

# Pacific View Charter School

A California Public School and Nonprofit 501 (c) (3) Corporation

3670 Ocean Ranch Blvd., Oceanside, California 92056

Phone # (760) 757-0161

## AGENDA

Board of Trustees' Meeting – Tuesday, June 27, 2017

5:00pm

**1.0      Call to Order/Roll Call**

**2.0      Approval of Agenda**

**Action**

**3.0      Pledge of Allegiance**

**4.0      Public Comment**

**5.0      Introductions**

**6.0      Executive Director's Report**

**Information**

**7.0      Consent Calendar**

These agenda items are considered routine and will be approved in one action without discussion. If a Board Trustee requests that an item be removed from the consent calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.

**7.1 Minutes from Board Meeting of May 16, 2017**

Ratification of 2017-18 School Services of California Inc. Agreement

Ratification of the IXL 2017-18 Agreement

Ratification of the Edgenuity Contract

**Action**

**8.0      Action/Discussion Items**

**8.1 2017-18 LCAP**

**Information**

**8.2 2017/18 Proposed Adopted Budget**

**Action**

**8.3 Charter School Business Consultant 2017-18 Independent Contractor Agreement**

**Action**

**9.0      Personnel**

**9.1 School Counselor Job Description**

**Action**

This item amends the current document, please see bolded and strike through for changes

**9.2 2017-18 Classified Salary Schedule**

**Action**

This item amends the current document adding a stipend for Student Services Support

**10.0      Public Comment for Closed Session**

**11.0    Closed Session**

1.    Public Employee Performance Evaluation (Gov. Code 54957)  
      Title: Founding Executive Director
2.    Conference with Labor Negotiators (Gov. Code 54957.6)  
      Agency Representatives: Kira Fox & Gina Campbell

**Action**

**12.0    Report Out To Public Action Taken In Closed Session**

- 1.
- 2.

**13.0    Board/Staff Discussion**

**14.0    Adjournment**

**7.1**

# Pacific View Charter School

A California Public School and Nonprofit 501 (c) (3) Corporation  
3670 Ocean Ranch Blvd., Oceanside, California 92056  
Phone # (760) 757-0161

## Board of Trustees' Meeting –Tuesday, May 16, 2017 Board Minutes

### 1.0 **Call to Order/Roll Call**

President Brown called the meeting to order at 5:10pm. Present President Brown, 1<sup>st</sup> Vice President Jon Walters, Trustee Nichole Taylor. Absent: Trustee Eve Meyer

### 2.0 **Approval of Agenda**

Moved by 1<sup>st</sup> Vice President Walters & seconded by Trustee Taylor to approve the agenda as amended.

AYES: Brown, Taylor, Walters

NOES: None

ABSTAIN: None

ABSENT: Meyer

### 3.0 **Pledge of Allegiance**

The Pledge of Allegiance was let by 1<sup>st</sup> Vice President Walters

### 4.0 **Introductions**

Erin Gorence, Director of Curriculum, Gayl Johnson, Director of Student Services, Kathy Cohen, Lead High School Teacher; Kira Fox, Director of Central Office & Finance, Lori Bentley, Human Resources & Business Services Specialist

### 5.0 **Executive Director's Report**

- ✚ The College Liaison attended a workshop in San Diego regarding Higher Education for Undocumented and Immigrant Students
- ✚ The College Liaison took 11 students to tour Cal State University San Marcos on April 28
- ✚ Fifteen students were taken to University California San Diego for a tour of their campus on May 12
- ✚ Project Wildlife brought a gopher and presented their program to our students on May 16
- ✚ Leadership and the business office will be attending the Governor's May Revise meeting in Escondido on May 17
- ✚ The K-8 program will be having their Field Day here in Oceanside and Moreno Valley on May 18. There will be activities here on campus for the students to participate in and in Moreno Valley they will be going to the Rec Center for organized activities
- ✚ 8<sup>th</sup> grade promotion will take place in Oceanside on May 19 in the morning and in the afternoon in Moreno Valley

- ✚ High School Graduation will take place at the Junior Seau Amphitheater in Oceanside on Wednesday, May 24 at 5:00pm
- ✚ There have been some staff changes in Moreno Valley and Oceanside
- ✚ The Site Supervisor has been hired for Moreno Valley
- ✚ Enrollment: Moreno Valley 80 students – elementary 43 and high school 37. In Oceanside 407 students – elementary 114 and high school 293 for a grand total of 487 students

## **6.0 Treasurer's Report**

- ✚ On the revenue side we received our final installment for the College Readiness funds in the amount of \$37,500
- ✚ Additional supplies and materials were purchased for the program
- ✚ We continue to be conservative in our expenses
- ✚ With our cash in the treasury we still have a very strong financial standing

## **7.0 Consent Calendar**

These agenda items are considered routine and will be approved in one action without discussion. If a Board Trustee requests that an item be removed from the consent calendar or a citizen wishes to speak to an item, the item will be considered under Action Items.

**7.1** Moved by Trustee Taylor & seconded by 1<sup>st</sup> Vice President to approve the Consent Calendar as presented.

AYES: Brown, Taylor & Walters  
 NOES: None  
 ABSTAIN: None  
 ABSENT: Meyer

## **8.0 Action/Discussion Items**

**8.1** Moved by 1<sup>st</sup> Vice President Walters and seconded by Trustee Taylor to approve the Pacific View Charter School Injury & Illness Prevention Program for Oceanside & Moreno Valley sites as presented.

AYES: Brown, Taylor, Walters  
 NOES: None  
 ABSTAIN: None  
 ABSENT: Meyer

**8.2** Moved by Trustee Taylor and seconded by 1<sup>st</sup> Vice President to approve the 2017-18 Palomar Counseling Independent Contractor Agreement as presented.

AYES: Brown, Taylor, Walters  
 NOES: None  
 ABSTAIN: None  
 ABSENT: Meyer

**8.3** Moved by President Brown and seconded by Trustee Taylor to approve the 2016-17 Safety film Project in Moreno Valley as presented.

