracking of all positions approved for payment by the Charter School. The Charter School board shall have the sole responsibility and authority to determine staffing levels, to select, hire, and terminate the employment of personnel and determine their responsibilities and compensation consistent with Federal and State laws, rules and regulations pertinent to charter schools and the Meadows Arts and Technology Elementary School's policies.
- Human Resource services – including health and welfare benefit set-up and management, retirement system management, salary schedule preparation, Tax Sheltered Annuity set-up, and Workers' compensation monitoring.
- Vendor authority – BSA, acting on behalf of the Charter School, shall have power and authority, consistent with Federal and State law to: (1) procure insurance; (2) lease or otherwise contract with any third party for the use of facilities for school purposes and the operation and maintenance thereof; (3) accept and expend gifts, donations, or grants of any kind in accordance with such conditions prescribed by the donor, as consistent with law and not contrary to any of the terms of this Agreement.
- Grant/categorical fund management – including all budgeting and accounting functions for all grants accepted by the Charter School's governing board.

3. Exclusions (to be provided by the Charter School Staff or under separate contract)

- School Management
- Dissemination of information; public relations
- Recruiting, selecting, hiring, orienting, training, assigning and managing personnel
- Special Education
- Instructional Services
- Management Information Services
- Student records and information
- Student assessment services
- Grants development
- ESCAPE system

4. Fees

The Charter School shall pay to BSA, for all BSA services listed above, a fee of 6.75% of the school's ADA-driven revenues, plus governmental grants. Fees will not be charged on funds received through local fund-raising efforts. Any additional services agreed upon and provided by BSA will be charged at the approved "Extra Services Charge" set annually by the BSA Board of Directors. BSA shall provide quarterly invoices to the Charter School. The Charter School shall make payment to BSA within thirty days of receipt of invoice from BSA.

5. Early Termination

Either party to this Agreement may terminate the Agreement upon 90 days prior written notice to the other party. Upon termination, BSA shall be paid for all services performed prior to the termination. The parties agree that BSA shall maintain all pertinent documents upon termination of this Agreement. The Charter School may request copies of such documents to be provided at its sole cost upon termination of the Agreement.

6. Disputes

Disagreements concerning the meaning, requirements or performance of this Agreement shall first be brought to the attention of the other party, in writing, pursuant to the notice provisions of Section 6 in an attempt to resolve the dispute at the lowest level. Any remaining disputes or disagreements shall be resolved as follows: (1) Pursuant to the applicable provisions of this Agreement relating to the dispute, if any; (2) As voluntarily agreed to by the parties; or (3) Mediation; or (4) By appropriate legal or equitable remedies.

7. Mediation

In the event a dispute shall arise between the parties to this Agreement, the parties agree to participate in at least four hours of mediation in accordance with the mediation procedures of Judicial Arbitration & Mediation Services, Inc. ("JAMS"). The parties agree to share equally in the costs of the mediation but shall bear their own costs incurred for representation by counsel. The mediation shall be administered by the Ventura County JAMS office. The parties further agree that their participation in mediation is a condition precedent to any party pursuing any other available remedy in relation to the dispute. Any party to the dispute may give written notice to the other party of his or her desire to commence mediation, and a mediation session must take place within 45 days after the date that such notice is given.

Mediation involves each side of a dispute sitting down with an impartial person, the mediator, to attempt to reach a voluntary settlement. Mediation involves no formal court procedures or rules of evidence, and the mediator does not have the power to render a binding decision or force an agreement on the parties.

8. Notice

Any notice or instrument required to be given or delivered by this Agreement may be by depositing the same in the United States Post Office, Certified Mail, Return Receipt Requested, postage prepaid, addressed to:

Ventura County Schools Business Services Authority:

Ventura County Schools Business Services Authority
5100 Adolfo Road
Camarillo, CA 93012
Attn: Tami Peterson, Chief Business Official

Meadows Arts and Technology Elementary School:

Meadows Arts and Technology Elementary School
2000 La Granada Drive
Thousand Oaks, CA 91362
Attn: Brenda Olshever

Ventura County Office of Education:

Ventura County Office of Education
5189 Verdugo Way
Camarillo, CA 93012
Attn: Associate Superintendent

The names and addresses may be changed at any time by written notice as provided above.

