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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](mailto:charters@cde.ca.gov).

Nonclassroom-Based Funding Determination Form - Fiscal Year 2022-23  
Charter Schools Division  
Revised October 2022

Page 1 of 9

### Nonclassroom-Based Funding Determination Form - Fiscal Year 2022-23

Information collected on this form is pursuant to *California Code of Regulations*, Title 5 (5 CCR).  
Instructions for completing this form can be found on the California Department of Education (CDE)  
website at <https://www.cde.ca.gov/sp/ch/nclrbifunddet.asp>.

**Users should download and save the PDF prior to entering data into the form. The recommended program for completing the form is Adobe Acrobat Reader DC. Completing the form using the web browser may result in errors.**

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

1. Charter School Name		Tehama eLearning Academy											
2. Charter School Authorizer		Tehama County Department of Education											
3. Charter School Number	0430	4. CDS Code	52105206119671										
5. Street Address				979 Douglass St									
6. City	Red Bluff	7. County	Tehama	8. Zip Code	96080								
9. Contact Name			Lourie Larcade			10. Title			Business Manager				
11. Phone Number		530 528 7335		ext.				12. Email			llarcade@tehamaschools.org		
13. Grade Levels Served		7-12		14. Date Charter Expires (MM/DD/YYYY)		06/30/2025							
15. Funding Level Requested (Select one) <input checked="" type="radio"/> 100% <input type="radio"/> 85% <input type="radio"/> 70%													
16. Years Requested (Select one) <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input checked="" type="radio"/> 5													
17. Funding Determination Period Requested				FY		2023-24		to		2027-28			
18. Charter School Deadline - Select one													
<input type="radio"/> Due Date: 12/1/22 To be heard at the March State Board of Education (SBE) meeting													
<input checked="" type="radio"/> Due Date: 2/1/23 To be heard at the May SBE meeting													
<input type="radio"/> Other Funding Determination (Specify in Section VI.3)				Source Data FY		2021-22							

■ For an existing charter school that does **not** have an active funding determination, please use current-year budget data as the source data to complete the form.

■ For an existing charter school with a funding determination that expires at the end of FY 2022-23, use FY 2021-22 audited financial data.

■ If an existing charter school with a funding determination misses the February 1 deadline, the governing board of the charter school's authorizing local educational agency will need to request a waiver to submit a late funding determination request. The SBE may approve such waivers under the general authority, under California *Education Code (EC)* sections 33050-33053. Additional information regarding the waiver process is located on the CDE Waivers web page at <https://www.cde.ca.gov/re/lr/wr>.

**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	<u>5 CCR 11963.3(a)(5)(A) and (6)</u>
a. Federal Revenues	\$204,148
(i) Enter amount of Public Charter Schools Grant Program included under Federal Revenues (Line A.1.a)	\$0
b. State Revenues	\$1,754,543
c. Local Revenues	\$35,912
d. Other Financing Sources	\$0
e. Total Revenues (Sum of lines A.1.a to A.1.d)	<u>\$1,994,603</u>

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

1. Instruction and Related Services	<u>5 CCR 11963.3(a)(5)(B) and (6)</u>
a. Salaries and Benefits	
(i) Certificated	\$772,765
(ii) Classified	\$259,705
b. Books, Supplies, and Equipment	\$104,621
c. Services and Other Operating Costs	
(i) Contracts for Instructional Services	\$186,472
(ii) Contracts for Instructional Support	\$0
(iii) All Other Instruction Related Operating Costs	\$28,068
d. Total Instruction and Related Services	<u>\$1,351,631</u>
2. Operations and Facilities	<u>5 CCR 11963.3(a)(5)(C) and (6)</u>
a. Salaries and Benefits	
(i) Certificated	\$0
(ii) Classified	\$0
b. Books, Supplies, and Equipment	\$0
c. Services and Other Operating Costs	<u>\$103,000</u>

**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 \$103,000

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

(i) Enter the total facility square footage occupied by the charter school 6,068 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 4,670

(iv) Calculated Facilities Costs \$5,380.76  
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) \$5,380.76

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

a. Salaries and Benefits

(i) Certificated \$0

(ii) Classified \$0

b. Books, Supplies, and Equipment \$0

c. Services and Other Operating Costs

(i) Contracts for Other Administrative Services \$35,780

(ii) Supervisorial Oversight Fee \$14,776

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

d. Total Administration and Other Activities \$50,556

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  
**Note - This must not be a negative value.** \$0

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

Nonclassroom-Based Funding Determination Form - Fiscal Year 2022-23

Page 4 of 9

**B. Total Expenditures and Other Uses, continued**

5. Total Expenditures \$1,505,187  
(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) \$489,416

**D. Fund Balance (Complete line D.a)**

a. Enter Beginning Fund Balance (July 1) 5 CCR 11963.3(a)(5)(A) \$1,938,482

b. Ending Fund Balance - June 30 (Line C plus Line D.a) \$2,427,898

**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	23%	\$350,000
b. Facilities Acquisition or Capitol Projects	0%	
c. Reserves Required by Charter Authorizer	0%	
d. Other Reserves (Explain in Section III.5)	135%	\$2,030,843
e. Unassigned/Unappropriated Fund Balance	3%	\$47,054
f. Total (Sum of lines E.a to E.e)	161%	\$2,427,897

**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 22.89

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)  Yes  
in the FY 2021-22 OR will receive in the FY 2022-23? (5 CCR 11963.3[b][3])  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 and Title of Board Member	Board Member Type (Parent, teacher, etc)	How was this member selected?	Is the member affiliated in any way with any entity listed in Section III.2?	Board Member Term (From MM/YY to MM/YY)
Betty Brown	TCDE Board	Elected	<input type="checkbox"/> Yes	07/20 - 7/24
Elizabeth Gonzalez	TCDE Board	Elected	<input type="checkbox"/> Yes	07/20 - 7/24
Carolyn Steffan	TCDE Board	Elected	<input type="checkbox"/> Yes	07/22 - 7/26
Pam Begrin	TCDE Board	Elected	<input type="checkbox"/> Yes	07/22 - 7/26
Tracy Hopper	TCDE Board	Elected	<input type="checkbox"/> Yes	07/22 - 7/24
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	

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.

