Under Construction Education Network (UCEN)
Board of Directors Meeting

Annual Meeting Agenda*
(*includes materials furnished to Board Members)

Tuesday - June 20, 2023
Time: 5:15 p.m.
Place: Oasis Charter Public School Board Room
1135 Westridge Parkway
Salinas, CA 93907
or
via Zoom/hybrid Teleconference

Join Zoom Meeting
https://zoom.us/j/95951088531?pwd=YltJbHdiVW9TSkd3ZDNcTInZnJzZz09
Meeting ID: 959 5108 8531
Passcode: AVXZ71
+16699009128,,95951088531,,#,*440320# US (San Jose)

**PERSONS WISHING TO ADDRESS THE BOARD OF DIRECTORS**
INFORMATION TO THE PUBLIC: All persons are encouraged to attend and participate (where designated) in meetings of the Under Construction Educational Network (UCEN) Board. Please fill out the form available at the door, and submit to the Secretary of the Board of Trustees prior to the meeting and you will be called during the comment period. For virtual meetings, members of the public are welcome to make comments during the virtual meetings when the Board chair opens the item on the agenda for the public. When the President of the Board recognizes a member of the public for oral comment, such comment will be limited to (3) minutes in accordance with law. Your comments will be heard (with no action taken) under the designated section of this agenda. For the record: state your name, title, whom you represent, and the agenda item you are addressing. The Board will not respond to your comments at this time. Your questions, concerns and/or input will be referred to the appropriate person.
Note: The Oasis Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact Dr. Natalie Zayas at (831) 424-9003 at least 72 hours before the scheduled board meeting so that we may make every reasonable effort to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132)

*PARA TODAS AQUELLAS PERSONAS QUE DESEAN HABLAR O DIRIGIRSE A LOS MIEMBROS DE LA MESA DIRECTIVA *

INFORMACIÓN PARA EL PÚBLICO: El público está invitado a asistir y participar en las juntas (donde se indica en la agenda) de la Mesa Directiva de Oasis. Rellene el formulario disponible en la puerta y entregue al Secretario de la Mesa Directiva antes de que comience la reunión y lo llamarán durante el periodo de comentarios. Sus comentarios serán escuchados (sin tomar acción) durante la sección correspondiente de esta agenda. Cuando el Presidente de la Mesa Directiva reconoce a un miembro del público para comentarios orales, dicho comentario se limitará a (2) minutos de acuerdo con la ley. Para el archivo, diga su nombre, título, a quien representa y el artículo de la agenda a que se quiere referir. Los miembros de la Mesa Directiva no respondrán a sus comentarios en ese momento. Sus preguntas, preocupaciones y comentarios serán referidas al departamento correspondiente.

Nota: La Mesa Directiva de Oasis anima a las personas con discapacidades a participar plenamente en el proceso de reuniones públicas. Toda persona con necesidades especiales que requiera alguna modificación o arreglo especial puede llamar a la Dr Natalia Zayas al (831) 424-9003 dentro de 72 horas de una junta regular, o dentro de 24 horas de una junta especial para hacer todo nuestro mejor esfuerzo razonable para satisfacer sus necesidades. (Código Governmental § 54954.2; Americanos con Discapacidades de 1990, § 202 (42 U.S.C. § 12132)

1.0 REGULAR AGENDA

1.1 Call Meeting to Order: President

2.0 ROLL CALL OF GOVERNING BOARD

Jacqueline Vasquez-President: Yes ___Absent___

Margie Wiebusch-Vice President: Yes ___Absent___

Steve Duran - Treasurer: Yes ___Absent___

Maria Alvarez - Member: Yes ___Absent___

Jamie Stracuzzi- Member : Yes ___Absent___

3.0 PLEDGE OF ALLEGIANCE

4.0 ADOPTION AGENDA

That the Governing Board approve the agenda as presented.

5.0 APPROVAL OF THE MINUTES
That the Governing Board approve the minutes of the Regular Meeting of May 30, 2023.

6.0 BOARD OF TRUSTEE COMMENTS

Board Members wishing to address agenda items and/or other items may do so at this time.

7.0 PUBLIC COMMENT

Individuals wishing to address agenda items and/or other items, may do so at this time or wait until the agenda item comes up. There will be a limit of 3 minutes per person on public comments (double that time for individuals utilizing an interpreter).

8.0 CLOSED SESSION

8.1 NEGOTIATIONS WITH UNREPRESENTED POTENTIAL EMPLOYEE:

- District negotiators: Board President
- Position: Executive Director

8.2 CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (One case)

"Pursuant to Government Code Section 54953, the following will be publicly reported that the Governing Board approves the proposed employment agreement with Dr. Natalie Zayas as the Executive Director of Oasis Charter Public School. Dr. Zayas will be entitled to fringe benefits and compensation in the amount of $115,427.52 effective August 1, 2023 - June 30, 2025, with a salary increase based on the Board approved salary schedule for the 2024-2025 school year."

9.0 RECONVENE TO OPEN PUBLIC SESSION

10.0 ACKNOWLEDGEMENTS

11.0 CONSENT CALENDAR

Board members may withdraw an item(s) for further discussion from the consent calendar after a motion and second has been made.

11.1 ACTION: Updated Uniform Complaint Procedures
That the Governing Board accept and approve the revised Uniform Complaint Procedures

11.2 ACTION: Winter Consolidated Application and Reporting System (CARS) report 2022-2023 school year.
That the Governing Board approve the CARS report
12.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

12.1 ACTION: Medical Stipends
That the Governing Board discuss and take action on the medical stipends for the 2023-2024 school year.

12.2 DISCUSSION: Enrollment Update - Office Manager, Grisela Macias
That the Governing Board receive an enrollment update report.

