



**John Muir Charter Schools**  
**960 McCourtney Road Suite E**  
**Grass Valley CA 95949**  
**Phone: 530.272.4008**  
**Fax: 530.272.4009**  
**Web: [www.johnmuircs.com](http://www.johnmuircs.com)**

## **John Muir Charter Schools Meeting of the Board of Directors-Special Meeting**

Wednesday, August 14, 2024

**10:00 a.m.**

Sacramento Regional Conservation Corps  
6101 27th St, Sacramento,  
CA 95822

UCCIE Riverside Heritage Academy  
7801 Gramercy Place, Ste. 'B'  
Riverside, CA 92503

Join Zoom Meeting

Meeting ID: **86299662812**

Audio of this meeting will be recorded

### **AGENDA**

#### **1. Meeting Call to Order**

#### **2. Introductions**

**3. Oral Communications/Public Comments:** Recognition of individuals wishing to comment on non-agenda items may do so at this time. Individuals who wish to address an agenda item may do so at this time or at the time the agenda item is heard. After being recognized by the board president, please identify yourself. No individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, board members will not respond to presentations and no action can be taken. However, the board may give directions to staff following a presentation.

#### **4. Additions to the Agenda**

#### **5. Adoption of the Agenda**

#### **6. Board Retreat:**

A. Brown Act, Governance, and Conflict of Interest Training

#### **7. Informational/Action Items**

A. Closed Session:

- a. Conference with Labor Negotiator
    - i. Agency Designated Representative: Board Chair
    - ii. Unrepresented Employee: Chief Executive Officer.
  - b. Personnel Matters - Public Employee Performance Evaluation: Presentation of 2024-29025 CEO Performance Goals. (Gov. Code §54957)
  - c. Return to Open Session
- B. Report from Closed Session**
- C. Board Approval/Ratification of Compensation Comparability Study for Chief Executive Officer Position. (Attachment 1, Page 4)**
- D. Board Chair: Required Oral Report Regarding Chief Executive Officer Contract**
- E. Board Ratification/Approval of Chief Executive Officer Contract**
- F. Approval of the Minutes of the Regular Board Meeting Wednesday, June 13, 2024 (Attachment 2, Page 9)**
- G. Approval of Vendor Payments (Attachment 3, Page 14)**
- H. Approval of New and Termed Employees 07/01/24 - 07/31/24 (Attachment 4, Page 25)**
- I. Approval of annual CTC Declaration of Need (Attachment 5, Page 26)**

## **8. Discussion Items**

- A. JMCS Foundation Report (Gil Botello and Andy Delgado)**
- B. Annual Teacher Assignment Monitoring Outcomes Report (Attachment 6, Page 32)**
- C. CEO's Report**

## **9. Miscellaneous Information Items**

- A. 2024-2025 Notable Dates:**
  - August 31, 2024: LALGBT WIOA Graduation, afternoon, at the LALGBT Center
  - September 20, 2024: Sacramento Regional Conservation Corps Graduation, 10 am at SRCC.
  - September 21, 2024: Conservation Corps North Bay Graduation. Time and Location TBA
- B. Correspondence**

### C. Schedule of Future Board Meetings

- i. Wednesday, September 11, 2024. 10:00 am Sacramento Regional Conservation Corps 6101 27th Street Sacramento, CA 95822. Annual Meeting.
- iii. Wednesday, October 9, 2024. 10:00 am Sacramento Regional Conservation Corps 6101 27th Street Sacramento, CA 95822.
- iii. Wednesday, November 13, 2024. 10:00 am Sacramento Regional Conservation Corps 6101 27th Street Sacramento, CA 95822.

### Board Attendance at Upcoming Meetings:

	September 11, 2024 (Annual Meeting)	October 9, 2024	November 13, 2024
<b>Stanton Miller</b>	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote
<b>Michael Corbett</b>	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote
<b>Sallie Wilson</b>	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote
<b>Len Eckhardt</b>	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote
<b>Gil Botello</b>	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote

### 9. Request for Agenda Items

### 10. Adjournment

This agenda was posted at least 24 hours in advance of the meeting at:

- John Muir Charter Schools Office, 960 McCourtney Rd. Suite E, Grass Valley, Ca 95949
- Sacramento Regional Conservation Corps, 6101 27th St., Sacramento, Ca 95822
- [www.johnmuircs.com](http://www.johnmuircs.com)

**The John Muir Charter Schools Governing Board  
Summary of Compensation and Benefits Survey Data of  
Charter School Leaders for Chief Executive Officer**

**June 12, 2024**

Prior to any Board action to approve any decisions regarding executive compensation (including approval of base salary increases, incentive compensation, bonuses, etc.), the Board must first exercise due diligence (review of comparable compensation practices) to ensure compliance with IRS restrictions on excess compensation for nonprofit executives, including a charter school CEO. The Board's review and approval of the executive compensation must occur: initially upon hiring the executive; whenever the term of employment, if any, is renewed or extended; and whenever the officer's compensation is modified. However, separate review and approval is not required if the modification of compensation extends to substantially all employees.

In reviewing the reasonableness of compensation for nonprofit executives, the IRS considers "compensation" broadly and will look at the value of salary, as well as non-fixed compensation (incentive compensation/bonuses), and benefits. If the IRS determines compensation is not reasonable, severe consequences may result.

The following is a summary of findings following review and comparison of a sampling of total compensation levels received by charter school leaders in California. Compensation figures are from the State Controller's Office or from the Internal Revenue Service (Form 990) for the 2022 calendar year. Student enrollment figures are from the California School Dashboard for the 2023 calendar year. The Chief Executive Officer at John Muir Charter Schools oversees a school serving approximately 558 students. Based on these facts, this study compared salary packages of similarly situated charter school leaders. The eight charter schools surveyed in this summary have an average population of approximately 679 students. Of the charter schools sampled, the average total compensation package (base salary plus other compensation) for charter school leaders is approximately \$196,659. The average base salary is approximately \$165,440. The range of base salary is \$96,642 to \$224,884. Salaries can range based on many factors such as experience, tenure at the school, student populations, staff size, and location of the charter school.

These numbers are based on 2022 compensation, so it is reasonable to consider a 3% to 5% increase per year for the 2024-2025 school year.

<b>Westlake Charter School (Sacramento County)</b>	<b>1,247 Students</b>
Executive Director	
<b>Total Compensation Package</b>	<b>\$172,839</b>
Base Salary	\$136,164
Other compensation (benefits and retirement)	\$36,675
<b>Oakland School for the Arts (Alameda County)</b>	<b>779 Students</b>
Executive Director	
<b>Total Compensation Package</b>	<b>\$183,851</b>
Base Salary	\$146,510
Other Compensation (benefits and retirement)	\$37,341
<b>Thomas Edison Charter Academy (San Francisco County)</b>	<b>590 Students</b>
Executive Director	
<b>Total Compensation Package</b>	<b>\$159,075</b>
Base Salary	\$159,075
Other compensation (benefits and retirement)	\$0
<b>Kairos Public School Vacaville Academy (Solano County)</b>	<b>645 Students</b>
Executive Director	
<b>Total Compensation Package</b>	<b>\$232,116</b>
Base Salary	\$169,606
Other compensation (benefits and retirement)	\$62,510
<b>YouthBuild Charter School of California ( Los Angeles, Riverside, San Bernardino, San Diego, and Fresno Counties)</b>	<b>667 Students</b>
Executive Director	
<b>Total Compensation Package</b>	<b>\$246,633</b>
Base Salary	\$217,114
Other compensation (benefits and retirement)	\$29,519
<b>Los Angeles Education Corps (Inyo County)</b>	<b>432 Students</b>
Executive Director	
<b>Total Compensation Package</b>	<b>\$242,300</b>
Base Salary	\$191,752
Other compensation (benefits and retirement)	\$50,548
<b>Urban Corps of San Diego County Charter School (San Diego County)</b>	<b>183 Students</b>
Executive Director	
<b>Total Compensation Package</b>	<b>\$128,444</b>
Base Salary	\$96,642
Other compensation (benefits and retirement)	\$31,802
<b>SIATech (San Diego, Los Angeles, Riverside, Sacramento, and Alameda Counties)</b>	<b>891 Students<sup>1</sup></b>
Superintendent/CEO	
<b>Total Compensation Package</b>	<b>\$260,673</b>
Base Salary	\$224,884
Other compensation (benefits and retirement)	\$35,789
<b>John Muir Charter Schools (Nevada + 23 Additional Counties)</b>	<b>650 Students</b>
Chief Executive Officer	
<b>Total Compensation Package</b>	<b>239,906</b>
Base Salary	\$173,936
Other Compensation (benefits and retirement)	\$65,970

<sup>1</sup> This student population figure includes available student population data from the California School Dashboard. However, not all student data for this school is available. As a result, the actual student population figure may be higher than what is reflected in this study.

**BOARD REPORT**  
**JOHN MUIR CHARTER SCHOOLS**

**OPEN SESSION**

**June 12, 2024**

**TOPIC/AGENDA ITEM:**

Executive Compensation Comparability Study

**ISSUES INVOLVED/FISCAL IMPLICATIONS (IF ANY):**

The California Nonprofit Integrity Act of 2004 mandates that the Board of Directors (“Board”) review comparable executive compensation packages for educational executives upon any of the following events: (1) initially upon hiring the educational executive; or (2) whenever the executive’s term of employment is renewed or extended; or (3) whenever the executive’s compensation is modified, unless the modification extends to substantially all employees in the organization (see Government Code §12586(g)).

In connection with the Board’s review of the John Muir Charter Schools (“JMCS”) CEO’s employment agreement, the Board must meet this due diligence requirement by reviewing and adopting a comparability study.

This review is essential in order to protect JMCS (as a corporation) and the Board from IRS sanctions for “excess benefit transactions” and to establish a rebuttable presumption that the educational executive’s compensation is reasonable. Thus, the Board must meet the criteria set out by the IRS for conducting this review prior to any of the above changes in employment occurring. This review must occur without the participation of any individuals who possess a conflict of interest. Under the IRS regulations, any employees under the supervision of the CEO are automatically conflicted and must recuse themselves from any participation whatsoever in any aspect of this process.

Accordingly, outside counsel has produced a compensation comparability study (attached) for the Board’s review.

