

Sacramento Valley Charter School

Transaction Report

March 13, 2025 to April 03, 2025

	Account	Amount
Total for 8699 - Other Local Income	V RESTRICTED REVENUE:5310 - NSLP SBP Food Service	\$ 80.00
Total for 8096 - Cash in Lieu of Property Taxes	UNRESTRICTED REVENUE:0000 - Unrestricted:8096 - Cash in Lieu of Property Taxes	\$ 363,139.00
Total for Transportation	UNRESTRICTED REVENUE:0000 - Unrestricted:8699 - Other Local Income:Transportation	\$ 850.00
Total for 8311 - Special Education - State	V RESTRICTED REVENUE:6500 - Special Education - 24-25 Feb State SacVly	\$ 33,945.00
Total		<u>\$ 398,014.00</u>

Friday, Mar 28, 2025 09:16:24 AM GMT-7 - Accrual Basis

Business
Action AI 1/3

Sacramento Valley Charter School Check Detail

March 12 to April 3, 2025

Date	Transaction Type	Num	Name	Memo/Description	Amount
03/11/2025	Check	6070	West Sacramento Truck Stop	For Fuel	5,047.82
03/11/2025	Check	6071	Great America Financial	For Copier Lease	2,682.29
03/11/2025	Check	6072	WageWorks	For Cobra Services	100.00
03/11/2025	Check	6073	Jonah Husted	Reimbursement for Classroom Supplies	160.42
03/11/2025	Check	6074	Young, Minney & Corr, LLP	For Legal Fee	4,776.00
03/11/2025	Check	6075	Ascend Rehab Services	For Speech Therapist	2,835.00
03/11/2025	Check	6076	Wave Broadband	For Phone & Internet Services	1,441.62
3/11/2025	Check	6077	Dalbir Singh	Manual Check	927.18
03/11/2025	Check	6078	Elite Production, LLC	For Stage - Talent Show	1,600.00
03/14/2025	Check	6079		VOID	0.00
03/14/2025	Check	6080	Kristin Medina	Reimbursement for Classroom Supplies	137.27
03/14/2025	Check	6081	NCS Pearson, INC	Classroom Material - Special Education	38.95
03/14/2025	Check	6082	New Horizon Flooring	Janitorial Services for the month of March 2025	6,300.00
				Disinfection Services	250.00
				Additional Day Porter services 14 days	1,771.00
				Trash Pick up Dump & Recycling Fees	450.00
					8,771.00
03/17/2025	Check	6083	Radial Tire Center, Inc.	For Bus Front Tires S-8 & S-6 - Replace	2,171.84
03/21/2025	Check	6084	Leonardo Preciado-Chavez	Reimbursement for Classroom Supplies - Construction Paper & Emerald Grn Fdls	23.99
03/21/2025	Check	6085	Nor- Cal Security	For School Security Services	7,402.50
03/21/2025	Check	6086	Preet Cheema	Reimbursement for Classroom Supplies - Class Decor / Rewards	10.78
03/21/2025	Check	6087	City of West Sacramento	For Utility Charges	1,087.86
03/21/2025	Check	6088	PG&E	For Utility Charges	278.18
03/21/2025	Check	6089		Void	0.00
03/21/2025	Check	6090	North Valley Fleet Services, Inc.	For Bus Repairs - Back Emergency Exit, Back Side Lights , Air Leak , Oil check & Rear AC (S3,S6 & S7)	4,109.36
03/24/2025	Check	6091	Cintas	For 1 Portable Fire Extinguisher for Bus	45.03
03/24/2025	Check	6092	Ascend Rehab Services	For Speech Therapist - Special Education	4,005.00
03/25/2025	Check	6093	Sweat III	For P.E	18,700.00
03/25/2025	Check	6094	WageWorks	For Cobra Services	100.00
03/25/2025	Check	6095	Mister Paint	For Paint - Upstairs Offices (Principal office & Vice- Principal Office)	2,400.00
03/25/2025	Check	6096	Dican Electric Llc	Adding Circuits Upstairs Offices	5,400.00

Business 2/3
Action A.I.