12.3 ACTION: Bylaws
That the Governing Board approve the updated Bylaws

12.4 ACTION: Articles of Incorporation
That the Governing Board approve the updated Articles of Incorporation

12.5 ACTION: Board Member Terms - Board President Jackie Vasquez
That the Governing Board approve the list of Board Members

12.6: DISCUSSION: Playground Updates
That the Governing Board receive a report on playground updates

12.7: ACTION: LCAP
That the Governing Board adopt the Local Control Accountability Plan (LCAP)

12.8: ACTION: Budget
That the Governing Board adopt the budget for the 2023-2024 school year.

12.9: DISCUSSION: Summer School Plan
That the Governing Board receive the final summer school plan

12.10: DISCUSSION: Staffing for 2023-2024 School Year
That the Governing Board receive a report on staffing for the 23/24 SY

12.11: ACTION: Declaration of Need
That the Governing Board approve the Declaration of Need for the 23/24 SY

12.12 2023-2024 DISCUSSION: Legal Fees for the 2022-2023 School Year
That the Governing Board receive a report on legal fees paid during the 22/23 SY Board Member request.

12.13 ACTION Executive Director’s Contract
That the Governing Board approve the Executive Director’s Contract for the 2023-2024 school year.

“Pursuant to Government Code Section 54953, the following will be publicly reported that the Governing Board approves the proposed employment agreement with Dr. Natalie Zayas as the Executive Director of Oasis Charter Public School. Dr. Zayas will be entitled to fringe benefits and compensation in the amount of $115,427.52 effective August 1, 2023 - June 30, 2025, with a salary increase based on the Board approved salary schedule for the 2024-2025 school year.”
12.14 ACTION: School Compliance Consultant Agreement
That the Governing Board approve the School Compliance Consultant Agreement for the 2023-2024 school year.

12.15 ACTION: Summer Office Work
That the Governing Board approve office summer work hours

12.16 DISCUSSION/ACTION: July Board Retreat
That the Governing Board select a July date for a Board Retreat and topics for training.

13.0 STAFF REPORTS

13.1 Receive Oral Report from Oasis Charter School Instructional Coordinator, Katelyn Gaines
An update on school-wide activities undertaken by the Instructional Coordinator

13.2 Receive Oral Report from Oasis Charter School Executive Director, Dr. Natalie Zayas
An update on school-wide activities undertaken by the Executive Director.

14.0 FUTURE AGENDA ITEMS

15.0 NEXT MEETING DATE
15.1 Next Regular Board Meeting: Tuesday, August 29 2023

16.0 ADJOURNMENT
Under Construction Education Network (UCEN)
Board of Directors Meeting

NOTICE OF PUBLIC HEARING
RE: Local Control Accountability Plan (LCAP) and School Budget for the 2023-2024 School Year

Minutes*
(*includes materials furnished to Board Members)

Tuesday - May 30, 2023
Time: 5:15 p.m.
Place: Oasis Charter Public School Board Room
1135 Westridge Parkway
Salinas, CA 93907
or
via Zoom/hybrid Teleconference

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1.0 REGULAR AGENDA

1.1 Call Meeting to Order: President

Meeting was called to order at 5:16pm

2.0 ROLL CALL OF GOVERNING BOARD

Jacqueline Vasquez-President:    Yes_x__Absent____
Margie Wiebusch-Vice President: Yes_x__Absent_____ (left at 6:58pm for family ER)
Steve Duran - Treasurer:         Yes_x__Absent____
Maria Alvarez - Member:          Yes_x__Absent____ (arrived at 5:32pm)
Jamie Stracuzzi - Member:        Yes___Absent_x__ (arrived at 5:20pm)

3.0 PLEDGE OF ALLEGIANCE
4.0 ADOPTION AGENDA

That the Governing Board approve the agenda as presented.

Motion to approve the Agenda: Board Treasurer, Steve Duran. Seconded: Board Vice President, Margie Wiebusch

Vote on Motion: 3 - 0 Motion: Approved

5.0 APPROVAL OF THE MINUTES

That the Governing Board approve the minutes of the Regular Meeting of April 25, 2023.

Motion to approve the Minutes: Board President, Jacqueline Vasquez. Seconded: Board Treasurer, Steve Duran.

Vote on Motion: 3 - 0 Motion: Approved

6.0 BOARD OF TRUSTEE COMMENTS

Board Members wishing to address agenda items and/or other items may do so at this time.

No comments.

7.0 PUBLIC COMMENT

Individuals wishing to address agenda items and/or other items, may do so at this time or wait until the agenda item comes up. There will be a limit of 3 minutes per person on public comments (double that time for individuals utilizing an interpreter).

No comments.

8.0 CLOSED SESSION

8.1 Executive Director Evaluation

9.0 RECONVENE TO OPEN PUBLIC SESSION

The Board President announced that the evaluation of Dr. Zayas was unanimously voted on to accept and extend the contract.

10.0 ACKNOWLEDGEMENTS

10.1 Teacher Presentation: Teacher Julie Campisi, Physical Education Fitness Awards presentation

Dr. Zayas gave the presentation in Ms. Campisi’s absence which outlined the incentive/awards program she has created.
11.0 CONSENT CALENDAR

Board members may withdraw an item(s) for further discussion from the consent calendar after a motion and second has been made.

11.1 ACTION: Quarterly Williams Report
That the Governing Board accept and approve the April 2023, Williams Quarterly Report

11.2 ACTION: Title IX Section V Article XV revised to meet new requirements
That the Governing Board approve the board policy, Title IX Section V Article XV as revised.

11.3 ACTION: Title IX Online Posting documentation
That the Governing Board approve the Title IX Online Posting Document

11.4 ACTION: Title IX Complaint Form
That the Governing Board approve the Title IX Complaint Form

11.5 ACTION: Title IX List of Rights
That the Governing Board approve the Title IX List of Rights

11.6 ACTION: Article XIII Section V Nondiscrimination, Harassment, Intimidation, Bullying as revised to meet new requirements
That the Governing Board approve the board policy, Article XIII, Section V as revised and approve removal on Nondiscrimination AR Section V Article XIII as new and revised language is now within the AR, BP is no longer needed.

