

**Journey School
A California Public Charter School**

Thursday, February 26, 2026

REGULAR MEETING AGENDA

6:00 p.m.

*At Journey School, 27102 Foxborough, Aliso Viejo, CA 92656
(949) 448-7232
www.journeyschool.net*

This meeting will be live streamed via Zoom. Join Zoom Meeting:
<https://us06web.zoom.us/j/86025029240?pwd=3Ww1qZ3nZAbuPqWnIC6wnsvu9uqK8j.1>

Meeting ID: 860 2502 9240 Passcode: 92629
One tap mobile +16694449171,,86025029240#,,,,*92629# US

BOARD MEMBERS:

Michael Allbee, Council President
Margaret Moodian, Council Vice President
Jeannie Lee, Council Secretary
Cassie Kauwling, Board Member
Lisa Murray, Board Member

ADVISORY POSITIONS:

Renal Moodley, Parent Cabinet Advisor
Faculty Advisor, Adam Kilcollins

INSTRUCTIONS FOR PRESENTATIONS TO THE COUNCIL BY PARENTS AND CITIZENS

Journey School welcomes your participation at the school's Council meetings. The purpose of a public meeting of the Council is to conduct the affairs of Journey School in public. We are pleased that you are in attendance. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

- 1. Agendas are available to audience members during the meeting and on the school website.*
- 2. "Request to Speak" cards are available for all audience members who wish to speak prior to an agenda item or under the general category of "Public Comment." "Public Comment" time is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Council can only listen to your issue, not discuss your issue, respond in substance or take action. These presentations are limited to five (5) minutes (ten (10) minutes if a translator is needed) and total time allotted to non-agenda items will not exceed thirty (30) minutes. The Council may give direction to staff to respond to your concern.*
- 3. With regard to items that are on the agenda, you may specify that agenda item on your "Request to Speak" card and submit the card prior to an agenda item. The public comment*

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period precedes presentations on that agenda item by staff and/or school committees, Council discussion, and deliberation. You will be given an opportunity to speak for up to five (5) minutes (ten (10) minutes if a translator is needed).

4. *When addressing the Council, speakers are requested to state their name and adhere to the time limits set forth.*
5. *Audience members attending a meeting virtually are required to follow the guidelines specified in points 1 through 4 with the following exception noted: In lieu of a “Request to Speak” card, an audience member may utilize the chat function to indicate their name and a request to speak under the general category of “Public Comment” or at a specific agenda item. All other comments, questions, and dialogue entered into the chat will not be entered into public record and will not be responded to/addressed.*

Notices: *Journey does not discriminate on the basis of disability in the admission or access to, or treatment in employment in its programs or activities. Please notify the office at (949) 448-7232 twenty-four (24) hours prior to the date of the meeting for disability accommodations necessary in order to participate. Per California Government Code section 54957.5(b), Journey shall make materials that are part of the regular agenda packet available in the office and/or on the school’s website www.journeyschool.net, without delay and at the same time, they are distributed to the Council.*

	AGENDA ITEM	SPONSOR	EST. TIME
1	Call to Order and Roll Call	Mike Allbee	6:00
2	Inspirational Passage	Mike Allbee	6:05
3	Approval of Agenda* NOTE: The order of the agenda may be changed without prior notice to the public.	Mike Allbee	6:10
4	PUBLIC COMMENT: Members of the public may contribute public comment. <i>Reminder: See policy above for guidelines.</i>		6:15
5	CONSENT AGENDA ITEMS: Items on Consent Agenda may be approved with one motion and vote for all but without discussion. If an item is to be discussed, it is removed from the Consent Agenda and moved to an Action Item immediately following the Consent Items. A. Approval of Minutes*: Minutes from regular meeting January 22, 2026. B. 990 - Tax Exempt Returns and Filings*: Approval of draft of the federal and state tax returns for Journey School for the year ended 6/30/25 C. Second Interim Financial Report*: Approval of second interim report, with fiscal information through January 2026, due by March 15.	Mike Allbee	6:25

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	D. Union Negotiations*: Presentation of articles in the Collective Bargaining Agreement that Journey School intends to negotiate with Journey Teacher Association.		
6	<p>SCHOOL OPERATIONS: Discussion/Action</p> <p>A. 2025-2026 Local Control and Accountability Plan*: A midyear update and review of progress towards goals, actions and expenditures.</p> <p>B. Comprehensive School Safety Plan*: Review and approval of updates to the existing plan in response to recent updates to pertinent state requirements.</p> <p>C. 2026-2027 School Calendar*: Review and approval of school calendar</p> <p>D. School Wellness Policy*: Review and approval of updates to Journey’s current School Wellness Policy as required as a School Food Authority.</p>	Gavin Keller	6:35
7	<p>BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):</p> <p>A. California Charter School Conference: Review by attendee(s)</p> <p>B. Strategic Planning: Discussion about strategic planning goals and hosting a conference on campus.</p> <p>C. School Director Evaluation Cycle*: Review of informal goals for 2025-26 and check in regarding support needed to achieve goals.</p> <p>D. Conflict of Interest Form 700: Reminder of April 1st deadline for filing annual Form 700s.</p> <p>E. Journey School Council Composition Policy and Bylaws*: Review of current governance documents and discussion of best practices and potential revisions.</p>	<p>Mike Allbee</p> <p>Mike Allbee</p> <p>Gavin Keller</p> <p>Gaylen Corbett</p> <p>Gavin Keller</p>	7:15
8	<p>INFORMATION ITEMS: Reports</p> <p>A. Financial Update*: Report on January financials</p> <p>B. Faculty Update: Update on Faculty activities.</p> <p>C. Parent Cabinet Update: Update on Parent Cabinet activities</p> <p>D. Administrative Update: Report from School Director, including update on school events, enrollment lottery, attendance, Student Growth indicator</p>	<p>Larry Tamayo</p> <p>Adam Kilcollins</p> <p>RenalMoodley</p> <p>Gavin Keller</p>	7:35

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	on CA Dashboard, food services and becoming a school food authority (SFA).		
9	<p>Closed Session</p> <p>A. Pursuant to Government Code §11126: Potential Litigation. One case, against the school.</p> <p>RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at: ___ p.m.</p> <p>PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION (includes the vote or abstention of every member present)</p>		
10	Adjournment	Mike Allbee	8:00

*Agenda publicly posted at Journey School on February 23, 2026, and on the school website at www.journeyschool.net *Items that are expected to have back up materials provided prior to or at the meeting are indicated with an asterisk. Other items may also have back up materials provided.*

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***REGULAR MEETING MINUTES
DRAFT***

***Thursday, January 22, 2026
6:00 p.m.***

*At Journey School, 27102 Foxborough, Aliso Viejo, CA 92656
(949) 448-7232 www.journeyschool.net*

NOTE: This meeting will be held in person on the Journey School campus and will be live streamed via Zoom. Members of the public are welcome to attend in person or online. Join Zoom Meeting:
<https://us06web.zoom.us/j/86025029240?pwd=3Ww1qZ3nZAbuPqWnlC6wnsvu9uqK8j.1>

Meeting ID: 860 2502 9240 Passcode: 92629
One tap mobile +16694449171,,86025029240#,,,,*92629# US

BOARD MEMBERS:

Michael Allbee, Council President
Margaret Moodian, Council Vice President
Jeannie Lee, Council Secretary
Cassie Kawling, Board Member
Lisa Murray, Board Member

ADVISORY POSITIONS:

Renal Moodley, Parent Cabinet Advisor
Faculty Advisor, Adam Kilcollins

INSTRUCTIONS FOR PRESENTATIONS TO THE COUNCIL BY PARENTS AND CITIZENS

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- 3. With regard to items that are on the agenda, you may specify that agenda item on your "Request to Speak" card and submit the card prior to an agenda item. The public comment period precedes presentations on that agenda item by staff and/or school committees, Council discussion, and*

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- deliberation. You will be given an opportunity to speak for up to five (5) minutes (ten (10) minutes if a translator is needed).*
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	AGENDA ITEM	EST. TIME
1	<p>Call to Order and Roll Call <i>The meeting was called to order at 6:06 p.m.</i></p> <p>Michael Allbee, Council President - PRESENT Margaret Moodian, Council Vice President - PRESENT Jeannie Lee, Council Secretary - PRESENT Cassie Kauwling, Board Member - PRESENT arrived at 6:22 p.m. Lisa Murray, Board Member - PRESENT</p> <p>ADVISORY POSITIONS: Renal Moodley, Parent Cabinet Advisor - PRESENT Faculty Advisor, Adam Kilcollins - PRESENT Also Present: Shelley Kelley, Education Director Kayla Pennington, Kindergarten Teacher Gaylen Corbett - Clerk of the Board Larry Tamayo - ExED. Present from : 7:00 p.m. to 7:26 p.m. Desigan Moodley, Parent was present for part of the meeting.</p>	6:00
2	<p>Inspirational Passage - <i>Renal shared an inspirational passages by Nelson Mandela and Maya Angelou.</i></p>	6:05
3	<p>Approval of Agenda* <i>NOTE: The order of the agenda may be changed without prior notice to the public. Margaret made a motion to approve the agenda. Jeannie seconded the motion and it was unanimously approved.</i></p>	6:10
4	<p>PUBLIC COMMENT: <i>There was no public comment.</i></p>	6:15

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5	<p>CONSENT AGENDA ITEMS: Items on Consent Agenda may be approved with one motion and vote for all but without discussion. If an item is to be discussed, it is removed from the Consent Agenda and moved to an Action Item immediately following the Consent Items.</p> <p>A. Approval of Minutes*: <i>Minutes from the meeting held on December 11, 2025.</i></p> <p>B. School Accountability Report Card (SARC)*: <i>Ratify annual SARC, reporting on 2024-2025 school year, to be submitted to CDE and posted on the school website by February 1, 2026.</i></p> <p>C. Winter Consolidated Application*: <i>Ratification of application used by the California Department of Education (CDE) to distribute categorical funds from various federal programs to Journey School.</i></p> <p>Margaret made a motion to approve all items on the Consent Agenda. Jeannie seconded the motion and it was unanimously approved.</p>	6:20
6.	<p>BOARD DEVELOPMENT and OVERSIGHT (Discussion/Action):</p> <p>A. Board Development and Strategic Planning*: <i>Mike shared an update regarding the Strategic Plan and Journey Forward Fund which has raised around \$10k more than last year at this time. Our donor base has increased compared to last year as well. Next steps have been mapped out by the fundraising lead.</i></p> <p><i>Jeannie shared reflections on the Alliance for Public Waldorf Education conference, and ideas for the Journey-hosted conference that is included in the strategic plan. The board discussed the possibility of hosting an Alliance for Public Waldorf conference on our campus, and the amount of planning and preparation required. Hellene Brodsky spoke via Zoom and noted that hosting such a conference is an immense amount of work for the host community. The topic will be visited again at the February board meeting.</i></p>	6:30
7	<p>INFORMATION ITEMS: Reports</p> <p>A. Financial Update*: <i>Larry shared a report on November and December financials and January Governor’s Budget Proposal. Period 1 attendance report and our attendance rate both came in higher than budgeted. CalPADS came in lower. Overall the LCFF is \$100k more, and Title I around \$30k higher. Expenses are about \$133k higher than anticipated. Net income will be around \$34k for the year. We have approximately 135 days of cash reserves on hand. State Budget Update: Mostly good news, although COLA is proposed lower than expected, at 2.41% which results in approximately \$45k less in funding for the school. Additional special education funding from the state is planned. Larry shared a brief overview of the 2026-27 budget and the board members discussed the subject, including how discretionary block grants may be used.</i></p> <p>B. Faculty Update: <i>Kayla Pennington shared an update from her Poppies kindergarten class. Kayla and board members discussed the challenges of recent state laws that have reduced the age of our kindergarteners and first graders, and how that affects our program now and in years to</i></p>	7:00

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	<p>come. Gavin discussed how we are managing these challenges at the moment, including our enrollment director informing prospective parents on this topic as much as possible.</p> <p>Adam Kilcollins also shared a faculty update. Representatives from the Santa Fe Waldorf School visited our campus last week. Journey is hosting a screening of the documentary "Screenagers." Journey's on-campus summer professional development workshop is scheduled for July.</p> <p>C. Parent Cabinet Update: Renal shared an update on Parent Cabinet activities including Clothes for Cash, yoga fundraiser, spirit wear, the auction gala, the business directory, and restaurant fundraising, and more. Harvest Faire netted over \$23k.</p> <p>D. Administrative Update: Gavin shared a report on school events including the recent School Food Authority administrative review, school attendance, enrollment, lottery, Coffee Talks, Journey Forward Fund, PAC meeting and project on learning outcomes, assessments and rubrics. Another Coffee Talk is planned for the spring. Notes from the previous talk will be shared with the community. At the PAC meeting feedback for the LCAP was gathered and will be utilized. All unduplicated groups were represented by numerous members of the community. The LCAP will be presented to the board at the February meeting. The PAC will meet again in March regarding the 2026-27 LCAP.</p> <p>Gavin explained how he and Ed Director Shelley developed an outline of the school's learning outcomes. This will provide a guide for teachers and a reference for parents to help them understand the rubric for each grade level.</p>	
8	<p>SCHOOL OPERATIONS: Discussion/Action</p> <p>A. Expanded Learning Opportunities Program (ELOP)* - Board members reviewed proposals from Strategic Kids for ELOP summer 2026 programming and afterschool tutoring. Gavin provided clarification about afterschool tutoring. Cassie made a motion to approve both proposals. Margaret seconded the motion and they were unanimously approved.</p> <p>B. Journey Teacher Association (JTA) Initial Proposal for Negotiations* - Gavin read allowed the items listed on the JTA "reopener" articles for the purposes of union negotiations.</p> <p>C. California Dashboard Presentation and CDE Charter School Performance Categorization* Gavin reviewed the Journey School results on the CA Dashboard. Board members discussed the charter renewal tracks determined by charter performance categorization. Journey is considered a high performing school for the third year in a row. Positive results are shown in many areas. The board discussed the topic of chronic absenteeism and strategies employed to support families who struggle with attendance. They also discussed alternatives to suspension.</p> <p>D. SB 153 Mental Health Policy*: SB 153 requires all LEAs serving grades 7–12 to adopt a board-approved policy on referral protocols for addressing pupil behavioral health concerns. Gavin explained that Journey School already has the types of referral systems described in the policy in place for grades K-8. It was suggested to include verbiage to clarify that this policy is being established to comply with SB 153. There was a discussion about why suicide isn't specifically mentioned, noting that Journey has a separate Suicide</p>	8:00

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	<p><i>Prevention Plan. Margaret made a motion to approve SB 153 Mental Health Policy. Jeannie seconded the motion and the policy was unanimously approved.</i></p> <p>E. AB 49/495 Policy*: <i>AB 49/495 requires all LEAs to adopt a board approved policy to protect immigrant students and families by preventing immigration enforcement officers from entering public school campuses without proper identification and a valid judicial warrant or court order. The bill also prohibits local education agencies from disclosing personal information about students, their families, teachers, or school staff to immigration authorities. Cassie made a motion to approve the policy. Jeannie seconded the motion and it was unanimously approved.</i></p> <p>F. Fiscal Policy and Recurring Expenses*: <i>Review of JS Fiscal Policy and approval of updated list of Recurring Expenses. The board requested to amend the JS Fiscal policy as proposed, but with the amount listed on page 9, under Bank Checks, item 7, increased to \$10,000 instead of \$7,500. Margaret made a motion to approve the updates to the Fiscal Policy as amended, and the list of recurring expenses maximum. Jeannie seconded the motion and it was unanimously approved.</i></p> <p>G. Updates to 2025-26 Staffing Plan and Contract Review*: <i>Ratification of changes to the Staffing Plan to meet current needs. Gavin reviewed the updates to the staffing plan, and the contract with Cerna Healthcare which will replace our vendor Foreside Care.</i></p> <p><i>Cassie made a motion to ratify the contract with Cerna Healthcare and approve the updates to the staffing plan. Jeannie seconded the motion and it was unanimously approved.</i></p> <p><i>Jeannie made a motion to move into closed session. Cassie seconded the motion and it was unanimously approved. The board entered closed session at 9:15 p.m.</i></p>	
9	<p>Closed Session</p> <p>A. Pursuant to Government Code §11126: <i>Potential Litigation. One case, against the school.</i></p> <p>B. Pursuant to Government Code §54957.6: CONFERENCE WITH LABOR NEGOTIATORS: <i>Discussion regarding negotiations for 2026-267 CBA</i></p> <p>Employee organization: <i>Journey Teachers’ Association/CTA</i> Agency designated representative: <i>Gavin Keller</i></p> <p>RECONVENE TO OPEN SESSION: <i>The meeting was reconvened to open session at: 10:06 p.m.</i></p> <p>PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION <i>(includes the vote or abstention of every member present)</i></p> <p>Item 9A: <i>The board did not take action.</i> Item 9B: <i>The board assigned Gavin as the designated representative.</i></p>	8:30

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10	<i>Adjournment - Jeannie made a motion to adjourn the meeting. Margaret seconded the motion and it was unanimously approved. The meeting was adjourned at 10:07 p.m.</i>	8:45
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*Agenda publicly posted at Journey School on January 16, 2026.
And on the school website at www.journeyschool.net*

**Items that are expected to have back up materials provided prior to or at the meeting are indicated with an asterisk. Other items may also have back up materials provided.*



January 26, 2026

Journey School
27102 Foxborough
Aliso Viejo, CA 92656
Attention: Gavin Keller

Dear Gavin,

Enclosed is the organization's 2024 Exempt Organization return.

Specific filing instructions are as follows.

FORM 990 RETURN:

This return has qualified for electronic filing. After you have reviewed the return for completeness and accuracy, please sign, date and return Form 8879-TE to our office. We will transmit the return electronically to the IRS and no further action is required. Please return Form 8879-TE to us as soon as possible, but no later than by May 15, 2026 the filing deadline.

In addition, tax-exempt organizations must make available for public inspection a copy of their annual returns for the preceding three years and exemption application, if applicable. An organization generally must furnish filings to anyone who requests them in person or in writing. An exempt organization may meet this requirement by posting all the documents on its website or at another organizations site as part of a database of similar materials. Specific requirements must be met to meet this exception.

CALIFORNIA FORM 199 RETURN:

The California Form 199 return has qualified for electronic filing. After you have reviewed your return for completeness and accuracy, please sign, date and return Form 8453-EO to our office. We will then transmit your return to the FTB. Do not mail the paper copy of the return to the FTB.

No payment is required.

A few final reminders relating to your tax return filings:

- There are substantial penalties for failure to properly disclose and report foreign financial accounts and foreign activity. Please make sure you have informed us of any foreign financial accounts or foreign activity so that we have the necessary information to complete any required disclosures or filings.
- Be sure to review the returns prior to signing as you have final responsibility for all information included in the returns. Please contact us if you have any questions or concerns.
- We recommend you keep a paper or electronic copy of your tax returns permanently. Supporting documentation should be kept for a minimum of seven years based on IRS guidance.

CLA exists to create opportunities – for our clients, our people, and our communities. We value our relationship with you and thank you for your trust and confidence in allowing us to serve you. If we can assist you in making strategic, informed decisions in areas of tax or beyond, please contact us as questions arise throughout the year.

Sincerely,

CliftonLarsonAllen LLP

DRAFT



CliftonLarsonAllen LLP
CLAconnect.com

JOURNEY SCHOOL
FORM 990 INCOME TAX RETURN
FOR YEAR ENDED JUNE 30, 2025

DRAFT

Form **8879-TE**

IRS E-file Signature Authorization for a Tax Exempt Entity

OMB No. 1545-0047

For calendar year 2024, or fiscal year beginning JUL 1, 2024, and ending JUN 30, 2025

2024

Department of the Treasury
Internal Revenue Service

Do not send to the IRS. Keep for your records.
Go to www.irs.gov/Form8879TE for the latest information.

Name of filer

JOURNEY SCHOOL

EIN or SSN

33-0912707

Name and title of officer or person subject to tax

GAVIN KELLER
EXECUTIVE DIRECTOR

Part I Type of Return and Return Information

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not complete more than one line in Part I.**

1a Form 990 check here	<input checked="" type="checkbox"/>	b Total revenue , if any (Form 990, Part VIII, column (A), line 12)	1b <u>8,668,986.</u>
2a Form 990-EZ check here	<input type="checkbox"/>	b Total revenue , if any (Form 990-EZ, line 9)	2b _____
3a Form 1120-POL check here	<input type="checkbox"/>	b Total tax (Form 1120-POL, line 22)	3b _____
4a Form 990-PF check here	<input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part V, line 5)	4b _____
5a Form 8868 check here	<input type="checkbox"/>	b Balance due (Form 8868, line 3c)	5b _____
6a Form 990-T check here	<input type="checkbox"/>	b Total tax (Form 990-T, Part III, line 4)	6b _____
7a Form 4720 check here	<input type="checkbox"/>	b Total tax (Form 4720, Part III, line 1)	7b _____
8a Form 5227 check here	<input type="checkbox"/>	b FMV of assets at end of tax year (Form 5227, Item D)	8b _____
9a Form 5330 check here	<input type="checkbox"/>	b Tax due (Form 5330, Part II, line 19)	9b _____
10a Form 8038-CP check here	<input type="checkbox"/>	b Amount of credit payment requested (Form 8038-CP, Part III, line 22)	10b _____

Part II Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that I am an officer of the above entity or I am a person subject to tax with respect to (name of entity) _____, (EIN) _____ and that I have examined a copy of the 2024 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

PIN: check one box only

I authorize CLIFTONLARSONALLEN LLP to enter my PIN 22100
ERO firm name Enter five numbers, but do not enter all zeros

as my signature on the tax year 2024 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2024 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax

Date

Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

30742491740

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2024 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature

DERRICK DEBRUYNE

Date

01/26/26

ERO Must Retain This Form - See Instructions

Do Not Submit This Form to the IRS Unless Requested To Do So

For Privacy Act and Paperwork Reduction Act Notice, see instructions.

Form **8879-TE** (2024)

LHA 402521 12-26-24

08070126 131839 A275641

2024.05040 JOURNEY SCHOOL

A2756411

Form **990**

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2024

Do not enter social security numbers on this form as it may be made public.

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

Go to www.irs.gov/Form990 for instructions and the latest information.

A For the **2024** calendar year, or tax year beginning **JUL 1, 2024** and ending **JUN 30, 2025**

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization JOURNEY SCHOOL Doing business as Number and street (or P.O. box if mail is not delivered to street address) Room/suite 27102 FOXBOROUGH City or town, state or province, country, and ZIP or foreign postal code ALISO VIEJO, CA 92656 F Name and address of principal officer: GAVIN KELLER SAME AS C ABOVE	D Employer identification number 33-0912707 E Telephone number 949-448-7232 G Gross receipts \$ 8,668,986. H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions H(c) Group exemption number
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		
J Website: JOURNEYSCHOOL.NET		
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other		L Year of formation: 2000 M State of legal domicile: CA

Part I Summary

	1	Briefly describe the organization's mission or most significant activities: EDUCATION BY OFFERING STEINER (WALDORF) BASED EDUCATIONAL METHODS IN A PUBLIC SCHOOL SETTING.		
	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
Activities & Governance	3	Number of voting members of the governing body (Part VI, line 1a)	3	5
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	4
	5	Total number of individuals employed in calendar year 2024 (Part V, line 2a)	5	97
	6	Total number of volunteers (estimate if necessary)	6	470
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
	7b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.
	Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year 6,920,991.
9		Program service revenue (Part VIII, line 2g)	0.	0.
10		Investment income (Part VIII, column (A), lines 3, 4, and 7d)	60,757.	83,564.
11		Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	119,737.	292,502.
12		Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	7,101,485.	8,668,986.
Expenses		13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.
	14	Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	4,884,092.	5,978,709.
	16a	Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	b	Total fundraising expenses (Part IX, column (D), line 25)	0.	
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	2,080,581.	2,341,782.
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	6,964,673.	8,320,491.
	19	Revenue less expenses. Subtract line 18 from line 12	136,812.	348,495.
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year 4,218,508.	End of Year 4,683,491.
	21	Total liabilities (Part X, line 26)	1,379,591.	1,481,283.
	22	Net assets or fund balances. Subtract line 21 from line 20	2,838,917.	3,202,208.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer GAVIN KELLER, EXECUTIVE DIRECTOR Type or print name and title	Date
Paid Preparer Use Only	Preparer's name DERRICK DEBRUYNE	Preparer's signature DERRICK DEBRUYNE
	Firm's name CLIFTONLARSONALLEN LLP	Date 01/26/26
	Firm's address 901 VIA PIEMONTE, SUITE 300 ONTARIO, CA 91764	Check if self-employed <input type="checkbox"/> PTIN P00591016
		Firm's EIN 41-0746749 Phone no. (909) 985-7286

May the IRS discuss this return with the preparer shown above? See instructions Yes No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission: TO EDUCATE K-8 STUDENTS IN SOUTHERN CALIFORNIA BY OFFERING STEINER (WALDORF) BASED EDUCATIONAL METHODS IN A PUBLIC SCHOOL SETTING.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? Yes No

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses.

4a (Code:) (Expenses \$ 6,879,756. including grants of \$ 0.) (Revenue \$ 280,926.) A CHARTER SCHOOL PROVIDING EDUCATIONAL OPPORTUNITIES TO THE SURROUNDING COMMUNITY.

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe on Schedule O.) (Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 6,879,756.

Part IV Checklist of Required Schedules

Table with 3 columns: Question ID, Yes, No. Rows include questions 1 through 21 regarding organizational requirements and schedules.

Part IV Checklist of Required Schedules (continued)

Table with 3 columns: Question ID, Question Text, Yes, No. Rows 22-38. Includes questions about grants, compensation, tax-exempt bonds, excess benefit transactions, and noncash contributions.

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

Table with 3 columns: Question ID, Question Text, Yes, No. Rows 1a, 1b, 1c. Includes questions about Form 1096, Forms W-2G, and backup withholding rules.

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Table with columns for question number, question text, and Yes/No columns. Includes questions 2a through 17 regarding employee counts, tax returns, gross income, foreign accounts, prohibited transactions, and charitable contributions.

Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI [X]

Section A. Governing Body and Management

Table with 3 columns: Question, Yes, No. Rows include: 1a Enter the number of voting members of the governing body at the end of the tax year; 1b Enter the number of voting members included on line 1a, above, who are independent; 2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?; 3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?; 4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?; 5 Did the organization become aware during the year of a significant diversion of the organization's assets?; 6 Did the organization have members or stockholders?; 7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?; 7b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?; 8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following: a The governing body? b Each committee with authority to act on behalf of the governing body?; 9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O.

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

Table with 3 columns: Question, Yes, No. Rows include: 10a Did the organization have local chapters, branches, or affiliates?; 10b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?; 11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?; 11b Describe on Schedule O the process, if any, used by the organization to review this Form 990.; 12a Did the organization have a written conflict of interest policy? If "No," go to line 13; 12b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?; 12c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done; 13 Did the organization have a written whistleblower policy?; 14 Did the organization have a written document retention and destruction policy?; 15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?; 15a The organization's CEO, Executive Director, or top management official; 15b Other officers or key employees of the organization; 16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?; 16b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed CA
18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
[] Own website [] Another's website [X] Upon request [] Other (explain on Schedule O)
19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
20 State the name, address, and telephone number of the person who possesses the organization's books and records
EXED - (424) 208-6000
1990 SOUTH BUNDY DR. SUITE 410, LOS ANGELES, CA 90025

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

			(A)	(B)	(C)	(D)	
			Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512 - 514	
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1a					
	b Membership dues	1b					
	c Fundraising events	1c					
	d Related organizations	1d	60,000.				
	e Government grants (contributions)	1e	8,173,009.				
	f All other contributions, gifts, grants, and similar amounts not included above	1f	59,911.				
	g Noncash contributions included in lines 1a-1f	1g	\$				
	h Total. Add lines 1a-1f			8,292,920.			
Program Service Revenue	2 a	Business Code					
	b						
	c						
	d						
	e						
	f All other program service revenue						
	g Total. Add lines 2a-2f						
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		83,564.			83,564.	
	4 Income from investment of tax-exempt bond proceeds						
	5 Royalties						
	6 a Gross rents	6a	(i) Real				
			(ii) Personal				
	b Less: rental expenses	6b					
	c Rental income or (loss)	6c					
	d Net rental income or (loss)						
	7 a Gross amount from sales of assets other than inventory	7a	(i) Securities				
			(ii) Other				
	b Less: cost or other basis and sales expenses	7b					
	c Gain or (loss)	7c					
d Net gain or (loss)							
8 a Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18	8a						
b Less: direct expenses	8b						
c Net income or (loss) from fundraising events							
9 a Gross income from gaming activities. See Part IV, line 19	9a						
b Less: direct expenses	9b						
c Net income or (loss) from gaming activities							
10 a Gross sales of inventory, less returns and allowances	10a						
b Less: cost of goods sold	10b						
c Net income or (loss) from sales of inventory							
Miscellaneous Revenue	11 a CHILDCARE & ENRICHMENT	Business Code	611600	155,726.	155,726.		
	b FIELD TRIP FEES		611600	125,200.	125,200.		
	c OTHER REVENUE		611600	11,576.		11,576.	
	d All other revenue						
	e Total. Add lines 11a-11d			292,502.			
12 Total revenue. See instructions			8,668,986.	280,926.	0.	95,140.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX X

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 ...				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	349,071.	307,182.	41,889.	
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	4,198,907.	3,758,908.	439,999.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	852,841.	769,621.	83,220.	
9 Other employee benefits	446,974.	400,124.	46,850.	
10 Payroll taxes	130,916.	101,800.	29,116.	
11 Fees for services (nonemployees):				
a Management				
b Legal	46,694.		46,694.	
c Accounting	20,525.		20,525.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	1,004,371.	732,429.	271,942.	
12 Advertising and promotion	2,172.		2,172.	
13 Office expenses	160,786.	78,048.	82,738.	
14 Information technology	37,276.		37,276.	
15 Royalties				
16 Occupancy	444,853.	224,434.	220,419.	
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials ...				
19 Conferences, conventions, and meetings	12,372.	12,372.		
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	130,356.	130,356.		
23 Insurance	91,230.		91,230.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a FIELD TRIPS & PUPIL TRA	127,398.	114,882.	12,516.	
b INSTRUCTIONAL MATERIALS	119,725.	119,725.		
c DISTRICT OVERSIGHT FEES	67,265.	60,657.	6,608.	
d SPECIAL EDUCATION FEES	40,375.	36,408.	3,967.	
e All other expenses	36,384.	32,810.	3,574.	
25 Total functional expenses. Add lines 1 through 24e	8,320,491.	6,879,756.	1,440,735.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	964,035.	1	611,407.
	2 Savings and temporary cash investments	319,913.	2	229,612.
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	835,728.	4	1,093,810.
	5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	59,809.	9	79,627.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 616,989.		
	b Less: accumulated depreciation	10b 419,146.	315,759.	10c 197,843.
	11 Investments - publicly traded securities		11	
	12 Investments - other securities. See Part IV, line 11	1,533,199.	12	1,916,727.
	13 Investments - program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11	190,065.	15	554,465.
16 Total assets. Add lines 1 through 15 (must equal line 33)	4,218,508.	16	4,683,491.	
Liabilities	17 Accounts payable and accrued expenses	349,967.	17	359,100.
	18 Grants payable		18	
	19 Deferred revenue	835,353.	19	566,976.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	194,271.	25	555,207.
	26 Total liabilities. Add lines 17 through 25	1,379,591.	26	1,481,283.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.			
	27 Net assets without donor restrictions	2,838,917.	27	3,202,208.
	28 Net assets with donor restrictions		28	
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.			
	29 Capital stock or trust principal, or current funds		29	
	30 Paid-in or capital surplus, or land, building, or equipment fund		30	
	31 Retained earnings, endowment, accumulated income, or other funds		31	
	32 Total net assets or fund balances	2,838,917.	32	3,202,208.
33 Total liabilities and net assets/fund balances	4,218,508.	33	4,683,491.	