**BOARD CHAIR’S RECOMMENDATION:**

Based upon the above requirements, it is my recommendation that the Board review and accept the report reflecting comparable compensation.

## 2023-2024 Schedule

### John Muir Charter Schools

#### Salary Step Schedule I: Admin Leadership

	1	2	3	
	CEO	COO	CFO	
1	\$129,193.70	\$115,284.83	\$57.37	\$113,369.87
2	\$135,653.39	\$121,049.07	\$60.24	\$119,038.36
3	\$142,436.05	\$127,101.53	\$63.25	\$124,990.28
4	\$149,557.86	\$133,456.60	\$66.41	\$131,239.80
5	\$157,035.75	\$140,129.43	\$69.73	\$137,801.79
6	\$164,887.54	\$147,135.90	\$73.22	\$144,691.87
7	\$173,131.91	\$154,492.70	\$76.88	\$151,926.47
8	\$181,788.51	\$162,217.33	\$80.73	\$159,522.79
9	\$190,877.94	\$170,328.20	\$84.76	\$167,498.93
10	\$200,421.83	\$178,844.61	\$89.00	\$175,873.88
11	\$210,442.92	\$187,786.84	\$93.45	\$184,667.57
12	\$220,965.07	\$197,176.18	\$98.12	\$193,900.95
13	\$232,013.32	\$207,034.99	\$103.03	\$203,596.00
14	\$243,613.99	\$217,386.74	\$108.18	\$213,775.80
15	\$255,794.69	\$228,256.08	\$113.59	\$224,464.59

Employees on the Administrative Leadership step schedule do not advance through steps based on years in service. The CEO advances through contract negotiation with the JMCS governing board. The COO and CFO advance based on performance, and while the CEO negotiates total compensation for the COO and CFO, the JMCS governing board approves the final compensation terms for the COO and CFO.

#### Health, Dental, Vision Benefits

Muir has a "menu plan" for medical dental and vision insurance

% FTE	Description	Annual Cap
Less than 50%	No Benefits	N/A
50%	50% Benefits	\$4,620 + life insurance
51%-74%	Prorated Benefits	Prorated
100% 30 Hrs	100% Benefits	\$9,240 + life insurance
100% 40 Hrs	100% Benefits	\$9,240 + life insurance
JMCS does not provide cash-in-lieu for benefits.		

#### Cell Phone Stipends

CEO, CFO, COO:	\$1,800
Director/Dep Director	\$1,440
Coordinator/Business	\$1,200

# Draft 2024-2025 At-Will Salary Step Schedule

## John Muir Charter Schools Salary Step Schedule I: Admin Leadership 247 Day Work Calendar

### No Annual Advancement

1	CEO
1	\$149,557.86
2	\$157,035.75
3	\$164,887.54
4	\$173,131.92
5	\$181,788.51
6	\$190,877.94
7	\$200,421.84
8	\$210,442.93
9	\$220,965.07
10	\$232,013.33
11	\$243,613.99
12	\$255,794.69
13	\$268,584.43
14	\$282,013.65
15	\$296,114.33
16	\$310,920.05
17	\$326,466.05
18	\$342,789.35
19	\$359,928.82
20	\$377,925.26

### Annual Advancement

2	COO	3	CFO
1	\$133,456.60	\$66.41	\$131,226.16
2	\$136,793.02	\$68.07	\$134,506.81
3	\$140,212.84	\$69.77	\$137,869.48
4	\$143,718.16	\$71.52	\$141,316.22
5	\$147,311.12	\$73.30	\$144,849.13
6	\$150,993.89	\$75.14	\$148,470.36
7	\$154,768.74	\$77.02	\$152,182.11
8	\$158,637.96	\$78.94	\$155,986.67
9	\$162,603.91	\$80.91	\$159,886.33
10	\$166,669.01	\$82.94	\$163,883.49
11	\$170,835.73	\$85.01	\$167,980.58
12	\$175,106.62	\$87.14	\$172,180.09
13	\$179,484.29	\$89.31	\$176,484.60
14	\$183,971.40	\$91.55	\$180,896.71
15	\$188,570.68	\$93.84	\$185,419.13
16	\$193,284.95	\$96.18	\$190,054.61
17	\$198,117.07	\$98.59	\$194,805.97
18	\$203,070.00	\$101.05	\$199,676.12
19	\$208,146.75	\$103.58	\$204,668.02
20	\$213,350.42	\$106.17	\$209,784.73
21-25	\$224,017.94	\$111.47	\$220,273.96
26-30	\$235,218.84	\$117.05	\$231,287.66
31+	\$246,979.78	\$122.90	\$242,852.04

The CEO does not advance through steps based on years in service. The CEO advances through contract negotiation with the JMCS governing board. The COO and CFO advance annually, and while the CEO negotiates the initial total compensation for the COO and CFO, the JMCS governing board approves the final compensation terms for the COO and CFO at the time of hire.

### Health, Dental, Vision Benefits

Muir has a "menu plan" for medical dental and vision insurance

% FTE	Description	Annual Cap
Less than 50%	No Benefits	N/A
50%	50% Benefits	\$4,620 + life insurance
51%-74%	Prorated Benefits	Prorated
100% 30 Hrs	100% Benefits	\$9,240 + life insurance
100% 40 Hrs	100% Benefits	\$9,240 + life insurance
JMCS does not provide cash-in-lieu for benefits.		

### Cell Phone Stipends

CEO, CFO, COO:	\$3,600
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JMCS Governing Board Approved:





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**Grass Valley CA 95949**  
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**John Muir Charter Schools Meeting of the Board of Directors Minutes**

Wednesday, July 10, 2024

**10:00 a.m.**

Sacramento Regional Conservation Corps  
6101 27th St, Sacramento,  
CA 95822

UCCIE Riverside Heritage Academy  
7801 Gramercy Place, Ste. 'B'  
Riverside, CA 92503

Join Zoom Meeting  
Meeting ID: **84677336702**

Audio of this meeting will be recorded

**AGENDA**

**1. Meeting Call to Order:** By Stanton Miller at 10:20 a.m.

**2. Introductions:** Isabella Vaughn, Administrative Assistant. Dawn Ryley, Administrative Coordinator. Stanton Miller, Board Chair. Len Eckhardt, Board Member. Gil Botello, Board Member. RJ Guess, CEO. Guests: Gina Plate, Andrea Deveau, and Chris Bollinger, Deveau Burr Group LLC. Khi Jackson, Mission Strategy Group. Via Zoom, Cristina Dickason and Lita Lee. Sallie Wilson, Board Member joined in person at 10:27 a.m. Tammie Wood, Accounts Payable Analyst joined via Zoom at 10:28 a.m.

**3. Oral Communications/Public Comments:** Recognition of individuals wishing to comment on non-agenda items may do so at this time. Individuals who wish to address an agenda item may do so at this time or at the time the agenda item is heard. After being recognized by the board president, please identify yourself. No individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, board members will not respond to presentations and no action can be taken. However, the board may give directions to staff following a presentation.

**4. Additions to the Agenda:** Gil Botello requested that the JMCS Foundation Report be included in this agenda as discussion item C; as well as all future agendas.

**5. Adoption of the Agenda:** Moved by Len Eckhardt, seconded by Gil Botello. Approved 3-0-0-2 (Ayes, 3. Noes, none. Abstentions, none. Absent 2, Sallie Wilson and Michael Corbett)

**6. Informational/Action Items**

A. Reappointment of John Muir Charter Schools Board Member Sallie Wilson for an additional term ending June 30, 2028. Moved by Len Eckhardt, seconded by Gil Botello. Approved 3-0-0-2 (Ayes, 3. Noes,

none. Abstentions, none. Absent 2, Sallie Wilson and Michael Corbett)

- B. Closed Session: Deferred by Stanton Miller until after discussion item 8A. Closed session was declared at 11:47 a.m.
  - a. Conference with Labor Negotiator
    - i. Agency Designated Representative: Board Chair
    - ii. Unrepresented Employee: Chief Executive Officer.
  - b. Return to Open Session at 12:15 p.m.
- C. Report from Closed Session: Deferred by Stanton Miller until after discussion item 8A. Stanton Miller stated that items were negotiated but the board was not in the position to vote and will be working with an attorney on the documents. The item is tabled and will be voted on at the August 14, 2024 Board Meeting.
- D. Board Approval/Ratification of Compensation Comparability Study for Chief Executive Officer Position. (Attachment 1, Page 4): Deferred by Stanton Miller until after discussion item 8A. The item is tabled and will be voted on at the August 14, 2024 Board Meeting.
- E. Board Chair: Required Oral Report Regarding Chief Executive Officer Contract: Deferred by Stanton Miller until after discussion item 8A. The item is tabled and will be voted on at the August 14, 2024 Board Meeting.
- F. Board Ratification/Approval of Chief Executive Officer Contract: Deferred by Stanton Miller until after discussion item 8A. The item is tabled and will be voted on at the August 14, 2024 Board Meeting.
- G. Approval of the Minutes of the Regular Board Meeting Wednesday, June 13, 2024 (Attachment 2, Page 9) Moved by Len Eckhardt, seconded by Gil Botello. Approved 3-0-0-2 (Ayes, 3. Noes, none. Abstentions, none. Absent 2, Sallie Wilson and Michael Corbett) Stanton Miller requested more detail as to conversation on future minutes which will be implemented.
- H. Approval of the Minutes of the Special Board Meeting Thursday, June 13, 2024 (Attachment 3, Page 15) Motioned by Len Eckhardt, seconded by Gil Botello. Approved 3-0-0-2 (Ayes, 3. Noes, none. Abstentions, none. Absent 2, Sallie Wilson and Michael Corbett)
- I. Approval of Vendor Payments 04/26/24 - 05/25/24 (Attachment 4, Page 18) Gil Botello inquired on page 5, consulting fees and RJ replied that the consulting group was here and would review their costs and services provided. Gil Botello further asked about PowerSchool costs and RJ Guess shared what the benefits of PowerSchool are and the need for it but specific to PowerSchool University, these were specific training fees. Gil Botello also inquired as to the vendor "Dream Properties" RJ Guess Replied that it was the property management firm for the La Habra Site. DocuSign fees were questioned by Gil Botello and Stanton Miller. RJ Guess replied with the importance of us utilizing that program for himself and for staff. Dawn Ryley also stated the benefit of it from a staff perspective and the saving of time for certain tasks. Motion to approve by Gil Botello, seconded by Sallie Wilson. Approved 4-0-0-1 (Ayes, 4. Noes, none. Abstentions, none. Absent 1, Michael Corbett)
- J. Approval of New and Termed Employees 06/01/24 - 06/30/24 (Attachment 5, Page 27)

