Charter School Certification - July 1, 2025 to June 30, 2026

County: Yolo

Charter Number: 1338

Note: An Alternative Form submitted to the California Department of Education will not be considered a valid submission if the following information is missing:

For information regarding this report, please contact:

For County Fiscal Contact:	For Approving Entity:	For Charter School:
Name: Jonathan Feagle	**Name:** Monique Stovall	**Name:** Vicky Dali
Title: Exec. Director Fiscal Services	**Title:** Chief Business Officer	**Title:** Fiscal Consultant
Telephone: 530-668-3728	**Telephone:** 916-375-7600 x1011	**Telephone:** 916-996-3943
Email address: jonathan.feagle@ycoe.org	**Email address:** mstovall@wusd.k12.ca.us	**Email address:** vdali@sacvalleycharter.org

To the Entity that Approved the Charter School:

2025–26 Charter School Unaudited Actuals Financial Report — Alternative Form:

☒ ***(Selected)*** *This report has been approved, and is hereby filed by the charter school pursuant to Education Code Section 42100(b).*

Charter School Official:

Signature *(Original Signature Required):* _____

Date (MM/DD/YYYY): 09/15/2026

Printed Name: Vendetta Dozier-Brown

Title: Principal

To the County Superintendent of Schools:

2025–26 Charter School Unaudited Actuals Financial Report — Alternative Form:

☐ (Unselected) This report is hereby filed with the County Superintendent pursuant to *Education Code* Section 42100(a).

Authorized Representative of Charter Approving Entity:

Signature *(Original Signature Required):* _____

Date (MM/DD/YYYY):

Printed Name: Monique Stovall

Title: Chief Business Official

To the Superintendent of Public Instruction:

2025–26 Charter School Unaudited Actuals Financial Report — Alternative Form:

☐ (Unselected) This report has been verified for mathematical accuracy by the County Superintendent of Schools pursuant to *Education Code* Section 42100(a).

County Superintendent/Designee:

Signature *(Original Signature Required):* _____

Date (MM/DD/YYYY):

Alternative Form - July 1, 2025 to June 30, 2026

County: Yolo

Charter Number: 1338

This charter school uses the following basis of accounting: (Select one)

(X) ***(Selected)*** *Accrual Basis (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900–6920, 7438, 9400–9489, 9660–9669, 9796, and 9797)*

( ) (Unselected) Modified Accrual Basis (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100–6170, 6200–6700, 7438, 7439, and 9711–9789)

Description	Object Codes	Unrestricted	Restricted	Total
A. Revenues				
1. Local Control Funding Formula (LCFF) Sources	-	-	-	-
State Aid - Current Year	8011	2,667,969.00	-	**2,667,969.00**
Education Protection Account State Aid - Current Year	8012	1,666,222.00	-	**1,666,222.00**
State Aid - Prior Years	8019	(260,809.00)	-	**(260,809.00)**
Transfers to Charter Schools in Lieu of Property Taxes	8096	935,163.00	-	**935,163.00**
Other LCFF Transfers	8091, 8097	0.00	0.00	**0.00**
Total, LCFF Sources		**5,008,545.00**	**0.00**	**5,008,545.00**
2. Federal Revenues (See note in Section L)	-	-	-	-
Every Student Succeeds Act	8290	-	151,190.00	**151,190.00**
Special Education - Federal	8181, 8182	-	71,091.00	**71,091.00**
Child Nutrition - Federal	8220	-	196,070.85	**196,070.85**
Donated Food Commodities	8221	-	0.00	**0.00**
Other Federal Revenues	8110, 8260–8299	0.00	0.00	**0.00**
Total, Federal Revenues		**0.00**	**418,351.85**	**418,351.85**
3. Other State Revenues (StateRev)	-	-	-	-
Special Education (SE) - State	StateRevSE	-	357,778.13	**357,778.13**
All Other (AO) State Revenues	StateRevAO	82,664.27	1,324,959.35	**1,407,623.62**
Total, Other State Revenues		**82,664.27**	**1,682,737.48**	**1,765,401.75**
4. Other Local Revenues (LocalRev)	-	-	-	-
All Other Local Revenues	LocalRevAO	219,673.64	4,063.59	**223,737.23**
Total, Local Revenues		**219,673.64**	**4,063.59**	**223,737.23**
5. Total Revenues		**5,310,882.91**	**2,105,152.92**	**7,416,035.83**
B. Expenditures (See note in Section L)				
1. Certificated Salaries	-	-	-	-
Certificated Teachers' Salaries	1100	1,715,810.35	152,071.62	**1,867,881.97**
Certificated Pupil Support Salaries	1200	18,691.65	131,317.98	**150,009.63**

Description	Object Codes	Unrestricted	Restricted	Total
Certificated Supervisors' and Administrators' Salaries	1300	305,919.47	64,961.76	**370,881.23**
Other Certificated Salaries	1900	0.00	0.00	**0.00**
Total, Certificated Salaries		**2,040,421.47**	**348,351.36**	**2,388,772.83**
2. Noncertificated Salaries	-	-	-	-
Noncertificated Instructional Salaries	2100	392,821.58	89,285.94	**482,107.52**
Noncertificated Support Salaries	2200	423,262.81	142,305.99	**565,568.80**
Noncertificated Supervisors' and Administrators' Salaries	2300	141,409.87	37,053.84	**178,463.71**
Clerical, Technical and Office Salaries	2400	219,363.73	21,021.50	**240,385.23**
Other Noncertificated Salaries	2900	136,328.59	378,893.19	**515,221.78**
Total, Noncertificated Salaries		**1,313,186.58**	**668,560.46**	**1,981,747.04**
3. Employee Benefits	-	-	-	-
State Teachers' Retirement System (STRS)	3101–3102	0.00	0.00	**0.00**
Public Employees' Retirement System (PERS)	3201–3202	0.00	0.00	**0.00**
Social Security Taxes (OASDI)/Medicare/Alternative	3301–3302	250,063.05	77,924.64	**327,987.69**
Health and Welfare Benefits	3401–3402	175,451.66	27,750.14	**203,201.80**
Unemployment Insurance	3501–3502	21,562.29	2,003.71	**23,566.00**
Workers' Compensation Insurance	3601–3602	41,918.27	10,431.73	**52,350.00**
Postemployment Benefits Other Than Pension (OPEB), Allocated	3701–3702	0.00	0.00	**0.00**
OPEB, Active Employees	3751–3752	0.00	0.00	**0.00**
Other Employee Benefits	3901–3902	134,638.74	17,300.97	**151,939.71**
Total, Employee Benefits		**623,634.01**	**135,411.19**	**759,045.20**
4. Books and Supplies	-	-	-	-
Approved Textbooks and Core Curricula Materials	4100	0.00	102,232.74	**102,232.74**
Books and Other Reference Materials	4200	0.00	21,358.25	**21,358.25**
Materials and Supplies	4300	218,668.88	96,685.72	**315,354.60**
Noncapitalized Equipment	4400	42,915.99	0.00	**42,915.99**
Food	4700	0.00	127,888.45	**127,888.45**
Total, Books and Supplies		**261,584.87**	**348,165.16**	**609,750.03**
5. Services and Other Operating Expenditures	-	-	-	-
Subagreements for Services	5100	0.00	0.00	**0.00**
Travel and Conferences	5200	4,602.51	28,043.65	**32,646.16**
Dues and Memberships	5300	8,716.89	0.00	**8,716.89**
Insurance	5400	94,943.00	0.00	**94,943.00**
Operations and Housekeeping Services	5500	139,577.64	1,035.00	**140,612.64**
Rentals, Leases, Repairs, and Noncapitalized Improvements	5600	253,480.28	234,439.31	**487,919.59**
Transfers of Direct Costs	5700–5799	(83,879.00)	83,879.00	**0.00**