9. Laws and Venue

This Agreement shall be interpreted in accordance with the laws of the State of California and applicable federal law. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a State Court situated in the County of Ventura, California, or a Federal Court whose jurisdiction includes Ventura County.

10. General Provisions

10.1 Assignment

Neither party may assign nor transfer all or any portion of its rights or obligations contained in this Agreement without obtaining the prior written consent of the other party, which consent shall not be unreasonably withheld. Any purported assignment without the other party's prior written consent shall be void.

10.2 Binding Effect

This Agreement shall be binding on all heirs, successors and assigns of BSA, on behalf of the Meadows Arts and Technology Elementary School.

10.3 Time of Essence

Time is expressly declared to be of the essence in the performance of each and every provision of this Agreement.

10.4 Entire Agreement

This Agreement contains the entire agreement and understanding concerning the business services to be provided to the Charter School by BSA.

10.5 Amendments

This Agreement may be amended in writing signed by both parties. Both governing bodies shall approve amendments.

10.6 Warranty of Authority

The persons executing this Agreement on behalf of the BSA, and the Charter School represent and warrant that they are duly authorized to execute this Agreement and to bind their respective party to all terms and conditions of this Agreement.

10.7 Severability

If any section, subsection, sentence, clause or phrase of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

10.8 Interpretation

In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

10.9 Recitals

The recitals set forth above are fully incorporated into the terms of this Agreement by reference.

IN WITNESS WHEREOF, the parties have executed this Agreement as the date indicates below.

VENTURA COUNTY SCHOOLS BUSINESS SERVICE AUTHORITY

Dated: _____

By: _____

Tami Peterson

Title: Chief Business Official

MEADOWS ARTS AND TECHNOLOGY ELEMENTARY SCHOOL

Dated: _____

By: _____

Brenda Olshever

Title: Executive Director

**AGREEMENT FOR BUSINESS SERVICES BETWEEN
THE VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
AND THE RIVER OAKS ACADEMY
JULY 1, 2024 – JUNE 30, 2025**

This Agreement for Business Services is between the Ventura County School Business Services Authority (BSA), a Joint Powers Authority organized and operated pursuant to Government Code section 6500 and the River Oaks Academy (Charter School), organized and operating pursuant to Education Code section 47600, et seq.

RECITALS

- A. BSA provides professional and business services to school districts and charter schools located in Ventura County.
- B. The parties desire by this Agreement for the BSA to provide services to the Charter School.
- C. The Charter School desires, by this agreement, to grant to the BSA the authority to relay and disclose information to the Ventura County Office of Education (VCOE) as needed for the VCOE oversight obligation.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Term

The term of this Agreement shall be for the school year 2024/2025 and may be renewed annually. This Agreement shall only remain in force and effect so long as the Charter School has an approved charter by the Ventura County Office of Education (VCOE).

2. Services

BSA shall provide Charter School with business services. These services shall include the following:

- Accounting – including establishment of a chart of accounts, account code structure, and financial ledgers; maintenance and posting of all financial transactions to the school's ledgers, preparation of needed financial reports including monthly cash flow and balance sheets, monthly reconciliation to bank statements and annual reports and statements.