Motion to approve by Len Eckhardt, seconded by Gil Botello. Approved 4-0-0-1 (Ayes, 4. Noes, none. Abstentions, none. Absent 1, Michael Corbett)

- K. John Muir Charter Schools Business Vehicle Use Policy Reading 2 (Attachment 6, Page 28) Gil Botello requested the addition of an annual DMV check be added to ensure a clear driving record. RJ Guess replied that it would be added and monitored. Motioned to approve as amended by Sallie Wilson, seconded by Gil Botello. Approved 4-0-0-1 (Ayes, 4. Noes, none. Abstentions, none. Absent 1, Michael Corbett)

## **8. Discussion Items**

- A. Opportunity Youth Schools Coalition/Deveau Burr Group (Khi Jackson, Gina Plate) RJ Guess gave an overview about what the OYSC is and his involvement as well as how JMCS is acting as the fiscal agent and how the partnering agencies reimburse JMCS. Khi Jackson began the demonstration as the President of Mission Strategy Group with a Power Point presentation. Andrea Deveau introduced herself and gave insight into what The Deveau Burr Group LLC offers to support the OYSE and John Muir Charter Schools. Gina Plate, Senior Vice President went further into detail. Chris Bolinger, Managing Partner, was also in attendance. Gil Botello shared that he sees this as a seamless partnership and sees the benefit. Gil Botello asked about the fees and the monthly fee of \$14,000; Andrea Deveau stated that typical contracts range from \$8,000.00-\$20,000.00 monthly. Sallie Wilson inquired as to who was their legal advisors. Andrea Deveau replied that it was Tobin Law Firm as well as Gina Plate's husband. Stanton Miller asked how long our contract with them was for, Andrea Deveau replied that it can be terminated anytime with 30 days notice. RJ Guess said in summation that this organization was put together with the emphasis for the partnership to be successful and continue to grow. Khi Jackson also stated that this organization was formed to look to the future, not just react.
- B. CEO's Report- RJ Guess stated in the spirit of time that the only thing he would discuss is that the approved purchase of a new vehicle he would like to delay at this time. He will table the rest of his report until the meeting scheduled for August 14, 2024.
- C. Foundation report (addition requested by Gil Botello) will also be tabled until the meeting scheduled for August 14, 2024.

## **9. Miscellaneous Information Items**

### **A. 2024-2025 Notable Dates:**

- August 14, 2024: **Brown Act and Governance Training at the regularly scheduled meeting of the JMCS Governing Board**
- August 23, 2024: Sacramento Regional Conservation Corps Graduation, 10 am at SRCC.
- August 31, 2024: LALGBT WIOA Graduation, afternoon, at the LALGBT Center
- September 21, 2024: Conservation Corps North Bay Graduation. Time and Location TBA

### **B. Correspondence: None**

### C. Schedule of Future Board Meetings

- i. Wednesday, August 14, 2024. 10:00 a.m. Sacramento Regional Conservation, Corps 6101 27th Street Sacramento, CA 95822. **Board Governance and Brown Act Training. Please plan for up to 2 additional hours of board meeting time.**
- ii. Wednesday, September 11, 2024. 10:00 am Sacramento Regional Conservation Corps 6101 27th Street Sacramento, CA 95822. Annual Meeting.
- iii. Wednesday October 9, 2024. 10:00 am Sacramento Regional Conservation Corps 6101 27th Street Sacramento, CA 95822.

#### Board Attendance at Upcoming Meetings:

	<b>August 14, 2024 (Board Governance and Brown Act Training)</b>	<b>September 11, 2024 (Annual Meeting)</b>	<b>October 9, 2024</b>
<b>Stanton Miller</b>	Yes / No/ Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote	Yes / No/ Uncertain In-person / Remote
<b>Michael Corbett</b>	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote	Yes / No/ Uncertain In-person / Remote
<b>Sallie Wilson</b>	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote	Yes / No/ Uncertain In-person / Remote
<b>Len Eckhardt</b>	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote	Yes / No/ Uncertain In-person / Remote
<b>Gil Botello</b>	Yes / No / Uncertain In-person / Remote	Yes / No / Uncertain In-person / Remote	Yes / No/ Uncertain In-person / Remote

**9. Request for Agenda Items:** JMCS Foundation Report to be added to all future agendas.

**10. Adjournment:** By Stanton Miller at 12:20 p.m.

This agenda was posted at least 24 hours in advance of the meeting at:

- John Muir Charter Schools Office, 960 McCourtney Rd. Suite E, Grass Valley, Ca 95949
- Sacramento Regional Conservation Corps, 6101 27th St., Sacramento, Ca 95822
- [www.johnmuircs.com](http://www.johnmuircs.com)

Draft

## John Muir Charter Schools

Vendor Activity

From 6/26/2024 Through 7/25/2024

Vendor Name	Vendor ID	Check/Vo... Date	Chc... Num...	Transaction Description	Res... Code	Obj... Code	Site Code	Expenses
Abila	ABIL000	7/11/2024	15541	Aug 2024 Financial Software Program Subscription	0000	5800	002	1,659.72
Accrediting Commission For Schools	ACCR000	6/27/2024	15492	ACS WASC Accreditation Self Inking Stamp	0000	4300	001	40.00
Airespring	AIRE000	7/11/2024	15542	Acct#1381214 Internet Services for Delta	0000	5940	101	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381191 Internet Services for Chico	0000	5940	102	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381183 Internet Services for Fresno	0000	5940	103	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381550 Internet Services for Camarillo	0000	5940	105	132.50
Airespring	AIRE000	7/11/2024	15542	Acct#1381219 Internet Services for Sac CCC	0000	5940	108	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381188 Internet Services for SLO	0000	5940	110	167.32
Airespring	AIRE000	7/11/2024	15542	Acct#1381190 Internet Services for Redding	0000	5940	111	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381194 Internet Services for Fortuna	0000	5940	112	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381195 Internet Services for Monterey	0000	5940	114	151.41
Airespring	AIRE000	7/11/2024	15542	Acct#1381201 Internet Services for Tahoe	0000	5940	115	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381213 Internet Services for Placer	0000	5940	117	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381184 Internet Services for LA	0000	5940	119	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381229 Internet Services for CCNB San Rafael	0000	5940	202	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381234 Internet Services for YC Santa Rosa	0000	5940	202	151.41
Airespring	AIRE000	7/11/2024	15542	Acct#1381223 Internet Services for SRCC	0000	5940	204	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381225 Internet Services for SFCC	0000	5940	206	167.62
Airespring	AIRE000	7/11/2024	15542	Acct#1381221 Internet Services for UCCIE	0000	5940	209	132.50
Airespring	AIRE000	7/11/2024	15542	Acct#1381221 Internet Services for Riverside	0000	5940	211	167.62
Amazon Capital Services	AMAZ001	7/11/2024	15546	Return of Supplies for Admin	0000	4300	001	(10.73)
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for Admin	0000	4300	001	85.50
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for Amazon	0000	4300	001	18.37
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for Headquarters	0000	4300	001	43.39
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for HQ	0000	4300	001	9.75
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for Business Services	0000	4300	002	223.18
Amazon Capital Services	AMAZ001	7/11/2024	15546	Laptop Cases for Various Sites/new Employees	0000	4300	004	158.45
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for IT	0000	4300	004	94.65
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for Earle Jamieson	0000	4300	050	78.45
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for Fresno	0000	4300	103	30.87
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for SLO	0000	4300	110	80.64
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for Tahoe	0000	4300	115	9.72
Amazon Capital Services	AMAZ001	7/11/2024	15546	Graduation Cap for Placer	0000	4300	117	26.80
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for LA	0000	4300	119	127.85

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**John Muir Charter Schools**