Description	Object Codes	Unrestricted	Restricted	Total
Professional/Consulting Services and Operating Expenditures	5800	699,242.89	256,535.30	**955,778.19**
Communications	5900	32,633.46	1,200.00	**33,833.46**
Total, Services and Other Operating Expenditures		**1,149,317.67**	**605,132.26**	**1,754,449.93**
6. Capital Outlay (Objects 6100–6170, 6200–6700 modified accrual basis only)	-	-	-	-
Land and Land Improvements	6100–6170	-	-	**0.00**
Buildings and Improvements of Buildings	6200	-	-	**0.00**
Books and Media for New School Libraries or Major Expansion of School Libraries	6300	-	-	**0.00**
Equipment	6400	-	-	**0.00**
Equipment Replacement	6500	-	-	**0.00**
Lease Assets	6600	-	-	**0.00**
Subscription Assets	6700	-	-	**0.00**
Depreciation Expense (Accrual basis only)	6900	163,199.25	0.00	**163,199.25**
Amortization Expense - Lease Assets (Accrual basis only)	6910	17,803.86	0.00	**17,803.86**
Amortization Expense - Subscription Assets (Accrual basis only)	6920	0.00	0.00	**0.00**
Total, Capital Outlay		**181,003.11**	**0.00**	**181,003.11**
7. Other Outgo	-	-	-	-
Tuition to Other Schools	7110–7143	0.00	0.00	**0.00**
Transfers of Pass-Through Revenues to Other Local Educational Agencies (LEAs)	7211–7213	0.00	0.00	**0.00**
Transfers of Apportionments to Other LEAs - Special Education	7221–7223SE	-	0.00	**0.00**
Transfers of Apportionments to Other LEAs - All Other	7221–7223AO	0.00	0.00	**0.00**
All Other Transfers	7281–7299	0.00	0.00	**0.00**
Transfers of Indirect Costs	7300–7399	(65,983.86)	65,983.86	**0.00**
Debt Service:	-	-	-	-
Interest	7438	0.00	0.00	**0.00**
Principal (For modified accrual basis only)	7439	-	-	**0.00**
Total Debt Service		**0.00**	**0.00**	**0.00**
Total, Other Outgo		**(65,983.86)**	**65,983.86**	**0.00**
8. Total Expenditures		**5,503,163.85**	**2,171,604.29**	**7,674,768.14**
C. Excess (Deficiency) of Revenues over Expenditures before Other Financing Sources and Uses (A5 - B8)		**(192,280.94)**	**(66,451.37)**	**(258,732.31)**
D. Other Financing Sources/Uses				
1. Other Sources	8930–8979	0.00	0.00	**0.00**
2. Less: Other Uses	7630–7699	0.00	0.00	**0.00**
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980–8999	(8,744.24)	8,744.24	**0.00**

Description	Object Codes	Unrestricted	Restricted	Total
4. Total Other Financing Sources/Uses		**(8,744.24)**	**8,744.24**	**0.00**
E. Net Increase (Decrease) in Fund Balance/Net Position (C + D4)		**(201,025.18)**	**(57,707.13)**	**(258,732.31)**
F. Fund Balance/Net Position				
1. Beginning Fund Balance/Net Position	-	-	-	-
a. As of July 1	9791	4,657,355.58	1,168,626.92	**5,825,982.50**
b. Adjustments/Restatements	9793, 9795	(9,796.00)	0.00	**(9,796.00)**
c. Adjusted Beginning Fund Balance/Net Position		**4,647,559.58**	**1,168,626.92**	**5,816,186.50**
2. Ending Fund Balance/Net Position, June 30 (E + F1c)		**4,446,534.40**	**1,110,919.79**	**5,557,454.19**
Components of Ending Fund Balance (Modified Accrual Basis only)	-	-	-	-
a. Nonspendable	-	-	-	-
1. Revolving Cash (equals Object 9130)	9711	-	-	**0.00**
2. Stores (equals Object 9320)	9712	-	-	**0.00**
3. Prepaid Expenditures (equals Object 9330)	9713	-	-	**0.00**
4. All Others	9719	-	-	**0.00**
b. Restricted	9740	-	-	**0.00**
c. Committed	-	-	-	-
1. Stabilization Arrangements	9750	-	-	**0.00**
2. Other Commitments	9760	-	-	**0.00**
d. Assigned	9780	-	-	**0.00**
e. Unassigned/Unappropriated	-	-	-	-
1. Reserve for Economic Uncertainties	9789	-	-	**0.00**
2. Unassigned/Unappropriated Amount	9790M	-	-	**0.00**
3. Components of Ending Net Position (Accrual Basis only)	-	-	-	-
a. Net Investment in Capital Assets	9796	990,859.18	140,194.95	**1,131,054.13**
b. Restricted Net Position	9797	-	970,724.84	**970,724.84**
c. Unrestricted Net Position	**9790A**	**3,455,675.22**	**0.00**	**3,455,675.22**
G. Assets				
1. Cash	-	-	-	-
a. In County Treasury	9110	0.00	0.00	**0.00**
b. Fair Value Adjustment to Cash in County Treasury	9111	0.00	0.00	**0.00**
c. In Banks	9120	2,417,290.33	666,193.95	**3,083,484.28**
d. In Revolving Fund	9130	0.00	0.00	**0.00**
e. With Fiscal Agent/Trustee	9135	0.00	0.00	**0.00**
f. Collections Awaiting Deposit	9140	230,889.04	7,061.92	**237,950.96**
2. Investments	9150	0.00	0.00	**0.00**
3. Accounts Receivable	9200	37,971.21	0.00	**37,971.21**

Description	Object Codes	Unrestricted	Restricted	Total
4. Due from Grantor Governments	9290	1,204,106.88	241,579.72	**1,445,686.60**
5. Stores	9320	0.00	0.00	**0.00**
6. Prepaid Expenditures (Expenses)	9330	310,072.39	0.00	**310,072.39**
7. Other Current Assets	9340		85,950.00	**85,950.00**
8. Lease Receivable	9380	421,199.00		**421,199.00**
9. Capital Assets (accrual basis only)	9400–9489	990,859.18	140,194.95	**1,131,054.13**
10. Total, Assets		**5,612,388.03**	**1,140,980.54**	**6,753,368.57**
H. Deferred Outflows of Resources				
1. Deferred Outflows of Resources	9490	0.00	0.00	**0.00**
2. Total, Deferred Outflows		**0.00**	**0.00**	**0.00**
I. Liabilities				
1. Accounts Payable	9500	1,165,853.63	0.00	**1,165,853.63**
2. Due to Grantor Governments	9590	0.00	30,060.75	**30,060.75**
3. Current Loans	9640	0.00	0.00	**0.00**
4. Unearned Revenue	9650	0.00	0.00	**0.00**
5. Long-Term Liabilities (accrual basis only)	9660–9669	0.00	0.00	**0.00**
6. Total, Liabilities		**1,165,853.63**	**30,060.75**	**1,195,914.38**
J. Deferred Inflows of Resources				
1. Deferred Inflows of Resources	9690	0.00	0.00	**0.00**
2. Total, Deferred Inflows		**0.00**	**0.00**	**0.00**
K. Fund Balance/Net Position				
Ending Fund Balance/Net Position, June 30 (G10 + H2) - (I6 + J2) (must agree with Line F2)		**4,446,534.40**	**1,110,919.79**	**5,557,454.19**