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	8,668,986.
2	Total expenses (must equal Part IX, column (A), line 25)	2	8,320,491.
3	Revenue less expenses. Subtract line 2 from line 1	3	348,495.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	2,838,917.
5	Net unrealized gains (losses) on investments	5	14,796.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	3,202,208.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

- 1 Accounting method used to prepare the Form 990: Cash Accrual Other _____
If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.
- 2a Were the organization's financial statements compiled or reviewed by an independent accountant? _____
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:
 Separate basis Consolidated basis Both consolidated and separate basis
- b Were the organization's financial statements audited by an independent accountant? _____
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:
 Separate basis Consolidated basis Both consolidated and separate basis
- c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? _____
If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.
- 3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F? _____
- b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits _____

	Yes	No
2a		X
2b	X	
2c	X	
3a		X
3b		

Form 990 (2024)

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Table with 7 columns: (a) 2020, (b) 2021, (c) 2022, (d) 2023, (e) 2024, (f) Total. Rows include: 1 Gifts, grants, contributions, and membership fees received; 2 Tax revenues levied for the organization's benefit; 3 The value of services or facilities furnished by a governmental unit; 4 Total. Add lines 1 through 3; 5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f); 6 Public support. Subtract line 5 from line 4.

Section B. Total Support

Table with 7 columns: (a) 2020, (b) 2021, (c) 2022, (d) 2023, (e) 2024, (f) Total. Rows include: 7 Amounts from line 4; 8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources; 9 Net income from unrelated business activities, whether or not the business is regularly carried on; 10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.); 11 Total support. Add lines 7 through 10; 12 Gross receipts from related activities, etc. (see instructions); 13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here.

Section C. Computation of Public Support Percentage

Table with 3 columns: Line number, Description, and Percentage. Rows include: 14 Public support percentage for 2024 (line 6, column (f), divided by line 11, column (f)); 15 Public support percentage from 2023 Schedule A, Part II, line 14; 16a 33 1/3% support test - 2024. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization; b 33 1/3% support test - 2023. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization; 17a 10% -facts-and-circumstances test - 2024. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization; b 10% -facts-and-circumstances test - 2023. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization; 18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions.

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge ...						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources ...						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**

Section C. Computation of Public Support Percentage

15 Public support percentage for 2024 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2023 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2024 (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from 2023 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests - 2024. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

b 33 1/3% support tests - 2023. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

Table with 3 columns: Question, Yes, No. Row 11: Has the organization accepted a gift or contribution from any of the following persons? a A person who directly or indirectly controls... b A family member... c A 35% controlled entity...

Section B. Type I Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Did the governing body, members of the governing body, officers acting in their official capacity... Row 2: Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated...

Section C. Type II Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)?

Section D. All Type III Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year... Row 2: Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body... Row 3: By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies...

Section E. Type III Functionally Integrated Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions). a The organization satisfied the Activities Test. b The organization is the parent of each of its supported organizations. c The organization supported a governmental entity. Row 2: Activities Test. Answer lines 2a and 2b below. a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? Row 3: Parent of Supported Organizations. Answer lines 3a and 3b below. a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations?

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions.
All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required - <i>provide details in Part VI</i>)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (<i>provide details in Part VI</i>). See instructions.	8
9	Distributable amount for 2024 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2024	(iii) Distributable Amount for 2024
1 Distributable amount for 2024 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2024 (reasonable cause required - <i>explain in Part VI</i>). See instructions.			
3 Excess distributions carryover, if any, to 2024			
a From 2019			
b From 2020			
c From 2021			
d From 2022			
e From 2023			
f Total of lines 3a through 3e			
g Applied to under distributions of prior years			
h Applied to 2024 distributable amount			
i Carryover from 2019 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4 Distributions for 2024 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2024 distributable amount			
c Remainder. Subtract lines 4a and 4b from line 4.			
5 Remaining underdistributions for years prior to 2024, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, <i>explain in Part VI</i> . See instructions.			
6 Remaining underdistributions for 2024. Subtract lines 3h and 4b from line 1. For result greater than zero, <i>explain in Part VI</i> . See instructions.			
7 Excess distributions carryover to 2025. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2020			
b Excess from 2021			
c Excess from 2022			
d Excess from 2023			
e Excess from 2024			

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Lined area for supplemental information with a large 'DRAFT' watermark.

**Schedule B
(Form 990)**

(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Schedule of Contributors

Attach to Form 990, 990-EZ, or 990-PF.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

Name of the organization

JOURNEY SCHOOL

Employer identification number

33-0912707

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

501(c)(3) (enter number) organization

4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** \$5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year \$ _____

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990) (Rev. 12-2024)

Name of organization JOURNEY SCHOOL	Employer identification number 33-0912707
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Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	JOURNEY SCHOOL PARENT CABINET 27102 FOXBOROUGH ALISO VIEJO, CA 92656	\$ <u>60,000.</u>	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization JOURNEY SCHOOL	Employer identification number 33-0912707
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Part II Noncash Property (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____

Name of organization JOURNEY SCHOOL	Employer identification number 33-0912707
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Part III Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this info. once.) \$ _____
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
(e) Transfer of gift			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
(e) Transfer of gift			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
(e) Transfer of gift			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
(e) Transfer of gift			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	

SCHEDULE D
(Form 990)

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

**Open to Public
Inspection**

Name of the organization

JOURNEY SCHOOL

Employer identification number

33-0912707

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input type="checkbox"/> No

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

Preservation of land for public use (for example, recreation or education) Preservation of a historically important land area

Protection of natural habitat Preservation of a certified historic structure

Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included on line 2a	2c
d Number of conservation easements included on line 2c acquired after July 25, 2006, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year _____

4 Number of states where property subject to conservation easement is located _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?

Yes No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

8 Does each conservation easement reported on line 2d above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?

Yes No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items.

(i) Revenue included on Form 990, Part VIII, line 1

(ii) Assets included in Form 990, Part X

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1

b Assets included in Form 990, Part X

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) (Rev. 12-2024)

LHA 432051 01-02-25

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply).
- a Public exhibition
 - b Scholarly research
 - c Preservation for future generations
 - d Loan or exchange program
 - e Other _____
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b If "Yes," explain the arrangement in Part XIII and complete the following table:
- | | Amount |
|---------------------------------|--------|
| c Beginning balance | 1c |
| d Additions during the year | 1d |
| e Distributions during the year | 1e |
| f Ending balance | 1f |
- 2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII

Part V Endowment Funds Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment _____ %
 - b Permanent endowment _____ %
 - c Term endowment _____ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- | | Yes | No |
|--|--------|----|
| (i) Unrelated organizations? | 3a(i) | |
| (ii) Related organizations? | 3a(ii) | |
| b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? | 3b | |
- 4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings		242,449.	100,172.	142,277.
c Leasehold improvements		268,444.	256,586.	11,858.
d Equipment		101,656.	62,388.	39,268.
e Other		4,440.		4,440.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, line 10c, column (B))				197,843.

Part VII Investments - Other Securities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A) US TREASURY SECURITIES	1,916,727.	END-OF-YEAR MARKET VALUE
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, line 12, col. (B))	1,916,727.	

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, line 13, col. (B))		

Part IX Other Assets

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1) OPERATING RIGHT OF USE ASSET	554,465.
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, line 15, col. (B))	554,465.

Part X Other Liabilities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) OPERATING LEASE LIABILITY	555,207.
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, line 25, col. (B))	555,207.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ...

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	8,683,782.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a	Net unrealized gains (losses) on investments	2a	14,796.	
b	Donated services and use of facilities	2b		
c	Recoveries of prior year grants	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d		2e	14,796.
3	Subtract line 2e from line 1		3	8,668,986.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b		4c	0.
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)		5	8,668,986.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	8,320,491.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a	Donated services and use of facilities	2a		
b	Prior year adjustments	2b		
c	Other losses	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d		2e	0.
3	Subtract line 2e from line 1		3	8,320,491.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b		4c	0.
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)		5	8,320,491.

Part XIII Supplemental Information

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART X, LINE 2:

THE SCHOOL IS A NON-PROFIT ENTITY EXEMPT FROM THE PAYMENT OF INCOME TAXES UNDER INTERNAL REVENUE CODE SECTION 501(C)(3) AND CALIFORNIA REVENUE AND TAXATION CODE SECTION 23701D. ACCORDINGLY, NO PROVISION HAS BEEN MADE FOR INCOME TAXES. MANAGEMENT HAS DETERMINED THAT ALL INCOME TAX POSITIONS ARE MORE LIKELY THAN NOT OF BEING SUSTAINED UPON POTENTIAL AUDIT OR EXAMINATION; THEREFORE, NO DISCLOSURES OF UNCERTAIN INCOME TAX POSITIONS ARE REQUIRED. THE SCHOOL FILED AN EXEMPT SCHOOL RETURN AND, IN THE U.S., FEDERAL JURISDICTION AND WITH THE CALIFORNIA FRANCHISE TAX BOARD.

Part XIII Supplemental Information *(continued)*

Area with horizontal lines for supplemental information. A large, faint watermark reading "DRAFT" is oriented diagonally across the page.

**SCHEDULE E
(Form 990)**

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Schools

Complete if the organization answered "Yes" on Form 990, Part IV, line 13, or
Form 990-EZ, Part VI, line 48.

Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public
Inspection

Name of the organization

JOURNEY SCHOOL

Employer identification number

33-0912707

Part I

- 1 Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other governing instrument, or in a resolution of its governing body?
- 2 Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures, catalogues, and other written communications with the public dealing with student admissions, programs, and scholarships?
- 3 Has the organization publicized its racially nondiscriminatory policy on its primary publicly accessible Internet homepage at all times during its tax year in a manner reasonably expected to be noticed by visitors to the homepage, or through newspaper or broadcast media during the period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes the policy known to all parts of the general community it serves? If "Yes," please describe. If "No," please explain. If you need more space, use Part II

THE APPLICATION INCLUDES THE NONDISCRIMINATORY POLICY.

- 4 Does the organization maintain the following:
 - a Records indicating the racial composition of the student body, faculty, and administrative staff?
 - b Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory basis? ...
 - c Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with student admissions, programs, and scholarships?
 - d Copies of all material used by the organization or on its behalf to solicit contributions?
 If you answered "No" to any of the above, please explain. If you need more space, use Part II.
N/A- THE SCHOOL PROVIDES NO SCHOLARSHIPS OR FINANCIAL ASSISTANCE.

- 5 Does the organization discriminate by race in any way with respect to:
 - a Students' rights or privileges?
 - b Admissions policies?
 - c Employment of faculty or administrative staff?
 - d Scholarships or other financial assistance?
 - e Educational policies?
 - f Use of facilities?
 - g Athletic programs?
 - h Other extracurricular activities?
 If you answered "Yes" to any of the above, please explain. If you need more space, use Part II.

- 6a Does the organization receive any financial aid or assistance from a governmental agency?
- b Has the organization's right to such aid ever been revoked or suspended?
- If you answered "Yes" on either line 6a or line 6b, explain in Part II.
- 7 Does the organization certify that it has complied with the applicable requirements of sections 4.01 through 4.05 of Rev. Proc. 75-50, 1975-2 C.B. 587, as modified by Rev. Proc. 2019-22, 2019-22 I.R.B. 1260, covering racial nondiscrimination? If "No," explain in Part II

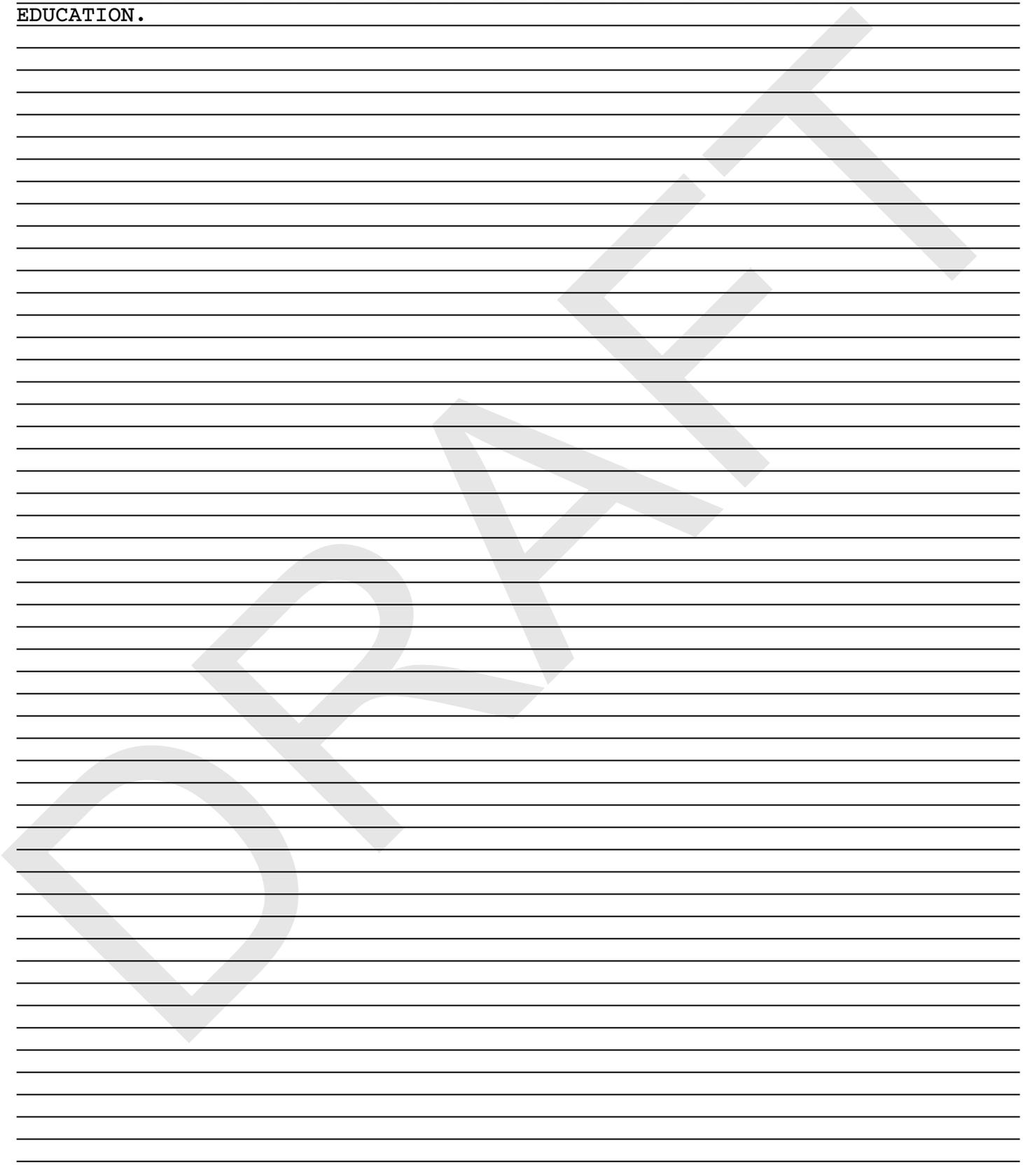
	YES	NO
1	X	
2	X	
3	X	
4a	X	
4b		X
4c	X	
4d	X	
5a		X
5b		X
5c		X
5d		X
5e		X
5f		X
5g		X
5h		X
6a	X	
6b		X
7	X	

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule E (Form 990) (Rev. 12-2024)

Part II Supplemental Information. Provide the explanations required by Part I, lines 3, 4d, 5h, 6b, and 7, as applicable. Also provide any other additional information. See instructions.

LINE 6B - EXPLANATION OF GOVERNMENT FINANCIAL AID:
JOURNEY SCHOOL IS A PUBLIC CHARTER SCHOOL PRINCIPALLY FUNDED BY CALIFORNIA AND FEDERAL MONIES RECEIVED THROUGH THE CALIFORNIA DEPARTMENT OF EDUCATION.



**SCHEDULE J
(Form 990)**

(Rev. December 2024)
Department of the Treasury
Internal Revenue Service

Compensation Information

For certain Officers, Directors, Trustees, Key Employees, and Highest
Compensated Employees
Complete if the organization answered "Yes" on Form 990, Part IV, line 23.
Attach to Form 990.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

Open to Public
Inspection

Name of the organization

JOURNEY SCHOOL

Employer identification number

33-0912707

Part I Questions Regarding Compensation

1a Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- | | |
|--|--|
| <input type="checkbox"/> First-class or charter travel | <input type="checkbox"/> Housing allowance or residence for personal use |
| <input type="checkbox"/> Travel for companions | <input type="checkbox"/> Payments for business use of personal residence |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees |
| <input type="checkbox"/> Discretionary spending account | <input type="checkbox"/> Personal services (such as maid, chauffeur, chef) |

b If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain

2 Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?

3 Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- | | |
|--|---|
| <input type="checkbox"/> Compensation committee | <input checked="" type="checkbox"/> Written employment contract |
| <input type="checkbox"/> Independent compensation consultant | <input checked="" type="checkbox"/> Compensation survey or study |
| <input type="checkbox"/> Form 990 of other organizations | <input checked="" type="checkbox"/> Approval by the board or compensation committee |

4 During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

- a** Receive a severance payment or change-of-control payment?
- b** Participate in or receive payment from a supplemental nonqualified retirement plan?
- c** Participate in or receive payment from an equity-based compensation arrangement?
- If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.

5 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- a** The organization?
- b** Any related organization?
- If "Yes" on line 5a or 5b, describe in Part III.

6 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- a** The organization?
- b** Any related organization?
- If "Yes" on line 6a or 6b, describe in Part III.

7 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III

8 Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III

9 If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

	Yes	No
1b		
2		
4a		X
4b		X
4c		X
5a		X
5b		X
6a		X
6b		X
7		X
8		X
9		

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) (Rev. 12-2024)

Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees. Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

Note: The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC and/or 1099-NEC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
(1) GAVIN KELLER EXECUTIVE DIRECTOR	(i)	175,125.	0.	0.	34,331.	15,593.	225,049.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(2) SHELLEY KELLEY EDUCATION DIRECTOR	(i)	119,672.	0.	0.	24,035.	13,548.	157,255.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							

**SCHEDULE O
(Form 990)**

(Rev. December 2024)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

**Open to Public
Inspection**

Name of the organization

JOURNEY SCHOOL

Employer identification number

33-0912707

FORM 990, PART VI, SECTION A, LINE 7A:

CAPISTRANO UNIFIED SCHOOL DISTRICT SHALL HAVE THE ABILITY TO APPOINT ONE COUNCIL MEMBER OF THE GOVERNING BODY.

FORM 990, PART VI, SECTION A, LINE 8B:

THERE ARE NO COMMITTEES WITH AUTHORITY TO ACT ON BEHALF OF THE GOVERNING BODY.

FORM 990, PART VI, SECTION B, LINE 11B:

THE FORM 990 IS PREPARED BY THE ORGANIZATION'S OUTSIDE PUBLIC ACCOUNTING FIRM BASED ON INFORMATION PROVIDED BY MANAGEMENT. ONCE A DRAFT OF THE RETURN IS AVAILABLE, IT IS REVIEWED BY MANAGEMENT WITH ANY CHANGES OR REVISIONS INCORPORATED INTO THE FILING. THE REVISED RETURN IS THEN SUBMITTED TO THE BOARD OF DIRECTORS FOR THEIR REVIEW AND APPROVAL PRIOR TO SUBMITTING TO THE IRS.

FORM 990, PART VI, SECTION B, LINE 12C:

FORM 700 IS COMPLETED ANNUALLY AND REVIEWED BY JOURNEY SCHOOL'S MANAGEMENT. THE FORM IS THEN MAINTAINED ON FILE AND MADE AVAILABLE ONLINE TO THE PUBLIC THROUGH THE ORANGE COUNTY CLERK OF THE BOARD WEBSITE AS PUBLIC DOCUMENTS.

MONITORING IS PERFORMED REGULARLY BY THE OFFICERS TO IDENTIFY POTENTIAL CONFLICTS OF INTEREST. ANY QUESTION OF A CONFLICT IS ADDRESSED WITH THE INTERESTED PERSON, WHO IS REQUIRED TO DISCLOSE THE EXISTENCE OF ANY FINANCIAL INTEREST AND BE AFFORDED THE OPPORTUNITY TO DISCLOSE ALL MATERIAL FACTS TO THE BOARD AND EXECUTIVE DIRECTOR. AN ACTUAL OR POTENTIAL CONFLICT OF INTEREST OCCURS WHEN AN EMPLOYEE IS IN A POSITION TO INFLUENCE A DECISION THAT MAY RESULT IN A PERSONAL GAIN FOR THAT EMPLOYEE OR FOR A RELATIVE AS A RESULT OF THE SCHOOL'S BUSINESS DEALINGS.

IF A CONFLICT OF INTEREST IS IDENTIFIED, THE APPROPRIATE ACTION IS TAKEN, INCLUDING LIMITATIONS TO THE INDIVIDUAL'S INFLUENCE ON RELATED BUSINESS MATTERS.

FORM 990, PART VI, SECTION B, LINE 15A:

THE COUNCIL REVIEWS INFORMATION ON COMPARABLE SALARIES FOR BOTH DISTRICT PRINCIPALS AS WELL AS CHARTER SCHOOL ADMINISTRATORS/DIRECTORS PRIOR TO OFFERING A CONTRACT TO THE SCHOOL ADMINISTRATOR, WHO FUNCTIONS AS THE EXECUTIVE DIRECTOR. THE AFFIRMATION OF THIS REVIEW IS INCLUDED IN THE MINUTES FROM THE COUNCIL MEETING AT WHICH THE ADMINISTRATOR CANDIDATE IS BEING CONSIDERED AND/OR HIRED.

THE PROCESS DESCRIBED HERE WAS LAST COMPLETED IN 2024.

FORM 990, PART VI, SECTION C, LINE 19:

ALL PUBLIC GOVERNING AND CORPORATE DOCUMENTS, INCLUDING THE ANNUAL FORM 700 FILINGS ARE AVAILABLE FOR REVIEW BY THE PUBLIC UPON REQUEST. THE PUBLIC MAY ALSO REQUEST COPIES OF ANY PUBLIC DOCUMENTS AND THESE WILL BE PROVIDED WITHIN THE REQUIRED TIMELINES EITHER ELECTRONICALLY OR WITH PAPER COPIES.

FORM 990, PART IX, LINE 11G, OTHER FEES:

EDUCATIONAL SERVICES:

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990) (Rev. 12-2024)

LHA 432211 01-15-25

Name of the organization	JOURNEY SCHOOL	Employer identification number	33-0912707
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PROGRAM SERVICE EXPENSES	447,598.
MANAGEMENT AND GENERAL EXPENSES	166,188.
FUNDRAISING EXPENSES	0.
TOTAL EXPENSES	613,786.

NURSING & MEDICAL (NON-IEP):

PROGRAM SERVICE EXPENSES	86,519.
MANAGEMENT AND GENERAL EXPENSES	32,124.
FUNDRAISING EXPENSES	0.
TOTAL EXPENSES	118,643.

ALL OTHER CONSULTANTS & SERVICES:

PROGRAM SERVICE EXPENSES	198,312.
MANAGEMENT AND GENERAL EXPENSES	73,630.
FUNDRAISING EXPENSES	0.
TOTAL EXPENSES	271,942.
TOTAL OTHER FEES ON FORM 990, PART IX, LINE 11G, COL A	1,004,371.

FORM 990, PART XII, LINE 2C:
 THE PROCESS FOR OVERSIGHT AND SELECTION OF AN INDEPENDENT ACCOUNTANT
 HAS NOT CHANGED FROM THE PRIOR YEAR.

**SCHEDULE R
(Form 990)**

(Rev. January 2025)

Department of the Treasury
Internal Revenue Service

Related Organizations and Unrelated Partnerships
Complete if the organization answered "Yes" on Form 990, Part IV, line 33, 34, 35b, 36, or 37.
Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

**Open to Public
Inspection**

Name of the organization **JOURNEY SCHOOL** Employer identification number **33-0912707**

Part I Identification of Disregarded Entities. Complete if the organization answered "Yes" on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity

Part II Identification of Related Tax-Exempt Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Section 512(b)(13) controlled entity?	
						Yes	No
JOURNEY SCHOOL FOUNDATION - 33-0913720 27102 FOXBOROUGH ALISO VIEJO, CA 92656	FUNDRAISING	CALIFORNIA	501(C)(3)	LINE 12A, I	JOURNEY SCHOOL	<input checked="" type="checkbox"/>	
JOURNEY SCHOOL FOUNDATION - 33-0913720 27102 FOXBOROUGH ALISO VIEJO, CA 92656	FUNDRAISING	CALIFORNIA	501(C)(3)	LINE 12A, I	JOURNEY SCHOOL	<input checked="" type="checkbox"/>	
JOURNEY SCHOOL PARENT CABINET - 45-4165654 27102 FOXBOROUGH ALISO VIEJO, CA 92656	SUPPORT	CALIFORNIA	501(C)(3)	LINE 7	N/A	<input checked="" type="checkbox"/>	
JOURNEY SCHOOL PARENT CABINET - 45-4165654 27102 FOXBOROUGH ALISO VIEJO, CA 92656	SUPPORT	CALIFORNIA	501(C)(3)	LINE 7	N/A	<input checked="" type="checkbox"/>	

For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule R (Form 990) (Rev. 1-2025)

Part III Identification of Related Organizations Taxable as a Partnership. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a partnership during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(f) Share of total income	(g) Share of end-of-year assets	(h) Disproportionate allocations?		(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
							Yes	No		Yes	No	

Part IV Identification of Related Organizations Taxable as a Corporation or Trust. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, because it had one or more related organizations treated as a corporation or trust during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Type of entity (C corp, S corp, or trust)	(f) Share of total income	(g) Share of end-of-year assets	(h) Percentage ownership	(i) Section 512(b)(13) controlled entity?	
								Yes	No

Part V Transactions With Related Organizations. Complete if the organization answered "Yes" on Form 990, Part IV, line 34, 35b, or 36.

Note: Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?

	Yes	No
a Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity		X
b Gift, grant, or capital contribution to related organization(s)		X
c Gift, grant, or capital contribution from related organization(s)	X	
d Loans or loan guarantees to or for related organization(s)		X
e Loans or loan guarantees by related organization(s)		X
f Dividends from related organization(s)		X
g Sale of assets to related organization(s)		X
h Purchase of assets from related organization(s)		X
i Exchange of assets with related organization(s)		X
j Lease of facilities, equipment, or other assets to related organization(s)		X
k Lease of facilities, equipment, or other assets from related organization(s)		X
l Performance of services or membership or fundraising solicitations for related organization(s)		X
m Performance of services or membership or fundraising solicitations by related organization(s)		X
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)	X	
o Sharing of paid employees with related organization(s)	X	
p Reimbursement paid to related organization(s) for expenses		X
q Reimbursement paid by related organization(s) for expenses		X
r Other transfer of cash or property to related organization(s)		X
s Other transfer of cash or property from related organization(s)		X

2 If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of related organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1) JOURNEY SCHOOL PARENT CABINET	C	60,000.	CASH
(2)			
(3)			
(4)			
(5)			
(6)			

2024 DEPRECIATION AND AMORTIZATION REPORT

FORM 990 PAGE 10

990

Asset No.	Description	Date Acquired	Method	Life	Conv	Line No.	Unadjusted Cost Or Basis	Bus % Excl	Section 179 Expense	* Reduction In Basis	Basis For Depreciation	Beginning Accumulated Depreciation	Current Sec 179 Expense	Current Year Deduction	Ending Accumulated Depreciation
	BUILDINGS														
1	BUILDING	03/30/18	150DB	20.00		HY17	242,449.				242,449.	88,939.		11,233.	100,172.
	* 990 PAGE 10 TOTAL BUILDINGS						242,449.				242,449.	88,939.		11,233.	100,172.
	MACHINERY & EQUIPMENT														
3	EQUIPMENT	02/03/21	200DB	5.00		HY17	101,656.				101,656.	47,266.		15,122.	62,388.
	* 990 PAGE 10 TOTAL MACHINERY & EQUIPMENT						101,656.				101,656.	47,266.		15,122.	62,388.
	OTHER														
2	LEASEHOLDS	09/19/16	150DB	20.00		HY17	268,444.				268,444.	152,585.		104,001.	256,586.
4	CONSTRUCTION IN PROGRESS	06/30/25	NC	5.00		HY	4,440.				4,440.			0.	
	* 990 PAGE 10 TOTAL OTHER						272,884.				272,884.	152,585.		104,001.	256,586.
	* GRAND TOTAL 990 PAGE 10 DEPR						616,989.				616,989.	288,790.		130,356.	419,146.
	CURRENT YEAR ACTIVITY														
	BEGINNING BALANCE						612,549.			0.	612,549.	288,790.			419,146.
	ACQUISITIONS						4,440.			0.	4,440.	0.			0.
	DISPOSITIONS/RETIRED						0.			0.	0.	0.			0.
	ENDING BALANCE						616,989.			0.	616,989.	288,790.			419,146.
	ENDING ACCUM DEPR											419,146.			

California Exempt Organization Annual Information Return

Calendar Year 2024 or fiscal year beginning (mm/dd/yyyy) 07/01/2024, and ending (mm/dd/yyyy) 06/30/2025

Corporation/Organization name JOURNEY SCHOOL California corporation number 2051459

Additional information. See instructions. FEIN 33-0912707

Street address (suite or room) 27102 FOXBOROUGH PMB no.

City ALISO VIEJO State CA ZIP code 92656

Foreign country name Foreign province/state/county Foreign postal code

A First return B Amended return C IRC Section 4947(a)(1) trust D Final information return E Check accounting method F Federal return filed G Is this a group filing H Is this organization in a group exemption I Did the organization have any changes to its guidelines J If exempt under R&TC Section 23701d, has the organization engaged in political activities? K Is the organization exempt under R&TC Section 23701g? L Is the organization a limited liability company? M Did the organization file Form 100 or Form 109 to report taxable income? N Is the organization under audit by the IRS or has the IRS audited in a prior year? O Is federal Form 1023/1024 pending?

Part I Complete Part I unless not required to file this form. See General Information B and C.

Table with 4 columns: Description, Line Number, Amount, and Balance. Rows include Receipts and Revenues (Total gross receipts: 8,668,986), Expenses (Total expenses: 8,320,491), and Payments (Balance due: 348,495).

Sign Here Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge. Signature of officer EXECUTIVE DIRE

Paid Preparer's Use Only Preparer's signature DERRICK DEBRUYNE Date 01/26/26 Check if self-employed P00591016 Firm's name CLIFTONLARSONALLEN LLP 901 VIA PIEMONTE, SUITE 300 ONTARIO, CA 91764 Telephone (909) 985-7286

May the FTB discuss this return with the preparer shown above? See instructions [X] Yes [] No

Part II Organizations with gross receipts of more than \$50,000 and private foundations regardless of amount of gross receipts - complete Part II or furnish substitute information.