Vendor Activity

From 6/26/2024 Through 7/25/2024

Vendor Name	Vendor ID	Check/Vo... Date	Chc... Num...	Transaction Description	Res... Code	Obj... Code	Site Code	Expenses
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for CCNB	0000	4300	202	228.75
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for YC Santa Rosa	0000	4300	202	527.52
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for SRCC	0000	4300	204	8.99
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for SFCC	0000	4300	206	84.26
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for CSET	0000	4300	207	129.29
Amazon Capital Services	AMAZ001	7/11/2024	15546	Return of Supplies for UCCIE	0000	4300	209	(52.02)
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for Richmond YB	0000	4300	321	204.57
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for Rancho Cielo	0000	4300	322	82.70
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for Ready SET OC	0000	4300	408	104.99
Amazon Capital Services	AMAZ001	7/11/2024	15546	Supplies for LA LGBT	0000	4300	424	190.60
Amazon Capital Services	AMAZ001	7/11/2024	15546	Desk for Jocelyn Moore	0000	4400	001	239.20
Amazon Capital Services	AMAZ001	7/11/2024	15546	Epson Printer for Tom Hyatt	0000	4400	001	407.91
Amazon Capital Services	AMAZ001	7/11/2024	15546	Acer Swift Laptop for IT Inventory	0000	4400	004	881.57
Amazon Capital Services	AMAZ001	7/11/2024	15546	Asus Laptop for IT Inventory	0000	4400	004	696.04
Amazon Capital Services	AMAZ001	7/11/2024	15546	MacBook Air & Acer Swift Laptop for IT Inventory	0000	4400	004	1,950.85
Amazon Capital Services	AMAZ001	7/11/2024	15546	Return of Printer for Camarillo	0000	4400	105	(257.39)
Amazon Capital Services	AMAZ001	7/11/2024	15546	MacBook Airs for CCNB	0000	4400	202	1,913.35
Amazon Capital Services	AMAZ001	7/11/2024	15546	Computer Desk for CSET	0000	4400	207	123.59
AT&T	ATT0001	7/3/2024	15525	Ban#9391028101/Phn for SLO	0000	5930	110	18.80
AT&T	ATT0001	7/3/2024	15525	Ban#9391028068/Internet for Delta	0000	5940	101	216.12
AT&T	ATT0001	7/11/2024	15547	Acct#9391081852/Phn for Placer	0000	5930	117	27.56
AT&T	ATT0001	7/17/2024	15577	Ban#9391028095/Phn for Chico	0000	5930	102	100.47
AT&T	ATT0001	7/17/2024	15577	Ban#9391028099/Phn for Fresno	0000	5930	103	116.23
AT&T	ATT0001	7/17/2024	15577	Ban#9391028102/Phn for SLO	0000	5930	110	29.12
AT&T	ATT0001	7/17/2024	15577	Ban#9391028071/Phn for LA	0000	5930	119	29.12
AT&T	ATT0001	7/17/2024	15577	Ban#9391028095/Internet for Chico	0000	5940	102	166.22
AT&T	ATT0001	7/17/2024	15577	Ban#9391028099/Internet for Fresno	0000	5940	103	147.89
AT&T	ATT0002	7/11/2024	15548	Acct#150773226/Internet for Redding	0000	5940	111	42.80
AT&T	ATT0002	7/17/2024	15578	Acct#151953127/Internet for Tahoe	0000	5940	115	90.24
Atherton Communications International	ACI000	7/3/2024	15524	ERate Network Equipment	0000	4400	001	107,445.00
Atrium Court, LLC	ATR000	7/17/2024	15576	Aug 2024 Rent for YC Santa Rosa	0000	4300	202	3,131.41
Atrium Court, LLC	ATR000	7/17/2024	15576	August 2024 Rent for YC Santa Rosa	0000	4300	202	(3,131.41)
Atrium Court, LLC	ATR000	7/17/2024	15576	August 2024 Rent for YC Santa Rosa	0000	5600	202	3,131.41
Atrium Court, LLC	ATR000	7/17/2024	15576	Aug 2024 CAM Charges for YC SR	0000	5800	202	17.07
Bank of America	BOABROO	7/11/2024	15549	Supplies for Earle Jamieson	0000	4300	050	21.70

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# John Muir Charter Schools

Vendor Activity

From 6/26/2024 Through 7/25/2024

Vendor Name	Vendor ID	Check/Vo... Date	Chc... Num...	Transaction Description	Res... Code	Obj... Code	Site Code	Expenses
Bank of America	BOABROO	7/11/2024	15549	Field Trip Expense for Earle Jamieson	0000	5800	050	28.27
Bank of America	BOABROO	7/11/2024	15549	Monthly Subscription to Lumin Pdf Editor for Amy Brooks	0000	5800	050	30.30
Bank of America	BOABROO	7/11/2024	15549	Work Clothes & Supplies for Std @ EJ	5634	4300	008	105.95
Bank of America	BOADICK	7/11/2024	15550	Food & Supplies for Field Trip/LA	0000	4300	119	550.30
Bank of America	BOADICK	7/11/2024	15550	Graduation Lunch for Norwalk	0000	4300	120	83.43
Bank of America	BOADICK	7/11/2024	15550	Supplies for UCCIE	0000	4300	209	43.09
Bank of America	BOADICK	7/11/2024	15550	Graduation Lunch for GEM Academy	0000	4300	402	83.43
Bank of America	BOADICK	7/11/2024	15550	Refund on Rental of Graduation Venue for OCCC	0000	5800	203	(100.00)
Bank of America	BOADICK	7/11/2024	15550	Rental of Graduation Venue for OCCC	0000	5800	203	400.00
Bank of America	BOADICK	7/11/2024	15550	Bus Passes for Pomona	5634	5800	008	50.00
Bank of America	BOAGUES	7/11/2024	15551	06/01-06/30/2024 Travel for Guess, RJ	0000	5200	001	1,772.35
Bank of America	BOAGUES	7/11/2024	15551	Registration for CSDC 2024 Conf/Guess, RJ	0000	5800	001	599.00
Bank of America	BOAMCCO	7/11/2024	15552	06/01-06/30/2024 Travel for McConnell, Dawn	0000	5200	001	435.66
Bank of America	BOAMCCO	7/11/2024	15552	Reg for 2024 CSDC Conf/McConnell, Dawn	0000	5800	001	599.00
Bank of America	BOAMONN	7/11/2024	15553	Adobe Creative Cloud App/Guess, RJ	0000	5800	001	21.00
Bank of America	BOAMONN	7/11/2024	15553	Advertisement for Employee Recruitment	0000	5800	001	327.12
Bank of America	BOAMONN	7/11/2024	15553	Annual Subscription for Docusign/6 Users	0000	5800	001	283.56
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/Guess, RJ	0000	5800	001	28.70
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/Admin	0000	5800	001	28.71
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/Lee, Lita	0000	5800	001	28.71
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/McConnell, Dawn	0000	5800	001	28.70
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/Ryley, Dawn	0000	5800	001	28.71
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Texting App for Stdts	0000	5800	001	191.91
Bank of America	BOAMONN	7/11/2024	15553	Zoom Accts for DOR New Hires	0000	5800	001	64.44
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/Lawson, E	0000	5800	002	28.70
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/Wood, T	0000	5800	002	28.70
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/Stokes Jessica	0000	5800	003	28.70
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/Sturgis	0000	5800	003	28.70
Bank of America	BOAMONN	7/11/2024	15553	JMCS Annual Renewal for Web Domain Name	0000	5800	004	73.97
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/Moneypenny	0000	5800	004	28.70
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/LA	0000	5800	119	28.70
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/YC Santa Rosa	0000	5800	202	28.70
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/Paulino, Janell	0000	5800	322	28.71
Bank of America	BOAMONN	7/11/2024	15553	Mo. Subscription to Google Voice for VOALA	0000	5800	323	12.75

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# John Muir Charter Schools

Vendor Activity

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Vendor Name	Vendor ID	Check/Vo... Date	Chc... Num...	Transaction Description	Res... Code	Obj... Code	Site Code	Expenses
Bank of America	BOAMONN	7/11/2024	15553	Mo Subscription for Adobe Acrobat/LA LGBT	0000	5800	423	28.71
Bank of America	BOAMONN	7/11/2024	15553	Shipping/Postage of Inventory	0000	5920	004	161.39
Bank of America	BOAMONN	7/11/2024	15553	Fax Line for Dickason, Cristina	0000	5930	001	4.99
Bank of America	BOAMONN	7/11/2024	15553	Fax Line for Hyatt, Tom	0000	5930	001	4.99
Bank of America	BOAMONN	7/11/2024	15553	Fax Line for IT	0000	5930	004	4.99
Bank of America	BOAMONN	7/11/2024	15553	Fax Line for Earle Jamieson	0000	5930	050	4.99
Bank of America	BOAMONN	7/11/2024	15553	Fax Line for Camarillo	0000	5930	105	5.00
Bank of America	BOAMONN	7/11/2024	15553	Fax Line for Sac CCC	0000	5930	108	4.99
Bank of America	BOAMONN	7/11/2024	15553	Fax Line for Fortuna	0000	5930	112	4.99
Bank of America	BOAMONN	7/11/2024	15553	Fax Line for Norwalk	0000	5930	120	4.99
Bank of America	BOAMONN	7/11/2024	15553	Phone for UCCIE	0000	5930	209	48.33
Bank of America	BOAMONN	7/11/2024	15553	Fax Line for Rancho Cielo	0000	5930	322	5.00
Bank of America	BOAMONN	7/11/2024	15553	Fax Line for LA LGBT	0000	5930	424	4.99
Bank of America	BOAMONN	7/11/2024	15553	Internet for Monterey	0000	5940	114	96.30
Bank of America	BOAMONN	7/11/2024	15553	Internet for UCCIE	0000	5940	209	208.99
Bank of America	BOAMONN	7/11/2024	15553	Annual Renewal for Squarespace/JMCS Foundation	0808	8699	001	276.00
Bank of America	BOAMOOR	7/11/2024	15554	Travel for Colleen Bye/Tahoe	0000	5200	115	461.67
Bank of America	BOAMOOR	7/11/2024	15554	Travel for Rebecca Roe/UCCIE	0000	5200	209	595.04
Bank of America	BOAMOOR	7/11/2024	15554	Supplies for Moore	0808	8699	001	19.39
Bank of America	BOAMOOR	7/11/2024	15554	Bus Passes for CSET Stdts	5634	5800	008	250.00
Bank of America	BOAMOOR	7/11/2024	15554	06/01-06/30/2024 Travel for Moore, Jocelyn	6332	5200	008	735.83
Bank of America	BOANAVA	7/11/2024	15555	06/01-06/30/2024 Travel for Navarrete, Rachael	0000	5200	001	284.26
Bank of America	BOANAVA	7/11/2024	15555	CALPers Event Registration for Navarrete, Rachael	0000	5800	001	549.00
Bank of America	BOANAVA	7/11/2024	15555	GED Retake Vouchers	0000	5800	001	150.00
Bank of America	BOANAVA	7/11/2024	15555	GED Single Content Vouchers	0000	5800	001	820.00
Bank of America	BOANAVA	7/11/2024	15555	Adobe Acrobat Mo Subscription for Navarrete, Rachael	0000	5800	002	19.32
Bank of America	BOANAVA	7/11/2024	15555	Mo Financial Software Hosting Fee	0000	5800	002	490.75
Bank of America	BOAREED	7/11/2024	15556	06/01-06/30/2024 Travel for Reed, Thomas	0000	5200	006	871.14
Bank of America	BOARYLE	7/11/2024	15557	Food & Supplies for Board Meetings	0000	4300	001	750.00
Bank of America	BOARYLE	7/11/2024	15557	Supplies for Richmond YB	0000	4300	321	60.31
Bank of America	BOARYLE	7/11/2024	15557	06/01-06/30/2024 Travel for Ryley, Dawn	0000	5200	001	349.96
Bank of America	BOARYLE	7/11/2024	15557	06/01-06/30/2024 Travel/Lyft Charges	0000	5200	001	93.39
Bank of America	BOARYLE	7/11/2024	15557	07/10/2024 Travel to Board Meeting/Botello, Gil	0000	5200	001	509.54
Bank of America	BOARYLE	7/11/2024	15557	Hotel Stay for Eckhardt, Len/CCC Graduation	0000	5200	001	368.88
Bank of America	BOARYLE	7/11/2024	15557	Hotel Stay for Guess, RJ/CCC Graduation	0000	5200	001	368.88

