

This document was provided, as is, to the California Department of Education (CDE) by **Peak Prep Pleasant Valley**. This document is posted to the CDE website to meet the legal requirements of California *Education Code* Section 33009.5.

For more information regarding the content of this material, please contact the Charter Schools Division by phone at 916-322-6029 or by email at charters@cde.ca.gov.

The following nonclassroom-based funding determination form and first-year unaudited actual expense reports were provided by Peak Prep Pleasant Valley and were submitted within 90 days after the end of its first year of operation to fulfill the 90 Day Report reporting requirement. The following nonclassroom-based funding determination form is based on the school's second-year budget.

2020-202

2020-202

Nonclassroom-Based Funding Determination Form - Fiscal Year 2019-20

Information collected on this form is pursuant to *California Code of Regulations*, Title 5 (5 CCR)

Section I. Charter School Information (Complete fields 1-18) 5 CCR 11963.3(a)(1) to (4)

1. Charter School Name

2. Charter School Authorizer

3. Charter School Number

4. CDS Code

5. Street Address

6. City

7. County

8. Zip Code

9. Contact Name

10. Title

11. Phone Number

ext.

12. Email

13. Grade Levels Served

14. Date Charter Expires (MM/DD/YYYY)

15. Funding Requested (Select one) 100% 85% 70%

Note: New charter schools are limited to two years pursuant to 5 CCR 11963.6(a)

16. Years Requested (Select one) 2 3 4 5

17. Funding Determination Period Requested FY to

18. Charter School Deadline - Select one (See notes below for charter school type selection)

Due Date: 12/2/2019 New Charter School in Fiscal Year 2019-20

Due Date: 2/3/2020 Existing Charter School Renewal

Due Date: 9/30 New Charter School 90 Day Reporting, 5 CCR 11963.6(a)

Other Funding Determination Select FY Source Data

- For a New Charter School in FY 2019-20, use FY 2019-20 budget data.
- For an Existing Charter School, with a Funding Determination Form (FDF) expiring at the end of FY 2019-20, use FY 2018-19 audited financial data.
- For a New Charter School 90 Day Reporting, within 90 days after the end of a charter school's first year of operation, two reports must be filed with the CDE: (1) FDF (based on the charter school's actual second year budget data), and (2) Unaudited actual report (based on the actual first year unaudited data).
- If a New Charter School or an Existing Charter School misses the deadline, the charter school will need to obtain a waiver from the State Board of Education (SBE). Information on the waiver process is posted on the CDE waiver web page at <http://www.cde.ca.gov/re/lr/wr>. The governing board of the charter school's authorizing local educational agency will need to request a waiver and conduct a public hearing. The SBE may approve such waivers under the general waiver authority, under California *Education Code (EC)* sections 33050-33053.

Section II. Financial Information (Complete sections A, B, D, and E)

A. Total Resources (Complete lines A.1.a to A.1.d)

1. Revenues and Other Resources

5 CCR 11963.3(a)(5)(A) and (6)

a. Federal Revenues

(i) Enter amount of Public Charter Schools Grant
Program included under Federal Revenues
(Line A.1.a)

b. State Revenues

c. Local Revenues

d. Other Financing Sources

e. Total Revenues (Sum of lines A.1.a to A.1.d)

B. Total Expenditures and Other Uses (Complete lines B.1 to B.4)

1. Instruction and Related Services

5 CCR 11963.3(a)(5)(B) and (6)

a. Salaries and Benefits

(i) Certificated

(ii) Classified

b. Books, Supplies, and Equipment

c. Services and Other Operating Costs

(i) Contracts for Instructional Services

(ii) Contracts for Instructional Support

(iii) All Other Instruction Related Operating Costs

d. Total Instruction and Related Services

2. Operations and Facilities

5 CCR 11963.3(a)(5)(C) and (6)

a. Salaries and Benefits

(i) Certificated

(ii) Classified

b. Books, Supplies, and Equipment

c. Services and Other Operating Costs

B. Total Expenditures and Other Uses (Complete lines B.1. to B.4), continued

d. Facility Acquisition and Construction

e. Total Operation and Facilities

f. Allowable Facility Costs

5 CCR 11963.3(b)(7)

(i) Enter the total facility square footage occupied
by the charter school

_____ sqft.

(ii) Enter the total Classroom-Based P-2 ADA reported
in the prior FY. DO NOT INCLUDE NCB ADA

(iii) Enter the total Student Hours attended by the NCB
pupils at the school site in the prior FY

(iv) Calculated Facilities Costs

Lesser of line B.2.e or $[(B.2.fii+(B.2.fiii/868)]*1000$

Allowable (Lesser of line B.2.e or B.2.fiv)

3. Administration and All Other Activities

5 CCR 11963.3(a)(5)(D) and (6)

a. Salaries and Benefits

(i) Certificated

(ii) Classified

b. Books, Supplies, and Equipment

c. Services and Other Operating Costs

(i) Contracts for Other Administrative Services

(ii) Supervisorial Oversight Fee

(iii) All Other Administration and Other Activities,
Services and Operating Costs

d. Total Administration and Other Activities

4. Other Outgo and Other Financing Uses

5 CCR 11963.3(a)(5)(E) and (6)

a. Debt Service

b. Transfers to local educational agencies

c. All Other Transfers and Outgo

d. Total Other Outgoing and Other Financing Uses

B. Total Expenditures and Other Uses, continued

5. Total Expenditures

(Sum of lines B.1.d, B.2.e, B.3.d, and B.4.d)