Receipts from Other Sources	1	Gross sales or receipts from all business activities. See instructions	•	1		00
	2	Interest	•	2	83,564	00
	3	Dividends	•	3		00
	4	Gross rents	•	4		00
	5	Gross royalties	•	5		00
	6	Gross amount received from sale of assets (See instructions)	•	6		00
	7	Other income. Attach schedule	•	7	292,502	00
	8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1	•	8	376,066	00
	9	Contributions, gifts, grants, and similar amounts paid. Attach schedule	•	9		00
	10	Disbursements to or for members.	•	10		00
	11	Compensation of officers, directors, and trustees. Attach schedule	•	11	349,071	00
	12	Other salaries and wages	•	12	4,198,907	00
	13	Interest	•	13		00
	14	Taxes	•	14	130,916	00
	15	Rents	•	15	444,853	00
	16	Depreciation and depletion (See instructions)	•	16	130,356	00
	17	Other expenses and disbursements. Attach schedule	•	17	3,066,388	00
	18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9	•	18	8,320,491	00

Schedule L Balance Sheet	Beginning of taxable year		End of taxable year	
	(a)	(b)	(c)	(d)
Assets				
1 Cash		1,283,948	•	841,019
2 Net accounts receivable		835,728	•	1,093,810
3 Net notes receivable			•	
4 Inventories			•	
5 Federal and state government obligations			•	
6 Investments in other bonds			•	
7 Investments in stock			•	
8 Mortgage loans			•	
9 Other investments. Attach schedule *		1,533,199	•	1,916,727
10 a Depreciable assets	604,549		616,989	
b Less accumulated depreciation	288,790	315,759	419,146	197,843
11 Land			•	
12 Other assets. Attach schedule STMT 6		249,874	•	634,092
13 Total assets		4,218,508		4,683,491
Liabilities and net worth				
14 Accounts payable		349,967	•	359,100
15 Contributions, gifts, or grants payable			•	
16 Bonds and notes payable			•	
17 Mortgages payable			•	
18 Other liabilities. Attach schedule STMT 7		1,029,624		1,122,183
19 Capital stock or principal fund			•	
20 Paid-in or capital surplus. Attach reconciliation			•	
21 Retained earnings or income fund		2,838,917	•	3,202,208
22 Total liabilities and net worth		4,218,508		4,683,491

Schedule M-1 Reconciliation of income per books with income per return

Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.

1 Net income per books	•	363,291	7 Income recorded on books this year not included in this return. Attach schedule *	•	14,796
2 Federal income tax	•		8 Deductions in this return not charged against book income this year. Attach schedule	•	
3 Excess of capital losses over capital gains	•		9 Total. Add line 7 and line 8		14,796
4 Income not recorded on books this year. Attach schedule	•		10 Net income per return. Subtract line 9 from line 6		348,495
5 Expenses recorded on books this year not deducted in this return. Attach schedule	•				
6 Total. Add line 1 through line 5		363,291			

* SEE STATEMENT

CA 199

CASH CONTRIBUTIONS
INCLUDED ON PART I, LINE 3

STATEMENT 1

CONTRIBUTOR'S NAME	CONTRIBUTOR'S ADDRESS	DATE OF GIFT	AMOUNT
JOURNEY SCHOOL PARENT CABINET	27102 FOXBOROUGH ALISO VIEJO, CA 92656		60,000.
TOTAL INCLUDED ON LINE 3			60,000.

CA 199

OTHER INCOME

STATEMENT 2

DESCRIPTION	AMOUNT
CHILDCARE & ENRICHMENT PROGRAM FEES	155,726.
FIELD TRIP FEES	125,200.
OTHER REVENUE	11,576.
TOTAL TO FORM 199, PART II, LINE 7	292,502.

NAME AND ADDRESS	TITLE AND AVERAGE HRS WORKED/WK	COMPENSATION
GAVIN KELLER 27102 FOXBOROUGH ALISO VIEJO, CA 92656	EXECUTIVE DIRECTOR 40.00	238,890.
JEANNIE LEE 27102 FOXBOROUGH ALISO VIEJO, CA 92656	COUNCIL MEMBER / TEACHER 40.00	110,181.
AMY CAPELLE 27102 FOXBOROUGH ALISO VIEJO, CA 92656	PRESIDENT 1.50	0.
MELISSA DAHLIN 27102 FOXBOROUGH ALISO VIEJO, CA 92656	VICE PRESIDENT 1.50	0.
MICHAEL ALLBEE 27102 FOXBOROUGH ALISO VIEJO, CA 92656	TREASURER 1.50	0.
MARGARET MOODIAN 27102 FOXBOROUGH ALISO VIEJO, CA 92656	SECRETARY 1.50	0.
TOTAL TO FORM 199, PART II, LINE 11		<u>349,071.</u>

CA 199

OTHER EXPENSES

STATEMENT 4

DESCRIPTION	AMOUNT
FIELD TRIPS & PUPIL TRA	127,398.
INSTRUCTIONAL MATERIALS	119,725.
DISTRICT OVERSIGHT FEES	67,265.
SPECIAL EDUCATION FEES	40,375.
PENSION PLAN CONTRIBUTIONS	852,841.
OTHER EMPLOYEE BENEFITS	446,974.
LEGAL FEES	46,694.
ACCOUNTING FEES	20,525.
OTHER PROFESSIONAL FEES	1,004,371.
ADVERTISING AND PROMOTION	2,172.
OFFICE EXPENSES	160,786.
INFORMATION TECHNOLOGY	37,276.
CONFERENCES AND CONVENTIONS	12,372.
INSURANCE	91,230.
ALL OTHER EXPENSES	36,384.
TOTAL TO FORM 199, PART II, LINE 17	3,066,388.

CA 199

OTHER INVESTMENTS

STATEMENT 5

DESCRIPTION	BEG. OF YEAR	END OF YEAR
CERTIFICATES OF DEPOSIT	249,426.	0.
US TREASURY SECURITIES	1,283,773.	1,916,727.
TOTAL TO FORM 199, SCHEDULE L, LINE 9	1,533,199.	1,916,727.

CA 199

OTHER ASSETS

STATEMENT 6

DESCRIPTION	BEG. OF YEAR	END OF YEAR
PREPAID EXPENSES AND DEFERRED CHARGES	59,809.	79,627.
OPERATING RIGHT OF USE ASSET	190,065.	554,465.
TOTAL TO FORM 199, SCHEDULE L, LINE 12	249,874.	634,092.

CA 199	OTHER LIABILITIES	STATEMENT 7
DESCRIPTION	BEG. OF YEAR	END OF YEAR
OPERATING LEASE LIABILITY	194,271.	555,207.
DEFERRED REVENUE	835,353.	566,976.
TOTAL TO FORM 199, SCHEDULE L, LINE 18	1,029,624.	1,122,183.

CA 199	INCOME RECORDED ON BOOKS THIS YEAR NOT INCLUDED IN THIS RETURN	STATEMENT 8
DESCRIPTION		AMOUNT
UNREALIZED GAIN ON INVESTMENT		14,796.
TOTAL TO FORM 199, SCHEDULE M-1, LINE 7		14,796.

CA 199	FUND BALANCES	STATEMENT 9
DESCRIPTION	BEG. OF YEAR	END OF YEAR
NET ASSETS WITHOUT DONOR RESTRICTIONS	2,838,917.	3,202,208.
TOTAL TO FORM 199, SCHEDULE L, LINE 21	2,838,917.	3,202,208.

CA 3885

DEPRECIATION

STATEMENT 10

ASSET NO./ DESCRIPTION	DATE IN SERVICE	COST OR BASIS	PRIOR DEPR	METHOD	LIFE	DEPRE- CIATION	BONUS
1 BUILDING	03/30/18	242,449.	88,939.	150DB	20.00	11,233.	
2 LEASEHOLDS	09/19/16	268,444.	152,585.	150DB	20.00	104,001.	
3 EQUIPMENT	02/03/21	101,656.	47,266.	200DB	5.00	15,122.	
4 CONSTRUCTION IN PROGRESS	06/30/25	4,440.			5.00	0.	
TOTAL TO FORM 3885		616,989.	288,790.			130,356.	

TAXABLE YEAR

2024

California e-file Return Authorization for Exempt Organizations

FORM
8453-EO

Exempt Organization name

Identifying number

JOURNEY SCHOOL

33-0912707

Part I Electronic Return Information (whole dollars only)

1	Total gross receipts or unrelated business taxable income (Form 199, line 4 or Form 109, line 5)	1	8,668,986
2	Total gross income or total tax (Form 199, line 8 or Form 109, line 14)	2	8,668,986
3	Refund (Form 109, line 26)	3	
4	Balance due or Total amount due (Form 199, line 16 or Form 109, line 29)	4	

Part II Settle Your Account Electronically for Taxable Year 2024

5	<input type="checkbox"/> Direct deposit of refund (Form 109 only.)		
6	<input type="checkbox"/> Electronic funds withdrawal	6a Amount	6b Withdrawal date (mm/dd/yyyy)

Part III Schedule of Estimated Tax Payments for Taxable Year 2025 (These are **not** installment payments for the current amount the exempt organization owes.)

	First Payment	Second Payment	Third Payment	Fourth Payment
7 Amount				
8 Withdrawal Date				

Part IV Banking Information (Have you verified the exempt organization's banking information?)

9 Routing number	_____
10 Account number	_____
11 Type of account:	<input type="checkbox"/> Checking <input type="checkbox"/> Savings

Part V Declaration of Officer

I authorize the exempt organization's account to be settled as designated in Part II. If I check Part II, box 5, I declare that the bank account specified in Part IV for the direct deposit refund agrees with the authorization stated on my return. If I check Part II, box 6, I authorize an electronic funds withdrawal for the amount listed on line 6a and any estimated payment amounts listed on Part III, line 7 from the bank account specified in Part IV.

Under penalties of perjury, I declare that I am an officer of the above exempt organization and that the information I provided to my electronic return originator (ERO), transmitter, or intermediate service provider and the amounts in Part I above agree with the amounts on the corresponding lines of the exempt organization's 2024 California electronic return. To the best of my knowledge and belief, the exempt organization's return is true, correct, and complete. If the exempt organization is filing a balance due return, I understand that if the Franchise Tax Board (FTB) does not receive full and timely payment of the exempt organization's tax liability, the exempt organization will remain liable for the tax liability and all applicable interest and penalties. I authorize the exempt organization return and accompanying schedules and statements be transmitted to the FTB by the ERO, transmitter, or intermediate service provider. **If the processing of the exempt organization's return or refund is delayed, I authorize the FTB to disclose to the ERO or intermediate service provider the reason(s) for the delay or the date when the refund was sent.**

Sign Here _____ **EXECUTIVE DIRECTOR**

Signature of officer Date Title

Part VI Declaration of Electronic Return Originator (ERO) and Paid Preparer.

I declare that I have reviewed the above exempt organization's return and that the entries on form FTB 8453-EO are complete and correct to the best of my knowledge. (If I am only an intermediate service provider, I understand that I am not responsible for reviewing the exempt organization's return. I declare, however, that form FTB 8453-EO accurately reflects the data on the return.) I have obtained the organization officer's signature on form FTB 8453-EO before transmitting this return to the FTB. I have provided the organization officer with a copy of all forms and information that I will file with the FTB, and I have followed all other requirements described in FTB Pub. 1345, 2024 Handbook for Authorized e-file Providers. I will keep form FTB 8453-EO on file for **four** years from the due date of the return or **four** years from the date the exempt organization return is filed, whichever is later, and I will make a copy available to the FTB upon request. If I am also the paid preparer, under penalties of perjury, I declare that I have examined the above exempt organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

ERO	ERO's signature	DERRICK DEBRUYNE	Date	Check if also paid preparer	<input checked="" type="checkbox"/>	Check if self-employed	<input type="checkbox"/>	ERO's PTIN	P00591016
Must Sign	Firm's name (or yours if self-employed) and address	CLIFTONLARSONALLEN LLP 901 VIA PIEMONTE, SUITE 300 ONTARIO, CA						Firm's FEIN	41-0746749
								ZIP code	91764

Under penalties of perjury, I declare that I have examined the above organization's return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I make this declaration based on all information of which I have knowledge.

Paid Preparer	Paid preparer's signature	_____	Date	Check if self-employed	<input type="checkbox"/>	Paid preparer's PTIN	
Must Sign	Firm's name (or yours if self-employed) and address	_____				Firm's FEIN	
						ZIP code	

CHARTER SCHOOL SECOND INTERIM REPORT

- First Interim/October 31st
- Second Interim/January 31st

Charter School Name: Journey School

CDS #: 30-66464-6117758

Charter Approving Entity: Capistrano Unified

County: Orange

Charter #: 0294

This charter school uses the following basis of accounting:

(Please enter an "X" in the applicable box below)

- Accrual Basis** (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities objects are 6900, 7438, 9400-9499, and 9660-9669)
- Modified Accrual Basis** (Applicable Capital Outlay/Debt Service objects are 6100-6170, 6200-6500, 7438, and 7439)

Description	Object Code	Interim Budget Projection			Actual To-Date		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
A. REVENUES							
1. Revenue Limit Sources							
Local Control Funding Formula	8011	1,023,867.27		1,023,867.27	609,309.00		609,309.00
Education Protection Account	8012	115,296.00		115,296.00	57,913.00		57,913.00
State Aid - Prior Years	8019	(3,367.00)		(3,367.00)			0.00
In Lieu of Property Taxes	8096	5,736,187.10		5,736,187.10	2,977,844.00		2,977,844.00
Other LCFF Transfers	8091, 8097			0.00			0.00
Total, Revenue Limit Sources		6,871,983.37	0.00	6,871,983.37	3,645,066.00	0.00	3,645,066.00
2. Federal Revenues							
No Child Left Behind	8290		96,756.00	96,756.00		28,371.00	28,371.00
Special Education - Federal	8181, 8182		89,465.00	89,465.00			0.00
Child Nutrition - Federal	8220		46,273.83	46,273.83		11,000.07	11,000.07
Other Federal Revenues	8110, 8260-8299			0.00			0.00
Total, Federal Revenues		0.00	232,494.83	232,494.83	0.00	39,371.07	39,371.07
3. Other State Revenues							
Special Education - State	8792		531,369.15	531,369.15		244,914.00	244,914.00
Special Education Mental Health Services	8590		49,064.00	49,064.00		27,036.00	27,036.00
Mandate Block Grant	8550	11,884.00		11,884.00	11,884.00		11,884.00
Charter School Facility Grant Program (SB 740)	8590			0.00			0.00
Lottery - Unrestricted	8560	113,980.25		113,980.25	48,002.31		48,002.31
Lottery - Restricted - Prop 20	8560		49,191.48	49,191.48			0.00
All Other State Revenues	StateRevAO	1,804.50	915,531.87	917,336.37	1,804.50	955,188.94	956,993.44
Total, Other State Revenues		127,668.75	1,545,156.49	1,672,825.24	61,690.81	1,227,138.94	1,288,829.75
4. Other Local Revenues							
All Other Local Revenues	LocalRevAO	446,015.00		446,015.00	202,201.94		202,201.94
Total, Local Revenues		446,015.00	0.00	446,015.00	202,201.94	0.00	202,201.94
5. TOTAL REVENUES		7,445,667.12	1,777,651.32	9,223,318.44	3,908,958.75	1,266,510.01	5,175,468.76
B. EXPENDITURES							
1. Certificated Salaries							
Teachers' Salaries	1100	2,235,617.73	323,691.98	2,559,309.71	1,171,211.25	211,016.01	1,382,227.26
Certificated Pupil Support Salaries	1200	168,896.56	37,152.93	206,049.49	82,972.55	19,934.58	102,907.13
Certificated Supervisors' and Administrators' Salaries	1300	390,053.80	139,704.44	529,758.24	301,584.04		301,584.04
Other Certificated Salaries	1900			0.00			0.00
Total, Certificated Salaries		2,794,568.09	500,549.35	3,295,117.44	1,555,767.84	230,950.59	1,786,718.43
2. Non-certificated Salaries							
Instructional Aides' Salaries	2100	636,937.22	172,193.65	809,130.86	329,163.80	58,236.03	387,399.83
Non-certificated Support Salaries	2200	88,561.69		88,561.69	45,786.14		45,786.14
Non-certificated Supervisors' and Administrators' Sal.	2300			0.00	0.00		0.00
Clerical and Office Salaries	2400	474,161.21		474,161.21	281,218.14		281,218.14
Other Non-certificated Salaries	2900	98,227.36		98,227.36	53,426.72		53,426.72
Total, Non-certificated Salaries		1,297,887.47	172,193.65	1,470,081.12	709,594.80	58,236.03	767,830.83
3. Employee Benefits							
STRS	3100-3102	459,942.10	196,292.93	656,235.02	253,768.23	106,466.63	360,234.86
PERS	3200-3202	184,518.32	134,188.24	318,706.56	129,714.69	25,718.58	155,433.27
OASDI / Medicare / Alternative	3300-3302	128,557.37	20,430.78	148,988.15	68,153.48	7,803.83	75,957.31
Health and Welfare Benefits	3400-3402	416,182.54	155,448.46	571,631.00	301,471.73	80,545.59	382,017.32
Unemployment Insurance	3500-3502	2,012.09	336.37	2,348.46	1,102.40	140.73	1,243.13
Workers' Compensation Insurance	3600-3602	52,381.00		52,381.00	32,105.01		32,105.01
Retiree Benefits	3701-3702			0.00			0.00
PERS Reduction (for revenue limit funded schools)	3801-3802			0.00			0.00
Other Employee Benefits	3901-3902	33,750.00		33,750.00	1,412.18		1,412.18
Total, Employee Benefits		1,277,343.43	506,696.77	1,784,040.20	787,727.72	220,675.36	1,008,403.08
4. Books and Supplies							
Approved Textbooks and Core Curricula Materials	4100	17,050.00	13,550.00	30,600.00	28,682.47		28,682.47
Books and Other Reference Materials	4200	7,250.00	0.00	7,250.00	2,728.98		2,728.98
Materials and Supplies	4300	150,515.75	49,191.48	199,707.22	64,240.09		64,240.09
Noncapitalized Equipment	4400	16,309.17	14,634.50	30,943.67	27,754.17		27,754.17
Food	4700	36,485.61	168,463.28	204,948.89	39,154.19	42,460.06	81,614.25

CHARTER SCHOOL SECOND INTERIM REPORT

- First Interim/October 31st
- Second Interim/January 31st

Charter School Name: Journey School

Total, Books and Supplies		227,610.53	245,839.25	473,449.78	162,559.90	42,460.06	205,019.96
Description	Object Code	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
5. Services and Other Operating Expenditures							
Travel and Conferences	5200	10,000.00	15,950.00	25,950.00	6,986.24	1,870.98	8,857.22
Dues and Memberships	5300	11,917.00	4,300.00	16,217.00	10,066.90	4,300.00	14,366.90
Insurance	5400	138,460.92	0.00	138,460.92	107,113.92		107,113.92
Operations and Housekeeping Services	5500	185,277.33	18,618.58	203,895.91	105,898.02	10,560.35	116,458.37
Rentals, Leases, Repairs, and Noncap. Improvements	5600	230,345.07	27,234.30	257,579.37	140,973.31	10,591.15	151,564.46
Professional/Consulting Services and Operating Expend.	5800	1,083,778.33	423,890.20	1,507,668.53	557,232.60	225,930.73	783,163.33
Communications	5900	7,474.74		7,474.74	3,149.27		3,149.27
Total, Services and Other Operating Expenditures		1,667,253.38	489,993.09	2,157,246.47	931,420.26	253,253.21	1,184,673.47
6. Capital Outlay							
(Objects 6100-6170, 6200-6500 for modified accrual basis only)							
Land and Land Improvements	6100-6170			0.00			0.00
Buildings and Improvements of Buildings	6200			0.00			0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300			0.00			0.00
Equipment	6400			0.00			0.00
Equipment Replacement	6500			0.00			0.00
Depreciation Expense (for accrual basis only)	6900	23,466.61	5,349.00	28,815.61	14,395.40	3,120.84	17,516.24
Total, Capital Outlay		23,466.61	5,349.00	28,815.61	14,395.40	3,120.84	17,516.24
7. Other Outgo							
Tuition to Other Schools	7110-7143			0.00			0.00
Transfers of Pass-Through Revenues to Other LEAs	7211-7213			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
All Other Transfers	7281-7299			0.00			0.00
Debt Service:							
Interest	7438			0.00			0.00
Principal (for modified accrual basis only)	7439			0.00			0.00
Total, Other Outgo		0.00	0.00	0.00	0.00	0.00	0.00
8. TOTAL EXPENDITURES		7,288,129.51	1,920,621.11	9,208,750.62	4,161,465.92	808,696.09	4,970,162.01
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPEND. BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		157,537.60	(142,969.79)	14,567.81	(252,507.17)	457,813.92	205,306.75
D. OTHER FINANCING SOURCES / USES							
1. Other Sources	8930-8979			0.00			0.00
2. Less: Other Uses	7630-7699			0.00			0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	(137,620.79)	137,620.79	0.00	(103,227.17)	103,227.17	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		(137,620.79)	137,620.79	0.00	(103,227.17)	103,227.17	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)		19,916.81	(5,349.00)	14,567.81	(355,734.34)	561,041.09	205,306.75
F. FUND BALANCE, RESERVES							
1. Beginning Fund Balance							
a. As of July 1	9791	3,181,257.13	20,950.72	3,202,207.85	3,181,257.13	20,950.72	3,202,207.85
b. Adjustments/Restatements to Beginning Balance	9793, 9795			0.00			0.00
c. Adjusted Beginning Balance		3,181,257.13	20,950.72	3,202,207.85	3,181,257.13	20,950.72	3,202,207.85
2. Ending Fund Balance, June 30 (E + F1c)		3,201,173.94	15,601.72	3,216,775.66	2,825,522.79	581,991.81	3,407,514.60
Components of Ending Fund Balance (Optional):							
Reserve for Revolving Cash (equals object 9130)	9711			0.00	0.00	0.00	0.00
Reserve for Stores (equals object 9320)	9712			0.00	0.00	0.00	0.00
Reserve for Prepaid Expenditures (equals object 9330)	9713			0.00	6,803.58	0.00	6,803.58
Reserve for All Others	9719			0.00			0.00
General Reserve	9730			0.00			0.00
Legally Restricted Balance	9740			0.00			0.00
Designated for Economic Uncertainties	9770 *			0.00			0.00
Other Designations	9775, 9780			0.00			0.00
Undesignated / Unappropriated Amount	9790 *	3,201,173.94	15,601.72	3,216,775.66	2,818,719.21	581,991.81	3,400,711.02
* Percent of Total Expenditures and Other Uses		34.76%	0.17%	34.93%	56.71%	11.71%	68.42%
Description	Object Code	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
G. ASSETS							
1. Cash							
In County Treasury	9110				152,620.08	564,161.93	716,782.01
Fair Value Adjustment to Cash in County Treasury	9111						0.00
In Banks	9120				766,790.22		766,790.22

Fiscal Year Ending June 30, 2026

CHARTER SCHOOL SECOND INTERIM REPORT

- First Interim/October 31st
- Second Interim/January 31st

Charter School Name: Journey School

In Revolving Fund	9130			0.00
With Fiscal Agent	9135			0.00
Collections Awaiting Deposit	9140			0.00
2. Investments	9150	1,962,316.86		1,962,316.86
3. Accounts Receivable	9200			0.00
4. Due from Grantor Government	9290	157,172.30		157,172.30
5. Stores	9320			0.00
6. Prepaid Expenditures (Expenses)	9330	6,803.58		6,803.58
7. Other Current Assets	9340			0.00
8. Capital Assets (for accrual basis only)	9400-9499	608,480.45	17,829.88	626,310.33
9. TOTAL ASSETS		3,654,183.49	581,991.81	4,236,175.30
H. LIABILITIES				
1. Accounts Payable	9500	298,116.85		298,116.85
2. Due to Grantor Government	9590	50,333.00		50,333.00
3. Current Loans	9640			0.00
4. Deferred Revenue	9650			0.00
5. Long-Term Liabilities (for accrual basis only)	9660-9669	480,210.85		480,210.85
6. TOTAL LIABILITIES		828,660.70	0.00	828,660.70
I. FUND BALANCE				
Ending Fund Balance, June 30 (G9-H6) (must agree with Line F2)		2,825,522.79	581,991.81	3,407,514.60

CHECK - - -

Journey School

27102 Foxborough
Aliso Viejo, CA 92656
Phone: (949) 448-7232 Fax: (949) 448-7256
E-Mail: gavin@journeyschool.net
Web: www.journeyschool.net

Memo

Date: 2/26/2026

To: Journey School Council

From: Gavin Keller

Re: Contract negotiations with Journey Teacher Association (JTA)

For the purposes of negotiating the Collective Bargaining Agreement (CBA) with Journey Teachers Association (JTA), Journey School designates Gavin Keller as Journey School's lead labor negotiator for bargaining with Journey Teachers Association and plans to negotiate the following articles:

1. Article 5 – Work Year and Hours of Employment
2. Article 20 – Compensation
3. Article 21 – Benefits
4. Article 27 – Looping

Journey School also recognizes that dates and clerical errors may need to be updated throughout the contract. Those changes will be discussed with JTA but do not require formal negotiation to be updated.



**2025-2026 LCAP
MID-YEAR UPDATE**

LCFF Budget Overview for Parents Mid-year Update: Journey School

Expenditures for High Needs Students in the 2025-26 School Year	2025-26 Adopted Budget	Projected Actual 2025-26
Total LCFF funds	\$6,897,349	\$6,967,813
LCFF supplemental & concentration grants	\$441,845	\$381,654
All other state funds	\$1,205,804	\$1,129,384
All local funds	\$985,416	\$967,384
All federal funds	\$196,937	\$232,178
Total Projected Revenue	\$9,285,505	\$9,296,760

Total Budgeted Expenditures for the 2025-26 School Year	2025-26 Adopted Budget	Projected Actual 2025-26
Total Budgeted General Fund Expenditures	\$9,219,362	\$9,271,120
Total Budgeted Expenditures in the LCAP	\$7,582,459	\$7,613,810
Total Budgeted Expenditures for High Needs Students in the LCAP	\$449,408	\$487,901
Expenditures not in the LCAP	\$1,636,903	\$1,657,310

Goal

Goal #	Description	Type of Goal
[Goal 1]	Academic Performance and Progress	[Broad Goal]

State Priorities addressed by this goal.

State Priority 1: Basic Conditions of Learning, State Priority 2: Implementation of State Standards, State Priority 4: Student Achievement and State Priority 8: Pupil Outcomes.

An explanation of why the LEA has developed this goal.

This goal was developed to align with our charter and the measurable student outcomes detailed in our charter as Goal #1 and Goal #2. The school strives to increase academic performance and progress by continuing to focus resources to support high quality instruction and assessment.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Midyear UPDATE	Year 2 Outcome	Target for Year 3 Outcome
Percentage of All Students achieving SBAC met/exceeded status	55.30% ELA and 45.98% Math (2022-2023 Results)	56.97% ELA and 46.97% Math (2023-2024 Results)	58.82% ELA and 39.71% Math (2024-2025 Results)	Reported on/Updated in June 2026	70% ELA and 60% Math

Percentage of All Students achieving CAST met/exceeded status	30.18% Science (2022-2023 Results)	56.31% Science (2023-2024 Results)	50.46% Science (2024-2025 Results)	Reported on/Updated in June 2026	65% Science
Percentage of students with reported disabilities achieving SBAC met/exceeded status	30.88% ELA and 17.65% Math (2022-2023 Results)	35.14% ELA and 20.27% Math (2023-2024 Results)	40% ELA and 20% Math (2024-2025 Results)	Reported on/Updated in June 2026	45% ELA and 32% Math
Percentage of students who are English learners and achieving SBAC met/exceeded status	Specific percentages are data not released due to privacy (small subgroup) however the number of students achieving SBAC met/exceeded status declined 16.7%	Specific percentages are data not released due to privacy (small subgroup) however the number of students achieving SBAC met/exceeded status declined 16.7%	Specific percentages are data not released due to privacy (small subgroup).	Reported on/Updated in June 2026	Eliminate declining rates of achievement

Percentage of students who are socioeconomically disadvantaged achieving SBAC met/exceeded status	44% ELA and 37.34% Math (2022-2023 Results)	62.75% ELA and 52.94% Math (2023-2024 Results)	59.09% ELA and 40.91% Math (2024-2025 Results)	Reported on/Updated in June 2026	59% ELA and 52% Math
Percentage of ALL students achieving met/exceeded status on interim/benchmark reading and math assessments (Illuminate Education)	65% reading and 66% math (Spring 2024 Results)	68% reading and 63% math (Spring 2025 Results)	68% reading and 63% math (Fall 2025 Results)	Reported on/Updated in June 2026	75% reading and 75% math
Local Indicator: Implementation of Academic Standards	Local Indicator: Standard Met (2023 CA Dashboard)	Local Indicator: Standard Met (2024 CA Dashboard)	Local Indicator: Standard Met (2025 CA Dashboard)	Reported on/Updated in June 2026	Local Indicator: Standard Met

Local Indicator: Basics	Local Indicator: Standard Met (2023 CA Dashboard)	Local Indicator: Standard Met (2024 CA Dashboard)	Local Indicator: Standard Met (2025 CA Dashboard)	Reported on/Updated in June 2026	Local Indicator: Standard Met
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Actions

#	Title	Description	2025-2026 Mid-Year Update	Expenditures Through 12/31/25	Total Funds	Contributing
1	Learning Materials and Supplies	Procure high quality supplies and learning materials that support delivery of a Waldorf inspired education	Journey School purchases materials from Mercurius, Black Sheep and a variety of other Waldorf/Waldorf inspired learning material curators. Every child is provided free access to these high quality materials	\$25,847	\$109,575	N

2	Special Education Programming at Journey	Journey will continue to develop Special Education programming and will procure resources, curriculum, assessment materials and train staff to provide high quality services.	Journey has made steady progress toward strengthening Special Education programming. The school has increased collaboration among general education and Special Education staff and provided targeted professional development focused on IEP implementation, instructional strategies, and compliance. Additional instructional resources, curriculum supports, and assessment tools aligned to IEP goals have been procured and are being implemented to support student learning and progress monitoring. Data collection and progress-monitoring practices have been strengthened to inform instruction and services.	\$484,301	\$1,517,000	N
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3	Interventions/ 3 Care Streams	Increase targeted interventions along with progress monitoring and improvements using data tracking for more responsive interventions and support plans.	Journey has increased the use of targeted academic and behavioral interventions supported by regular progress monitoring and data tracking. Staff are using assessment data to identify student needs, adjust interventions, and develop more responsive support plans	\$85,689	\$176,656	
4	Mentorship and Professional Development	Provide ongoing training and staff development opportunities in core academic areas and use of data to drive lesson plans	Journey School provided access to a week long Waldorf curriculum program over the summer, Orton Gillingham training, Conscious Discipline training, math training, mentorship and a variety of other staff development opportunities throughout the school year	\$21,731	\$64,148	N
5	Curriculum	Provide access to a thorough and rigorous course of study at each grade level, using research-based core curriculum and methods of instruction, including science curriculum	Journey continues to provide students access to a thorough and rigorous course of study at each grade level using research-based core curriculum and instructional practices. Core academic programs, including science curriculum, are being implemented with increased fidelity, and staff are collaborating	\$28,682	\$20,600	N

			to align instruction to grade-level standards. Journey purchased a new math curriculum (Eureka Math) for elementary grades.			
6	Assessment and Data	Utilize assessment systems to gather achievement data throughout the year. Utilize the data to drive instructional decisions. Communicate benchmarks and achievement data at regular intervals through the school year.	Journey School utilizes Illuminate Education (FastBridge) interim assessments to collect student performance and progress data throughout the year. In addition, the school partners with Multiple Measures to support data analysis and to use findings to inform instructional decisions and drive continuous school improvement.	\$0	\$1,902	N
7	High Quality Instruction	Retain high performing teachers and support their effort in developing a dynamic educational experience rooted in the core principles of Public Waldorf education.	Journey School teacher retention remains at a very high level.	\$1,236,917	\$2,328,326	N

8	Middle School "Honors" Track	Fund "honors' or accelerated programming in the middle school to ensure a seamless transition and access for students wishing to pursue high school honors/AP tracks	Journey continues to fund and support honors ELA programming and differentiated mathematics pathways at the middle school level. Students have access to grade-level mathematics, accelerated grade-level courses, and advanced options including Algebra I and Geometry through the school's core instructional pathways.	\$40,433	\$101,912	N
9	"Teacher on Special Assignment" (TOSA)	Fund a new position to support students in grades 1-5 with small group, instructional intervention/reteaching, and other support.	Journey school is funding a TOSA in grades 1-5. The TOSA is providing small group work for tiered intervention, acceleration, assessment and other support.	\$140,941	\$302,546	Y
10	Expanded Learning Opportunity Program	Summer school programming and tutoring opportunities for students	Journey School contracted with Strategic Kids to provide a summer school/camp for 6 weeks in July and August 2025 using ELOP funds. Students may also attend aftercare opportunities offered by Strategic Kids.	\$129,243	\$185,000	N

11	Tutoring	Develop tutoring opportunities and study skills classes	This has not occurred to date, however, Journey recently opened registration for a tutoring opportunity for middle school students.	\$23,778	\$43,196	N
12	Typing	Purchase a typing program for school wide use/access for students	Journey has not purchased a typing program to date.	\$0	\$3,000	N

Goal

Goal #	Description	Type of Goal
[Goal 2]	Engaged and Creative Learners	[Broad Goal]

State Priorities addressed by this goal.