AYES: Brown, Taylor, Walters

NOES: None  
ABSTAIN: None  
ABSENT: Meyer

**8.4** Moved by President Brown and seconded by 1<sup>st</sup> Vice President Walters to approve the Annual review of the Crisis Plan

AYES: Brown, Taylor, Walters  
NOES: None  
ABSTAIN: None  
ABSENT: Meyer

## **9.0 Personnel**

**9.1** Moved by 1<sup>st</sup> Vice President and seconded by President Brown to approve the sTemporary Full-Time or Part-Time Supervisory Teacher Job Description as presented.

AYES: Brown, Taylor, Walters  
NOES: None  
ABSTAIN: None  
ABSENT: Meyer

**9.2** Moved by President Brown and seconded by Trustee Taylor to approve the 2017-18 Certificated Salary Schedule as presented.

AYES: Brown, Taylor, Walters  
NOES: None  
ABSTAIN: None  
ABSENT: Meyer

## **10.0 Curriculum**

**10.1** Moved by President Brown and seconded by 1<sup>st</sup> Vice President Walters to approve the Study Skills Course Outline as presented

AYES: Brown, Taylor, Walters  
NOES: None  
ABSTAIN: None  
ABSENT: Meyer

**10.2** Moved by President Brown and seconded by Trustee Taylor to approve the Edgenuity Probability & Statistics A&B Course Outlines as presented

AYES: Brown, Taylor, Walters  
NOES: None  
ABSTAIN: None  
ABSENT: Meyer

**10.3** Moved by Trustee Taylor and seconded by 1<sup>st</sup> Vice President Walters to approve the amendment to Curriculum Policy #3 Graduation Requirement as presented.

AYES: Brown, Taylor, Walters  
NOES: None  
ABSTAIN: None  
ABSENT: Meyer

**11.0 Board/Staff Discussion - None**

**12.0 Adjournment –** President Brown adjourned the meeting at 5:45 p.m.

**AGREEMENT FOR SPECIAL SERVICES**  
*Fiscal Report Information*

This is an agreement between **PACIFIC VIEW CHARTER SCHOOL**, hereinafter referred to as "Client," and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as "Consultant," entered into as of July 1, 2017.

**RECITALS**

**WHEREAS**, the Client needs assistance regarding issues of school finance, legislation, school budgeting, and general fiscal issues; and

**WHEREAS**, the Consultant, is professionally and specially trained and competent to provide these services; and

**WHEREAS**, the authority for entering into this Agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

**NOW, THEREFORE**, the parties to this Agreement do hereby mutually agree as follows:

1. Consultant agrees to perform such duties relating to issues of school finance, including:
  - a. Delivery of "one copy" of each edition of the *Fiscal Report* containing information on issues of school finance, budgets, or practices that impact school district fiscal policies, and one copy of the booklet *Analysis of the Governor's Proposals for the State Budget and K-12 Education*
  - b. The option of receiving information on Consultant's website regarding major school finance and policy issues
  - c. An analysis of all major school finance/fiscal legislation and reports on its legislative/executive branch progress
  - d. Preliminary school district revenue calculation using the online tools available on the Consultant's website for use in determining the projected revenue funding level soon after the budget is adopted based on the major annual school finance legislation
  - e. Participation at the Consultant's school finance conferences and workshops at the Consultant's client rate
2. The Client agrees to pay the Consultant for services rendered under this Agreement:
  - a. \$2,280 annually, plus expenses, or payable at \$190 per month, plus expenses, for the services listed in Item 1 above, upon billings from Consultant
  - b. For all requested services in this 12-month period, the applicable hourly rate for the person(s) performing the services shall apply





## QUOTE

IXL Learning  
777 Mariners Island Blvd., Suite 600  
San Mateo, CA 94404

QUOTE # 40664-3  
DATE: MAY 31, 2017

TO:  
Erin Gorence  
Pacific View Charter School  
3670 Ocean Ranch Bl.  
Oceanside, CA 92056

### COMMENTS OR SPECIAL INSTRUCTIONS

Special Promotion on 18 month license: 18% discount  
Optional Payment Schedule:  
33% + training fee due per signed sales contract: \$942 + \$495 = \$1437  
Remainder due 6 months after start date: \$1420

SALESPERSON	TERMS	SUBSCRIPTION DURATION	QUOTE VALID UNTIL
Frankie Mata		1 year 6 months	June 30, 2017

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	IXL site license (Grades K-8: 200 students) Subject: Math	\$2,880.00	\$2,880.00
1	New Customer Discount: 18% for 18-Month Subscription	-\$518.00	-\$518.00
1	60-minute virtual professional development session <i>Unlimited instructor accounts included</i>	\$495.00	\$495.00
SUBTOTAL			\$2,857.00
SALES TAX			--
SHIPPING & HANDLING			--
TOTAL DUE			\$2,857.00

### Ordering Instructions

We accept payment by purchase order, check, or credit card. School POs should be faxed to 650-372-4301 or e-mailed to [orders@ixl.com](mailto:orders@ixl.com). Please be sure to list the quote number on your payment or purchase order.



## Price Quote for Services

### Pacific View Charter School

Edgenuity Inc.  
8860 E. Chaparral Road  
Suite 100  
Scottsdale AZ 85250  
480-423-0118

Date 2/22/2017  
Quote # 31736  
Vendor #

Payment Schedule	Pricing Expires	Contract Start Date	Contract End Date
	3/23/2017	7/1/2017	6/30/2018

Header	Quantity	Description	Amount
Software Licenses	60	Concurrent User Licenses Virtual Classroom and Web Administrator-Renewal of Courses on Current Contract Note: Does not include MyPath or Sophia	35,500.00
Summer School Licens...	40	Summer School concurrent user license, includes all courses with the exception of Powerspeak and Sophia courses. Note: 40 Summer school licenses for months of July and August of 2017	4,000.00
Professional Services	1	On-Site Professional Development Day Included in Renewal	0.00
Total			\$39,500.00

We look forward to partnering with you!

This quote is subject to Edgenuity Inc. Standard Terms and Conditions ("Terms and Conditions"). These Terms and Conditions are available at <http://www.edgenuity.com/edgenuity-standard-terms-and-conditions-of-sale.pdf>, may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement.