C. Revenues Over Expenditures - Surplus or (Deficit)

(Line A.1.e minus Line B.5)

D. Fund Balance (Complete line D.a)

a. Enter Beginning Fund Balance (July 1)

5 CCR 11963.3(a)(5)(A)

b. Ending Fund Balance - June 30 (Line C plus Line D.a)

E. Reserves (Complete lines E.a. to E.e)

If reserves in line E.a or E.b are more than \$50,000 or over 5% of total expenditures, provide an explanation in Section III.6, pursuant to 5 CCR 11963.3(a)(5)(F).

a. Designated for Economic Uncertainties

% of Expenditures

b. Facilities Acquisition or Capitol Projects

c. Reserves Required by Charter Authorizer

d. Other Reserves (Explain in Section III.5 below)

e. Unassigned/Unappropriated Fund Balance

f. Total (Sum of lines E.a to E.e)

Note - Line E.f must agree with Line D.b

1. Pupil to Teacher Ratio (PTR), pursuant to EC Section 51745.6 and 5 CCR Section 11704

a. Enter the charter school's PTR:

0.00:1

b. If the charter school's PTR in line III.1.a exceeds 25:1, enter the name of the largest unified school district in the county or counties in which the charter school operates:

c. Enter the PTR for the unified school district listed on line III.1.b: 0.00:1

2. Did any entity receive \$50,000 or more OR 10% or more of total expenditures (Line B.5) in the FY 2018-19 OR will receive in the FY 2019-20? (5 CCR 11963.3[b][3])

Yes

No

If yes to line III.2, list the name of each entity and the cumulative amount received by each entity in Box 2.a on Page 5. Are contract payments made by the charter school based on specific services rendered or upon an amount per unit of average daily attendance (ADA) or some other percentage of the charter school's revenues, enrollment, etc? If yes, identify on Page 5 Box 2.a.

6. If reserves reported on line E.a (designated to economic uncertainties) OR E.b (facilities acquisition or capital projects) exceed the greater of \$50,000 or 5% of total expenditures, explain the reason for the need of such excess reserves.

E.a

Percentage

E.b

Percentage

7. Enter the full-time equivalent (FTE) employees working at the charter school that possess a valid teaching certificate, permit, or other document equivalent to that which a teacher in other public schools would be required to hold, issued by the Commission on Teacher Credentialing, and are required to provide direct instruction or direct instructional support to students.

FY 2018-19 FTE (0.0)	FY 2019-20 FTE (0.0)
----------------------	----------------------

8. Enter the average daily attendance (ADA).

FY 2018-19 P-2 ADA	FY 2019-20 P-2 ADA
--------------------	--------------------

Section IV. Nonclassroom-Based Virtual or On-line Charter Schools (Complete lines 1 and 2)

1. Is this charter school a virtual or on-line charter school as defined pursuant to 5 CCR 11963.5? (A virtual or on-line charter school is one in which at least 80% of teaching and student interaction occurs via the Internet.)
 Yes
 No

2. If Yes to line IV.1, can the charter school demonstrate compliance with 5 CCR sections 11963.5(b)(2) to (8)? Regulations are available on the CDE Charter School Regulations web page at <http://www.cde.ca.gov/sp/ch/csregsmar04.asp>.
 Yes
 No
 N/A



a. Charter School Name

b. Charter School Number

1. Percent spent on Certificated Employee Salaries and Benefits to Total Public Revenues 5 CCR 11963.3(c)(1)

Certificated Salaries and Benefits costs Line B.1.a(i)/Federal Revenues Lines A.1.a - PCSGP A.1.a(i) + State Revenues A.1.b

2. Percent spent on Instruction and Instruction-Related Services to Total Revenues 5 CCR 11963.3(c)(2)

Instructional and Related Services costs Line B.1.d + Allowable Facilities costs 2.f.(iv)/Total Revenues Line A.1.e

Funding Determination Criteria	
If the percentages from lines V.1 or V.2 do not meet the spending criteria of the funding level requested as shown below, complete Section VI. Mitigating Circumstances, for consideration by the Advisory Commission on Charter Schools (ACCS) for making a recommendation other than one that results from the criteria specified in regulations.	
100%	1) Line V.1 must equal or exceed 40 percent, 2) Line V.2 must equal or exceed 80 percent, AND 3) Line III.1.a. PTR cannot exceed 25:1 OR the PTR on Line III.1.c, the ACCS shall recommend approval at 100%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][3]).
85%	1) Line V.1 must equal or exceed 40 percent, AND 2) Line V.2 must equal or exceed 70 percent but less than 80 percent, the ACCS shall recommend approval at 85%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][2]).
70%	1) Line V.1 must equal or exceed 35 percent, AND 2) Line V.2 must equal or exceed 60 percent but less than 70 percent, the ACCS shall recommend approval at 70%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][1]).
Denied	1) Line V.1 is less than 35 percent, AND 2) Line V.2 is less than 60 percent, the ACCS shall recommend that the SBE deny the request, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][4]).

Section VI. Mitigating Circumstances (Complete lines 1-3 and attach any supporting documentation)

1. Explain why the charter school did not meet the criteria for the funding determination requested. Include specific measures or actions taken by the charter school to comply.

2. List and explain the mitigating circumstance(s) to be considered by the CDE and ACCS.

3. Provide any other pertinent information that may assist the CDE and ACCS in conducting a detailed review or develop a reasonable basis for a recommendation.

