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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).



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May 7, 2024

Jonathan Yu, Associate Governmental Program Analyst  
Charter Schools Division  
California Department of Education  
1430 N Street, Suite 5401  
Sacramento CA 95814

RE: Sierra Vista Charter High School  
Non-Classroom Based Funding Determination Request

Dear Jonathan,

On behalf of Sierra Vista Charter High School, the Tulare Joint Union High School District is requesting consideration of the following mitigating circumstances regarding our Nonclassroom-Based Funding Determination Request submitted for 2023-2024.

During the 2022-2023 school year, the district had difficulty both recruiting and retaining positions for our nonclassroom based charter school. Attached to this letter is a report called Assignment by Site, which was pulled from our position control system. This report lists all the positions at Sierra Vista Charter High School during the 2022-2023. The report lists dates to indicate which positions were vacant all or part of the school year. On the attachment, I have provided the number of months each position was vacant and the estimated amount of instruction and instruction-related expenditures that were not incurred during the 2022-2023 school year. In addition, per your request, I have indicated whether the vacancy was filled during the 2023-2024 school year.

The total estimated costs for these positions was \$404,510. When these costs are included in the funding determination calculations, the resulting of percentage of total revenues spent on instruction and related services (Calculation 2) is 72.56%.

At this time, and based on the above mitigating circumstances, I would request that Sierra Vista Charter High School be recommended for 85 percent funding.

Sincerely,

Vivian Hamilton  
Chief Business Officer

Attachment (1)  
CC: File



Additional Attachment from  
Sierra Vista Charter High (Charter #1664)

Assignments by Site

Position ID	Emp ID	Job Classification	Department	Start Date	End Date	
10344	1137	Secretary - Principal - Alt Ed	Sierra Vista	07/01/22	06/30/23	
10762	1141	Teacher	Sierra Vista	07/01/22	06/30/23	
10763	1536	Teacher	Sierra Vista	07/01/22	06/30/23	
10782	1122	Teacher	Sierra Vista	07/01/22	06/30/23	
10783	2891	Aide - Instructional	Sierra Vista	11/07/22	06/30/23	Vacant 3 months. Instruction-related expenses not incurred \$5,583. This position was filled for 2023-24
10791	2757	Computer Lab Aide	Sierra Vista	07/01/22	06/30/23	
10792		Computer Lab Aide	Sierra Vista	07/01/22	06/30/23	Vacant entire year. Instruction-related expenditure not incurred \$18,062. This position was filled for 2023-24
11239	1622	Teacher	Sierra Vista	07/01/22	06/30/23	
11745		Aide - Child Care	Sierra Vista	07/01/22	06/30/23	Vacant entire year. This position eliminated due to lack of work.
11746		Aide - Child Care	Sierra Vista	07/01/22	06/30/23	Vacant entire year. This position eliminated due to lack of work.
12131	1541	Teacher	Sierra Vista	07/01/22	06/30/23	
12385	2200	Teacher	Sierra Vista	09/02/22	01/16/23	Vacant 6 months. Instruction expenses not incurred \$41,071. This position was filled for 2023-24
12386	1224	Teacher	Sierra Vista	07/01/22	06/30/23	
12388		Teacher	Sierra Vista	07/01/22	06/30/23	Vacant entire year. Instruction expenditure not incurred \$75,297. This position was NOT filled for 2023-24
12413		Aide - Special Ed	Sierra Vista	03/28/23	06/30/23	Vacant 2 months. Instruction-related expenditures not incurred \$3,722. This position was filled for 2023-24
12413	2886	Aide - Special Ed	Sierra Vista	11/01/22	03/27/23	
12480	2014	Teacher	Sierra Vista	07/01/22	06/30/23	
12505		Teacher	Sierra Vista	07/01/22	06/30/23	Vacant entire year. Instruction expenditure not incurred \$157,563. This position was filled for 2023-24
12578	1181	Teacher	Sierra Vista	07/01/22	01/16/23	
12578	2200	Teacher	Sierra Vista	01/17/23	06/30/23	
12579	2002	Teacher	Sierra Vista	07/01/22	06/30/23	
12620		Teacher	Sierra Vista	07/01/22	06/30/23	Vacant entire year. Instruction expenditures not incurred \$75,297. This position was NOT filled for 2023-24
12672	2132	Aide - Instructional	Sierra Vista	01/17/23	06/30/23	
12672	2491	Aide - Instructional	Sierra Vista	08/08/22	11/11/22	Vacant 2 months. Instruction-related expenditures not incurred \$3,722. This position was filled for 2023-24
12710	2892	Aide - Instructional	Sierra Vista	11/07/22	06/30/23	Vacant 3 months. Instruction-related expenditures not incurred \$5,583. This position was filled for 2023-24
12778	2962	Aide - Instructional	Sierra Vista	05/22/23	06/30/23	Vacant 10 months. Instruction-related expenditures not incurred \$18,610. This position was filled for 2023-24

\$349,228 Instruction expenditures not incurred  
 \$ 55,282 Instruction-related expenditures not incurred  
 \$404,510 Total