03/25/2025	Check	6097 Learning Plus Associates	For High Impact Standards Print & Digital Learning Material (ELA, Math & Teachers Edition) - 4th & 5th Grade	3,335.00
03/27/2025	Check	6098	Void	0.00
03/27/2025	Check	6099 Discard Junk Removal	For upstairs office's furniture pickup	500.00
03/27/2025	Check	6100 Amazon capital Services	For Office Supplies - desk organizer tray, paper stackable tray, Bulletin board side borders & Customized table cloths	1,260.02
			For Learning & Education Puzzle's - Special Education	102.41
			Go Math Grab & Go Differentiated Centers Kit - Grade 3 & Magic Tree House	
			Graphic Novels for 2nd Grade	392.72
			For After School Snacks - 7th & 8th graders	203.47
			For After School Snacks - Elementary	813.90
			For Supplies makeup kits , costumes, broom - Annie Show	1,623.83
			For Awards - Card Stock & Medals	781.68
			For Soccer Practice supplies - After School	862.19
			For Classroom Supplies - copier paper, weekly planner notepads, glue sticks, labels, sticky notes, masking tape, facial tissues, pens, Clorox wipes & folders	3,287.80
			For Supplies for Cafeteria Staff - Organizer tray's	46.54
				<u>9,374.56</u>

Friday, Mar 28, 2025 09:29:46 AM GMT-7

Business 3/3
Actual A.I.

Addendum #5 to the
Lease Agreement July 1, 2019 to June 30, 2027

Between

Sacramento Valley Charter School (SVCS), 2399 Sellers Way, West Sacramento, CA 95691

and

Sikh Temple of Sacramento (Temple), 2301 Evergreen Avenue, West Sacramento, CA 95691

Addendum effective date: 05/01/2025

This is the fifth addendum to the Lease Agreement for the period of July 1, 2019 – June 30, 2027, as signed and executed on or about April 3, 2025, between the above-listed parties. The change is agreed to as follows:

1. This addendum adds 1,040 square feet to the existing lease at the current monthly lease rate of \$1.733 per square foot. The added square feet consist of two upstairs classrooms located at 2301 Evergreen Avenue. The additional monthly rent is \$1,802.
2. All other terms continue, as described, in the existing lease documents, including that annual rent increases begin each July 1st at the State's Approved K-12 Statutory COLA .

Date: _____

Narinder Thandi

SVCS Board, President

2399 Sellers Way

West Sacramento, CA 95691

Mahindar Dhanda

Sikh Temple of Sacramento, Cashier/Treasurer

2301 Evergreen Ave

West Sacramento, CA 95691

*Business
Action A.2.*



Sacramento Valley Charter School Attendance Policy (2025-2026)

Consistent, daily school attendance is vital to students' academic success, well being, and future life endeavors. Regular school attendance builds a critical foundation for learning in the core academic subjects, builds camaraderie, and helps students develop important social skills. Chronic absenteeism can not be addressed through homework or other mechanisms; it is important that students receive instruction from their teacher/s on a consistent basis. Chronic tardiness is also counterproductive, in that students miss vital academic material that is presented at the beginning of the school day. Sacramento Valley Charter School is committed to working with parents, guardians, and students to ensure optimal scholar attendance during every instructional day.

EDUCATION CODE - EDC

TITLE 2. ELEMENTARY AND SECONDARY EDUCATION [33000 - 65001]

(Title 2 enacted by Stats. 1976, Ch. 1010.)

48260.

(a) A pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without a valid excuse three full days in one school year or tardy or absent for more than a 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof, shall be classified as a truant and shall be reported to the attendance supervisor or to the superintendent of the school district.

(b) Notwithstanding subdivision (a), it is the intent of the Legislature that school districts shall not change the method of attendance accounting provided for in existing law and shall not be required to employ period-by-period attendance accounting.

(c) For purposes of this article, a valid excuse includes, but is not limited to, the reasons for which a pupil shall be excused from school pursuant to Sections 48205 and 48225.5 and may include other reasons that are within the discretion of school administrators and, based on the facts of the pupil's circumstances, are deemed to constitute a valid excuse.

48263.6.

Any pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without a valid excuse for 10 percent or more of the schooldays in one school year, from the date of enrollment to the current date, is deemed a chronic truant, provided that the appropriate school district officer or employee has complied with Sections 48260, 48260.5, 48261, 48262, 48263, and 48291.