L. Federal Every Student Succeeds Act (ESSA) Maintenance of Effort (MOE) Requirement - July 1, 2025 to June 30, 2026

County: Yolo

Charter Number: 1338

Note: If your charter school received federal funding, as reported in Section A2, the following additional information must be provided in order for the CDE to calculate compliance with the Federal ESSA MOE Requirement:

1. Federal Revenue Used for Capital Outlay and Debt Service

Included in the Capital Outlay and Debt Service expenditures reported in sections B6 and B7 are the following amounts paid out of federal funds:

Federal Program Name (If no amounts, indicate "None")	Capital Outlay ($)	Debt Service ($)	Total
a. None	0.00	0.00	**0.00**
b.			**0.00**
c.			**0.00**
d.			**0.00**
e.			**0.00**
f.			**0.00**
g.			**0.00**
h.			**0.00**
i.			**0.00**
j.			**0.00**
Total Federal Revenues Used for Capital Outlay and Debt Service	**0.00**	**0.00**	**0.00**

2. Community Services Expenditures

Provide the amount of State and Local funds reported in Section B that were expended for Community Services Activities:

Expenditures	Object Codes	Amount ($) (Enter "0.00" if none)
a. Certificated Salaries	1000–1999	0.00
b. Noncertificated Salaries	2000–2999	0.00
c. Employee Benefits	3000–3999	0.00
d. Books and Supplies	4000–4999	0.00
e. Services and Other Operating Expenditures	5000–5999	0.00
Total Community Services Expenditures		**0.00**

3. Supplemental State and Local Expenditures resulting from a Presidentially Declared Disaster

Date of Presidential Disaster Declaration (MM/DD/YYYY)	Brief Description (If no amounts, indicate "None")	Amount ($)
a.	None	0.00
b.		0.00
c.		0.00
d.		0.00
Total Supplemental Expenditures (Should not be Negative)		**0.00**

4. State and Local Expenditures to be Used for ESSA Annual Maintenance of Effort Calculation:

Results of this calculation will be used for comparison with 2024–25 expenditures. Failure to maintain the required 90 percent expenditure level on either an aggregate or per capita expenditure basis may result in reduction to allocations for covered programs in 2027–28.

Description	Amount ($)
a. Total Expenditures (B8)	7,674,768.14
b. Less Federal Expenditures (Total A2) [Revenues are used as proxy for expenditures because most federal revenues are normally recognized in the period that qualifying expenditures are incurred]	418,351.85
c. Subtotal of State & Local Expenditures [a minus b]	7,256,416.29
d. Less Community Services [L2 Total]	0.00
e. Less Capital Outlay & Debt Service [Total B6 plus objects 7438 and 7439, less L1 Total, less objects 6600, 6700, 6910 and 6920]	163,199.25
f. Less Supplemental Expenditures made as the result of a Presidentially Declared Disaster	0.00
Total State & Local Expenditures Subject to MOE [c minus d minus e minus f]	**7,093,217.04**

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Unaudited Actuals
Unaudited Actuals 2025-26
Technical Review Checks
Phase - All
Display - All Technical Checks

Sacramento Valley Charter **Yolo County**

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

F - Fatal (Data must be corrected; an explanation is not allowed)
W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

ALT FORM CHECKS

CHALT_AR_AP_POSITIVE - (**Warning**) **-** Accounts Receivable (Line G.3., Object 9200) and Accounts Payable (Line I.1., Object 9500) should have a positive balance by column (Unrestricted, Restricted, and Total). **Passed**

CHALT_ASSETS_POSITIVE - (**Warning**) **-** The amount reported in each cell of Section G., ASSETS, lines G.1 through G.9 (except Object 9111), Unrestricted and Restricted columns, should be positive individually by column (Unrestricted, Restricted, and Total). **Passed**

CHALT_BAL_TOTAL - (**Warning**) - Adjusted Beginning Fund Balance/Net Position (Line F.1.c.) plus Total Revenues (Lines A.5., D.1. and D.3.) minus Total Expenditures (Lines B.8. and D.2.) minus Total Assets (Line G.10.) minus Total Deferred Outflows (Line H.2.) plus Total Liabilities (Line I.6.) plus Total Deferred Inflows (Line J.2.), Total of the Unrestricted column plus the total of the Restricted column, should equal zero. **Passed**

CHALT_CEFB_FD_EQUITY_ACCRUAL - (**Warning**) **-** Components of Ending Net Position, lines F.3.a through F.3.c, Total column (objects 9796, 9797, and 9790A), should agree with Fund Equity, Total column (Total Assets [line G.10.] plus Total Deferred Outflows [line H.2.] minus Total Liabilities [line I.6.] minus Total Deferred Inflows [line J.2.]). **Passed**

CHALT_CEFB_POSITIVE - (**Warning**) **-** Components of Ending Fund Balance (lines F.2.a.1. through F.2.e.1., and lines F.3.a through F.3.c., objects 9711 through 9797 or 9790A) should be positive individually by column (Unrestricted, Restricted, and Total). **Passed**

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

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

CHALT_CONTRIB_POSITIVE - (**Warning**) - The amount reported on line D.3., Contributions Between Unrestricted and Restricted Accounts, Restricted column, should be positive. **Passed**

CHALT_DIR_COSTS - (**Fatal**) - Transfers of Direct Costs (B.5., Services and Other Operating Expenditures, Object Code 5700-5799), sum of Unrestricted and Restricted columns, should equal zero. **Passed**

CHALT_INDIRECT - (**Warning**) - Transfers of Indirect Costs (Line B.7., Other Outgo, Object Code 7300-7399) sum of Unrestricted and Restricted columns, should equal zero. **Passed**

CHALT_LCFF_SOURCES - (**Warning**) **-** The following amount(s) reported in A.1. does/do not equal the respective amount(s) from the Second Principal Apportionment certification. Provide an explanation for the variance, including prior year adjustment amounts for Transfers in Lieu of Property Taxes. **Exception**

Object Code	Amount Reported In A. 1.	Preloaded Apportionment Amount	Difference
8011	$2,667,969.00	$2,407,160.00	($260,809.00)
Explanation: $2,407,160 is grossed up by the 8019 ($260,809) so the $2,667,969 less $260,809 prior year adjustment is $2,407,160. The PY Adj was accounted for in PY for ELOP return of funds.			

