California Department of Education

Charter Schools Division

Created 05/2025

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Attachment 6

# Nonclassroom-Based Funding Determination Request

CALIFORNIA DEPARTMENT OF EDUCATION

This document presents the determination of funding request from Santa Cruz County Career Advancement Charter (Charter #1904). Information from the school has been exported from the web-based Funding Determination Form found on the [Nonclassroom-Based Determination of Funding web page](https://www.cde.ca.gov/sp/ch/nclrbifunddet.asp#form).

Responses from the school have been provided, as is, and have not been edited by the California Department of Education (CDE) for capitalization, punctuation, or spelling.

## Santa Cruz County Career Advancement Charter Determination of Funding Request 2024–25

### Section 1. General Information

Charter School Information

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Charter School Name | Santa Cruz County Career Advancement Charter |
| Charter School Authorizer | Santa Cruz County Office of Education |
| Charter School Number | 1904 |
| County District School (CDS) Code | 44-10447-0136572 |
| Street Address | 229 Green Valley Road |
| City | Freedom |
| County | Santa Cruz |
| ZIP Code | 95019 |
| Grade Levels Served | 12 |
| Date Charter Expires | 6/30/2025 |
| Contact First Name | Denise |
| Contact Last Name | Sanson |
| Contact Title | Executive Director |
| Contact Phone Number | 831-466-5763 |
| Contact Email Address | dsanson@santacruzcoe.org |

Funding Determination Request Information

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Is this a reconsideration request? | No, this is not a reconsideration request. |
| Requested Funding Level | 100% |
| Beginning Period Requested | FY 2025–26 |
| Number of Years Requested | 5 |
| Source Data | FY 2023–24 Audit |
| If the source data used was “Other”, provide a description. | [No Response] |

### Section 2. Financial Information

#### A. Total Resources

Revenues and Other Resources

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Federal Revenues[[1]](#footnote-1) | $167,424 |
| Public Charter School Grant Program Funds (separately identified) | $0 |
| State Revenues[[2]](#footnote-2) | $2,311,108 |
| In-Lieu Property Taxes (separately identified) | $0 |
| Local Revenues | $374,407 |
| Other Financing Sources | $0 |
| **Total Revenues** | **$2,852,939** |

**If Other Financing Sources were reported, provide a description:**

[No Response]

#### B. Total Expenditures and Other Uses

Instruction and Related Services

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Certificated Salaries and Benefits | $1,361,418 |
| Classified Salaries and Benefits | $530,590 |
| Books, Supplies, and Equipment | $153,933 |
| Services and Other Operating Costs: Contracts for Instructional Services | $0 |
| Services and Other Operating Costs: Contracts for Instructional Support | $15,712 |
| Services and Other Operating Costs: All Other Instruction-Related Operating Costs | $23,597 |
| **Total Instruction and Related Services** | **$2,085,250** |

Operations and Facilities

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Certificated Salaries and Benefits | $0 |
| Classified Salaries and Benefits | $0 |
| Books, Supplies, and Equipment | $0 |
| Services and Other Operating Costs | $0 |
| Facilities Acquisition and Construction | $0 |
| **Total Operations and Facilities** | **$0** |

Allowable Facilities Costs

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Total facility square footage occupied by the charter school | 0 |
| Enter total classroom-based P-2 ADA reported in the prior fiscal year. Do not include nonclassroom-based ADA. | 0 |
| Enter total student hours attended by nonclassroom-based pupils at the school site in the prior fiscal year. | 0 |
| Calculated Facilities Costs | $0 |
| **Allowable Facilities Costs** | **$0** |

Administration and All Other Activities

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Certificated Salaries and Benefits | $134,173 |
| Classified Salaries and Benefits | $121,527 |
| Books, Supplies, and Equipment | $12,623 |
| Contracts for Other Administrative Services | $1,370 |
| Supervisorial Oversight Fee | $186,961 |
| All Other Administration and Other Activities, Services, and Operating Costs | $65,193 |
| **Total Administration and Other Activities** | **$521,847** |

**Additional information regarding Supervisorial Oversight Fee:**

[No Response]

Other Outgo and Other Financing Uses

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Debt Services | $0 |
| Transfers to Local Educational Agencies | $0 |
| All Other Transfers and Outgo | $0 |
| **Total Other Outgoing and Other Financing Uses** | **$0** |

**Describe the nature of the transaction(s) for Transfers to Local Educational Agencies and identify the accounts or entities involved in the transfer(s).**

[No Response]

**Describe the nature of the transaction(s) for All Other Transfers and Outgo and identify the accounts or entities involved in the transfer(s).**

[No Response]

