

Sacramento Valley Charter School

Learn. Compete. Excel.

2399 Sellers Way
West Sacramento, CA 95691
Front Office: 916.596.6422
Fax: 916.372-7249

Dr. Amrik Singh, Principal

Dr. Cerrene Cervantes, Vice Principal

Gurpreet Kaur, Director of Operations

List of Current NPA's

1. Ascend
2. Stepping Stones
3. K-12
4. Pediatrics Therapy

Vicky Dali CPA LLC

vdali@sacvalleycharter.org

BUSINESS AND FISCAL SERVICES MANAGEMENT AGREEMENT

This agreement is by and between Vicky Dali CPA LLC (S Corp) and Sacramento Valley Charter School (Client). In consideration of the covenants herein, S Corp and Client hereby agree to the following:

The purpose of this agreement is to appoint S Corp as the Fiscal Services Consultant for the Client. The services to be rendered may include:

- Prepare the Annual Budget (based on management and Board assumptions) and present to the Board for approval as required by the CDE (public hearing and approval, in two separate meetings).
- Prepare the financial components of the LCAP and present to the Board for approval as required by State regulations (public hearing and approval, in two separate meetings).
- Prepare the 45-day budget revision and present to the Board for approval (if there are material changes since the budget adoption).
- Prepare First Interim, Second Interim and Unaudited Actual Reports and present the reports to the Board for approval as required by the CDE.
- Complete the financial components of Special Education reporting to El Dorado Charter SELPA.
- Assist with ConApp preparation and on-going compliance and reporting for federal funding, including federal COVID-19 funding (GEER, ESSER, ELO, etc.)
- Assist the Principal with Charter Renewal/MOU annual compliance reporting and annual presentation to the authorizer's Board.
- Prepare audit schedules and tax information returns supporting documentation as requested by the auditors and tax return preparer.
- Provide support to the audit team during interim and year-end procedures, as applicable.
- Provide guidance and supervision to accounting/office staff consistent with the duties of a part-time Fiscal Services Advisor.
- Provide training, technical assistance and review of office staff business-related and accounting transactions in QuickBooks and ADP (i.e. coding, entries, reconciliations, chart of accounts maintenance).
- Assist with benefits analysis, implementation, and maintenance, as needed (dental, vision, life, 401(k) including employer matching and medical benefits).
- Assist staff with developing, documenting, and updating internal controls for business office procedures such as receipts and deposits; payables including vendor set up with W-9, sales & use tax, 1099; hiring and termination process; payroll and benefits set up, changes and terminations, etc.
- Perform Grant and One-Time Funds accounting and reporting, as applicable.
- Advise Management and the Board about funding streams (i.e. Local Control Funding Formula, Education Protection Account, One-Time Funding, SB 740, COVID-19 Funds, Fed & State Meals, etc.)
- Provide requested documents to First Northern Bank, Charter School Capital or other institutions (for Line of Credit, Loans, etc.).
- Prepare and submit the State deferral exemption application, if needed and available.
- Agendize the timing for annual completion and retention of Form 700s Statement of Economic Interests.
- Serve as a designated liaison with YCOE BMAS, WUSD Business Services, El Dorado Charter SELPA and CDE, as needed.

1. **APPOINTMENT:** This appointment shall begin on July 1, 2024 and end on June 30, 2025. This agreement may be extended by a duly executed Addendum that shall document the terms of the extension. This agreement may be terminated by either party, with or without cause, by giving sixty (60) days written notice. Client agrees to pay S Corp at the rate of \$130 per hour, billed monthly, based on the following schedule: July 2024 – June 2025 estimated at 40 hours per month.

If the estimated hours are insufficient to perform the necessary and appropriate tasks, S Corp shall explain and receive approval from the SVCS President or SVCS Principal, by email or in writing, prior to incurring any further cost to Client. If the requested additional time is not approved, Client understands and accepts that work will cease until time becomes available in the subsequent month. It is understood that S Corp will cease services on the 15th day of the month if the fees have not been received by S Corp on or before the 14th day of the month. The S Corp will only invoice for hours worked; if actual hours worked are less than the estimated hours listed above, the invoice will reflect the lesser amount.