In California public schools, chronic absenteeism (missing 10% or more of school days) and truancy (unexcused absences) are significant issues, with rates rising post-pandemic and disproportionately affecting certain student groups, leading to academic and social challenges.

*C&I Action
B.I. 14*

Habitual Truant Mandate

The law further requires that after a student has been reported as a truant three or more times in one school year and after an appropriate school employee has made a conscientious effort to hold at least one meeting with the parent and the student, the student is deemed a *habitual* truant. The intent is to provide solutions for students who failed to respond to the normal avenues of school intervention, and the most cost-effective method possible should be used to notify the parent or guardian about the meeting at the school.

Interventions

When a student is a *habitual* truant, or is irregular in attendance at school, or is habitually insubordinate or disorderly during school, the student may be referred to a school attendance review board (SARB) or to the county probation department pursuant to *EC* Section 48263. The student may also be referred to a probation officer or district attorney mediation program pursuant to *EC* Section 48263.5. The intent of these laws is to provide intensive guidance to meet the special needs of students with school attendance problems or school behavior problems pursuant to *EC* Section 48320. These interventions are designed to divert students with serious attendance and behavioral problems from the juvenile justice system and to reduce the number of students who drop out of school.

Truancy Rate

The truancy rate of a school is determined by the number of students in a school who are classified as truants pursuant to *EC* Section 48260 during the school year compared to the cumulative enrollment of the school.

Penalties (Student)

The law provides schools and school districts with discretion regarding student penalties for truancy as long as they are consistent with state law. The penalties for truancy for students defined in *EC* Section 48264.5 become progressively severe from the first time a truancy report is required through the fourth time a truancy report is required.

California Penal Code Penalties (Parent)

In addition to the penalties for parents in *EC* Section 48293, California *Penal Code* Section 270.1 is effective January 1, 2011, and provides penalties for a parent or guardian of a pupil of six years of age or more who is in kindergarten or any of the grades from one to eight.

CIE Actw
B.I. 7/4

Sacramento Valley Charter School Definition of Truancy

The California Legislature defines a truant in very precise language. In summary, it states that a student missing more than 30 minutes of instruction without a valid excuse three times during the school year must be classified as a truant and reported to SVCS's Attendance Review Board. This Board is composed of SVCS' Truancy Coordinator, School, School Counselor, Principal, and Student Record-Keeping Office Personnel. Absences are excused at the discretion of the school principal.

SVCS Chronic Absenteeism Guidelines

STEP ONE: Student has been absent without a valid excuse 3 times in a school year, or over 30 minutes tardy 3 times in a school year.

- a) Truancy Warning Letter #1 to Parent/Guardian
- b) Schedule a truancy meeting with parent/guardian
- c) Hold a truancy meeting with parent/guardian
- d) Explain Attendance Policy to Parents

STEP TWO: Student has been absent 5 times in a school year without a valid excuse or over 30 minutes tardy 5 times in a school year.

- a) Truancy Warning Letter #2 to Parent/Guardian
- b) Schedule a second truancy meeting with parent/guardian
- c) Hold the second truancy meeting with parent/guardian
- d) Explain Attendance Policy to Parents
- e) Warn parent/guardian that more than 7 unexcused absences or over 30 minutes tardy 7 times during the school year will result in disenrollment of the student from Sacramento Valley Charter School.

STEP THREE: Student has been absent 7 times in a school year without a valid excuse or over 30 minutes tardy 7 times in a school year.

- a) Truancy Warning Letter #3 to Parent/Guardian
- b) Schedule a second truancy meeting with parent/guardian
- c) Hold the third truancy meeting with parent/guardian
- d) Explain Attendance Policy to Parents
- e) Warn parent/guardian that if a student accumulates 8 absences or over 30 minutes of tardiness 8 times in a school year this will result in the student's disenrollment from Sacramento Valley Charter School.

STEP FOUR: Student has been absent 8 times in a school year or over 30 minutes tardy 8 times in a school year.

- a) Parent/guardian notified of disenrollment via phone **and** email.
- b) Truancy Notice Via Certified Mail to Parents: **Student Disenrollment Due to Chronic Absenteeism**

*CLIA Action
B.1. 3/4*

- c) Student is disenrolled on Day #8 of unexcused absence.
- d) No appeals will be granted, whether to the SVCS School Board, principal, chartering district, or any other school entities.