Motion to approve the Consent Calendar: Board President, Jacqueline Vasquez. Seconded: Board Treasurer, Steve Duran.

Vote on Motion: 5 - 0           Motion: Approved

12.0 DISCUSSION/RECOMMENDATION/ACTION: Governing Board

12.2 DISCUSSION: Enrollment Update - Office Manager, Grisela Macias
That the Governing Board receive an enrollment update report.

Ms. Macias notified the group of current enrollment status. For SY 2023-24 there will be 163 enrolled students after sending the 6th Grade on to middle school.

Group discussed the need for parent volunteers and the possible scenario of adding a combination class for Kindergarten and 1st Grade if our numbers continue to grow over the summer.

12.3 ACTION: Board Member Terms - Board President Jackie Vasquez
That the Governing Board discuss Board Terms. Board Member Alvarez was absent from the April meeting.
Board Member Maria Alvarez will extend her term until a suitable replacement is found. Board President Jacqueline Vasquez thanked her for her time with and commitment to the Board.

12.4: ACTION: Website Proposals - Executive Director, Dr. Natalie Zayas
That the Governing Board discuss and take action on the website proposals

Website is severely out of date. Group discussed bids and decided to go with the lower bid.

Motion to not approve the TMD proposal and to instead approve the proposal from Horhei Tech Labs, LLC: Board President, Jacqueline Vasquez. Seconded: Board Treasurer, Steve Duran.

Vote on Motion: 5 - 0 Motion: Approved

13.0 PUBLIC HEARING OF THE DRAFT LCAP AND 2023-2024 DRAFT SCHOOL BUDGET

13.1 Public Hearing Local Control Accountability Plan (LCAP)
A copy of the Draft LCAP is available at the school site, Oasis Charter Public School, 1135 Westridge Parkway, Salinas, Ca. 93907, and has been since May 26, 2023, and is in the agenda packet. The Public Hearing was advertised in the Salinas newspaper, The Californian by the legal due date. All documents were submitted to MCOE for the public hearing notification. Final adoption of the LCAP will take place at the UCEN Board Meeting on June 20, 2023.

Presentation of the Draft LCAP: Executive Director, Dr. Natalie Zayas

Dr. Zayas presented the draft LCAP noting that surveys will be done earlier next year. Board Member, Maria Alvarez gave feedback which Dr. Zayas will incorporate into the final version.

No public comments. No voting necessary.

13.2 Public Hearing 2023-2024 Draft Budget
A copy of the Draft Budget for the 2023-2024 school year is available at the school site, Oasis Charter Public School at 1135 Westridge Parkway, Salinas, Ca., 93907, and has been since May 26, 2023, and is in the agenda packet. This Public Hearing was advertised in the Salinas newspaper, The Californian by the legal due date. All documents were sent to Monterey County Office of Education (MCOE) for this public hearing notification. Final adoption of the 2023-2024 Budget will take place at the Under Constructional Education Network (UCEN) Board Meeting on June 20, 2023.

Presentation of the Draft Budget for SY 2023-24: Executive Director, Dr. Natalie Zayas

Dr. Zayas presented the draft budget.

No public comment. No voting necessary.
14.0 STAFF REPORTS

14.1 Receive Oral Report from Oasis Charter School Instructional Coordinator, Katelyn Gaines
An update on school-wide activities undertaken by the Instructional Coordinator.

Motion to table presentation: Board President, Jacqueline Vasquez. Seconded: Board Treasurer, Steve Duran.

Vote on Motion: 5 - 0 Motion: Approved

14.2 Receive Oral Report from Oasis Charter School Executive Director, Dr. Natalie Zayas
An update on school-wide activities undertaken by the Executive Director.

Dr. Zayas discussed the annual Boxland event. Board members gave feedback and suggested adding a food truck for the parents.

Dr. Zayas then gave details on the 6th Grade Promotion and the recent hiring of a Behavior Coordinator.

15.0 FUTURE AGENDA ITEMS

Updating Bylaws, Summer School final plan, total legal fees for SY 2022-23, review ARI Services.

16.0 NEXT MEETING DATE

14.1 Next Board Meeting: Tuesday, June 20, 2023

17.0 ADJOURNMENT 7:33pm
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 11.1 Updated Uniform Complaint Procedures and Form

BOARD MEETING DATE: July 20, 2023

BOARD AGENDA ITEM INFORMATION

• As many other policies that have been through the board, this UCP Complaint Procedures and Form have been updated to reflect new laws.

• As new laws emerge, the Executive Director works with our Policy Analyst to revise and update our policies and procedures.

Administration Recommendation: Approve___ X _____ Information_______

Person submitting item: Dr. Natalie Zayas
Section II  Community Relations  
Article II  Uniform Complaint Procedures

It is the policy of the UCEN Board/Oasis Charter Public School to maintain a positive and productive working and educational environment. The School does not discriminate on the basis of disability, gender, gender identity, gender expression, nationality, national origin, ethnic group identification, age, mental disability, physical disability, medical condition, genetic information, marital status, race, color, ancestry, or ethnicity, religion, sex, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in California Penal Code section 422.55 in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The school is primarily responsible to ensure that it is compliant with all applicable federal and state laws and regulations. There are some circumstances, however, when employees or students may take issue with other employees or students, or someone may believe that a violation of federal or state law is occurring in certain educational programs. The school encourages complainants to first address the issue with the other person directly using conflict resolution skills when possible.

Types of Complaints to be Filed Using the UCP: If, however, the complainant does not feel comfortable with this approach and the complaint relates to any of the topics below, the complainant must use the complaint procedure identified below. If the complaint relates to a different type of complaint, contact the School’s Executive Director to obtain information about making a different type of complaint. The school will investigate relevant complaints, as identified below, and seek to resolve them in compliance with this policy:

- Discrimination, harassment, intimidation, or bullying against any protected group as identified under Education Code sections 200 and 220 and section 11135 of the Government Code, including any actual or perceived characteristic as set forth in section 422.55 of the Penal Code, or based on a person’s association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by the school.