If this Quote includes any Sophia® Learning Inc. courses for purchase, the following language applies to any such purchase (and this language is also found in the above linked Terms and Conditions): "Use of any Sophia course is prohibited for all students under the age of 13 years."

Customer *Lina Campbell*  
Signature *Lina Campbell*  
Print Name *Lina Campbell*  
Title *Executive Director*  
Date *6/30/17*

Edgenuity Inc. Representative  
Shannon Alves, M.Ed.  
323-605-3251  
shannon.alves@edgenuity.com

Not valid unless accompanied by a purchase order.

Please specify a shipping address if applicable.

Please e-mail this quote, the purchase order and order documentation to [AR@edgenuity.com](mailto:AR@edgenuity.com) or fax to 480-423-0213.

**8.2**

PACIFIC VIEW CHARTER SCHOOL

BOARD OF TRUSTEES' MEETING

June 20, 2017

2017-18 WORKING/ADOPTED BUDGET

**Pacific View Charter School**  
**2017/18 Proposed/Adopted Budget**  
**Financial Summary – June 20, 2017**

Legislation outlined in Education Code Section 47604.33 requires Charter Schools to report their financial statements four times a year to their Sponsoring District, County Office of Education, and the California Department of Education. The financial reporting includes Budget Adoption, First Interim, Second Interim and Unaudited Actuals. The enclosed financial reports provide an update and detail of the School's 2016/17 financial status, Proposed/Adopted 2017/18 Budget and projections for two subsequent fiscal years. The 2017/18 Budget will require the Board's review and action.

The Proposed/Adopted 2017/18 Budget includes the following items:

- ✓ 2017/18 Proposed/Adopted Multi-year Projection and Assumptions
- ✓ 2017/18 Proposed/Adopted LCFF Spreadsheets & Charts
- ✓ 2017/18 School Services of California Dart Board
- ✓ 2017/18 Proposed/Adopted Charter School Certification – Form CB

California Department of Education has created an LCFF calculator. LCFF base funding, supplemental and concentration grants are calculated using CDE's model. SSC Dartboard reflects the per student formula. PVCS has projected conservative enrollment for the current and two following school years. Enrollment and other financial data will be updated at First Interim.

	K-3	4-6	7-8	9-12
LCFF Base Grants	7,193	7303	7518	8712
Supplemental Grants	20%	20%	20%	20%
Concentration Grants	50%	50%	50%	50%

- The School has a Memorandum of Understanding with the Oceanside Unified School District (OUSD) to provide special education services to our students. OUSD receives all PVCS's NCCSE revenue in exchange for the programs and services provided to our students.

**Pacific View Charter School  
2017/18 Proposed/Adopted Budget  
Financial Summary – June 20, 2017**

**Proposed/Adopted Budget Enrollment and Average Daily Attendance (A.D.A.)**

	2016/17	2017/18	2018/19	2019/20
Enrollment	517	517	517	517
A.D.A.	573.49	573.49	573.49	573.49
A.D.A. Ratio	1.11%	1.11%	1.11%	1.11%

The enclosed reports provide updated, detailed financial information for our 2017/18 budget and projections for the subsequent two fiscal years. Following are the major highlights of the 2017/18 budget which form the foundation for the Executive Director's Goals and the School's Mission.

1. Staffing for the Moreno Valley Learning Center
2. Furniture for Moreno Valley and Oceanside sites
3. Growth holding for teacher in Moreno Valley & Oceanside
4. College Liaison Position eliminated
5. Counselor Position added
6. Increase in Instructional Aide hours
7. Implement family counseling services for Moreno Valley site
8. Purchase of 300 additional student computers
9. Identify and support unduplicated count students

**PACIFIC VIEW CHARTER SCHOOL  
MULTI-YEAR PROJECTION  
2015-2018 Proposed/Adopted Budget**

ENTERPRISE FUND		2016-17 Estimated Actuals Budget	2017-18 Working/ Adopted Budget	2018-19 Projected Budget	2019-20 Projected Budget
<b>A. REVENUES</b>					
1) Revenue Limit Sources	8010-8099	4,808,077	5,424,022	5,730,911	5,857,271
2) Other Federal Revenues	8100-8299	0	0	0	0
3) Other State Revenues	8300-8599	89,633	108,806	111,597	114,472
4) Other Local Revenues	8600-8799	11,000	11,000	13,000	15,000
<b>5) TOTAL REVENUES</b>		<b>4,908,710</b>	<b>5,543,828</b>	<b>5,855,508</b>	<b>5,986,744</b>
<b>B. EXPENDITURES</b>					
1) Certificated Salaries	1000-1999	2,016,008	2,297,807	2,366,741	2,437,743
2) Classified Salaries	2000-2999	514,690	552,098	568,661	585,721
3) Employee Fringes	3000-3999	699,319	851,860	901,093	982,596
4) Books, Supplies, Non-Capital Equip	4000-4999	300,847	304,494	313,629	323,038
5) Services, Other Operating Exp	5000-5999	1,288,530	1,448,537	1,491,993	1,536,753
7) Other Outgo	7100-7299	0	0	0	0
8) Direct Support/Indirect Costs	7300-7399	0	0	0	0
<b>9) TOTAL EXPENDITURES</b>		<b>4,819,394</b>	<b>5,454,796</b>	<b>5,642,117</b>	<b>5,865,850</b>
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES &amp; USES</b>		<b>89,316</b>	<b>89,032</b>	<b>213,391</b>	<b>120,893</b>
<b>D. Other Financing Sources/Uses</b>					
1) Interfund Transfers In - 8919		80,000			
2) Interfund Transfers Out - 7619		80,000			
<b>E. Net Increase(Decrease) in Fund Balance</b>		<b>89,316</b>	<b>89,032</b>	<b>213,391</b>	<b>120,893</b>
<b>F. FUND BALANCE, RESERVES</b>					
1) Fund 62/62-01 Beginning Balance/July 1		2,857,724	2,947,040	3,036,072	3,249,463
2) Ending Balance		2,947,040	3,036,072	3,249,463	3,370,356
<b>Components of Fund Balance</b>					
Restricted for Econ Uncert.		144,582	163,644	169,264	175,976
Restricted for Special Purposes		2,802,458	2,872,428	3,080,199	3,194,381
Undesignated		0	0	0	0
<b>Total Components of Fund Balance</b>		<b>2,947,040</b>	<b>3,036,072</b>	<b>3,249,463</b>	<b>3,370,356</b>
<b>SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS</b>		<b>169,248</b>	<b>169,248</b>	<b>169,248</b>	<b>169,248</b>