NOTE: *All Truancy Letters, Notices, Emails, Phone Calls, and In-Person Meetings shall be conducted, communicated, or written in the parent's primary language.*

CALIFORNIA SCHOOL "DASHBOARD"

On the California School Dashboard (Dashboard), local educational agencies (LEAs) and schools that serve transitional kindergarten through grade eight students receive a Chronic Absenteeism Indicator based on the number of students who were absent 10 percent or more of the school year.

For most state indicators, the desired outcome is to have a high percentage of performance in the current year. However, chronic absenteeism has a reverse goal of having the lowest percentage of students chronically absent in the current year.

The **DASHBOARD** is one indicator chartering districts use to determine whether or not to renew a charter school's 'Charter.' The other indicators are academic performance in 3rd-8th Grade ELA, Math and 5th & 8th Grade Science and Physical Education. For the 2024-2025 school year, SVCS charter status was jeopardized due primarily to students' chronic absenteeism in Grades TK-8.

INCENTIVES FOR PERFECT AND/OR IMPROVED SCHOOL ATTENDANCE

- 1) Student Awards during regular awards assemblies
- 2) Student Assistant
- 3) Student Store purchase (when the store is available)
- 4) Announcement Recognition
- 5) Lunch with the teacher
- 6) Extra tech time
- 7) Whole class party
- 8) Raffle drawings

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B.I. 4/4*



SACRAMENTO VALLEY CHARTER SCHOOL

Academic Calendar 2025-2026

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First and Last Day of School for Students	Minimum Day - Parent/Teacher Conferences																																																																																																																																																																																																													
Regular School Attendance Day	Mid-Winter and Spring Breaks - No School																																																																																																																																																																																																													
Holiday - No School	1st Trimester Ends: 10/24/25		2nd Trimester Ends: 2/27/26		3rd Trimester Ends: 5/21/26																																																																																																																																																																																																									
Student Instructional Days: 180	Teacher Workdays: 186		Report Cards: 3/6/26		Report Cards: 5/29/26																																																																																																																																																																																																									
Student School Days: 180	Teacher Workdays: 186		Progress Report 10/1/25																																																																																																																																																																																																											
Kindergarten & Grades 7-8 Student Orientation @9:00 a.m. - 12:00 p.m. (Breakfast 8:30-9:00)	Kindergarten Graduation May 28th		8th Grade Promotion May 29th																																																																																																																																																																																																											
Transportation Parent Orientation Meetings: July 17th & July 18th	Family Back-to-School Night: Thursday, August 21st @5:00 - 7:00 p.m.																																																																																																																																																																																																													

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Sacramento Valley Charter School

Learn. Compete. Excel.

2399 Sellers Way

West Sacramento, CA 95691

Front Office: 916.596.6422

Fax: 916.372-7249

On July 24, 2024, the SVCS' Board approved the following certificated salary schedule:

Base Pay for Credentialed Teachers:

Base Pay	Step
\$ 60,000	1
\$ 61,800	2
\$ 63,654	3
\$ 65,564	4
\$ 67,531	5
\$ 69,556	6
\$ 71,643	7
\$ 73,792	8
\$ 76,006	9
\$ 78,286	10
\$ 80,635	11
\$ 83,054	12

3% per year through year 12, then capped.

MA \$1,000 or PhD \$2,000/year, not both.

Longevity after completion of years 5, 10, 15 of service to SVCS at \$1,000, \$2,000 and \$3,000.

10 years maximum experience credit.

The schedule reflects 3% per year pay increases (compared to the \$1,000 per year increases on the previous salary schedule).

On August 22, 2024, SVCS' Board approved a 3% factor for the Education Specialist position.