- Improper student fees.

- Failure to accommodate lactating students.

- Noncompliance with the rights of pregnant and parenting students.

- Failure to provide Lesbian, Gay, Bisexual, Transgender and Questioning (LGBTQ) resources.
Failure to comply with statutes relating to foster care pupil records transfers or foster care pupil education.

Failure to comply with statutes relating to the education of homeless students, students in foster care, former juvenile court school students, students who are children of a military family, or migratory students.

A complaint about the school's safety plan.

A complaint that the school has not complied with the requirements of Education Code sections 47606.5 (annual update to goals and annual actions) or 47607.3 (outcomes for pupil subgroups), as applicable.

Every Student Succeeds Act

Other violation of state or federal law under the following programs:

Consolidated Categorical Aid Programs, including improving academic achievement, compensatory education, English learner programs, After School Education and Safety, Migrant Education, Physical Education: Instructional Minutes; Pupil Instruction, and School Plans for Student Achievement.

Types of Complaints Not Covered by the UCP
Many complaints do not fit within the above-listed complaints to be made through the UCP. Some of these include, but are not limited to:

- Classroom assignments
- Common core
- Grades and graduation requirements
- Hiring and evaluation of staff
- Homework policies and practices
- Provision of core curriculum subjects
- Student advancement and retention
- Student discipline
- Student records
- Employment complaints
- Open meetings and board meetings
- Other general education requirements
Internal Procedures:
As an initial matter, each supervisor has the responsibility to maintain a workplace and educational environment free from any form of sexual or other unlawful harassment, discrimination, or conduct. Consequently, should any supervisor become aware of any conduct that may constitute discrimination, harassment or other prohibited behavior, immediate action will be taken to address and remEDIATE such conduct.

Making a Complaint:
Any person who has experienced or is aware of a situation that relates to a complaint to be made in accordance with this policy (as identified above), has a responsibility to report the situation immediately to;

Natalie Zayas, Executive Director
Oasis Charter Public School
1135 Westridge Parkway
Salinas, California
(831) 424-9003

Employees who believe they have been the victim of any employment discrimination should follow the complaint procedures identified in the employee handbook. If the complainant is unable to put the complaint in writing, due to a disability or illiteracy, the school will assist the complainant in filing the complaint.

When making a UCP complaint, if the employee or student is not comfortable contacting the Executive Director or if that individual is not available, the employee or student should contact:

Grisela Macias
Compliance Officer
Oasis Charter Public School
1135 Westridge Parkway
Salinas, California
(831) 424-9003

who has been designated to handle inquiries regarding the UCP complaints. OCR Non-discrimination notice. A Harassment/Retaliation/Unlawful Conduct Complaint Form may be obtained from Natalie Zayas, Executive Director, or Grisela Macias.

Anonymous Complaints:
Students making a complaint of improper fees or complaints that the school has failed to comply with Education Code sections 47606.5 or 47607.3, may make the complaint anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance with the applicable Education Codes.

6 Month Limit on Certain Complaints:
Complaints relating to discrimination (other than employment discrimination) must be filed within six months of the alleged discrimination or when the complainant first obtained knowledge of the alleged discrimination unless an extension has been obtained
from the Executive Director or his/her designee. Such extension by the Executive Director or his/her designee shall be made in writing. The period for filing may be extended by the Executive Director or his/her designee for good cause for a period not to exceed 90 days following the expiration of the six-month time-period. The Executive Director shall respond immediately upon a receipt for extension.

**Informal Resolution:**
If the parties mutually agree, the complainant and the school may resolve the matter through mediation or otherwise informally. If mediation fails to resolve the matter, or the parties do not agree to mediate the matter, the formal complaint procedure identified below shall be followed.

**Investigation of Complaints:**
If the complaint alleges wrongdoing involving a complaint required to be filed under the UCP, the School will complete an investigation and submit to the complainant a written decision regarding the complaint within 60 days of receipt of the complaint. During the investigation, the complainant, his/her representative or both, will have the opportunity to present the complaint and evidence or information leading to evidence to support the allegations of the complaint. The 60-day timeframe may be extended by the written consent of the complainant.

Refusal by the complainant to provide the investigator, at any level of the investigation, with documents or other evidence related to the allegations in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in the dismissal of the complaint because of lack of evidence to support the allegations.

Complaints will be handled as discreetly as possible, consistent with the need to investigate effectively and promptly resolve the matter.

The investigator will be knowledgeable of the laws/programs that he/she is assigned to investigate. § 5 C.C.R. § 4261(b). If the complaint alleges employment discrimination, the Board of Directors will send it to the Civil Rights Department (the “CRD”) for investigation as required by law.

**Written Decision:**
The investigator shall prepare a written decision, which decision shall contain the following: 1) findings of fact based on the evidence gathered; 2) conclusions of law; 3) disposition of the complaint; 4) the rationale for such disposition; 5) the corrective actions, if any are warranted; 6) notice of the complainant’s right to appeal the School’s decision to the California Department of Education; and 7) the procedures to be followed for initiating an appeal to the Department of Education. Within 60 days of receipt of the complaint, the Executive Director or designee will send a copy of the written decision to the complainant.

**Appeal of School’s Decision**

**Appeal to CDE:**
Except for complaints regarding instructional materials and teacher vacancies or misassignments, a complainant may appeal a decision to the California Department of
Education ("CDE") by filing a written appeal within 15 days of receiving the decision. The complainant shall specify the basis for the appeal and whether the facts are incorrect and/or the law is misapplied. The appeal should be accompanied by a copy of the locally filed complaint and a copy of the school's decision. If the CDE determines the appeal raises issues not contained in the local complaint, the CDE will refer those new issues back to the school for resolution. If the CDE determines that the decision failed to address an issue raised by the complaint, the CDE will refer the matter to the school to make the necessary findings and conclusions on any issue not addressed. The school will have 20 days to make those findings.