State Priority 1: Basic Conditions of Learning, State Priority 5: Student Engagement, State Priority 7: Course Access and State Priority 8: Other Student Outcomes

An explanation of why the LEA has developed this goal.

This goal was developed to align with our charter and the measurable student outcomes detailed in our charter as Goal #3. It is our intention to decrease rates of chronic absenteeism, improve student attendance rates and continue to provide students access to a broad course of study including the programs and services developed and provided to unduplicated students and individuals with exceptional needs.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Midyear UPDATE	Year 2 Outcome	Target for Year 3 Outcome
Average Daily Attendance	93.7% ADA (2023-2024)	94.4% ADA (2024-2025)	95.1 % ADA (through January 2026)	Reported on/Updated in June 2026	95% ADA

Chronic Absenteeism Rate (ALL STUDENTS)	30.1% of students are classified as chronically absent (2023 CA Dashboard)	17.7% of students (2024 CA Dashboard)	17.5% of students (2025 CA Dashboard)	Reported on/Updated in June 2026	15% of students will be classified as chronically absent
Chronic Absenteeism Rate (Subgroup: Asian)	31% of students are classified as chronically absent (2023 CA Dashboard)	14.9% of students (2024 CA Dashboard)	4.5% of students (2025 CA Dashboard)	Reported on/Updated in June 2026	15% of students will be classified as chronically absent
Chronic Absenteeism Rate (Subgroup: English Learners)	26.8% of students are classified as chronically absent (2023 CA Dashboard)	11.1% of students (2024 CA Dashboard)	14.3% of students (2025 CA Dashboard)	Reported on/Updated in June 2026	15% of students will be classified as chronically absent

Chronic Absenteeism Rate (Subgroup: Students with Disabilities)	37.3% of students are classified as chronically absent (2023 CA Dashboard)	21.4% of students (2024 CA Dashboard)	18.8%% of students (2025 CA Dashboard)	Reported on/Updated in June 2026	20% of students will be classified as chronically absent
Local Indicator: Access to a Broad Course of Study	Local Indicator: Standard Met (2023 CA Dashboard)	Local Indicator: Standard Met (2024 CA Dashboard)	Local Indicator: Standard Met (2025 CA Dashboard)	Reported on/Updated in June 2026	Local Indicator: Standard Met
Local Indicator: Parent and Family Engagement	Local Indicator: Standard Met (2023 CA Dashboard)	Local Indicator: Standard Met (2024 CA Dashboard)	Local Indicator: Standard Met (2025 CA Dashboard)	Reported on/Updated in June 2026	Local Indicator: Standard Met

Actions

#	Title	Description	2025-2026 Mid-Year Update	Expenditures Through 12/31/25	Total Funds	Contributing
1	Access to a Broad Course of Study	Hire and retain high performing specialty and elective teachers to support and educational experience rooted in the core principals of public Waldorf education	Journey has continued efforts to hire and retain high-performing specialty and elective teachers to support an educational experience rooted in the core principles of public Waldorf education. The school has maintained staffing in key specialty areas and provided ongoing support to ensure program continuity and instructional quality.	\$195,857	\$538,164	N
2	Attendance	Increase frequency of school messaging as it relates to student attendance that includes automated delivery of attendance notes, reminders, and compliance letters. Establish an "Attendance Recovery" (AR) program	After review of attendance data, staffing capacity, and fiscal impact, Journey determined that implementing an Attendance Recovery (AR) program would not be a cost-effective or sustainable strategy at this time. Establishing an AR program would require additional staffing, supervision, instructional materials, and administrative oversight, resulting in significant ongoing costs with	\$53,722	\$107,442	N

		to offer additional instructional sessions outside of the regularly scheduled school day (e.g. before or after school, during weekends, over school breaks to recoup attendance and ensure academic exposure.	limited anticipated impact on overall attendance outcomes. Instead, Journey is prioritizing proactive attendance supports, including automated communication, early intervention, and direct family outreach, which have demonstrated greater effectiveness relative to cost.			
3	Independent Study	Continue to fund a temporary independent study program and process to directly support students who are home ill and or traveling (but are still able to remain engaged and participating in school).	Independent study programming has been used effectively throughout the 25-26 school year, so to continue educating students who are home ill or traveling.	\$102,156	\$175,720	N

4	Safe and Secure Learning Environment	Enhance security measures across campus, including automated gates, visitor kiosks and additional staff presence at school entry points during arrival and dismissal. Add a campus supervisor to staffing plan to oversee recess/lunch and other unstructured periods of the day.	Journey has enhanced campus security by implementing automated gates and visitor kiosks, and by increasing staff presence at school entry points during arrival and dismissal. In addition, the school has added a campus supervisor to the staffing plan to oversee recess, lunch, and other unstructured periods, supporting student safety and supervision.	\$117,794	\$248,433	N
5	Little Acorns	Aftercare programming for kindergarten students to extend their school day	Journey School is offering aftercare programming to kindergarten students from dismissal until 5pm daily. The program is dynamic and offers snacks, rest, play and high quality child care.	\$30,113	\$152,446	N

6	Nutrition	Establish Journey School as a School Food Authority (SFA) and form a nutrition initiative committee to enhance lunch programming.	Journey began the year as its own School Food Authority (SFA) and has successfully navigated the requirements of the School Breakfast Program (SBP) and National School Lunch Program (NSLP). The Nutrition Initiative Committee has been formed to guide ongoing improvements to lunch programming, review current offerings, and provide recommendations to support student nutrition.	\$66,333	\$234,005	N
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Goal

Goal #	Description	Type of Goal
[Goal 3]	Positive School Climate and Social Emotional Literacy	[Broad Goal]

State Priorities addressed by this goal.

State Priority 1: Basic Conditions of Learning and State Priority 6: School Climate

An explanation of why the LEA has developed this goal.

This goal was developed to align with our charter and the measurable student outcomes detailed in our charter as Goal #4. Many Journey students are presenting complex academic, behavior and social-emotional needs that require a variety of support and interventions.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Midyear UPDATE	Year 2 Outcome	Target for Year 3 Outcome
Suspension Rate	1.5% of students suspend at least one day (2023 Dashboard)	1.0% of students suspended at least one day (2024 Dashboard)	1.3% of students suspended for at least 1 day (2025 Dashboard)	Reported on/Updated in June 2026	Maintain percentage at or below 3%
Local Indicator: Climate Survey	Local Indicator: Standard Met (2023 Dashboard)	Local Indicator: Standard Met (2024 Dashboard)	Local Indicator: Standard Met (2025 Dashboard)	Reported on/Updated in June 2026	Local Indicator: Standard Met

<p>% of initial Student Support Team (SST) plans that are successful (subsequent SST meetings, revised plans and/or special education referrals are not necessary)</p>	<p>58% of initial SST plans are successful (students are making progress towards goals) and are supported by plan</p>	<p>67% of SST plans are successful (students are making progress towards goals) and supported by plan</p>	<p>Data not available midyear</p>	<p>Reported on/Updated in June 2026</p>	<p>75% of SST plans are successful (students are making progress towards goals) and supported by plan</p>
<p>SAEBRS (Social, Academic, Emotional Behavior Risk Screener)</p>	<p>85% of students are low risk whereas 15% of students are in elevated risk categories.</p>	<p>82% of students are low risk whereas 18% of students are in elevated risk categories.</p>	<p>84% of students are low risk whereas 16% of students are in elevated risk categories.</p>	<p>Reported on/Updated in June 2026</p>	<p>Maintain greater than 80% of student population in low risk category and less than 20% in elevated risk categories</p>

Actions

#	Title	Description	2025-2026 Mid-Year Update	Expenditures Through 12/31/25	Total Funds	Contributing
1	Fund access to mentorship and Professional Development	Provide mentorship and professional development opportunities for staff members focused on IEP implementation, classroom management, behavior and discipline practices	Journey has provided mentorship and professional development opportunities for staff focused on IEP implementation, classroom management, and behavior and discipline practices. Several teachers participating in induction programs have received targeted mentorship to support their professional growth and successful completion of program requirements.	\$12,852	\$66,873	N
2	Fund specialized Staff Members	Fund and retain the following positions in the staffing plan: school counselors (increase to 2.0 full time employees), school nurse, and behavioral support providers (“Hearth Keepers”)	Journey has funded and retained key student support positions, including two full-time school counselors, a school nurse, and behavioral support providers (“Hearth Keepers”). In addition, BCBA’s have been contracted to be on campus this year to enhance behavioral support and ensure consistent implementation of	\$167,755	\$365,340	Y

			interventions. These positions and supports continue to provide critical social-emotional, health, and behavioral services, contributing to a safe and supportive school environment.			
3	Implement SE Curriculum	Implement social-emotional learning curriculum and Compassionate Campus activities, civics classes and student access to field trips and overnight excursions	Field trips and overnight experiences remain a highlight of our programming, each with a unique intention to support social emotional development, friendships, and character building. Compassionate Campus activities are scheduled for 45 minutes once per week in all classes.	\$165,286	\$457,387	Y
4	Increase Student Supervision	Increase campus supervision at recess and lunch times and provide training for campus supervisors.	Campus supervision has been increased this year to continue to reduce the student to staff ratio at unstructured times (arrival, dismissal and all recesses).	\$67,891	\$116,604	N

5	Janitorial services to ensure clean school facilities	Continue to fund and provide high quality janitorial support.	Journey School contracts with OC Janitorial to provide janitorial services throughout the school day and a separate cleaning after students leave.	\$37,520	\$135,200	N
6	Bullying Prevention	Develop a comprehensive approach to bullying intervention including specific curriculum and experiences, including targeted class lessons, assemblies and field trips (ex: visiting the Museum of Tolerance) Add an additional interventionist/support provider to support mental health needs and interventions detailed in Goal # 1	Journey has continued to develop a comprehensive approach to bullying intervention, including targeted classroom lessons, school-wide bullying assemblies, teacher training, and experiential learning opportunities such as field trips to the Museum of Tolerance. In addition, the school has added an interventionist/support provider to address mental health needs and support the implementation of interventions.	\$18,616	\$59,432	N

Goal

Goal #	Description	Type of Goal
[Goal 4]	Environmental and Ecological Literacy	[Maintenance of Progress]

State Priorities addressed by this goal.

State Priority 2: Implementation of State Standards, State Priority 6: School Climate and State Priority 8: Other Student Outcomes

An explanation of why the LEA has developed this goal.

This goal was developed to align with our charter and the measurable student outcomes detailed in our charter as Goal #5. Journey strives to demonstrate an awareness for the natural world that surrounds all of us and to actively teach skills and responsibilities to be stewards for the earth.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Midyear UPDATE	Year 2 Outcome	Target for Year 3 Outcome
Local Indicator: Access to a Broad Course of Study	Local Indicator: Standard Met (2023 Dashboard)	Local Indicator: Standard Met (2024 Dashboard)	Local Indicator: Standard Met (2025 Dashboard)	Reported on/Updated in June 2026	Local Indicator: Standard Met

Class Participation Rate in a field trip associated with environmental awareness and/or an Earthroots class	24 classes/24 classes = 100%	24 classes/24 classes = 100%	24 classes/24 classes = 100%	Reported on/Updated in June 2026	24 classes/24 classes = 100%
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Actions

#	Title	Description	2025-2026 Mid-Year Update	Expenditures Through 12/31/25	Total Funds	Contributing
1	Earth Roots programming	Continue contract with Earth Roots to bring high quality environmental literacy lessons and “on campus field trips” to the children	EarthRoots programming is provided to students on campus, a rich exposure to Next Generation Science Standards and related activities.	\$9,853	\$25,750	N
2	Farming/Gardening	Continue to fund a garden/farm program on campus	Farming and Gardening activities are provided for students in TK-8, with a structured weekly class in grades 3-8.	\$2,610	\$5,150	N

3	Communication	Update website and social media outlets regarding Eco literacy efforts at Journey.	No formal website updates to date. Journey continues to utilize social media to showcase student projects, classroom activities, and sustainability initiatives, increasing visibility and engagement with the school community around environmental education.	\$ 0	\$824	N
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Goal

Goal #	Description	Type of Goal
[Goal 5]	Parental Involvement	[Maintenance of Progress]

State Priorities addressed by this goal.

State Priority 3: Parental Involvement and State Priority 6: School Climate

An explanation of why the LEA has developed this goal.

This goal was developed to align with our charter and the measurable student outcomes detailed in our charter as Goal #6. Research conducted on the effects of parental involvement and educational success of children is clear; Journey will continue to provide opportunities for input, involvement, volunteering, and parent education.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Midyear UPDATE	Year 2 Outcome	Target for Year 3 Outcome
Number of participants in Alumni Survey (combination of students and families)	84	67	Data not available midyear	Reported on/Updated in June 2026	126

Percentage of students represented by parent participation in annual Parent Survey for School Improvement	15%	15.5%	Data not available midyear	Reported on/Updated in June 2026	30%
Percentage of parent body volunteering at the school (annually)	49%	52%	Data not available midyear	Reported on/Updated in June 2026	70%

Actions

#	Title	Description	2025-2026 Mid-Year Update	Expenditures Through 12/31/25	Total Funds	Contributing
1	School Communication	Fund social media expert and Parent Square communication platform	Journey School contracts with Parent Square as a communication system with staff and parents in our school community. Additionally, we have a social media expert on staff that helps with outreach and social media presence.	\$16,627	\$31,483	N

2	Report Card Access	Fund Report Card Maker system to communicate student achievement to parents	Journey School contracts with Report Card Maker to customize report cards that are unique to our program.	\$670	\$618	N
3	Student Information System	Purchase new license with a student information system for parents to utilize and access.	Journey purchased a license to use AERIES last year. We continued funding AERIES as our student information system.	\$3,401	\$2,586	N
4	Parent Education	Coordinate and fund guest speakers and related events	Pedagogical Council has led a variety of parent education offerings including an alumni panel and Screenager viewing.	\$0	\$3,141	N
5	Annual Giving	Formalize development process and tracking, including creating designations for annual giving contributions.	Journey has formalized the development process and tracking for annual giving using the Funraise platform, including establishing clear designations for contributions. These measures support more organized donor management, accurate record-keeping, and improved reporting of fundraising	\$1,552	\$2,000	N

			efforts to guide future development initiatives.			
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Comprehensive School Safety Plan



Approved 2.28.25

Journey School
27102 Foxborough
Aliso Viejo
CA 92656

(949) 448-7232

School Site Mission

Journey School provides the families of southern California the option of a Waldorf-inspired public school education for their children. The school is dedicated to the optimal development of the intellect, social-emotional well-being, and physical capacities of each student. Journey School will enable each student to read, write, speak, and calculate with clarity and precision. Furthermore, students will have the ability to think imaginatively, creatively and become competent, life-long learners.

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I. Child Abuse Reporting Procedures

Definitions

Child abuse or neglect includes the following:

1. A physical injury or death inflicted by other than accidental means on a child by another person.
2. Sexual abuse of a child, including sexual assault or sexual exploitation, as defined in Penal Code 11165.1.
3. Neglect of a child as defined in Penal Code 11165.2.
4. Willful harming or injuring of a child or the endangering of the person or health of a child as defined in Penal Code 11165.3.
5. Unlawful corporal punishment or injury as defined in Penal Code 11165.4.

Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrators and employees of a licensed day care facility; licensed nurses or health care providers; administrators and counselors.

Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse or neglect. However, reasonable suspicion does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect.

Reportable Offenses

A mandated reporter shall make a report using the procedures provided below whenever, in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect.

Any mandated reporter who has knowledge of or who reasonably suspects that a child is suffering serious emotional damage or is at a substantial risk of suffering serious emotional damage, based on evidence of severe anxiety, depression, withdrawal, or unto ward aggressive behavior towards self or others, may make a report to the appropriate agency.

Any school employee who reasonably believes that he/she has observed the commission of a murder, rape, or lewd or lascivious act by use of force, violence, duress, menace, or fear of immediate and unlawful bodily injury against a victim who is a child under age 14 shall notify a peace officer.

Responsibility for Reporting

The reporting duties of mandated reporters are individual and cannot be delegated to another person.

When two or more mandated reporters jointly have knowledge of a known or suspected instance of child abuse or neglect, the report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so shall thereafter make the report.

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report.

Any person not identified as a mandated reporter who has knowledge of or observes a child whom he/she knows or reasonably suspects has been a victim of child abuse or neglect may report the known or suspected instance of child abuse or neglect to the appropriate agency.

Reporting Procedures

1. Initial Telephone Report

Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to any police department (excluding a school district police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or county welfare department.

When the initial telephone report is made, the mandated reporter should note the name of the official contacted, the date and time contacted, and any instructions or advice received.

2. Written Report

Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall then prepare and either send, fax, or electronically submit to the appropriate agency a written follow-up report, which includes a completed Department of Justice form (SS 8572).

Reports of suspected child abuse or neglect shall include, if known:

- a. The name, business address, and telephone number of the person making the report and the capacity that makes the person a mandated reporter.
- b. The child's name and address, present location, and, where applicable, school, grade, and class.
- c. The names, addresses, and telephone numbers of the child's parents/guardians.

- d. The name, address, telephone number, and other relevant personal information about the person who might have abused or neglected the child.
- e. The information that gave rise to the reasonable suspicion of child abuse or neglect and the source(s) of that information.

The mandated reporter shall make a report even if some of this information is not known or is uncertain to him/her.

The mandated reporter may give to an investigator from an agency investigating the case, including a licensing agency, any information relevant to an incident of child abuse or neglect or to a report made for serious emotional damage pursuant to Penal Code 11166.05.

Release of Child to Peace Officer

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the School Director or designee shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. It is the responsibility of the peace officer or agent to notify the parent/guardian of the situation. (Education Code 48906)

Parent/Guardian Complaints

Upon request, the School Director or designee shall provide parents/guardians with a copy of this administrative regulation, which contains procedures for reporting suspected child abuse occurring at a school site to appropriate agencies.

To file a complaint against a district employee or other person suspected of child abuse or neglect at a school site, parents/guardians may file a report by telephone, in person, or in writing with any appropriate agency identified above under "Reporting Procedures." If a parent/guardian makes a complaint about an employee to any other employee, the employee receiving the information shall notify the parent/guardian of procedures for filing a complaint with the appropriate agency. The employee also is obligated pursuant to Penal Code 11166 to file a report himself/herself using the procedures described for mandated reporters.

In addition, if the child is enrolled in special education, a separate complaint may be filed with the California Department of Education pursuant to 5 CCR 4650.

Notifications and Training

The School Director or designee shall provide to all new employees who are mandated reporters a statement that informs them of their status as mandated reporters, their reporting obligations under Penal Code 11166, and their confidentiality rights under Penal Code 11167.

Before beginning employment, any person who will be a mandated reporter by virtue of his/her position shall sign a statement indicating that he/she has knowledge of the

reporting obligations under Penal Code 11166 and will comply with those provisions. The School Director or designee shall retain the signed statement.

All employees will complete a training reviewing child abuse and responsibilities of mandated reporting. The training module will be compliant with AB 1432 and will be provided within the first 6 weeks of each school year or within 6 weeks of that person's employment.

The School Director or designee also shall notify all employees that:

1. A mandated reporter who reports a known or suspected instance of child abuse or neglect shall not be held civilly or criminally liable for making a report and this immunity shall apply even if the mandated reporter acquired the knowledge or reasonable suspicion of child abuse or neglect outside of his/her professional capacity or outside the scope of his/her employment. Any other person making a report shall not incur civil or criminal liability unless it can be proven that he/she knowingly made a false report with reckless disregard of the truth or falsity of the report.
2. If a mandated reporter fails to report an incident of known or reasonably suspected child abuse or neglect, he/she may be guilty of a crime punishable by a fine and/or imprisonment.
3. No employee shall be subject to any sanction by the school for making a report.

SUSPECTED CHILD ABUSE REPORT

To Be Completed by **Mandated Child Abuse Reporters**
Pursuant to Penal Code Section 11166

CASE NAME: _____

PLEASE PRINT OR TYPE

CASE NUMBER: _____

A. REPORTING PARTY	NAME OF MANDATED REPORTER		TITLE		MANDATED REPORTER CATEGORY					
	REPORTER'S BUSINESS/AGENCY NAME AND ADDRESS			Street	City	Zip	DID MANDATED REPORTER WITNESS THE INCIDENT? <input type="checkbox"/> YES <input type="checkbox"/> NO			
	REPORTER'S TELEPHONE (DAYTIME) ()		SIGNATURE		TODAY'S DATE					
B. REPORT NOTIFICATION	<input type="checkbox"/> LAW ENFORCEMENT <input type="checkbox"/> COUNTY PROBATION		AGENCY							
	<input type="checkbox"/> COUNTY WELFARE / CPS (Child Protective Services)									
	ADDRESS			Street	City	Zip	DATE/TIME OF PHONE CALL			
OFFICIAL CONTACTED - TITLE					TELEPHONE ()					
C. VICTIM <small>One report per victim</small>	NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE	SEX	ETHNICITY			
	ADDRESS			Street	City	Zip	TELEPHONE ()			
	PRESENT LOCATION OF VICTIM			SCHOOL		CLASS	GRADE			
	PHYSICALLY DISABLED? <input type="checkbox"/> YES <input type="checkbox"/> NO	DEVELOPMENTALLY DISABLED? <input type="checkbox"/> YES <input type="checkbox"/> NO	OTHER DISABILITY (SPECIFY)		PRIMARY LANGUAGE SPOKEN IN HOME					
	IN FOSTER CARE? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF VICTIM WAS IN OUT-OF-HOME CARE AT TIME OF INCIDENT, CHECK TYPE OF CARE: <input type="checkbox"/> DAY CARE <input type="checkbox"/> CHILD CARE CENTER <input type="checkbox"/> FOSTER FAMILY HOME <input type="checkbox"/> FAMILY FRIEND <input type="checkbox"/> GROUP HOME OR INSTITUTION <input type="checkbox"/> RELATIVE'S HOME			TYPE OF ABUSE (CHECK ONE OR MORE) <input type="checkbox"/> PHYSICAL <input type="checkbox"/> MENTAL <input type="checkbox"/> SEXUAL <input type="checkbox"/> NEGLIGENCE <input type="checkbox"/> OTHER (SPECIFY)					
	RELATIONSHIP TO SUSPECT				PHOTOS TAKEN? <input type="checkbox"/> YES <input type="checkbox"/> NO	DID THE INCIDENT RESULT IN THIS VICTIM'S DEATH? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNK				
D. INVOLVED PARTIES	VICTIMS									
	SIBLINGS		NAME	BIRTHDATE	SEX	ETHNICITY	NAME	BIRTHDATE	SEX	ETHNICITY
	1. _____		3. _____							
	2. _____		4. _____							
	PARENTS/GUARDIANS		NAME (LAST, FIRST, MIDDLE)			BIRTHDATE OR APPROX. AGE	SEX	ETHNICITY		
	ADDRESS		Street	City	Zip	HOME PHONE ()	BUSINESS PHONE ()			
	SUSPECT		SUSPECT'S NAME (LAST, FIRST, MIDDLE)			BIRTHDATE OR APPROX. AGE	SEX	ETHNICITY		
	ADDRESS		Street	City	Zip	TELEPHONE ()		OTHER RELEVANT INFORMATION		
	E. INCIDENT INFORMATION									
	IF NECESSARY, ATTACH EXTRA SHEET(S) OR OTHER FORM(S) AND CHECK THIS BOX <input type="checkbox"/> IF MULTIPLE VICTIMS, INDICATE NUMBER: _____									
DATE / TIME OF INCIDENT					PLACE OF INCIDENT					
NARRATIVE DESCRIPTION (What victim(s) said/what the mandated reporter observed/what person accompanying the victim(s) said/similar or past incidents involving the victim(s) or suspect)										

SS 8572 (Rev. 12/02)

DEFINITIONS AND INSTRUCTIONS ON REVERSE

DO NOT submit a copy of this form to the Department of Justice (DOJ). The investigating agency is required under Penal Code Section 11169 to submit to DOJ a Child Abuse Investigation Report Form SS 8583 if (1) an active investigation was conducted and (2) the incident was not determined to be unfounded.

WHITE COPY-Police or Sheriff's Department; BLUE COPY-County Welfare or Probation; GREEN COPY- District Attorney's Office; YELLOW COPY-Reporting Party

DEFINITIONS AND GENERAL INSTRUCTIONS FOR COMPLETION OF FORM SS 8572

All Penal Code (PC) references are located in Article 2.5 of the PC. This article is known as the Child Abuse and Neglect Reporting Act, also known as CANRA. The Internet site is: <http://www.leginfo.ca.gov/calaw.html> (specify Penal Code and search for Sections 11164-11174.3). A mandated reporter must complete and submit the form SS 8572 even if some information is not known. (PC Section 11167(a).)

I. MANDATED CHILD ABUSE REPORTERS

- Mandated child abuse reporters include all those individuals and entities as defined in PC Section 11165.7.

II. TO WHOM REPORTS ARE TO BE MADE (DESIGNATED AGENCIES)

- Reports of suspected child abuse or neglect shall be made by mandated reporters to any police department or sheriff's department (not including a school district police or security department), county probation department (if designated by the county to receive mandated reports) or the county welfare department. (PC Section 11165.9.)

III. REPORTING RESPONSIBILITIES

- Any mandated reporter who has knowledge of or observes a child, in his or her professional capacity or within the scope of his or her employment, whom he or she knows or reasonably suspects has been the victim of child abuse or neglect shall report such suspected instance of abuse or neglect to a designated agency immediately or as soon as practically possible by telephone and shall prepare and send a written report thereof *within 36 hours* of receiving the information concerning the incident. (PC Section 11166(a).)
- No mandated reporter who reports a suspected instance of child abuse or neglect shall be held civilly or criminally liable for any report required or authorized by the CANRA. Any other person reporting a known or suspected instance of child abuse or neglect shall not incur civil or criminal liability as a result of any report authorized by the CANRA unless it can be proven the report was false and the person knew it was false or make the report with reckless disregard of its truth or falsity. (PC Section 11172(a).)

IV. INSTRUCTIONS

- **SECTION A - REPORTING PARTY:** Enter the mandated reporter's name, title, category (from PC Section 11165.7), business (agency) name and address, telephone number, a signature and today's date. Also check yes-no whether you (the mandated reporter) witnessed the incident. The signature area is for either the mandated report or the person taking as telephoned report.

ETHNICITY CODES

1 Alaskan Native	6 Caribbean	11 Guamanian	16 Korean	22 Polynesian	27 White-Armenian
2 American Indian	7 Central American	12 Hawaiian	17 Laotian	23 Samoan	28 White-Central American
3 Asian Indian	8 Chinese	13 Hispanic	18 Mexican	24 South American	29 White-European
4 Black	9 Ethiopian	14 Hmong	19 Other Asian	25 Vietnamese	30 White-Middle Eastern
5 Cambodian	10 Filipino	15 Japanese	21 Other Pac Islndr	26 White	31 White-Romanian

IV. INSTRUCTIONS (Continued)

- **SECTION B - REPORT NOTIFICATION:** Complete the name and address of the designated agency notified, date of the written report, date/time of the phone call and the name, title and telephone number of the official contacted.
 - **SECTION C - VICTIM** (One Report per Family, siblings must have same parents/guardians): Enter the victim's name, address, telephone number, birth date or approximate age, sex, ethnicity, present location, and where applicable enter the school, class (indicate the teacher's name or room number), and grade. List the primary language spoken in the victim's home. Check the appropriate yes-no box for: developmentally disabled?, physically disabled? and specify the victim's other disability. To determine if the victim has a disability, ask the victim's parent or care giver. Also check the appropriate yes-no box for in foster care?, indicate type of care if the victim was in out-of-home care, indicate the type of abuse. List the victim's relationship to the suspect, check the appropriate yes-no box for photos taken?, indicate whether the incident resulted in this victim's death.
 - **SECTION D - INVOLVED PARTIES:** Enter the requested information for: Victim's Siblings, Victim's Parents/Guardians and the Suspect.
 - **SECTION E - INCIDENT INFORMATION:** If multiple victims, enter the number. Enter date/time and place of the incident. Provide a narrative of the incident. Attach extra sheets if needed.
- ### V. DISTRIBUTION
- **Reporting Party:** After completing Form SS 8572, retain the yellow copy for your records and submit the top three copies to the designated agency.
 - **Designated Agency:** *Within 36 hours* of receipt of Form SS 8572, send **white copy** to police or sheriff, **blue copy** to county welfare or probation, and **green copy** to district attorney.

II. Disaster Response Procedures

Journey School's disaster response procedures vary depending on the type, location and the severity of the emergency/disaster.

The following pages detail these disaster response procedures.

In accordance with SB 323, Journey School recognizes that the disaster response procedures must include adaptations for pupils with disabilities in accordance with the federal Individuals with Disabilities Education Act and Section 504 of the federal Rehabilitation Act of 1973. The Journey School campus and evacuation routes specified in this plan are accessible by students and remain in compliance with the Americans with Disabilities Act (ADA). Individualized Safety Plans will be developed for students who are unable to access the response procedures detailed below.

Definitions/Overview

1. **“Code-Red”/Active Shooter** – Response initiated if an active shooter or immediate threat exists on campus. All campus activities and instruction are temporarily shut down.
2. **“Code Yellow”/Shelter in Place** – Response initiated if there is danger near campus or a situation occurs on campus that does not require the severity and immediacy of “Code Red” procedures. Campus activities and instruction may continue, however outside activity or room to room transit is not permitted.
3. **Drop, Cover & Hold** – Response initiated in the case of an earthquake. All campus activities and instruction are temporarily shut down until shaking stops and damage has been assessed.

Building Evacuation – Response initiated by a fire alarm or PA announcement or visible danger (fire, smoke, structural damage, etc.). All classes evacuate to the assembly area and campus activities and instruction are temporarily shut down until damage has been assessed.

Site Evacuation – Response initiated by city officials, emergency personnel, or administration. All classes evacuate campus and are relocated in a nearby location that is deemed safe or if necessary transported (in coordination with the school district) to a location deemed safe. Parents will be notified of the relocation via automated phone messages, emails and messages posted on Journey's website.

Please note that Journey School will communicate and coordinate with offsite agencies (i.e.: Orange County Sheriff Department) if there is a large-scale emergency requiring multi-level coordination in parallel with one of the response options.

“Code-Red”/Active Shooter Response

Response initiated if an active shooter or immediate threat exists on campus. All campus activities and instruction are temporarily shut down.

