

## REGULAR MEETING AGENDA

Dec 8, 2025 at 5:30PM

A full Board packet is available for review at AeroSTEM Academy school office from 8am to 4pm, Monday through Friday (excluding legal holidays), and AeroSTEM Academy's website at [aerostem.org](http://aerostem.org).

## MISSION STATEMENT

*AeroSTEM Academy prepares students of today for the growing college and career opportunities of tomorrow. By exploring Science, Technology, Engineering, and Mathematics (STEM) through the lens of aerospace, students gain the knowledge and skills necessary to contribute to a dynamic, technology-intensive economy. AeroSTEM Academy creates a culture of character and collaboration in close partnership with college and professional communities. The educational program encourages imagination, incorporates experiential learning, and provides opportunities to engineer solutions.*

### 1. CALL TO ORDER

### 2. PLEDGE OF ALLEGIANCE

### 3. ROLL CALL OF MEMBERS

Present Absent

3.1. President: Jennifer Chaplin, Community Representative

☐ ▼

☐ ▼

3.2. Vice President: Chris Ramey, Parent Representative

☐ ▼

☐ ▼

3.3. Secretary: Dallan Reese, Community Representative

☐ ▼

☐ ▼

3.4. Kash Gill, SCSOS Representative

☐ ▼

☐ ▼

3.5. Joe Borzelleri, Community Representative

☐ ▼

☐ ▼

3.6. OPEN

☐ ▼

☐ ▼

3.7. OPEN

☐ ▼

☐ ▼

### 4. APPROVAL OF BOARD AGENDA

*Action to add or delete items from any portion of the agenda or to discuss any consent agenda items must be taken prior to adoption of agenda.*

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Noes:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

### 5. COMMENT FROM MEMBERS OF THE PUBLIC CONCERNING ITEMS NOT ON THE AGENDA

*Members of the public are given an opportunity to address the Board regarding items not listed on the agenda. The California Government Code, Section 54954.3(a) states, ".....no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2."*

### 6. CONSENT AGENDA

*All matters listed under the Consent Agenda are considered to be routine and all will be enacted by one motion with a roll call vote. There will be no separate discussion of these items unless a member of the Board of Education, audience, or staff requests that specific items be removed from the Consent Agenda for separate action. Any items removed will be considered after the motion to approve the Consent Agenda.*

6.1. 11/10/25 Board Minutes **Page 7**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Noes:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

## 7. DISCUSSION ITEMS

### 7.1. DIRECTOR'S REPORT

7.1.1. Academic Update

7.1.2. Facilities

7.1.3. School Calendar

### 7.2. FINANCIAL REPORT **Page 12**

### 7.3. ENROLLMENT REPORT

7.3.1. Current Enrollment: 139

7.3.2. In Que: 9

7.3.3. Percent Change for Month: 0%

7.3.4. Percent Change for Year: +18.8%

7.3.5. Average Daily Attendance for Year: 91%

## 8. ACTION ITEMS

### 8.1. 24/25 Unaudited Actuals - Revised **Page 15**

Background Information: The Unaudited Actuals Financial Reports are presented for Board approval at the September Board Meeting. Although the year-end closing process has been completed, the financial information for the fiscal year will not be final until December when the district's independent auditor's report is submitted to the Board for approval and then submitted to the State for acceptance. The completion of the Unaudited Actuals Report provides an accurate beginning balance for the following fiscal year budget.

The reason for the UA to be brought back to the board was due to a prior period adjustment to Unrestricted Assets (UA) to rectify a discrepancy in the beginning balance. While the current period's revenue and expenses were accurate, this update was necessary to ensure the overall Statement of Financial Position is correctly stated.

Specifically, adjustments and restatements for our beginning fund balance were incorrect. In the first UA that we submitted, we had a total beginning fund balance adjustment of \$-220,675.45. This caused our net beginning fund balance to be \$106,241.28. After corrections, our adjustments total was \$-58,291.95. After making the corrections, our net beginning fund balance was \$268,624.78. The county saw that our Ending Fund Balance was \$-9,663.98 with the error when we were projected to end with a lot more. After corrections, our EFB was \$152,719.52.

Implications: Financial

Presented By: Clark

Recommendation: Approval

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_ Noes: \_\_\_\_ Abstain: \_\_\_\_

8.2. 25-02 Class Size & Caseload Limits - BP **Page 22**

Background Information: Class size and caseload policies are among the most significant decisions a school board makes. They directly impact three critical areas: student achievement, district budget, and staff retention. While research generally supports smaller ratios for younger and high-needs students, the financial trade-offs are substantial. Effective policy balances fiscal reality with educational goals.

Implications: Compliance and Legal

Presented By: Clark

Recommendation: Approval

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_ Noes: \_\_\_\_ Abstain: \_\_\_\_

8.3. 25-03 At-Will Employment - BP **Page 24**

Background Information: Though At- Will Policy is stated in the Charter and in the staff handbook, there is no board policy for those documents to refer back to. This is to create consistency among school documents.

Implications: Compliance and Legal

Presented By: Clark

Recommendation: Approval

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_ Noes: \_\_\_\_ Abstain: \_\_\_\_

8.4. 25-04 Use of School Facilities - BP **Page 26**

Background Information: A Facilities Use Agreement is not merely a rental contract; it is a risk management tool and a governance necessity. Without a clear, Board-approved policy and agreement, the District is exposed to significant liability, financial loss, and accusations of favoritism. The "Why" falls into four primary buckets: Liability Protection, Fiscal Responsibility, Operational Efficiency, and Community Equity.

Implications: Financial and Legal

Presented By: Clark

Recommendation: Approval

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_ Noes: \_\_\_\_ Abstain: \_\_\_\_

8.5. Governing Board Resolution CESBO **Page 33**

|                                                                                                                                                                                                       |                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Background Information: In order to change benefits provider, the California Schools Employee Benefits Organization (CSEBO) board requires a board resolution stating the approval to join their JPA. |                          |
| Implications: Financial and Staffing                                                                                                                                                                  |                          |
| Presented By: Clark                                                                                                                                                                                   | Recommendation: Approval |
| Motion: _____ Second: _____ Ayes: ____ Noes: ____ Abstain: ____                                                                                                                                       |                          |

8.6. Non-Voting Governing Board Resolution CESBO **Page 35**

|                                                                                                                                                                                                                                       |                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Background Information: In order to change benefits provider, the California Schools Employee Benefits Organization (CSEBO) board requires a board resolution stating the organization will accept membership as a non-voting member. |                          |
| Implications: Financial and Staffing                                                                                                                                                                                                  |                          |
| Presented By: Clark                                                                                                                                                                                                                   | Recommendation: Approval |
| Motion: _____ Second: _____ Ayes: ____ Noes: ____ Abstain: ____                                                                                                                                                                       |                          |

8.7. Governing Board Resolution TCSIG **Page 37**

|                                                                                                                                                                                                                                 |                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Background Information: In order to change benefits provider, TCSIG requires a board approved resolution stating the organization intends to leave the TCSIG JPA. This is the first notification in the process to leave TCSIG. |                          |
| Implications: Financial and Staffing                                                                                                                                                                                            |                          |
| Presented By: Clark                                                                                                                                                                                                             | Recommendation: Approval |
| Motion: _____ Second: _____ Ayes: ____ Noes: ____ Abstain: ____                                                                                                                                                                 |                          |

9. CLOSED SESSION

- 9.1. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code section 54957(b).)
- 9.2. Public Employee Performance Evaluation (54957): Executive Director

10. BOARD COMMENTS

11. FUTURE BOARD ITEMS

- 11.1. Parent Survey
- 11.2. Student Survey
- 11.3. Williams Act Report
- 11.4. LCAP
- 11.5. Board Calendar

12. MOTION TO ADJOURN

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Noes:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

*In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board Meeting room, to access written documents being discussed at the Board Meeting, or to otherwise participate at Board Meetings, please contact the school office at 530-742-2531 for assistance. Notification at least 48 hours prior to the meeting will enable the school office to make reasonable arrangements to ensure accessibility to the Board Meeting and to provide any required accommodations, auxiliary aids or services. All Open Session Agenda related documents, including materials distributed less than 72 hours prior to the scheduled meeting, are available to the public for viewing at the school office located at 82 Second Street, Yuba City, CA 95991*

LEFT BLANK INTENTIONALLY

## REGULAR MEETING AGENDA

November 11th, 2025 at 5:30PM

A full Board packet is available for review at AeroSTEM Academy school office from 8am to 4pm, Monday through Friday (excluding legal holidays), and AeroSTEM Academy's website at [aerostem.org](http://aerostem.org).