Any employee found to have participated in improper harassment or discrimination will be subject to disciplinary action, up to and including possible dismissal. Any student found to have participated in improper harassment or discrimination will be subject to disciplinary action, up to and including possible suspension or expulsion.

**External Procedures: Filing a Complaint with the Civil Rights Department (CRD)**

Employees or job applicants who believe that they have experienced unlawful employment discrimination or harassment, should follow the complaint process identified in the employee handbook, but may file a complaint directly with the CRD. The CRD serves as a neutral factfinder and attempts to help the parties voluntarily resolve disputes. If the CRD finds sufficient evidence to establish discrimination occurred and settlement efforts fail, the CRD may file a formal accusation.

Employees may also pursue the matter through a private lawsuit in civil court after a complaint has been filed with the CRD and a Right to Sue Notice has been issued. For more information, contact the CRD toll free at (800) 884-1684, or email the CRD at contact.center@calcivilrights.ca.gov or visit its website at www.calcivilrights.ca.gov. To contact the nearest field office of the Equal Employment Opportunity Commission ("EEOC"), call 1-800-669-4000. You should be aware that state and federal law provide time limits within which complaints must be filed. Contact the relevant agency to determine the applicable time limit.

**Retaliation Policy**

It is in violation of the School's policy for the School or any employee to demote, suspend, reduce, fail to hire or consider for hire, fail to give equal consideration in making employment decisions, fail to treat impartially in the context of any recommendations for subsequent employment that the School may make, adversely affect working conditions or otherwise deny any employment benefit to an individual because that individual has opposed practices prohibited by law or has filed a complaint, testified, assisted or participated in any manner in an investigation, conducted by the DFEH or their staff. Any employee retaliating against another employee, applicant or student will be disciplined, up to and including termination.

Examples of protected activities under the School's retaliation policy include seeking advice from the CRD or Commission; filing a complaint with the CRD, irrespective of whether the complaint is actually sustained; opposing employment practices the employee reasonably believes to exist and believes to be a violation of the law; participating in an activity that is perceived by the School as opposition to discrimination, whether or not so
intended by the employee expressing the opposition; participating in the proceeding of a local human rights or civil rights agency on a legal basis.

Nothing in this policy shall be construed to prevent the school from enforcing reasonable disciplinary policies and practices, nor from demonstrating that the actions of an applicant or employee were either disruptive or otherwise detrimental to legitimate business interests so as to justify the denial of an employment benefit.

Dissemination
The school will send to students, employees, parents or guardians of its students, school advisory committees, and other interested parties a notice of rights under this policy on an annual basis. Upon request, a copy of this policy will be made available free of charge and is also available on the school's website.
Oasis Charter School
Board Agenda Supplemental Information
To be submitted to the Executive Director

TITLE OF AGENDA ITEM: 11.2 Consolidated Application and Reporting System (CARS) report

BOARD MEETING DATE: June 20, 2023

BOARD AGENDA ITEM INFORMATION

- Our CBO, Chief Business Official, our back office provider completes the CARS report and submits it to the state for us.
- The Consolidated Application and Reporting System (CARS) is a data collection system to apply for Categorical Program Funding and to report on the use of those funds.
- Governing Boards are to adopt/approve this document.

Administration Recommendation: Approve X Information

Person submitting item: Dr. Natalie Zayas
## Home

### Current Submissions and Deadlines

Data collection forms that are listed below are open, available for editing, have upcoming deadlines, and/or are overdue to be certified. Data collection forms that have been certified, have had their deadlines pass, are open and available for editing can be found under the Data Entry Forms tab. All data collection forms, if applicable to your local educational agency (LEA), whether open or closed, certified or unsubmitted, can be viewed as uneditable reports under the Reports tab.

12 Data Collection(s) found.

<table>
<thead>
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<tr>
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<tr>
<td>Title I, Part A LEA Closeout Report, 39 Months</td>
<td>June 09, 2023</td>
<td>None</td>
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<tr>
<td>Title II, Part A Fiscal Year Expenditure Report, Closeout 39 Months</td>
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<td>Federal Transferability</td>
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</table>
### Data Entry Forms

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Filter by Fiscal Year:  All  ▼ By Program:  All Programs  ▼ By Status:  All  ▼

12 Editable Data Collection(s) found.

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<tr>
<td></td>
<td></td>
<td>CWEber27, 6/6/2023 1:29 PM</td>
</tr>
</tbody>
</table>
2019–20 Title I, Part A LEA Closeout Report, 39 Months

Report fiscal year (FY) expenditures to determine 2019–20 Title I, Part A unspent funds.

**Note:** Due to the COVID-19 Federal Funding Flexibility Waiver, approved on September 10, 2021, the period of availability of funds in Section 421(b) of the General Education Provisions Act extends the period of availability of FY 2019–20 funds until September 30, 2022.

**CDE Program Contact:**
Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

There are no reported carryover funds. The LEA has already expended all Title I, Part A funds.

***Warning***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.
2019–20 Title II, Part A Fiscal Year Expenditure Report, Closeout 39 Months

A report of year-to-date expenditures and encumbrances by activity. Activity period covered is July 1, 2019 through September 30, 2022.