#### C. Fund Balance

Total Expenditures and Fund Balance

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Total Expenditures | $2,607,097 |
| Revenues Over Expenditures | $245,842 |
| Beginning Fund Balance | $1,582,828 |
| **Ending Fund Balance – June 30** | **$1,828,670** |

#### D. Reserves

Reserves

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Designated for Economic Uncertainties | $0 |
| Facilities Acquisition or Capital Projects | $0 |
| Reserves Required by Charter Authorizer | $78,213 |
| Other Reserves | $1,750,457 |
| Unassigned/Unappropriated Fund Balance | $0 |
| **Total Reserves** | **$1,828,670** |

Reserves as a Percentage of Total Expenditures

| **Reserves** | **Percentage of Total Expenditures** |
| --- | --- |
| Designated for Economic Uncertainties | 0.00% |
| Facilities Acquisition or Capital Projects | 0.00% |

**Explanation for reserves designated for economic uncertainties if these reserves exceed the greater of $50,000 or 5 percent of total expenditures:**

[No Response]

**Explanation of Other Reserves:**

323,771 of reported reserves are restricted funds. Other reserves are intended to continue to support strategic programmatic growth. The school continues to develop and expand, with enrollment increasing annually.

**Explanation for reserves designated for facilities acquisition or capital projects if these reserves exceed the greater of $50,000 or 5 percent of total expenditures:**

[No Response]

**Explanation of school’s unassigned/unappropriated fund balance and details regarding the school’s plans for these funds: *(Optional)***

[No Response]

### Section 3. Pupil-Teacher Ratio

Pupil-Teacher Ratio

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| FY 2023–24 Average Daily Attendance for independent study pupils pursuant to 5 *CCR* Section 11963.3(b)(2) | 153.35 |
| FY 2023–24 Full-Time Equivalent certificated employees responsible for independent study pursuant to 5 *CCR* Section 11963.3(b)(2) | 7.42 |
| FY 2023–24 Full-Time Equivalent certificated employees pursuant to 5 CCR Section 11963.3(b)(8) | 0.4 |

### Section 4. Funding Determination Calculations

Calculated Percentages

| **Criteria** | **Funding Determination Calculations** |
| --- | --- |
| Percentage Spent on Instructional Certificated Salaries and Benefits to Total Public Revenues | 54.93% |
| Percentage Spent on Instruction and Related Services and Allowable Facility Costs | 73.09% |
| FY 2023–24 Pupil-Teacher Ratio | 20.67 to 1 |

### Section 5. Supplemental Information

#### A. Virtual Charter Schools

Virtual Charter Schools

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Is this charter school a virtual or on-line charter school as defined in 5 *CCR* Section 11963.5? | No |
| If yes, can the charter school demonstrate compliance with 5 *CCR* sections 11963.5(b)(2) to (8)? | [No Response] |

#### B. Entity and Contract Information

Entity and Contract Information

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Did any entity receive or will receive $50,000 or more or 10% or more of total expenditures from the school in FY 2023–24 or FY 2024–25? | Yes |
| Number of reportable entities | 1 |

##### List of Reported Entities

Reported Entity 1

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Name of Entity | Samta Cruz County Office of Education |
| Amount | $186,961 |
| Purpose/Explanation | Oversight Fees |
| Are contracts based on specific services rendered? | No |
| If no, are payments based on amount per ADA or some other percentage? | Yes |

#### C. Current Governing Board Information

Entity and Contract Information

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| Number of board members | 7 |

##### List of Board Members

Board Member 1

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| First Name of Board Member | Sue |
| Last Name of Board Member | Roth |
| Title of Board Member | Trustee, Area 1 |
| Board Member Type | Designated Trustee |
| How was this member selected? | elected by voters |
| Is this board member affiliated in any way with any of the reportable entities listed in the Entity and Contract Information section? | No |
| If so, explain the nature of the affiliation. | [No Response] |
| Board Member Term (MM/YYYY to MM/YYYY) | 11/2022 to 11/2026 |

Board Member 2

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| First Name of Board Member | Bruce |
| Last Name of Board Member | Van Allen |
| Title of Board Member | Trustee, Area 2 |
| Board Member Type | Designated Trustee |
| How was this member selected? | elected by voters |
| Is this board member affiliated in any way with any of the reportable entities listed in the Entity and Contract Information section? | No |
| If so, explain the nature of the affiliation. | [No Response] |
| Board Member Term (MM/YYYY to MM/YYYY) | 11/2022 to 11/2026 |