Step 1: Always Be Aware

- ⇒ Remain vigilant at all times while on campus (be aware of your surroundings)
- ⇒ Do not hesitate to alert the front office/administration/others of anything that might be out of the ordinary

Step 2: “Code Red” Announcement

- ⇒ An announcement will be made over PA or by phone/text message if appropriate.
- ⇒ Listen for “Code Red” and the location of the threat/active shooter
- ⇒ Call 911

Step 3: Respond

- ⇒ Respond immediately
- ⇒ Implement an **A.D.D.** mindset:

AVOID—do everything to avoid the active shooter.

1. Evacuate campus if you can safely do so
2. Find cover, behind a large item or enter the nearest building. Remain in a building or behind cover **ONLY** if you cannot leave campus
3. If you are off campus – remain off campus

DENY—do everything to lockdown the building and do everything to deny access to your location

1. Engage “Lock-Block” (door should already be locked)
2. Lock interior doors and windows
3. Secure/barricade doors if necessary
4. Turn off lights and close curtains (if available)
5. Line class up against wall nearest an exit
6. Remain still and silent and be prepared to exit the room quickly if needed.

DEFEND—you have a right to defend yourself, don’t be passive victims.

Step 4: All Clear

- ⇒ Remain in “Code Red” response until the “All Clear” is announced or emergency personnel provides other directions. An announcement will be made over PA or by phone/text message if appropriate

- ⇒ □ Follow all directions of emergency personnel if present
- ⇒ □ Gather at the assembly area or alternate location if campus evacuation and account for all students and staff members.

Step 5: Responsibilities

ADMINISTRATION

1. Determine if site evacuation support is necessary and coordinate with district and community resources if necessary.
2. If site evacuation is not necessary, determine if school will be closed or continue for the duration of the day
3. In the event of evacuation, school will be closed and teachers will dismiss students directly to parents arriving at reunion site (Site to be determined by and communicated by administration at the time of the incident)
4. Communicate with families and media as appropriate
5. Assign duties and tasks and teams as appropriate/needed.
6. Manage Command Center

TEACHERS

1. Escort students to a reunion site/assembly area or alternate location as indicated by administration and bring emergency supplies/"red backpack"
2. Take roll and inform administration of any missing students or injured students
3. Remain with students until parents arrive
4. Release students to parents who arrive – have parents sign out using student sign out sheets/attendance rosters

ADMINISTRATIVE SUPPORT STAFF

1. Set up command center and bring emergency binders and supplies and radio sets/walkie talkies.
2. Report to assigned duty
3. Direct parents to classroom teachers to pick up their children at reunion site
4. Ensure teachers are utilizing student sign out sheets

“Code - Yellow”/Shelter-in-Place Response

Response initiated if there is danger near campus or a situation occurs on campus that does not require the severity and immediacy of “Code Red” procedures. Campus activities and instruction may continue, however outside activity or room to room transit is not permitted.

Step 1: Be Aware

- ⇒ Remain vigilant at all times while on campus (be aware of your surroundings)
- ⇒ Do not hesitate to alert the front office/administration/others of anything that might be out of the ordinary

Step 2: “Code Yellow” Announcement

- ⇒ An announcement will be made over PA or by phone or text message if appropriate
- ⇒ Listen for “Code Yellow” or “Shelter in Place
- ⇒ Call 911

Step 3: Respond

- ⇒ Respond immediately

1. Enter the nearest building or stay put inside your building
2. If you are off campus – remain off campus
3. Engage “Lock-Block” (door should already be locked)
4. Lock interior doors and windows and close curtains (if available)
5. Continue instruction or activity

Step 4: All Clear

- ⇒ Remain in “Code Yellow” response until the “All Clear” is announced or emergency personnel provides other directions. An announcement will be made over PA or by phone/text message if appropriate.
- ⇒ Follow directions of emergency personnel if present.
- ⇒ Gather at assembly area and account for all students and staff members

Step 5: Responsibilities

ADMINISTRATION

1. Determine if school will be closed or continue for the duration of the day.
2. If classes are actively locked down, direct parents who arrive to pick up to wait until lock down has been released.
3. If school closure ensure that teachers are prepared to dismiss students directly to parents arriving on campus from their classroom ramps
4. Communicate with families and media as appropriate

5. Assign duties and tasks and teams as appropriate/needed.
6. Manage Command Center

TEACHERS

1. Escort students to assembly area and bring emergency supplies/"red backpack"
2. Take roll and inform administration of any missing students or injured students
3. Remain with students until parents arrive
4. Release students to parents who arrive at classroom ramp – have parents sign out using student sign out sheets/attendance rosters

ADMINISTRATIVE SUPPORT STAFF

1. Set up command center and bring emergency binders and supplies and radio sets/walkie talkies.
2. Report to assigned duty
3. Direct parents to classroom teachers to pick up their children from the classrooms
4. Ensure teachers are utilizing student sign out sheets

Earthquake - Drop, Cover and Hold Response

Response initiated in the case of an earthquake. All campus activities and instruction are temporarily shut down until shaking stops and damage has been assessed.

Step 1: Respond

- ⇒ Drop, Cover, and Hold
- ⇒ If inside a building – crouch under furniture and cover head and neck with hands. Remain still until shaking stops.
- ⇒ If outside – proceed to an open space away from structures, trees, power lines, etc. Crouch and cover head and neck with hands. Remain still until shaking stops.

Step 2: Evacuate

- ⇒ After shaking stops, take note of building condition and injured students or staff
- ⇒ Evacuate quickly and calmly (immobile students and staff may need to be left behind)
- ⇒ Remain aware during evacuation of falling debris and other hazards
- ⇒ Choose an alternate evacuation route if primary route is determined to be unsafe
- ⇒ Follow directions of emergency personnel if present
- ⇒ Gather at assembly area and account for all students and staff members

Step 3: Responsibilities

ADMINISTRATION

1. Determine if site evacuation is necessary and coordinate with district and community resources if necessary.
2. If site evacuation is not necessary, determine if school will be closed or continue for the duration of the day
3. In the event of school closure, ensure that teachers are prepared to dismiss students directly to parents arriving on campus
4. Communicate with families and media as appropriate
5. Assign duties and tasks and teams as appropriate/needed.
6. Manage Command Center
7. Initiate a primary Search and Rescue effort

TEACHERS

1. Escort students to assembly area and bring emergency supplies/"red backpack"
2. Take roll and inform administration of any missing students or injured

students

3. Remain with students until parents arrive
4. Release students to parents who arrive – have parents sign out using student sign out sheets/attendance rosters
5. If assigned a Search and Rescue role, assign “neighbor” teacher supervision duties of class

ADMINISTRATIVE SUPPORT STAFF

8. Set up command center and bring emergency binders and supplies and radio sets/walkie talkies.
9. Report to assigned duty
10. Direct parents to classroom teachers to pick up their children
11. Ensure teachers are utilizing student sign out sheets

Evacuation/Site Evacuation Response

Building Evacuation – Response initiated by a fire alarm or PA announcement or visible danger (fire, smoke, structural damage, etc.). All classes evacuate to the assembly area and campus activities and instruction are temporarily shut down until damage has been assessed.

Site Evacuation – Response initiated by city officials, emergency personnel, or administration. All classes evacuate campus and are relocated in a nearby location that is deemed safe or if necessary transported (in coordination with the school district) to a location deemed safe. Parents will be notified of the relocation via automated phone messages, emails and messages posted on Journey’s website.

Step 1: Respond

- ⇒ Pull alarm if smoke or fire is present
- ⇒ Call 911

Step 2: Evacuate

- ⇒ Take note of building condition and injured students or staff
- ⇒ Evacuate quickly and calmly (immobile students and staff may need to be left behind)
- ⇒ Remain aware during evacuation of fire, falling debris and other hazards
- ⇒ Choose an alternative evacuation route if primary route is determined to be unsafe
- ⇒ Follow directions of emergency personnel if present
- ⇒ Gather at assembly area or alternate location and account for students and staff members

Step 3: Responsibilities

ADMINISTRATION

1. Determine if site evacuation is necessary and coordinate with district and community resources if necessary.
2. If site evacuation is not necessary, determine if school will be closed or continue for the duration of the day
3. In the event of school closure, ensure that teachers are prepared to dismiss students directly to parents arriving on campus
4. Communicate with families and media as appropriate
5. Assign duties and tasks and teams as appropriate/needed.
6. Manage Command Center
7. Initiate a primary Search and Rescue effort

TEACHERS

1. Escort students to assembly area and bring emergency supplies/red

backpack”

2. Take roll and inform administration of any missing students or injured students
3. Remain with students until parents arrive
4. Release students to parents who arrive – have parents sign out using student sign out sheets/attendance rosters
5. If assigned a Search and Rescue role, assign “neighbor” teacher supervision duties of class

ADMINISTRATIVE SUPPORT STAFF

8. Set up command center and bring emergency binders and supplies and radio sets/walkie talkies.
9. Report to assigned duty
10. Direct parents to classroom teachers to pick up their children
11. Ensure teachers are utilizing student sign out sheets

CAMPUS MAP – Assembly/Reunion Sites**CAMPUS EVACUATION – Assembly/Reunion Sites**

In the event of a campus evacuation, the safest and most convenient location will be determined by administration given the information available during an incident. An exact location and pick up/dismissal information will be communicated to families. School will be closed in the event of campus evacuation.

SITUATIONAL COMMUNICATION PLANS

<p>911 Calls</p>	<ul style="list-style-type: none"> • When placing a 911 call: give your name, school name, and school address • Give specific location of shooter, intruder, fire, hazardous material or other emergency • Indicate location of incident command post
<p>Mass Notification to Parents</p>	<p><u>During an emergency (if able to communicate with parents safely):</u></p> <p>Dear Parents,</p> <p>There is a situation occurring at Journey School that requires your attention (DETAILS PROVIDED). We understand that your first instinct as a parent is to drive to the school and pick up your child. Please remain calm and await further details prior to coming to campus. We will be in close contact with updates and you will be notified if there is a decision to close campus or evacuate the school site. Details will be provided at that time so that we can dismiss children to your care in a safe and organized manner. Thank you for your patience and understanding.</p> <p>Sincerely,</p> <p>Journey School Administration</p>
	<p><u>After an emergency:</u></p> <p>Dear Parents,</p> <p>Journey School has been cancelled for the remainder of the day due to the following emergency. (DETAILS PROVIDED) Please report to campus and check in with a staff member at one of our reunion gates. The reunion gates are located at school gates: one by the bell tower and another in the back of campus near the community space. You must remain at the gate until your child is escorted to you. You will be required to sign him/her out. We thank you in advance for your cooperation and patience.</p> <p>If you are unable to pick up your child, please only send individuals listed on your child's emergency card. Children will not be released to carpools, etc. unless those individuals are listed on the child's emergency card.</p> <p>Sincerely ,</p> <p>Journey School Administration</p>

**CONTINGENCY PLANS:
COMMUNICATION AND ELECTRICAL**

Describe a specific plan to provide for the following in the event of loss of services.

PLAN FOR LOSS OF COMMUNICATION:

If no telephone service:

-A robo-call can be made from any cell phone.
-The school website will be updated with pertinent information
-A mass email will also be sent

If no Internet service:

-A robo-call will be initiated using phone service/cellular service

If no cellular, internet or telephone service:

-Written communication and administrative presence will be available at all school entrances

PLAN FOR LOSS OF ELECTRICITY:

List loss of services in event of electrical outage:

-A robo-call will be initiated using phone service/cellular service

BUILDING INFORMATION**SCHOOL SITE****DOCUMENT DATE**

JOURNEY SCHOOL	1/22/24
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EMERGENCY UTILITY SHUT-OFFS

Refer to campus map for additional information

UTILITY		YES	NO	LOCATION
Electrical	Total main electrical shutoff?	x		CAGED area adjacent to front playground
Gas	Total main gas shutoff?		X	N/A no gas on campus
Water	Total main water shutoff?	x		Front of school/Near parking lot entrance

EMERGENCY SUPPLIES

TYPE	LOCATION
Emergency Supply Kit	<ul style="list-style-type: none"> ✓ Class set in each classroom ✓ Office set located in Main Office and Development Office ✓ Medical Supplies in nurse bay

EMERGENCY PREPARATION**PREPARATION:****School Director, Office Staff, Support Staff**

1. Update Emergency Binders with:
 - a. Emergency evacuation plan
 - b. Evacuation Absence Lists
 - c. Class lists to be updated each semester (including parent contact)
 - d. Copies of Emergency Cards
 - e. Lists of staff members and phone numbers (cell and home)
 - e. Pen/Pencil
2. Plan for students with special needs/special medications stored in office
3. Conduct drills putting emergency teams into full operation.
4. Provide staff training and development
5. Have message tapes prerecorded for use during an emergency.
6. Update Emergency Response Boxes with:
 - a. Student lists with parent phone numbers (each semester)
 - b. Lists of students with special needs
 - c. Lists of staff members and phone numbers (cell and home)
 - d. Emergency supplies and lockdown kits
7. Each year in January, review and update emergency plan as necessary.

SECURITY, SEARCH & RESCUE TEAM

Fire and police personnel will probably conduct the sweep team process. If site staff is directed by fire personnel to conduct the sweep team process, utilize the following procedures.

PREPARATION:

1. Know the location of:
 - a. fire extinguishers
 - b. central cut-off for water and electricity
 - c. emergency supply/tool barrels

EMERGENCY:

1. Check in with Command Center for sweep area assignment and master keys.
2. Get a walkie-talkie from Command Center, if available. Take all other supplies needed.
3. Initiate sweep of your designated area
4. If possible, sweep teams will sweep the campus in pairs, checking all rooms including storage areas, bathrooms, hallways, etc.
5. Assigned areas will be explored visually, vocally, and physically.
6. Proceed as quietly as possible in order to hear calls for help.
7. Upon entering an area, call out and wait for an answer. Then proceed with inspection of that area. If safe, actively search through the rubble.
8. Upon discovery of an injured person unable to walk, one member of the team is to remain with the individual while the other summons aid.
9. If possible, maintain communication with Command Center and First-Aid Team in case injuries occur or are discovered and to ensure that rescue aid is provided to those most in need.
10. Clearly mark each door with an X in masking tape (white means everything okay, red means victim is in room) after inspection is completed.
11. Sweep teams should always defer to directions from emergency personnel.
12. When search and rescue is complete, check in at the Command Center for next the assignment.

FIRST-AID TEAM

PREPARATION:

1. Keep all first aid kits updated and complete.
2. Develop triage procedures and forms.
3. Notify and update all team members of location of first aid supplies.

EMERGENCY

Check in with Command Center.

1. Report to the first aid center.
2. Take student "health logs" to the first aid/triage area.
3. Take a walkie-talkie for communication.
4. Activate triage and administer first aid as necessary.
5. Assist emergency services with injured.
6. Maintain complete records of staff and/or students injured; nature or first aid administered; time, reason, destination, and names of all persons removed from site for emergency treatment.
7. Team members shall provide information regarding any first aid administered to accompany and person evacuated for further treatment.
8. Medical Team should always defer to directions given by emergency personnel

EMERGENCY RESPONSES

This section establishes procedures to be followed that will minimize or nullify the effects of specific emergencies listed below and not referenced by the responses detailed above. The response procedures are intended primarily as a ready reference for all staff to be studied and practiced prior to the occurrence of an emergency.

The emergencies outlined in this section are:

- Accident at School
- Allergic Reaction
- Animal Disturbance
- Biological Agent Release
- Bomb Threat
- Chemical Accident (offsite)
- Chemical Accident (onsite)
- Civil Disobedience
- Death of a Student
- Death of a Staff Member
- Explosion.....
- Flood
- Hazardous Materials
- Kidnapping
- Medical Emergency
- Missing Student
- Motor Vehicle Crash.....
- Opioid Overdose.....
- Sexual Assault
- Storm/Severe Weather
- Suicide Attempt
- Utility Failure

Whether an accident is unintentional and results in minor injury or is the result of aggressive behavior on campus, it is important to complete a written report of the incident. Incident Report forms are available at the school office.

STAFF ACTIONS:

- Report accident to principal and school office.
- Provide for immediate medical attention, including performing necessary life-sustaining measures (CPR, etc.), until trained Emergency Medical Services technicians arrive.
- For relatively minor events, take students to school office or school nurse for assistance.
- Complete an Incident Report to document what occurred.

SCHOOL DIRECTOR ACTIONS:

- Provide appropriate medical attention. Call 911, if needed.
- Contact parents, guardians as appropriate to seek appropriate follow-up services, if needed.

OTHER PREVENTATIVE/SUPPORTIVE ACTIONS:

- Provide staff with a one-page list of emergency procedures in case of an accident or injury on the playground or in the building (e.g., First Aid Manual, Bloodborne Pathogen Program).
- Provide each teacher with information about students in his/her classroom having special medical or physical needs; such conditions might include allergies, fainting, seizures, or diabetes; include procedures that the teacher may follow in these specific emergencies.

There are many types of medical conditions that may trigger an allergic reaction, among them anaphylactic shock, diabetes and sickle cell anemia. Possible symptoms of an allergic reaction include skin irritation or itching, rash, hives, nasal itching or sneezing, localized swelling, swollen tongue, restlessness, sweating, fright, shock, shortness of breath, vomiting, cough and hoarseness. School nurses have a specialized health care plan for certain conditions and should be contacted for any sign of allergic reaction.

STAFF ACTIONS:

- If imminent risk, call 911.
- Send for immediate help (First Aid, CPR, medical) and medication kit (for known allergies).
- Notify School Director.
- Assist in getting "Epi" (Epinephrine) pen for individuals who carry them (usually in backpack), and prescription medications (kept by school nurse).
- If an insect sting, remove stinger immediately.
- Assess situation and help student/staff member to be comfortable.
- Move student or adult only for safety reasons.

SCHOOL DIRECTOR ACTIONS:

- If imminent risk, call 911 (always call 911 if using "Epi" pen).
- Notify parent or guardian.
- Administer medication, by order of a doctor, if appropriate; apply ice pack to affected area, keep victim warm or take other actions as indicated.
- Observe for respiratory difficulty.
- Attach a label to the person's clothing indicating: time & site of insect sting or food ingested, name of medicine, dosage and time administered.

OTHER PREVENTATIVE/SUPPORTIVE ACTIONS:

- Keep an "Epi" pen in the school office and notify staff as to location.
- Emergency health card should be completed by parents for each child and should be easily accessible by school personnel.
- Provide bus drivers with information sheets for all known acute allergic reactors.

EMERGENCY RESPONSE

ANIMAL DISTURBANCE

If there is a rabid or uncontrollable animal on campus, implement this procedure when any wild animal threatens the safety of the students and staff

SCHOOL DIRECTOR ACTIONS:

- Isolate the students from the animal. Close doors and lock tables as a means to isolating the animal.
- If the animal is outside, keep students inside and institute **CODE YELLOW Response**
- If the animal is inside, initiate an **EVACUATION** outside to a protected area away from the animal
- Contact Animal Control for assistance in removing the animal.
- If the animal injures anyone, seek medical assistance from the school nurse.
- Notify parent/guardian and recommended health advisor.

STAFF/TEACHER ACTIONS:

- If the animal is outside, keep students inside. Lock doors and keep students away from the windows.
- If the animal is inside, **EVACUATE** students to a sheltered area away from the animal.
- Notify the School Director if there are any injuries.

In the event that the school receives a bomb threat by telephone, follow the Bomb Threat Checklist on the next page to document information about the threat. Keep the caller on the telephone as long as possible and listen carefully to all information the caller provides. Make a note of any voice characteristics, accents, or background noises and complete the Bomb Threat Report as soon as possible.

PERSON RECEIVING THREAT BY TELEPHONE:

- Listen. Do not interrupt caller.
- Keep the caller on the line with statements such as *"I am sorry, I did not understand you. What did you say?"*
- Alert someone else by prearranged signal to notify the telephone company to trace the call while the caller is on the line.
- Notify School Director immediately after completing the call.
- Complete the Bomb Threat Checklist.

Telephone Bomb Threats

- Remain calm/courteous.
- Read phone's visual display.
- Listen, don't interrupt.
- Keep caller talking. Pretend hearing difficulty.
- Notice details: background noises, voice description.
- Ask: When? Where? What? How?
- Don't touch any suspicious objects.

Call 911**PERSON RECEIVING THREAT BY MAIL:**

- Note the manner in which the threat was delivered, where it was found and who found it.
- Limit handling of item by immediately placing it in an envelope so that fingerprints may be detected. Written threats should be turned over to law enforcement.
- Caution students against picking up or touching any strange objects or packages.
- Notify School Director

SCHOOL DIRECTOR ACTIONS:

- Call 911.
- Instruct staff and students to turn off any cellular phones or two-way radios. Do not use those devices during this threat since explosive devices can be triggered by radio frequencies.
- Determine whether to evacuate the threatened building and adjoining buildings or shelter in place. If the suspected bomb is in a corridor, modify evacuation routes to bypass the corridor.
- Use the intercom, personal notification by designated persons, or the PA system to evacuate the threatened rooms.
- If it is necessary to evacuate the entire school, use the fire alarm.

- Do not return to the school building until it has been inspected and determined safe by proper authorities.
- Avoid publicizing the threat any more than necessary.

STAFF ACTIONS:

- Evacuate students as quickly as possible, using primary or alternate routes.
- Upon arrival at the designated safe site, take attendance. Notify the principal/site administrator of any missing students.
- Do not return to the building until emergency response officials determine it is safe.

The following checklist can be obtained in PDF form from FEMA at:

http://emilms.fema.gov/is906/assets/ocso-bomb_threat_samepage-brochure.pdf

Copies should be available at all stations where incoming calls are received. The checklist should be completed by the person taking the call.

BOMB THREAT CALL PROCEDURES

Most bomb threats are received by phone. Bomb threats are serious until proven otherwise. Act quickly, but remain calm and obtain information with the checklist on the reverse of this card.

If a bomb threat is received by phone:

1. Remain calm. Keep the caller on the line for as long as possible. DO NOT HANG UP, even if the caller does.
2. Listen carefully. Be polite and show interest.
3. Try to keep the caller talking to learn more information.
4. If possible, write a note to a colleague to call the authorities or, as soon as the caller hangs up, immediately notify them yourself.
5. If your phone has a display, copy the number and/or letters on the window display.
6. Complete the Bomb Threat Checklist (reverse side) immediately. Write down as much detail as you can remember. Try to get exact words.
7. Immediately upon termination of the call, do not hang up, but from a different phone, contact FPS immediately with information and await instructions.

If a bomb threat is received by handwritten note:

- Call _____
- Handle note as minimally as possible.

If a bomb threat is received by email:

- Call _____
- Do not delete the message.

Signs of a suspicious package:

- No return address
- Excessive postage
- Stains
- Strange odor
- Strange sounds
- Unexpected delivery
- Poorly handwritten
- Misspelled words
- Incorrect titles
- Foreign postage
- Restrictive notes

DO NOT:

- Use two-way radios or cellular phone; radio signals have the potential to detonate a bomb.
- Evacuate the building until police arrive and evaluate the threat.
- Activate the fire alarm.
- Touch or move a suspicious package.

WHO TO CONTACT (select one)

- Follow your local guidelines
- Federal Protective Service (FPS) Police
1-877-4-FPS-411 (1-877-437-7411)
- 911

BOMB THREAT CHECKLIST

Date: Time:

Time Caller Hung Up: Phone Number Where Call Received:

Ask Caller:

- Where is the bomb located?
(Building, Floor, Room, etc.) _____
- When will it go off? _____
- What does it look like? _____
- What kind of bomb is it? _____
- What will make it explode? _____
- Did you place the bomb? Yes No _____
- Why? _____
- What is your name? _____

Exact Words of Threat:

Information About Caller:

- Where is the caller located? (Background and level of noise) _____

- Estimated age: _____
- Is voice familiar? If so, who does it sound like? _____

- Other points: _____

Caller's Voice

- Accent
- Angry
- Calm
- Clearing throat
- Coughing
- Cracking voice
- Crying
- Deep
- Deep breathing
- Disguised
- Distinct
- Excited
- Female
- Laughter
- Lisp
- Loud
- Male
- Nasal
- Normal
- Ragged
- Rapid
- Raspy
- Slow
- Slurred
- Soft
- Stutter

Background Sounds:

- Animal Noises
- House Noises
- Kitchen Noises
- Street Noises
- Booth
- PA system
- Conversation
- Music
- Motor
- Clear
- Static
- Office machinery
- Factory machinery
- Local
- Long distance

Threat Language:

- Incoherent
- Message read
- Taped
- Irrational
- Profane
- Well-spoken

Other Information:



Homeland Security

EMERGENCY RESPONSE CHEMICAL ACCIDENT (offsite)

Chemical accidents the magnitude of a disaster could result from a transportation accident or an industrial spill, involving large quantities of toxic material.

SCHOOL DIRECTOR ACTIONS:

- Determine whether to implement **SHELTER IN PLACE, EVACUATION** and/or student release.
- Post a notice on the school office door stating location of alternate school site.

STAFF ACTIONS:

- If **SHELTER-IN-PLACE**, close all doors and windows, shut off ventilation, and monitor the radio. If necessary, use tape, rags, clothing or any other available material of seal air leaks.
- If you believe that gas is entering the building, protect everyone with a wet cloth or towel over the mouth and nose. Have everyone breathe in short, quick shallow breaths.
- If **EVACUATION** is implemented, direct all students to report to nearest designated building or assembly area.
- Upon arrival at safe site, take attendance to be sure all students have been evacuated and accounted for. Notify School Director of any missing students.

EMERGENCY RESPONSE CHEMICAL ACCIDENT (onsite)

This incident could be the result of spilled cleaning chemicals within the school building, in the school lab, a material a student brings to school, or a broken gas main. Any such accidents could endanger the students and staff. Hazardous material spills may occur inside a building, such as a spill in a chemistry lab.

PERSON DISCOVERING SPILL:

- Alert others in immediate area to leave the area.
- Close windows and doors and restrict access to affected area.
- Notify School Director.

SCHOOL DIRECTOR ACTIONS:

- Notify Fire Department and the Department of Public Health. Provide the following information:
 - School name and address, including nearest cross street(s)
 - Location of the spill and/or materials released; name of substance, if known
 - Characteristics of spill (color, smell, visible gases)
 - Injuries, if any
 - Your name and telephone number
- If necessary, proceed with school **EVACUATION** using primary or alternate routes, avoiding exposure to the chemical fumes.
- Post a notice on the school office door stating location of alternate school site.
- Send home with students for their parents/guardians a brief written description of the emergency, how it was handled and, if appropriate, what steps are being taken in its aftermath.

STAFF ACTIONS:

- If **EVACUATION** is implemented, direct all students to report to nearest designated building or assembly area. Take class roster and emergency backpack and student kits. Check that all students have left the building. Students are not to be left unattended at any time during evacuation process. Students are to remain quiet during evacuation.
- Upon arrival at evacuation site, take attendance. Notify School Director of any missing students.
- Upon arrival at evacuation site, take roll and report attendance to School Director immediately. Notify emergency response personnel of any missing students.
- Do not return to the building until emergency response personnel have determined it is safe.

EMERGENCY RESPONSE CIVIL DISTURBANCE/DEMONSTRATION

A civil disturbance is an unauthorized assemblage on the school grounds with the potential to:

- disrupt school activities;
- cause injury to staff and students; and/or
- damage property.

Precautionary measures must be taken to keep school personnel and students from undue exposure to danger. Efforts should be made to remain calm, to avoid provoking aggression, and to keep students in their classrooms.

Inside School

STAFF ACTIONS:

- Report disruptive circumstances to School Director.
- Avoid arguing with participant(s).
- Have all students and employees leave the immediate area of disturbance.
- Lock doors. Account for all students and remain in classroom unless instructed otherwise by the principal or law enforcement.
- Stay away from windows and exterior doors.

SCHOOL DIRECTOR ACTIONS:

- If the students are engaging in civil disobedience, keep the students confined to one room/one area of the school
- Try to restore order.
- If unable to calm students and violent or uncontrolled behavior is probably, notify police of situation and request assistance.
- Send home with students for their parents/guardians a brief written description of the emergency, how it was handled and, if appropriate, what steps are being taken in its aftermath.

Outside of School

SCHOOL DIRECTOR ACTIONS:

- Call 911.
- Move any students who are outside into a school building and initiate **CODE YELLOW – SHELTER IN PLACE**
- Cancel all outside activities.
- Maintain an accurate record of events, conversations and actions.

STAFF ACTIONS:

- ❑ Close and lock classroom doors. Close all curtains and blinds. Keep students away from windows and take precautions to protect them from flying glass in the event windows are broken.
- ❑ Remain with students within locked classrooms until all clear is given, regardless of bells and the school schedule.

A student's death may be the result of a suicide, homicide, car accident, illness or other causes. It may have a profound effect on the school and may be one of the most difficult situations an administrator will face. A communications strategy developed in advance of such tragedy will help the administrator know what to say to the student's family and the school community.

SCHOOL DIRECTOR ACTIONS:

- Verify the death and obtain as much information about it as possible. Contact the Coroner's Office.
- Contact the student's family or visit the home to offer condolence and support. Obtain information about the funeral/memorial service. Respect their wishes.
- Protect the privacy of the family; the school neither gives nor confirms information to the media or others without consent.
- Determine whether additional resources are needed and make appropriate requests.
- Schedule a staff meeting as soon as possible to share the details that are known, review procedures for the day and discuss the notification of students, availability of support services and the referral process for students and staff who want or need counseling support and assistance.
- Develop a plan for notifying other students and sharing information about availability of support services. Do not use the public address system.
- Go to each of the student's classes and notify his/her classmates in person.
- Prepare a parent/guardian information letter and distribute it to students at the end of the day.
- Contact parents of those students who are affected by the crisis to determine appropriate support needed after leaving school. Offer assistance to parents of impacted students.
- Make arrangements with the family to remove the student's personal belongings from the school.
- Evaluate the response and determine what additional resources might be needed. Thank all those who assisted.

STAFF ACTIONS:

- Allow students who wish to meet in counseling office or other appropriate place to do so. Encourage students to report any other students who might need assistance. Arrange with facilitator/counselor to individually escort each student to the counseling support site.

EMERGENCY RESPONSE DEATH of a STAFF MEMBER

A reported death or serious illness among the school community may have a profound affect on students and staff alike.

SCHOOL DIRECTOR ACTIONS:

- Verify the death and obtain as much information about it as possible. Contact the Coroner's Office.
- Protect the privacy of the family; the school neither gives nor confirms information to the media or others without consent.
- Contact the decedent's family to offer condolence and support. Obtain information about the funeral/memorial service. Respect the wishes of the family.
- Determine whether additional resources are needed and make appropriate requests.
- Develop a plan for notifying students and sharing information about availability of support services. Do not use the public address system.
- Schedule a staff meeting as soon as possible to share the details that are known, review procedures for the day and discuss the notification of students, availability of support services and the referral process for staff who want or need support and assistance.
- Facilitate classroom and small group discussions for students.
- Prepare a parent/guardian information letter and distribute it to students at the end of the day.
- Determine who from the decedent's family will secure the personal belongs. Make arrangements to remove the personal belongings from the school after school hours. Do not clean out personal belongings in the presence of students or staff.
- Thank all those who assisted.
- Continue to monitor staff and students for additional supportive needs.

EMERGENCY RESPONSE

EXPLOSION

Emergency response will depend on the type of explosion (smoke bomb, chemical lab incident, etc.) and proximity to the school. All students should be kept away from the explosion and under supervision.

SCHOOL DIRECTOR:

- Determine whether site evacuation should be implemented. If so, sound fire alarm. This will automatically implement action to **EVACUATE** the building.
- Notify Fire Department (call 911). Provide school name, address, exact location within the building, your name and phone number and nature of the emergency.
- Secure area to prevent unauthorized access until the Fire Department arrives.
- Notify emergency response personnel of any missing students.
- Determine if Student Release should be implemented. If so, notify staff, students and parents.
- If damage requires the school to be closed, notify parents and staff of school status and alternate site for classroom instruction. Do not return to the school building until it has been inspected and determined safe by proper authorities.