CDE Program Contact:
Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636
Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

<table>
<thead>
<tr>
<th>2019–20 Title II, Part A allocation</th>
<th>$6,113</th>
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<tr>
<td>2019–20 Title II, Part A total apportionment issued</td>
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<tr>
<td>Transferred-in amount</td>
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<tr>
<td>Transferred-out amount</td>
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<td>2019–20 Total allocation</td>
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Use of Funds

<table>
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<th>Use of Funds</th>
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<td>Class size reduction</td>
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<tr>
<td>Induction programs</td>
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<td>Professional development for teachers</td>
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<td>Professional development for administrators</td>
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<td>Recruitment activities</td>
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<tr>
<td>Retention activities</td>
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<tr>
<td>Tuition reimbursement</td>
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Program Expenditures

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<thead>
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<td>4200–4299 Books and reference materials</td>
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<tr>
<td>4300–4399 Materials and supplies</td>
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<tr>
<td>5100–5199 Subagreements for services</td>
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<tr>
<td>5200–5299 Travel and conferences</td>
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<tr>
<td>5300–5399 Dues and membership</td>
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<tr>
<td>5800–5899 Consulting/Professional services</td>
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Personnel Expenditures

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<td>2000–2999 Classified personnel salaries</td>
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<td>3000–3999 Employee Benefits</td>
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Operational Expenditures

<table>
<thead>
<tr>
<th>Operational Expenditures</th>
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<td>Direct administrative costs</td>
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<td>Indirect costs</td>
<td></td>
</tr>
<tr>
<td>Equitable services for nonprofit private schools</td>
<td></td>
</tr>
</tbody>
</table>

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2019–20 Title II, Part A Fiscal Year Expenditure Report, Closeout 39 Months

A report of year-to-date expenditures and encumbrances by activity. Activity period covered is July 1, 2019 through September 30, 2022.

CDE Program Contact:
Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636
Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

<table>
<thead>
<tr>
<th>Total expenditures and encumbrances</th>
<th>$6,113</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019–20 Unspent funds</td>
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</table>

Note: CDE will invoice the LEA for the unspent 2019–20 total allocation

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2020–21 Title I, Part A LEA Closeout Report

Report fiscal year expenditures to determine 2020–21 Title I, Part A unspent funds.

CDE Program Contact:
Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

There are no reported carryover funds. The LEA has already expended all Title I, Part A funds.

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**2020–21 Title II, Part A Fiscal Year Expenditure Report, Closeout 27 Months**

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2020 through September 30, 2022.

**CDE Program Contact:**

Alice Ng (Fiscal), Division Support Office, [ANg@cde.ca.gov](mailto:ANg@cde.ca.gov), 916-323-4636  
Lisa Fassett (Program), Professional Learning Support & Monitoring Office, [LFassett@cde.ca.gov](mailto:LFassett@cde.ca.gov), 916-323-4963

<table>
<thead>
<tr>
<th>2020–21 Title II, Part A allocation</th>
<th>$7,684</th>
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<tr>
<td>2020–21 Title II, Part A total apportionment issued</td>
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<td>Transferred-in amount</td>
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<tr>
<td>Transferred-out amount</td>
<td>$0</td>
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<tr>
<td>2020–21 Total allocation</td>
<td>$7,684</td>
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</table>

**Use of Funds**

- Class size reduction: No
- Induction programs: Yes
- Professional development for teachers: Yes
- Professional development for administrators: Yes
- Recruitment activities: No
- Retention activities: No
- Tuition reimbursement: No

**Program Expenditures**

| 4200–4299 Books and reference materials | $0 |
| 4300–4399 Material and supplies | $0 |
| 5100–5199 Subagreements for services | $0 |
| 5200–5299 Travel and conferences | $0 |
| 5300–5399 Dues and membership | $0 |
| 5800–5899 Consulting/Professional services | $6,200 |

**Personnel Expenditures**

| 1000–1999 Certificated personnel salaries | $1,484 |
| 2000–2999 Classified personnel salaries | $0 |
| 3000–3999 Employee benefits | $0 |

**Operational Expenditures**

| Direct administrative costs | $0 |
| Indirect costs | $0 |
| Equitable services for nonprofit private schools | $0 |

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2020–21 Title II, Part A Fiscal Year Expenditure Report, Closeout 27 Months
A report of year-to-date expenditures by activity. Activity period covered is July 1, 2020 through September 30, 2022.

CDE Program Contact:
Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636
Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

<table>
<thead>
<tr>
<th>Total expenditures</th>
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<tbody>
<tr>
<td>2020–21 Unspent funds</td>
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Note: CDE will invoice the LEA for the unspent 2020–21 total allocation

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**2021–22 Title I, Part A LEA Carryover**

Report only expenditures and obligations made through September 30 for fiscal year 2021–22 allocation to determine funds to be carried over.

**CDE Program Contact:**
Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cdf.ca.gov, 916-323-0472

### Carryover Calculation

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<td>Expenditures and obligations through September 30, 2022</td>
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<td>Carryover as of September 30, 2022</td>
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<tr>
<td>Carryover percent as of September 30, 2022</td>
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2022–23 Federal Transferability

Federal transferability of funds is governed by Title V in ESSA Section 5102. An LEA may transfer Title II, Part A and/or Title IV, Part A program funds to other allowable programs. This transferability is not the same as Title V, Part B Alternative Fund Use Authority (AFUA) governed by ESEA Section 5211.

Note: Funds utilized under Title V, Part B AFUA are not to be included on this form.

CDE Program Contact:
Lisa Fassett, Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963
Kevin Donnelly, Rural Education and Student Support Office, TitleIV@cde.ca.gov, 916-319-0942

Title II, Part A Transfers

<table>
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<th>Description</th>
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<td>Transferred to Title I, Part C</td>
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<tr>
<td>Transferred to Title I, Part D</td>
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<tr>
<td>Transferred to Title III English Learner</td>
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<tr>
<td>Transferred to Title III Immigrant</td>
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<td>Transferred to Title V, Part B, Subpart 1 Small, Rural School Achievement Grant</td>
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<tr>
<td>Total amount of Title II, Part A funds transferred out</td>
<td>$0</td>
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<tr>
<td>2022–23 Title II, Part A allocation after transfers out</td>
<td>$9,479</td>
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2022–23 Title I, Part A School Student Counts

This data collection contains school-level student data. The information in this data collection will be used by the local educational agency (LEA) to calculate eligibility andanking for Title I, Part A school allocations.