Board Member 3

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| First Name of Board Member | Greg |
| Last Name of Board Member | Larson |
| Title of Board Member | Trustee, Area 3 |
| Board Member Type | Designated Trustee |
| How was this member selected? | elected by voters |
| Is this board member affiliated in any way with any of the reportable entities listed in the Entity and Contract Information section? | No |
| If so, explain the nature of the affiliation. | [No Response] |
| Board Member Term (MM/YYYY to MM/YYYY) | 12/2024 to 12/2028 |

Board Member 4

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| First Name of Board Member | Edward |
| Last Name of Board Member | Estrada |
| Title of Board Member | Vice President, Trustee, Area 4 |
| Board Member Type | Designated Trustee |
| How was this member selected? | elected by voters |
| Is this board member affiliated in any way with any of the reportable entities listed in the Entity and Contract Information section? | No |
| If so, explain the nature of the affiliation. | [No Response] |
| Board Member Term (MM/YYYY to MM/YYYY) | 12/2024 to 12/2028 |

Board Member 5

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| First Name of Board Member | Rachel |
| Last Name of Board Member | Williams |
| Title of Board Member | Trustee, Area 5 |
| Board Member Type | Designated Trustee |
| How was this member selected? | elected by voters |
| Is this board member affiliated in any way with any of the reportable entities listed in the Entity and Contract Information section? | No |
| If so, explain the nature of the affiliation. | [No Response] |
| Board Member Term (MM/YYYY to MM/YYYY) | 12/2024 to 12/2028 |

Board Member 6

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| First Name of Board Member | Ed |
| Last Name of Board Member | Acosta |
| Title of Board Member | Trustee, Area 6 |
| Board Member Type | Designated Trustee |
| How was this member selected? | elected by voters |
| Is this board member affiliated in any way with any of the reportable entities listed in the Entity and Contract Information section? | No |
| If so, explain the nature of the affiliation. | [No Response] |
| Board Member Term (MM/YYYY to MM/YYYY) | 12/2024 to 12/2028 |

Board Member 7

| **Prompt** | **Charter School’s Response** |
| --- | --- |
| First Name of Board Member | Abel |
| Last Name of Board Member | Sanchez |
| Title of Board Member | President, Trustee, Area 7 |
| Board Member Type | Designated Trustee |
| How was this member selected? | elected by voters |
| Is this board member affiliated in any way with any of the reportable entities listed in the Entity and Contract Information section? | No |
| If so, explain the nature of the affiliation. | [No Response] |
| Board Member Term (MM/YYYY to MM/YYYY) | 11/2022 to 11/2026 |

### Section 6. Mitigating Circumstances

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

Our charter school strives to provide adult students with an engaging and fulfilling educational experience, support them holistically, and help them develop skills to prepare for post-secondary opportunities, including entry or advancement in the workforce. The school also focuses on increasing access and capacity to serve students through community engagement, local partnerships, and centering student voice.

We have seen our enrollment grow steadily in the past several years. We serve adult students across Santa Cruz County, including students who are incarcerated at the three local correctional facilities.

For the current 24-25 school year, we anticipate meeting the 80% minimum for total revenues spent on instruction and related services, as we have increased our certificated and classified staff this year and are in the process of implementing new instructional resources to meet student need.

We are planning to expand our instructional team in the upcoming school year by adding at least 2.0 FTE. Additionally, we are in the process of securing additional real estate so that we have more physical space to meet the demands of our growing program.

This program is critical for our community and each year we are able to support adult students in returning to the school setting to earn their high school diploma or equivalency. This opportunity has changed many of our students' lives and we are proud of the work that we do for the Santa Cruz community.

### Section 7. Additional Information

**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.**

The Career Advancement Charter (CAC) is a relatively young program, committed to providing high-quality, career-focused education to students in a flexible, non-classroom-based setting. Several factors contribute to our current financial position and funding request:

Conservative Fiscal Management – CAC has exercised careful financial planning, prioritizing sustainability and program growth while ensuring student needs are met efficiently.

Program Maturity – As a newer program, CAC is still in the process of expanding its offerings and enrollment, leading to measured spending patterns. We are now an accredited school, working together on our first WASC self study and planning for a variety of committed improvements to implement both in the immediate and the future.

Staffing Transitions – Staffing transitions have impacted expenditures and program continuity, but efforts are underway to increase staffing and strengthen instructional support.

These factors reflect our commitment to responsible budget management and long-term program viability while continuing to serve our students effectively.

### Section 8. Certification

**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.**

**Enter your name below which will serve as a signature and certify agreement with all of the above terms.**

Denise Sanson

**Indicate whether the certification is from the charter school's director, principal, or governing chairperson:**

Director

1. Includes Public Charter Schools Grant Program funds, if applicable [↑](#footnote-ref-1)
2. Includes In-Lieu of Property Taxes, if applicable [↑](#footnote-ref-2)