Section VII. Certification (Review, sign, and date)

5 CCR 11963.3(b)(1)

I certify that:

1. The information provided is true and correct to the best of my ability and knowledge.
2. This charter school's nonclassroom-based instruction is conducted for and substantially dedicated to the instructional benefit of the school's students.
3. This charter school's governing board has adopted and implemented conflict of interest policies.
4. All of the charter school's transactions, contracts, and agreements are in the best interest of the school and reflect a reasonable market rate for all good, services, and considerations rendered for or supplied to the school.

Enter Name of Charter School's Director, Principal, or Governing Board Chairperson

Title of Authorized Individual

Before certifying with electronic/digital signature below, please be sure to check all numerical entries and information provided, and save a copy of this form. Modifications to the information reported on this form cannot be made after the signature field below has been completed.

7



Signature of Charter School's Director, Principal, or Governing Board Chairperson

Submit completed and electronically signed forms via email to charter-sb740@cde.ca.gov.

As of FY 2019-20, the CDE is no longer requiring the following:

- Hard copy of the FDF
- Hard or soft copy of the Conflict of Interest Policy

As such, please do not submit these documents to the CDE.

90 Day Report and Supplemental
Funding Determination Information for
Peak Prep Pleasant Valley, Charter #2062

accs-apr21item02
Attachment 3
Page 11 of 25

CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM
July 1, 2019 to June 30, 2020

CHARTER SCHOOL CERTIFICATION

Charter School Name: Peak Prep Pleasant Valley
CDS #: 56725530139592PeakPrepPleasantValley2062 UA
Charter Approving Entity: Pleasant Valley School District
County: Ventura
Charter #: 2062

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

For information regarding this report, please contact:

<u>For County Fiscal Contact:</u>	<u>For Approving Entity:</u>	<u>For Charter School:</u>
<u>Dannielle Brook</u> Name	<u>Chris Johnston</u> Name	<u>Shalen Bishop</u> Name
<u>Executive Director</u> Title	<u>Assistant Superintendent, Business Svcs</u> Title	<u>Superintendent</u> Title
<u>805-383-1981</u> Telephone	<u>805-389-2100 x1162</u> Telephone	<u>805-222-0025</u> Telephone
<u>dbrook@vcoe.org</u> Email address	<u>cjohnston@pleasantvalleysd.org</u> Email address	<u>shalen.bishop@peak-prep.org</u> Email address

To the entity that approved the charter school:

(X) 2019-20 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to *Education Code* Section 42100(b).

Signed: _____ Date: _____
Charter School Official
(Original signature required)

Printed Name: Shalen Bishop Title: Superintendent

To the County Superintendent of Schools:

(X) 2019-20 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to *Education Code* Section 42100(a).

Signed: _____ Date: _____
Authorized Representative of
Charter Approving Entity
(Original signature required)

Printed Name: Chris Johnston Title: Assistant Superinten

To the Superintendent of Public Instruction:

(X) 2019-20 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been verified for mathematical accuracy by the County Superintendent of Schools pursuant to *Education Code* Section 42100(a).

Signed: _____ Date: _____
County Superintendent/Designee
(Original signature required)

90 Day Report and Supplemental
Funding Determination Information for
Peak Prep Pleasant Valley, Charter #2062

accs-apr21item02
Attachment 3
Page 12 of 25

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2019 to June 30, 2020

Charter School Name: Peak Prep Pleasant Valley
CDS #: 56725530139592PeakPrepPleasantValley2062 UA
Charter Approving Entity: Pleasant Valley School District
County: Ventura
Charter #: 2062

This charter school uses the following basis of accounting:

(Please enter an "X" in the applicable box below; check only one box)

- Accrual Basis** (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900, 7438, 9400-9489, 9660-9669, 9796, and 9797)
- Modified Accrual Basis** (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 7438, and 9711-)

Description	Object Code	Unrestricted	Restricted	Total
A. REVENUES				
1. LCFF Sources				
State Aid - Current Year	8011	1,955,786.00		1,955,786.00
Education Protection Account State Aid - Current Year	8012	58,136.00		58,136.00
State Aid - Prior Years	8019	0.00		0.00
Transfers to Charter Schools in Lieu of Property Taxes	8096	1,031,670.00		1,031,670.00
Other LCFF Transfers	8091, 8097	0.00	0.00	0.00
Total, LCFF Sources		3,045,592.00	0.00	3,045,592.00
2. Federal Revenues (see NOTE in Section L)				
No Child Left Behind/Every Student Succeeds Act	8290		0.00	0.00
Special Education - Federal	8181, 8182		0.00	0.00
Child Nutrition - Federal	8220		0.00	0.00
Donated Food Commodities	8221		0.00	0.00
Other Federal Revenues	8110, 8260-8299	0.00	0.00	0.00
Total, Federal Revenues		0.00	0.00	0.00
3. Other State Revenues				
Special Education - State	StateRevSE		0.00	0.00
All Other State Revenues	StateRevAO	45,229.12	14,716.64	59,945.76
Total, Other State Revenues		45,229.12	14,716.64	59,945.76
4. Other Local Revenues				
All Other Local Revenues	LocalRevAO	2,035.18	0.00	2,035.18
Total, Local Revenues		2,035.18	0.00	2,035.18
5. TOTAL REVENUES				
		3,092,856.30	14,716.64	3,107,572.94
B. EXPENDITURES (see NOTE in Section L)				
1. Certificated Salaries				
Certificated Teachers' Salaries	1100	162,076.84	0.00	162,076.84
Certificated Pupil Support Salaries	1200	10,750.00	0.00	10,750.00
Certificated Supervisors' and Administrators' Salaries	1300	170,817.39	0.00	170,817.39
Other Certificated Salaries	1900	19,846.13	0.00	19,846.13
Total, Certificated Salaries		363,490.36	0.00	363,490.36
2. Noncertificated Salaries				
Noncertificated Instructional Salaries	2100	0.00	0.00	0.00
Noncertificated Support Salaries	2200	0.00	0.00	0.00
Noncertificated Supervisors' and Administrators' Salaries	2300	0.00	0.00	0.00
Clerical, Technical and Office Salaries	2400	9,923.06	0.00	9,923.06
Other Noncertificated Salaries	2900	0.00	0.00	0.00
Total, Noncertificated Salaries		9,923.06	0.00	9,923.06
3. Employee Benefits				
STRS	3101-3102	0.00	0.00	0.00
PERS	3201-3202	0.00	0.00	0.00
OASDI / Medicare / Alternative	3301-3302	27,403.16	0.00	27,403.16
Health and Welfare Benefits	3401-3402	19,226.80	0.00	19,226.80
Unemployment Insurance	3501-3502	5,924.65	0.00	5,924.65
Workers' Compensation Insurance	3601-3602	2,783.40	0.00	2,783.40
OPEB, Allocated	3701-3702	0.00	0.00	0.00
OPEB, Active Employees	3751-3752	0.00	0.00	0.00
Other Employee Benefits	3901-3902	1,991.24	0.00	1,991.24
Total Employee Benefits		57,329.25	0.00	57,329.25