CHALT_MOE_CAP_OUTLAY - (**Warning**) - The calculated total amount in the Capital Outlay column of L.1., Total Federal Revenues Used for Capital Outlay and Debt Service, should be less than or equal to the calculated total amount in the Total column of B.6., Total, Capital Outlay. **Passed**

CHALT_MOE_DEBT_SERVICE - (**Warning**) - The calculated total amount in the Debt Service column of L.1., Total Federal Revenues Used for Capital Outlay and Debt Service, should be less than or equal to the calculated Total Debt Service subtotal in the Total column of B.7., Total Other Outgo. **Passed**

CHALT_MOE_POSITIVE - (**Warning**) **-** The amount reported for Capital Outlay & Debt Service on Line L.4.e., should be positive. **Passed**

CHALT_MOE_STATE_LOCAL_EXP_POSITIVE - (**Warning**) **-** Line L.4.c., Subtotal of State & Local Expenditures, should be positive. **Passed**

CHALT_NET_INV_CAP_ASSETS - (**Warning**) **-** If amounts are keyed in Capital Assets (Line G.9.), Unrestricted and/or Restricted column, then an amount should be reported in the respective column for Net Investment in Capital Assets (line F.3.a.). **Passed**

CHALT_OBJ_POSITIVE - (**Warning**) **-** All applicable object codes should have a positive balance by worksheet (Unrestricted, Restricted, and Unrestricted/Restricted) by data type. **Passed**

CHALT_OTHER_SOURCES_POSITIVE - (**Warning**) **-** The amount reported on line D.1., Other Sources, Restricted column, should be positive. **Passed**

CHALT_OTHER_USES_POSITIVE - (**Warning**) **-** The amount reported on line D.2., Less: Other Uses, Restricted column, should be positive. **Passed**

CHALT_PY_EFB_CY_BFB - (**Fatal**) **-** Prior year ending fund balance (preloaded from last year's unaudited actuals submission) must equal current year beginning fund balance Line F.1.a. (Object 9791), Unrestricted and Restricted columns. **Passed**

CHALT_UNR_NET_POSITION_NEG - (**Warning**) - Unrestricted Net Position (Line F.3.c., Object 9790A), Restricted column, should be zero or negative. **Passed**

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

Sacramento Valley Charter School

Statement of Activity

July, 2025-June, 2026

	Total
Revenue	
UNRESTRICTED REVENUE	
0000 - Unrestricted	
8011 - State Aid - LCFF	2,667,969.00
8019 - State Aid - Prior Years	-260,809.00
8096 - Cash in Lieu of Property Taxes	935,163.00
8550 - Mandate Cost BG & One-Time	7,887.00
8590 - Other State Revenue	857,796.00
8660 - Interest Income	14,286.58
8699 - Other Local Income	$3,943.59
Food Service (Adult Meals, Student Ala Carte)	120.00
Fundraising	697.34
Miscellaneous	40,027.47
Transportation	164,662.25
Total for 8699 - Other Local Income	**$209,450.65**
Total for 0000 - Unrestricted	**$4,431,743.23**
1100 - Lottery	
8560 - State Lottery Unrestricted Revenue	72,687.27
Total for 1100 - Lottery	**$72,687.27**
1400 - Education Protection Account	
8012 - Education Protection Account Revenue	1,666,222.00
Total for 1400 - Education Protection Account	**$1,666,222.00**
Total for UNRESTRICTED REVENUE	**$6,170,652.50**
V RESTRICTED REVENUE	
6030 - CSFGP SB740	
8590 - CSFGP SB740	234,439.31
Total for 6030 - CSFGP SB740	**$234,439.31**
6300 - Lottery Instructional Materials	
8560 - State Lottery Restricted Revenue	31,824.37
Total for 6300 - Lottery Instructional Materials	**$31,824.37**
8181 - Spec Ed Revenue IDEA (Federal)	66,650.00
8182 - Spec Ed Fed Discretionary Grants	4,441.00
8220 - Child Nutrition (federal)	196,070.85
8290 - All Other Federal Revenue	151,190.00
8311 - Special Education - State	357,778.13
8520 - Child Nutrition (State)	202,989.67
Total for V RESTRICTED REVENUE	**$1,245,383.33**
Total for Revenue	**$7,416,035.83**
Gross Profit	**$7,416,035.83**
Expenditures	
1000-7499 - Expenditures	
1000-1999 Certified	
1100 - Teachers	$1,229,085.96
1100.01 - Substitutes	535,629.51
1100.02 - Long Term Substitutes	9,580.13

	Total
1100.04 - Special Ed Teacher	28,059.56
1100.05 - Title I Teacher	65,526.81
Total for 1100 - Teachers	**$1,867,881.97**
1200 - Pupil Support	$78,984.93
1201 - PS SPED	66,024.60
1202 - PS Title I	5,000.10
Total for 1200 - Pupil Support	**$150,009.63**
1300 - Admins	370,881.23
Total for 1000-1999 Certified	**$2,388,772.83**
2000-2999 Noncertified	$1,879.75
2100 - Instructional	$3,503.35
2100.01 Instruct. Aides	346,002.01
2100.02 Instruct. Associate	49,748.30
2100.03 Title1 IA	17,750.79
2100.04 Special Ed IA	39,680.76
2150 - Student Interpreter	23,542.56
Total for 2100 - Instructional	**$480,227.77**
2200 - Support Salaries	
2200.01 Bus Drivers	300,929.58
2200.02 Cooks	101,745.44
2200.03 Technology Coor	162,893.78
Total for 2200 - Support Salaries	**$565,568.80**
2300 - Classified Supervisors & Mgrs	141,409.87
2300.01- Nutrition Svcs Mgr	37,053.84
2400 - Clerical- Office	240,385.23
2900 - Campus Safety Assistant	137,253.87
2950 - After School Program	377,967.91
Total for 2000-2999 Noncertified	**$1,981,747.04**
3000-3999 - Employee Benefits	
3301_02 - OASDI/Medicare	327,987.69
3401 - Health - Welfare	203,201.80
3501_02 - Unemployment Insurance	23,566.00
3600 - Workers' Comp	52,350.00
3900 - Employer 401(k) Matching Expense	151,939.71
Total for 3000-3999 - Employee Benefits	**$759,045.20**
4000-4999 Books & Supplies	
4100-Approved Textbooks & Core	102,232.74
4200 - Books and Other Ref. Mat	21,358.25
4300 - Materials & Supplies	$10,316.45
4300.01 - Class Room	$155,884.17
4300.01.01 Certificates & Awards	967.72
4300.01.02 Parent Participation	319.47
4300.01.03 Graduation Supplies	520.76
Total for 4300.01 - Class Room	**$157,692.12**
4300.02 - Office	67,737.14
4300.03 - Gas Expense	79,608.89
Total for 4300 - Materials & Supplies	**$315,354.60**
4400 - Noncapitalized Equipment	42,915.99
4700 - Food Lunch Program	127,888.45
Total for 4000-4999 Books & Supplies	**$609,750.03**