**PACIFIC VIEW CHARTER SCHOOL  
MULTI-YEAR PROJECTION  
2015-2018 Proposed/Adopted Budget**

		<b>2016-17 Estimated Actuals</b>	<b>2017-18 Working/ Adopted</b>	<b>2018-19 Projected Budget</b>	<b>2019-20 Projected Budget</b>
Designated for Economic Uncertainty	9770-000	144,582	163,644	169,264	175,976
<b>TOTAL</b>		<b>144,582</b>	<b>163,644</b>	<b>169,264</b>	<b>175,976</b>
Revolving Cash Reserve	9711-000	200	200	200	200
Deferred Maintenance Reserve	9780-009	50,000	50,000	50,000	50,000
Laptops/Laptop Cart Replacements	9780-008	14,848	14,848	15,293	15,752
Payroll/Facilities Reserve	9780-007	150,000	150,000	150,000	150,000
Land/Bldg/Deprec/Growth	9780-000	2,365,698	2,435,668	2,642,994	2,756,716
Long Term Debt Reserve (Building)	9780-012	217,571	217,571	217,571	217,571
Long Term Debt Reserve (Automobile)	9780-013	4,141	4,141	4,141	4,141
<b>TOTAL</b>		<b>2,802,458</b>	<b>2,872,428</b>	<b>3,080,199</b>	<b>3,194,380</b>
Undesignated	9790-000	0	0	(0)	0
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>
<b>TOTAL RESERVES</b>		<b>2,947,040</b>	<b>3,036,072</b>	<b>3,249,463</b>	<b>3,370,356</b>



**PACIFIC VIEW CHARTER SCHOOL  
MULTI-YEAR PROJECTION  
2015-2018 Proposed/Adopted Budget**

	<b>2017-18 PROJECTED</b>	<b>2018-19 PROJECTED</b>	<b>2019-20 PROJECTED</b>
<b><u>REVENUE</u></b>			
1. COLA	1.56%	1.11%	2.42%
2. LOTTERY	\$144.00	\$144.00	\$144.00
3. ENROLLMENT ESTIMATES			
Totals	517	517	517
4. ENROLLMENT INCREASE(DECREASE)	40	0	0
5. REVENUE LIMIT ADA	573.87	573.87	573.87
<b><u>EXPENDITURES</u></b>			
1. FRINGE BENEFIT RATES			
STRS State Teachers Retirement System	14.43%	14.430%	16.28%
PERS Public Employee Retirement System	15.531%	15.500%	17.100%
Social Security	6.20%	6.20%	6.20%
Medicare	1.45%	1.45%	1.45%
SUI State Unemployment Insurance/ 09/10 .30%	1.10%	1.10%	1.10%
Workers Compensation/09/10 1.80%	1.89%	1.89%	1.89%
Health Insurance cost per year	\$ 296,193	\$ 305,079	\$ 314,231
Books and Supplies/Other Operating Services	5%	3%	3%

**PACIFIC VIEW CHARTER SCHOOL  
MULTI-YEAR PROJECTION  
2015-2018 Proposed/Adopted Budget**

<b>REVENUES</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
<i>Total Student Enrollment</i>	<i>517</i>	<i>517</i>	<i>517</i>
<i>Total Student ADA</i>	<i>573.87</i>	<i>573.87</i>	<i>573.87</i>
<b>Student ADA at 111% - MS - Grade K-3</b>	<b>16.02</b>	<b>16.02</b>	<b>16.02</b>
<b>Student ADA at 111% - MS - Grade 4-6</b>	<b>54.32</b>	<b>54.32</b>	<b>54.32</b>
<b>Student ADA at 111% - MS - Grade 7-8</b>	<b>74.54</b>	<b>74.54</b>	<b>74.54</b>
<b>Student ADA at 111% - HS - Grade 9-12</b>	<b>428.61</b>	<b>428.61</b>	<b>428.61</b>
<b>Revenue Limit Sources</b>			
0000-000 8011 LCFF Base Funding	2,308,098	2,973,409	3,589,425
0000-000-8011-001 LCFF Base Funding Prior Year	0	0	0
0000-500-8011 Supplemental & Concentration Grants	692,453	373,545	213,870
0000-500-8011-001 Supplemental & Concentratio Grants PY	0	0	0
1400-000-8012 Education Protection Account	815,453	727,698	348,030
1400-000-8012-001 Education Protection Account Prior Year	0	0	0
0000-000-8096 In lieu of Property Taxes-Included in Prin Appor	1,608,018	1,656,259	1,705,946
0000-000-8096-001 In lieu of Property Tax Prior Year	0	0	0
<b>TOTALS</b>	<b>5,424,022</b>	<b>5,730,911</b>	<b>5,857,271</b>
<b>Other State Revenues</b>			
0000-000-8550 Mandated Costs	15,671	15,671	15,671
1100-000-8560 State Lottery - CY Unrestricted	70,891	73,018	75,208
1100-000-8560-001 State Lottery - Prior Year Unrestricted	0	0	0
6300-000-8560 State Lottery - CY Restricted	22,154	22,819	23,503
6300-000-8560-001 State Lottery Restricted Adjustment	0	0	0
Various-8590 Star Testing Revenue	90	90	90
Various-8590-001 Star Testing Revenue	0	0	0
<b>TOTALS</b>	<b>108,806</b>	<b>111,597</b>	<b>114,472</b>
<b>Other Local Revenues</b>			
0000-000-8660 Interest	6,000	8,000	10,000
0000-000-8699 All other local revenue	5,000	5,000	5,000
0000-000-8699 Microsoft Voucher Funds	0	0	0
<b>TOTALS</b>	<b>11,000</b>	<b>13,000</b>	<b>15,000</b>
<b>TOTAL REVENUE</b>	<b>\$5,543,828</b>	<b>\$5,855,508</b>	<b>\$5,986,744</b>