STAFF ACTIONS:

- Initiate **DROP, COVER AND HOLD ON**.
- If explosion occurred inside the school building, **EVACUATE** to outdoor assembly area. Keep students and staff at a safe distance from the building(s) and away from fire-fighting equipment.
- Upon arrival at assembly area, check attendance. Report status to site administrator immediately.
- Render first aid as necessary.
- Do not return to the building until the emergency response personnel determine it is safe to do so.
- If explosion occurred in the surrounding area, initiate **SHELTER IN PLACE**. Keep students at a safe distance from site of the explosion.

Flooding could threaten the safety of students and staff whenever storm water or other sources of water threaten to inundate school grounds or buildings. Flooding may occur if a water pipe breaks or prolonged rainfall causes urban streams to rise. Flooding may also occur as a result of damage to water distribution systems such as failure of a dam or levee. If weather-related, an alert message will be broadcast over the weather radio station.

SCHOOL DIRECTOR ACTIONS:

- Determine if evacuation is required.
- Notify local police department of intent to **EVACUATE**, the location of the safe evacuation site and the route to be taken to that site.
- Communicate with families as appropriate
- Post a notice on the office door stating where the school has relocated
- Do not allow staff and students to return to the school until proper authorities have determined that it is safe to do so.

STAFF ACTIONS:

- If warranted, **EVACUATE** students using evacuation plan. Take the class roster, emergency backpack and student comfort kits. Take attendance before leaving the campus.
- Remain with students throughout the evacuation process.
- Upon arrival at the safe site, take attendance. Report any missing students to principal/site administrator and emergency response personnel.
- Do not return to school building until it has been inspected and determined safe by property authorities.

SCHOOL DIRECTOR ACTIONS:

- Verify information with the source of the abduction report.
- Contact law enforcement (call 911) for assistance.
- Provide a picture and complete information on the student: name, age, description, home address, emergency contact information, and custody information if known (Emergency Protective Order, Domestic Violence Order).
- Provide suspect information to the police, if known.
- Contact the parents/guardian of the student involved and establish a communication plan with them.
- Obtain the best possible witness information.
- Conduct a thorough search of the school/campus.
- Relay current information to police, parents and essential school staff.
- Designate a staff member as a key contact and personally answer the phone line (no voice mail) to receive and provide updated status as it becomes available.
- Advise the law enforcement dispatcher of the staff member key contact's name and number.
- Provide the key contact with access to school records.
- Ask key contact to be available at school by phone beyond the close of the school day, if needed, until dismissed by the principal or law enforcement.
- When the child is found, contact all appropriate parties as soon as possible.

STAFF ACTIONS:

- Notify School Director, providing essential details:
- Move students away from the area of abduction.

Medical accidents and emergencies can occur at any time and may involve a student or staff member. Some emergencies may only need first aid care, while others may require immediate medical attention. This is not a First Aid manual. When in doubt, dial 911. Medical emergencies involving any student or employee must be reported to the School Director.

STAFF ACTIONS:

- Assess the victim (ABC – Airway, Breathing, Circulation. Call 911, if appropriate. Provide:
 - School name, address including nearest cross street(s) and fastest way for ambulance to reach the building
 - Exact location within the building
 - Nature of the emergency and how it occurred
 - Approximate age of injured person
 - Caller’s name and phone numberDo not hang up until advised to do so by dispatcher.
- Monitor medical status of victim
- Do not give the individual anything to eat or drink.
- Notify School Director.
- Stay calm. Keep individual warm with a coat or blanket.

Universal Precautions when Treating a Medical Emergency

- Always use non-latex or nitrile gloves and, if necessary, mask and gown, to reduce the risk of transmission of body fluids.
- Wash hands thoroughly after providing care.

SCHOOL DIRECTOR ACTIONS:

- Assemble emergency care and contact information of victim
- Assign a staff member to remain with individual, even if he or she is transported to the hospital.
- Notify parents/guardian if the victim is a student. Describe type of illness or injury, medical care being administered, and location where student has been transported.
- Advise staff of situation (when appropriate). Follow-up with parents.

If a student is missing, a search of the school should be organized immediately. If at any point the child is found, inform everyone who was notified of the incident that the student is no longer missing.

PRINCIPAL/SITE ADMINISTRATOR ACTIONS:

- Conduct an immediate search of the school campus including PA announcements
- Call family to see if child was picked up or accounted for otherwise
- Call 911 and explain the situation. Gather information about student to provide to law enforcement authorities:
 - photo
 - home address
 - parent contact numbers
 - class schedule
 - special activities
 - bus route /walking information
- Notify parents/guardians if the student is not found promptly.
- If case involves abduction, begin gathering witness information for the police. Interview friends, last person to see student.
- Double-check circumstances:
 - Did someone pick up the student?
 - Could the student have walked home?
 - Is he or she at a medical appointment or another activity?
- Assist police with investigation. Provide a photo and complete information on the missing child: name. Assure that all parties who know the student or have participated in the search are available to speak with police when they arrive.
- Designate a staff member as a key contact and personally answer the phone line (no voice mail) to receive and provide updated status as it becomes available.
- Advise law enforcement dispatcher of the staff member key contact's name and number.
- If missing during bus transportation, provide law enforcement with child's bus stop location and nearest other bus stops.
- Have driver keep in communication with the transportation dispatcher. Have transportation dispatcher coordinate efforts and information with the law enforcement dispatcher
- Exchange phone numbers (household, cell phone, school key contact) with parents/guardian.
- When the child is found, contact all appropriate parties as soon as possible.
- Arrange for counseling of students, as needed.

STAFF ACTIONS:

- Confirm that student attended school that day.
- Provide description of the student, including height, weight, clothing worn that day, backpack, where last seen and when.

- ❑ Bring all students indoors. Immediately lock exterior access to the school and secure the campus. Do not let any individuals leave. Do not let unauthorized individuals come onsite.
- ❑ Take attendance in the classroom and report any other missing students to the office. Keep students in secure areas until notified to resume regular school activities.

A motor vehicle crash may result in a fuel or chemical spill on school property. If the crash results in a utility interruption, refer to the section on Utility Failure.

SCHOOL DIRECTOR ACTIONS:

- Notify police and fire department (call 911).
- Determine immediate response procedures, which may include **EVACUATION**, or **OFF-SITE EVACUATION**
- Arrange for first aid treatment
- Secure area to prevent unauthorized access until the public safety officials (police, sheriff, fire department) arrive.
- Ensure that students and staff remain at a safe distance from the crash.

STAFF ACTIONS:

- Notify School Director
- Move students away from immediate vicinity of the crash.
- Maintain control of the students a safe distance from the crash site.
- Care for the injured, if any.

In case of a suspected opioid overdose, the school nurse or other trained staff shall follow the protocols outlined in the CSSP, which are listed below:

SCHOOL DIRECTOR ACTIONS:

- Ensure emergency personnel is in route (call 911).
- Notify family members.
- After administration of naloxone, the school nurse or designee will follow the CDPH reporting protocols.
- Provide substance abuse prevention resources to the overdose victim and family, as appropriate

STAFF ACTIONS :

- Call 911
- Assess situation for personal safety (do not touch any medicines or powders that may be near victim)
- Move students away from immediate vicinity of the victim
- Notify School Director and School Nurse
- Administer rescue breathing (if necessary)
- Prepare and administer the Narcan or Naxolone
- Continue rescue breathing
- Give another dose of naloxone in 3 minutes if no response or minimal breathing or responsiveness
- Attach a label to the person's clothing indicating name of medicine, dosage and time administered
- Assess situation and help student or adult to be comfortable.
- Try to keep the person awake and breathing
- Lay the person on their side to prevent choking

Sexual assault can be verbal, visual, or anything that forces a person to join in unwanted sexual contact or attention. It can occur by a stranger in an isolated place, on a date, or in the home by someone who is a friend or acquaintance. Depending on the situation, the victim should not eat or drink, change clothes or shower while awaiting police.

SCHOOL DIRECTOR ACTIONS:

- Call 911
- Close off the area to everyone.
- Assign a counselor/staff member to remain with the victim.
- Review possible need for a **Lockdown** or **Secure Campus** until circumstances surrounding the incident are known.
- Notify victim's family.
- If child abuse is suspected, notify law enforcement. Notify student services staff members, as appropriate.
- The police will coordinate collection of evidence and questioning of the victim and suspects. Cooperate with any law enforcement agency conducting investigations.
- Discuss with counselors how to handle emotional effects of the incident on student and staff population. Plan appropriate school events for next day.
- Coordinate statements to media, families and community. Be aware of rumors that may start from this type of incident and address those rumors directly using facts.

STAFF ACTIONS:

- Isolate the victim from activity related to the incident.
- Avoid asking any questions except to obtain a description of the perpetrator.

Severe weather can be accompanied by high winds, downed trees, and swollen creeks. An emergency response is required when this type of weather poses any risk to the staff and students. Assure that each student's method of returning home is safe and reliable.

Severe Storm

SCHOOL DIRECTOR ACTIONS:

- Monitor weather forecasts and weather-related communications to determine onset of storm conditions that may affect school operations..
- Determine whether school will be closed or remain open.
- Communicate with families and staff as necessary
- Post school status on school website.
- Take appropriate action to safeguard school property.
- Upon passage of the storm, return to normal routine.

EMERGENCY RESPONSE

SUICIDE ATTEMPT

Suicide, attempted suicide, and suicidal gestures have a significant detrimental effect, not only on the involved student, but also on others in the school community. There is no way to predict who will commit suicide, or when, but there are warning signs, including: increasing talk of death, talk about not being worth living and reckless behavior. School staff with reasonable cause to believe that a student is suicidal should begin the intervention process immediately. Parents must always be contacted. Attention should focus on the safety and best interests of the student, whose health, life or safety may be endangered

SCHOOL DIRECTOR ACTIONS:

- Call 911
- Calm student by talking and reassuring until police arrive. Try to have the student relinquish devices for and means of harming self. If individual is armed with any type of weapon, USE EXTREME CAUTION. Do not attempt to remove the weapon from the possession of the individual. Allow police to do so.
- Isolate the student away from other children
- Arrange for medical or counseling resources that may provide assistance.

STAFF ACTIONS:

- Inform the School Director of what was written, drawn, spoken and/or threatened.
- Move other students away from the immediate area, but remain with the troubled student until assistance arrives.
- Calmly talk to the student to determine whether he/she has any life-threatening devices (e.g., gun, knife, drugs, etc.) If possible, calmly remove them from the student and the immediate environment. Do NOT struggle if you meet resistance.
- Isolate the student away from other children

Steps for Suicide Intervention

1. Stabilize individual
2. Assess risk
3. Determine services needed
4. Inform
5. Follow-up

Failure of any of the utilities (electricity, gas, water) during school hours constitutes a condition that must be dealt with on a situational basis. Advance notice may be received from a utility company regarding loss of service. In many cases, such loss of service will be of short duration and require no special action other than notifying staff of the temporary interruption of service.

SCHOOL DIRECTOR:

- Notify utility company. Provide the following information:
 - Affected areas of the school site
 - Type of problem or outage
 - Expected duration of the outage, if known
- Determine length of time service will be interrupted.
- Determine desired action, which may include relocation of students and staff, notification of parents, etc.
- If disruption in service will severely hamper school operation, consider closing campus and notify students and staff by appropriate means.

III. Suspension & Expulsion Policies

The school had adopted Pupil Suspension and Expulsion Policies in order to promote learning and protect the safety and well being of students and staff members at Journey School. When the policy is violated, it may be necessary to suspend or expel a student from regular classroom instruction. The school administration and Council have reviewed the suspension and expulsion policies of Capistrano Unified School District and the California Education Code prior to preparing the procedures and the list of enumerated offenses for which a pupil may/must be suspended or expelled. The policy and procedures have also been prepared to provide due process to all students. The list of offenses and procedures provide adequate safety for students, staff, and visitors to the school and serves the best interests of the school's pupils and their parents/guardians.

Staff shall enforce disciplinary rules and procedures fairly and consistently among all students. The Policy and its Procedures clearly describe discipline expectations.

Discipline includes but is not limited to advising and counseling students, conferring with parents/guardians, detention during and after school hours, use of alternative educational environments, suspension and expulsion. Suspended or expelled students shall be excluded from all school and school-related activities unless otherwise agreed during the period of suspension or expulsion.

Corporal punishment shall not be used as a disciplinary measure against any student. Corporal punishment does not include an employee's use of force that is reasonable and necessary to protect the employee, students, staff or other persons or to prevent damage to school property.

A student identified as an individual with disabilities (or for whom the charter school has a basis of knowledge of a suspected disability) pursuant to the Individuals with Disabilities Education Improvement Act of 2004 ("IDEA") or who is qualified for services under Section 504 of the Rehabilitation Act of 1973 ("Section 504") is subject to the same grounds for suspension and expulsion and is accorded the same due process procedures applicable to regular education students, except when federal and state law mandates procedural safeguards and/or additional procedures, such as a manifestation determination.

A. Grounds for Suspension and Expulsion of Students

A student may be suspended or expelled for prohibited misconduct if the act is related to school activity or school attendance occurring at the School or at any other school or a School sponsored event, occurring at any time, including but not limited to: a) while on school grounds; b) while going to or coming from school; c) during the lunch period, whether on or off the school campus; d) during, going to, or coming from a school-sponsored activity.

B. Suspension Offenses

1. Discretionary Suspension Offenses:

Students may be suspended for any of the following acts when it is determined that the student:

- a) Willfully caused, attempted to cause, or threatened to cause physical injury to another person.

- b) Willfully used force of violence upon the person of another, except self-defense.
- c) Unlawfully possessed, used, sold or otherwise furnished, or was under the influence of any controlled substance, as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind.
- d) Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished to any person another liquid substance or material and represented same as controlled substance, alcoholic beverage or intoxicant.
- e) Committed or attempted to commit robbery or extortion.
- f) Willfully caused or attempted to cause damage to school property or private property.
- g) Stole or attempted to steal school property or private property.
- h) Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. This section does not prohibit the use of his/her own prescription products by a pupil in accordance with school policy.
- i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5.
- k) Knowingly received stolen school property or private property.
- l) Possessed an imitation firearm, i.e.: a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- m) Committed or attempted to commit a sexual assault as defined in Penal code 261, 266c, 286, 288, 288a or 289, or committed a sexual battery as defined in Penal Code 243.4.
- n) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
- o) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- p) Engaged in, or attempted to engage in hazing. For the purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this section, "hazing" does not include athletic events or school-sanctioned events.
- q) Made terrorist threats against school officials and/or school property. For purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the

specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school property, or the personal property of the person threatened or his or her immediate family.

- r) Committed sexual harassment, as defined in Education Code Section 212.5. For the purposes of this section, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall apply to pupils in any of grades 4 to 8, inclusive.
- s) Caused, attempted to cause, threaten to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 233 of the Education Code. This section shall apply to pupils in any of grades 4 to 8, inclusive.
- t) Intentionally harassed, threatened or intimidated a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading student rights by creating an intimidating or hostile educational environment. This section shall apply to pupils in any of grades 4 to 8, inclusive.
- u) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261 of the Education Code, directed specifically toward a pupil or school personnel.
- v) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (1).

2. Non- Discretionary Suspension Offenses:

Students must be suspended and may be recommended for expulsion by school administration if found to have committed any of the following acts:

- (A) Causing serious physical injury to another person, except in self-defense.
- (B) Possession of any knife or other dangerous object of no reasonable use to the pupil.
- (C) Unlawful possession of any controlled substance except for first offense of possession of not more than one ounce of marijuana, or possession of over-the-counter medication for use by the student for medical purposes or medication prescribed for the student by a physician.
- (D) Robbery or extortion.
- (E) Assault or battery upon any school employee.

C. Suspension Procedures

Suspensions shall be initiated in accordance with the procedures in the school's Suspension and Expulsion Policy as detailed below:

1. A conference with the student and administration, which will also include the parent and other school staff as possible. This step may be omitted in case of an emergency situation.
2. Written notice to Parents/Guardians will be given at the time of suspension. The notice will include the offense and the date of return of the student.
3. Suspensions, when not including a recommendation for expulsion, shall not exceed five (5) consecutive school days per suspension.

If recommendation for Expulsion has been made, a conference will be held to determine if the suspension for the pupil should be extended pending an expulsion hearing. This determination will be made by the Director or designee upon either of the following determinations: 1) the pupil's presence will be disruptive to the education process; or 2) the pupil poses a threat or danger to others. Upon either determination, the pupil's suspension will be extended pending the results of an expulsion hearing.

D. Expellable Offenses

1. **Discretionary Expellable Offenses:** Students may be expelled if found to have committed any of the offenses listed above under Sections B (1) and (2).
2. **Non -Discretionary Expellable Offenses:** Students **must be expelled** if found to have committed any of the following acts, regardless of the recommendation of the School Director:
 - (a) Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the student had obtained prior written permission to possess the firearm from the Director or designee.
 - (b) Brandishing a knife at another person.
 - (c) Unlawfully selling a controlled substance.
 - (d) Committing or attempting to commit a sexual assault or sexual battery.
 - (e) Possession of an explosive.

E. Authority to Expel

A student who has committed an expellable offense may be expelled by an Administrative Panel to be assigned by the School Director. The Administrative Panel should consist of at least three members who are certificated and neither a teacher of the pupil, School Director, or a Council member of the School's governing board.

F. Expulsion Procedures

Students recommended for expulsion are entitled to a hearing before an Administrative Panel to determine whether the student should be expelled. Unless postponed for good cause, the hearing

shall be held within thirty (30) school days after the School Director or designee determines that the Pupil has committed an expellable offense.

Written notice of the hearing shall be forwarded to the student and the student's parent/guardian at least ten (10) calendar days before the date of the hearing. Upon mailing the notice, it shall be deemed served upon the pupil.

G. Students with Disabilities

A pupil identified as an individual with disabilities or for whom the Charter School has a basis of knowledge of a suspected disability pursuant to the Individuals with Disabilities Education Improvement Act ("IDEA") or who is qualified for services under Section 504 of the Rehabilitation Act of 1973 ("Section 504") is subject to the same grounds for disciplinary action, including suspension and expulsion, and is accorded the same due process procedures applicable to regular education pupils except when federal and state law mandates additional or different procedures. The following is a summary of the current procedures to be followed when a student with a disability is considered for suspension or expulsion. These procedures will be updated if there is a change in the law.

1. Notification of SELPA
2. Services During Suspension/11th day services

Students suspended for more than ten (10) school days for behaviors deemed substantially similar, and within a given school year, shall continue to receive services so as to enable the student to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals set out in the child's IEP. These services may be provided in an interim alternative educational setting.

3. Procedural Safeguards/Manifestation Determination

Within ten (10) school days of a recommendation for expulsion or any decision to change the placement of a child with a disability (including 11th day services) because of a violation of a code of student conduct, all relevant information will be reviewed to reach a determination whether the conduct was a manifestation of the child's disability. Depending on the outcome of this determination, additional steps are taken. Detailed information about how this procedure occurs and what additional steps are taken is found in the complete Suspension and Expulsion Policy.

4. Due Process Appeals

The parent of a child with a disability who disagrees with any decision regarding placement, or the manifestation determination, or the Charter School believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, may request an expedited administrative hearing through the Special Education Unit of the Office of Administrative Hearings.

When an appeal relating to the placement of the student or the manifestation determination has been requested by either the parent or the Charter school, the student shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the forty-five (45) day time period provided for in an interim alternative educational setting, whichever occurs first, unless the parent and the Charter School agree otherwise.

5. Special Circumstances

Charter School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct.

6. Interim Alternative Educational Setting

The student's IEP team shall determine the student's interim alternative educational setting.

Procedures for Students Not Yet Eligible for Special Education Services

A student who has not been identified as an individual with disabilities pursuant to IDEA and who has violated the district's disciplinary procedures may assert the procedural safeguards granted under this administrative regulation only if the Charter School had knowledge that the student was or may be disabled before the behavior occurred. Details about how to determine if the charter school had such knowledge can be found in the complete Suspension and Expulsion Policy.

H. Record of Hearing

A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made.

I. Presentation of Evidence

While technical rules of evidence do not apply to expulsion hearings, evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs.

The final decision by the Administrative Panel shall be made within ten (10) school days following the conclusion of the hearing. The decision of the Administrative Panel is final.

If the Administrative Panel decides not to expel a pupil, the pupil shall immediately be returned to his/her educational program.

J. Written Notice to Expel

The Director or designee following a decision by the Administrative Panel to expel shall send written notice of the decision to expel, including the Administrative Panel's adopted findings of fact, to the student or parent/guardian.

The Director or designee shall send a copy of the written notice of the decision to expel to the sponsoring district and the County.

K. Disciplinary Records

The School shall maintain records of all student suspensions and expulsions at the School. Such records shall be made available to oversight agencies upon request.

L. Expelled Pupils/Alternative Education

Pupils who are expelled shall be responsible for seeking alternative education programs including, but not limited to, programs within the County or their school district of residence.

M. Rehabilitation Plans

Students who are expelled from the School shall be given a rehabilitation plan upon expulsion as developed by the Administrative Panel, in consultation with School Director, at the time of the expulsion order, which may include, but is not limited to, periodic review as well as assessment at the time of review for readmission. The rehabilitation plan should include a date not later than one year from the date of expulsion when the pupil may reapply to the School for readmission.

N. Readmission

The decision to readmit a pupil or to admit a previously expelled pupil from another school district or charter school shall be in the sole discretion of the Council following a meeting with the School Director and the pupil and guardian or representative to determine whether the pupil has successfully completed the rehabilitation plan and to determine whether the pupil poses a threat to others or will be disruptive to the school environment. The School Director shall make a recommendation to the Council following the meeting regarding his or her determination. The pupil's readmission is also contingent upon the School's capacity at the time the student seeks readmission.

IV. Bullying & Harassment Policy

Journey School is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students, and encourages the promotion of positive interpersonal relations among members of the school community.

Harassment, intimidation, bullying, cyber-bullying, and/or hazing toward any member of the school community, whether by or against any student, staff, or other third parties, is strictly prohibited and will not be tolerated. Examples of such prohibited behavior include, but are not limited to, stalking, bullying/cyber bullying, intimidating, menacing, coercion, taunting, making threats, and hazing. This prohibition includes aggressive behavior; physical, verbal, and psychological abuse; and violence within a dating relationship. These types of behavior are forms of intimidation and harassment and are strictly prohibited, regardless of whether or not the target of the prohibited behavior are members of a legally protected group, such as, but not limited to, sex, sexual orientation, race, color, national origin, religion, gender, marital status, or disability.

The following definitions are intended to provide guidance in assessing whether a particular behavior is a prohibited behavior. They are not exhaustive in their scope and are not intended to replace the intuition of the individual. When in doubt as to whether or not a particular suspected behavior is a prohibited behavior, you are urged to rule on the side of caution and report your concerns to the appropriate authority, as provided for in this policy.

Harassment - any intentional behavior or course of conduct (whether written, verbal, graphic, or physical) directed at a specific person or group of persons that causes substantial physical and/or emotional distress or harm and is sufficiently severe, persistent, and/or pervasive that it creates an intimidating, threatening, and/or abusive educational environment for the other person(s) and serves no legitimate purpose.

Bullying – a course of abusive treatment (whether written, verbal, graphic, or physical) that typically involves the use of force or coercion to affect others, particularly when habitual and involving an imbalance of power. It may involve verbal, written or cyber harassment, physical assault or coercion and may be directed persistently towards particular victims.

Cyber-bullying – the use of information and communication technologies, such as, but not limited to, cell phone, email, instant messaging, social media websites, Twitter, etc., to support deliberate and hostile behavior by an individual or group, that (i) is intended to harm others or (ii) that an objectively reasonable person would expect to cause harm to others. Cyber-bullying includes the posting or other transmission of text, video, or images that are embarrassing, demeaning, or threatening in nature, regardless of whether the subject of such text, video, or images directed, consented to or otherwise acquiesced in the at issue posting or other transmission.

Hazing – the use of ritual and other activities involving harassment, bullying, cyber-bullying, intimidation, abuse or humiliation for the purpose of initiating a person or persons into a group, regardless of whether such person(s) consented to or otherwise acquiesced in the at issue behavior(s) and action(s).

Intimidation – a course of behavior that instills fear or a sense of inadequacy.

Violence within a dating relationship - any behavior by a student exhibited towards that student's dating partner that is an attempt to gain and/or maintain power and/or control over a dating partner through violence, threats of violence, and/or physical, verbal, psychological, and/or mental abuse.

Sexting - knowingly using a computer, or any other device capable of electronic data transmission or distribution, to transmit or distribute to another person any photograph or video which depicts nudity and/or text message that is sexually explicit and/or is harmful to minors. Knowingly possessing a photograph or video that was transmitted or distributed by another person as described above.

Prohibited behaviors include all of the above.

The school Administration and School Council will not tolerate any gestures, comments, threats, or actions which (i) cause, threaten to cause, or an objective and reasoned third-party would find was intended to cause, bodily harm or personal degradation, or (ii) creates, or an objective and reasoned third-party would determine was intended to create, an intimidating, threatening, or abusive environment for any student, staff member, member of the administration, parent or guardian, or other third-party.

This policy applies to all school-related activities and/or engagements, including, but not limited to classroom activities, recess or lunch activities, participation in clubs and activities, email messages, text messages, discussions, telephonic communications, or online forums related to school activities, field trips, open houses, school performances, school athletic competitions, and any other in-person school-related activities on school property. This policy also applies to those activities or engagements which occur off school property if the student or employee is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or events where students are under the school's control, in a school vehicle, where an employee is engaged in school business, or where the prohibited behavior is facilitated through the use of any school property or resources.

Any student or student's Parent/Guardian/Caretaker, who believes that student, any other student, or other third-party, has been or is the recipient of any of the above-described prohibited behaviors should immediately report the situation to the School Administration. The student may also report concerns to teachers and other school staff who will be responsible for notifying the appropriate school administrator or Board official. Complaints about prohibited behavior against the school administrator(s) should be first brought to the attention of the School Administration, as mentioned above, for investigation and remedy as described below. If this is not sufficient, further complaints may be filed in accordance with the School's Uniform Complaint Policy.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be prohibited behavior. Reports may be made to those identified above. If a student or other individual believes there has been prohibited behavior, s/he should report it and allow the administration to determine the appropriate course of action. Any teacher, school administrator, or school staff member who does not make a timely written report of an incident of prohibited behavior shall be subject to appropriate disciplinary action in accordance with the school's disciplinary process (found in the School Handbook).

All complaints about prohibited behavior shall be kept confidential to the greatest extent possible and will be promptly investigated. The school Executive Director or designee shall prepare a written report of the investigation upon completion. Such report shall include findings of fact, a determination of whether any prohibited behavior(s) were verified, and, when prohibited acts are verified, a recommendation for intervention, including disciplinary action. Where appropriate, written witness statements shall be attached to the report. When the target of the prohibited behavior is a student, the school shall provide that student with a written copy of the rights, protections, and support services available to him/her. If there is any evidence that the student has experienced physical harm as a

result of the prohibited behavior, the school shall promptly communicate that information to the appropriate personnel, including, but not limited to, emergency personnel and /or law enforcement.

If the investigation finds an instance of harassment, intimidation, bullying, dating violence, or any other prohibited behavior has occurred, it will result in prompt and appropriate remedial and/or disciplinary action in accordance with the school's disciplinary process. This may include expulsion for students, discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request for a Board member(s) to resign. Individuals may also be referred to law enforcement officials. Remedial and/or disciplinary action for employees will follow the procedures outlined in the Employee Handbook. Remedial and/or disciplinary action for students will follow the procedures outlined in the School Handbook.

When appropriate, the target(s) of the prohibited behavior (and/or such target(s)' Parent/Guardian/Caretaker(s)) shall be notified of the findings of the investigation, and, when appropriate, that action has been taken. In providing such notification, care shall be taken to respect the statutory privacy rights of the accused perpetrator of such harassment, intimidation, bullying, and/or dating violence.

If after investigation the act(s) of prohibited behavior by a specific student is/are verified, the school Executive Director or designee shall notify in writing the Parent/Guardian/Caretaker of the perpetrator of that finding. If disciplinary consequences are imposed against such student, a description of such discipline shall be included in the notification.

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of harassment, intimidation, bullying, dating violence, or any other prohibited behavior will not be tolerated, independent of whether a complaint is substantiated. Such retaliation shall be considered a serious violation of school policy, and suspected retaliation should be reported in the same manner as prohibited behavior. Making intentionally false reports about prohibited behavior will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

This policy shall not be interpreted as infringing upon the First Amendment rights of students or parents (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law and by the School's Free Speech Policy).

Formal Complaints

Students and/or their Caretakers may file written reports regarding any suspected prohibited behavior by completing the forms found in the Uniform Complaint Policy and sending this to the school. Such reports should be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of the suspected prohibited behavior(s), and the names of any potential student or staff witnesses.

Students and/or their Parent/Guardian/Caretakers may make informal complaints of conduct that they consider to be prohibited behavior(s) by verbal report to a teacher, school administrator, or other school personnel. Such informal complaints should be reasonably specific, including person(s) involved, number of times and places of the alleged conduct, the target of suspected prohibited behavior, and the names of any potential student or staff witnesses. A school staff member or administrator who receives an informal complaint shall promptly document the complaint in writing by completing the appropriate forms. This written report shall be promptly forwarded by the school staff

member and/or administrator to the Executive Director or designee for review, investigation, and appropriate action.

Privacy/Confidentiality

The School will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school's legal obligations to investigate, to take appropriate action, and to conform to any discovery or disclosure obligations. All records generated under this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law.

V. School Wide Dress Code Prohibiting Gang Attire

*The Dress Code is established to support students' outward expression as well as establish courtesy and respect that all members of the school community have for one another. Our intention is to minimize distractions in an effort to ensure students remain focused on their education, rather than commercial, media and popular fashion. Please hold these thoughts in your consciousness and review these **guidelines** as you and your child are making wardrobe selections. Gang attire or attire determined by staff to be gang related is not permitted*

CLOTHING (TOPS/DRESSES/BOTTOMS) and HATS

- Journey logo shirts and sweatshirts are recommended
- Alternatively, clothing with inspirational, positive, and non-violent images/phrases are permissible
- Clothing with media advertisements and logos are not encouraged and may be disallowed if they are determined to be a distraction for the student or classmates
- Middle School students (grades 6-8) may wear t-shirts and jackets with band/artists name and related imagery – if inspirational, positive, and non-violent
- Clothes must cover undergarments
- Clothes should be weather appropriate

SHOES

- Footwear must be flat (No heels, wedges, wheels.)
- Sandals must have a heel strap
- Students must wear athletic or sneaker shoes for games classes

ACCESSORIES/MAKE-UP/JEWELRY

- Stud earrings are allowed in all grades
- Light make-up and hair dye are allowed in grade 6 and up
- Jewelry should be kept at a minimum and is often a cause for student distraction

Decisions regarding the appropriateness of clothing and accessories are at the discretion of the Journey School Faculty and Administration. In case your child arrives at the school dressed inappropriately, we will give you a courtesy call so that you may bring replacement clothes or the staff may loan the student appropriate attire to wear for the day. If persistent violations of the dress code occur, the Faculty and or the Administrator may take further action including, but not limited to, meeting with the parent(s) to discuss and review Dress Code Policy. We thank you for your support in protecting a safe, wholesome, and age-appropriate educational setting for our children.