DE Program Contact:
Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

School ranking options
Select the highest to lowest school ranking method
Select a low income measure

Within the LEA
FRPM

Explanation of Pre-populated Student Counts

The data fields in this form, containing total student enrollment counts and eligible low income students counts, were pre-populated with PRIOR year (Fiscal Year 2021–22) certified data from CALPADS Fall 1 data submission.

Note: The LEA may use prior year data or current year data to calculate eligibility and ranking for Title I, Part A school allocations. The LEA may choose to manually enter current year data in place of prior year data.

<table>
<thead>
<tr>
<th>School Name</th>
<th>School Code</th>
<th>Low Grade Offered</th>
<th>High Grade Offered</th>
<th>Grade Span Group</th>
<th>Student Enrollment</th>
<th>Eligible Low Income Students</th>
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</thead>
<tbody>
<tr>
<td>Oasis Charter Public</td>
<td>6119663</td>
<td>K</td>
<td>6</td>
<td>1</td>
<td>161</td>
<td>70</td>
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</table>

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# 2022–23 Title I, Part A LEA Allocation and Reservations

To report LEA required and authorized reservations before distributing funds to schools.

## CDE Program Contact:
Sylvia Hanna, Title I Policy, Program, and Support Office, [SHanna@cede.ca.gov](mailto:SHanna@cede.ca.gov), 916-319-0948
Rina DeRose, Title I Policy, Program, and Support Office, [RDeRose@cede.ca.gov](mailto:RDeRose@cede.ca.gov), 916-323-0472

<table>
<thead>
<tr>
<th>2022–23 Title I, Part A LEA allocation (+)</th>
<th>$75,733</th>
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<tr>
<td>Transferred-in amount (+)</td>
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<td>Nonprofit private school equitable services proportional share amount (-)</td>
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<tr>
<td>2022–23 Title I, Part A LEA available allocation</td>
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</tbody>
</table>

### Required Reservations

Parent and family engagement $0

(If the allocation is greater than $500,000, then parent and family engagement equals 1% of the allocation minus the nonprofit private school equitable services proportional share amount.)

School parent and family engagement $5,000

LEA parent and family engagement $0

Local neglected institutions

Does the LEA have local institutions for neglected children?

Local neglected institutions reservation

Local delinquent institutions

Does the LEA have local institutions for delinquent children?

Local delinquent institutions reservation

Direct or indirect services to homeless children, regardless of their school of attendance $1,000

### Authorized Reservations

Public school Choice transportation $500

Other authorized activities

2022–23 Approved indirect cost rate 5.35%

Indirect cost reservation $0

Administrative reservation $0

### Reservation Summary

Total LEA required and authorized reservations $1,500

School parent and family engagement reservation $5,000

Amount available for Title I, Part A school allocations $69,233

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***Warning***

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Report Date: 6/8/2023
2022–23 Title I, Part A School Allocations

This report identifies the amount of Title I, Part A funds to be allocated to eligible schools.

DE Program Contact:
Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

EA meets small LEA criteria.

A local educational agency (LEA) is defined as a small LEA if, based on the school list and the data entered in Title I, Part A School Student Counts, the LEA meets one of both of the following:
- A single school LEA
- As enrollment total for all schools less than 1,000

If applicable, enter a Discretion Code. Use lower case only.

Allowable Discretion Codes
- Below LEA average and at or above 35% student low income
- Waiver for a desegregation plan on file
- Grandfather provision
- Feeder pattern

Low income measure
FRPM

Ranking Schools Highest to Lowest
Within the LEA

LEA-wide low income %
43.48%

Available Title I, Part A school allocations
$69,233

Available parent and family engagement reservation
$5,000

<table>
<thead>
<tr>
<th>School Name</th>
<th>School Code</th>
<th>Grade Span Group</th>
<th>Student Enrollment</th>
<th>Eligible Low Income Students</th>
<th>Low Income Student %</th>
<th>Eligible to be Served</th>
<th>Required to be Served</th>
<th>Ranking</th>
<th>$ Per Low Income Student</th>
<th>TIA School Allocation</th>
<th>2021–22 Carryover</th>
<th>Parent and Family Engagement</th>
<th>Total School Allocation</th>
<th>Discretion Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oasis Charter Public</td>
<td>6119663</td>
<td>1</td>
<td>161</td>
<td>70</td>
<td>43.48</td>
<td>*</td>
<td>*</td>
<td>1</td>
<td>989.04</td>
<td>69232.80</td>
<td>$0</td>
<td>$5,000</td>
<td>74232.80</td>
<td></td>
</tr>
</tbody>
</table>

***Warning***
The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.
2022–23 Title I, Part A Notification of Authorization of Schoolwide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as Schoolwide Program.

DE Program Contact:
Rina DeRose, Title I Policy, Program, and Support Office, RDeRose@cde.ca.gov, 916-323-0472

<table>
<thead>
<tr>
<th>School Name</th>
<th>School Code</th>
<th>Authorized SWP</th>
<th>Low Income %</th>
<th>Local Board Approval Date SWP Plan (MM/DD/YYYY)</th>
<th>Local Board Approval Date SWP Waiver (MM/DD/YYYY)</th>
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<tbody>
<tr>
<td>Oasis Charter Public</td>
<td>6119663</td>
<td>Y</td>
<td>44.00</td>
<td>06/08/2016</td>
<td></td>
</tr>
</tbody>
</table>

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2022–23 Title II, Part A LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the local educational agency (LEA) for Title II, Part A Supporting Effective Instruction.