**PACIFIC VIEW CHARTER SCHOOL  
MULTI-YEAR PROJECTION  
2015-2018 Proposed/Adopted Budget**

<b>EXPENDITURES</b>		<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
		<b>21.9</b>	<b>21.9</b>	<b>21.9</b>
<b><i>Certificated Salaries</i></b>				
1000-1999		<b>2,297,807</b>	<b>2,366,741</b>	<b>2,437,743</b>
Teacher salaries based on 21.9 FTE				
Admin Salaries 3.7FTE				
<b><i>Classified Salaries</i></b>				
2000-2999		<b>552,098</b>	<b>568,661</b>	<b>585,721</b>
Support staff & office salaries 7.5 FTE				
Admin Salaries 1.0 FTE				
<b><i>Employee Fringes</i></b>				
3111/3211 STRS		299,137	341,521	396,865
3212 PERS		95,796	88,142	100,158
3311/3312 Social Security		34,231	35,257	36,315
3321/3322 Medicare		39,003	42,563	43,840
3401/3402 Health & Welfare Benefits		296,193	305,079	314,231
3501/3502 Unemployment Insurance		32,089	33,052	34,043
3601/3602 Workman's Compensation Ins.		55,411	55,479	57,143
<b>TOTALS</b>		<b>851,860</b>	<b>901,093</b>	<b>982,596</b>
<b><i>Books and Supplies</i></b>				
4000-4999		<b>304,494</b>	<b>313,629</b>	<b>323,038</b>
<b><i>Services, Other Operating Expense</i></b>				
5000-5999		<b>1,448,537</b>	<b>1,491,993</b>	<b>1,536,753</b>
conferences, mileage, dues & memberships, insurance, gas & electricity, irrigation, trash, pest control, contracted				
cleaning services, leases, maintenance agreements, grounds & repairs, equipment leases, bank expenses,				
contracted services, bottled water, employment services, security services, charter buses, software licensing,				
print shop services, SDCOE systems, oversight fee, payroll services, legal expenses, advertising, telephones &				
cell phones, postage, internet costs				
<b><i>Other Outgo</i></b>		<b>0</b>	<b>0</b>	<b>0</b>
<b><i>Direct Support/Indirect Costs</i></b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES</b>		<b>\$5,454,796</b>	<b>\$5,642,117</b>	<b>\$5,865,850</b>

LCFF Calculator Universal Assumptions Pacific View Charter (3731221) - 2017-18 Proposed Adopted										
Summary of Funding										
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	
Target	\$ 4,250,510	\$ 4,207,762	\$ 4,704,151	\$ 5,500,918	\$ 5,607,994	\$ 5,705,881	\$ 5,813,157	\$ 5,962,456	\$ 5,962,456	
Floor	2,978,587	3,073,221	3,789,700	5,008,875	5,279,648	5,424,024	5,625,634	5,763,484	5,962,457	
Applied Formula: Target or Floor	FLOOR	FLOOR	FLOOR	FLOOR	FLOOR	FLOOR	FLOOR	FLOOR	TARGET	
Remaining Need after Gap (Informational only)	1,119,271	793,758	433,837	221,272	183,972	80,245	49,675	-	-	
Current Year Gap Funding	152,652	342,783	480,614	270,771	144,374	201,612	137,848	198,972	-	
Miscellaneous Adjustments	-	-	-	-	-	-	-	-	-	
Economic Recovery Target	-	-	-	-	-	-	-	-	-	
Additional State Aid	-	-	-	-	-	-	-	-	-	
Total Phase-In Entitlement	\$ 3,131,239	\$ 3,414,004	\$ 4,270,314	\$ 5,279,646	\$ 5,424,022	\$ 5,625,636	\$ 5,763,482	\$ 5,962,456	\$ 5,962,456	
Components of LCFF By Object Code										
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
8011 - State Aid	\$ 1,308,667	\$ 1,656,232	\$ 1,754,871	\$ 2,310,083	\$ 2,797,683	\$ 3,000,551	\$ 3,236,573	\$ 3,374,419	\$ 3,573,393	\$ 3,573,393
8011 - Fair Share	-	-	-	-	-	-	-	-	-	-
8311 & 8590 - Categoricals	305,189	-	-	-	-	-	-	-	-	-
EPA (for LCFF Calculation purposes)	617,714	568,485	706,491	759,873	873,945	815,453	781,045	781,045	781,045	781,045
Local Revenue Sources:										
8021 to 8089 - Property Taxes	-	-	-	-	-	-	-	-	-	-
8096 - In-Lieu of Property Taxes	944,502	906,522	952,642	1,200,358	1,608,018	1,608,018	1,608,018	1,608,018	1,608,018	1,608,018
Property Taxes not in-lieu	-	-	-	-	-	-	-	-	-	-
TOTAL FUNDING	\$ 3,176,072	\$ 3,131,239	\$ 3,414,004	\$ 4,270,314	\$ 5,279,646	\$ 5,424,022	\$ 5,625,636	\$ 5,763,482	\$ 5,962,456	\$ 5,962,456
Basic Aid Status		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: Excess Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less: EPA in Excess to LCFF Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Phase-In Entitlement	\$ 3,131,239	\$ 3,414,004	\$ 4,270,314	\$ 5,279,646	\$ 5,424,022	\$ 5,625,636	\$ 5,763,482	\$ 5,962,456	\$ 5,962,456	
8012 - EPA Receipts (for budget & cashflow)	\$ 614,334	\$ 569,408	\$ 706,223	\$ 756,629	\$ 879,914	\$ 815,453	\$ 781,045	\$ 781,045	\$ 781,045	\$ 781,045
Summary of Student Population										
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	
Unduplicated Pupil Population										
Agency Unduplicated Pupil Count	231.00	192.00	246.00	297.00	300.00	300.00	300.00	300.00	300.00	
COE Unduplicated Pupil Count	-	-	-	-	-	-	-	-	-	
Total Unduplicated pupil Count	231.00	192.00	246.00	297.00	300.00	300.00	300.00	300.00	300.00	
Rolling %, Supplemental Grant	57.7500%	56.5500%	57.7700%	58.8000%	59.4100%	58.7800%	58.0300%	58.0300%	58.0300%	
Rolling %, Concentration Grant	57.7500%	56.5500%	57.7700%	58.8000%	59.4100%	58.7800%	58.0300%	58.0300%	58.0300%	
FUNDED ADA										
Adjusted Base Grant ADA	Current Year	Current Year	Current Year	Current Year	Current Year	Current Year	Current Year	Current Year	Current Year	
Grades TK-3	28.60	21.52	14.36	16.02	16.02	16.02	16.02	16.02	16.02	
Grades 4-6	23.27	15.53	40.63	54.32	54.32	54.32	54.32	54.32	54.32	
Grades 7-8	33.89	23.76	39.67	74.54	74.54	74.54	74.54	74.54	74.54	
Grades 9-12	362.82	379.12	393.95	428.61	428.61	428.61	428.61	428.61	428.61	
Total Adjusted Base Grant ADA	448.58	439.93	488.61	573.49	573.49	573.49	573.49	573.49	573.49	
Necessary Small School ADA	Current year	Current year	Current year	Current year	Current year	Current year	Current year	Current year	Current year	
Grades TK-3	-	-	-	-	-	-	-	-	-	
Grades 4-6	-	-	-	-	-	-	-	-	-	
Grades 7-8	-	-	-	-	-	-	-	-	-	
Grades 9-12	-	-	-	-	-	-	-	-	-	
Total Necessary Small School ADA	-	-	-	-	-	-	-	-	-	
Total Funded ADA	448.58	439.93	488.61	573.49	573.49	573.49	573.49	573.49	573.49	
ACTUAL ADA (Current Year Only)										
Grades TK-3	28.60	21.52	14.36	16.02	16.02	16.02	16.02	16.02	16.02	
Grades 4-6	23.27	15.53	40.63	54.32	54.32	54.32	54.32	54.32	54.32	
Grades 7-8	33.89	23.76	39.67	74.54	74.54	74.54	74.54	74.54	74.54	
Grades 9-12	362.82	379.12	393.95	428.61	428.61	428.61	428.61	428.61	428.61	
Total Actual ADA	448.58	439.93	488.61	573.49	573.49	573.49	573.49	573.49	573.49	
Funded Difference (Funded ADA less Actual ADA)	-	-	-	-	-	-	-	-	-	
Minimum Proportionality Percentage (MPP)										
	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	
Current year estimated supplemental and concentration grant funding in the LCAP year	\$ 453,679	\$ 538,936	\$ 661,118	\$ 692,453	\$ 685,132	\$ 674,273	\$ 691,591	\$ 691,591	\$ 691,591	
Current year Minimum Proportionality Percentage (MPP)	15.33%	14.44%	14.31%	14.63%	13.87%	13.25%	13.12%	13.12%	13.12%	