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# John Muir Charter Schools

Vendor Activity

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Vendor Name	Vendor ID	Check/Vo... Date	Chc... Num...	Transaction Description	Res... Code	Obj... Code	Site Code	Expenses
Bank of America	BOARYLE	7/11/2024	15557	Hotel Stay for McConnell, Dawn/CCC Graduation	0000	5200	001	368.88
Bank of America	BOARYLE	7/11/2024	15557	Hotel Stay for Ryley, Dawn/CCC Graduation	0000	5200	001	368.88
Bank of America	BOARYLE	7/11/2024	15557	Travel Credit/Botello, Gil	0000	5200	001	(459.96)
Bank of America	BOARYLE	7/11/2024	15557	Travel to Admin Retreat/Casey Erin	0000	5200	050	359.97
Bank of America	BOARYLE	7/11/2024	15557	Hotel Stay for Reveles, EO/CCC Graduation	0000	5200	105	184.44
Bank of America	BOARYLE	7/11/2024	15557	Hotel Stay for White, Jan/CCC Graduation	0000	5200	107	184.44
Bank of America	BOARYLE	7/11/2024	15557	Hotel Stay for Loetterle, Pete/CCC Graduation	0000	5200	112	368.88
Bank of America	BOARYLE	7/11/2024	15557	Hotel Stay for Bye, Colleen/CCC Graduation	0000	5200	115	184.44
Bank of America	BOARYLE	7/11/2024	15557	Hotel Stay for Callighan, Matt/CCC Graduation	0000	5200	116	368.88
Bank of America	BOARYLE	7/11/2024	15557	Postage/Shipping for Admin	0000	5920	001	769.28
Bank of America	BOARYLE	7/11/2024	15557	Initial Deposit for Hotel Maya/24/25 In Service	0027	5800	001	10,000.00
Bank Of America	BOASCHO	7/11/2024	15558	Open AI Chat Subscription for Scholl, Aaron	0000	4300	001	20.00
Bank Of America	BOASCHO	7/11/2024	15558	Monthly Subscriptions for Mailchimp	0000	5800	001	45.00
Bank Of America	BOASCHO	7/11/2024	15558	06/01-06/30/2024 Travel for Scholl, Aaron	6332	5200	008	915.36
Bank of America	BOASML...	7/11/2024	15559	06/01-06/30/2024 Travel for Smith, Eric	6332	5200	008	289.11
Blue Shield of California	BLUE000	7/25/2024	15601	Acct#W01066371000/Aug 2024 Health Insurance	0000	9514	000	55,920.38
California Dept of Tax & Fee Administration	STAT001	7/25/2024	15609	23.24 Use Tax Return for John Muir Charter Schools	0000	4400	001	2,402.71
California Dept of Tax & Fee Administration	STAT001	7/25/2024	15609	23.24 Use Tax Return for Rancho Cielo	6388	6400	322	2,039.29
California State Disbursement Unit	CASDU	6/27/2024	15498	Case#200000002605461/Order#60DR-2011-3573	0000	9520	000	1,366.25
California State University, Sacramento	SACS002	7/17/2024	15596	Balance Due for CCC Graduation Rooms for Stdts	0000	5800	001	6,249.00
CalPers	CALP000	6/30/2024	Wire 6.30.... CalPe	EE/ER Contributions for 06/30/2024 Payroll Reporting Period	0000	9512	000	36,726.11
Catherine Yoho Center for Equity and Success, Inc	YOH0000 SUCC000	7/11/2024 7/3/2024	15572 15537	06/11/2024 Graduation Travel Reimb/Placer July 2023-March 2024 Rent for Success Center	0000 0000	5200 5600	117 320	104.40 1,800.00
Central City Neighborhood Partners	CENT001	7/17/2024	15579	Aug 2024 Rent for GEM Academy	0000	5600	402	3,373.00
Charter Communications	CHAR000	7/17/2024	15580	Acct#128514001/Phn for Riverside	0000	5930	211	39.99
Charter Communications	CHAR000	7/17/2024	15580	Acct#110629101/Internet for LA	0000	5940	119	59.99
Charter Communications	CHAR000	7/17/2024	15580	Acct#110629101/Internet for Riverside	0000	5940	211	99.98

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Vendor Activity

From 6/26/2024 Through 7/25/2024

Vendor Name	Vendor ID	Check/Vo... Date	Chc... Num...	Transaction Description	Res... Code	Obje... Code	Site Code	Expenses
Christopher Almaraz	ALM000	7/11/2024	15543	06/23-06/28/2024 Travel Reimbursement/Rancho Cielo	0000	5200	322	602.26
City of Riverside	CITYR00	7/17/2024	15581	Aug 2024 Rent for Riverside	0000	5600	211	1,337.64
Comcast	COMC000	7/17/2024	15582	Acct#963147273/Internet for Chico	0000	5940	102	89.92
Comcast	COMC000	7/17/2024	15583	Acct#964805790/Internet for YC Santa Rosa	0000	5940	202	290.78
Comcast	COMC001	7/3/2024	15526	Acct#8155600110424598/Internet for Headquarters	0000	5940	001	240.71
Comcast	COMC001	7/11/2024	15560	Acct#8155300342550860/Phn for YC Santa Rosa	0000	5930	202	88.27
Conservation Corp Long Beach	CONS000	7/17/2024	15585	Aug 2024 Rent for RJ Guess	0000	5600	001	237.80
Conservation Corps North Bay	CON000	7/11/2024	15561	May 2024 Fac Exp/Copier Rent for CCNB	0000	5600	202	205.38
Conservation Corps North Bay	CON000	7/11/2024	15561	May 2024 Fac Exp/Rent for CCNB	0000	5600	202	4,882.50
Conservation Corps North Bay	CON000	7/11/2024	15561	May 2024 Fac Exp/Admin Charges for CCNB	0000	5800	202	218.95
Conservation Corps North Bay	CON000	7/11/2024	15561	May 2024 Fac Exp/IT Services for CCNB	0000	5800	202	100.00
Conservation Corps North Bay	CON000	7/11/2024	15561	May 2024 Fac Exp/Phn for CCNB	0000	5930	202	753.00
Conservation Corps North Bay	CON000	7/17/2024	15584	June 2024 Fac Exp/Rent for CCNB	0000	5600	202	4,882.50
Conservation Corps North Bay	CON000	7/17/2024	15584	June 2024 Fac Exp/Phn for CCNB	0000	5930	202	954.22
Cristina A Dickason	DICK000	7/3/2024	15530	06/03-06/27/2024 Mileage Reimbursement	0000	5200	001	668.60
Culligan of Sacramento	CULL000	7/3/2024	15528	Water Service for Headquarters	0000	4300	001	70.00
Culligan of Sacramento	CULL000	7/3/2024	15528	Acct#945656/Water Service for EJ	0000	4300	050	30.00
Dataflow Business System, Inc.	DATA001	6/27/2024	15499	Acct#JM4008/Copier for Rancho Cielo	0000	5600	322	95.83
Dawn J Mcconnell	MCCO000	7/3/2024	15532	01/22-06/15/2024 Mileage Reimbursement	0000	5200	001	1,896.10
Dawn J Mcconnell	MCCO000	7/11/2024	15566	Dinner for JMCS Staff/CCC Graduation	0000	5200	001	149.35
Dawn J Mcconnell	MCCO000	7/11/2024	15566	EJ Jimenez CTE Waiver Fee	0000	5800	001	100.00
Dawn J Mcconnell	MCCO000	7/11/2024	15566	M Dzakowic CTE App Fee	0000	5800	001	300.00
Dawn J Mcconnell	MCCO000	7/11/2024	15566	F Romo Macias CTC 30 Day Permit Fee	0000	5800	202	102.65
Dawn J Mcconnell	MCCO000	7/11/2024	15566	M Maislahn Clearance LiveScan to CTC	0000	5800	322	84.00
Dawn J Mcconnell	MCCO000	7/11/2024	15566	M Maislahn CTC 30 Day Permit Fee	0000	5800	322	102.65
Dawn Ryley	RYLE000	7/17/2024	15595	Board Meeting Supplies	0000	4300	001	31.70
Dawn Ryley	RYLE000	7/17/2024	15595	06/21-07/10/2024 Mileage Reimbursement	0000	5200	001	86.57
Deveau Burr Group LLC	DEVE000	7/3/2024	15529	July 2024 Consulting Services	0000	5800	001	14,000.00
EarthLink LLC	EARTH000	7/3/2024	15531	Internet for Camarillo	0000	5940	105	299.00
Envoy Plan Services, Inc	ENVO001	6/27/2024	15503	EE Envoy Contributions for 06/30/2024 Payroll Period	0000	9523	000	8,596.00
Envoy Plan Services, Inc	ENVO002	7/17/2024	15587	June 2024 403(b) Acct Monthly Maintenance Fee	0000	5800	001	50.00
Eric Smith	SMIT001	7/3/2024	15536	06/11-06/13/2024 Travel Reimbursement	6332	5200	008	972.84

Note: Partial Payments may cause totals to be overstated in the Expenses or the Charges column.