	Total
5000-5999 Services-Other Oper.	
5200 - Travel and Conferences	32,646.16
5300 - Dues and Memberships	8,716.89
5400 - Insurance	94,943.00
5500 - Oper. & Housekeeping Ser	
5501 - Custodial Service	106,620.00
5530 - Utilities	33,992.64
Total for 5500 - Oper. & Housekeeping Ser	**$140,612.64**
5600 - Rental, Lease, Repairs	$6,013.40
5610 - Rent Expense	388,478.00
5620 - Bus Maintenance & Repair	85,728.09
5630 - Copier Lease	7,700.10
Total for 5600 - Rental, Lease, Repairs	**$487,919.59**
5700 Direct Cost Transfer Unrest to Sped	0.00
5800 - Professional Services	$18,753.63
5801 - Graduation Expenses	0.00
5803 - Field Trips	10,027.34
5810 - Accounting Fees	107,410.00
5820 - Auditing Fee	19,487.00
5830 - Legal Fees	62,158.16
5835 - Oversight Fee	49,855.68
5836 - SELPA Admin Fee	12,579.00
5840 -Payroll Processing Fees	22,803.14
5845 - Licenses, Fees & Permits	7,845.62
5850 - Employee Training	
5850.01 - Training Driver	2,413.59
5850.04 - DMV Expense	1,390.46
5855 - Professional Development	30,333.44
Total for 5850 - Employee Training	**$34,137.49**
5860 - Fingerprint & Background	
5860.01 - Drug Testing	354.95
Total for 5860 - Fingerprint & Background	**$354.95**
5870 - Security Services	147,109.17
5880 - Software Support/License/Fee	41,978.67
5890 - Contract Services	$410,534.66
5890.01 Marketing-Recruiting	8,087.68
5890.02 401(k) Admin Fees	2,410.00
Total for 5890 - Contract Services	**$421,032.34**
5891- Bank and Loan Fees	246.00
Total for 5800 - Professional Services	**$955,778.19**
5900 - Communications	
5900.01 - Phone & Internet	30,849.50
5900.03 - Mailing Services	2,912.97
5900.04 - Postage	70.99
Total for 5900 - Communications	**$33,833.46**
Total for 5000-5999 Services-Other Oper.	**$1,754,449.93**
6. Capital Outlay	
6898 - Amortization Expense	17,803.86
6900 - Depreciation Expense	
6900.01 Depreciation Expense - Equipment	4,366.38
6900.04 Depreciation Exp Bus # 5 2019	12,396.30

	Total
6900.06 Depreciation Expense 3 2020 Buses	63,750.08
6900.07 Depreciation Expense 2019 Ford Transit	14,033.87
6900.08 Depreciation Expense 2 2026 Buses	68,652.62
Total for 6900 - Depreciation Expense	**$163,199.25**
Total for 6. Capital Outlay	**$181,003.11**
7. Other Outgo	
7310 Indirect Costs	0.00
Total for 7. Other Outgo	**$0.00**
Total for 1000-7499 - Expenditures	**$7,674,768.14**
Total for Expenditures	**$7,674,768.14**
Net Operating Revenue	**-$258,732.31**
Other Revenue	
8980 Transfers to/from Unrestricted	0.00
Total for Other Revenue	**$0.00**
Net Other Revenue	**$0.00**
Net Revenue	**-$258,732.31**

Sacramento Valley Charter School

Statement of Financial Position

As of Jun 30, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
9120 - Cash in Bank(s)	
FNB - A/C # 5046166 - Payroll	408,755.65
FNB - A/C # 5046178 - Checking	65,608.42
FNB - A/C # 5046191 - Saving	566,028.83
FNB - A/C# XXXXXX8156 - Reserve	250,001.08
FNB- A/C#XXXXXXXXX - ICS	1,793,090.30
Total for 9120 - Cash in Bank(s)	**$3,083,484.28**
Cash on hand	237,950.96
Total for Bank Accounts	**$3,321,435.24**
Accounts Receivable	
9200 - Accounts Receivable	$248,798.43
Due - Lottery Income	38,836.38
Due - Other	8,410.00
Due - Prin. Apportionment	1,187,613.00
Total for 9200 - Accounts Receivable	**$1,483,657.81**
Total for Accounts Receivable	**$1,483,657.81**
Other Current Assets	
9330 Prepaid Expenses	310,072.39
Total for Other Current Assets	**$310,072.39**
Total for Current Assets	**$5,115,165.44**
Fixed Assets	
9400-9499 - Capital Assets	
9340 Licenses, Warranties	
9341 Digital Textbook/Materials Licenses	64,594.29
9342 Vehicle Warranty	3,500.00
9345 Accumulated Amortization	-62,471.56
Total for 9340 Licenses, Warranties	**$5,622.73**
9410 - Leasehold Improvements	
9411 LHI - TK Building	35,000.00
9412 LHI - TK Grounds	195,206.43
9413 LHI - School Office	50,844.20
9414 LHI - Upstairs Offices 2025	12,091.21
9419 Acc. Amort. - LHI	-37,951.77
Total for 9410 - Leasehold Improvements	**$255,190.07**
9420 - Capitalized Equipment	$92,714.34
9425 Accumulated Depreciation - Equipment	-4,548.31
Total for 9420 - Capitalized Equipment	**$88,166.03**

Sacramento Valley Charter School

Statement of Financial Position

As of Jun 30, 2026

	Total
9440 - Vehicles	
2012 - Ford E-Series Van	13,320.00
2015 - Thomas Built - HDX - F1280454	161,000.00
2017 - Toyota Sienna 7-Passenger Van	33,237.20
2017 - Toyota Sienna 7-Passenger Van #2	33,237.20
2019 - Ford Transit 11-Passenger Van	72,669.35
2019 - Thomas Built - HDX - K1136523	175,006.40
2020 - Thomas Built - HDX - L1155547	175,000.22
2020 - Thomas Built - HDX - L1155548	175,000.22
2020 - Thomas Built - HDX - L1155549	175,000.22
2026 - Mercedes Van VIN 20606	67,990.29
2026 - Mercedes Van VIN 20706	72,204.66
2026 - Thomas Built HDX-D1 241193	284,610.47
2026 - Thomas Built HDX-D1 241194	284,610.47
Total for 9440 - Vehicles	**$1,722,886.70**
9445 - Accumulated Depr Vehicles	-940,811.40
Total for 9400-9499 - Capital Assets	**$1,131,054.13**
Total for Fixed Assets	**$1,131,054.13**
Other Assets	
Long-Term Deposit on PPA	85,950.00
ROU Asset - Operating Leases	421,199.00
Total for Other Assets	**$507,149.00**
Total for Assets	**$6,753,368.57**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
9510 - Accounts Payable	$528,729.57
9511 - Sales/Use Tax Payable	0.02
Total for 9510 - Accounts Payable	**$528,729.59**
Total for Accounts Payable	**$528,729.59**
Other Current Liabilities	
Lease Liability - Operating Leases	421,199.00
Payroll Liabilities	$0.00
401(k) Employer Matching Accrual	95,831.59
Accrued Payroll	139,626.59
Accrued Payroll Tax	10,527.61
Total for Payroll Liabilities	**$245,985.79**
Total for Other Current Liabilities	**$667,184.79**
Total for Current Liabilities	**$1,195,914.38**
Total for Liabilities	**$1,195,914.38**

Sacramento Valley Charter School

Statement of Financial Position

As of Jun 30, 2026

	Total
Equity	
9793 Audit Adjustment	143,943.30
Opening Balance Equity	-377,169.88
Unrestricted Net Assets	6,049,413.08
Net Revenue	-258,732.31
Total for Equity	**$5,557,454.19**
Total for Liabilities and Equity	**$6,753,368.57**