Tehama eLearning Academy is a dependent charter school. The Tehama County Department of Education Boards serves as the charter school board.

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

B.4.b  N/A

B.4.c

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

Reserves in Line E.d  We have an assigned balance for enrollment and ADA variance as it can fluctuate greatly during the school year as well as from year to year. We also have a reserve for a MAA Audit and a Clean Energy Grant Repmt.

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

E.a

Percentage

E.b

Percentage

Economic Uncertainties reserve is assigned at \$350,000 by the Governing Board. (Three months payroll and other operating costs.)

7. Enter the average daily attendance (ADA).

FY 2021-22 P-2 ADA (0.0)	<input type="text" value="114.41"/>	FY 2022-23 P-2 ADA (0.0)	<input type="text" value="114.0"/>
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8. 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 who work in the charter school in a position required to provide direct instruction or direct instructional support to students, pursuant to 5 CCR Section 11963.3(b)(8).

FY 2021-22 FTE (0.0)	<input type="text" value="5.0"/>	FY 2022-23 FTE (0.0)	<input type="text" value="5"/>
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**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 in 5 CCR Section 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)?  Yes  No  N/A

**Section V. Calculated Funding Determination Percentage**

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 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 to provide 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, OR 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 level requested. Include specific measures or actions taken by the charter school to comply.

TeLA did not meet the funding level requested due to several factors experienced during as well as the time of transition out of the pandemic. This included staffing shortages, inability to attend professional development, lack of access for students to community events, as well as limited on-site parent engagement activities. During this time, several additional positions were developed to support student learning loss and family engagement. This included an Engagement Specialist, a MTSS Coordinator, a Paraeducator, as well as school based mental health services. Each of those positions remained vacant for several months even though multiple attempts were made for recruitment. The administration completed a salary study to ensure competitive wage was being offered in a effort to not only retain, but recruit new staff. The Engagement Specialist and MTSS Coordinator were eventually filled however several months being vacant significantly impacted expenditures TeLA had anticipated.

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

Mitigating circumstances included:  
Multiple Vacant Positions  
Lack of travel and costs associated with professional development as many continued to be offered virtually or at a reduced/free cost  
Opportunities for student field trips and off-site experiences were limited due to the pandemic  
Families continued to be hesitant to travel or participate in on-site or in-person activities, engagement, and training  
Adjustments in recruitment were made (alternate positing sites, job training center, salary increases)  
vacancies continued to plague TeLA.  
Resignation of filled position late in year and inability to rehire  
Geographic challenges related to rural north and high quality applicants

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.

TeLA's inability to fill positions, attend professional development, and participate in activities significantly impacted expenditures. Staffing shortages and vacant positions totaled \$192,821.00. In addition, the principal position has historically been a .8 FTE. Moving forward to the position will move to 1 FTE. When fully staffed, TeLA salaries and benefits will increase our expenditures to our projected amounts. Being fully staffed allows us to provide additional instruction and related services that experienced a decrease in 21-22. A few examples of costs incurred in previous years that were unable to be supported in 21-22 include; CSDC Conf \$1,332; Six Flags Trip \$4,355; Job Skills Workshop \$1,600; Leadership Conf \$6,023; Aeries Conf \$1,207; Escape Conf \$1,369; Staff SEL \$358; Student Field Trips \$2,343. In addition, coming out of COVID, the amount of time all students are on campus is a minimum of two hours weekly.

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 goods, services, and considerations rendered for or supplied to the school.

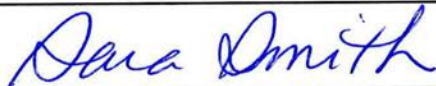
Sara Smith

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. If providing a wet signature instead of an electronic one, please date the signature.**



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](mailto:charter-sb740@cde.ca.gov).

The CDE no longer requires the following documents:

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

Therefore, please do not submit these documents to the CDE.

**Supporting Documentation - NonClassroom Based Funding Determination Form**

**3. Provide Any Pertinent information that may assist CDE and ACCS in conducting a detailed review or develop a reasonable basis for a recommendation.**

In the 21-22 school year, it was the first year that TeLA accepted any Title 1 funding. In addition, due to the distractors related to the pandemic, TeLA was unable to fully expend the one time funding received to support the Learning Loss of students. Our overall reserve is significantly higher than will be moving forward. In the coming years, TeLA has implemented several support strategies that are in alignment with our LCAP and WASC to utilize these resources to close the achievement gap and support our students' emotional wellness coming out of the pandemic.

Pg. 4E

Our reserve is higher than we anticipate it to be in out years for several reasons. They include:

- 21/22 was the first time Title funds were received - \$36,037
- One time funds related to the pandemic and learning loss mitigation - \$189,660
- MAA Audit - \$95,185
- Clean Energy - \$51,378

We have a total of \$468,173 in one time apportionments.

Pg. 7 ~ Explanation of \$350,000

350,000 is based on our governing boards requirement to have three months reserve to cover payroll and other operating expenses.