In addition, S Corp shall provide services as administrative coordinator to the Board to include preparing draft meeting minutes at the rate of .50 hours per Board meeting (included in the 40 hours).
2. **LOCATION OF WORK TO BE PERFORMED:** It is understood that most of these services can and will be performed off-site. This agreement does not create or establish a requirement for on-site office hours or workdays. When Client requests work to be performed on site, reasonable attempts will be made to meet Client's requests and may result in reimbursement to S Corp for necessary travel and accommodation costs.
3. **ACCURACY OF FINANCIAL INFORMATION:** It is understood that the accuracy of financial information supplied to S Corp is the sole responsibility of the Client. S Corp shall not be held responsible for the production of inaccurate financial statements or any other financial reports if the financial data submitted by the Client is inaccurate. In addition, the Client agrees to be responsible for all costs, expenses, and attorneys' fees incurred in an independent financial review for the purpose of correcting financial data of the Client.
4. **INDEMNIFICATION:** S Corp shall have no obligation under this section with respect to any loss or damage arising from, in connection with or caused, directly or indirectly, by any act, omission, active negligence or willful misconduct of Client and its board members, officers, employees, authorized volunteers and agents and is not contributed to by any act or omission by S Corp. S Corp shall indemnify and hold harmless the Client and its board members, officers, employees, authorized volunteers and agents with respect to any loss or damage arising from, in connection with or caused, directly or indirectly, by any act, omission, active negligence or willful misconduct of S Corp and is not contributed to by any act or omission of Client and its board members, officers, employees, authorized volunteers and agents.
5. **WORKERS COMPENSATION INSURANCE:** S Corp is aware of the provisions of the California Labor Code which require employers to be insured or self-insured against liability for workers' compensation. S Corp's employees are not eligible to participate in Client's Workers' Compensation insurance.
6. **ENTIRE AGREEMENT:** It is specifically agreed by both parties to this agreement that the entire agreement of the parties is contained in this written agreement and this agreement supersedes all other previous agreements, written, oral or otherwise. This agreement shall only be modified and/or amended in writing signed by the parties hereto.
7. **EFFECTIVE DATE OF AGREEMENT:** Even though the date this agreement is signed by each party may be different, the parties hereto agree that this agreement shall be effective as of July 1, 2024.

8. APPLICABLE LAW AND PARTIAL INVALIDITY: The execution, interpretation and performance of this agreement shall in all respects be controlled and governed by the laws of the State of California. If any part of this agreement shall be deemed invalid or unenforceable, the remainder of this agreement shall continue in full force and effect.

In witness whereof, this agreement has been executed as of the date herein:



Vicky Dali, CPA



Date

_____, Board Member
Sacramento Valley Charter School

Date

Memorandum of Understanding Between SWEAT III and Sacramento Valley Charter School

This agreement specifies the expectations of the partnership between Sacramento Valley Charter School and SWEAT III Program at 408 4TH St West Sacramento, CA 95605. The partnership takes effect upon approval through May 2025. SWEAT III will provide Fitness, Nutrition and Social Emotional Learning lessons.

Student Focus

The five Social Emotional Learning (SEL) competencies: Self-management, Self-awareness, Social Awareness, Responsible Decision-Making and relationship skills, which would in turn increase overall academic student achievement.

Instructional Focus/Design

The intent of the SWEAT III TEAM is to extend learning opportunities for students in the areas social skills and positive behavior supports in common areas, in and out of the classroom, to increase successful student learning behaviors and academic achievement. The SWEAT III Program aligns with specific school site themes or behavior systems. The SWEAT III program provides lessons to directly impact student's academic achievement by encouraging students to set attainable goals both academically and socially and reinforcing the benefit of positive decisions, which will lead to more on task time in the daily classroom environment, and strategies to yield expected outcomes.

Services

Fitness Lessons, Nutritional Education and Social Emotional Learning.

Responsibilities of Contractor:

SWEAT III

- 2 DAYS A WEEK
- 3 COACHES A DAY
- MONDAY, WEDNESDAY
- FITNESS, NUTRITION, SOCIAL EMOTIONAL LEARNING.
- TOTAL OF 2 DAYS A WEEK.
- UP TO 30 STUDENTS PER SESSION

Middle School Fitness

- 2 days a week
- 2 hours a day
- 2 coaches

Basketball Skills Development

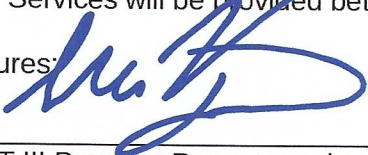
- 2 days a week
- 2 hours a day
- Equipment included

Responsibilities of Sacramento Valley Charter School

- Secure the amount of \$62,800.00
- Invoiced in 4 payments of \$15,700.00

Services will be provided between August 10th 2024 and May 2025

Signatures:



SWEAT III Program Representative

Date: 5/29/2024

Date: _____

(Site/School) Representative

Sacramento Valley Charter School

Date: _____

Cancellation Clause: This agreement is in effect upon signatures through June 2021. This agreement may be adjusted to meet the needs of one or both parties when alterations are made in writing and approved by both parties.

Either party may terminate this contract upon a thirty-day written notice.

Basic Indemnification and Insurance Language for Contracts

This language may vary depending the nature of the scope of work performed under the contract. All contracts are to be reviewed by Risk Management and Fiscal Services before final approval.

Indemnity: Except with respect to claims arising from a Party's separate negligence or willful acts, which shall remain the Party's personal obligation, each Party agrees to defend, indemnify and hold harmless the other Party and its directors, officers, and employees with respect to a claim arising from the Party's actual or alleged act, failure to act, error, or omission in the performance of their obligations under this Agreement or any governing law or regulations.