CDE Program Contact:
Alice Ng (Fiscal), Division Support Office, ANg@cde.ca.gov, 916-323-4636
Lisa Fassett (Program), Professional Learning Support & Monitoring Office, LFassett@cde.ca.gov, 916-323-4963

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2022–23 Title II, Part A allocation</td>
<td>$9,479</td>
</tr>
<tr>
<td>Transferred-in amount</td>
<td>$0</td>
</tr>
<tr>
<td>Total funds transferred out of Title II, Part A</td>
<td>$0</td>
</tr>
<tr>
<td>2022–23 Total allocation</td>
<td>$9,479</td>
</tr>
<tr>
<td>Administrative and indirect costs</td>
<td>$0</td>
</tr>
<tr>
<td>Reservation for equitable services for nonprofit private schools</td>
<td>$0</td>
</tr>
<tr>
<td>2022–23 Title II, Part A adjusted allocation</td>
<td>$9,479</td>
</tr>
</tbody>
</table>
# 2022–23 Consolidation of Administrative Funds

A request by the local educational agency (LEA) to consolidate administrative funds for specific programs.

**CDE Program Contact:**

Hillary Thomson, Fiscal Oversight and Support Office, HTomson@cde.ca.gov, 916-323-0765

<table>
<thead>
<tr>
<th>Program</th>
<th>Consolidated?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title I, Part A Basic</td>
<td>No</td>
</tr>
<tr>
<td>SACS Code 3010</td>
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<tr>
<td>Title I, Part C Migrant Education</td>
<td>No</td>
</tr>
<tr>
<td>SACS Code 3060</td>
<td></td>
</tr>
<tr>
<td>Title I, Part D Delinquent</td>
<td>No</td>
</tr>
<tr>
<td>SACS Code 3025</td>
<td></td>
</tr>
<tr>
<td>Title II, Part A Supporting Effective Instruction</td>
<td>No</td>
</tr>
<tr>
<td>SACS Code 4035</td>
<td></td>
</tr>
<tr>
<td>Title III English Learner Students - 2% maximum</td>
<td>No</td>
</tr>
<tr>
<td>SACS Code 4203</td>
<td></td>
</tr>
<tr>
<td>Title III Immigrant Students</td>
<td>No</td>
</tr>
<tr>
<td>SACS Code 4201</td>
<td></td>
</tr>
<tr>
<td>Title IV, Part A Student Support - 2% maximum</td>
<td>No</td>
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<tr>
<td>SACS Code 4127</td>
<td></td>
</tr>
<tr>
<td>Title IV, Part B 21st Century Community Learning Centers</td>
<td>No</td>
</tr>
<tr>
<td>SACS Code 4124</td>
<td></td>
</tr>
</tbody>
</table>

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Report Date: 6/8/2023
Contact Management

Program Contacts

To assist California Department of Education (CDE) communications, support and meet categorical compliance requirements, the local educational agency (LEA) must provide Program Contacts. Required contacts are: Consolidated Application (ConApp) Coordinator, Homeless, and Foster Youth. To assign a contact, select the Assign link to the right of the Contact Type, then select a contact from the drop down list. Once a program has an assigned contact, the contact information will be visible to CDE staff.

The LEA's current CARS users are automatically available in the contact selection drop down list. If a CARS user's contact information needs to be updated, then the user must do that via their user account in the Centralized Authentication System (CAS).

If the Program Contact is not a CARS user, then select the Edit Contacts (Non-Users) subtab via which a non-user's contact information must be added and updated, when necessary.

<table>
<thead>
<tr>
<th>Contact Type</th>
<th>Contact Information</th>
<th>Assign</th>
</tr>
</thead>
<tbody>
<tr>
<td>ConApp Coordinator</td>
<td>Casey Weber (cweber27), <a href="mailto:casey@adminres.com">casey@adminres.com</a>, 530-647-1733</td>
<td>Assign</td>
</tr>
<tr>
<td>Homeless</td>
<td>Mariana Aramador, <a href="mailto:marianaramador@oasischarterschool.org">marianaramador@oasischarterschool.org</a>, 831-424-9003</td>
<td>Assign</td>
</tr>
<tr>
<td>Foster Youth</td>
<td>Mariana Aramador, <a href="mailto:marianaramador@oasischarterschool.org">marianaramador@oasischarterschool.org</a>, 831-424-9003</td>
<td>Assign</td>
</tr>
<tr>
<td>EIA Program</td>
<td>Natalie Zayas, <a href="mailto:nataliezayas@oasischarterschool.org">nataliezayas@oasischarterschool.org</a>, 831-424-9003</td>
<td>Assign</td>
</tr>
<tr>
<td>Title I, Part A Program</td>
<td>Natalie Zayas, <a href="mailto:nataliezayas@oasischarterschool.org">nataliezayas@oasischarterschool.org</a>, 831-424-9003</td>
<td>Assign</td>
</tr>
<tr>
<td>Title I, Part D Program</td>
<td>Natalie Zayas, <a href="mailto:nataliezayas@oasischarterschool.org">nataliezayas@oasischarterschool.org</a>, 831-424-9003</td>
<td>Assign</td>
</tr>
<tr>
<td>Title II, Part A Program</td>
<td>Natalie Zayas, <a href="mailto:nataliezayas@oasischarterschool.org">nataliezayas@oasischarterschool.org</a>, 831-424-9003</td>
<td>Assign</td>
</tr>
<tr>
<td>Title III Immigrant</td>
<td>Natalie Zayas, <a href="mailto:nataliezayas@oasischarterschool.org">nataliezayas@oasischarterschool.org</a>, 831-424-9003</td>
<td>Assign</td>
</tr>
<tr>
<td>Title III English Learner</td>
<td>Natalie Zayas, <a href="mailto:nataliezayas@oasischarterschool.org">nataliezayas@oasischarterschool.org</a>, 831-424-9003</td>
<td>Assign</td>
</tr>
<tr>
<td>Title V, Part B Program</td>
<td>Natalie Zayas, <a href="mailto:nataliezayas@oasischarterschool.org">nataliezayas@oasischarterschool.org</a>, 831-424-9003</td>
<td>Assign</td>
</tr>
<tr>
<td>Title IV, Part A Program</td>
<td>Natalie Zayas, <a href="mailto:nataliezayas@oasischarterschool.org">nataliezayas@oasischarterschool.org</a>, 831-424-9003</td>
<td>Assign</td>
</tr>
</tbody>
</table>