### MISSION STATEMENT

*AeroSTEM Academy prepares students of today for the growing college and career opportunities of tomorrow. By exploring Science, Technology, Engineering, and Mathematics (STEM) through the lens of aerospace, students gain the knowledge and skills necessary to contribute to a dynamic, technology-intensive economy. AeroSTEM Academy creates a culture of character and collaboration in close partnership with college and professional communities. The educational program encourages imagination, incorporates experiential learning, and provides opportunities to engineer solutions.*

#### 1. CALL TO ORDER

#### 2. PLEDGE OF ALLEGIANCE

#### 3. ROLL CALL OF MEMBERS

3.1. President: Jennifer Chaplin, Community Rep.

Present

Absent

☒ ▾

☐ ▾

3.2. Vice President: Chris Ramey, Parent Rep.

☒ ▾

☐ ▾

3.3. Secretary: Dallan Reese, Community Rep.

☒ ▾

☐ ▾

3.4. Kash Gill, SCSOS Rep.

☒ ▾

☐ ▾

3.5. OPEN

☐ ▾

☐ ▾

3.6. OPEN

☐ ▾

☐ ▾

3.7. OPEN

☐ ▾

☐ ▾

#### 4. APPROVAL OF BOARD AGENDA

*Action to add or delete items from any portion of the agenda or to discuss any consent agenda items must be taken prior to adoption of agenda.*

**Motion: Gill Second: Ramey Ayes: 4 Noes: 0 Abstain: 0**

#### 5. COMMENT FROM MEMBERS OF THE PUBLIC CONCERNING ITEMS NOT ON THE AGENDA

*Members of the public are given an opportunity to address the Board regarding items not listed on the agenda. The California Government Code, Section 54954.3(a) states, ".....no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2."*

#### 6. CONSENT AGENDA

*All matters listed under the Consent Agenda are considered to be routine and all will be enacted by one motion with a roll call vote. There will be no separate discussion of these items unless a member of the Board of Education, audience, or staff requests that specific items be removed from the Consent Agenda for separate action. Any items removed will be considered after the motion to approve the Consent Agenda.*

6.1. 9/8/25 Board Minutes

6.2. Williams Q 1 Report

**Motion: Ramey Second: Reese**

**Ayes: 3 Noes: 0 Abstain: 1**

7. DISCUSSION ITEMS

7.1. DIRECTOR'S REPORT

- 7.1.1. Celebrations
- 7.1.2. Yuba-Sutter Sheriff Aero-Squadron MOU/Partnership
- 7.1.3. Health Benefits
- 7.1.4. WASC Report
- 7.1.5. Upcoming Board Policies
- 7.1.6. 26/27 Staffing
- 7.1.7. New CTE Pathway Potential

7.2. FINANCIAL REPORT

- 7.2.1. See 1st Interim Report in Action Items

7.3. ENROLLMENT REPORT

- 7.3.1. Current Enrollment: 140
- 7.3.2. In Que: 8 (6 are on waitlist)
- 7.3.3. Percent Change for Month: +0.2%
- 7.3.4. Percent Change for Year: +19.7%
- 7.3.5. Average Daily Attendance for Year: 92%



## 8. ACTION ITEMS

### 8.1. Board Member Approval

Background Information: Per the bylaws and the charter, the board can have 3 to 7 board members. The current board has expressed interest in adding members to the current board up to 7. Attached is the letter of interest from Joe Borzelleri to join the board as a Community Representative.

Implications: Compliance and governance

Presented By: Clark

Recommendation: N/A

Motion: Gill Second: Ramey Ayes: 4 Noes: 0 Abstain: 0

### 8.2. 24/25 Unaudited Actuals - Revised

Background Information: The Unaudited Actuals Financial Reports are presented for Board approval at the September Board Meeting. Although the year-end closing process has been completed, the financial information for the fiscal year will not be final until December when the district's independent auditor's report is submitted to the Board for approval and then submitted to the State for acceptance. The completion of the Unaudited Actuals Report provides an accurate beginning balance for the following fiscal year budget.

Implications: Financial

Presented By: Clark

Recommendation: Approve

Motion: (Tabled until December)

### 8.3. 1st Interim Budget

Background Information: As required by Education Code, this is the District's first Interim Financial Report. Also presented are proposed budget revisions for the Board's review and approval.

Implications: Possible financial impact to the school program.

Presented By: Ortega & Trujillo

Recommendation: Approve

Motion: Gill Second: Ramey Ayes: 5 Noes: 0 Abstain: 0

## 8.4. Certificated II Salary Schedule

Background Information: The certificated salary schedule has not been adjusted since 2021 and teacher salary rates have fallen well below the market for the area. The proposed increase would place AeroSTEM near the average for schools in the area, keeping the organization competitive with salary packages.

Implications: Financial and programmatic/staff retention

Presented By: Clark

Recommendation: Approve

Motion: Gill, with “me too” clause including classified staff

Second: Borzelleri Ayes: 4 Noes: 0 Abstain: 1

## 9. CLOSED SESSION

9.1. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code section 54957(b).)

## 10. BOARD COMMENTS

## 11. FUTURE BOARD ITEMS

11.1. DIRECTOR’S REPORT

11.2. FINANCIAL REPORT

11.3. ENROLLMENT REPORT

11.4. CAASPP/Dashboard

11.5. Academic Update

11.6. E.D. Evaluation

## 12. MOTION TO ADJOURN

**Motion: Gill Second: Ramey Ayes: 5 Noes: 0 Abstain: 0**

*In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board Meeting room, to access written documents being discussed at the Board Meeting, or to otherwise participate at Board Meetings, please contact the school office at 530-742-2531 for assistance. Notification at least 48 hours prior to the meeting will enable the school office to make reasonable arrangements to ensure accessibility to the Board Meeting and to provide any required accommodations, auxiliary aids or services. All Open Session Agenda related documents, including materials distributed less than 72 hours prior to the scheduled meeting, are available to the public for viewing at the school office located at 82 Second Street, Yuba City, CA 95991*