Date: 8/5/24 09:15:07 AM

**John Muir Charter Schools**

Vendor Activity

From 6/26/2024 Through 7/25/2024

Vendor Name	Vendor ID	Check/Vo... Date	Chc... Num...	Transaction Description	Res... Code	Obj... Code	Site Code	Expenses
EverBank	EVER000	7/25/2024	15602	Crt#42002310/Copier Rent for Rancho Cielo	0000	5600	322	160.34
Franchise Tax Board	FRAN000	6/27/2024	15506	Case#556413022/FTB Garnishment	0000	9520	000	500.00
Frontier Communications	FRON000	7/17/2024	15588	Acct#56286801910227145/Phn for Norwalk	0000	5930	120	193.97
Frontier Communications	FRON000	7/17/2024	15588	Acct#56286801910227145/Internet for Norwalk	0000	5940	120	100.94
Frontier Communications	FRON000	7/25/2024	15603	Acct#56269425651026125/Phn & Internet for Ready SET OC	0000	5930	408	96.13
Frontier Communications	FRON000	7/25/2024	15603	Acct#56269425651026125/Phn & Internet for Ready SET OC	0000	5940	408	107.76
Glen Price Group	CPG000	7/3/2024	15527	GPG Strategic Planning for OYSC	0000	5800	001	6,586.05
Intermedia.net Inc	INTE001	7/11/2024	15565	Phn Services for Headquarters	0000	5930	001	105.04
Isabella Vittone	VITT000	7/17/2024	15599	06/26-07/10/2024 Mileage Reimbursement	0000	5200	001	90.79
Jennifer Petersen Hunter	HUNT001	7/11/2024	15564	06/14/2024 Supply Reimbursement for CCMB	0000	4300	202	54.51
John Muir Charter Schools	JMCS000	7/17/2024	15589	6 Month CD @ Bank of Montreal	0000	9135	000	250,000.00
John Muir Charter Schools Foundation	JMCSF000	6/27/2024	15509	June 2024 Donation/EE Payroll Deductions	0000	9528	000	60.00
Kaiser Foundation Health Plan Inc.	KAIS000	7/25/2024	15604	Cst ID#1731133499/Aug 2024 Health Insurance	0000	9514	000	10,617.98
Kaiser Foundation Health Plan Inc.	KAIS000	7/25/2024	15605	Cst ID#8868351686/Aug 2024 Health Insurance	0000	9514	000	2,308.27
Kevin Batiste	BATI000	6/27/2024	15496	06/17-06/18/2024 Mileage Reimbursement/SRCC	0000	5200	204	88.44
Lennard Eckhardt	ECKH000	7/17/2024	15586	07/10/2024 Travel Reimbursement	0000	5200	001	31.70
Los Angeles County Sheriff's Dept	LOSA000	6/27/2024	15511	Case#13M01306/Levy#3122311100258/Garnish...	0000	9520	000	203.42
Maria Marquez	MARQ000	7/17/2024	15590	06/22-06/28/2024 PSU Travel Reimbursement/Rancho Cielo	0000	5200	322	725.52
MetLife Small Business Center	MET000	7/25/2024	15606	Aug 2024 Dental Insurance	0000	9514	000	6,432.82
Miller Court Properties, LLC	MILL002	7/17/2024	15591	Aug 2024 Utilities for Headquarters	0000	5500	001	750.00
Miller Court Properties, LLC	MILL002	7/17/2024	15591	Aug 2024 Monthly Rent for Headquarters	0000	5600	001	2,731.04
Miller Court Properties, LLC	MILL002	7/17/2024	15591	Aug 2024 Rent for HQ STE F	0000	5600	001	800.00
Miller Court Properties, LLC	MILL002	7/17/2024	15591	Aug 2024 NNN's for Headquarters	0000	5800	001	1,020.23
Morgan Records Management, LLC	MORG000	7/3/2024	15533	Pallet Storage for JMCS Records	0000	5800	001	406.00
Morgan Records Management, LLC	MORG000	7/3/2024	15533	Web Lic & Data Storage for JMCS	0000	5800	001	203.00
Morgan Records Management, LLC	MORG000	7/25/2024	15607	Web Lic & Data Storage for JMCS	0000	5800	001	200.00

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Date: 8/5/24 09:15:07 AM

# John Muir Charter Schools

Vendor Activity  
From 6/26/2024 Through 7/25/2024

Vendor Name	Vendor ID	Check/Vo... Date	Chc... Num...	Transaction Description	Res... Code	Obj... Code	Site Code	Expenses
Nevada County Probation Department	NCPD000	7/17/2024	15592	Earle Jamieson SLO for June 2024	0000	5800	050	4,156.21
Nevada County Superintendent of Schools	NCSOS00	6/27/2024	15514	EE/ER STRS Contributions for 0601-06/30/2024 Reporting Per	0000	9511	000	115,546.57
Optimum	OPTI000	7/11/2024	15567	Internet for Fortuna	0000	5940	112	148.86
Optum Financial, Inc.	OPTU000	7/17/2024	15593	June 2024 HSA Monthly Service Fee	0000	5800	001	12.75
Philadelphia Insurance Co.	PHIL000	7/11/2024	15568	Acct#78807985/25% Deposit FY 24.25 Liability Insurance	0000	5400	001	10,905.48
Powerschool Group LLC	POWE001	7/17/2024	15594	PS Analytics & Insights MTSS Annual Fee	0000	5800	001	2,484.00
Powerschool Group LLC	POWE001	7/17/2024	15594	PS Platform Hosted Annual Fee	0000	5800	001	2,205.00
Powerschool Group LLC	POWE001	7/17/2024	15594	PS Student Analytics Hosted Annual Fee	0000	5800	001	5,517.00
Powerschool Group LLC	POWE001	7/17/2024	15594	5 PS University Summer Training for Rancho Cielo	0000	5800	322	13,500.00
Principal Life Insurance Company	PRIN000	7/25/2024	15608	Aug 2024 Life Insurance	0000	9514	000	682.00
Rancho Cielo Inc	RANC000	7/3/2024	15534	Reimbursement for Graduation Expenses	0000	4300	322	5,000.00
Rancho Cielo Inc	RANC000	7/3/2024	15534	July 2023 Rent for Rancho Cielo	0000	5600	322	10,805.83
Rancho Cielo Inc	RANC000	7/11/2024	15569	Graduation Supplies Reimbursement	0000	4300	322	374.94
Rancho Cielo Inc	RANC000	7/11/2024	15569	June 2024 Reimb for Student Lunches @ Rancho Cielo	0000	4300	322	3,664.50
Rancho Cielo Inc	RANC000	7/11/2024	15569	July 2024 Phn for Rancho Cielo	0000	5940	322	120.00
Rancho Cielo Inc	RANC000	7/11/2024	15569	June 2024 Internet for Rancho Cielo	0000	5940	322	300.00
Rebecca Roe	ROE0000	7/3/2024	15535	06/04-06/13/2024 Mileage Reimbursement/UCCIE	0000	5200	209	442.20
Rebecca Roe	ROE0000	7/3/2024	15535	06/16-06/20/2024 Graduation Travel Reimbursement/UCCIE	0000	5200	209	73.85
Richard Guess	GUES000	6/27/2024	15508	06/06-06/26/2024 Mileage Reimbursement	0000	5200	001	1,064.97
San Francisco Conserv Corps	SANF000	7/11/2024	15570	July 2024 Rent for SFCC	0000	5600	206	833.00
State of California Department of Justice	DOJ000	7/11/2024	15563	June 2024 Fingerpringing For John Muir	0000	5800	001	324.00
Sterling Administration	STER000	7/1/2024	7876...	Sterling Initial Funding FSA FY 24.25	0000	9524	000	1,581.67
Sterling Administration	STER000	7/1/2024	7878...	Sterling July 2024 FSA & DCA Funding Contribution	0000	9524	000	1,932.45
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for Hyatt	0000	5940	001	16.46
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for Lawson	0000	5940	002	16.46
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots IT Inventory	0000	5940	004	49.38
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for Delta	0000	5940	101	32.92
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for Camarillo	0000	5940	105	32.92
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for SLO	0000	5940	110	32.92

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Date: 8/5/24 09:15:07 AM

# John Muir Charter Schools

Vendor Activity

From 6/26/2024 Through 7/25/2024

Vendor Name	Vendor ID	Check/Vo... Date	Chc... Num...	Transaction Description	Res... Code	Obj... Code	Site Code	Expenses
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for Norwalk	0000	5940	120	32.92
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for CCNB	0000	5940	202	82.30
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for SRCC	0000	5940	204	16.46
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for UCCIE	0000	5940	209	65.84
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for Riverside	0000	5940	211	32.92
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for Rancho Cielo	0000	5940	322	65.58
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for VOALA NH	0000	5940	323	16.46
T-Mobile	TMOB000	7/3/2024	15538	Internet & HotSpots for Ready SET OC	0000	5940	408	16.46
TCSN-The Computer Shop Netlink	TCSN000	7/11/2024	15571	Internet for SLO	0000	5940	110	94.95
Telcom Data LLC	TELC000	7/17/2024	15597	It Service for Headquarters	0000	5800	001	135.89
Toshiba Financial Services	TOSH000	7/3/2024	15539	Crt #450-0053811-000/Copier for Headquarters	0000	5600	001	865.64
Verizon Wireless	VERI000	7/3/2024	15540	Internet & Hot Spots for IT	0000	5940	004	72.06
Verizon Wireless	VERI000	7/3/2024	15540	Internet & Hot Spots for Pomona	0000	5940	107	83.06
Verizon Wireless	VERI000	7/3/2024	15540	Internet & Hot Spots for SLO	0000	5940	110	118.72
Verizon Wireless	VERI000	7/3/2024	15540	Internet & Hot Spots for Norwalk	0000	5940	120	88.72
Video Approach	VIDE000	7/17/2024	15598	Videoeing to help with JMCS Recruitment	0029	5800	001	16,554.99
Vision Service Plan (CA)	VISI000	7/25/2024	15610	Acct #12176959/Aug 2024 Vision Insurance	0000	9514	000	1,222.00
Young, Minney & Corr, LLP	YOUN001	7/11/2024	15573	Legal Services for June 2024	0000	5803	001	975.00
Your Dream Properties	YOUR000	6/27/2024	15523	Internet Service @ Ready SET OC	0000	9330	408	77.98
Your Dream Properties	YOUR000	7/17/2024	15600	Aug 2024 Rent for Ready SET OC	0000	5600	408	1,920.00
Your Dream Properties	YOUR000	7/17/2024	15600	Aug 2024 Maintenance Fee for Ready SET OC	0000	5800	408	60.00
Transaction Total								794,997.16
Report Opening/Current Balance								
Report Transaction Totals								794,997.16
Report Current Balances								