90 Day Report and Supplemental
Funding Determination Information for
Peak Prep Pleasant Valley, Charter #2062

accs-apr21item02
Attachment 3
Page 13 of 25

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2019 to June 30, 2020

Charter School Name: Peak Prep Pleasant Valley

CDS #: 56725530139592PeakPrepPleasantValley2062 UA

4. Books and Supplies				
Approved Textbooks and Core Curricula Materials	4100	0.00	0.00	0.00
Books and Other Reference Materials	4200	0.00	0.00	0.00
Materials and Supplies	4300	77,174.53	0.00	77,174.53
Noncapitalized Equipment	4400	0.00	0.00	0.00
Food	4700	0.00	0.00	0.00
Total, Books and Supplies		77,174.53	0.00	77,174.53
5. Services and Other Operating Expenditures				
Subagreements for Services	5100	877,770.45	0.00	877,770.45
Travel and Conferences	5200	4,498.46	0.00	4,498.46
Dues and Memberships	5300	385.00	0.00	385.00
Insurance	5400	0.00	0.00	0.00
Operations and Housekeeping Services	5500	0.00	0.00	0.00
Rentals, Leases, Repairs, and Noncap. Improvements	5600	9,332.42	0.00	9,332.42
Transfers of Direct Costs	5700-5799	0.00	0.00	0.00
Professional/Consulting Services and Operating Expend.	5800	151,547.42	0.00	151,547.42
Communications	5900	9,701.71	0.00	9,701.71
Total, Services and Other Operating Expenditures		1,053,235.46	0.00	1,053,235.46
6. Capital Outlay (Objects 6100-6170, 6200-6500 modified accrual basis only)				
Land and Land Improvements	6100-6170			0.00
Buildings and Improvements of Buildings	6200			0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300			0.00
Equipment	6400			0.00
Equipment Replacement	6500			0.00
Depreciation Expense (accrual basis only)	6900	0.00	0.00	0.00
Total, Capital Outlay		0.00	0.00	0.00
7. Other Outgo				
Tuition to Other Schools	7110-7143	0.00	0.00	0.00
Transfers of Pass-Through Revenues to Other LEAs	7211-7213	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE		0.00	0.00
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	0.00	0.00	0.00
All Other Transfers	7281-7299	0.00	0.00	0.00
Transfers of Indirect Costs	7300-7399	0.00	0.00	0.00
Debt Service:				
Interest	7438	0.00	0.00	0.00
Principal (for modified accrual basis only)	7439			0.00
Total Debt Service		0.00	0.00	0.00
Total, Other Outgo		0.00	0.00	0.00
8. TOTAL EXPENDITURES		1,561,152.66	0.00	1,561,152.66
Description	Object Code	Unrestricted	Restricted	Total
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		1,531,703.64	14,716.64	1,546,420.28
D. OTHER FINANCING SOURCES / USES				
1. Other Sources	8930-8979	0.00	0.00	0.00
2. Less: Other Uses	7630-7699	0.00	0.00	0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	0.00	0.00	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		0.00	0.00	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE /NET POSITION (C+D4)		1,531,703.64	14,716.64	1,546,420.28
F. FUND BALANCE / NET POSITION				
1. Beginning Fund Balance/Net Position				
a. As of July 1	9791	0.00	0.00	0.00
b. Adjustments/Restatements	9793, 9795	0.00	0.00	0.00
c. Adjusted Beginning Fund Balance /Net Position		0.00	0.00	0.00
2. Ending Fund Balance /Net Position, June 30 (E+F1c)		1,531,703.64	14,716.64	1,546,420.28
Components of Ending Fund Balance (Modified Accrual Basis only)				

