

This document was provided, as is, to the California Department of Education (CDE) by **Sierra Charter**. 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.

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		Sierra Charter School			
2. Charter School Authorizer		Fresno Unified School District			
3. Charter School Number	0898	4. CDS Code	10621660114355		
5. Street Address 1931 N. Fine Ave.					
6. City	Fresno	7. County	Fresno		
8. Zip Code	93722				
9. Contact Name	Sherry lida		10. Title	Business Director	
11. Phone Number	5594763402	ext.		12. Email	siida@sierracharter.org
13. Grade Levels Served	K-12		14. Date Charter Expires (MM/DD/YYYY)	06/30/2024	
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>.

Determination of Funding Request for
Sierra Charter, Charter #0898

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	\$744,564
(i) Enter amount of Public Charter Schools Grant Program included under Federal Revenues (Line A.1.a)	
b. State Revenues	\$4,799,752
c. Local Revenues	\$6,563
d. Other Financing Sources	\$0
e. Total Revenues (Sum of lines A.1.a to A.1.d)	\$5,550,879

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	\$3,305,150
(ii) Classified	\$797,796
b. Books, Supplies, and Equipment	\$174,340
c. Services and Other Operating Costs	
(i) Contracts for Instructional Services	\$0
(ii) Contracts for Instructional Support	\$24,035
(iii) All Other Instruction Related Operating Costs	\$250,971
d. Total Instruction and Related Services	\$4,552,292
2. Operations and Facilities	5 CCR 11963.3(a)(5)(C) and (6)
a. Salaries and Benefits	
(i) Certificated	\$0
(ii) Classified	\$37,511
b. Books, Supplies, and Equipment	\$73,394
c. Services and Other Operating Costs	\$396,587

Determination of Funding Request for
Sierra Charter, Charter #0898

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

Page 3 of 9

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		\$507,493
f. Allowable Facility Costs	5 CCR 11963.3(b)(7)	
(i) Enter the total facility square footage occupied by the charter school	20,920	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	54,830	
(iv) Calculated Facilities Costs Lesser of line B.2.e or [(B.2.fii+(B.2.fiii/868))*1000	\$63,167.63	
Allowable (Lesser of line B.2.e or B.2.fiv)	\$63,167.63	
3. Administration and All Other Activities		5 CCR 11963.3(a)(5)(D) and (6)
a. Salaries and Benefits		
(i) Certificated		\$11,192
(ii) Classified		\$211,065
b. Books, Supplies, and Equipment		\$2,185
c. Services and Other Operating Costs		
(i) Contracts for Other Administrative Services		\$0
(ii) Supervisorial Oversight Fee		\$40,514
(iii) All Other Administration and Other Activities, Services and Operating Costs		\$119,258
d. Total Administration and Other Activities		\$384,214
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

Determination of Funding Request for
Sierra Charter, Charter #0898

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

Page 4 of 9

B. Total Expenditures and Other Uses, continued

5. Total Expenditures \$5,443,998
(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) \$106,880

D. Fund Balance (Complete line D.a)

a. Enter Beginning Fund Balance (July 1) 5 CCR 11963.3(a)(5)(A) \$3,244,528

b. Ending Fund Balance - June 30 (Line C plus Line D.a) \$3,351,409

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	33%	\$1,814,485
b. Facilities Acquisition or Capitol Projects	26%	\$1,412,957
c. Reserves Required by Charter Authorizer	0%	\$0
d. Other Reserves (Explain in Section III.5)	2%	\$123,967
e. Unassigned/Unappropriated Fund Balance	0%	\$0
f. Total (Sum of lines E.a to E.e)	62%	\$3,351,409

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 12.34:1

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 2021-22 OR will receive in the FY 2022-23? (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.

Determination of Funding Request for
Sierra Charter, Charter #0898

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

Page 5 of 9

2.a Provide information regarding entity and contract information below. Attach an extra sheet if necessary.				
Name of Entity	Amount	Purpose/Explanation	Are contract payments based on specific services rendered?	If no, are payments based on amount per ADA or some other percentage?
Blue Shield	\$508,903	Medical Insurance	Yes	No
CDW-G	\$190,730	Supplies & Equipment	Yes	No
FCOE/STRS	\$563,633	Certificated Employees Retirement	Yes	No
Guardian	\$54,262	Dental & Vision Insurance	Yes	No
HCI Systems	\$110,904	Fire Alarm System	Yes	No
University Monterey SPE	\$312,392	Facilities Lease	Yes	No
US OMNI & TSACG	\$86,833	Classified Employees Retirement	Yes	No

Determination of Funding Request for
Sierra Charter, Charter #0898

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

Page 6 of 9

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)
Lisa Marasco, Principal/CEO	Principal/CEO	Hired by Board	<input type="checkbox"/> No	01/19 to 06/26
Lupe Delgado, Director	Community Membr	Recomendation	<input type="checkbox"/> No	03/22 to 03/28
Joann Evans, Director	Community Membr	Recommdation	<input type="checkbox"/> No	09/17 to 09/23
Frank Kraus, Director	Community Membr	Recommdation	<input type="checkbox"/> No	09/22 to 09/28
			<input type="checkbox"/>	
			<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.