Company Address	130-A W. Cochran St. Simi Valley, CA 93065 US	Created Date	9/2/2026
		Expiration Date	10/2/2026
		Quote Number	Q-55890
Prepared By	Keith Lew	Account Name	Sacramento Valley Charter
Sales Email	keith.lew@stseducation-us.com	Contact Name	Josiah Sidhu
Sales Phone	(805) 791-2732	Contact Phone	(916) 596-6422
Fax	(888) 801-3381	Contact Email	jsidhu@sacvalleycharter.org
Bill To Name	Sacramento Valley Charter School	Ship To Name	Sacramento Valley Charter School
Bill To	2399 Sellers Way	Ship To	2399 SELLERS WAY
	West Sacramento, CA 95691		WEST SACRAMENTO, CA 95691-3046

Quantity	Product Name	Product Description	Sales Price	Calculated Total Price
4	Installation Services - TPI	Installation Services - Labor for panel height adjustments	$385.00	$1,540.00

Total Price	$1,540.00
Tax*	$0.00
Grand Total	$1,540.00

We are committed to providing our customers with competitive pricing. Due to dynamic global market conditions, quoted prices may be subject to adjustment prior to order confirmation. Please contact your account representative for the most current pricing information.

***Sales tax is added for quoting purposes; if your organization is exempt from sales tax; please provide your tax exemption certificate. All sales are subject to applicable sales tax at the time of shipment.**

Financing options are available with approved credit.
STS Education stands behind the products and services we provide. For more information on our warranties and guarantees, visit: stsed.com/lifetime-parts-warranty/.

https://www.stseducation-us.com/

Action A.2

Sacramento Valley Charter School
JOB DESCRIPTION:
Office Manager (Punjabi-Fluent)
Monday-Friday
8:00 AM – 4:30 PM
230 days/year
Salary Range: $72,500 - $82,500
Board approval: _____

JOB DESCRIPTION:
The Office Manager position is unique, primarily because of the range of activities handled in an atmosphere of continual interruptions. Under the general supervision of the Principal, the Office Manager performs a variety of organizational and secretarial duties including those responsibilities of a confidential nature dealing with student and employee information, files and legal matters. Duties are designed to relieve the Principal of office and routine responsibilities by planning, organizing and participating in the school office and day-to-day operations.

The Office Manager is responsible for the smooth and efficient operation of the School Office and general day-to-day operations by providing direct administrative assistance to administrators, teachers, school staff, students and families. This role manages student attendance, student records, accurate and timely written and verbal communications, acts as a liaison with community partners, regulatory agencies, the charter authorizer and the Board of Directors and other related duties as assigned by the Principal. To perform this role successfully, an individual must perform the following duties successfully – with a focus on exemplary customer service, excellent interpersonal skills, accurate written and verbal communication, and confidentiality.

SUPERVISOR: Principal

ESSENTIAL DUTIES:
- Performs diverse managerial responsibilities within areas and limits of authority delegated by the Principal.
- Provides supervision and guidance to the Clerical Assistant.
- Anticipates operational needs, identifies risks and proactively implements appropriate solutions.
- Ensures efficient document management and filing system.
- Handles emergencies concerning employees and/or students, making decisions independently or recommending action as appropriate.
- Maintains a high degree of confidentiality regarding all aspects of the school operations.
- Exercises diplomacy in answering questions and resolves situations involving students, parents, volunteers, public, staff and vendors through knowledge of school policies and general rules and regulations.
- Organizes and expedites the workflow of the school site and offers guidance and direction to other school personnel as needed.
- Ensures coverage of the School Office at all times – either personally or delegated.
- Composes, in accordance with general instruction, correspondence on a wide range of subjects requiring knowledge of procedures and policies of the school, California public school operations and assigned areas.
- Receives all teacher and staff absences and coordinates with HR/Payroll for absence tracking, payroll and substitute coverage.
- Receives and processes information from California Charter Schools Association

(CCSA), CharterSAFE, California Department of Education (CDE) and similar agencies to assist SVCS with meeting reporting deadlines as well as developing, revising and adopting policies.

- Works with the Principal, Fiscal Consultant and Board to develop Board meeting agendas.
- Coordinates and ensures timely agenda posting including sending the agenda by email to WUSD Business Office contacts.
- Prepares, assists with preparing, or coordinates the gathering of all documents that support the agenda items. Sends documents to the Board in advance of Board meetings and ensures items sent to the Board are also available to the public (except for closed session items).
- Ensures the board agenda and supporting documents are copied and in board packets for the board meetings and have Request to Speak Forms available before each board meeting.
- Attends all Board meetings and documents the activity of the meetings in accordance with the Brown Act. Maintains all Request to Speak Forms to support public comments made about items not on the agenda and items on the agenda.
- Drafts Board meeting minutes for approval by the Board at its next Regular Meeting.
- Ensures all supporting documents shared with a quorum or more of the Board are available to the public on the SVCS website within three (3) business days after the Board Meeting and a physical copy is on file in the School Office.
- Coordinates required Board training, proof of completion, filings and reporting to agencies as applicable (i.e., Brown Act and Ethics under AB1234/AB2158, Mandated Reporter, Form 700's, etc.).
- Works with the IT Manager to coordinate facility-related matters (with the custodial service, Temple) and apprises the Principal of facilities status.
- Coordinates and manages volunteer services.
- Coordinates the field trip process.
- Participates in a variety of meetings, workshops, and/or trainings as requested for the purpose of providing or receiving information, recording minutes, and supporting the needs of the attendees.
- Maintains a complete set of Board policies. Monitors and communicates with the Principal when new policies or revisions are needed for timely adoption by the Board.
- Responsible for monitoring and submitting information required by the MOU with Washington Unified School District (WUSD). Provides oversight to ensure delegated items are completed and submitted timely.
- Assists the Principal with the annual presentation to WUSD's Board and information requests made by WUSD's Board or Administrators.
- Communicates ideas to the Principal for improved operating efficiency and effectiveness including recommendations for procedure and policy updates and revisions.
- Assists with preparation of, translates and interprets verbal and written communication between the school, staff, students and families.
- Collaboratively assists with the development and revision of numerous required Plans and Handbooks (Parent & Family Handbook, Comprehensive School Safety Plan/ Instructional Continuity Plan, Local Control Accountability Plan (LCAP) with LCFF Parent Overview and Federal Addendum, LCAP mid-year update, SARC, Charter Renewal, Williams Act, etc.)
- Monitors, records, and maintains student attendance, records and reports in the student information system (i.e. SchoolWise, CalPads, CBEDS).
- Monitors and communicates about events on multiple calendars including the School Calendar.

- Assists in all safety protocols (building evacuations, lockdowns, fire drills, etc.)
- Greets and assists school visitors and parents
- General office duties: filing, photocopying, and similar administrative tasks.
- Follows procedures: adheres to approved school policies and procedures and established office protocol.
- Operates office equipment: computers, printers, copiers and other office machines.
- Maintains a clean and organized workspace: Keeps the office tidy and aesthetically appropriate.
- Answers and screens phone calls and correspondence.
- Collates and distributes printed materials upon request
- Maintains school sign-in sheets
- Provides assistance and support to students who report to the School Office.