## SSC School District and Charter School Financial Projection Dartboard 2017-18 May Revision

This version of SSC's Financial Projection Dartboard is based on the 2017-18 May Revision. We have updated the Local Control Funding Formula (LCFF) factors. We have also updated the cost-of-living adjustment (COLA), Consumer Price Index (CPI), and ten-year T-bill planning factors per the latest economic forecasts. We rely on various state agencies and outside sources in developing these factors, but we assume responsibility for them with the understanding that they are general guidelines.

LCFF ENTITLEMENT FACTORS				
Entitlement Factors per ADA	K-3	4-6	7-8	9-12
2016-17 Base Grants	\$7,083	\$7,189	\$7,403	\$8,578
COLA at 1.56%	\$110	\$112	\$115	\$134
2017-18 Base Grants	\$7,193	\$7,301	\$7,518	\$8,712

Entitlement Factors per ADA	K-3	4-6	7-8	9-12
2017-18 Base Grants	\$7,193	\$7,301	\$7,518	\$8,712
Grade Span Adjustment Factors	10.4%	-	-	2.6%
Grade Span Adjustment Amounts	\$748	-	-	\$227
2017-18 Adjusted Base Grants	\$7,941	\$7,301	\$7,518	\$8,939
Supplemental Grants (% Adj. Base)	20%	20%	20%	20%
Concentration Grants	50%	50%	50%	50%
Concentration Grant Threshold	55%	55%	55%	55%

LCFF DARTBOARD FACTORS					
Factor	2016-17	2017-18	2018-19	2019-20	2020-21
LCFF Planning Factors	SSC Simulator	SSC Simulator	SSC Simulator <sup>2</sup>	SSC Simulator <sup>2</sup>	SSC Simulator <sup>2</sup>
SSC Gap Funding Percentage	55.03%	43.97%	39.03%	41.51%	44.07%
Department of Finance Gap Funding Percentage	55.03%	43.97%	71.53%	73.51%	100.00%
Gap Funding Percentage <sup>1</sup> (May Revise)	54.84%	43.97%	-	-	-

PLANNING FACTORS						
Factor		2016-17	2017-18	2018-19	2019-20	2020-21
Statutory COLA		0.00%	1.56%	2.15%	2.35%	2.57%
COLA on state and local share only of Special Education, Child Nutrition, Foster Youth, Preschool, American Indian Education Centers/American Indian Early Childhood Education		0.00%	1.56%	2.15%	2.35%	2.57%
California CPI		2.50%	3.11%	3.19%	2.86%	2.97%
Interest Rate for Ten-Year Treasuries		2.20%	2.67%	2.90%	3.05%	3.00%
California Lottery	Unrestricted per ADA	\$144	\$144	\$144	\$144	\$144
	Restricted per ADA	\$45	\$45	\$45	\$45	\$45
Mandate Block Grant (District)	Grades K-8 per ADA	\$28.42	\$28.42	\$28.42	\$28.42	\$28.42
	Grades 9-12 per ADA	\$56	\$56	\$56	\$56	\$56
Mandate Block Grant (Charter)	Grades K-8 per ADA	\$14.21	\$14.21	\$14.21	\$14.21	\$14.21
	Grades 9-12 per ADA	\$42	\$42	\$42	\$42	\$42
One-Time Discretionary Funds per ADA		\$214	\$170 <sup>3</sup>	–	–	–
CalPERS Employer Rate (projected)		13.888%	15.531%	18.1%	20.8%	23.8%
CalSTRS Employer Rate (statutory)		12.58%	14.43%	16.28%	18.13%	19.10%