Food Service Program Overview and Recommendations

July 2024 – January 2025

2024-25 is the first year that Sacramento Valley Charter School implemented the Federal and State reimbursable meal programs. Program highlights and observations:

- 1) The program is a success. Students are fed breakfast and lunch every school day at no cost to the student's family. The program is operating at a very small loss but that can be resolved through lower future cost for Vertex and adjusting the staffing mix.
- 2) The first State audit was conducted in February 2025 with only a couple of infractions reported and solutions are already in place.
- 3) Parents/families need to receive more communication and more timely communication about completing and submitting the program applications. It is March and there are still 60+ students without an application so SVCS' free-and reduced eligible count is significantly understated. This impacts A) current meal reimbursement revenue by \$200+/day, B) current and two future years of rolling data used for the Local Control Funding Formula (LCFF)/State Aid for supplemental and concentration funding of approx. $\$2,600 \times 60 = \$156,000$ and potentially SVCS' eligibility for SB740 facilities funding (which is approx. \$240,000 per year)
- 4) Our program is over staffed. For a program our size, food service labor hours per day should be 32 or 33 but we are closer to 40 hours per day.
- 5) Our food service staff at the cook/server level are at a lower pay rate than comparative charter schools and districts; however, in the initial program year, we wanted to gauge program performance prior to changing pay rates.
- 6) Certain staff are still resistant to program compliance and to respecting the chain of command that has been established by the Board and school administration.
- 7) The number of adult meals has decreased to only a few a week. Most staff now bring their lunch or serve themselves from the Langar.

Recommendations for 2025-26:

- 1) Retain the Food Service Manager and Food Service Lead positions at the current duty hours per day and pay rates.
- 2) Revise the total daily Food Service Workers to a maximum of 15 hours per day, which will likely be 2 positions at 6 hours per day and 1 position at 3 hours per day (to assist with serving and cleaning up lunch). The expectation is that work will be done with greater purpose, focus and efficiency.
- 3) Existing Food Service Workers will need to apply for a job for 2025-26. Increase pay for the 6-hour-a-day positions to \$20.00/hour and the 3-hour-a-day position to \$19.00/hour. Food service substitute pay will be \$19.00/hour.*

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Food Service Program Overview and Recommendations

July 2024 – January 2025

- 4) Monitor food waste to minimize the cost of waste and work with Vertex to make adjustments to future menus when there is a noticeable level of food waste.
- 5) Seek family and student feedback on the types and taste of food to ensure high levels of satisfaction and participation in the meal program.
- 6) Encourage the manager and lead to attend training to enhance their knowledge, compliance and understanding of these programs.
- 7) Consider ways to prepare and serve meals outside of the Langar Hall to increase the recipes and variety of meals for our diverse student population.

*Food service worker pay rates at WUSD, Center Unified, Esparto Unified and Roseville City School District had a low of \$16.12 to a high of \$18.07 starting. Based on inflation and the CA minimum wage at \$16.50 effective 1/1/2025, the rate increases to \$19.00 and \$20.00 are reasonable. Food service workers are eligible for longevity pay.

*Info/Discussion
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Sacramento Valley Charter School
Profit and Loss Detail
July 2024 - January 2025

	Transaction					
	Date	Type	Num	Name	Memo/Description	Amount
Ordinary Income/Expenses						
Income						
UNRESTRICTED REVENUE						
0000 - Unrestricted						
8699 - Other Local Income						
	5	Deposit		Deposit		60.00
	5	Deposit		Deposit		40.00
	5	Deposit		Lunch Program		60.00
Total for 8699 - Other Local Income						\$ 160.00
Total for 0000 - Unrestricted						\$ 160.00
Total for UNRESTRICTED REVENUE						\$ 160.00
V RESTRICTED REVENUE						
8220 - Child Nutrition (federal)						
	4	Deposit		August Meals Revenue		7,625.27
	4	Deposit		Sept meal revenue		18,579.44
	4	Deposit		Oct meal revenue		21,569.40
	5	Deposit		Nov meal revenue		10,520.50
	5	Deposit		Dec meal revenue		13,570.49
				Jan meal rev - accounts receivable		18,898.96
Total for 8220 - Child Nutrition (federal)						\$ 90,764.06
8520 - Child Nutrition (State)						
	4	Deposit		August Meals Revenue		18,939.89
	4	Deposit		Sept meal revenue		29,440.18
	4	Deposit		Oct meal revenue		31,111.36
	5	Deposit		Nov meal revenue		14,531.15
	5	Deposit		Dec meal revenue		20,063.35
				Jan meal rev - accounts receivable		21,545.00
Total for 8520 - Child Nutrition (State)						\$ 135,630.93
Total for V RESTRICTED REVENUE						\$ 226,394.99
Total for Income						\$ 226,554.99
Expenses						
1000-7499 - Expenditures						
2000-2999 Noncertified						
2200 - Support Salaries						
2200.02 Cooks						
Total for 2200.02 Cooks						\$ 63,229.32
Total for 2200 - Support Salaries						\$ 63,229.32
2300.01- Nutrition Svcs Mgr						
Total for 2300.01- Nutrition Svcs Mgr						\$ 19,735.24
Total for 2000-2999 Noncertified						\$ 82,964.56
3000-3999 - Employee Benefits						
3301_02 - OASDI/Medicare						
Total for 3301_02 - OASDI/Medicare						\$ 6,346.75
3501_02 - Unemployment Insurance						
Total for 3501_02 - Unemployment Insurance						\$ 948.74
3900 - Employer 401(k) Matching Expense						
Total for 3900 - Employer 401(k) Matching Expense						\$ 1,494.63
Total for 3000-3999 - Employee Benefits						\$ 8,790.12
4000-4999 Books & Supplies						
4300 - Materials & Supplies						
	4	Check	5806	US Bank	For lunch prepare equipment's	1,865.91
	5	Check	6049	Amazon capital Services	For Supplies - Cafeteria Staff	820.43
Total for 4300 - Materials & Supplies						\$ 2,686.34
4400 - Noncapitalized Equipment						