- Annual Audit – including selection of auditor through the BSA Board selection process, coordination of the audit, and preparation of all documents required by the BSA Board selected auditor. (Annual Audit fees charged by the auditing firm are the responsibility of the Charter.)
- Payroll – including preparation of pay warrants; distribution of payroll checks and execution of direct deposits; calculation and forwarding of all tax, benefit, retirement, and other withholding; and, preparation of and forwarding of tax withholdings and related documentation to state and federal tax authorities.
- Health benefits – including health benefit coordination, open enrollment, and billings (including collections of employee contributions and employer paid premiums) to the BSA Board selected Health Benefit Providers.
- Accounts Receivable and Payable – including processing of all purchase orders and check requests in a timely fashion, preparation and deposit of all deposits, and posting relevant information to appropriate ledgers.
- Vendor Approval Process – including processing all documents necessary to verify that all vendors meet the guidelines of the Charter School and IRS requirements.
- Budget Development and Fiscal Planning – consulting services of BSA staff to assist the school in accurately identifying its revenues, comparing estimated revenues with actual revenues, assistance in projecting and monitoring expenditures, and assistance with preparing and revising long-term financial projections.
- Position control – including the tracking of all positions approved for payment by the Charter School. The Charter School board shall have the sole responsibility and authority to determine staffing levels, to select, hire, and terminate the employment of personnel and determine their responsibilities and compensation consistent with Federal and State laws, rules and regulations pertinent to charter schools and the River Oaks Academy policies.
- Human Resource services – including H&W benefit set-up and management, retirement system management, salary schedule preparation, Tax Sheltered Annuity set-up, and Workers' compensation monitoring.
- Vendor authority – BSA, acting on behalf of the Charter School, shall have power and authority, consistent with Federal and State law to: (1) procure insurance; (2) lease or otherwise contract with any third party for the use of facilities for school purposes and the operation and maintenance thereof; (3) accept and expend gifts, donations, or grants of any kind in accordance with such conditions prescribed by the donor, as consistent with law and not contrary to any of the terms of this Agreement.

- Grant/categorical fund management – including all budgeting and accounting functions for all grants accepted by the Charter School’s board.

3. Exclusions (to be provided by the Charter School Staff or under separate contract)

- School Management
- Dissemination of information; public relations
- Recruiting, selecting, hiring, orienting, training, assigning and managing personnel
- Special Education
- Instructional Services
- Management Information Services
- Student records and information
- Student assessment services
- Grants development
- ESCAPE system

4. Fees

Charter School shall pay to BSA, for all BSA services listed above, a fee of 6.75% of the school’s ADA-driven revenues, plus governmental grants. Fees will not be charged on funds received through local fundraising efforts. Any additional services agreed upon and provided by BSA will be charged at the approved “Extra Services Charge” set annually by the BSA Board of Directors. BSA shall provide quarterly invoices to the Charter School. Charter School shall make payment to BSA within thirty days of receipt of invoice from BSA.

5. Early Termination

Either party to this Agreement may terminate it upon 90 days prior written notice to the other. Upon termination, BSA shall be paid for all services performed prior to the termination. The parties agree that BSA shall maintain all pertinent documents, upon termination of this Agreement. Charter School may request copies of such documents to be provided at its sole cost upon termination of the Agreement.

6. Disputes

Disagreements concerning the meaning, requirements or performance of this Agreement shall first be brought to the attention of the other party, in writing, pursuant to the notice provisions of Section 6 in an attempt to resolve the dispute at the lowest level. Any remaining disputes or disagreements shall be resolved as follows: (1) Pursuant to the applicable provisions of this Agreement relating to the dispute, if any; (2) As voluntarily agreed to by the parties; or (3) Mediation; or (4) By appropriate legal or equitable remedies.

7. Mediation

In the event a dispute shall arise between the parties to this Agreement, the parties agree to participate in at least four hours of mediation in accordance with the mediation procedures of Judicial Arbitration & Mediation Services, Inc. (“JAMS”). The parties agree to share equally in the costs of the mediation, but shall bear their own costs incurred for representation by counsel. The mediation shall be administered by the Ventura County JAMS office. The parties further agree that their participation in mediation is a condition precedent to any party pursuing any other available remedy in relation to the dispute. Any party to the dispute may give written notice to the other party of his or her desire to commence mediation, and a mediation session must take place within 45 days after the date that such notice is given.

Mediation involves each side of a dispute sitting down with an impartial person, the mediator, to attempt to reach a voluntary settlement. Mediation involves no formal court procedures or rules of evidence, and the mediator does not have the power to render a binding decision or force an agreement on the parties.