RESERVES		
State Reserve Requirement	District ADA Range	Reserve Plan
The greater of 5% or \$66,000	0 to 300	SSC recommends one year's increment of planned revenue growth
The greater of 4% or \$66,000	301 to 1,000	
3%	1,001 to 30,000	
2%	30,001 to 400,000	
1%	400,001 and higher	

<sup>1</sup> Either this percentage or the final State Budget gap percentage can be used for calculating movement toward class sizes of 24:1 at grades transitional kindergarten-3.

<sup>2</sup> For the forecast years, the total dollar amount needed to fund the statutory COLA is applied to the SSC LCFF Simulator.

<sup>3</sup> Amount is not eligible for receipt until May 2019, and LEAs should exclude from their budget and multiyear projection.

Pacific View Charter School  
Working Adopted Budget  
Charter Number 247  
CDE Number 37-73569  
Fiscal Year 2017/2018  
Charter School Certification

2015/16 Second Interim is hereby submitted to the chartering authority and the county superintendent of schools.

Signed: \_\_\_\_\_  
Charter School Official

Date: \_\_\_\_\_

Printed Name: Gina Campbell, Executive Director

For additional information on the Second Interim Report, please contact:

Kira Fox, Director of Central Office & Finance  
760-757-0161 Ext.105  
kfox@pacificview.org

**8.3**

# **Independent Contractor Agreement**

## **2017/18 School Year**

Contract Date: July 1, 2017

This Agreement is entered into between the Pacific View Charter School hereinafter called the “**The Charter School**” and California School Business Consultants hereinafter called the “**Contractor**”.

WHEREAS, The Charter School is authorized to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained, experienced and competent to perform the special services required; and

WHEREAS, The Charter School is in need of such special services and advice, and

WHEREAS, Contractor is specially trained and experienced and competent to perform the special services required by the Charter School, and such services are needed on a limited basis;

NOW THEREFORE, the parties agree as follows:

1. Services to be provided by Contractor:

- Continue to train staff and review preparation of Year End Closing documentation on revenue, expense and budget on a as needed basis
- Consult during Auditor’s visit & preparation of SB740 reports as determined necessary by the Director of Central Office & Finance
- Perform budget and financial analysis on a as needed basis
- Review staff prepared documents for Local, State and Federal budget and assists in monitoring budget on a as needed basis
- Review staff transaction and budget adjustments on a as needed basis
- Answer questions and discuss options via email, telephone or virtually on a as needed basis

2. Term of Agreement:

1. Contractor shall commence providing services under this Agreement on July 1, 2017 through June 30, 2018 and services may be discontinued by either party to this agreement.
2. It shall be expressly understood by Contractor that time is of the essence per this Agreement and the Charter School may terminate this Agreement in the event of an unexcused delay in Contractor’s performance hereunder.
3. Contractor has the right to perform services for other agencies and/or schools during the term of this agreement.
4. The Charter School shall not obtain workers’ compensation insurance on behalf of the Contractor. Contractor shall pay all income taxes and FICA (Social



## **Independent Contractor Agreement 2017/18 School Year**

Security and Medicare taxes) incurred while performing services under this Agreement.

3. Compensation:

A. The Charter School agrees to pay Contractor for services rendered pursuant to this Agreement on an hourly basis at a rate of \$109.88 on an as needed basis. The annual contract is not to exceed \$14,943.28 (Fourteen Thousand Nine Hundred Forty-Three Dollars and 28/100). Invoice shall be submitted monthly and contain a breakdown of offsite services provided by Contractor and time onsite training specified in hours as relevant in section 1. Onsite and offsite PVCS Service to be provided by Contract section of this agreement.

B. The Charter School agrees to pay Contractor's hourly rate for services rendered onsite and by other forms of communication. Cost of transportation and lodging related to onsite visit shall be paid for by the Charter School.

C. The Charter School shall pay the Contractor according to the following terms and conditions: Upon presentation of a monthly invoice, payment will be made 30 working days after completion of service.

4. Termination of Agreement:

The Charter School may terminate this Agreement and will be relieved of all obligations under this Agreement should Contractor fail to perform any of the terms and conditions hereof at the time and places set forth herein. In the event of such termination, Contractor shall be paid the reasonable value of the services rendered up to the date of such terminations, less any payments theretofore made, as determined by the Charter School, and the Contractor hereby expressly waives any and all claims for damages or compensation arising under this Agreement in the event of such terminations.

5. Status of Contractor:

It is expressly understood that at all times while rendering the services described herein and in complying with any terms and conditions of this Agreement, Contractor is acting as an independent contractor and not as an officer, agent, or employee of the Charter School.

6. Compliance with Law:

The Contractor shall be subject to and shall comply with all Federal, State, and local laws and regulations applicable with respect to its performance under this Agreement including, but not limited to: licensing, employment and purchasing

## **Independent Contractor Agreement 2017/18 School Year**

practices, and wages, hours and conditions of employment, including nondiscrimination.

7. Alterations or Variance:

No alterations to this Agreement or variance from the provisions hereof shall be valid unless made in writing and executed by both of the parties hereto.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date hereinabove first written.

**The Charter School**

**Contractor**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Pacific View Charter School  
3670 Ocean Ranch Blvd.  
Oceanside, California 92056  
760-757-0161

CSBC  
5234 Scenic Crest Way  
Prescott, Arizona 86301  
760-450-4179

**9.1**



## Certificated Position

## School Counselor

### Description:

The School Counselor is directly responsible to the Executive Director. The School Counselor will assume responsibility for a comprehensive counseling program for students in grades kindergarten through twelve **at all school sites**. School Counselor will provide services to meet the needs of assigned students by consulting with teachers, staff and parents.