LEFT BLANK INTENTIONALLY

# Aerostem Academy

## Year to Date Revenue Overview - General Fund

### November 2025



## LCFF Revenue

**\$616,636**

33.95% of Budget

## Federal Revenue

**\$23,780**

11.58% of Budget

## State Revenue

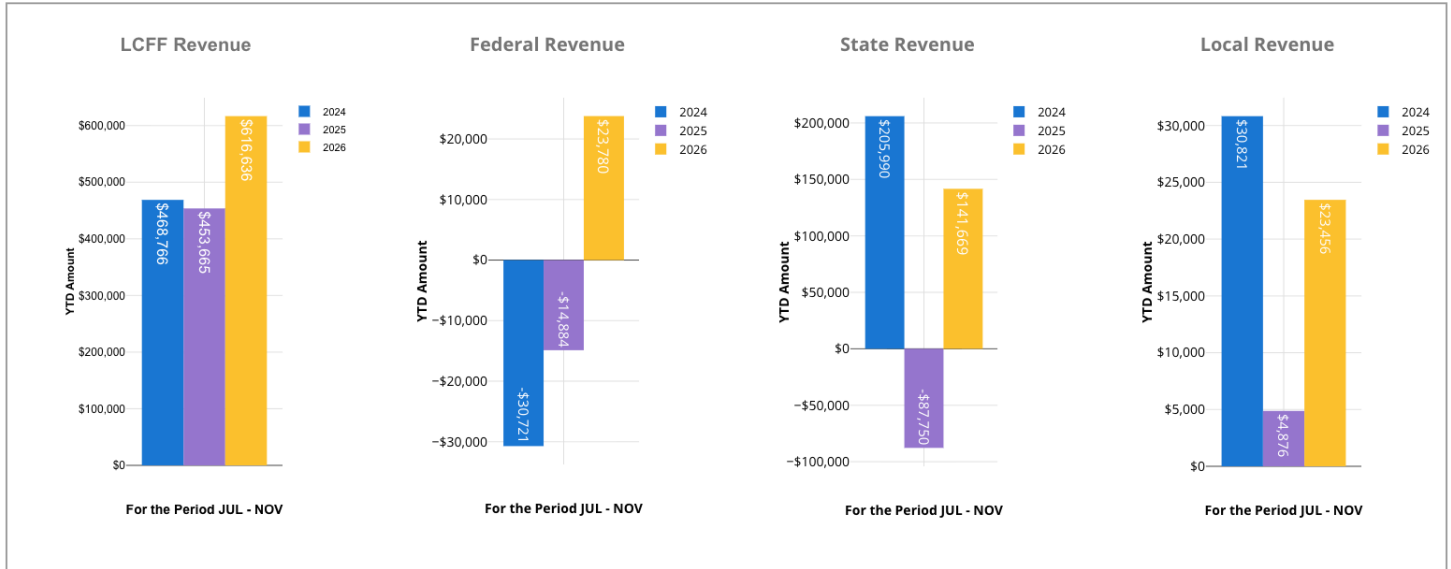
**\$141,669**

18.79% of Budget

## Local Revenue

**\$23,456**

23.91% of Budget



|                                       | FY 2024<br>YTD Amount | FY 2025<br>YTD Amount | FY 2026<br>YTD Amount | FY 2026<br>Annual Budget | FY 2026<br>% YTD Budget |
|---------------------------------------|-----------------------|-----------------------|-----------------------|--------------------------|-------------------------|
| <b>LCFF REVENUE</b>                   |                       |                       |                       |                          |                         |
| 8000-8019 Principal Apportionment     | \$366,516             | \$360,303             | \$503,157             | \$1,475,468              | 34.10%                  |
| 8020-8079 Property Taxes              | \$0                   | \$0                   | \$0                   | \$0                      | \$0                     |
| 8080-8099 Miscellaneous Funds         | \$102,250             | \$93,362              | \$113,479             | \$340,972                | 33.28%                  |
| <b>TOTAL - LCFF REVENUE</b>           | <b>\$468,766</b>      | <b>\$453,665</b>      | <b>\$616,636</b>      | <b>\$1,816,440</b>       | <b>33.95%</b>           |
| <b>OTHER REVENUE SOURCES</b>          |                       |                       |                       |                          |                         |
| 8100-8299 Federal Revenue             | -\$30,721             | -\$14,884             | \$23,780              | \$205,331                | 11.58%                  |
| 8300-8599 Other State Revenue         | \$205,990             | -\$87,750             | \$141,669             | \$753,869                | 18.79%                  |
| 8600-8799 Other Local Revenue         | \$30,821              | \$4,876               | \$23,456              | \$98,096                 | 23.91%                  |
| 8900-8929 Interfund Transfers In      | \$0                   | \$0                   | \$0                   | \$0                      | \$0                     |
| 8930-8979 All Other Financing Sources | \$0                   | \$0                   | \$0                   | \$0                      | 0.00%                   |
| <b>TOTAL - OTHER REVENUE SOURCES</b>  | <b>\$206,090</b>      | <b>-\$97,758</b>      | <b>\$188,905</b>      | <b>\$1,057,296</b>       | <b>17.87%</b>           |
| <b>TOTAL REVENUE</b>                  | <b>\$674,856</b>      | <b>\$355,907</b>      | <b>\$805,541</b>      | <b>\$2,873,736</b>       | <b>28.03%</b>           |

### Revenue Insight:

General Fund YTD revenues totaled \$805,541 through November 2025, which is \$449,635 or 55.8% more than the amount received last year for this period. The YTD difference is driven by an increase in 8300-8599 Other State Revenue of \$229,419, an increase in 8010-8099 LCFF Sources of \$162,971, and an increase in 8100-8299 Federal Revenue of \$38,664.

Aerostem Academy  
Year to Date Expense Overview - General Fund  
November 2025



## Salaries and Benefits

**\$557,867**

35.58% of Budget

## Supplies &amp; Materials

**\$130,532**

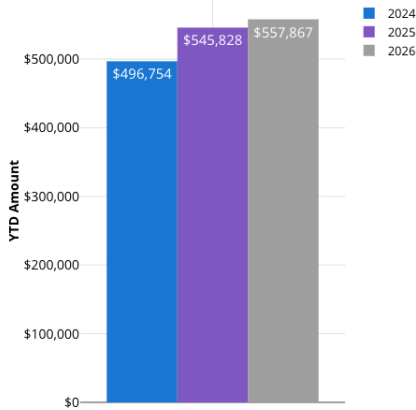
48.35% of Budget

## Purchased Services

**\$259,902**

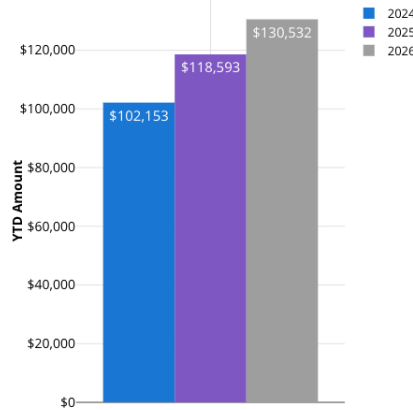
31.63% of Budget

Salaries and Benefits



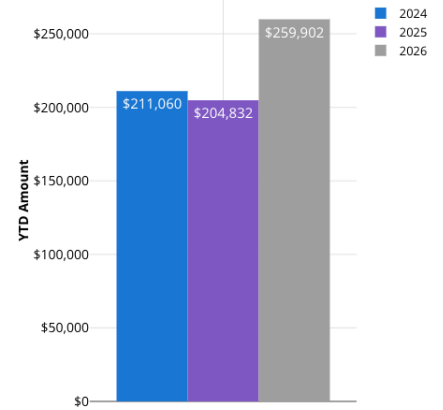
For the Period JUL - NOV

Supplies &amp; Materials



For the Period JUL - NOV

Purchased Services



For the Period JUL - NOV

|                                        | FY 2024<br>YTD Amount | FY 2025<br>YTD Amount | FY 2026<br>YTD Amount | FY 2026<br>Annual Budget | FY 2026<br>% YTD Budget |
|----------------------------------------|-----------------------|-----------------------|-----------------------|--------------------------|-------------------------|
| <b>SALARIES &amp; BENEFITS</b>         |                       |                       |                       |                          |                         |
| 1000-1999 Certificated Salaries        | \$274,941             | \$277,560             | \$314,945             | \$799,890                | 39.37%                  |
| 2000-2999 Classified Salaries          | \$92,781              | \$123,175             | \$89,963              | \$276,054                | 32.59%                  |
| 3000-3999 Employee Benefits            | \$129,033             | \$145,093             | \$152,959             | \$491,784                | 31.10%                  |
| <b>TOTAL - SALARIES &amp; BENEFITS</b> | <b>\$496,754</b>      | <b>\$545,828</b>      | <b>\$557,867</b>      | <b>\$1,567,728</b>       | <b>35.58%</b>           |
| <b>NON-PERSONNEL</b>                   |                       |                       |                       |                          |                         |
| 4000-4999 Books and Supplies           | \$102,153             | \$118,593             | \$130,532             | \$269,957                | 48.35%                  |
| 5000-5999 Services                     | \$211,060             | \$204,832             | \$259,902             | \$821,663                | 31.63%                  |
| 6000-6999 Capital Outlay               | \$106,399             | \$0                   | \$13,640              | \$13,640                 | 100.00%                 |
| 7000-7599 Other Outgo                  | \$0                   | \$149                 | \$0                   | \$10,100                 | 0.00%                   |
| 7600-7629 Interfund Transfers Out      | \$0                   | \$0                   | \$0                   | \$0                      | \$0                     |
| 7630-7699 All Other Financing Uses     | \$0                   | \$0                   | \$0                   | \$0                      | \$0                     |
| <b>TOTAL - NON-PERSONNEL</b>           | <b>\$419,611</b>      | <b>\$323,575</b>      | <b>\$404,074</b>      | <b>\$1,126,360</b>       | <b>35.87%</b>           |
| <b>TOTAL EXPENSES</b>                  | <b>\$916,365</b>      | <b>\$869,403</b>      | <b>\$961,941</b>      | <b>\$2,694,088</b>       | <b>35.71%</b>           |

**Expense Insights:**

General Fund YTD expenses totaled \$961,941 through November 2025, which is \$92,539 or 9.6% more than the amount spent last year for this period. The YTD difference is driven by an increase in 5000-5999 Services and Other Operating Expenditures of \$55,070, an increase in 1000-1999 Certificated Personnel Salaries of \$37,385, and a decrease in 2000-2999 Classified Personnel Salaries of -\$33,212.

