

<input type="checkbox"/>	2015-2016
<input checked="" type="checkbox"/>	First Interim Report (as of Oct 31 st)
<input type="checkbox"/>	Second Interim Report (as of Jan 31 st)

Reviewed by: Mila Milligan

Date of Review: 12/09/2015

Budget, Actuals, First or Second Interim Report	Yes	No	N/A	Comments (all "no" answers require additional explanation)
Is the ADA used in the report reasonable based on the prior year's ADA or the P-1 or P-2 attendance reports?	X			
<i>First and Second Interim</i> : Does the Adopted Budget shown on the financial report agree to the Adopted Budget approved by the sponsoring district?			X	
Revenue				
Does the LCFF calculation agree with the funding amounts times ADA?	X			
Are the poverty, English Learner and Foster child percentages consistent with prior reports?			X	
Is the amount shown for Federal revenue reasonable?	X			
Is the amount shown for Local revenue reasonable? See below*	X			
Expenses				
Are the Certificated salaries reasonable based on the number of students?	X			
Are the Classified salaries reasonable based on positions identified in other information provided by the charter school? This other information may include the narrative.	X			
Determine the breakdown of the benefits and if the benefits are reasonable.		X		Benefits amount decrease since adopted
Are the amounts for books, supplies, and other operating costs reasonable?	X			
Do the amounts budgeted for debt service agree to the amortization schedules?			X	
Ending Balance				
Does the beginning balance agree to the audit report?	X			
Does the school maintain reserves, are they reasonable?	X			
Budget Control – First and Second Interim				
Obtain a General Ledger report as of the reporting period and determine that the charter school has entered the budget into its financial system.	X			
Obtain a recent General Ledger report and determine that the charter school has budget control; that is, the expenditures and encumbrances to date do not exceed the budget.	X			
Cashflow				

Budget, Actuals, First or Second Interim Report	Yes	No	N/A	Comments (all "no" answers require additional explanation)
Does the beginning balance agree to the audit report?	X			
Does the cash balance at the reporting period agree to the General Ledger and the bank reconciliation?			X	
Is the ending cash balance positive in all months?	X			
Do the total Revenues and Expenditures on the cashflow agree to the budget as presented?	X			
Multi-Year Projection (MYP)				
Is the ADA used in the MYP reasonable based on the capacity of the school site and the enrollment trends? Is the ADA within the limits prescribed by the charter's MOU?	X			
Are the revenue projections reasonable based on the projected funding from the State, historical information, and any other available information?	X			
Are the Certificated salaries reasonable based on the number of students?	X			
Are the Classified salaries reasonable based on the positions identified in other information provided by the school?	X			
Are the benefit projections reasonable?	X			
Are the amounts for books, supplies and other expenses reasonable?	X			