## John Muir Charter Schools

## Vendor Notes for Board

Aug-24

<u>VENDOR NAME</u>	<u>PAY FREQUENCY</u>	<u>NOTES</u>
Abila	Monthly	Financial software
Accrediting Commission for Schools	As needed	WASC Accreditation Self Inking Stamp
Airespring	Monthly	Internet Provider for E-Rate internet service
Amazon Capital Services	Monthly	Supply vendor
AT&T	Monthly	Phone and internet, multiple accounts
Atherton Communications Inter.	Once	Erate Network Equipment
Atrium Court, LLC	Monthly	Rent & CAM Charges for Youth Connections
Bank of America	Monthly	Credit card
Blue Shield of California	Monthly	Medical insurance
California Dept of Tax & Fee Admin	Yearly	Use Tax Yearly Payment
California State Disbursement Unit	As needed	Employee wage garnishment
California State University, Sacramento	Yearly	CCC Graduation Rooms for Stdts
CalPers	Monthly	PERS ER/EE contributions for July 2024
Catherine Yoho	As needed	Employee reimbursement for travel
Center for Equity and Success, Inc	Yearly	Rent FY 23/24 for Success Center
Central City Neighborhood Partners	Monthly	Rent for GEMA
Charter Communications	Monthly	Internet for school sites
Christopher Almaraz	As needed	Employee reimbursement for travel
City of Riverside	Monthly	Rent for UCCIE Riverside
Comcast	Monthly	Phone and internet for multiple school sites
Conservation Corp Long Beach	Monthly	Rent for CEO office space
Conservatin Corps North Bay	As invoiced	Partner agency invoice for monthly expenses: rent, supplies and services
Cristina Dickason	As needed	Employee reimbursement for travel
Culligan of Sacramento	Monthly	Water for Earle Jamieson program in Nevada County & Water @ Headquarters
Dataflow Business System, Inc	Monthly	Copier lease for Rancho Cielo
Dawn McConnell	As needed	Employee reimbursement for travel/CTE Fees for Employees
Dawn Ryley	As needed	Employee reimbursement for travel
Deveau Burr Group LLC	Monthly	May 2024 Consultant Fees
EarthLink Business	Monthly	Internet for school site
Envoy Plan Services, Inc	Monthly	403(b): EE (employee) payroll contributions + maintenance fee
Eric Smith	As needed	Employee reimbursement for travel
EverBank	Monthly	Copier lease for Rancho Cielo
Franchise Tax Board	As needed	Employee wage garnishment
Frontier Communications	Monthly	Phone and Internet
Glen Price Group	As invoiced	GPG Strategic Planning for OYSC
Intermedia.net Inc	Monthly	Phone for Muir HQ
Isabella Vittone	As needed	Employee reimbursement for travel
Jennifer Petersen Hunter	As needed	Employee reimbursement for Supplies/CCNB
John Muir Charter Schools	As needed	Payments for New CD Investment Acct/Bank of Montreal
JMCS Foundation	Monthly	EE payroll donations
Kaiser Foundation	Monthly	Medical insurance

**John Muir Charter Schools**

Vendor Notes for Board

Aug-24

<u>VENDOR NAME</u>	<u>PAY FREQUENCY</u>	<u>NOTES</u>
Kevin Batiste	As needed	Employee reimbursement for travel
Lennard Eckhardt	As needed	Board member travel reimbursement
Los Angeles County Sheriff's Dept	As needed	Employee wage garnishment
Maria Marquez	As needed	Employee reimbursement for travel
MetLife Small Business Center	Monthly	Dental insurance
Miller Court Properties	Monthly	Rent, Utilities & NNN's for HQ
Morgan Records Management LLC	As needed	Web License & Data Storage of JMCS Records
Nevada County Probation Department	As invoiced	Earle Jamieson SLO for June 2024
Nevada County Supt of Schools	Monthly	STRS ER/EE contributions for July 2024
Optimum	Monthly	Internet for schoolsite
Optum Financial, Inc.	Monthly	Service fee for HSA account
Philadelphia Insurance Co.	Monthly	Deposit FY 24.25 Liability Insurance
Powerschool Group LLC	As invoiced	PS Analytics & Insights MTSS Annual FEE
Powerschool Group LLC	As invoiced	PS Platform Hosted Annual Fee
Powerschool Group LLC	As invoiced	PS Student Analytics Hosted Annual Fee
Powerschool Group LLC	As invoiced	5 PS University Summer Training for Rancho Cielo
Principal Life	Monthly	Employer-sponsored life insurance for staff
Rancho Cielo Inc	Monthly	Partnering Agency invoices
Rebecca Roe	As needed	Employee reimbursement for travel
Richard (RJ) Guess	As needed	Employee reimbursement for travel
San Francisco Conservation Corps	Monthly	Rent for SFCC
State of CA Dept of Justice	As needed	Fingerprinting fees for new hires
Sterling Administration	Monthly	Employee contributions to dependent care/flexible spending accounts
T-Mobile	Monthly	Internet/Hotspots for schoolsites
TCSN	Monthly	Internet for SLO
Telcom	Monthly	Phone & Fax Services @ Earle Jamieson
Toshiba Financial Services	Monthly	Copier lease for Muir HQ
Verizon Wireless	Monthly	Internet and hotspots
Video Approach	As invoiced	Videoring to help with JMCS Student Recruitment
Vision Service Plan	Monthly	Vision insurance
Young, Minney & Corr, LLP	As invoiced	Legal Services for June 2024
Your Dream Properties	Monthly	Rent, maintenance fee & Internet service for school site



**John Muir Charter Schools Report  
of New Employees  
7/1/24 - 7/31/24**

<u>Employee Name</u>	<u>Site</u>	<u>Position</u>	<u>FTE</u>	<u>Start Date</u>	<u>EE replaced (term date)</u>
Albert, Sharon	Rancho Cielo	Coordinator	1.00	7/1/24	
Atkins, Shanta	Orange Co CCC	Instructional Asst	hourly	7/31/24	
Casey, Erin	DOR Grant	Counselor	1.00	7/1/24	
Clivaz, Aurelie	Ukiah CCC	Instructor-summer school	hourly	7/1/24	
Goodman, Sandra	DOR Grant	Counselor	1.00	7/1/24	
Marquez, Maria	Rancho Cielo	Asst Registrar	1.00	7/8/24	Janell Reyes
Morse, Hannah	CSET Visalia	Teacher	1.00	7/1/24	Ramona Wingart
Nguyen, Martin	Rancho Cielo	Coordinator	1.00	7/1/24	
Poole, Terry	Rancho Cielo	Instructional Asst	1.00	7/1/24	

**John Muir Charter Schools Report  
of Changed Employees  
7/1/24-7/31/24**

<u>Employee Name</u>	<u>Prev Site</u>	<u>New Site</u>	<u>Prev Position</u>	<u>New Position</u>	<u>Start Date</u>
Dickason, Cristina	Admin	Same	Director-no Admin Cred	Director-w/ Admin Cred	7/1/24
Guidetti, Joseph	Camarillo CCC	Admin	Hourly Teacher	Director	7/1/24
Lee, Lita	Admin	Same	Director-no Admin Cred	Director-w/ Admin Cred	7/1/24
Navarrete, Rachael	Business Services	Admin	Analyst	CFO	7/1/24
Pickett, Enid	CCNB	Same-replacing Caroline Higgins	Hourly Teacher	Teacher - .50 fte	7/1/24
Romo Macias, Fabian	Rancho Cielo	Same	instr Asst - .50 fte	Instr Asst - 1.0 fte	7/1/24
Ruckrich, Phillip	Earle Jamieson	Grant	Teacher	Coordinator	7/1/24
Scholl, Aaron	Grant	Same	Director-no Admin Cred	Director-w/ Admin Cred	7/1/24
Vincent, Gary	Rancho Cielo	Same	Director-no Admin Cred	Director-w/ Admin Cred	7/1/24
Yoho, Catherine	Placer CCC	Same	Teacher	Substitute	7/1/24

**John Muir Charter Schools Report  
of Termed Employees  
7/1/24 - 7/31/24**

<u>Employee Name</u>	<u>Site</u>	<u>Position</u>	<u>FTE</u>	<u>Term Date</u>
Wistrand, Robert	Rancho Cielo	Teacher	1.0	7/30/24



JMCS Headquarters  
 960 McCourtney Rd., Ste E  
 Grass Valley, CA 95949  
 TEL (530) 272-4008  
 FAX (530) 272-4009  
<http://www.johnmuircs.com>

## Memorandum

TO: President Stan Miller and JMCS Governing Board  
 FROM: Dawn McConnell, COO

BOARD MEETING DATE: August 14, 2024

DATE PREPARED: July 17, 2024

AGENDA: Action Item

TITLE: Declaration of Need for Fully Qualified Educators for 2024/2025

**RECOMMENDED MOTION: Approve and authorize submission of application for Declaration of Need for Fully Qualified Educators for school year 2024/2025 so that staffing is achieved with the best possible candidates.**

---

### BACKGROUND:

Each year, we try to maintain and hire highly skilled, fully qualified educators. Sometimes we are faced with vacancies or extenuating circumstances resulting in a shortage of fully qualified educators to fill these positions. For this reason, the Commission on Teacher Credentialing (CTC) requires that we as a charter school, have a Declaration of Need for Fully Qualified Educators filed each year we anticipate employing teachers who are not fully credentialed for their assignment but are eligible to obtain an authorization through an emergency type permit or waiver, allowing them to teach while completing the requirements of a fully qualified educator.

We are delighted that we have attracted and continue to retain highly qualified. We have a few certificated vacancies and depending on the qualifications of prospective candidates, an educator may need an option for an emergency permit or waiver while they complete their credential requirements. The most commonly required emergency permit is for substitute teaching and for Emergency CLAD. With this Declaration, we will be able to obtain the necessary authorization from the CTC to allow the educators to teach in these assignments.

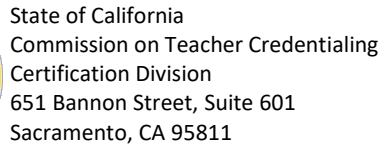
A Declaration of Need for Fully Qualified Educators must be authorized at a public meeting by the JMCS Board in order to submit our application to the CTC. The Declaration of Need for Fully Qualified Educators represents a statement of anticipated needs for the 2024/2025 school year (including summer extended year). This Declaration shall remain in force until June 30, 2025.

### IMPACT:

The Declaration will allow all positions to be staffed with the best possible educators. There is no fiscal impact.