---

LEFT BLANK INTENTIONALLY

CHARTER SCHOOL UNAUDITED ACTUALS  
FINANCIAL REPORT -- ALTERNATIVE FORM

July 1, 2024 to June 30, 2025

CHARTER SCHOOL CERTIFICATION

Charter School Name: AeroSTEM Academy  
CDS #: 51-10512-0138040  
Charter Approving Entity: Sutter County Office of Education  
County: Sutter County Office of Education  
Charter #: 2000

NOTE: An Alternative Form submitted to the California Department of Education will not be considered a valid submission if the following information is missing:

For information regarding this report, please contact:

For County Fiscal Contact:

Nicolaas Hoogeveen  
Name  
Director, Internal Business Services  
Title  
530-822-2900  
Telephone  
nicolaash@sutter.k12.ca.us  
Email address

For Approving Entity:

Nicolaas Hoogeveen  
Name  
Director, Internal Business Services  
Title  
530-822-2900  
Telephone  
nicolaash@sutter.k12.ca.us  
Email address

For Charter School:

Joe Clark  
Name  
Executive Director  
Title  
530-742-2531  
Telephone  
jclark@aerostem.org  
Email address

To the entity that approved the charter school:

2024-25 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been approved, and is hereby filed by the charter school pursuant to Education Code Section 42100(b).

Signed: \_\_\_\_\_  
Charter School Official  
(Original signature required)

Date: 09/08/2025

Printed Name: Joe Clark

Title: Executive Director

To the County Superintendent of Schools:

2024-25 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report is hereby filed with the County Superintendent pursuant to Education Code Section 42100(a).

Signed: \_\_\_\_\_  
Authorized Representative of  
Charter Approving Entity  
(Original signature required)

Date: \_\_\_\_\_

Printed Name: Tom Reusser

Title: Sutter County Superintendent

To the Superintendent of Public Instruction:

2024-25 CHARTER SCHOOL UNAUDITED ACTUALS FINANCIAL REPORT -- ALTERNATIVE FORM: This report has been verified for mathematical accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100(a).

Signed: \_\_\_\_\_  
County Superintendent/Designee  
(Original signature required)

Date: \_\_\_\_\_

CHARTER SCHOOL UNAUDITED ACTUALS  
FINANCIAL REPORT – ALTERNATIVE FORM  
July 1, 2024 to June 30, 2025

Charter School Name: AeroSTEM Academy  
CDS #: 51-10512-0138040  
Charter Approving Entity: Sutter County Office of Education  
County: Sutter County Office of Education  
Charter #: 2000

This charter school uses the following basis of accounting:

(Please enter an "X" in the applicable box below; check only one box)

- X **Accrual Basis (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900-6920, 7438, 9400-9489, 9660-9669, 9796, and 9797)**  
**Modified Accrual Basis (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100-6170, 6200-6700, 7438, 7439, and 9711-9789)**

| Description                                               | Object Code     | Unrestricted | Restricted | Total        |
|-----------------------------------------------------------|-----------------|--------------|------------|--------------|
| <b>A. REVENUES</b>                                        |                 |              |            |              |
| 1. LCFF Sources                                           |                 |              |            |              |
| State Aid - Current Year                                  | 8011            | 1,179,552.00 |            | 1,179,552.00 |
| Education Protection Account State Aid - Current Year     | 8012            | 21,668.00    |            | 21,668.00    |
| State Aid - Prior Years                                   | 8019            | (639.00)     |            | (639.00)     |
| Transfers to Charter Schools in Lieu of Property Taxes    | 8096            | 334,299.00   |            | 334,299.00   |
| Other LCFF Transfers                                      | 8091, 8097      | 0.00         | 5,974.00   | 5,974.00     |
| Total, LCFF Sources                                       |                 | 1,534,880.00 | 5,974.00   | 1,540,854.00 |
| 2. Federal Revenues (see NOTE in Section L)               |                 |              |            |              |
| Every Student Succeeds Act                                | 8290            |              | 14,485.16  | 14,485.16    |
| Special Education - Federal                               | 8181, 8182      |              | 28,581.00  | 28,581.00    |
| Child Nutrition - Federal                                 | 8220            |              | 101,038.35 | 101,038.35   |
| Donated Food Commodities                                  | 8221            |              | 0.00       | 0.00         |
| Other Federal Revenues                                    | 8110, 8260-8299 | 0.00         | 0.00       | 0.00         |
| Total, Federal Revenues                                   |                 | 0.00         | 144,104.51 | 144,104.51   |
| 3. Other State Revenues                                   |                 |              |            |              |
| Special Education - State                                 | StateRev SE     |              | 1,382.00   | 1,382.00     |
| All Other State Revenues                                  | StateRev AO     | 11,300.82    | 400,283.96 | 411,584.78   |
| Total, Other State Revenues                               |                 | 11,300.82    | 401,665.96 | 412,966.78   |
| 4. Other Local Revenues                                   |                 |              |            |              |
| All Other Local Revenues                                  | LocalRev AO     | 6,956.89     | 85,762.70  | 92,719.59    |
| Total, Local Revenues                                     |                 | 6,956.89     | 85,762.70  | 92,719.59    |
| 5. TOTAL REVENUES                                         |                 | 1,553,137.71 | 637,507.17 | 2,190,644.88 |
| <b>B. EXPENDITURES (see NOTE in Section L)</b>            |                 |              |            |              |
| 1. Certificated Salaries                                  |                 |              |            |              |
| Certificated Teachers' Salaries                           | 1100            | 380,777.84   | 132,971.34 | 513,749.18   |
| Certificated Pupil Support Salaries                       | 1200            | 0.00         | 67,107.60  | 67,107.60    |
| Certificated Supervisors' and Administrators' Salaries    | 1300            | 159,416.35   | 0.00       | 159,416.35   |
| Other Certificated Salaries                               | 1900            | 0.00         | 0.00       | 0.00         |
| Total, Certificated Salaries                              |                 | 540,194.19   | 200,078.94 | 740,273.13   |
| 2. Noncertificated Salaries                               |                 |              |            |              |
| Noncertificated Instructional Salaries                    | 2100            | 0.00         | 56,726.47  | 56,726.47    |
| Noncertificated Support Salaries                          | 2200            | 33,994.33    | 23,182.55  | 57,176.88    |
| Noncertificated Supervisors' and Administrators' Salaries | 2300            | 42,979.59    | 18,573.37  | 61,552.96    |
| Clerical, Technical and Office Salaries                   | 2400            | 70,857.82    | 8,153.66   | 79,011.48    |
| Other Noncertificated Salaries                            | 2900            | 0.00         | 0.00       | 0.00         |
| Total, Noncertificated Salaries                           |                 | 147,831.74   | 106,636.05 | 254,467.79   |
| 3. Employee Benefits                                      |                 |              |            |              |
| STRS                                                      | 3101-3102       | 102,230.35   | 107,993.34 | 210,223.69   |
| PERS                                                      | 3201-3202       | 39,765.39    | 22,241.38  | 62,006.77    |
| OASDI / Medicare / Alternative                            | 3301-3302       | 18,813.07    | 11,015.49  | 29,828.56    |