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	5	Check	6049	Amazon capital Services	For Cooler	2,245.16
Total for 4400 - Noncapitalized Equipment						\$ 2,245.16
4700 - Food Lunch Program						
	4	Check	5892	US Foods, Inc	For Breakfast - May/ June 04,2024	6,585.03
	4	Check	5892	US Foods, Inc	For School Breakfast/ Lunch Program - August / October	50,181.93
	4	Check	5894	US Foods, Inc	For School Breakfast/ Lunch Program	2,983.16
	4	Check	5949	US Foods, Inc	For Lunch/ Breakfast Grocery	19,208.88
	5	Check	5989	US Foods, Inc	For School Breakfast & Lunch Grocery	9,732.74
	5	Check	6024	US Foods, Inc	For Breakfast and Lunch Program	13,193.71
Total for 4700 - Food Lunch Program						\$ 101,885.45
Total for 4000-4999 Books & Supplies						\$ 106,816.95
5000-5999 Services-Other Oper.						
5710 Direct Cost Transfer						
	4	Journal Entry	874		Aug 2024 Student seconds/sides, Adult Meals, milk, juice	-1,980.51
	4	Journal Entry	875		Sept 2024 Student seconds/sides, Adult Meals, milk, juice	-4,799.31
	4	Journal Entry	911		Oct 2024 student seconds/sides, Adult Meals, milk, juice	-6,723.83
	4	Journal Entry	912		Nov 2024 student seconds/sides, Adult Meals, milk, juice	-3,453.99
	4	Journal Entry	913		Dec 2024 student seconds/sides, Adult Meals, milk, juice.	-4,114.20
	5	Journal Entry	914		Jan 2025 student seconds/sides, Adult Meals, milk, juice.	-1,447.62
Total for 5710 Direct Cost Transfer						-\$ 22,519.46
5800 - Professional Services						
5890 - Contract Services						
	4	Check	5779	Vertex Education, LLC	For NSLP Admin	6,800.00
	4	Check	5803	Vertex Education, LLC	For NSLP Admin	6,800.00
	4	Check	5858	Vertex Education, LLC	NSLP Administration Fee - 2months	14,211.11
	10/04/202			Top Town Appliance		
	4	Check	5849	Repair Services	Fixed School Freezer	1,160.00
	4	Check	5910	Vertex Education, LLC	For NSLP Admin	7,411.11
	4	Check	5956	Vertex Education, LLC	For NSLP Administration	7,411.11
	5	Check	5984	Vertex Education, LLC	For NSLP Administration	7,411.11
Total for 5890 - Contract Services						\$ 51,204.44
Total for 5800 - Professional Services						\$ 51,204.44
Total for 5000-5999 Services-Other Oper.						\$ 28,684.98
Total for 1000-7499 - Expenditures						\$ 227,256.61
Total for Expenses						\$ 227,256.61
Net Income						-\$ 701.62

Info/Disc.
 Business
 A.L. 4/4