School Sites Covered by Declaration of Need:

Camarillo CCC  
Chico CCC  
Delta (Stockton) CCC  
Fortuna CCC  
Fresno CCC  
Los Angeles CCC  
Monterey Bay CCC  
Solano CCC  
Norwalk CCC  
Placer/Greenwood CCC  
Pomona CCC  
Redding CCC  
Sacramento CCC  
San Luis Obispo CCC  
Siskiyou CCC  
Tahoe CCC  
Ukiah CCC  
Conservation Corps North Bay – CCNB San Rafael  
Conservation Corps North Bay – CCNB Santa Rosa  
Conservation Corps North Bay – CCNB Youth Connections  
Sacramento Regional CC  
San Francisco CC  
Sequoia CC  
Urban Conservation Corps of Inland Empire, San Bernardino  
Urban Conservation Corps of Inland Empire, Indio  
Urban Conservation Corps of Inland Empire, Riverside Academy  
GEM Academy  
Ready S.E.T. OC  
Ventura Fire Training Center  
Westside Youth Academy  
LA LGBT Center  
Richmond YouthBuild  
Rancho Cielo Construction and Culinary Academies & CCC Satellite  
Earle Jamieson Academy  
Orange County Conservation Corps  
Pine Grove Youth Conservation Camp



## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

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The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_\_/\_\_\_\_/\_\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
_____ <i>Mailing Address</i>		
_____ <i>E-Mail Address</i>		

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

**Type of Emergency Permit**

**Estimated Number Needed**

CLAD/English Learner Authorization (applicant already holds teaching credential)

\_\_\_\_\_

Bilingual Authorization (applicant already holds teaching credential)

\_\_\_\_\_

List target language(s) for bilingual authorization:

\_\_\_\_\_

Resource Specialist

\_\_\_\_\_

Teacher Librarian Services

\_\_\_\_\_

Emergency Transitional Kindergarten (ETK)

\_\_\_\_\_

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

**Authorizations for Single Subject Limited Assignment Permits**

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	
Art		Music	
Business		Physical Education	
Dance		Science: Biological Sciences	
English		Science: Chemistry	
Foundational-Level Math		Science: Geoscience	
Foundational-Level Science		Science: Physics	
Health		Social Science	
Home Economics		Theater	
Industrial & Technology Education		World Languages (specify)	

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program? Yes      No

If no, explain. \_\_\_\_\_

Does your agency participate in a Commission-approved college or university internship program? Yes              No

If yes, how many interns do you expect to have this year? \_\_\_\_\_

If yes, list each college or university with which you participate in an internship program.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If no, explain why you do not participate in an internship program.

\_\_\_\_\_

\_\_\_\_\_

**2022-23 Teaching Assignment Monitoring Outcomes (TAMO) by Full-Time Equivalent  
(Addendum to JMCS Local Indicator Report)  
A Report to JMCS Governing Board of Directors  
August 14, 2024**

**Rationale:**

The 2022–23 TAMO data was unavailable at the time that LEAs were reporting their local indicator data to the governing board/body of the LEA, LEAs must report the 2022–23 TAMO data at the next available meeting of the governing board/body.

The CTC is required to provide the CDE with annual teacher credential and assignment monitoring outcome data consistent with the California Consolidated State Plan approved by the State Board of Education (SBE) to comply with the federal Every Student Succeeds Act (ESSA). The outcomes of this data collection is provided to the public through the California Schools Dashboard.

**Purpose:**

To determine if or how the teacher is authorized to teach the assigned course and the students enrolled in the course.

**Methodology:**

This report provides the Full-Time Equivalent (FTE) data for each classroom-based teaching assignment reported by local educational agencies (LEAs) to the California Department of Education (CDE) through the California Longitudinal Pupil Achievement Data System (CALPADS). The CDE provides the California Commission on Teacher Credential (CTC) with the CALPADS assignment data, which the CTC compares against their credential authorization data as part of the annual assignment monitoring process conducted through California Statewide Assignment Accountability System (CalSAAS).

**Report Totals:**

<u><b>Name</b></u>	<u><b>Total Teaching FTE</b></u>	<u><b>Clear</b></u>	<u><b>Out-of-Field</b></u>	<u><b>Intern</b></u>	<u><b>Ineffective</b></u>	<u><b>Incomplete</b></u>	<u><b>Unknown</b></u>	<u><b>N/A</b></u>
<a href="#"><u>John Muir Charter</u></a>	<u>32.5</u>	<u>60.5%</u>	<u>24.2%</u>	<u>0.0%</u>	<u>10.0%</u>	<u>5.4%</u>	<u>0.0%</u>	<u>0.0%</u>
<a href="#"><u>Nevada County Office of Education</u></a>	<u>171.3</u>	<u>64.7%</u>	<u>23.4%</u>	<u>1.2%</u>	<u>8.5%</u>	<u>2.1%</u>	<u>0.2%</u>	<u>0.0%</u>



Definitions:

**Out-of-field:** An assignment monitoring outcome of “out-of-field” indicates that one or more relevant attributes of the assignment were authorized by the following limited permits:

- General Education Limited Assignment Permit (GELAP)
- Special Education Limited Assignment Permit (SELAP)
- Short-Term Waivers
- Emergency English Learner or Bilingual Authorization Permits
- Local Assignment Options (except for those made pursuant to T5 §80005(b))

**Ineffective:** An assignment monitoring outcome of “ineffective” indicates that one or more relevant attributes of the assignment had no legal authorization from a permit, credential or waiver, or one or more relevant attributes of the assignment were authorized by the following limited permits:

- Provisional Internship Permits
- Short-Term Staff Permits
- Variable Term Waivers
- Substitute permits or Teaching Permits for Statutory Leave (TSPL) holders serving as the teacher of record

**Incomplete:** An assignment monitoring outcome of “incomplete” indicates that missing or incorrect information about the assignment was reported to California Longitudinal Pupil Achievement Data System (CALPADS) by the local educational agency (LEA) which prevented a complete and accurate determination of the assignment authorization during the CTC assignment monitoring process. In some cases, the LEA or Monitoring Authority may have indicated that the assignment is appropriate; however, neither the CDE nor the CTC can validate the authorization basis for the assignment.

**IMPORTANT CAVEAT:** JMCS has 0% of mis-assignments indicated on CALSAAS (California Statewide Assignment Accountability System). There is no “penalty” for use of certain flexibilities in California that ESSA (Federal Education Act: Every Student Succeeds Act) defines as “ineffective” or “out-of-field”. “Ineffective” status refers to those educators who are working as a teacher of record who hold a temporary teaching permit, which typically are bridge documents used while an educator seeks credentialing. California allows for schools with alternative status, or through board action, to employ teachers “out of field” through local assignment options. JMCS utilizes this aspect of CA Ed Code to hire teachers with Single Subject Credentials who are appropriate for our school setting and agree to teach Multiple Subjects, which expands their teaching assignment beyond what is on their credential.

**John Muir Charter Schools**  
**Report to the JMCS Governing Board on the Local Indicators**  
**June 12, 2024 Board Approved**  
**UPDATED with 2022-23 Teacher Assignment Monitoring Outcomes & Optional Narratives**  
**August 14, 2024 Board Review**

**LCFF Priority 1 – Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities**

**P1 Optional Narrative 1:** JMCS is an alternative high school focused on re-engaging at-risk youth and is committed to ensuring staff is properly prepared to meet the academic and SEL of our students in classrooms that are properly equipped as well as welcoming. Consideration is given towards the basic needs of students in conjunction with learning opportunities that are culturally relevant, rigorous and engaging and designed to inspire students to set high goals for the future and believe in their ability to address challenges and overcome obstacles. JMCS has 0% of mis-assignments indicated on CALSAAS (California Statewide Assignment Accountability System) and there is no “penalty” for use of certain flexibilities in California that ESSA defines as “ineffective” or “out-of-field”. “Ineffective” status refers to those educators who are working as a teacher of record who hold a temporary teaching permit, which typically are bridge documents used while an educator seeks credentialing. California allows for schools with alternative status to employ teachers “out of field” through local assignment options. JMCS utilizes this aspect of CA Ed Code to hire teachers with Single Subject Credentials who are appropriate for our school setting and agree to teach Multiple Subjects, which expands their teaching assignments beyond what is on their credential.

Below are data gathered from county employee records, DataQuest, site visit declaration of materials used and JMCS facility inspection report:

- 100% of our teachers are assigned appropriately according to CA teacher assignment monitoring statutes, and there are no vacant positions. The 2022-23 Teaching Assignment Monitoring Outcomes by Full-Time Equivalent report shows the following statuses for each group, none of which are not considered mis-assignments: 32.5 FTE; 60% clear, 24.2% Out-of-field; 10% Ineffective; 5.4% Incomplete; 0% Intern, Unknown and N/A.
- 100% of our students have access to their own copies of standards-aligned instructional materials for use at school and at home.
- 100% of our facilities meet the “good repair” standard as per the checklist completed January, 2023

**P1 Optional Narrative (1500 Characters):**

JMCS teachers are appropriately assigned as per CA statutes for local assignment options or other long-term permits. As a DASS school JMCS carefully screens teachers for their disposition for working with our student population; some are voluntarily teaching under local assignment option 44865, utilized when a teacher is teaching subjects beyond what is explicitly listed on their credential. Teachers who are hired through long-term temporary teaching permits are supported by being assigned to a fully credentialed mentor teacher for the school year and are encouraged to seek enrollment in CA credentialing programs. All students have access to individual copies of standards-aligned instructional materials, and all facilities are rated as in “good repair” as per our mid-year review from January 2024.

**LCFF Priority 2 – Implementation of State Academic Standards (Option 2)**

*Rating Scale (lowest to highest): 1 – Explorations and Research Phase; 2 – Beginning Development; 3 – Initial Implementation; 4 – Full Implementation; 5 – Full Implementation and Sustainability*

**P2 Optional Narrative Local Measures for Academic Standards (1500 Characters):**

Student academic growth and performance is measured locally through student RenSTAR or TABE test scores which are administered at enrollment and in 4 month increments, these scores as well as credits earned, course completion, ELPAC scores, CASAS scores, 1-Year graduation rate, and both formal and informal assessments at the classroom level are used to provide data on student achievement in academic courses. Teachers submit survey data that indicates the curriculum they use to meet student learning needs and reports the methods and materials used to address state standards in all core subjects.