Insurance: Each Party shall purchase and maintain throughout the term of this Agreement insurance or indemnify protection that is co-equal with its indemnity obligations. This shall include, but not necessarily be limited to (1) broad commercial general liability coverage (including, as appropriate, products coverage if goods are being provided, and completed operations coverage, if construction-related services are being provided), (2) personal/commercial automobile liability insurance (including, as appropriate, owned, hired, and borrowed auto coverages), and (3) professional liability/errors and omissions (if legal, accounting, consulting, day care, IT consulting, or similar professional services are provided). The limit of liability for such coverage shall be no less than \$1 million per claim/occurrence, \$2 million in the aggregate. The other Party and its directors, officers, and employees, to the extent of the owed indemnity obligations, shall be "additional insureds" under such policies. Each Party's insurance/coverage shall be primary with respect to their liability. And, each Party shall also maintain workers' compensation insurance.

Potential Add-ons we may need depending upon the nature of the Agreement: Property insurance (leases/rentals); Fidelity (money/trust); Builders Risk (construction); Molestation (student related)

**FLEET SAFETY
POLICIES & PROCEDURES MANUAL**

**SACRAMENTO VALLEY CHARTER SCHOOL (SVCS)
USDOT #2765484
2399 Sellers Way
West Sacramento, California 95691**

*The Complete Manual is available
at the school office and is 71 pages.*

Effective Date: 4/11/2024

2024–25 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca24assurance.toc.asp>.

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

| | |
|--|-----------------|
| Authorized Representative's Full Name | Dr. Amrik Singh |
| Authorized Representative's Signature | |
| Authorized Representative's Title | Principal |
| Authorized Representative's Signature Date | 06/06/2024 |

*****Warning*****

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2024–25 Protected Prayer Certification

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Miguel Cordova, Title I Policy, Program, and Support Office, MCordova@cde.ca.gov, 916-319-0381

Protected Prayer Certification Statement

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

| | |
|---|----------------|
| The authorized representative agrees to the above statement | Yes |
| Authorized Representative's Full Name | D. Amrik Singh |
| Authorized Representative's Title | Principal |
| Authorized Representative's Signature Date | 06/06/2024 |
| Comment | |
| If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters) | |

Warning

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2024–25 LCAP Federal Addendum Certification**CDE Program Contact:**Local Agency Systems Support Office, LCAPAddendum@cde.ca.gov, 916-323-5233**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

Returning Application

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

| | |
|--|-----------------|
| County Office of Education (COE) or District For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP | |
| Direct Funded Charter Enter the adoption date of the current LCAP | 06/06/2024 |
| Authorized Representative's Full Name | Dr. Amrik Singh |
| Authorized Representative's Title | Principal |

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2024–25 Application for Funding**CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

| | |
|---|-----|
| By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year | Yes |
|---|-----|

District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

| | |
|---|-----|
| By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year | Yes |
|---|-----|

Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

| | |
|---|-----|
| Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010 | Yes |
| Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035 | Yes |
| Title III English Learner ESEA Sec. 3102 SACS 4203 | Yes |
| Title III Immigrant ESEA Sec. 3102 SACS 4201 | Yes |
| Title IV, Part A (Student and School Support) ESSA Sec. 4101 SACS 4127 | Yes |

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2024–25 Title III English Learner Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Annie Abreu Park, Language Policy and Leadership Office, AAbreuPark@cde.ca.gov, 916-319-9620
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

| | |
|--|----------|
| Estimated English learner per student allocation | \$130.25 |
| Estimated English learner student count | 121 |
| Estimated English learner student program allocation | \$15,760 |

Note: \$10,000 minimum program eligibility criteria

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

Budget

| | |
|--|----------|
| Professional development activities | \$0 |
| Program and other authorized activities | \$0 |
| English Proficiency and Academic Achievement | \$14,962 |
| Parent, family, and community engagement | \$0 |
| Direct administrative costs (Amount cannot exceed 2% of the estimated English learner student program allocation) | \$0 |
| Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs) | \$798 |
| Total budget | \$15,760 |

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2024–25 Title III Immigrant Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for Immigrant Student Program Subgrant funds only per the Title III Immigrant Student Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Annie Abreu Park, Language Policy and Leadership Office, AAbreuPark@cde.ca.gov, 916-319-9620
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

| | |
|--|----------|
| Estimated immigrant per student allocation | \$125.90 |
| Estimated immigrant student count | 79 |
| Estimated immigrant student program allocation | \$9,946 |

Note: Eligibility criteria

A local educational agency which has 5 or more eligible immigrant students and has experienced a significant increase of one half of 1 percent or more in eligible immigrant students enrollment in the current year, compared with the average of the two preceding fiscal years, is eligible to apply.