8. Notice

Any notice or instrument required to be given or delivered by this Agreement may be by depositing the same in the United States Post Office, Certified Mail, Return Receipt Requested, postage prepaid, addressed to:

Ventura County Schools Business Services Authority:

Ventura County Schools Business Services Authority
5100 Adolfo Road
Camarillo, CA 93012
Attn: Tami Peterson, Chief Business Official

Ventura County Office of Education:

Ventura County Office of Education
5189 Verdugo Way
Camarillo, CA 93012
Attn: Associate Superintendent

River Oaks Academy:

River Oaks Academy
920 Hampshire Road Suite X
Westlake Village, CA 91361
Attn: Claudia Weintraub, Director

The names and addresses may be changed at any time by written notice as provided above.

9. Laws and Venue

This Agreement shall be interpreted in accordance with the laws of the State of California and applicable federal law. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a State Court situated in the County of Ventura, California, or a Federal Court whose jurisdiction includes Ventura County.

10. General Provisions

10.1 Assignment

Neither party may assign nor transfer all or any portion of its rights or obligations contained in this Agreement without obtaining the prior written consent of the other party, which consent shall not be unreasonably withheld. Any purported assignment without the other party's prior written consent shall be void.

10.2 Binding Effect

This Agreement shall be binding on all heirs, successors and assigns of BSA, on behalf of the River Oaks Academy.

10.3 Time of Essence

Time is expressly declared to be of the essence in the performance of each and every provision of this Agreement.

10.4 Entire Agreement

This Agreement contains the entire agreement and understanding concerning the BSA business services to be provided to the Charter School.

10.5 Amendments

This Agreement may be amended in writing signed by both parties. Both governing bodies shall approve amendments.

10.6 Warranty of Authority

The persons executing this Agreement on behalf of the BSA, and the Charter School represent and warrant that they are duly authorized to execute this

Agreement and to bind their respective party to all terms and conditions of this Agreement.

10.7 Severability

If any section, subsection, sentence, clause or phrase of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

10.8 Interpretation

In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

10.9 Recitals

The recitals set forth above are fully incorporated into the terms of this Agreement by reference.

IN WITNESS WHEREOF, the parties have executed this Agreement as the date indicates below.

VENTURA COUNTY SCHOOLS BUSINESS SERVICE AUTHORITY

Dated: _____

By: _____

Tami Peterson
Title: Chief Business Official

RIVER OAKS ACADEMY

Dated: _____

By: _____

Claudia Weintraub
Title: Director

**AGREEMENT FOR BUSINESS SERVICES BETWEEN
THE VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
AND THE VALLEY OAK CHARTER
JULY 1, 2024 – JUNE 30, 2025**

This Agreement for Business Services is between the Ventura County School Business Services Authority (BSA), a Joint Powers Authority organized and operated pursuant to Government Code section 6500 and the Valley Oak (Charter School), organized and operating pursuant to Education Code section 47600, et seq.

RECITALS

- A. BSA provides professional and business services to school districts and charter schools located in Ventura County.
- B. The parties desire by this Agreement for the BSA to provide services to the Charter School.
- C. The Charter School desires, by this agreement, to grant to the BSA the authority to relay and disclose information to the Ojai Unified School District (OUSD) (Sponsoring District) as needed for the oversight obligation.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Term

The term of this Agreement shall be for the school year 2024/2025 and may be renewed annually. This Agreement shall only remain in force and effect so long as the Charter School has an approved charter by the OUSD (Sponsoring District).

2. Services

BSA shall provide Charter School with business services. These services shall include the following:

- Accounting – including establishment of a chart of accounts, account code structure, and financial ledgers; maintenance and posting of all financial transactions to the school's ledgers, preparation of needed financial reports including monthly cash flow and balance sheets, monthly reconciliation to bank statements and annual reports and statements.