|                                                                                                      |             |              |              |              |              |
|------------------------------------------------------------------------------------------------------|-------------|--------------|--------------|--------------|--------------|
| Health and Welfare Benefits                                                                          | 3401-3402   | 95,073.38    | 27,719.20    | 122,792.58   |              |
| Unemployment Insurance                                                                               | 3501-3502   | 344.13       | 157.07       | 501.20       |              |
| Workers' Compensation Insurance                                                                      | 3601-3602   | 6,954.52     | 3,171.97     | 10,126.49    |              |
| OPEB, Allocated                                                                                      | 3701-3702   | 0.00         | 0.00         | 0.00         |              |
| OPEB, Active Employees                                                                               | 3751-3752   | 0.00         | 0.00         | 0.00         |              |
| Other Employee Benefits                                                                              | 3901-3902   | 0.00         | 0.00         | 0.00         |              |
| Total, Employee Benefits                                                                             |             | 263,180.84   | 172,298.45   | 435,479.29   |              |
| 4. Books and Supplies                                                                                |             |              |              |              |              |
| Approved Textbooks and Core Curricula Materials                                                      | 4100        | 1,318.78     | 32,426.27    | 33,745.05    |              |
| Books and Other Reference Materials                                                                  | 4200        | 0.00         | 0.00         | 0.00         |              |
| Materials and Supplies                                                                               | 4300        | 15,054.64    | 45,596.40    | 60,651.04    |              |
| Noncapitalized Equipment                                                                             | 4400        | 301.16       | 68.57        | 369.73       |              |
| Food                                                                                                 | 4700        | 0.00         | 106,313.00   | 106,313.00   |              |
| Total, Books and Supplies                                                                            |             | 16,674.58    | 184,404.24   | 201,078.82   |              |
| 5. Services and Other Operating Expenditures                                                         |             |              |              |              |              |
| Subagreements for Services                                                                           | 5100        | 0.00         | 0.00         | 0.00         |              |
| Travel and Conferences                                                                               | 5200        | 1,476.00     | 1,598.90     | 3,074.90     |              |
| Dues and Memberships                                                                                 | 5300        | 271.45       | 660.00       | 931.45       |              |
| Insurance                                                                                            | 5400        | 37,607.37    | 0.00         | 37,607.37    |              |
| Operations and Housekeeping Services                                                                 | 5500        | 40,546.91    | 0.00         | 40,546.91    |              |
| Rentals, Leases, Repairs, and Noncap. Improvements                                                   | 5600        | 137,438.26   | 82,516.14    | 219,954.40   |              |
| Transfers of Direct Costs                                                                            | 5700-5799   | 0.00         | 0.00         | 0.00         |              |
| Professional/Consulting Services and Operating Expend.                                               | 5800        | 207,454.99   | 127,262.15   | 334,717.14   |              |
| Communications                                                                                       | 5900        | 24,747.58    | 0.00         | 24,747.58    |              |
| Total, Services and Other Operating Expenditures                                                     |             | 449,542.56   | 212,037.19   | 661,579.75   |              |
| 6. Capital Outlay                                                                                    |             |              |              |              |              |
| (Objects 6100-6170, 6200-6700 modified accrual basis only)                                           |             |              |              |              |              |
| Land and Land Improvements                                                                           | 6100-6170   |              |              | 0.00         |              |
| Buildings and Improvements of Buildings                                                              | 6200        |              |              | 0.00         |              |
| Books and Media for New School Libraries or Major                                                    |             |              |              |              |              |
| Expansion of School Libraries                                                                        | 6300        |              |              | 0.00         |              |
| Equipment                                                                                            | 6400        |              |              | 0.00         |              |
| Equipment Replacement                                                                                | 6500        |              |              | 0.00         |              |
| Lease Assets                                                                                         | 6600        |              |              | 0.00         |              |
| Subscription Assets                                                                                  | 6700        |              |              | 0.00         |              |
| Depreciation Expense (accrual basis only)                                                            | 6900        | 11,000.00    | 2,522.36     | 13,522.36    |              |
| Amortization Expense - Lease Assets (accrual basis only)                                             | 6910        | 0.00         | 0.00         | 0.00         |              |
| Amortization Expense - Subscription Assets (accrual basis only)                                      | 6920        | 0.00         | 0.00         | 0.00         |              |
| Total, Capital Outlay                                                                                |             | 11,000.00    | 2,522.36     | 13,522.36    |              |
| 7. Other Outgo                                                                                       |             |              |              |              |              |
| Tuition to Other Schools                                                                             | 7110-7143   | 0.00         | 149.00       | 149.00       |              |
| Transfers of Pass-Through Revenues to Other LEAs                                                     | 7211-7213   | 0.00         | 0.00         | 0.00         |              |
| Transfers of Apportionments to Other LEAs - Spec. Ed.                                                | 7221-7223SE |              | 0.00         | 0.00         |              |
| Transfers of Apportionments to Other LEAs - All Other                                                | 7221-7223AO | 0.00         | 0.00         | 0.00         |              |
| All Other Transfers                                                                                  | 7281-7299   | 0.00         | 0.00         | 0.00         |              |
| Transfers of Indirect Costs                                                                          | 7300-7399   | (15,611.53)  | 15,611.53    | 0.00         |              |
| Debt Service:                                                                                        |             |              |              |              |              |
| Interest                                                                                             | 7438        | 0.00         | 0.00         | 0.00         |              |
| Principal (for modified accrual basis only)                                                          | 7439        |              |              | 0.00         |              |
| Total Debt Service                                                                                   |             | 0.00         | 0.00         | 0.00         |              |
| Total, Other Outgo                                                                                   |             | (15,611.53)  | 15,760.53    | 149.00       |              |
| 8. TOTAL EXPENDITURES                                                                                |             | 1,412,812.38 | 893,737.76   | 2,306,550.14 |              |
| Description                                                                                          |             | Object Code  | Unrestricted | Restricted   | Total        |
| C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B8) |             |              | 140,325.33   | (256,230.59) | (115,905.26) |
| D. OTHER FINANCING SOURCES / USES                                                                    |             |              |              |              |              |

