

**California Department of Education**  
**Fiscal Year 2015–16**  
**Nonclassroom-Based Funding Determination - Mitigating Circumstances Summary Sheet**

**A. Charter School Information** (complete lines 1 to 4)

1. Charter School:	<b>CLEAR PASSAGE EDUCATIONAL CENTER</b>	2. Charter No.:	<b>1682</b>
3. Funding % Requested with mitigating circumstances	<b>100%</b>	4. CDS Code:	<b>19-64725-0131938</b>

**B. Nonclassroom-Based Funding Determination Criteria**

Funding Determination Criteria	Certificated Staff to Total Public Revenues Ratio	Instruction and Instruction-Related Services to Total Revenues Ratio	Pupil toTeacher Ratio
100% Funding [5 CCR, Sec. 11963.4 (a)(3)]	= or > 40%	= or > 80%	< 25 : 1
85% Funding [5 CCR, Sec. 11963.4 (a)(2)]	= or > 40%	= or > 70%	Not Applicable
70% Funding [5 CCR, Sec. 11963.4 (a)(1)]	= or > 35%	= or > 60%	Not Applicable

**C. Enter the reported Charter School's Ratios and PTR from the Form FDF**

	Certificated Staff Costs to Total Public Revenues Ratio	Instruction and Instruction-Related Services Costs to Total Revenues Ratio	Pupil toTeacher Ratio (PTR)
Enter the charter school's calculated ratios from the FDF in Section VI. Line 1. and VI. Line 2 ----->.	52.15%	62.45%	<b>20.25</b> : 1

If the reported ratios / PTR do not meet the funding determination criteria for the funding level requested, review the regulations in Section D and complete Sections E and F. Sign and attach any documentation that provides further support or clarification.

**D. Regulations**

*California Code of Regulations*, Title 5 (5 CCR), Sec. 11963.4(e): A reasonable basis for the ACCS to make a recommendation other than one that results from the criteria specified in subdivision (a) may include, but not be limited to, the following: the information provided by the charter school (FDF) pursuant to paragraphs (2) through (8), inclusive, of subdivision (b) of section 11963.3, documented data regarding individual circumstances of the charter school (e.g., one-time or unique or exceptional expenses for facilities, acquisition of a school bus, acquisition and installation of computer hardware not related to the instructional program, special education charges levied on the charter school by a local educational agency, restricted state, federal, or private grants of funds awarded to the charter school that cannot be expended for teacher salaries, or contracted instructional services other than those for special education), the size of the charter school, and how many years the charter school has been in operation.

**E. Mitigating Circumstances (complete this section 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.

Clear Passage Educational Center did not meet the required instruction-related services to total revenues ratio of 80%.  
Specific measures or actions taken by the charter school to comply included:  
1) Purchasing adequate student materials and educational curriculum for student/teacher use.  
2) Identifying and securing highly qualified instructional staff.  
3) Securing computers and other technology needed to support student instruction.  
4) Identifying field trips and other experiential learning experiences that support the academic achievement of its students.

List and explain the mitigating circumstance(s) to be considered by the CDE and Advisory Commission on Charter Schools (ACCS).

The following mitigating circumstances are being forwarded for consideration: 1) Clear  
Passage Educational Center is in its first year of operation. As a new charter, the school incurred exceptional facility and one-time startup expenses to ensure that it was in compliance with city, state and authorizing agency regulations.  
2) Clear Passage Educational Center incurred extensive flooding and water damage to its facility prior to launch. Clean up and site restoration resulted in a unique, one-time expense to address and correct this unforeseen challenge.  
3) The time and effort expended by Clear Passage Educational Center in addressing the water damage to its site, negatively impacted the school's student enrollment effort. This led to fewer enrolled students than had been earlier projected.

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.

**F. Certification**

I hereby certify to the best of my knowledge and belief, that the information is true and correct.

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

**VIVIANNA TRUJILLO**

\_\_\_\_\_  
Print Name of Charter School's Director, Principal, or Governing Board Chairperson

EXECUTIVE DIRECTOR

\_\_\_\_\_  
Title of Authorized Individual

\_\_\_\_\_  
Date