Budget

| | |
|--|---------|
| Authorized activities | \$9,946 |
| Direct administrative costs (Amount should not exceed 2% of the estimated immigrant student program allocation) | \$0 |
| Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs) | \$0 |
| Total budget | \$9,946 |

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2024–25 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

| | |
|---|------------------------|
| 2024–25 Request for authorization | Yes |
| LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters) | No known deficiencies. |

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2024–25 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca24assurancetoc.asp>.

CDE Program Contact:

Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

| | |
|--|-----------------|
| Authorized Representative's Full Name | Dr. Amrik Singh |
| Authorized Representative's Signature | |
| Authorized Representative's Title | Principal |
| Authorized Representative's Signature Date | 06/06/2024 |

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CDE Program Contact:

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The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

| | |
|--|----------------|
| The authorized representative agrees to the above statement | Yes |
| Authorized Representative's Full Name | D. Amrik Singh |
| Authorized Representative's Title | Principal |
| Authorized Representative's Signature Date | 06/06/2024 |
| Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters) | |

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| Direct Funded Charter | 06/06/2024 |
| Enter the adoption date of the current LCAP | |
| Authorized Representative's Full Name | Dr. Amrik Singh |
| Authorized Representative's Title | Principal |

2024–25 Application for Funding**CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

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| | |
|---|-----|
| By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year | Yes |
|---|-----|

Application for Categorical Programs

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|---|-----|
| Title I, Part A (Basic Grant) ESSA Sec. 1111 et seq. SACS 3010 | Yes |
| Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035 | Yes |
| Title III English Learner ESEA Sec. 3102 SACS 4203 | Yes |
| Title III Immigrant ESEA Sec. 3102 SACS 4201 | Yes |
| Title IV, Part A (Student and School Support) ESSA Sec. 4101 SACS 4127 | Yes |

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2024–25 Title III English Learner Student Program Subgrant Budget

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Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

| | |
|--|----------|
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| Estimated English learner student count | 121 |
| Estimated English learner student program allocation | \$15,760 |

Note: \$10,000 minimum program eligibility criteria

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Budget

| | |
|--|----------|
| Professional development activities | \$0 |
| Program and other authorized activities | \$0 |
| English Proficiency and Academic Achievement | \$14,962 |
| Parent, family, and community engagement | \$0 |
| Direct administrative costs (Amount cannot exceed 2% of the estimated English learner student program allocation) | \$0 |
| Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs) | \$798 |
| Total budget | \$15,760 |

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

2024–25 Title III Immigrant Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for Immigrant Student Program Subgrant funds only per the Title III Immigrant Student Program requirements (ESSA, Sections 3114, 3115, & 3116).

CDE Program Contact:

Annie Abreu Park, Language Policy and Leadership Office, AAbreuPark@cde.ca.gov, 916-319-9620
Geoffrey Ndirangu, Language Policy and Leadership Office, GNdirang@cde.ca.gov, 916-323-5831

Estimated Allocation Calculation

| | |
|--|----------|
| Estimated immigrant per student allocation | \$125.90 |
| Estimated immigrant student count | 79 |
| Estimated immigrant student program allocation | \$9,946 |

Note: Eligibility criteria

A local educational agency which has 5 or more eligible immigrant students and has experienced a significant increase of one half of 1 percent or more in eligible immigrant students enrollment in the current year, compared with the average of the two preceding fiscal years, is eligible to apply.

Budget

| | |
|--|---------|
| Authorized activities | \$9,946 |
| Direct administrative costs (Amount should not exceed 2% of the estimated immigrant student program allocation) | \$0 |
| Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs) | \$0 |
| Total budget | \$9,946 |

*****Warning*****

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2024–25 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

CDE Program Contact:

Hilary Thomson, Fiscal Oversight and Support Office, HThomson@cde.ca.gov, 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

| | |
|---|------------------------|
| 2024–25 Request for authorization | Yes |
| LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters) | No known deficiencies. |

Warning

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Floating Cell: \$48,047 for teacher with California provisional credential