| 1.          | Other Sources                                                                    | 8930-8979   | 0.00         | 0.00         | 0.00         |
|-------------|----------------------------------------------------------------------------------|-------------|--------------|--------------|--------------|
|             | Less:                                                                            |             |              |              |              |
| 2.          | Other Uses                                                                       | 7630-7699   | 0.00         | 0.00         | 0.00         |
| 3.          | Contributions Between Unrestricted and Restricted Accounts<br>(must net to zero) | 8980-8999   | (121,104.58) | 121,104.58   | 0.00         |
| 4.          | TOTAL OTHER FINANCING SOURCES / USES                                             |             | (121,104.58) | 121,104.58   | 0.00         |
| E.          | NET INCREASE (DECREASE) IN FUND BALANCE /NET POSITION (C+D4)                     |             | 19,220.75    | (135,126.01) | (115,905.26) |
| F.          | FUND BALANCE / NET POSITION                                                      |             |              |              |              |
| 1.          | Beginning Fund Balance/Net Position                                              |             |              |              |              |
| a.          | As of July 1                                                                     | 9791        | (79,902.51)  | 406,819.24   | 326,916.73   |
| b.          | Adjustments/Restatements                                                         | 9793, 9795  | 8,144.93     | (66,436.88)  | (58,291.95)  |
| c.          | Adjusted Beginning Fund Balance /Net Position                                    |             | (71,757.58)  | 340,382.36   | 268,624.78   |
| 2.          | Ending Fund Balance /Net Position, June 30 (E+F1c)                               |             | (52,536.83)  | 205,256.35   | 152,719.52   |
|             | Components of Ending Fund Balance (Modified Accrual Basis only)                  |             |              |              |              |
| a.          | Nonspendable                                                                     |             |              |              |              |
| 1.          | Revolving Cash (equals Object 9130)                                              | 9711        |              |              | 0.00         |
| 2.          | Stores (equals Object 9320)                                                      | 9712        |              |              | 0.00         |
| 3.          | Prepaid Expenditures (equals Object 9330)                                        | 9713        |              |              | 0.00         |
| 4.          | All Others                                                                       | 9719        |              |              | 0.00         |
| b.          | Restricted                                                                       | 9740        |              |              | 0.00         |
| c.          | Committed                                                                        |             |              |              |              |
| 1.          | Stabilization Arrangements                                                       | 9750        |              |              | 0.00         |
| 2.          | Other Commitments                                                                | 9760        |              |              | 0.00         |
| d.          | Assigned                                                                         | 9780        |              |              | 0.00         |
| e.          | Unassigned/Unappropriated                                                        |             |              |              |              |
| 1.          | Reserve for Economic Uncertainties                                               | 9789        |              |              | 0.00         |
| 2.          | Unassigned/Unappropriated Amount                                                 | 9790M       |              |              | 0.00         |
| 3.          | Components of Ending Net Position (Accrual Basis only)                           |             |              |              |              |
| a.          | Net Investment in Capital Assets                                                 | 9796        | 0.00         | 0.00         | 0.00         |
| b.          | Restricted Net Position                                                          | 9797        |              | 205,256.35   | 205,256.35   |
| c.          | Unrestricted Net Position                                                        | 9790A       | (52,536.83)  | 0.00         | (52,536.83)  |
| Description |                                                                                  | Object Code | Unrestricted | Restricted   | Total        |
| G.          | ASSETS                                                                           |             |              |              |              |
| 1.          | Cash                                                                             |             |              |              |              |
|             | In County Treasury                                                               | 9110        | 437,546.23   | 87,252.87    | 524,799.10   |
|             | Fair Value Adjustment to Cash in County Treasury                                 | 9111        | (36,324.00)  | 0.00         | (36,324.00)  |
|             | In Banks                                                                         | 9120        | 2,116.99     | 0.00         | 2,116.99     |
|             | In Revolving Fund                                                                | 9130        | 0.00         | 0.00         | 0.00         |
|             | With Fiscal Agent/Trustee                                                        | 9135        | 0.00         | 0.00         | 0.00         |
|             | Collections Awaiting Deposit                                                     | 9140        | 0.00         | 0.00         | 0.00         |
| 2.          | Investments                                                                      | 9150        | 0.00         | 0.00         | 0.00         |
| 3.          | Accounts Receivable                                                              | 9200        | 11,495.77    | 54,483.80    | 65,979.57    |
| 4.          | Due from Grantor Governments                                                     | 9290        | 0.00         | 203,738.29   | 203,738.29   |
| 5.          | Stores                                                                           | 9320        | 0.00         | 0.00         | 0.00         |
| 6.          | Prepaid Expenditures (Expenses)                                                  | 9330        | 0.00         | 0.00         | 0.00         |
| 7.          | Other Current Assets                                                             | 9340        | 2,500.00     | 0.00         | 2,500.00     |
| 8.          | Lease Receivable                                                                 | 9380        | 0.00         | 0.00         | 0.00         |
| 9.          | Capital Assets (accrual basis only)                                              | 9400-9489   | 122,299.34   | 0.00         | 122,299.34   |
| 10.         | TOTAL ASSETS                                                                     |             | 539,634.33   | 345,474.96   | 885,109.29   |
| H.          | DEFERRED OUTFLOWS OF RESOURCES                                                   |             |              |              |              |
| 1.          | Deferred Outflows of Resources                                                   | 9490        | 0.00         | 0.00         | 0.00         |
| 2.          | TOTAL DEFERRED OUTFLOWS                                                          |             | 0.00         | 0.00         | 0.00         |
| I.          | LIABILITIES                                                                      |             |              |              |              |
| 1.          | Accounts Payable                                                                 | 9500        | 44,862.75    | 85,107.16    | 129,969.91   |
| 2.          | Due to Grantor Governments                                                       | 9590        | 19,808.45    | 56.07        | 19,864.52    |
| 3.          | Current Loans                                                                    | 9640        | 527,499.96   | 0.00         | 527,499.96   |

|                                                                   |                                            |           |             |            |            |
|-------------------------------------------------------------------|--------------------------------------------|-----------|-------------|------------|------------|
| 4.                                                                | Unearned Revenue                           | 9650      | 0.00        | 55,055.48  | 55,055.48  |
| 5.                                                                | Long-Term Liabilities (accrual basis only) | 9660-9669 | 0.00        | 0.00       | 0.00       |
| 6.                                                                | TOTAL LIABILITIES                          |           | 592,171.16  | 140,218.71 | 732,389.87 |
| <b>J. DEFERRED INFLOWS OF RESOURCES</b>                           |                                            |           |             |            |            |
| 1.                                                                | Deferred Inflows of Resources              | 9690      |             |            | 0.00       |
| 2.                                                                | TOTAL DEFERRED INFLOWS                     |           | 0.00        | 0.00       | 0.00       |
| <b>K. FUND BALANCE /NET POSITION</b>                              |                                            |           |             |            |            |
| Ending Fund Balance /Net Position, June 30 (G10 + H2) - (I6 + J2) |                                            |           |             |            |            |
| (must agree with Line F2)                                         |                                            |           | (52,536.83) | 205,256.25 | 152,719.42 |

**L. FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT**

NOTE: IF YOUR CHARTER SCHOOL RECEIVED FEDERAL FUNDING, AS REPORTED IN SECTION A2, THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED IN ORDER FOR THE CDE TO CALCULATE COMPLIANCE WITH THE FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT:

**1. Federal Revenue Used for Capital Outlay and Debt Service**

Included in the Capital Outlay and Debt Service expenditures reported in sections B6 and B7 are the following amounts paid out of federal funds:

| Federal Program Name (If no amounts, indicate "NONE")           |      | Capital Outlay | Debt Service | Total |
|-----------------------------------------------------------------|------|----------------|--------------|-------|
| a.                                                              | NONE | \$ 0.00        | 0.00         | 0.00  |
| b.                                                              | NONE | 0.00           | 0.00         | 0.00  |
| c.                                                              | NONE | 0.00           | 0.00         | 0.00  |
| d.                                                              | NONE | 0.00           | 0.00         | 0.00  |
| e.                                                              | NONE | 0.00           | 0.00         | 0.00  |
| f.                                                              | NONE | 0.00           | 0.00         | 0.00  |
| g.                                                              | NONE | 0.00           | 0.00         | 0.00  |
| h.                                                              | NONE | 0.00           | 0.00         | 0.00  |
| i.                                                              | NONE | 0.00           | 0.00         | 0.00  |
| j.                                                              | NONE | 0.00           | 0.00         | 0.00  |
| TOTAL FEDERAL REVENUES USED FOR CAPITAL OUTLAY AND DEBT SERVICE |      | 0.00           | 0.00         | 0.00  |

**2. Community Services Expenditures**

Provide the amount of State and Local funds reported in Section B that were expended for Community Services Activities:

| Objects of Expenditures               |                                                     | Amount<br>(Enter "0.00" if none) |
|---------------------------------------|-----------------------------------------------------|----------------------------------|
| a.                                    | Certificated Salaries 1000-1999                     | 0.00                             |
| b.                                    | Noncertificated Salaries 2000-2999                  | 0.00                             |
| c.                                    | Employee Benefits 3000-3999                         | 0.00                             |
| d.                                    | Books and Supplies 4000-4999                        | 0.00                             |
| e.                                    | Services and Other Operating Expenditures 5000-5999 | 0.00                             |
| TOTAL COMMUNITY SERVICES EXPENDITURES |                                                     | 0.00                             |

**3. Supplemental State and Local Expenditures resulting from a Presidentially Declared Disaster**

| Date of Presidential Disaster Declaration                | Brief Description (If no amounts, indicate "None") | Amount |
|----------------------------------------------------------|----------------------------------------------------|--------|
| a.                                                       | NONE                                               | 0.00   |
| b.                                                       | NONE                                               | 0.00   |
| c.                                                       | NONE                                               | 0.00   |
| d.                                                       | NONE                                               | 0.00   |
| TOTAL SUPPLEMENTAL EXPENDITURES (Should not be negative) |                                                    | 0.00   |

**4. State and Local Expenditures to be Used for ESSA Annual Maintenance of Effort Calculation:**

Results of this calculation will be used for comparison with 2023-24 expenditures. Failure to maintain the required 90 percent expenditure level on either an aggregate or per capita expenditure basis may result in reduction to allocations for covered programs in 2026-27.

|    |                                                                                                                                                             |              |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| a. | Total Expenditures (B8)                                                                                                                                     | 2,306,550.14 |
| b. | Less Federal Expenditures (Total A2)                                                                                                                        |              |
|    | [Revenues are used as proxy for expenditures because most federal revenues are normally recognized in the period that qualifying expenditures are incurred] | 144,104.51   |
| c. | Subtotal of State & Local Expenditures                                                                                                                      | 2,162,445.63 |
|    | [a minus b]                                                                                                                                                 |              |
| d. | Less Community Services                                                                                                                                     | 0.00         |
|    | [L2 Total]                                                                                                                                                  |              |
| e. | Less Capital Outlay & Debt Service                                                                                                                          | 13,522.36    |
|    | [Total B6 plus objects 7438 and 7439, less L1 Total, less objects 6600, 6700, 6910 and 6920]                                                                |              |
| f. | Less Supplemental Expenditures made as the result of a Presidentially                                                                                       | 0.00         |

Declared Disaster

TOTAL STATE & LOCAL EXPENDITURES SUBJECT TO MOE

[c minus d minus e minus f]

|    |              |
|----|--------------|
| \$ | 2,148,923.27 |
|----|--------------|

LEFT BLANK INTENTIONALLY

## Section 600: Educational Programs

## Board Policy 25-02

The Governing Board of AeroSTEM Academy recognizes that class size is a significant factor in the educational quality and safety of the school environment. Smaller classes allow teachers to better identify and respond to individual student needs, contributing to improved student achievement and school climate.