90 Day Report and Supplemental
Funding Determination Information for
Peak Prep Pleasant Valley, Charter #2062
CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM
July 1, 2019 to June 30, 2020

accs-apr21item02
Attachment 3
Page 14 of 25

Charter School Name: Peak Prep Pleasant Valley

CDS #: 56725530139592PeakPrepPleasantValley2062 UA

a. Nonspendable				
1. Revolving Cash (equals Object 9130)	9711			0.00
2. Stores (equals Object 9320)	9712			0.00
3. Prepaid Expenditures (equals Object 9330)	9713			0.00
4. All Others	9719			0.00
b. Restricted	9740			0.00
c. Committed				
1. Stabilization Arrangements	9750			0.00
2. Other Commitments	9760			0.00
d. Assigned	9780			0.00
e. Unassigned/Unappropriated				
1. Reserve for Economic Uncertainties	9789			0.00
2. Unassigned/Unappropriated Amount	9790M			0.00
3. Components of Ending Net Position (Accrual Basis only)				
a. Net Investment in Capital Assets	9796	0.00	0.00	0.00
b. Restricted Net Position	9797		14,716.64	14,716.64
c. Unrestricted Net Position	9790A	1,531,703.64	0.00	1,531,703.64
Description	Object Code	Unrestricted	Restricted	Total
G. ASSETS				
1. Cash				
In County Treasury	9110	1,455,274.81	0.00	1,455,274.81
Fair Value Adjustment to Cash in County Treasury	9111	0.00	0.00	0.00
In Banks	9120	0.00	0.00	0.00
In Revolving Fund	9130	0.00	0.00	0.00
With Fiscal Agent/Trustee	9135	0.00	0.00	0.00
Collections Awaiting Deposit	9140	0.00	0.00	0.00
2. Investments	9150	0.00	0.00	0.00
3. Accounts Receivable	9200	186,848.01	0.00	186,848.01
4. Due from Grantor Governments	9290	652,342.12	14,716.64	667,058.76
5. Stores	9320	0.00	0.00	0.00
6. Prepaid Expenditures (Expenses)	9330	0.00	0.00	0.00
7. Other Current Assets	9340	0.00	0.00	0.00
8. Capital Assets (accrual basis only)	9400-9489	0.00	0.00	0.00
9. TOTAL ASSETS		2,294,464.94	14,716.64	2,309,181.58
H. DEFERRED OUTFLOWS OF RESOURCES				
1. Deferred Outflows of Resources	9490	0.00	0.00	0.00
2. TOTAL DEFERRED OUTFLOWS		0.00	0.00	0.00
I. LIABILITIES				
1. Accounts Payable	9500	762,761.30	0.00	762,761.30
2. Due to Grantor Governments	9590	0.00	0.00	0.00
3. Current Loans	9640	0.00	0.00	0.00
4. Unearned Revenue	9650	0.00	0.00	0.00
5. Long-Term Liabilities (accrual basis only)	9660-9669	0.00	0.00	0.00
6. TOTAL LIABILITIES		762,761.30	0.00	762,761.30
J. DEFERRED INFLOWS OF RESOURCES				
1. Deferred Inflows of Resources	9690	0.00	0.00	0.00
2. TOTAL DEFERRED INFLOWS		0.00	0.00	0.00
K. FUND BALANCE /NET POSITION				
Ending Fund Balance /Net Position, June 30 (G9 + H2) - (I6 + J2) (must agree with Line F2)		1,531,703.64	14,716.64	1,546,420.28

L. FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT

NOTE: IF YOUR CHARTER SCHOOL RECEIVED FEDERAL FUNDING, AS REPORTED IN SECTION A2, THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED IN ORDER FOR THE CDE TO CALCULATE COMPLIANCE WITH THE FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT:

90 Day Report and Supplemental
Funding Determination Information for
Peak Prep Pleasant Valley, Charter #2062
CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM
July 1, 2019 to June 30, 2020

accs-apr21item02
Attachment 3
Page 15 of 25

Charter School Name: Peak Prep Pleasant Valley

CDS #: 56725530139592PeakPrepPleasantValley2062 UA

1. Federal Revenue Used for Capital Outlay and Debt Service

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

Federal Program Name (If no amounts, indicate "NONE")	Capital Outlay	Debt Service	Total
a. NONE	\$		0.00
b.			0.00
c.			0.00
d.			0.00
e.			0.00
f.			0.00
g.			0.00
h.			0.00
i.			0.00
j.			0.00
TOTAL FEDERAL REVENUES USED FOR CAPITAL OUTLAY AND DEBT SERVICE	0.00	0.00	0.00

2. Community Services Expenditures

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

Objects of Expenditures	Amount (Enter "0.00" if none)
a. Certificated Salaries	1000-1999 0.00
b. Noncertificated Salaries	2000-2999 0.00
c. Employee Benefits	3000-3999 0.00
d. Books and Supplies	4000-4999 0.00
e. Services and Other Operating Expenditures	5000-5999 0.00
TOTAL COMMUNITY SERVICES EXPENDITURES	0.00

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

Results of this calculation will be used for comparison with 2018-19 expenditures. Failure to maintain the required 90 percent expenditure level on either an aggregate or per capita expenditure basis may result in reduction to allocations for covered programs in 2021-22.

a. Total Expenditures (B8)	1,561,152.66
b. Less Federal Expenditures (Total A2) [Revenues are used as proxy for expenditures because most federal revenues are normally recognized in the period that qualifying expenditures are incurred]	0.00
c. Subtotal of State & Local Expenditures [a minus b]	1,561,152.66
d. Less Community Services [L2 Total]	0.00
e. Less Capital Outlay & Debt Service [Total B6 plus objects 7438 and 7439, less L1 Total]	0.00
TOTAL STATE & LOCAL EXPENDITURES SUBJECT TO MOE [c minus d minus e]	\$ 1,561,152.66

The California Department of Education requested the following nonclassroom-based funding determination form from Peak Prep Pleasant Valley as a supplement to the 90 Day Report. It is based on the school's first-year unaudited actual expenses report.