| GROUP III | | GROUP IV | | GROUP V | | GROUP VI | | | |
|------------------|----------|------------------|----------|-------------------------------|----------|-------------------------------|----------|-----------|------|
| BA+30 | | BA + 45 or MA | | BA + 60 BA + 45 units + MA | | BA + 75 BA + 60 units + MA | | | |
| step | per diem | annual | per diem | annual | per diem | annual | per diem | annual | step |
| 1 | \$304.93 | \$56,106 | \$309.41 | \$56,931 | \$313.89 | \$57,756 | \$322.78 | \$59,392 | 1 |
| 2 | \$309.41 | \$56,931 | \$313.89 | \$57,756 | \$322.78 | \$59,392 | \$339.87 | \$62,535 | 2 |
| 3 | \$313.89 | \$57,756 | \$322.78 | \$59,392 | \$339.87 | \$62,535 | \$350.28 | \$64,452 | 3 |
| 4 | \$322.78 | \$59,392 | \$339.87 | \$62,535 | \$350.28 | \$64,452 | \$361.38 | \$66,493 | 4 |
| 5 | \$339.87 | \$62,535 | \$350.28 | \$64,452 | \$361.38 | \$66,493 | \$375.56 | \$69,102 | 5 |
| 6 | \$350.28 | \$64,452 | \$361.38 | \$66,493 | \$375.56 | \$69,102 | \$391.97 | \$72,122 | 6 |
| 7 | \$361.37 | \$66,493 | \$375.56 | \$69,102 | \$391.97 | \$72,122 | \$407.92 | \$75,058 | 7 |
| 8 | \$375.56 | \$69,102 | \$391.97 | \$72,122 | \$407.92 | \$75,058 | \$424.34 | \$78,078 | 8 |
| 9 | \$391.97 | \$72,122 | \$407.92 | \$75,058 | \$424.34 | \$78,078 | \$441.18 | \$81,177 | 9 |
| 10 | \$407.92 | \$75,058 | \$424.34 | \$78,078 | \$441.18 | \$81,177 | \$458.90 | \$84,438 | 10 |
| 11 | | | \$441.18 | \$81,177 | \$458.90 | \$84,438 | \$476.66 | \$87,706 | 11 |
| 12 | | | | | \$476.66 | \$87,706 | \$494.39 | \$90,968 | 12 |
| 13 | | | | | | | \$512.56 | \$94,312 | 13 |
| CAREER INCREMENT | | | | | | | | | |
| 16 | | | | | \$492.64 | \$90,645 | \$528.54 | \$97,251 | 16 |
| 19 | | | | | \$509.49 | \$93,746 | \$545.40 | \$100,354 | 19 |
| 22 | | | | | \$527.25 | \$97,015 | \$563.16 | \$103,622 | 22 |
| 25 | | | | | \$545.92 | \$100,449 | \$594.25 | \$109,342 | 25 |

12 years maximum experience credit

184 Contract Days

\$1000 annual stipend for Masters

\$1000 annual stipend for Doctorate

\$1000 annual stipend for BCLAD (Bilingual Teaching Credential Authorization)

| Position | Days | Factor |
|--------------------------|------|--------|
| Nurse B | 191 | 1.06 |
| Counselor, Social Worker | 199 | 1.15 |
| Librarian | 199 | 1.10 |
| Program Specialist | 199 | 1.16 |

* 1.2% increase over 2018/2019 salary schedule + .6% COLA effective July 1, 2019

* 1.1% increase over 2019/2020 salary schedule effective July 1, 2020

* 3.0% increase over 2020/2021 salary schedule effective July 1, 2021

* 4.0 % increase over 2021/2022 salary schedule effective July 1, 2022

* 3.0% increase over 2022/2023 salary schedule effective July 1, 2023

Board Approved: 6/23/2022

NATOMAS UNIFIED SCHOOL DISTRICT

Certificated Salary Schedule

Effective July 1, 2023

| | <u>Class I</u> | <u>Class II</u> | <u>Class III</u> | <u>Class IV</u> | <u>Class V</u> |
|--------------|----------------|-----------------|------------------|-----------------|----------------|
| Steps | | | | | |
| 1 | \$54,362 | \$56,979 | \$60,093 | \$64,297 | \$68,799 |
| 2 | \$54,363 | \$56,980 | \$60,095 | \$64,298 | \$68,800 |
| 3 | \$56,107 | \$58,811 | \$62,096 | \$66,442 | \$71,092 |
| 4 | \$58,269 | \$61,084 | \$64,577 | \$69,101 | \$73,938 |
| 5 | \$60,521 | \$63,443 | \$67,159 | \$71,863 | \$76,895 |
| 6 | \$62,860 | \$65,902 | \$69,847 | \$74,737 | \$79,967 |
| 7 | \$65,292 | \$68,457 | \$72,639 | \$77,727 | \$83,168 |
| 8 | \$65,292 | \$71,117 | \$75,546 | \$80,837 | \$86,496 |
| 9 | \$65,292 | \$71,117 | \$78,568 | \$84,068 | \$89,952 |
| 10 | \$65,292 | \$71,117 | \$78,568 | \$87,429 | \$93,551 |
| 11 | \$65,292 | \$71,117 | \$78,568 | \$87,429 | \$97,293 |
| 12 | \$65,292 | \$71,117 | \$78,568 | \$87,429 | \$97,293 |
| 13 | \$65,292 | \$71,117 | \$78,568 | \$90,925 | \$101,184 |
| 14 | \$65,292 | \$71,117 | \$78,568 | \$90,925 | \$101,184 |
| 15 | \$65,292 | \$71,117 | \$78,568 | \$90,925 | \$101,184 |
| 16 | \$65,292 | \$71,117 | \$78,568 | \$94,563 | \$105,233 |
| 17 | \$65,292 | \$71,117 | \$78,568 | \$94,563 | \$105,233 |
| 18 | \$65,292 | \$71,117 | \$78,568 | \$94,563 | \$105,233 |
| 19 | \$65,292 | \$71,117 | \$78,568 | \$98,345 | \$109,442 |
| 20 | \$65,292 | \$71,117 | \$78,568 | \$98,345 | \$109,442 |
| 21 | \$65,292 | \$71,117 | \$78,568 | \$98,345 | \$109,442 |
| 22 | \$65,292 | \$71,117 | \$78,568 | \$102,278 | \$113,820 |
| 23 | \$65,292 | \$71,117 | \$78,568 | \$102,278 | \$113,820 |
| 24 | \$65,292 | \$71,117 | \$78,568 | \$102,278 | \$113,820 |
| 25 | \$65,292 | \$71,117 | \$78,568 | \$102,278 | \$113,820 |
| 26 | \$65,292 | \$71,117 | \$78,568 | \$102,278 | \$113,820 |
| 27 | \$65,292 | \$71,117 | \$78,568 | \$102,278 | \$113,820 |
| 28 | \$65,292 | \$71,117 | \$78,568 | \$102,278 | \$113,820 |