While the California Education Code generally does not mandate class size limits for charter schools (with specific statutory exceptions for Special Education), the Board establishes this policy to guide staffing decisions, maintain fiscal responsibility, and ensure a positive learning environment.

### General Education Class Sizes

The Board shall establish class size targets appropriate for each grade level and subject, conducive to the effective use of teaching staff and aligned with the goals of the district's Local Control and Accountability Plan (LCAP).

**Target Class Size:** AeroSTEM Academy shall strive to maintain an **average class size of 27 students** (excluding Independent Studies). In all staffing and enrollment decisions, the Executive Director shall consider the physical limitations of facilities and the specific safety needs of the students and staff.

### Special Education and Related Services

The Board recognizes the necessity of manageable caseloads for Special Education staff to provide high-quality services as outlined in students' Individualized Education Programs (IEPs).

To ensure high-quality program design, AeroSTEM Academy establishes a target caseload of **25 pupils** for Educational Specialists. The "caseload" shall include all students for whom the Educational Specialist performs services described in Education Code Section 56362 or serves as the Case Manager.

### Creation of New Sections & Staffing Analysis

The Executive Director or designee shall regularly provide the Board with an analysis of staffing needs, facility capacity, and costs related to class size.

New classes or sections may be opened at the discretion of the Executive Director when:

1. Enrollment consistently exceeds the established targets; and
2. Financial resources and facility space permit the expansion.

LEFT BLANK INTENTIONALLY

## Section 400: Personnel

## Board Policy 25-03

### At-Will Status

AeroSTEM Academy (the “Charter School”) adopts this At-Will Employment Policy. Unless explicitly stated otherwise in a written employment agreement signed by the Executive Director or Board designee, it is the policy of AeroSTEM Academy that all employment relationships are **“at-will.”**

Accordingly, either AeroSTEM Academy or the employee may terminate the employment relationship at any time, for any reason, with or without cause, and with or without advance notice.

### No Implied Contracts

Nothing contained in the Employee Handbook, school employment applications, memoranda, job descriptions, or other materials provided to employees in connection with their employment shall:

- Require AeroSTEM Academy to have “cause” to terminate an employee;
- Restrict the Charter School’s right to release an employee from their at-will employment; or
- Create an express or implied agreement of employment for a definite period.

### Authority to Modify

No representative of AeroSTEM Academy, other than the Board of Directors or its specific designee, is authorized to modify this policy for any employee.

Furthermore, no representative is authorized to make any representations to employees or applicants concerning terms or conditions of employment that are inconsistent with this policy. Any modification to an employee’s at-will status must be in writing and executed by the Board of Directors or its designee.



LEFT BLANK INTENTIONALLY

## Section 1000: Community Relations

## Board Policy 25-04

The Governing Board recognizes that AeroSTEM Academy facilities are a community resource. In accordance with the California Civic Center Act (Education Code 38130), the Board intends to make school facilities available for community use when such use does not interfere with school programs, student safety, or facility maintenance.

### Priority of Use:

1. AeroSTEM Academy educational programs and student activities.
2. AeroSTEM Academy parent groups (e.g., Boosters, Parent-Teacher organizations).
3. Youth organizations (e.g., Girl/Boy Scouts) and local public agencies.
4. Local non-profit civic, cultural, or educational organizations.
5. For-profit entities (at the discretion of the Board).

### Application and Approval

Entities wishing to use AeroSTEM Academy facilities must submit a **Facilities Use Application** to the School Office.

The Executive Director or designee shall determine eligibility, availability, and applicable fees. The Board reserves the right to deny any request if the use is deemed inconsistent with the school's mission, safety protocols, or public laws. The Executive Director has the discretion to approve or deny use on weekends, holidays, or breaks.

### Fees and Costs

The Board shall establish a **Facility Use Fee Schedule** updated annually.

**Free Use:** School-sponsored groups and specific youth organizations (as defined by the Civic Center Act) may be granted use without a rental fee. However, these groups may still be charged **direct costs** for custodial services, utilities, or staff supervision if the use occurs outside of normal operating hours.

**Direct Cost Recovery:** Non-profit organizations shall be charged an amount not to exceed the direct costs to the AeroSTEM (supplies, utilities, janitorial services, salaries paid to AeroSTEM employees).

**Fair Rental Value:** For-profit entities, or uses where admission fees are charged not for the benefit of youth/charitable purposes, shall be charged the fair rental value of the facilities.

*Adopted/Ratified:*

*Revision:*

## Rules for Use

All users must adhere to the following regulations. Failure to comply may result in immediate revocation of privileges and denial of future use.

1. **Alcohol & Tobacco:** The use of tobacco products (including vaping) and the possession or consumption of alcoholic beverages or illegal drugs are strictly prohibited on all AeroSTEM property at all times.
2. **Supervision:** An AeroSTEM employee or Board-authorized designee must be present on-site during all facility use. The cost of this personnel will be billed to the using organization.
3. **Site Condition:** Users must leave the facility in the same condition as found. Any damage to property or equipment will be billed to the user.
4. **Restricted Activities:** No use shall be granted for activities that are discriminatory, incite violence, or advocate the overthrow of the government.

## Insurance and Indemnification

To protect AeroSTEM Academy resources:

1. **Insurance:** All external groups must provide a Certificate of Insurance naming "AeroSTEM Academy" as an additional insured, with coverage limits determined by the Executive Director (typically \$1,000,000 general liability).
2. **Indemnification:** All users must sign an agreement to hold harmless, indemnify, and defend AeroSTEM Academy, its Board, and employees from any claims, damages, or liabilities arising from the group's use of the facilities.

## Loan of School Equipment

School equipment is primarily for educational purposes.

1. **External Loan:** The loan of equipment to off-site locations is generally prohibited. Exceptions may be made by the Executive Director for local non-profit organizations, provided the equipment is not needed for school purposes.
2. **Personal Use:** Personal use of school equipment by employees or community members is **strictly prohibited**.
3. **Damages:** The borrower assumes full financial responsibility for the repair or replacement of damaged or lost equipment.

## **Equal Access (Student Groups)**

In accordance with the Federal Equal Access Act, AeroSTEM shall provide equal access to student-initiated groups that wish to conduct meetings during non-instructional time, regardless of the religious, political, philosophical, or other content of the speech at such meetings, provided that:

1. The meeting is voluntary and student-initiated.
2. There is no sponsorship of the meeting by the school or its employees (staff presence is non-participatory).
3. The meeting does not materially and substantially interfere with the orderly conduct of educational activities.