This job description is not a complete statement of essential functions, responsibilities, or requirements, but is representative of the minimum level of knowledge, skill and abilities needed. The Principal retains the discretion to add or change typical duties or a position at any time.

ESSENTIAL SKILLS, KNOWLEDGE, ABILITIES, AND ATTRIBUTES

- Outstanding customer service
- Effective leadership style while working with any and all constituent groups
- Maintains confidentiality of all sensitive, privileged, or private data and information (such as protected staff health/medical information, disciplinary action, board direction from closed session, etc.)
- Maintains a high degree of professionalism and models desired behavior for other office staff
- Communicates frequently with Principal and provides important information, without prompting
- Understands of role played in promoting the positive reputation and image of SVCS
- Performs all follow-ups and updates to requests, without prompting
- Uses sound reasoning and good judgement, especially in tense, unfamiliar or unpredictable situations
- Knowledge and correct application of the Brown Act
- Bilingual in English and Punjabi

EDUCATION AND EXPERIENCE:

- Any combination equivalent to: graduation from high school supplemented by additional training in office organization and secretarial skills. Five years of experience in an increasingly responsible secretarial or administrative assistant position.
- Intermediate-to-advanced skills with Google Docs, Microsoft Office Suite, SchoolWise, CalPads, Adobe, and similar programs.
- Demonstrated experience working with diverse cultures and populations.
- Experience in a California charter school environment is highly desirable.

LICENSE OR CERTIFICATE:

- Possession of valid California driver's license required.
- Possession of valid First Aid and CPR Certificates are required within six months from the date of hire.

Board approved: _____

- Board Governance/Brown Act Certificate compliant with AB1234 (updated every other year).

WORKING CONDITIONS AND OTHER INFORMATION:

ENVIRONMENT:
Employees in this position will be required to work indoors and outdoors in office, classroom and school environments.

PHYSICAL DEMANDS:
- Walking and/or running across campus when necessary.
- Dexterity of hands and fingers to operate a computer keyboard.
- Sit and stand for extended periods of time.
- See and read a computer screen and printed matter with or without vision aids, and to observe students.
- Hear and understand speech at normal levels and on the telephone, with or without hearing aids.
- Speak so that others may understand at normal levels and on the telephone.
- Lift and/or carry up to 25 lbs. at waist height for short distances.
- Reach overhead, above the shoulders and horizontally, grasp, push, pull.
- Bending at waist, kneeling, or crouching to reach materials and work with students.

HAZARDS:
Employees may encounter dissatisfied or abusive individuals.

Sacramento Valley Charter School is an equal opportunity employer. It is the policy of SVCS to afford equal employment and advancement opportunities to all qualified individuals without regard to race, creed, color, religion, national origin, ethnicity, ancestry, sex, sexual orientation, age, physical or mental disability, marital status, citizenship status, medical condition, or any other legally protected status.

At-Will Employment Agreement
Between
Sacramento Valley Charter School & (Substitute Teacher)

This Employment Agreement ("Agreement") is entered into by and between the above-named employee ("Employee") and the Governing Board ("Board") of Sacramento Valley Charter School ("SVCS"), a California public charter school approved by the Washington Unified School District ("District"). The Board desires to hire employees who will assist SVCS in implementing its purposes, policies, and procedures, and in achieving the goals and meeting the requirements of SVCS's charter. The parties recognize that SVCS is not governed by the provisions of the California Education Code, except as expressly set forth in the Charter Schools Act of 1992.

Whereas, SVCS and the Employee wish to enter into an employment relationship under the conditions set forth herein, the parties hereby agree as follows:

A. Statutory Provisions Relating to Charter School Employment

1. SVCS operates a charter school which has been established pursuant to the Charter Schools Act of 1992, Education Code section 47600, *et seq*., and which has been duly approved by the District, according to the laws of the State of California.

2. Pursuant to Education Code section 47604, SVCS has elected to be formed and to operate as a nonprofit public benefit corporation pursuant to the Non-profit Public Benefit Corporation Law of California (Part 2, commencing with section 5110 *et seq*. of the Corporations Code). As such, SVCS is considered a separate legal entity from the District, which granted the charter. The District shall not be liable for any debts and obligations of SVCS, and the employee signing below expressly recognizes that he/she is being employed by SVCS and not the District.

3. Pursuant to Education Code section 47610, SVCS must comply with all of the provisions set forth in its operative charter, but is otherwise exempt from the laws governing school districts except as specified in Education Code section 47610.

4. SVCS shall be deemed the exclusive public school employer of the employees at SVCS for purposes of Government Code section 3540.1.

B. Employment Terms And Conditions

1. Duties

The Employee shall work in the position of **Substitute Teacher.** The Employee will perform such duties as SVCS may reasonably assign and the Employee will abide by all SVCS policies and procedures as adopted and amended from time to time. The Employee further agrees to abide by the provisions of SVCS's charter. A copy of the job description for the above position is attached hereto and incorporated by reference herein. These duties may be amended from time to time in the sole discretion of SVCS.

2. **Work Schedule**

The work schedule for this position shall be temporary with assignments that are contingent on availability and operational needs, meaning daily or long-term work is never guaranteed. The usual weekday hours for this position is 8:15 a.m. - 3:30 p.m., although a shorter or partial day may be offered. The Employee is prohibited from working hours in excess of this work schedule, including overtime, without the prior written consent of SVCS. The current year school calendar is attached hereto and incorporated by reference herein. The Employee will not render services in person or by electronic means, paid or otherwise, for any other person or entity during contracted work hours with SVCS.

3. **Compensation**

The hourly compensation for this position shall be on the Substitute Pay Scale (Days 1 - 30 $300/day = $44.44/hour; days 31-45 $325/day = $48.15/hour; and days 46+ $350/day = $51.85/hour resetting each school year) to be paid twice monthly, subject to all regular withholdings. The Employee shall not be permitted to earn overtime compensation without the prior written consent of SVCS.

4. **Employee Benefits**

Based on the temporary nature of this position, the Employee will not be entitled to participate in designated employee benefit programs and plans established by SVCS (subject to program and eligibility requirements) for the benefit of its employees, which from time to time may be modified by SVCS in its sole discretion.

5. **Performance Evaluation**

The Employee shall receive periodic performance reviews conducted by his/her supervisor. At a minimum, performance evaluations will be conducted annually, on or about the anniversary date of employment with SVCS. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. Failure to evaluate the Employee shall not prevent SVCS from disciplining or dismissing the Employee at-will in accordance with this Agreement.

6. **Employee Rights**

Employment rights and benefits for employment at SVCS shall only be as specified in this Agreement, SVCS's charter, the Charter Schools Act, and SVCS's Employee Handbook, which SVCS may amend and modify from time to time. Employment rights and benefits may be affected by other applicable agreements or directives or advisories from the California Department of Education or the State Board of Education. During the term of this Agreement, the Employee shall not acquire or accrue tenure, or any employment rights with SVCS.

At-Will Employment Agreement
Between
Sacramento Valley Charter School & (Long-Term Substitute Teacher)

This Employment Agreement ("Agreement") is entered into by and between the above-named employee ("Employee") and the Governing Board ("Board") of Sacramento Valley Charter School ("SVCS"), a California public charter school approved by the Washington Unified School District ("District"). The Board desires to hire employees who will assist SVCS in implementing its purposes, policies, and procedures, and in achieving the goals and meeting the requirements of SVCS's charter. The parties recognize that SVCS is not governed by the provisions of the California Education Code, except as expressly set forth in the Charter Schools Act of 1992.