Certificated staff will receive longevity pay in Classes IV and V at the steps designated on the schedule above.

1. At the time of initial placement on the Certificated Salary Schedule, a teacher shall be given salary schedule credit for previous teaching experience on a year for year basis. Teaching experience, for salary schedule purposes, shall include only full time paid experience in positions requiring certificated qualifications.

Assignments to classes shall be based on education units as follows:

| | |
|-----------|---|
| Class I | Permit/Intern/Waiver |
| Class II | BA plus Credential |
| Class III | BA plus 60 recognized semester units* or MA plus 15 recognized semester units** |
| Class IV | BA plus 75 recognized semester units* or MA plus 30 recognized semester units** |
| Class V | BA plus 90 recognized semester units* or MA plus 45 recognized semester units** |
| * | Units must be earned after issuance of BA |
| ** | Units must be earned after issuance of MA |

2. Credentialed staff who attain a Masters Degree shall receive, in addition to item 1 above, a three percent (3%) salary increase. This increase is applicable only to one degree and does not apply to additional degrees, MA or PhD.

3. 183.5/185.5 days of service per traditional calendar

4. The Provisional Permits/Waivers column, Class 1, applies to all non-credentialed teachers hired after July 1, 2000.



Certificated and Classified Substitute Salary Schedule

Day to Day Substitute Teacher Rates

| | | |
|--|------------------|---------------------------------|
| Days 1-5 (consecutive or non-consecutive) | \$130.00 per day | \$135.00 with approved training |
| Days 6-10 (consecutive or non-consecutive) | \$135.00 per day | \$140.00 with approved training |
| Days 11-20 (consecutive or non-consecutive) | \$140.00 per day | \$145.00 with approved training |
| 21 Days or more (consecutive or non-consecutive) | \$145.00 per day | \$150.00 with approved training |
| Long-term (20 consecutive days, same class, same teacher) | \$165.00 per day | \$170.00 with approved training |

The Washington Unified School District has approved the STEDI Substitute Teacher Training course. This course will help aid new substitute teachers with the transition into a classroom. This training can also be used by experienced substitutes as a refresher.

This is an employee paid 8-10 hour online course that can be completed at your convenience. With the completion of this course, not only will you gain insight of the classroom environment, you will be eligible to receive the additional approved \$5.00 pay per day.

Please visit www.stedi.org. Once you receive your certificate of completion, you will need to turn your certificate in to the Human Resources Office for processing.

| | | |
|------------------------------------|--------------|-----------------|
| Preschool: (four hours/day) | \$13.33/hour | \$53.32 per day |
| Children's Center: (six hours/day) | \$13.33/hour | \$79.98 per day |

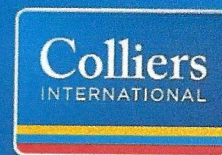
Classified Substitute Rates

Classified substitutes are paid at Step A of position assignment. Please refer to the Classified Salary Schedule.

The Washington Unified School District does not discriminate against job applications on the basis of race, color, religious creed, gender, sexual orientation, national origin, ancestry, age, marital status or disability. The District Administration reserves the right to screen applicants based upon a review of application, resume, and recommendations, to use job-related testing as part of the interview process, and does not guarantee a personal interview to all applicants. To maintain a smoke-free work environment, employees and visitors are not allowed to smoke on District property.