Nonclassroom-Based Funding Determination Form - Fiscal Year 2019-20

Information collected on this form is pursuant to *California Code of Regulations*, Title 5 (5 CCR)

Section I. Charter School Information (Complete fields 1-18) 5 CCR 11963.3(a)(1) to (4)

1. Charter School Name Peak Prep Pleasant Valley
2. Charter School Authorizer Pleasant Valley School District
3. Charter School Number

2	0	6	2
---	---	---	---

 4. CDS Code

5	6	7	2	5	5	3	0	1	3	9	5	9	2
---	---	---	---	---	---	---	---	---	---	---	---	---	---
5. Street Address 2150 Pickwick Drive, #304
6. City Camarillo 7. County Ventura 8. Zip Code 93010
9. Contact Name Shalen Bishop 10. Title Superintendent
11. Phone Number 805-222-0025 ext. 12. Email shalen.bishop@peak-prep.org
13. Grade Levels Served K-12 14. Date Charter Expires (MM/DD/YYYY) 06/30/2022
15. Funding Requested (Select one) 100% 85% 70% Note: New charter schools are limited to two years pursuant to 5 CCR 11963.6(a)
16. Years Requested (Select one) 2 3 4 5
17. Funding Determination Period Requested FY 2019-20 to 2020-21
18. Charter School Deadline - Select one (See notes below for charter school type selection)
- Due Date: 12/2/2019 New Charter School in Fiscal Year 2019-20
 - Due Date: 2/3/2020 Existing Charter School Renewal
 - Due Date: 9/30 New Charter School 90 Day Reporting, 5 CCR 11963.6(a)
 - Other Funding Determination Select FY Source Data

- For a New Charter School in FY 2019-20, use FY 2019-20 budget data.
- For an Existing Charter School, with a Funding Determination Form (FDF) expiring at the end of FY 2019-20, use FY 2018-19 audited financial data.
- For a New Charter School 90 Day Reporting, within 90 days after the end of a charter school's first year of operation, two reports must be filed with the CDE: (1) FDF (based on the charter school's actual second year budget data), and (2) Unaudited actual report (based on the actual first year unaudited data).
- If a New Charter School or an Existing Charter School misses the deadline, the charter school will need to obtain a waiver from the State Board of Education (SBE). Information on the waiver process is posted on the CDE waiver web page at <http://www.cde.ca.gov/re/lr/wr>. The governing board of the charter school's authorizing local educational agency will need to request a waiver and conduct a public hearing. The SBE may approve such waivers under the general waiver authority, under California *Education Code (EC)* sections 33050-33053.

Section II. Financial Information (Complete sections A, B, D, and E)

A. Total Resources (Complete lines A.1.a to A.1.d)

1. Revenues and Other Resources	5 CCR 11963.3(a)(5)(A) and (6)	
a. Federal Revenues		\$0
(i) Enter amount of Public Charter Schools Grant Program included under Federal Revenues (Line A.1.a)	\$0	
b. State Revenues		\$3,105,538
c. Local Revenues		\$2,035
d. Other Financing Sources		
e. Total Revenues (Sum of lines A.1.a to A.1.d)		\$3,107,573

B. Total Expenditures and Other Uses (Complete lines B.1 to B.4)

1. Instruction and Related Services	5 CCR 11963.3(a)(5)(B) and (6)	
a. Salaries and Benefits		
(i) Certificated		\$368,646
(ii) Classified		\$10,948
b. Books, Supplies, and Equipment		\$77,175
c. Services and Other Operating Costs		
(i) Contracts for Instructional Services		\$998,862
(ii) Contracts for Instructional Support		\$0
(iii) All Other Instruction Related Operating Costs		\$14,585
d. Total Instruction and Related Services		\$1,470,216
2. Operations and Facilities	5 CCR 11963.3(a)(5)(C) and (6)	
a. Salaries and Benefits		
(i) Certificated		\$0
(ii) Classified		\$0
b. Books, Supplies, and Equipment		\$0
c. Services and Other Operating Costs		\$9,332

B. Total Expenditures and Other Uses (Complete lines B.1. to B.4), continued

d. Facility Acquisition and Construction \$0

e. Total Operation and Facilities \$9,332

f. Allowable Facility Costs 5 CCR 11963.3(b)(7)

(i) Enter the total facility square footage occupied by the charter school 0 sqft.