- Annual Audit – including selection of auditor through the BSA Board selection process, coordination of the audit, and preparation of all documents required by the BSA Board selected auditor. (Annual Audit fees charged by the auditing firm are the responsibility of the Charter.)
- Payroll – including preparation of pay warrants; distribution of payroll checks and execution of direct deposits; calculation and forwarding of all tax, benefit, retirement, and other withholding; and, preparation of and forwarding of tax withholdings and related documentation to state and federal tax authorities.
- Health benefits – including health benefit coordination, open enrollment, and billings (including collections of employee contributions and employer paid premiums) to the BSA Board selected Health Benefit Providers.
- Accounts Receivable and Payable – including processing of all purchase orders and check requests in a timely fashion, preparation and deposit of all deposits, and posting relevant information to appropriate ledgers.
- Vendor Approval Process – including processing all documents necessary to verify that all vendors meet the guidelines of the Charter School and IRS requirements.
- Budget Development and Fiscal Planning – consulting services of BSA staff to assist the school in accurately identifying its revenues, comparing estimated revenues with actual revenues, assistance in projecting and monitoring expenditures, and assistance with preparing and revising long-term financial projections.
- Position control – including the tracking of all positions approved for payment by the Charter School. The Charter School board shall have the sole responsibility and authority to determine staffing levels, to select, hire, and terminate the employment of personnel and determine their responsibilities and compensation consistent with Federal and State laws, rules and regulations pertinent to charter schools and the Valley Oak Charter policies.
- Human Resource services – including H&W benefit set-up and management, retirement system management, salary schedule preparation, Tax Sheltered Annuity set-up, and Workers' compensation monitoring.
- Vendor authority – BSA, acting on behalf of the Charter School, shall have power and authority, consistent with Federal and State law to: (1) procure insurance; (2) lease or otherwise contract with any third party for the use of facilities for school purposes and the operation and maintenance thereof; (3) accept and expend gifts, donations, or grants of any kind in accordance with such conditions prescribed by the donor, as consistent with law and not contrary to any of the terms of this Agreement.

- Grant/categorical fund management – including all budgeting and accounting functions for all grants accepted by the Charter School’s board.

3. Exclusions (to be provided by the Charter School Staff or under separate contract)

- School Management
 - Dissemination of information; public relations
 - Recruiting, selecting, hiring, orienting, training, assigning and managing personnel
 - Special Education
 - Instructional Services
 - Management Information Services
 - Student records and information
 - Student assessment services
 - Grants development
 - ESCAPE system

4. Fees

Charter School shall pay to BSA, for all BSA services listed above, a fee of 6.75% of the school’s ADA-driven revenues, plus governmental grants. Fees will not be charged on funds received through local fundraising efforts. Any additional services agreed upon and provided by BSA will be charged at the approved “Extra Services Charge” set annually by the BSA Board of Directors. BSA shall provide quarterly invoices to the Charter School. Charter School shall make payment to BSA within thirty days of receipt of invoice from BSA.

5. Early Termination

Either party to this Agreement may terminate it upon 90 days prior written notice to the other. Upon termination, BSA shall be paid for all services performed prior to the termination. The parties agree that BSA shall maintain all pertinent documents, upon termination of this Agreement. Charter School may request copies of such documents to be provided at its sole cost upon termination of the Agreement.

6. Disputes

Disagreements concerning the meaning, requirements or performance of this Agreement shall first be brought to the attention of the other party, in writing, pursuant to the notice provisions of Section 6 in an attempt to resolve the dispute at the lowest level. Any remaining disputes or disagreements shall be resolved as follows: (1) Pursuant to the applicable provisions of this Agreement relating to the dispute, if any; (2) As voluntarily agreed to by the parties; or (3) Mediation; or (4) By appropriate legal or equitable remedies.