VI. Teacher Notification of Dangerous Students

The School Director or designee, in accordance with law, shall ensure teachers and all applicable staff shall be notified of student who may pose a danger in the classroom. All information regarding suspension and expulsion is CONFIDENTIAL and shall not be shared with any unauthorized parties.

Journey School shall define a potentially dangerous student as a pupil who has: (1) during the previous three school years, engaged in an act willfully harmed, attempted to harm or threatened to harm another student or staff member for which he/she was suspended OR (2) committed a crime reported to Journey School by a family member, local law enforcement, court services, probation department or social services.

In the event Journey School is provided information from a previous school or agency or becomes aware of such behavior during the course of the student's enrollment at Journey School, this information shall be used to develop awareness, assign appropriate discipline consequences, assist in allocating resources, and may be a factor in determining which services are provided to the student or recommence to the parent/guardian.

Teachers are notified of dangerous student via the following process:

- Any student meeting the above criteria will be flagged in our student information system
- Upon receipt of incoming cumulative files, data is reviewed by administrative staff and flagged for dangerous students
- If a student is flagged, a notice will be distributed to the students' teachers and applicable staff.
- Time will be made to review and questions or concerns that staff may have and to establish support strategies as appropriate.

VII. Procedures for Safe Ingress and Egress of Pupils, Parents and Staff to and From School

The Journey School Parent Handbook defines the procedures for safe ingress and egress of students as well as details regarding the nature and hours of campus supervision. Parents are informed of procedures for student drop-off and pick-up as well. In addition, a weekly newsletter provides frequent reminders about traffic and campus safety.

At the beginning of each school year, administration trains staff on safety procedures including safe ingress and egress of students and related campus supervision efforts before and after school hours.

Staff members are vigilant about visitors on campus and during school hours, all school guests are asked to sign in at the office and display a visitor's badge for the purposes of identification. If a person's presence on campus is questioned as administrator is contacted immediately.

VIII. Rules and Procedures on School Discipline

Journey School staff is committed to creating a safe and nurturing environment for every child. We are equally committed to maintaining a respectful environment conducive to learning.

Through this Student Behavior Policy and within our day-to-day practice, our intention is to discourage misbehavior, guide children towards positive choice making and develop positive contributors within our school community. Our approach emphasizes *compassion, consistency, and responsibility*.

To that end, Journey School students are expected to adhere to the values, which form our behavior motto - **RESPECT** (**R**espect, **E**mpathy, **S**ervice, **P**articipation, **E**ffort, **C**ourage, **T**rustworthiness) and the following behavior guidelines:

Behavior Guidelines

- 1. Student will support a good learning environment.** Children are expected to do their best and cooperate with teachers and classmates. This includes, but is not limited to, quietly focusing their attention on the teacher when asked to do so, completing class assignments, observing class starting and ending times, completing classroom chores, and lining up promptly and quietly when requested to do so. Student defiance and disruption to the learning environment will not be permitted.
- 2. Students will treat all adults and children with respect.** Respectful, courteous language is expected towards teachers, children and parents. Inappropriate behavior such as rudeness, teasing, mimicking, unkind or inappropriate words, swearing and lying are not permitted. Students are expected to comply whenever an adult or peer asks for the inappropriate behavior to stop.
- 3. Students will treat all personal and school property with respect.** Lost, stolen, defaced or destroyed property will be repaired or replaced by the parents of those responsible in accordance with applicable law.
- 4. Students will follow all classroom and playground rules.** Teachers will help their students understand and integrate the school-wide behavior policy into their daily activities. Additionally, individual teachers may have unique expectations, which they will communicate to their classes.
- 5. Students will contribute to supporting a safe, positive, productive and nurturing educational environment.** Harassment, intimidation, bullying, cyber-bullying, and/or hazing toward any member of the school community, whether by or against any student, staff, or other third parties, is strictly prohibited and will not be tolerated. Examples of such prohibited behavior include, but are not limited to, stalking, bullying/cyber bullying, intimidating, menacing, coercion, taunting, making threats, and hazing. This prohibition includes aggressive behavior; physical, verbal, and psychological abuse. *A full copy of the Journey School Bullying and Harassment Policy can be found on the school website and on page 29 of the School Handbook.*

6. **An expectation for “Gentle Hands” is in place.** Rough housing, fighting, shoving, spitting, pushing, hitting, kicking, or biting is cause for immediate intervention.
7. **An expectation that “All are Welcome” is in place.** Conversations, activities and games that exclude peers from participating are not permitted.

Consequences for Misbehavior

Classroom management techniques, positive behavior intervention strategies (PBIS) and Tier I disciplinary interventions will be employed by school staff as a primary measure to correct behavior. Tier I disciplinary interventions may include but are not limited to advising and counseling students, conferring with parents/guardians, utilization of short breaks to reflect on behavior (either a “pause” within the class or a “moment” in another class/hearth space), etc. Staff shall enforce disciplinary rules and procedures fairly and consistently among all students.

If Tier I supports are not sufficient in our attempts to correct disruptive/disrespectful behavior OR a pattern of misbehavior emerges OR the severity of an incident/infraction is significant, one or more of the following actions will be taken as determined appropriate by the school’s educational team (administration and/or teachers involved).

1. **Office Referral:** An office referral that involves parent/guardian contact. In this scenario, a student is spoken to by administrative staff and sent back into class when they are ready to contribute to a respectful learning environment.
2. **Incident Report:** A document describing the specifics of an incident or infraction written by those school staff directly involved. This report is placed within the student’s cumulative school record *and* a copy will be sent home to the student’s parents for review. The class teacher and/or administration will notify the student’s parents about the incident or infraction. The class teacher, administrator and possibly the student, will determine the corrective course of action.
3. **Student Support Plan/Behavior Contract:** Developed when a child habitually fails to follow the school or classroom behavior guidelines or a pattern of behavior develops that undermines a healthy learning environment, endangers others, oneself or property. The plan will be drafted at a parent conference with administration and teacher. The plan will describe the behavior(s), the antecedent/setting event for those behaviors, the intervention/support methods employed by Journey School moving forward, and an articulation of the specific escalation of discipline should the behavior continue, which may include removal from Journey School.
4. **Suspension:** A mandatory leave may be assigned to a student in response to an isolated incident/infraction or a pattern of misconduct. The student shall be excluded from all school and school-related activities unless otherwise agreed during the period of suspension. The period of suspension for an infraction will be determined by administration and will not exceed five (5) consecutive school days. A suspension notice will be filed within the student’s cumulative school record *and* a copy will be sent home to the student’s parents. *A full copy of the Journey School Expulsion/Suspension/Exclusion and Due Process Policy can be found in the School Handbook.*

- 5. Expulsion:** Should the interventions detailed above fail to correct a student's pattern of behavior or a student commits an expellable offense; expulsion from Journey School may be recommended at the discretion of administration. Students recommended for expulsion are entitled to a hearing to determine whether the student should be expelled. Unless postponed for good cause, the hearing shall be held within thirty (30) school days and the student will be considered suspended from Journey school until that hearing takes place. A recommendation for expulsion notice will be filed within the student's cumulative school record *and* a copy will be sent home to the student's parents. *A full copy of the Journey School Expulsion/Suspension/Exclusion and Due Process Policy can be found on in the School Handbook.*

Disciplinary Escalation

Below is a summary of the disciplinary measures that Journey School *may* employ in a given school year *prior* to an administrative recommendation for expulsion from Journey School*:

1. Parents/guardians are contacted to inform them of a pattern of unacceptable student conduct ("office referrals and incident reports"). Solutions and strategies are implemented in the school and at home as a primary measure of support and correction.
2. If the behaviors do not improve and the pattern of unacceptable student conduct continues, the behavioral support team will convene with parents/guardians to develop a formal behavior support plan and contract.
3. If this plan and contract does not shift student conduct and student continues to violate school policy, the following disciplinary measures may be utilized.
 1. First suspension and parent conference with administration.
 2. Second suspension and parent conference with behavioral support team and administration.
 3. Third suspension and possible recommendation for expulsion*.

*The escalation/steps detailed above is intended to serve as a guideline for the typical steps of a disciplinary pathway and related supports. These steps are not intended to limit administration's discretion to suspend or expel a child based on the circumstances of an isolated incident or serve as a "3 strikes and you're out" process and each disciplinary event will be reviewed independently. Please see school handbook for safeguards and due process in place for students with disabilities

Dangerous, Violent or Unlawful Activity

Journey School has adopted the following procedures to assess and respond to reports of dangerous, violent and/or unlawful activity conducted or threatened to be conducted at school. Below is a summary of this procedure:

1. If there is an immediate threat to life and/or property, school administration will call 911.
2. If it is determined that there is not an immediate threat to life and/or property, administration will gather information and facts to guide next steps which may include school discipline procedures detailed above.
3. In gathering information and facts, administration may determine that activities were unlawful or potentially unlawful and will engage law enforcement as appropriate. One of the following agencies established by the Orange County Sheriff's Department will be contacted depending on the nature of the activity/activities being investigated:

a.) School Resource Officer (SRO) assigned to Journey School

The School Resource Officer (SRO) Program places uniformed officers within educational institutions to meet a variety of needs. Although the SRO's are predominantly assigned to Middle or High Schools that are located in the Sheriff's jurisdiction of Orange County, they also respond to elementary and institutions within their areas.

b.) Orange County School Mobile Assessment and Resource Team (SMART)

The School Mobile Assessment and Resource Team is utilized in school situations and incidents related to violence, threats, possession and/or use of weapons, unstable behaviors, and suicidal actions or tendencies.

IX. Dangerous Weapons

Weapons are prohibited on school grounds. Students who bring weapons will be disciplined according to the school suspension and expulsion policy. Additionally, California Penal Code § 626.10 PC makes it a crime to bring dangerous weapons onto school grounds, including K-12 schools and any private or public university or college. The offense can be charged as a misdemeanor or a felony.

The language of the statute reads:

626.10. (a) (1) Any person, except a duly appointed peace officer as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2, a full-time paid peace officer of another state or the federal government who is carrying out official duties while in this state, a person summoned by any officer to assist in making arrests or preserving the peace while the person is actually engaged in assisting any officer, or a member of the military forces of this state or the United States who is engaged in the performance of his or her duties, who brings or possesses any dirk, dagger, ice pick, knife having a blade longer than 2¹/₂ inches, folding knife with a blade that locks into place, razor with an unguarded blade, taser, or stun gun, as defined in subdivision (a) of [Penal Code] 244.5, any instrument that expels a metallic projectile, such as a BB or a pellet, through the force of air pressure, CO2 pressure, or spring action, or any spot marker gun, upon the grounds of, or within, any public or private school providing instruction in kindergarten or any of grades 1 to 12, inclusive, is guilty of a public offense, punishable by imprisonment in a county jail not exceeding one year, or by imprisonment pursuant to subdivision (h) of Section 1170.

Due to the nature of Journey School's programming, it should be noted that Games/PE classes practice archery and javelin under close supervision of a staff member and with safety precautions in place. Additionally, there are tools and knives that are used in farming, woodwork and cooking classes. These tools and items are stored securely and are used solely for instructional purposes. Staff/students are exempt from Penal Code 625.10 so long as the tools and items described above are used in accordance with law and in a manner consistent with instructional purposes.

X. Prevention of Gun Violence

To further student and staff safety, Journey School strives to help prevent gun violence at school campuses by distributing materials to the community with an aim to educate and raise awareness about how to securely store guns—and why it matters. Distribution and education efforts would occur on an annual basis.

XI Cell Phone–Free Campus and Emergency Safety Procedures

Journey School is a cell phone–free school. Student possession and use of cell phones and other personal communication devices are prohibited during the instructional day and during school-sponsored activities in compliance with the Phone-Free School Act (AB 3216), effective July 1, 2026. Limited exceptions may be authorized by school staff for instructional, medical, or safety-related purposes. Families are encouraged to communicate with students through the Journey School office during the school day.

In accordance with Assembly Bill 962 (effective 2026), Journey School may restrict or prohibit student cell phone use during emergencies or perceived threats when such use may interfere with emergency response procedures, compromise safety, disrupt official communications, or contribute to the spread of misinformation. This includes, but is not limited to, lockdowns, shelter-in-place situations, evacuations, or incidents involving threats of violence or suspicious activity.

Students are required to follow staff instructions regarding communication restrictions during emergencies. Journey School will provide official communication to families through established emergency notification systems. Exceptions may be made for students with documented medical needs or accommodations, or when authorized by school administration or emergency responders for safety purposes.

XII: Immigration Enforcement Notification

Journey School will implement procedures to notify parents, guardians, teachers, and staff whenever immigration enforcement personnel are present on campus. Notifications will be timely, accurate, and respect student privacy and safety. Staff will follow established protocols to ensure students are not directly approached by enforcement personnel while on school grounds and that communication with families is handled safely and effectively. Refer to Journey School’s AB/495 Policy for established protocols for data privacy and requirements for immigration enforcement personnel to access Journey’s campus



Journey School in Action

Shelter-in-Place, Reunification, Campus and Off-site Evacuation



Scan this QR code to download on your phone or tablet. This PDF is also screen reader accessible.

Together.

Journey School acknowledges the importance of our community understanding expectations before a crisis or emergency. No school is immune to emergencies that could initiate an evacuation and reunification for our campus. Our predetermined, practiced plan ensures the reunification process will not further complicate an already stressful experience for staff, parents, and students.

Get connected now.

ParentSquare: Make sure you download the app and have it readily available to anyone authorized.

Website: www.journeyschool.net

Contact information: In some instances, robo calls will be made to the phone numbers listed in the student file. Ensure that the school has your updated information.

Social Media: [JourneySchoolOC](#)

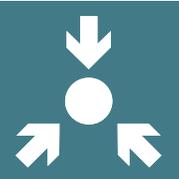


TERMS TO KNOW

Daily Release is the process where students are picked up from school at regular times during the school year.

Controlled Release is very similar to the daily release but students are being sent home at an unusual time because campus has to close earlier than expected but not an emergency or traumatic event. Reasons include weather related, power outage, or nearby hazard risk. *You will be notified through ParentSquare.*

Reunification occurs when events at the school or in the neighborhood require that students are physically returned to parents and guardians. In the event of criminal activity, injury or death, additional time may be needed for law enforcement interviews or crisis counseling. *You will be notified through ParentSquare, email, and/or automated robo-call.*



On-Campus Reunification and Off-Campus Evacuation

HOW YOU WILL BE NOTIFIED

During an emergency: If we are able to communicate safely during an emergency, we will do so through ParentSquare.

After an emergency: We will use ParentSquare and send a mass email as our first line of communication. If there is no internet service, an automated robo-call will be made to phone numbers listed on the student's record.

In the case of lost power: Last resort, we will have signage at campus with instructions.



Reunification process ON-CAMPUS

The safest and most convenient location for a campus evacuation will be determined by administration given the information available during an incident. Unlike Daily or Controlled Release, **Reunification requires that a registered adult provides ID and meets directly with the student's teacher in-person. This may take place on or off campus.** An exact location and pick up/dismissal information will be communicated to families through ParentSquare.

1 PARK

Parking is located in the map on the next page—see **Primary Parking Area for Student Pickup.**

2 WALK

Walk directly to the **teacher's classroom** for each child OR **designated reunion site** that may be on-or-off campus. No need to sign-in at the office.

3 I.D.

Show your I.D. to the teacher to receive a Release Pass.

4 EXIT

At either gate, you are required to provide your **Release Pass** before exiting.

Evacuation process OFF-CAMPUS



Off-site evacuation may be required when students and staff must leave the school and relocate to a pre-designated safe location due to an emergency due to situations like fire, gas leak, flooding or severe weather, hazardous material spills nearby,

security threats, or structural damage to buildings on campus. In the case that an off-site evacuation is required, we will notify you through ParentSquare with the location and proceed with the reunification process described above.

Familiarize yourself with the reunification process and area

1 PARK

Parking is located in the map below—see **Primary Parking Area for Student Pickup**.

2 WALK

Walk directly to the **teacher's classroom** for each child OR **designated reunion site** that may be on-or-off campus. No need to sign-in at the office.

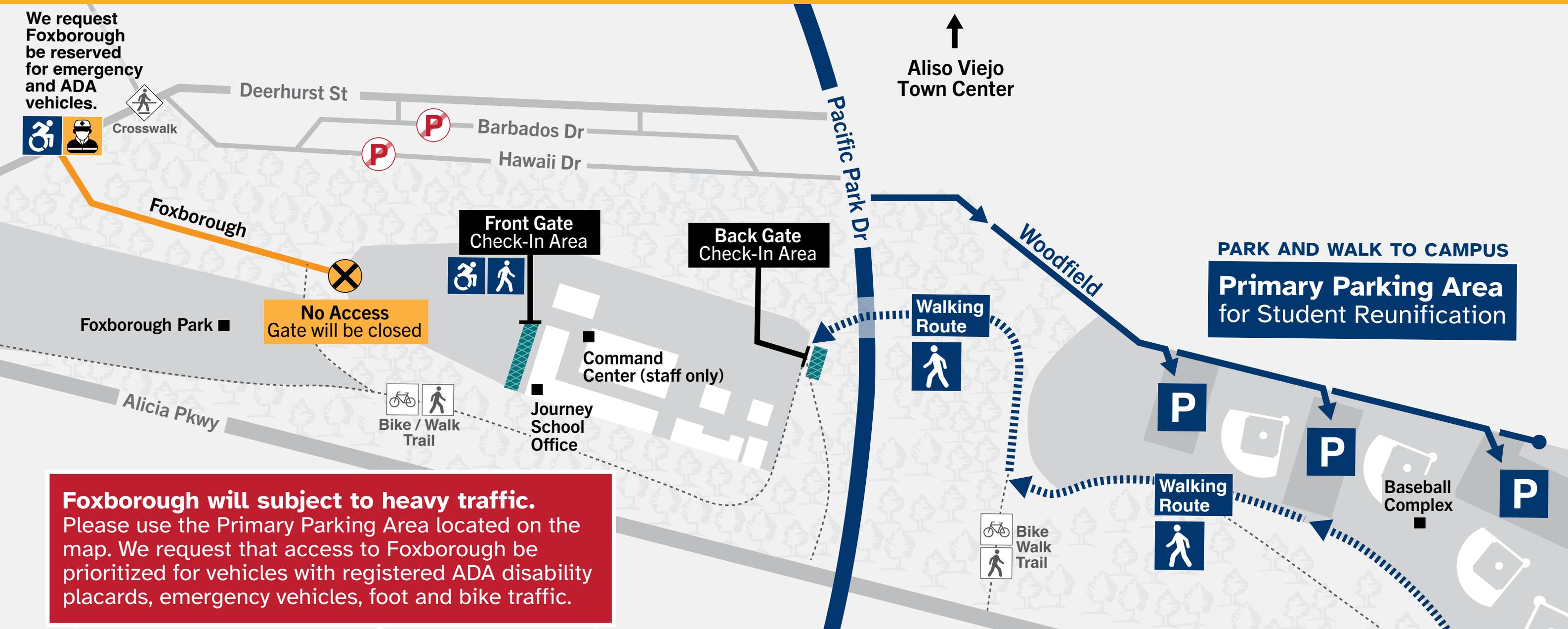
3 I.D.

Show your **I.D.** to the teacher to receive a Release Pass.

4 EXIT

At either gate, you are required to provide your **Release Pass** before exiting.

Students will only be released to individuals listed as emergency contacts





Code Red: Administration, Teachers, and Parents/Guardians

There is an immediate threat on campus. Do not come to campus. You will be given instructions for an on-or off-campus Reunification.

PARENT / GUARDIAN RESPONSIBILITIES

1. **Do not come to campus** unless instructed to do so.
2. **Check ParentSquare** for further instructions and information.
3. **In the event of an evacuation**, the school will determine if shelter-in-place remains, or a potential campus or off-campus evacuation is required.
4. **Follow** instructions for potential reunification and off-campus location if necessary.
5. **Bring** your ID so teachers may release students following school guidelines.
6. **Ensure** that guardian/parent is listed on school records for release.

Students will only be released to individuals listed as emergency contacts

ADMINISTRATOR RESPONSIBILITIES

1. **Determine** if site evacuation support is necessary and coordinate with district and community resources if necessary.
2. **If site evacuation is not necessary**, they will determine if school will be closed or continue for the duration of the day.
3. **In the event of evacuation**, school will be closed and teachers will dismiss students directly to parents arriving at their classroom—site will be determined and communicated by administration at the time of the incident.
4. **Communicate** with families and media as appropriate.
5. **Assign** duties, tasks and teams as appropriate/needed.
6. **Manage** Command Center.



TEACHER/STAFF DUTIES

1. **Escort** students to a reunion site/ assembly area or alternate location as indicated by administration and bring emergency supplies—"red backpack."
2. **Take roll** and inform administration of any missing students or injured students.
3. **Remain** with students until parents arrive.
4. **Release** students to parents who arrive—verify I.D. and provide Release Passes.



Code Yellow: Administration, Teachers, and Parents/Guardians

The campus is sheltering in place. **Do not come to campus.** You will be given instructions for potential Controlled Release or an on-or off-campus Reunification.

PARENT / GUARDIAN RESPONSIBILITIES

1. **Do not come to campus** unless instructed to do so.
2. **Check ParentSquare** for further instructions and information.
3. **In the event of continued lock down**, wait until you have been notified to come to campus.
4. **In the event of school closure**, prepare to pickup your students directly at their classroom ramps.
5. **Follow** instructions for potential reunification and off-campus location if necessary.
6. **Bring** your ID so teachers may release students following school guidelines.
7. **Ensure** that guardian/parent is listed on school records for release.

Students will only be released to individuals listed as emergency contacts

ADMINISTRATOR RESPONSIBILITIES

1. **Determine** if site evacuation support is necessary and coordinate with district and community resources if necessary.
2. **Communicate** with families and media as appropriate.
3. **In the event of school closure**, ensure that teachers are prepared to provide parent/guardian with Release Pass at their classrooms.
4. **Assign** duties, tasks and teams as appropriate/needed.
5. **Manage** Command Center.
6. **If classes are actively locked down**, direct parents who arrive to pick up to remain off campus and wait until lock down has been released.



TEACHER/STAFF DUTIES

1. **Escort** students to a reunion site/ assembly area or alternate location as indicated by administration and bring emergency supplies—"red backpack."
2. **Take roll** and inform administration of any missing students or injured students.
3. **Remain** with students until parents arrive.
4. **Release** students to parents who arrive—verify I.D. and provide Release Passes.



Wildfire: Administration, Teachers, and Parents/Guardians

Threat of wildfire, a warning or mandatory evacuation order has been issued. You will be given instructions for potential Controlled Release or an on-or off-campus Reunification.

PARENT / GUARDIAN RESPONSIBILITIES

1. **Do not come to campus** unless instructed to do so.
2. **Check ParentSquare** for further instructions and information.
3. **In the event of an evacuation**, the school will determine if a potential campus or off-campus evacuation is required.
4. **Follow** instructions for potential reunification and off-campus location if necessary.
5. **Bring** your ID so teachers may release students following school guidelines.
6. **Ensure** that guardian/parent is listed on school records for release.

Students will only be released to individuals listed as emergency contacts



ADMINISTRATOR RESPONSIBILITIES

1. **Determine** if site evacuation support is necessary and coordinate with district and community resources if necessary.
2. **If site evacuation is not necessary**, they will determine if school will be closed or continue for the duration of the day.
3. **In the event of evacuation**, school will be closed and teachers will dismiss students directly to parents arriving at their classroom—site will be determined and communicated by administration at the time of the incident.
4. **Communicate** with families and media as appropriate.
5. **Assign** duties, tasks and teams as appropriate/needed.
6. **Manage** Command Center.



TEACHER/STAFF DUTIES

1. **Escort** students to a reunion site assembly area or alternate location as indicated by administration and bring emergency supplies/"red backpack."
2. **Take roll** and inform administration of any missing students or injured students.
3. **Remain** with students until parents arrive.
4. **Release** students to registered parents/guardians who show ID and provide Release Pass
5. If assigned a **Search and Rescue** role, assign "neighbor" teacher supervision duties of class sign-out sheets/attendance rosters.



Drop, Cover, Hold: Administration, Teachers, and Parents/Guardians

The campus is assessing for damage. Do not come to campus. You will be given instructions for potential Controlled Release or an on-or off-campus Reunification.

PARENT / GUARDIAN RESPONSIBILITIES

1. **Do not come to campus** unless instructed to do so.
2. **Check ParentSquare** for further instructions and information.
3. **In the event of an evacuation**, the school will determine if shelter-in-place remains, or a potential campus or off-campus evacuation is required.
4. **Follow** instructions for potential reunification and off-campus location if necessary.
5. **Bring** your ID so teachers may release students following school guidelines.
7. **Ensure** that guardian/parent is listed on school records for release.

Students will only be released to individuals listed as emergency contacts

ADMINISTRATOR RESPONSIBILITIES

1. **Determine** if site evacuation support is necessary and coordinate with district and community resources if necessary.
2. **If site evacuation is not necessary**, they will determine if school will be closed or continue for the duration of the day.
3. **In the event of evacuation**, school will be closed and teachers will dismiss students directly to parents arriving at their classroom—site will be determined and communicated by administration at the time of the incident.
4. **Communicate** with families and media as appropriate.
5. **Assign** duties, tasks and teams as appropriate/needed.
6. **Manage** Command Center.



TEACHER/STAFF DUTIES

1. **Escort** students to a reunion site assembly area or alternate location as indicated by administration and bring emergency supplies/"red backpack."
2. **Take roll** and inform administration of any missing students or injured students.
3. **Remain** with students until parents arrive.
4. **Release** students to registered parents/guardians who show ID and provide Release Pass
5. If assigned a **Search and Rescue** role, assign "neighbor" teacher supervision duties of class sign-out sheets/ attendance rosters.



Special Considerations: Individual Educational Plans (IEP) and Students with Disabilities



Journey School will take necessary steps of inclusion for students with special considerations who cannot comfortably or safely access and use the standard resources offered in disaster preparedness, whether their disability is chronic or temporary. **There is no one-size-fits-all approach.** However, there are key practices that can be considered to prepare students with disabilities and students with IEPs.



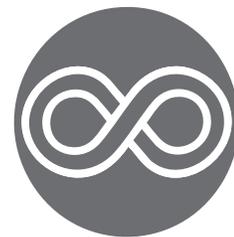
Mobility



Sight



Hearing



Neurodiversity



Medications



Speech and Languages



Invisible Disability

POTENTIAL IMPACTS

1. For the some students, an emergency and evacuation can be **disorientating or confusing**.
2. Reading, listening, or following complicated **directions can be difficult**, especially in stressful situations.
3. Some students may **not be able to hear** emergency instructions, warnings or alarms.
4. Students with visual impairments may have to **depend on others to lead** them to safety during a disaster.
5. Some student may **not be able to move** or walk on their own to evacuations locations, especially if debris is in the way. They may need to be physically moved or transported
6. Students may have **difficulty communicating** their specific needs.
7. It may be **challenging to leave** familiar surroundings.
8. In the event of a disaster that requires students to be at school for an extended period of time, **medication** may need to be administered to students—make sure we have a healthcare plan on file.
9. Students with **respiratory concerns** may have difficulty breathing when walking distances or descending stairs. Smoke, dust, fumes, chemicals and other odors often exacerbate such limitations.



Individual Educational Plans (IEP) and Students with Disabilities



The following information provides support for students who require special considerations in the event of an emergency. Special consideration is for students who cannot access and use the standard resources offered in disaster preparedness, relief and recovery, whether their disability is chronic or temporary.

PARENT / GUARDIAN RESPONSIBILITIES

1. **Review** strategies that are appropriate for your child on the next page.
2. **Provide** preparedness kits to teacher.
3. **Create** cheat sheets for each type of emergency.
4. **Teach** students 'Plan B' (a slightly slightly different plan).
5. **Update** emergency plan, medications, medical forms, and doctor's orders.
5. **Bring** your ID so teachers may release students following school guidelines.
6. **Ensure** that guardian/parent is listed on school records for release.

Students will only be released to individuals listed as emergency contacts

ADMINISTRATOR RESPONSIBILITIES

1. **Establish** a plan and communicate with emergency responders to prepare for the emergency evacuation.
2. **Review** Emergency Plans yearly.
3. **Help** parents create cheat sheets for each type of emergency.
4. **Plan** transportation procedures.
5. **Train** teachers/staff on basic de-escalation methods in a time of crises.
6. **Set** behavior management strategies with students, parents, and staff.



TEACHER/STAFF DUTIES

1. Routinely **Practice** route(s), drills, and procedures.
2. **Consider** name tags with photos and brief information kept by the classroom door.
3. **Understand** transportation procedures for their students.
4. **Review** behavior management strategies with students and parents.
6. **Remain** with the special needs student until reunified with authorized parent or guardian.
7. **Carry** all medication, supplies, equipment and dietary needs with student, including the 72-hour disaster kit that has been prepared ahead of time for individual student needs.
5. **Provide** simple and clear directions.
8. **Ask** the student how he/she would like to be assisted.
9. **Communicate** with first responders of type of assistance needed.
10. **Evacuate** mobility devices and medical tools (i.e. crutches, wheel chairs, respirators, etc.) with the student, if possible.



Design for Emergency Management
Design by Claudine Jaenichen

PLEASE KEEP FOR YOUR REFERENCE



Special Considerations: Strategies to Consider for All (...continued)

STUDENTS WITH INDIVIDUAL EDUCATIONAL PLANS (IEP) AND STUDENTS WITH DISABILITY



Hearing

DEAF AND HARD OF HEARING/ DEAF-BLIND

1. Provide **Visual Cards** to staff for students who may not be able to hear emergency warnings.
2. Have teachers **Practice Basic Hand Signals** with hearing impaired students for emergency communications.
3. Alerting devices, such as **Strobe Lights and Vibrating Pagers** can be used to supplement audible alarms.
4. **Audible and visual smoke alarms** are in classrooms and buildings.
5. **PARENTS/GUARDIANS:** include pen and paper, flashlight to communicate in the dark, extra hearing aid batteries and batteries for TTY and light phone signaler Preparedness Kits.



Sight

BLIND-VISUALLY IMPAIRED/DEAF-BLIND

1. Ensure **Braille Signage or Audible Directions** where possible.
2. Stock emergency **Back-up Lighting** especially in dark areas (such as flashlights).
3. Mark locations and emergency supplies with **Large Print** or Braille.
4. **PARENTS/GUARDIANS:** include extra folding white cane, heavy gloves for feeling the way over glass or debris, prescription eye glasses, and comfort items in Preparedness Kits.



Mobility

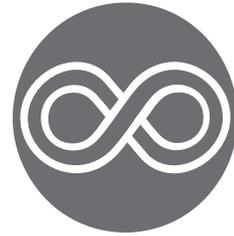
MOBILITY (INCLUDING CRUTCHES AND OTHER MOBILITY TOOLS AND DEVICES)

1. Store a **Lightweight Manual Wheelchair**, if available.
2. Students should **Practice** moving their wheel chairs (medical tools and devices) through doorways, how to lock wheels, and cover their heads with a book, arms or hands.
3. Discuss a **Plan to Transfer** students such as using transfer slings, evac chairs, etc..
4. Discuss where the student will be sitting once they are transferred.
5. **PARENTS/GUARDIANS:** include heavy gloves for making way over glass or debris, extra battery for electric wheelchairs recommended but may not be practical, patch kit for punctured wheels, flashlight, whistle, and Mylar space blanket in Preparedness Kits.



Special Considerations: Strategies to Consider for All (...continued)

STUDENTS WITH INDIVIDUAL EDUCATIONAL PLANS (IEP) AND STUDENTS WITH DISABILITY



Neurodiversity

AUTISM

1. Prepare a **Social Narrative or Social Memo** for your student, include what to do and what not to do (for example: Don't take your books, Leave your coat, backpacks etc.).
2. Have a bag of **Comfort/Sensory Items**.
3. Use of **Five Point Scale**.
4. Use of **Visuals** communication instructions.
5. **PARENTS/GUARDIANS:** prepare an Emergency **Preparedness Packet** from an Autism Society (e.g. [AUSM](#)).