(ii) Enter the total Classroom-Based P-2 ADA reported in the prior FY. DO NOT INCLUDE NCB ADA 0

(iii) Enter the total Student Hours attended by the NCB pupils at the school site in the prior FY 0

(iv) Calculated Facilities Costs \$0.00
 Lesser of line B.2.e or [(B.2.fii+(B.2.fiii/868)]*1000

Allowable (Lesser of line B.2.e or B.2.fiv) \$0.00

3. Administration and All Other Activities 5 CCR 11963.3(a)(5)(D) and (6)

a. Salaries and Benefits

(i) Certificated \$51,149

(ii) Classified \$0

b. Books, Supplies, and Equipment \$0

c. Services and Other Operating Costs

(i) Contracts for Other Administrative Services \$0

(ii) Supervisorial Oversight Fee \$30,456

(iii) All Other Administration and Other Activities, Services and Operating Costs \$0

d. Total Administration and Other Activities \$81,604

4. Other Outgo and Other Financing Uses 5 CCR 11963.3(a)(5)(E) and (6)

a. Debt Service \$0

b. Transfers to local educational agencies \$0

c. All Other Transfers and Outgo \$0

d. Total Other Outgoing and Other Financing Uses \$0

B. Total Expenditures and Other Uses, continued

5. Total Expenditures \$1,561,153
(Sum of lines B.1.d, B.2.e, B.3.d, and B.4.d)

C. Revenues Over Expenditures - Surplus or (Deficit)

(Line A.1.e minus Line B.5) \$1,546,420

D. Fund Balance (Complete line D.a)

a. Enter Beginning Fund Balance (July 1) 5 CCR 11963.3(a)(5)(A)

b. Ending Fund Balance - June 30 (Line C plus Line D.a) \$1,546,420

E. Reserves (Complete lines E.a. to E.e)

If reserves in line E.a or E.b are more than \$50,000 or over 5% of total expenditures, provide an explanation in Section III.6, pursuant to 5 CCR 11963.3(a)(5)(F).

	% of Expenditures	
a. Designated for Economic Uncertainties	0%	\$0
b. Facilities Acquisition or Capitol Projects	0%	\$0
c. Reserves Required by Charter Authorizer		\$0
d. Other Reserves (Explain in Section III.5 below)		\$14,717
e. Unassigned/Unappropriated Fund Balance		\$1,531,704
f. Total (Sum of lines E.a to E.e)		\$1,546,420

Note - Line E.f must agree with Line D.b

Section III. Supplemental Information (Complete lines 1 through 8)

1. Pupil to Teacher Ratio (PTR), pursuant to EC Section 51745.6 and 5 CCR Section 11704

a. Enter the charter school's PTR: 0.00:1 24.33

b. If the charter school's PTR in line III.1.a exceeds 25:1, enter the name of the largest unified school district in the county or counties in which the charter school operates:

c. Enter the PTR for the unified school district listed on line III.1.b: 0.00:1

2. Did any entity receive \$50,000 or more OR 10% or more of total expenditures (Line B.5) in the FY 2018-19 OR will receive in the FY 2019-20? (5 CCR 11963.3[b][3]) Yes
 No

If yes to line III.2, list the name of each entity and the cumulative amount received by each entity in Box 2.a on Page 5. Are contract payments made by the charter school based on specific services rendered or upon an amount per unit of average daily attendance (ADA) or some other percentage of the charter school's revenues, enrollment, etc? If yes, identify on Page 5 Box 2.a.

3. List the charter school's CURRENT governing board pursuant to 5 CCR Section 11963.3(b)(4).

Name of Board Member	Board member type (parent, teacher, etc)	How was member selected?	Is the member affiliated in any with any entity listed in Section III.2?	Board Members Term (From MM/YY to MM/YY)
Marlo Hartsuyker	District/County Representative	Voted	No	6/30/22
Sandra Taylor	Committee	Voted	No	6/30/22
Natalie Adams	Committee/Educator	Voted	No	6/30/22

Has the governing board adopted and implemented conflict of interest policies and procedures? Yes No

For any governing board member identified as affiliated with any entity reported above in Section III.2, explain the nature of the affiliation below. Attach an extra sheet if necessary.

4. If transfers are reported on lines B.4.b or B.4.c, describe the nature of the transaction and identify the accounts or entities involved in the transfer pursuant to 5 CCR Section 11963.3(b)(5).

B.4.b

B.4.c

5. If reserves are reported on line E.d, explain the purpose for the "Other Reserves."

Reserves in Line E.d These are the reserves for resource 6300, Restricted Lottery.

E.d

6. If reserves reported on line E.a (designated to economic uncertainties) OR E.b (facilities acquisition or capital projects) exceed the greater of \$50,000 or 5% of total expenditures, explain the reason for the need of such excess reserves.

E.a

Percentage

E.b

Percentage

7. Enter the full-time equivalent (FTE) employees working at the charter school that possess a valid teaching certificate, permit, or other document equivalent to that which a teacher in other public schools would be required to hold, issued by the Commission on Teacher Credentialing, and are required to provide direct instruction or direct instructional support to students.

FY 2018-19 FTE (0.0)	FY 2019-20 FTE (0.0)	23.5
----------------------	----------------------	------

8. Enter the average daily attendance (ADA).

FY 2018-19 P-2 ADA	FY 2019-20 P-2 ADA	290.68
--------------------	--------------------	--------

Section IV. Nonclassroom-Based Virtual or On-line Charter Schools (Complete lines 1 and 2)

1. Is this charter school a virtual or on-line charter school as defined pursuant to 5 CCR 11963.5? (A virtual or on-line charter school is one in which at least 80% of teaching and student interaction occurs via the Internet.) Yes No

2. If Yes to line IV.1, can the charter school demonstrate compliance with 5 CCR sections 11963.5(b)(2) to (8)? Regulations are available on the CDE Charter School Regulations web page at <http://www.cde.ca.gov/sp/ch/csregsmar04.asp>. Yes No N/A

Section V. Calculated Funding Determination Percentage

a. Charter School Name Peak Prep Pleasant Valley

b. Charter School Number 2062

1. Percent spent on Certificated Employee Salaries and Benefits to Total Public Revenues 5 CCR 11963.3(c)(1)

Certificated Salaries and Benefits costs Line B.1.a(i)/Federal Revenues Lines A.1.a - PCSGP A.1.a(i) + State Revenues A.1.b

