



JCS-Inc. Policies

## **1003.1 Relationship Between JCS, Inc. and Its Schools Policy**

**Effective Date: December 14, 2018    Approved by: Board of Directors**

### **Policy:**

Julian Charter School, Inc., which has been incorporated since November 1999, has built-up cash reserves over its 19 years in operation. These cash reserves will be used to lend JCS- Mountain Oaks, JCS-Cedar Cove, JCS-Pine Valley, JCS-Pine Hills, and JCS-Manzanita, operating under the same JCS, Inc. nonprofit, but under a different CDS code, funds to assist the startup of the school. The funds loaned to the new entities will be accounted for in the school's accounting system and booked as intra-company transfers or "due to/due from" to ensure all funds stay with the entity they belong to.

Julian Charter School, Inc. is the non-profit which oversees the following charters:

Julian Charter School #267

JCS-Mountain Oaks #1992

JCS-Pine Hills #2018

JCS-Pine Valley #2021

JCS-Cedar Cove #2022

And JCS-Manzanita #2024

The relationship between the non-profit corporation and the charters is to oversee and guide each school as in a parent/child relationship. The Corporation consists of central office staff with employees who assist the charters with: 1) governance; 2) fiscal oversight-including Bond management; 3) policies and procedures; 4) authorizer communication/compliance with MOUs; 5) human resources; 6) insurance; 7) facilities procurement; 8) audit, CalPads, and records compliance; 9) student record storage; 10) transcript and counselor oversight; 11) IT management, and 12) guidance on academics and professional development. Central Office employee salaries and expenses are divided on an ADA basis among each charter and included in each charter's individual financial statements. It is not the intent for Julian Charter School, Inc. to be a Charter Management Organization (CMO) but rather a supporting entity for the independent charters it oversees.

Each individual charter is expected to have a School Site Council (local body of stakeholders) who give input on items such as: charter/program vision, LCAP, budgets, LCFF Dashboard, CAASPP scores, Safety Plan, policies and procedures, salary schedules, financial decisions, and the annual calendar. Each charter has the autonomy to apply for grants and grant dollars are to be used only for that charter. Each charter is responsible for inventorying their assets and documenting for fiscal/audit purposes. Each charter's principal is responsible for the annual report to the authorizer presentation with any assistance from the central office.

Original Policy: 12/14/2018