LETTER OF TRANSMITTAL

COLLIERS INTERNATIONAL
VALUATION & ADVISORY SERVICES



1508 Eureka Road, Suite 250
Roseville, CA 95661 USA
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FAX +1 916 724 5600
WEB www.colliers.com/valuationadvisory

May 24, 2024

Dr. Amrik Singh
Principal/Superintendent
Sacramento Valley Charter School
2399 Sellers Way
West Sacramento, CA 95691

*Note: The complete, 78-page
report is available
in the School Office*

RE: Sac Valley Charter School
2399 Sellers Way
West Sacramento, California 95691

Colliers File #: SMF240448

Dr. Singh:

This appraisal report satisfies the scope of work and requirements agreed upon by Sacramento Valley Charter School and Colliers International Valuation & Advisory Services. At the request of the client, this assignment is a Fair Market Rent Determination for the leased premises occupied by Sacramento Valley Charter School. Our presentation provides a summary description of the process, subject and market data, and analyses.

The subject is Sac Valley Charter School, a single-tenant within a church/school property totaling 19,847 SF of leased NRA within five buildings located on a total 5.19-acre site located at 2301 and 2255 Evergreen Avenue and 2399 Sellers Way in West Sacramento, California. The improvements were built in 1939/renovated 2023, 2011 and 1997/renovated 2010, are in average/good condition and have a remaining economic life of 50 years based on our estimate.

Most of the improvements were constructed as a religious facility (Gurdwara Sahib Sikh Temple) – which was constructed in phases in 1997 (Prayer Hall) and 2010 (Langar Building) – the school uses 2nd floor classrooms in both buildings and is provided lunch through the kitchen facility in the Langar building. An adjacent warehouse building was purchased in 2003 and was completely renovated in 2014, with two additional classrooms constructed in 2017. The current enrollment is 375, but it could escalate to 420 for the next school year.

The subject leases a total of 15,935-square-feet, with 8,815-square feet on the 2nd floor of the Prayer and Langar buildings located at 2399 Sellers Way and 2301 Evergreen Avenue (which are joined by an enclosed 2nd floor hallway) and 8,470-square feet in the renovated former warehouse building, as well as 1,122 square feet in the TK classroom building and 1,440 square feet garage/storage building located at 2255 Evergreen Avenue. In

addition, the school pays for the use of kitchen and dining areas in the Langar building for their school lunch program.

* It is noted that the subject's garage/shop space is best suited, currently, as storage area. The owners report a future renovation is planned for classroom space, but this work is not complete as of the date of analysis. As such, the fair market rent analysis considers 1,122 square feet of classroom space and 1,440 square feet of storage space.

The following table conveys the final opinion of market rent of the subject property that is developed within this appraisal report:

| FAIR MARKET RENT CONCLUSION | |
|--|---------------------|
| Effective Date | May 6, 2024 |
| Lease Area (SF) | 19,847 |
| Percent of Total SF | 39% |
| Annual Contract Rent - Mod. Gross | \$ 397,620 |
| Contract Rent (\$/SF/Yr.) - Mod. Gross | \$ 20.03 |
| Contract Rent (\$/SF/Mo.) - Mod. Gross | \$ 1.67 |
| Fair Market Rent (\$/SF/Mo.) - Mod. Gross | \$ 1.75 |
| Fair Market Rent (\$/SF/Yr.) - Mod. Gross | \$ 21.00 |
| Fair Market Rent (\$/Mo.) - Mod. Gross | \$ 34,732.25 |
| Annual Escalations - Market | 3.00% |
| Concessions - Market | 1 mo. Free |
| Average/Typical Lease Term - Market | 10 Years |

The analyses, opinions and conclusions communicated within this report were developed based upon the requirements and guidelines of the current Uniform Standards of Professional Appraisal Practice (USPAP), and the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.

The report, in its entirety, including all assumptions and limiting conditions, is an integral part of, and inseparable from, this letter. *USPAP* defines an Extraordinary Assumption as, "an assignment specific-assumption as of the effective date regarding uncertain information used in an analysis which, if found to be false, could alter the appraiser's opinions or conclusions". *USPAP* defines a Hypothetical Condition as, "that which is contrary to what is known by the appraiser to exist on the effective date of the assignment results, but is used for the purpose of analysis".

The Extraordinary Assumptions and/or Hypothetical Conditions that were made during the appraisal process to arrive at our opinion of value are fully discussed below. We advise the client to consider these issues carefully given the intended use of this appraisal, as their use might have affected the assignment results.

EXTRAORDINARY ASSUMPTIONS

The building area of the overall facility was obtained from a representative of the Sikh Temple – and generally confirmed by aerial measurements. The Sacramento Valley Charter School lease area was extracted from the recent subject lease (July 2019) – with the area of the 2399 Sellers Way building generally confirmed by on-site appraiser measurements. We could not reliably measure the area of the Temple buildings at 2261 Evergreen Avenue 2 Ave. We assume the presented facility and rental areas are generally accurate. The Sikh Temple parcel (APN: 067-230-048) is associated with several addresses. The subject lease references 2301 Evergreen Avenue (which is also the identified address of the Gurdwara Sahib Sikh Temple), The Yolo County Assessor and Tax Collector report the address as 2261 Evergreen Avenue Ave 2. Both 2261 Evergreen Avenue Ave 2 and 2261

Evergreen Avenue are shown as subject addresses on Google Maps. For the sake of simplicity, we will identify the subject address as "2301 Evergreen Avenue" – consistent with the lease document. We assume this address is accurate for APN: 067-230-048.