2. Percent spent on Instruction and Instruction-Related Services to Total Revenues 5 CCR 11963.3(c)(2)

Instructional and Related Services costs Line B.1.d + Allowable Facilities costs 2.f.(iv)/Total Revenues Line A.1.e

Funding Determination Criteria	
If the percentages from lines V.1 or V.2 do not meet the spending criteria of the funding level requested as shown below, complete Section VI. Mitigating Circumstances, for consideration by the Advisory Commission on Charter Schools (ACCS) for making a recommendation other than one that results from the criteria specified in regulations.	
100%	1) Line V.1 must equal or exceed 40 percent, 2) Line V.2 must equal or exceed 80 percent, AND 3) Line III.1.a. PTR cannot exceed 25:1 OR the PTR on Line III.1.c, the ACCS shall recommend approval at 100%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][3]).
85%	1) Line V.1 must equal or exceed 40 percent, AND 2) Line V.2 must equal or exceed 70 percent but less than 80 percent, the ACCS shall recommend approval at 85%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][2]).
70%	1) Line V.1 must equal or exceed 35 percent, AND 2) Line V.2 must equal or exceed 60 percent but less than 70 percent, the ACCS shall recommend approval at 70%, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][1]).
Denied	1) Line V.1 is less than 35 percent, AND 2) Line V.2 is less than 60 percent, the ACCS shall recommend that the SBE deny the request, unless there is a reasonable basis to recommend otherwise (5 CCR 11963.4[a][4]).

Section VI. Mitigating Circumstances (Complete lines 1-3 and attach any supporting documentation)

1. Explain why the charter school did not meet the criteria for the funding determination requested. Include specific measures or actions taken by the charter school to comply.

Peak Prep used Accel Schools to provide its back office services in 2019-20, who also manages two other CA schools: Virtual Preparatory Academy at Monterey and Virtual Preparatory Academy at Lucerne (formally Elite Academic Academy). This company had experience managing charter schools across the country but was new to California charter schools. Peak found and hired the teachers. Due to startup, those teachers started off on Accel's payroll and were contracted to Peak and payroll and benefits were billed to Peak (from Accel) when state funding arrived. These contracted employees were converted to Peak employees once the charter authorizer pointed out this area of non compliance. If our teachers had been on our payroll for the whole year, then the 40% threshold would have been satisfied. This was fixed during the 2019-2020 school year, but we wanted to note the "contracted" services in budget.

As for the 80% threshold, it is incomplete for now due to the ongoing litigation that Peak has with Accel Schools. Over the course of the 2019-20 school year, it became apparent that Accel was not compliant in its fiscal management due to inexperience and the employment of business practices that may have been acceptable in other states but not California. Peak contracted with the Ventura County Schools Business Services Authority (BSA), a company with a solid 10+ year track record of managing California charter schools in Ventura County and is highly respected by the VCOE and the District, to provide Peak's back office services in 2020-21 and beyond. The BSA generated Peak's 2019-20 unaudited actuals based on the available information, but Peak's 2019-20 fiscal picture will be incomplete until matters are settled with Accel. The auditors, district, and county are aware of this and are in support of our move to BSA.

2. List and explain the mitigating circumstance(s) to be considered by the CDE and ACCS.

Peak is confident in the BSA's fiscal management going forward and doesn't expect any further issues with remaining compliance with SB 740.

The BSA already submitted a 90-

day funding determination form that is compliant with the SB 740 requirements, and Peak is diligently monitoring its expenses to ensure that the appropriate amount of expenses are allocated towards instructional-related personnel and purchases.

3. Provide any other pertinent information that may assist the CDE and ACCS in conducting a detailed review or develop a reasonable basis for a recommendation.

As Peak continues to serve its students during the current fiscal year, the school continues to work diligently to settle matters with Accel Schools. The hope is that it can be settled soon so that a full audit of the 2019-20 fiscal year can be conducted, which will paint a more complete picture of Peak's finances during its first year of operation. There is much more that can be said regarding Peak's relationship with Accel. For further details, please contact Peak's Superintendent, Shalen Bishop. However, Peak does not expect any of the fiscal issues that affected the 2019-20 fiscal year to be a concern going forward.

Section VII. Certification (Review, sign, and date) 5 CCR 11963.3(b)(1)

I certify that:

1. The information provided is true and correct to the best of my ability and knowledge.
2. This charter school's nonclassroom-based instruction is conducted for and substantially dedicated to the instructional benefit of the school's students.
3. This charter school's governing board has adopted and implemented conflict of interest policies.
4. All of the charter school's transactions, contracts, and agreements are in the best interest of the school and reflect a reasonable market rate for all good, services, and considerations rendered for or supplied to the school.

Shalen Bishop

Enter Name of Charter School's Director, Principal, or Governing Board Chairperson

Superintendent

Title of Authorized Individual

Before certifying with electronic/digital signature below, please be sure to check all numerical entries and information provided, and save a copy of this form. Modifications to the information reported on this form cannot be made after the signature field below has been completed.



Signature of Charter School's Director, Principal, or Governing Board Chairperson

Submit completed and electronically signed forms via email to charter-sb740@cde.ca.gov.

As of FY 2019-20, the CDE is no longer requiring the following:

- Hard copy of the FDF
- Hard or soft copy of the Conflict of Interest Policy

As such, please do not submit these documents to the CDE.