Whereas, SVCS and the Employee wish to enter into an employment relationship under the conditions set forth herein, the parties hereby agree as follows:

A. Statutory Provisions Relating to Charter School Employment

1. SVCS operates a charter school which has been established pursuant to the Charter Schools Act of 1992, Education Code section 47600, *et seq*., and which has been duly approved by the District, according to the laws of the State of California.

2. Pursuant to Education Code section 47604, SVCS has elected to be formed and to operate as a nonprofit public benefit corporation pursuant to the Non-profit Public Benefit Corporation Law of California (Part 2, commencing with section 5110 *et seq*. of the Corporations Code). As such, SVCS is considered a separate legal entity from the District, which granted the charter. The District shall not be liable for any debts and obligations of SVCS, and the employee signing below expressly recognizes that he/she is being employed by SVCS and not the District.

3. Pursuant to Education Code section 47610, SVCS must comply with all of the provisions set forth in its operative charter, but is otherwise exempt from the laws governing school districts except as specified in Education Code section 47610.

4. SVCS shall be deemed the exclusive public school employer of the employees at SVCS for purposes of Government Code section 3540.1.

B. Employment Terms And Conditions

1. Duties

The Employee shall work in the position of **Long-Term Substitute Teacher.** The Employee will perform such duties as SVCS may reasonably assign and the Employee will abide by all SVCS policies and procedures as adopted and amended from time to time. The Employee further agrees to abide by the provisions of SVCS's charter. A copy of the job description for the above position is attached hereto and incorporated by reference herein. These duties may be amended from time to time in the sole discretion of SVCS.

2. **Work Schedule**

The work schedule for this position shall be an assignment of up to 30 consecutive duty days contingent on availability and operational needs. Long-term work is not guaranteed. The usual hours for this position are Monday - Friday, 8:15 a.m. - 3:30 p.m. Since this assignment includes full teaching responsibilities (i.e. developing lesson plans, grading and attending related events and meetings), the Employee may work more than the 6.75-hour day. The Employee's hours shall be reported and paid based on the Employee's time sheet. Employee shall obtain written consent prior to exceeding eight hours in a day. The current year school calendar is attached hereto and incorporated by reference herein. The Employee will not render services in person or by electronic means, paid or otherwise, for any other person or entity during contracted work hours with SVCS.

3. **Compensation**

The hourly compensation for this position shall be on the Substitute Pay Scale (Days 1 - 30 $300/day = $44.44/hour; days 31-45 $325/day = $48.15/hour; and days 46+ $350/day = $51.85/hour, resetting each school year) to be paid twice monthly, subject to all regular withholdings. The Employee shall not be permitted to earn overtime compensation without the prior written consent of SVCS.

4. **Employee Benefits**

Based on the temporary assignment, the Employee shall not be entitled to participate in designated employee benefit programs and plans established by SVCS (subject to program and eligibility requirements) for the benefit of its employees, which from time to time may be modified by SVCS in its sole discretion. In the event of back-to-back long-term assignments, the Employee may become entitled to participate in the designated employee benefit programs and plans established by SVCS.

5. **Performance Evaluation**

The Employee shall receive periodic performance reviews conducted by his/her supervisor. At a minimum, performance evaluations will be conducted annually, on or about the anniversary date of employment with SVCS. The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties, or recurring performance problems. Failure to evaluate the Employee shall not prevent SVCS from disciplining or dismissing the Employee at-will in accordance with this Agreement.

6. **Employee Rights**

Employment rights and benefits for employment at SVCS shall only be as specified in this Agreement, SVCS's charter, the Charter Schools Act, and SVCS's Employee Handbook, which SVCS may amend and modify from time to time. Employment rights and benefits may be affected by other applicable agreements or directives or advisories from the California

Sacramento Valley Charter School
Job Title: On-Site Mentor Teacher

Compensation: Stipend of $2,000/School Year

JOB DESCRIPTION:

An On-Site Mentor Teacher is a fully credentialed, exemplary, teaching professional who provides additional support, guidance, and expertise to beginning teachers at Sacramento Valley Charter School. The On-Site Mentor Teacher's support is more personalized and frequent than is provided by the regular Washington Unified School District Mentorship program and SVCS' instructional coach and is needed for new teachers who may be struggling with classroom management, organization, planning, and instructional delivery. On-Site Mentor Teachers are assigned by the principal in collaboration with the instructional coach and mentor teacher on a case-by-case basis, according to the professional needs of the new teacher. The On-Site Mentor Teacher reports directly to the principal.

ESSENTIAL DUTIES:

- Provide support in classroom management, lesson planning, organization, and the establishment of student routines.
- Collaborate with the instructional coach to determine optimal approaches to help the new teacher succeed.
- Model and Observe Lessons
- Meet with new teacher after school to debrief and plan
- Goal setting with timelines
- Assist new teacher with physical layout and organization of the classroom
- Assist new teacher with report card procedures
- Share resources, learning tools, and strategies.

QUALIFICATIONS:

1) TK-8 Teacher presently employed by Sacramento Valley Charter School
2) Multiple Subject or Single Subject Teaching Credential
3) Five years of credentialed classroom teaching experience

WORKING CONDITIONS AND OTHER INFORMATION:
ENVIRONMENT:

- School environment
- Classroom, play areas, playground, cafeteria, buses during field trips, hallways, multipurpose room, other classroom spaces
- Constant interruptions
- Possible interactions with dissatisfied, hostile, or irate individuals

PHYSICAL DEMANDS: The usual and customary methods of performing the job's functions require the physical demands outlined below. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.

- Walking and/or running across campus when necessary
- Pushing and pulling; reaching above/at shoulder; climbing; balancing; crawling, grasping firmly; fine manipulation; twisting back; stooping; bending; crouching; kneeling.
- Ability to hear alarms, respond to students' needs and emergencies
- Dexterity of hands and fingers to operate a computer keyboard
- Hear and understand speech at normal levels and on the telephone, with or without hearing aids
- Speak so that others can understand at normal levels and on the telephone
- Sitting or standing for extended periods of time
- Lift and/or carry up to 25 lbs. at waist height for short distances
- See and read a computer screen and printed matter without vision aids, and to observe students.
- Vision ability to see near, distant, depth-wise, and peripherally.
- Seeing to read a variety of materials
- Bending at the waist, kneeling, or crouching to reach materials and work with students

HAZARDS:

- Employees may encounter disruptive students and/or dissatisfied or abusive individuals
- Employees may inadvertently come into contact with a student's bodily secretions, bodily fluids, urine, fecal matter, blood, infectious agents, or offensive odors. If exposed, appropriate measures must be taken as per SVCS Employee Vector Training and OSHA guidelines

- Variations in indoor and outdoor temperatures

Sacramento Valley Charter School is an equal opportunity employer. It is the policy of SVCS to afford equal employment and advancement opportunities to all qualified individuals without regard to race, creed, color, religion, national origin, ethnicity, ancestry, sex, sexual orientation, age, physical or mental disability, marital status, citizenship, status, medical condition, or any other legally protected status.