7. Mediation

In the event a dispute shall arise between the parties to this Agreement, the parties agree to participate in at least four hours of mediation in accordance with the mediation procedures of Judicial Arbitration & Mediation Services, Inc. ("JAMS"). The parties agree to share equally in the costs of the mediation, but shall bear their own costs incurred for representation by counsel. The mediation shall be administered by the Ventura County JAMS office. The parties further agree that their participation in mediation is a condition precedent to any party pursuing any other available remedy in relation to the dispute. Any party to the dispute may give written notice to the other party of his or her desire to commence mediation, and a mediation session must take place within 45 days after the date that such notice is given.

Mediation involves each side of a dispute sitting down with an impartial person, the mediator, to attempt to reach a voluntary settlement. Mediation involves no formal court procedures or rules of evidence, and the mediator does not have the power to render a binding decision or force an agreement on the parties.

8. Notice

Any notice or instrument required to be given or delivered by this Agreement may be by depositing the same in the United States Post Office, Certified Mail, Return Receipt Requested, postage prepaid, addressed to:

Ventura County Schools Business Services Authority:

Ventura County Schools Business Services Authority
5100 Adolfo Road
Camarillo, CA 93012
Attn: Tami Peterson, Chief Business Official

Charter School:

Valley Oak Charter
907 El Centro Street
Ojai, CA 93023
Attn: Shawna Garritson, Director

Sponsoring District:

Ojai Unified School District
414 E. Ojai Ave.
Ojai, CA 93023
Attn: Associate Superintendent of Business Services

The names and addresses may be changed at any time by written notice as provided above.

9. Laws and Venue

This Agreement shall be interpreted in accordance with the laws of the State of California and applicable federal law. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a State Court situated in the County of Ventura, California, or a Federal Court whose jurisdiction includes Ventura County.

10. General Provisions

10.1 Assignment

Neither party may assign nor transfer all or any portion of its rights or obligations contained in this Agreement without obtaining the prior written consent of the other party, which consent shall not be unreasonably withheld. Any purported assignment without the other party's prior written consent shall be void.

10.2 Binding Effect

This Agreement shall be binding on all heirs, successors and assigns of BSA, on behalf of the Valley Oak Charter.

10.3 Time of Essence

Time is expressly declared to be of the essence in the performance of each and every provision of this Agreement.

10.4 Entire Agreement

This Agreement contains the entire agreement and understanding concerning the BSA business services to be provided to the Charter School.

10.5 Amendments

This Agreement may be amended in writing signed by both parties. Both governing bodies shall approve amendments.

10.6 Warranty of Authority

The persons executing this Agreement on behalf of the BSA, and the Charter School represent and warrant that they are duly authorized to execute this

Agreement and to bind their respective party to all terms and conditions of this Agreement.

10.7 Severability

If any section, subsection, sentence, clause or phrase of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

10.8 Interpretation

In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

10.9 Recitals

The recitals set forth above are fully incorporated into the terms of this Agreement by reference.

IN WITNESS WHEREOF, the parties have executed this Agreement as the date indicates below.

VENTURA COUNTY SCHOOLS BUSINESS SERVICE AUTHORITY

Dated: _____

By: _____
Tami Peterson
Title: Chief Business Official

VALLEY OAK CHARTER

Dated: _____

By: _____
Shawna Garritson
Title: Director

**AGREEMENT FOR BUSINESS SERVICES BETWEEN
THE VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY
AND THE VENTURA CHARTER SCHOOL OF ARTS AND GLOBAL EDUCATION
JULY 1, 2024 – JUNE 30, 2025**

This Agreement for Business Services is between the Ventura County School Business Services Authority (BSA), a Joint Powers Authority organized and operated pursuant to Government Code section 6500 and the Ventura Charter School of Arts and Global Education (Charter School), organized and operating pursuant to Education Code section 47600, et seq.

RECITALS

- A. BSA provides professional and business services to school districts and charter schools located in Ventura County.
- B. The parties desire by this Agreement for the BSA to provide services to the Charter School.
- C. The Charter School desires, by this agreement, to grant to the BSA the authority to relay and disclose information to the Ventura County Office of Education (VCOE) as needed for the VCOE oversight obligation.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Term

The term of this Agreement shall be for the school year 2024/2025 and may be renewed annually. This Agreement shall only remain in force and effect so long as the Charter School has an approved charter by the Ventura County Office of Education (VCOE).