### Job Functions:

#### Essential:

- Participate in, coordinate and conduct activities that contribute to the effective operation of counseling program and school
- **Responsible for managing transcripts, request process and input data into SIS**
- **Evaluate transcripts and create yearly learning planner**
- **Monitor senior's course completion progress for graduation**
- **Manage Registration Process**
- Attend Advisory and Board meetings
- Act as liaison with colleges, local businesses and community organizations
- Guide individuals and groups of students through the development of educational and career plans
- Collaborate with Director of Student Services regarding the developmental needs of students
- Refer students to appropriate program specialist or community agencies as needed
- ~~Plan and evaluate all counseling services provided from outside contractor(s)~~
- Participate in **Student Support Teams** SST's, 504s and **Individual Education Plan (IEPs)** upon request
- Maintain knowledge of enrollment process, student policies, and instructional lab policies
- Collaborate with the Director of Curriculum to maintain thorough knowledge of school curriculum
- Work collaboratively with Administration on assessment, test data and response to intervention
- Meet with 8th grade students matriculating into 9th grade
- Develop a college and career culture for grades K-12
- ~~Chair~~ **Participate on** graduation committee

#### Other:

- Other duties as assigned
- Pursue continuous professional growth

**Requirements:****Education and Experience:**

Pupil Personnel Services Credential authorizing counseling service  
Valid California Teaching Credential

**Knowledge, Skills, and Abilities (including tests):**

An ability to plan, organize, write with clarity and correctness and work cooperatively with fellow employees, staff, administrators, and parents.

**Physical Demands:**

Dexterity of hands and fingers to operate a computer keyboard

Sitting or standing for extended periods of time

Hearing and speaking to exchange information and making presentations

Seeing to read a variety of materials

The amount of time for each activity varies depending on daily work load and priority schedules. Some days, sitting could occur more frequently, and on other days standing and walking could occur throughout the workday. May sit for prolonged time when completing projects; however, standing breaks are encouraged. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

**Work Environment:**

School office environment

Constant interruptions

Evening or variable hours

Travel between sites

**Reasoning Ability:**

Prioritize, organize and multi-task. Set appropriate goals, problem-solve, accept personal accountability for moving in the direction of the Executive Director's goals. Interpret, apply and explain rules, regulations, policies and procedures. Assist in the preparation of comprehensive narrative and statistical reports. Perform under demanding, often stressful and varied work schedules with the ability to remain flexible and focused with interruptions and distractions.

**License:**

Possession of a valid California Driver's License issued by the Department of Motor Vehicles.

**Supervisor:** Executive Director

**WORK YEAR:** 223 Days

Board Approved: April 21, 2015

***Board Amended: June 20, 2017***

**9.2**

**PACIFIC VIEW CHARTER SCHOOL  
2017-18 CLASSIFIED SALARY SCHEDULE**

**\*\*\*DRAFT\*\*\***

**MONTHLY**

POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
College Liaison	\$ 3,132.45	\$ 3,257.75	\$ 3,388.06	\$ 3,523.58	\$ 3,664.52	\$ 3,811.10	\$ 3,963.55
	\$ 37,589.40	\$ 39,092.98	\$ 40,656.70	\$ 42,282.96	\$ 43,974.28	\$ 45,733.25	\$ 47,562.58
Instructional Aide	\$ 2,174.67	\$ 2,261.66	\$ 2,352.12	\$ 2,446.21	\$ 2,544.06	\$ 2,645.82	\$ 2,751.65
	\$ 26,096.04	\$ 27,139.88	\$ 28,225.48	\$ 29,354.50	\$ 30,528.68	\$ 31,749.82	\$ 33,019.82
Lead Instructional Aide	\$ 2,519.08	\$ 2,619.84	\$ 2,724.64	\$ 2,833.62	\$ 2,946.97	\$ 3,064.85	\$ 3,187.44
	\$ 30,228.96	\$ 31,438.12	\$ 32,695.64	\$ 34,003.47	\$ 35,363.61	\$ 36,778.15	\$ 38,249.28
Office Clerk	\$ 2,398.81	\$ 2,494.76	\$ 2,594.55	\$ 2,698.34	\$ 2,806.27	\$ 2,918.52	\$ 3,035.26
	\$ 28,785.72	\$ 29,937.15	\$ 31,134.63	\$ 32,380.02	\$ 33,675.22	\$ 35,022.23	\$ 36,423.12
Office Clerk - Bilingual	\$ 2,713.81	\$ 2,822.36	\$ 2,935.26	\$ 3,052.67	\$ 3,174.77	\$ 3,301.76	\$ 3,433.84
	\$ 32,565.72	\$ 33,868.35	\$ 35,223.08	\$ 36,632.01	\$ 38,097.29	\$ 39,621.18	\$ 41,206.02
Receptionist	\$ 1,955.10	\$ 2,033.30	\$ 2,114.64	\$ 2,199.22	\$ 2,287.19	\$ 2,378.68	\$ 2,473.83
	\$ 23,461.20	\$ 24,399.65	\$ 25,375.63	\$ 26,390.66	\$ 27,446.29	\$ 28,544.14	\$ 29,685.90

**Work Year  
233 Days**

**HOURLY**

POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Business Services Assistant	\$ 18.38	\$ 19.12	\$ 19.88	\$ 20.68	\$ 21.50	\$ 22.36	\$ 23.26
Instructional Aide	\$ 14.00	\$ 14.56	\$ 15.14	\$ 15.75	\$ 16.38	\$ 17.03	\$ 17.71
Enrichment/Intervention Instructor	\$ 20.00	\$ 20.80	\$ 21.63	\$ 22.50	\$ 23.40	\$ 24.33	\$ 25.31

*Support Services Stipend \$5,000 annually*

**Stipends for Longevity**

8th Year	5%
13th Year	5%
18th Year	3%

Board Approved: June 21, 2011

Board Amended: May 20, 2014

Board Amended: June 16, 2015

Board Amended: June 29, 2015

Board Approved: June 27, 2016

Board Approved: Feb. 21, 2017

***Board Approved: June 16, 2017***