## Facility Use Fee Schedule

### Facility Use Rates (Per Hour) Two-hour minimum rental required for all bookings.

| Facility Type            | Group 1:<br>School/Parent Groups | Group 2:<br>Non-Profit<br>Civic (Direct Cost)* | Group 3:<br>For-Profit<br>Private (Fair Rental Value) |
|--------------------------|----------------------------------|------------------------------------------------|-------------------------------------------------------|
| Standard Classroom       | No Charge                        | \$25.00 / hr                                   | \$50.00 / hr                                          |
| Multi-Purpose Room       | No Charge                        | \$40.00 / hr                                   | \$100.00 / hr                                         |
| Outdoor / Rec Area       | No Charge                        | \$30.00 / hr                                   | \$75.00 / hr                                          |
| Kitchen (requires staff) | No Charge                        | \$40.00 / hr                                   | \$100.00 / hr                                         |

Personnel & Service Rates (Per Hour) Applies when use occurs outside normal operating hours (e.g., weekends, evenings).

| Service Type               | Rate         |
|----------------------------|--------------|
| Custodial Service          | \$35.00 / hr |
| Site Supervisor / Security | \$45.00 / hr |
| Tech/AV Support            | \$50.00 / hr |
| Food Service Staff         | \$35.00 / hr |

## Facility Use Application & Agreement

### 1. APPLICANT INFORMATION

- a. **Organization Name:** \_\_\_\_\_
- b. **Contact Person:** \_\_\_\_\_
- c. **Title:** \_\_\_\_\_
- d. **Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_
- e. **Address:** \_\_\_\_\_
- f. **Non-Profit Status:** ☐ Yes (Must attach 501(c)(3) letter) ☐ No

### 2. EVENT DETAILS

- a. **Date(s) of Use:** \_\_\_\_\_
- b. **Hours:** Setup: \_\_\_\_\_ AM/PM | Event Start: \_\_\_\_\_ | Event End: \_\_\_\_\_
- c. **Expected Attendance:** \_\_\_\_\_
- d. **Purpose of Event:** \_\_\_\_\_
- e. **Facilities Requested:** ☐ Classroom ☐ Multi-Purpose Room ☐ Field ☐ Other:
- f. **Equipment Requested:** (Tables, Chairs, AV, etc.): \_\_\_\_\_

### 3. INSURANCE REQUIREMENTS A Certificate of Insurance naming "**AeroSTEM Academy**" as an Additional Insured must be submitted with this application.

- a. **General Liability Coverage Limit:** \$1,000,000 per occurrence / \$2,000,000 aggregate.
- b. ☐ Certificate Attached

### 4. INDEMNIFICATION AND HOLD HARMLESS AGREEMENT *This is a legally binding release of liability. Please read carefully.*

- a. The undersigned, on behalf of the Organization named above, agrees to defend, indemnify, and hold harmless AeroSTEM Academy, its Board of Directors, officers, agents, employees, and volunteers from and against any and all loss, liability, charges, and expenses (including attorney's fees) and causes of action of whatsoever character which may arise by reason of participation in the specific activity mentioned above or by the use of the School's facilities, including any injury or damage to person or property, whether caused by the negligence of the School or otherwise.

- b. I further certify that I am the authorized agent of the above-named organization and have the authority to sign this agreement. I have read and understand the AeroSTEM Academy Facility Use Policy and agree to abide by all rules and regulations therein.

**5. SIGNATURES**

a. **Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**6. OFFICE USE ONLY**

- a. **Approved:** ☐ Yes ☐ No  
b. **Classification:** ☐ Group 1 ☐ Group 2 ☐ Group 3  
c. **Total Estimated Fee:** \$\_\_\_\_\_ (Due 7 days prior to event)  
d. **Authorized by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

LEFT BLANK INTENTIONALLY



---

AeroSTEM Academy  
Governing Board Meeting — 12/8/2025

WHEREAS, AeroSTEM Academy is a Local Educational Public Agency (“LEA”) in California and is in good standing.

WHEREAS, AeroSTEM Academy provides employees with medical, dental, and/or vision claims and various benefits, and seeks to maximize its programs through joining a California joint powers authority offering comprehensive insurance programs to facilitate enhancements and operations of its health and related benefit programs for officers and employees.

WHEREAS, California Schools Employee Benefits Organization (“CSEBO”), operates under the provisions of Article 1, Chapter 5, Division 7, Title I (commencing with section 6500 et seq.) of the California Government Code, relating to the Joint Exercise of Powers between and among public educational agencies, for the purpose of providing insurance programs for medical, dental, and/or vision claims and benefits and such other programs for Members’ employees and officers for their benefit as provided in Government Code § 53205.3 in accordance with an Establishing Agreement dated January 29, 1991.

WHEREAS, AeroSTEM Academy has reviewed the Establishing Agreement, Bylaws and Policies of CSEBO, and reviewed CSEBO’s insurance benefit programs, and believes that joining CSEBO as a Member is in its best interests and in the best interests of its officers and employees.

WHEREAS, pursuant to Section 7 of the Establishing Agreement, AeroSTEM Academy, and pursuant to Governing Board action, agrees to become a member of CSEBO effective 7/1/2026 and to follow the Establishing Agreement, Bylaws and Policies of CSEBO, and to designate two representatives to the CSEBO Board of Directors who are current employees or a member of the Governing Board of AeroSTEM Academy.

NOW, THEREFORE, BE IT RESOLVED, AeroSTEM Academy, by and through its Governing Board, formerly approves joining CSEBO as a new Member effective 7/1/2026 pursuant to the terms of the Establishing Agreement, and authorizes execution of the Establishing Agreement.

Ayes:

Nays:

Abstentions:

ATTEST:

---

President, Governing Board, Jenifer Chaplin

---

Secretary, Governing Board, Dallan Reese

LEFT BLANK INTENTIONALLY

---

AeroSTEM Academy  
Governing Board Meeting — 12/8/2025

WHEREAS, AeroSTEM Academy, operates under the provisions of Article 1, Chapter 5, Division 7, Title I (commencing with section 6500 et seq.) of the California Government Code, relating to the Joint Exercise of Powers between and among public educational agencies, for the purpose of providing insurance programs for medical, dental, and/or vision claims and benefits and such other programs for Non-Voting Members' employees and officers for their benefit as provided in Government Code § 53205.3 in accordance with an Establishing Agreement dated January 29, 1991;

WHEREAS, AeroSTEM Academy has reviewed the Establishing Agreement, Bylaws and Policies of CSEBO, and reviewed CSEBO's insurance benefit programs, and believes that joining CSEBO as a Non-Voting Member is in its best interests and in the best interests of its officers and employees.

WHEREAS, pursuant to Section 7 of the Establishing Agreement, AeroSTEM Academy, Governing Board action, agrees to become a member of CSEBO effective 7/1/2026, and to follow the Establishing Agreement, Bylaws and Policies of CSEBO;

WHEREAS, the Governing Board of AeroSTEM Academy, California passed and adopted Board Resolution on the 12/8/2026;

NOW, THEREFORE, BE IT RESOLVED, AeroSTEM Academy, by and through its Governing Board, formerly approves joining CSEBO as a new Non-Voting Member effective January 1, 2026, pursuant to the terms of the Establishing Agreement and authorizes execution of the Establishing Agreement.

Ayes:

Nays:

Abstentions:

ATTEST:

---

President, Governing Board, Jenifer Chaplin

---

Secretary, Governing Board, Dallan Reese

LEFT BLANK INTENTIONALLY

---

AeroSTEM Academy  
Governing Board Meeting — 12/8/2025

RESOLUTION APPROVING WITHDRAWAL FROM MEMBERSHIP IN TCSIG

1. AeroSTEM Academy is a party to the Tri-County Schools Insurance Group (TCSIG)
2. AeroSTEM Academy will follow Section 16.2 of the BYLAWS TO THE JOINT POWERS AGREEMENT FOR THE OPERATION OF COMMON RISK MANAGEMENT AND RISK POOLING PROGRAMS
3. The District desires to terminate its participation in the Tri-County Schools Insurance Group (TCSIG) Agreement.
4. AeroSTEM Academy intends to withdraw from TCSIG effective 6/30/26 pursuant to Paragraph 16.1 of the TCSIG bylaws.
5. AeroSTEM Academy shall serve the Tri-County Schools Insurance Group a copy of this resolution on or before December 31, 2025.
6. THIS RESOLUTION was duly passed and adopted at a meeting of the Governing Board of AeroSTEM Academy on 12/8/2025.

Ayes:

Nays:

Abstentions:

ATTEST:

---

President, Governing Board, Jenifer Chaplin

---

Secretary, Governing Board, Dallan Reese