2. Services

BSA shall provide Charter School with business services. These services shall include the following:

- Accounting – including establishment of a chart of accounts, account code structure, and financial ledgers; maintenance and posting of all financial transactions to the school's ledgers, preparation of needed financial reports including monthly cash flow and balance sheets, monthly reconciliation to bank statements and annual reports and statements.

- Annual Audit – including selection of auditor through the BSA Board selection process, coordination of the audit, and preparation of all documents required by the BSA Board selected auditor. (Annual Audit fees charged by the auditing firm are the responsibility of the Charter.)
- Payroll – including preparation of pay warrants; distribution of payroll checks and execution of direct deposits; calculation and forwarding of all tax, benefit, retirement, and other withholding; and, preparation of and forwarding of tax withholdings and related documentation to state and federal tax authorities.
- Health benefits – including health benefit coordination, open enrollment, and billings (including collections of employee contributions and employer paid premiums) to the BSA Board selected Health Benefit Providers.
- Accounts Receivable and Payable – including processing of all purchase orders and check requests in a timely fashion, preparation and deposit of all deposits, and posting relevant information to appropriate ledgers.
- Vendor Approval Process – including processing all documents necessary to verify that all vendors meet the guidelines of the Charter School and IRS requirements.
- Budget Development and Fiscal Planning – consulting services of BSA staff to assist the school in accurately identifying its revenues, comparing estimated revenues with actual revenues, assistance in projecting and monitoring expenditures, and assistance with preparing and revising long-term financial projections.
- Position control – including the tracking of all positions approved for payment by the Charter School. The Charter School board shall have the sole responsibility and authority to determine staffing levels, to select, hire, and terminate the employment of personnel and determine their responsibilities and compensation consistent with Federal and State laws, rules and regulations pertinent to charter schools and the Ventura Charter School of Arts and Global Education’s policies.
- Human Resource services – including H&W benefit set-up and management, retirement system management, salary schedule preparation, Tax Sheltered Annuity set-up, and Workers’ compensation monitoring.
- Vendor authority – BSA, acting on behalf of the Charter School, shall have power and authority, consistent with Federal and State law to: (1) procure insurance; (2) lease or otherwise contract with any third party for the use of facilities for school purposes and the operation and maintenance thereof; (3) accept and expend gifts, donations, or grants of any kind in accordance with such conditions prescribed by the donor, as consistent with law and not contrary to any of the terms of this Agreement.

- Grant/categorical fund management – including all budgeting and accounting functions for all grants accepted by the Charter School’s board.

3. Exclusions (to be provided by the Charter School Staff or under separate contract)

- School Management
 - Dissemination of information; public relations
 - Recruiting, selecting, hiring, orienting, training, assigning and managing personnel
 - Special Education
 - Instructional Services
 - Management Information Services
 - Student records and information
 - Student assessment services
 - Grants development
 - ESCAPE system

4. Fees

Charter School shall pay to BSA, for all BSA services listed above, a fee of 6.75% of the school’s ADA-driven revenues, plus governmental grants. Fees will not be charged on funds received through local fund-raising efforts. Any additional services agreed upon and provided by BSA will be charged at the approved “Extra Services Charge” set annually by the BSA Board of Directors. BSA shall provide quarterly invoices to the Charter School. Charter School shall make payment to BSA within thirty days of receipt of invoice from BSA.

5. Early Termination

Either party to this Agreement may terminate it upon 90 days prior written notice to the other. Upon termination, BSA shall be paid for all services performed prior to the termination. The parties agree that BSA shall maintain all pertinent documents, upon termination of this Agreement. Charter School may request copies of such documents to be provided at its sole cost upon termination of the Agreement.