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

B.4.c

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

Reserves in Line E.d
E.d

\$8,435 Prop 39 Energy Funds, \$25,974 Low Performing Block Grant and \$89,558 Educator Effectiveness

Determination of Funding Request for
Sierra Charter, Charter #0898

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

E.a. Reserve designated for economic uncertainties is approximately 4 months of expenditures (required by board resolution 22-1).

E.b. The amount of facilities acquisition or capital projects is to purchase the facilities we are currently leasing and capital projects such as a campus fence.

7. Enter the average daily attendance (ADA).

FY 2021-22 P-2 ADA (0.0)

FY 2022-23 P-2 ADA (0.0)

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)

FY 2022-23 FTE (0.0)

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.

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.

Please see attached documents

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.

Lisa Marasco

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

Principal/CEO

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.

Lisa Marasco 12-14-2022

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.

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.



Sierra Charter School
K-12 Personalized Learning Public Charter School

1931 N. Fine Avenue, Fresno, CA 93727
Phone: (559) 490-4290 or (877) 490-4290

www.sierracharter.org
Fax: (559) 490-4292

Section VI #3

Other pertinent information that may assist the CDE and ACCS in conducting a detailed review

Following Sierra Charter School's approved funding determination in May 2019, the school intended to pursue the purchase of the facility in which the school is currently leasing and has occupied for many years. However, the emergence of the COVID-19 pandemic and unprecedented consequences delayed the school's pursuit of purchasing the current facility, as the school grappled with more critical and immediate issues including school campus closures, alternative education delivery and program services, and other pandemic-related health and safety concerns.

Simultaneously, the school experienced significant declining enrollment during the pandemic. Students and parents had more educational options available to them since school districts were now required to offer independent study programs. In the 2020-21 school year, charter school funding was based on ADA reported as of P-2 in the 2019-20 school year, during which time the school was experiencing declining enrollment. However, for the year 2021-22, all non-classroom-based charter schools were excluded in the state budget from participating in any declining enrollment hold harmless provisions, forcing the school to depend on existing reserves to avoid budget shortfalls, program cuts and layoffs. The school continues to experience even further declining enrollment since the 2021-22 fiscal year.

Since the pandemic lasted longer than was anticipated, the prior lease was extended to June 30, 2027. Should the school once again become financially able to purchase the property, there is a provision in the lease directing the school to notify the landlord in writing to confirm that its financial status has changed and is therefore in a stronger position to negotiate terms of a potential purchase and sale.

The Board of Directors of Sierra Charter School also approved a Board Resolution 22-01 which requires the school to maintain, when funds allow, a reserve fund of four (4) months of operating expenses to protect the school from any economic uncertainties, which may include but not limited to further declining enrollment, inflationary costs, and a possible recession looming on the horizon. Any remaining balance is designated for facilities acquisition and/or site improvements.

Sierra Charter School remains committed, as it has for more than 25 years and regardless of unpredictable and unforeseen external circumstances, to the highest standards of fiscal integrity and accountability that uphold our sacred public trust as a prudent and responsible public school with our state officials, authorizer, community, parents, students, and staff.

RESOLUTION

22-01

**RESOLUTION OF THE BOARD OF DIRECTORS
OF
SIERRA CHARTER SCHOOL
(A California Non-Profit Benefit Corporation)**

Adopting Reserve Fund Procedures

WHEREAS, The Board of Directors have an obligation to provide a quality education for all students enrolled in Sierra Charter School;

WHEREAS, The Board of Directors of Sierra Charter School are responsible for maintaining fiscal solvency of the school system they govern;

WHEREAS, The Local Control Funding Formula (LCFF) provides the governing board, working with stakeholders, with the authority to prioritize funds in order to provide quality education for all students, especially those who are English learners, from low income households and who are Foster Youth or Homeless;

WHEREAS, Small charter schools (below 1,000 average daily attendance) have unique reserve and cash flow requirements to be able to handle necessary planned and emergency programmatic expenditures because they lack economies of scale;

WHEREAS, All schools are faced with a possible state-wide recession and deferrals, increasing cost pressures such as health benefits and rising employer contribution rates to pensions;

WHEREAS, Non-classroom based charter schools were excluded by the Governor from any ADA hold harmless provisions due to potential declining enrollment therefore making schools rely on existing reserves to avoid budget shortfalls, program cuts and layoffs;

WHEREAS, The Board of Directors have determined due to the economic uncertainty mentioned above, the need for a higher than usual reserve would be in the best financial interest of the school, therefore, be it

RESOLVED, That the Board of Directors requires Sierra Charter School to maintain, when funds allow, a reserve fund of four months of operating expenses, to protect the school from any economic uncertainty.

BE IT FURTHER RESOLVED that any remaining balance would be designated for facilities acquisition and/or site improvements.

I, Lisa Marasco, Principal/CEO and Board Member of Sierra Charter School, hereby certify that the foregoing Resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 8th day of September 2022.

AYES: 4
NOES: 0
ABSENT: 0



Lisa Marasco, Principal/CEO

IN WITNESS THEREOF, I, Sherry Iida, Secretary to the Board.



Sherry Iida, SCS Board Secretary