HYPOTHETICAL CONDITIONS

This Appraisal Report is not contingent on any hypothetical conditions.

RELIANCE LANGUAGE

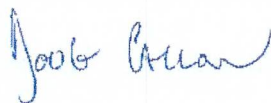
The report is for the sole use of the Client; however, Client may provide only complete, final copies of the report in its entirety (but not component parts) to third parties who shall review such reports in connection with the intended use. Colliers International Valuation & Advisory Services is not required to explain or testify as to results other than to respond to the Client for routine and customary questions. Please note that our consent to allow the report prepared by Colliers International Valuation & Advisory Services or portions of such report, to become part of or be referenced in any public offering, the granting of such consent will be at our sole and absolute discretion and, if given, will be on condition that Colliers International Valuation & Advisory Services will be provided with an Indemnification Agreement and/or Non-Reliance letter, in a form and content satisfactory to Colliers International Valuation & Advisory Services, by a party satisfactory to Colliers International Valuation & Advisory Services. Colliers International Valuation & Advisory Services does consent to your submission of the report to the State of California without the need to provide Colliers International Valuation & Advisory Services with an Indemnification Agreement and/or Non-Reliance letter.

Our opinion of value reflects current conditions and it is based on the available information gathered and provided to us, as presented in this report, and does not predict future performance. Changing market or property conditions can and likely will have an effect on the subject's value.

The signatures below indicate our assurance to the client that the development process and extent of analysis for this assignment adhere to the scope requirements and intended use of the appraisal. If you have any specific questions or concerns regarding the attached appraisal report, or if Colliers International Valuation & Advisory Services can be of additional assistance, please contact the individuals listed below.

Sincerely,

COLLIERS INTERNATIONAL VALUATION & ADVISORY SERVICES



Doug Callow
Senior Valuation Specialist
Certified General Real Estate Appraiser
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Managing Director | Sacramento
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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

*Dr. Amrik Singh, Principal
Dr. Cerrene Cervantes, Vice Principal
Gurpreet Kaur, Director of Operations*

fell short of a few points in outdoing their mentors.

Multicultural Night (May 23): All SVCS Staff stayed from 5-7pm in addition to their regular work day. Around 380 families attended the program. The Multicultural Night is the culmination of many months of work by teachers and scholars, showing the results of thorough research and meticulous preparation for the special evening. Wonderful job to all our teachers and scholars!

8th Grade Graduation: 8th Grade Graduation took place on Wednesday, June 5, 2024. It's for the first time that 38 students graduated, therefore we had to make a special arrangement for families and scholars outside on school campus. A 40x130 tent was installed with a 28x18 stage and additionally a 16x9 LED screen was set up for live streaming the event.

Award Assembly: We recognized our scholar's accomplishments during the award ceremony on June 4, 2024. Students from every grade level attended the ceremony to be motivated to learn, compete, and excel. Scholars were honored and awarded the Principal's Honor Roll and Honor Roll. They continue to inspire us and demonstrate how they achieve academic excellence.

TK & Kindergarten Promotion (June 3, 2024): Our Kindergarten classes have both been promoted to first grade. We're so incredibly proud of the work Mrs. Kang and Ms. Whiting have put forth in creating a healthy social and emotional learning environment for our scholars. In addition, Mrs. Velasquez and Mrs. Anderson, our excellent Kindergarten Instructional facilitators, have done a fantastic job supporting the teachers and students in their early learning and childhood development. Our first ever Transitional Kindergarten promotion was also held on the same day. We are so proud of our scholars on starting their journey at SVCS.

STEM & Robotics Camp (June 10 - 14) STEM Summer Camp will take place June 10 - 14 for those middle school students who have been accepted into the program. A special Robotics Camp will take place from June 10 - 14 for 4th and 5th graders. This is a special arrangement for those who are interested in continuing their education in robotics.

Transportation Update: All school buses annual inspection was completed by the CHP inspector and all buses passed the inspection for the whole year. Before the inspection, engine oil was changed for five buses, the rear tires were replaced for S5, the front tires for S7, and front brakes were replaced for S8. CharterSAFE insurance is asking for more information about the van involved accident.



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Gurpreet Kaur, Director of Operations

Summer BOOST (June 17-28): This program will provide students with resources that will help in making up for loss of studies and achieving academic success. Students who are behind in some subjects, at risk of retention, or need to work on their functioning skills might benefit from summer school. It is also a way for all kids to help bridge the learning gap over the summer and prevent learning loss. On June 19th (June 19), there will be no school.