6. Disputes

Disagreements concerning the meaning, requirements or performance of this Agreement shall first be brought to the attention of the other party, in writing, pursuant to the notice provisions of Section 6 in an attempt to resolve the dispute at the lowest level. Any remaining disputes or disagreements shall be resolved as follows: (1) Pursuant to the applicable provisions of this Agreement relating to the dispute, if any; (2) As voluntarily agreed to by the parties; or (3) Mediation; or (4) By appropriate legal or equitable remedies.

7. Mediation

In the event a dispute shall arise between the parties to this Agreement, the parties agree to participate in at least four hours of mediation in accordance with the mediation procedures of Judicial Arbitration & Mediation Services, Inc. ("JAMS"). The parties agree to share equally in the costs of the mediation but shall bear their own costs incurred for representation by counsel. The mediation shall be administered by the Ventura County JAMS office. The parties further agree that their participation in mediation is a condition precedent to any party pursuing any other available remedy in relation to the dispute. Any party to the dispute may give written notice to the other party of his or her desire to commence mediation, and a mediation session must take place within 45 days after the date that such notice is given.

Mediation involves each side of a dispute sitting down with an impartial person, the mediator, to attempt to reach a voluntary settlement. Mediation involves no formal court procedures or rules of evidence, and the mediator does not have the power to render a binding decision or force an agreement on the parties.

8. Notice

Any notice or instrument required to be given or delivered by this Agreement may be by depositing the same in the United States Post Office, Certified Mail, Return Receipt Requested, postage prepaid, addressed to:

Ventura County Schools Business Services Authority:

Ventura County Schools Business Services Authority
5100 Adolfo Road
Camarillo, CA 93012
Attn: Tami Peterson, Chief Business Official

Ventura County Office of Education:

Ventura County Office of Education
5189 Verdugo Way
Camarillo, CA 93012
Attn: Associate Superintendent

Ventura Charter School of Arts and Global Education:

Ventura Charter School of Arts and Global Education
P.O. Box 392
Ventura, CA 93002
Attn: Lisa Hildebrand, Executive Director

The names and addresses may be changed at any time by written notice as provided above.

9. Laws and Venue

This Agreement shall be interpreted in accordance with the laws of the State of California and applicable federal law. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a State Court situated in the County of Ventura, California, or a Federal Court whose jurisdiction includes Ventura County.

10. General Provisions

10.1 Assignment

Neither party may assign nor transfer all or any portion of its rights or obligations contained in this Agreement without obtaining the prior written consent of the other party, which consent shall not be unreasonably withheld. Any purported assignment without the other party's prior written consent shall be void.

10.2 Binding Effect

This Agreement shall be binding on all heirs, successors and assigns of BSA, on behalf of the Ventura Charter School of Arts and Global Education.

10.3 Time of Essence

Time is expressly declared to be of the essence in the performance of each and every provision of this Agreement.

10.4 Entire Agreement

This Agreement contains the entire agreement and understanding concerning the BSA business services to be provided to the Charter School.

10.5 Amendments

This Agreement may be amended in writing signed by both parties. Both governing bodies shall approve amendments.

10.6 Warranty of Authority

The persons executing this Agreement on behalf of the BSA, and the Charter School represent and warrant that they are duly authorized to execute this

Agreement and to bind their respective party to all terms and conditions of this Agreement.

10.7 Severability

If any section, subsection, sentence, clause or phrase of this Agreement, or the application thereof to any of the Parties, is for any reason held invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected thereby and may be enforced by the Parties to this Agreement.

10.8 Interpretation

In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be resolved against any party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

10.9 Recitals

The recitals set forth above are fully incorporated into the terms of this Agreement by reference.

IN WITNESS WHEREOF, the parties have executed this Agreement as the date indicates below.

VENTURA COUNTY SCHOOLS BUSINESS SERVICE AUTHORITY

Dated: _____

By: _____
Tami Peterson
Title: Chief Business Official

VENTURA CHARTER SCHOOL OF ARTS AND GLOBAL EDUCATION

Dated: _____

By: _____
Lisa Hildebrand
Title: Executive Director