DEVELOPMENTAL COGNITIVE DISABILITIES/DEVELOPMENTAL DELAY

1. Provide **Simple Diagrams or Pictures**
2. **Regularly Practice** evacuation route(s) with students.
3. Have directional signs and instructions for evacuation directions that are **Easy To Follow**.
4. **PARENTS/GUARDIANS:** include comfort items, pen and paper and visual communication instructions in Preparedness Kits.



Speech and Languages

SPEECH AND LANGUAGES

1. Determine in advance the best way for the **Student to Communicate** with others during an emergency.
2. Provide emergency and evacuation instructions in **Writing and in Multiple Languages** on a card, carried at all times and placed in an easy to see location.
3. **PARENTS/GUARDIANS:** include extra batteries for communication equipment, note paper and pen, and comfort items in Preparedness Kits.



Medications



Invisible Disability

INVISIBLE DISABILITIES

1. Include **Emergency Evacuation Masks** and respirators in classrooms.
2. **Practice** putting on and removing medical tools and equipment as part of an emergency and evacuation drill.
3. **PARENTS/GUARDIANS:** include medical schedule and dosages, medical mask, any medical equipment needed for 72 hours (oxygen and respiratory equipment), note paper, pen, and comfort items in Preparedness Kits.

MEDICATIONS

1. **Designate** who will administer medications to the students when a nurse is not available.
2. **Keep** medications, medication forms, and healthcare plans in the vicinity of the student.
3. **PARENTS/GUARDIANS:** maintain medical supplies, notify the school of changes, and provide new doctor's orders.
4. **SCHOOL NURSE:** ensure reminders of outdated tools medications and forms.



Nature Walks, Clubs and Events During School Hours



Journey School often provides nature walks, bike club, and events where students walk off-campus in the vicinity of the school. **If an emergency were to take place during those times where it is unsafe to come back to campus, we have designated Assembly Points (refer map below).**

Assembly Points are designated areas off campus that are safest and closest. The location will be determined by the teacher(s) while off campus with their students and will be communicated through ParentSquare. Follow the requirements for Reunification, which requires an authorized adult with ID to come to the Assembly Point to pickup students in-person.

LN **Laguna Niguel Skate Park**
27745 Alicia Pkwy

RU **Rubio's Coastal Grill Courtyard**
27000 Alicia Pkwy

WO **Woodfield Baseball Parking Lot**
26812 Woodfield

CH **Alive Church Courtyard**
27111 Aliso Creek Rd

RA **Ralph's Parking Lot**
26901 Aliso Creek Rd

WA **Walmart Parking Lot**
27470 Alicia Pkwy

WV **Wolverine Parking Lot**
28000 Wolverine Way

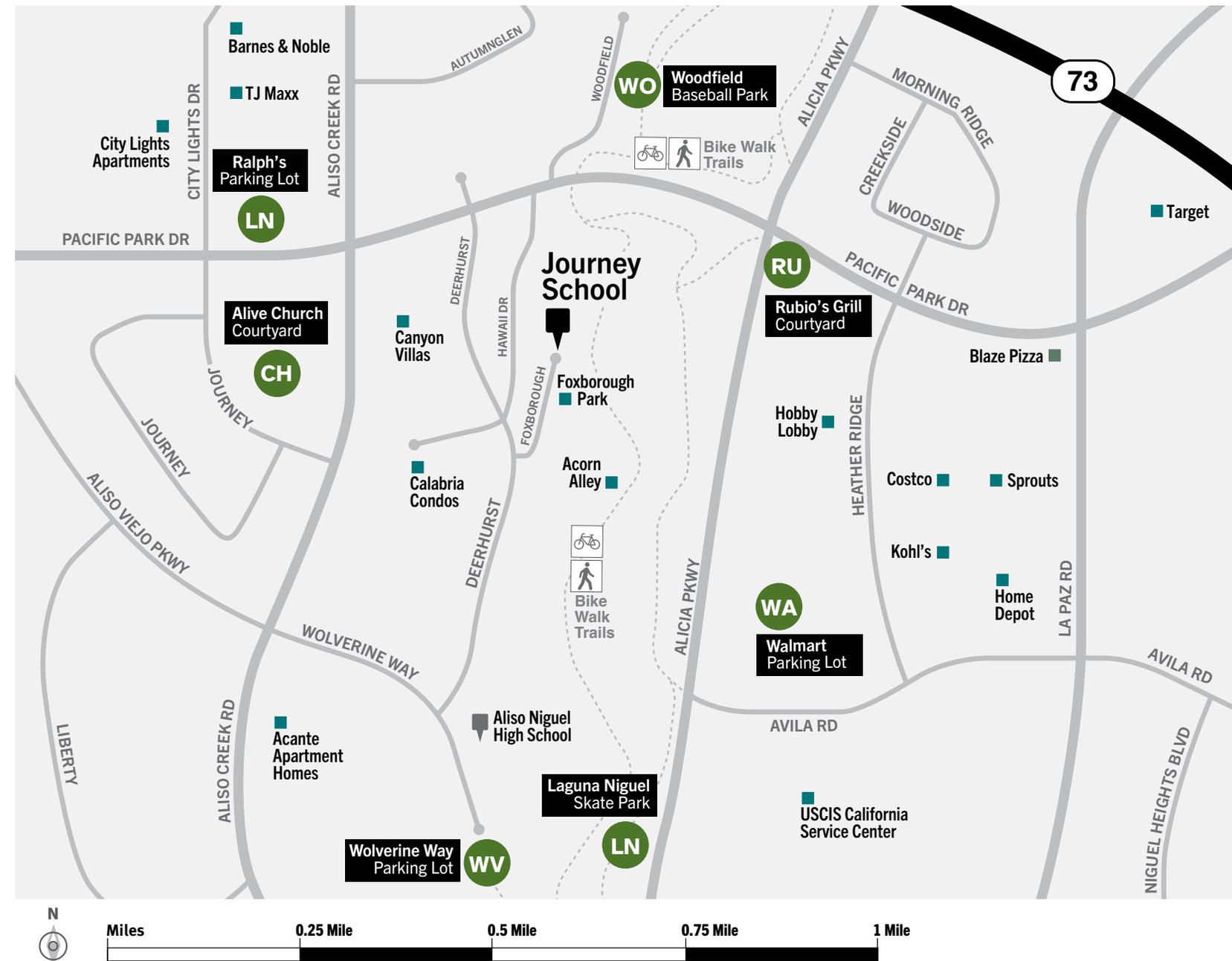
MAP LEGEND

Assembly Point

Landmarks

Schools

Bike Walk Trails





Off-Campus Field Trips During School Hours



Emergency and evacuation procedures will be determined by each destination site for off-campus field trips. Our staff and chaperones will follow the safety protocols established by the venue to ensure the well-being of all students.

In the event of an emergency during a field trip, we will communicate updates, evacuation locations and student status via ParentSquare.

PARENT / GUARDIAN RESPONSIBILITIES

1. **Do not come to campus** unless instructed to do so.
2. **Check ParentSquare** for further instructions and information.
3. **In the event of an evacuation**, the school will determine if a potential venue evacuation and/or assembly point for pick-up is required.
4. **Follow** instructions for potential reunification and off-campus location if necessary.
5. **Bring** your ID so teachers may release students following school guidelines.
6. **Ensure** that guardian/parent is listed on school records for release.

Students will only be released to individuals listed as emergency contacts

ADMINISTRATOR RESPONSIBILITIES

- | | | |
|--|---|--|
| 1. Approve field trip plans, school policies and district guidelines. | 4. Confirm transportation safety. | 7. Establish emergency and safety protocols at venue. |
| 2. Check weather and road conditions before departure. | 5. Plan for alternate transportation. | 8. Serve as mission control between venue, district, media, teachers, parents, and guardians. |
| 3. Identify students with medical needs and ensure emergency medical plans. | 6. Predetermine evacuation locations (hospitals, fire stations, and police departments along the route and at the destination. | |



TEACHER/STAFF DUTIES

- | | | |
|---|--|---|
| 1. Carry a list of all students and chaperones. | 4. Identify students with medical conditions (allergies, asthma, diabetes, etc.). | 8. Assign chaperones roles in case of emergency. |
| 2. Update parent/guardian emergency contacts. | 5. Ensure the bus has a first aid kit. | 9. Conduct a quick safety briefing before departure. |
| 3. Know how to reach school administrators and local emergency services. | 6. Have medications and EpiPens. | 10. Account for all students, chaperones and staff. |
| | 7. Check that the bus driver has a working phone or radio. | 11. Report incident to school officials. |

Design for Emergency Management
Design by Claudine Jaenichen

PLEASE KEEP FOR YOUR REFERENCE



Quick Reference Guide

Journey School In Action

Store in your bag or glovebox for quick reference and info.



Scan this QR code to download on your phone or tablet. This PDF is also screen reader accessible.

Together.

Journey School acknowledges the importance of our community understanding expectations before a crisis or emergency. No school is immune to emergencies that could initiate an evacuation and reunification for our campus. Our predetermined, practiced plan ensures the reunification process will not further complicate an already stressful experience for staff, parents, and students.

FOLDING LINE

Quick Guide to Journey School's Shelter-in-Place



Code Red

There is an immediate threat on

campus. **Do not come to campus.** You will be given instructions for an on-or off-campus Reunification.



Code Yellow

The campus is sheltering in place. **Do not**

come to campus. You will be given instructions for potential Controlled Release or an on-or off-campus Reunification.



Wildfire

A warning or mandatory evacuation order

has been issued due to threat of wildfire. You will be given instructions for potential Controlled Release or an on-or off-campus Reunification.



Drop, Cover, Hold

The campus is assessing for

damage. **Do not come to campus.** You will be given instructions for potential Controlled Release or an on-or off-campus Reunification.

Get connected now.

ParentSquare: Make sure you download the app and have it readily available to anyone authorized.

Website: www.journeyschool.net

Contact information: In some instances, robo calls will be made to the phone numbers listed in the student file. Ensure that the school has your updated information.

Contact information

27102 Foxborough, Aliso Viejo, CA 92656
(949) 448-7232

Social Media: [JourneySchoolOC](#)



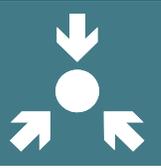
Design for Emergency Management
Design by Claudine Jaenichen

TERMS TO KNOW

Daily Release is the process where students are picked up from school at regular times during the school year.

Controlled Release is very similar to the daily release but students are being sent home at an unusual time because campus has to close earlier than expected but not an emergency or traumatic event. Reasons include weather related, power outage, or nearby hazard risk. *You will be notified through ParentSqaure.*

Reunification occurs when events at the school or in the neighborhood require that students are physically returned to parents and guardians. In the event of criminal activity, injury or death, additional time may be needed for law enforcement interviews or crisis counseling. *You will be notified through ParentSqaure, email, and/or automated robo-call.*



On-Campus Reunification and Off-Campus Evacuation

Reunification process ON-CAMPUS



The safest and most convenient location for a campus evacuation will be determined by administration given the information available during an incident. Unlike Daily or Controlled Release, **Reunification requires that a registered adult provides ID and meets directly with the student's teacher in-person. This may take place on or off campus.** An exact location and pick up/dismissal information will be communicated to families through ParentSquare.

HOW YOU WILL BE NOTIFIED

During an emergency: If we are able to communicate safely during an emergency, we will do so through ParentSquare.

After an emergency: We will use ParentSquare and send a mass email as our first line of communication. If there is no internet service, an automated robo-call will be made to phone numbers listed on the student record.

In the case of lost power: Last resort, we will have signage at campus with instructions.

Familiarize yourself with the reunification process and area

1 PARK

Parking is located in the map below—see **Primary Parking Area for Student Pickup**

2 WALK

Walk directly to the **teacher's classroom** for each child OR **designated reunion site** that may be on-or-off campus. No need to sign-in at the office.

3 I.D.

Show your I.D. to the teacher to receive a Release Pass.

4 EXIT

At either gate, you are required to provide your **Release Pass** before exiting.

Students will only be released to individuals listed as emergency contacts



Evacuation and reunification OFF-CAMPUS



Off-site evacuation may be required when students and staff must leave the school and relocate to a pre-designated safe location due to situations like fire, gas leak, flooding or severe weather, hazardous material spills nearby, security threats, or structural damage to buildings on campus. We will provide the location through ParentSquare and proceed with the reunification process. Please review Journey's In Action Plan, "Nature Walks/Events" and "Field Trips," at: www.journeyschool.net/for-parents/campus-emergency-plan.

Journey School School Calendar: 2026-27

Attendance Month	Week #	Calendar Month	M	T	W	TH	F	Staff Days	Student Days	Min. Days	
											Draft 2 18 26
	1	Aug	24	25	26	27	28	4	0	0	pre-service/pupil-free days 8/25-8/28, 8/31 and 9/1
	2	Sept	31	1	2	3	4	5	3	1	Minimum Day grades 1-8
	3		7	8	9	10	11	4	4	1	First day of school 9/2 & short day kinder
	4		14	15	16	17	18	5	5	1	Back to School Nights 9/16 and 9/23
Month 1	17	Oct	21	22	23	24	25	5	5	1	Attendance months
	6		28	29	30	1	2	5	5	1	
	7		5	6	7	8	9	5	5	1	
	8		12	13	14	15	16	5	5	1	
Month 2	20	Nov	19	20	21	22	23	5	5	1	
	10		26	27	28	29	30	5	5	1	
	11		2	3	4	5	6	5	4	4	Inservice/pupil-free day 11/2
	12		9	10	11	12	13	4	4	0	Minimum days - conference week
Month 3	18	Dec	16	17	18	19	20	5	5	2	Veterans' Day 11/11
	13		23	24	25	26	27	0	0	0	Fall Break
	14		30	1	2	3	4	5	5	1	
	15		7	8	9	10	11	5	5	1	
Month 4	15	Jan	14	15	16	17	18	5	5	2	End of P1/M4 is 12/18
	16		21	22	23	24	25	0	0	0	Winter Break
	17		28	29	30	31	1	0	0	0	Winter Break
	18		4	5	6	7	8	5	5	1	
	19		11	12	13	14	15	5	5	1	
Month 5	19	Feb	18	19	20	21	22	4	4	1	Martin L. King Day 1/18
	20		25	26	27	28	29	5	5	1	End of Semester 1/22
	21		1	2	3	4	5	5	5	1	
	22		8	9	10	11	12	4	4	1	Presidents' Day 2/12 and 2/15
Month 6	18	March	15	16	17	18	19	4	4	4	Minimum days - conference week
	19		22	23	24	25	26	5	5	1	
	20		1	2	3	4	5	5	5	1	
	21		8	9	10	11	12	5	5	1	
Month 7	20	April	15	16	17	18	19	5	5	1	
	22		22	23	24	25	26	5	5	1	End of P2/M7 is 3/26
	23		29	30	31	1	2	5	5	2	
	24		5	6	7	8	9	0	0	0	Spring Break
	25		12	13	14	15	16	5	5	1	
Month 8	20	May	19	20	21	22	23	5	5	1	
	26		26	27	28	29	30	5	4	1	
	27		3	4	5	6	7	5	5	1	Inservice/pupil-free day 5/3
	28		10	11	12	13	14	5	5	1	CAASP testing window TBD in May
	29		17	18	19	20	21	5	5	1	
Month 9	19	June	24	25	26	27	28	5	5	1	
	30		31	1	2	3	4	4	4	1	Memorial Day 5/31
	31		7	8	9	10	11	5	5	2	Last day of school 6/11 min day & short day kinder
Month 10	9	July	14	15	16	17	18	3	0	0	Inservice/Pupil-Free (2 days Report Cards)
	10		21	22	23	24	25	5	0	0	End Year Progress Reports Due June 18
	11		28	29	30	1	2	0	0	0	Teachers work a total of 5 days for summer training, with admin approval of days
	12		5	6	7	8	9	5	0	0	July 4th Holiday - Office CLOSED
	13		12	13	14	15	16	5	0	0	June 18th - Juneteenth Holiday
	14		19	20	21	22	23	5	0	0	
	15		26	27	28	29	30	5	0	0	
	16	Aug	2	3	4	5	6	5	0	0	
	17		9	10	11	12	13	5	0	0	
	18		16	17	18	19	20	5	0	0	
Total Teacher Days								191			
Total Student Days								175			
Total Minimum Days										46	

JOURNEY SCHOOL

2025-2026

		Approved_3.27.25					
Instructional minutes calculation:				JOURNEY	TOTALS	Regular Requirement	Grade level
Kindergarten REG	129	days	@	225	29,025	36,000	K
Kindergarten 1st/Last Day of School	2	days	@	120	240		
Kindergarten MIN	46	days	@	195	8970		
Grades 1-3 REG	129	days	@	335	43215	50,400	1 to 3
Grades 1-3 MIN	46	days	@	235	10810		
Grades 4-8 REG	129	days	@	340	43,860	54,000	4 to 8
Grades 4-8 MIN	46	days	@	235	10,810		

Bell Schedule:

NOTE: STAGGERED BELL SCHEDULE FOR START/END TIMES

Total

Kindergarten regular days	9:00	AM	to	12:45	PM	225
Kindergarten 1st/Last Day of School	9:00	AM	to	11:00	AM	120
Kindergarten min days	9:00	AM	to	12:15	PM	195
Grades 1-3, all days, morning lesson	8:40	AM	to	10:05	AM	85
Grades 1-3, regular days guided snack and period 1	10:25	AM	to	11:30	AM	65
Grades 1-3, minimum days guided snack and period 1	10:20	AM	to	11:25	AM	65
Grades 1-3, minimum days guided lunch, period 2, closing	11:40	AM	to	1:05	PM	85
Grades 1-3, regular days, guided lunch, period 2-4, closing	12:00	PM	to	3:05	PM	185
Grades 4-8, regular days, morning lesson, guided snack	8:40	AM	to	10:25	AM	105
Grades 4-8, minimum days, morning lesson, guided snack	8:40	AM	to	10:20	AM	100
Grades 4-8, minimum days period 1 and guided lunch	10:35	AM	to	11:40	AM	65
Grades 4-8, minimum days period 2, closing	11:55	PM	to	1:05	PM	70
Grades 4-8, regular days, period 1 and period 2	10:40	AM	to	12:20	PM	100
Grades 4-8, regular days, guided lunch, period 3 and period 4 & closing	12:50	PM	to	3:05	PM	135

Total Minutes

Kindergarten regular day total	225
Kindergarten 1st/Last Day of School	120
Kindergarten minimum day	195
Grade 1-3 regular day total	335
Grade 1-3 minimum day	235
Grade 4-8 regular day total	340
Grade 4-8 minimum day total	235

Journey School

SCHOOL WELLNESS POLICY

I. Policy Purpose

Journey Charter School Food Authority (Journey SFA) is committed to creating a school environment that promotes student health, well-being, and academic success. This Local School Wellness Policy establishes goals and guidelines for nutrition promotion, nutrition education, physical activity, and other school-based wellness activities in compliance with the Healthy, Hunger-Free Kids Act of 2010 and 7 CFR §210.31.

II. Policy Leadership

Journey SFA shall designate one or more Wellness Policy Leaders who have the authority and responsibility to ensure compliance with this policy.

The Wellness Policy Leader(s) will oversee implementation, coordination, monitoring, and evaluation of the policy.

III. Stakeholder Involvement

Journey Charter School Food Authority will permit parents, students, representatives of the school food authority, teachers, school administrators, charter governing board members, and members of the public to participate in the development, implementation, review, and update of this Local School Wellness Policy.

Stakeholders will be encouraged to participate through meetings, surveys, and public notices.

IV. Wellness Committee

Journey SFA shall establish a Wellness Committee that may include parents or guardians, students as age-appropriate, school food authority staff, teachers, school administrators, charter board representatives, and community members.

The Wellness Committee shall assist with policy development, implementation, review, and evaluation.

V. Nutrition Standards A. School Meals

Journey SFA will operate the National School Lunch Program and, as applicable, the School Breakfast Program in accordance with federal regulations.

School meals will meet or exceed USDA meal pattern requirements and emphasize fruits, vegetables, whole grains, lean protein, and low-fat dairy. Sodium, saturated fat, and added sugars will be limited. Special dietary needs will be accommodated as required by law.

Students will be provided adequate time to eat meals in a clean, safe, and supportive environment.

B. Nutrition Standards for Competitive Foods

All foods and beverages sold or provided to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards.

This includes à la carte items, vending machines, school stores, and fundraisers conducted during the school day.

C. Fundraising

Journey SFA encourages non-food or healthy food fundraisers. Any food-based fundraisers conducted during the school day must comply with Smart Snacks in School standards.

D. Celebrations and Classroom Activities

Journey SFA encourages non-food celebrations and rewards and the inclusion of healthy food options when food is provided. Classroom practices will support positive relationships with food.

VI. Nutrition Promotion and Education

Journey Charter School Food Authority shall establish nutrition promotion and nutrition education goals that promote student wellness and encourage lifelong healthy eating behaviors.

Nutrition education will be developmentally appropriate, culturally relevant, integrated into the curriculum when feasible, and designed to reinforce federal nutrition program messages and healthy decision-making skills.

VII. Physical Activity

Journey Charter School Food Authority shall establish physical activity goals that promote student wellness and encourage regular physical activity throughout the school day.

The school will provide physical education aligned with state standards, encourage daily opportunities for physical activity including recess, and promote movement throughout the school day.

Physical activity will not be withheld as punishment nor used as a disciplinary consequence.

VIII. Other School-Based Wellness Activities

Journey SFA supports additional wellness activities that promote student health, including mental and emotional wellness supports, stress management activities, and safe, inclusive, and supportive school environments.

IX. StaQ Wellness

Journey SFA recognizes the importance of staQ wellness and will encourage staQ to engage in healthy lifestyle practices by promoting wellness opportunities and resources when available.

X. Public Notification

Journey Charter School Food Authority shall inform and update the public on an annual basis about the content of the Local School Wellness Policy, the results of the triennial assessment, and how the public can participate in the development, implementation, and review of the policy.

Public notification may occur through the school website, newsletters, public meetings, or other appropriate communication methods.

XI. Triennial Assessment

Journey Charter School Food Authority shall assess compliance with this Local School Wellness Policy at least once every three years.

The triennial assessment will measure compliance with the policy, compare the policy to model local school wellness policies, and describe progress made toward achieving the policy's goals.

The results of the triennial assessment will be made available to the public.

XII. Recordkeeping

Journey SFA shall retain records documenting compliance with the Local School Wellness Policy, including the policy itself, documentation of stakeholder involvement, triennial assessment results, and public notifications. These records will be available for review during USDA Administrative Reviews.

XIII. Non-Discrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the state or local agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, [AD-3027](#) (PDF), found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:

1. mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW, Mail Stop 9410
Washington, D.C. 20250-9410;

2. fax:

202-690-7442; or

3. email:

Program.Intake@usda.gov.

This institution is an equal opportunity provider.

XIV. Adoption and Review

Adopted by the Journey Charter School Governing Board: 6.16.25. Proposed changes will be presented at the 2.26.26 Board Meeting

Effective Date: 6.16.25

Next Triennial Assessment Due: 6.16.28

Memo

Date: August 28, 2025

To: Journey School Council

From: Gavin Keller

Re: Professional Goals for 2025-2026 School Year

GOAL #1: FUNDING: Increase revenue for Journey School

Tasks:

- Reinvigorate annual giving campaign
- Continue to focus effort towards increasing average daily attendance
- Seek high impact grants including the Facilities Incentive Grant now available for charter school applications.
- Seek expertise in grant writing/grant writer.
- Continue development of the summer Art of Teaching program hosted by Journey School with a goal to double outside enrollment (teachers not employed by Journey)
- Seek special education reimbursement/grants for low incidence funding and other costs

GOAL #2: HR: Staff evaluation, support systems, training and looping

Tasks:

- Redesign staff evaluation systems
- Use data to from evaluation systems to provide support and align professional development to areas where growth is needed
- Restructure administrative duties where appropriate while creating cross-training opportunities for staff members to help distribute the administrative workload thereby allowing Shelley and Gavin to spend more time in the classrooms with students, teachers, and administrative staff.
- Develop and revise staffing plan to ensure staff members are effectively assigned

- Continue investigation and discussion regarding looping models for Main Class Teachers with an eye on sustainability and teacher effectiveness

GOAL #3: PROGRAMMING: Continue innovation within our core academic programming in alignment with our Charter and in support of Charter outcomes.

Tasks:

- Develop strategies for data collection and assessment, including a roll out of Multitudes in grades K-2
- Implement new math curricular resources across lower elementary program
- Prepare school for William's Reporting requirements under OCDE oversight
- Ensure high quality, innovative and compliant IEPs
- Provide support and professional development for teachers
- Ensure high levels of collaboration between educators at Journey
- Improve upon MTSS process for general education students.

**BYLAWS
OF
JOURNEY SCHOOL**

ARTICLE I
Purposes

The corporation is organized for the public purposes specified in its Articles of Incorporation.

ARTICLE II
Offices

Section 1. Principal Office.

The corporation's principal office shall be located at such place within the County of Orange, State of California as the Journey School Council ("Council") shall determine. The Council has full power and authority to change the principal office from one location to another within Journey School's attendance boundaries in the County of Orange, California.

Section 2. Other Offices.

Branch or subordinate offices may at any time be established by the Council at any place or places where the corporation is qualified to do business.

ARTICLE III
Membership

Section 1. No Members.

The corporation shall have no members as that term is defined in Section 5056 of the California Nonprofit Corporation Law.

Section 2. Associates.

Nothing in this Article shall be construed to limit the corporation's right to refer to persons associated with it as "members" even though such persons are not members, and no such reference by the corporation shall render anyone a member within the meaning of Section 5056 of the California Nonprofit Corporation Law. Such individuals may originate and take part in the discussion of any subject that may properly come before any meeting of the Council, but such individuals may not vote. The corporation may confer, by amendment of its Articles of Incorporation or these Bylaws, some or all of a member's rights, as set forth in the California Nonprofit Corporation Law, upon any person who does not have the right to vote for the election of Council members, on a disposition of substantially all of the corporation's assets, on a merger, on a dissolution, or on changes to the corporation's Articles of Incorporation or Bylaws, but no such person shall be a member within the meaning of Section 5056.

ARTICLE IV
Journey School Council

Section 1. Powers.

Subject to the limitations of the California Nonprofit Public Benefit Corporation Law, the corporation's Articles of Incorporation, these Bylaws, and such California local public agency laws of general application as may be applicable to the corporation, the activities and affairs of the corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Council, with the individual members of the Council being generically referred to as Trustees. The Council may delegate the management of the corporation's activities to any person(s), management company, or committees, however composed, provided that the activities and affairs of the corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Council. No assignment, referral, or delegation of authority by the Council or anyone acting under such delegation shall preclude the Council from exercising full authority over the conduct of the corporation's activities, and the Council may rescind any such assignment, referral, or delegation at any time.

Without prejudice to its general powers, but subject to the same limitations set forth above, the Council shall have the following powers in addition to any other powers enumerated in these Bylaws and permitted by law:

i. To select and remove all of the officers, agents, and employees of the corporation; to prescribe powers and duties for them that are not inconsistent with law, the corporation's Articles of Incorporation, or these Bylaws; and to fix their compensation;

ii. To conduct, manage, and control the affairs and activities of the corporation and to make such rules and regulations therefore that are not inconsistent with law, the corporation's Articles of Incorporation, or these Bylaws;

iii. To adopt, make, and use a corporate seal and to alter the form of the seal from time to time;

iv. To borrow money and incur indebtedness for the purposes of the corporation, and to cause to be executed and delivered therefore, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and securities therefore;

v. To carry on a business and apply any revenues in excess of expenses that result from the business activity to any activity in which it may lawfully engage;

vi. To act as trustee under any trust incidental to the principal object of the corporation, and receive, hold, administer, exchange, and expend funds and property subject to such trust;

vii. To acquire by purchase, exchange, lease, gift, devise, bequest, or otherwise, and to hold, improve, lease, sublease, mortgage, transfer in trust, encumber, convey, or otherwise dispose of real and personal property;

viii. To assume any obligations, enter into any contracts or other instruments, and do any and all other things incidental or expedient to the attainment of any corporate purpose; and,

ix. To carry out such other duties as are described in the Charter of Journey School as approved by the Capistrano Unified School District (“District”) or other authorizer.

Section 2. Number and Qualifications of Trustees Comprising the Council.

a. The number of Trustees on the Council shall not be less than four (4) nor more than eleven (11) unless changed by amendment to these Bylaws. The exact number of Trustees shall be fixed, within these limits, by a resolution adopted by the Council.

b. The qualifications for Trustees are generally the ability to attend Council meetings, a willingness to actively support and promote Journey School, and a dedication to its educational philosophy and goals. In addition, Trustees should demonstrate leadership, initiative and a high level of professionalism. Trustees must be able to work effectively as a member of a team and to put aside all personal agendas so that the best interests of the school as a whole are put foremost.

Section 3. Appointment or Election of Trustees.

a. Trustees shall be elected by the vote of a majority of Trustees then in office. At its option, the District, or other charter authorizer, shall have the ability to appoint one (1) Council Trustee, known as the Authorizer Trustee.

b. The corporation’s president may form, on an ad hoc and as needed basis, a nominating committee consisting of, at the discretion of the president, Faculty, Parents and less than a quorum of Trustees, to assist the Council with locating and reviewing candidates for election to the Council. If formed by the president, said committee may identify possible Trustee candidates, as well as review and/or nominate individuals to be brought forward as potential Trustees. Parent Cabinet will work to provide a candidate for consideration by the nominating committee if formed by the president. It is the intention of the Council to have Trustees who have relevant background and experience in various areas important to the school community, including the parent and staff perspectives, and in addition, to actively recruit Trustees from outside the school community who are neither parents nor staff members. If formed by the president, the nominating committee will take these priorities into consideration, as well as the current composition of the Council, when recruiting Trustee candidates.

Section 4. Terms of Office of Trustees.

a. In accordance with Section 5220(d) of the California Nonprofit Public Benefit Corporation Law, the Authorizer Trustee, if appointed, shall hold office until the District (or other authorizer) removes or appoints a new Authorizer Trustee, or until these bylaws are amended to provide otherwise or are repealed.

b. Trustees shall have a term of office of two (2) years, and there shall be no limitation on the number of consecutive terms to which a Trustee may be re-elected. The Council may decide to occasionally designate vacancies with a term of one year in order to allow staggering of Council terms.

Section 5. Resignation and Removal.

Subject to the provisions of Section 5226 of the California Nonprofit Public Benefit Corporation Law, any Trustee may resign effective upon giving written notice to the chairman, the president, the secretary, or the Council, unless the notice specifies a later effective time. If the resignation is effective at a future time, a successor may be selected before such time, to take office when the resignation becomes effective. Trustees may be removed at any time upon the vote of a majority of the Trustees then in office.

Section 6. Vacancies.

i. A Council vacancy or vacancies shall be deemed to exist if any Trustee dies, resigns, is removed, or otherwise becomes ineligible, or if the authorized number of Trustees is increased.

ii. Notwithstanding Section 5, the Council may declare vacant the office of any Trustee who has been convicted of a felony, or has been found to have breached any duty arising under the California Nonprofit Public Benefit Corporation Law or to be of unsound mind by any court of competent jurisdiction.

iii. A vacancy on the Council may be filled by a vote of a majority of the Trustees then in office. Each Trustee so elected, appointed, or designated shall hold office until the expiration of the term of the replaced Trustee.

iv. No reduction of the authorized number of Trustees shall have the effect of removing any Trustee prior to the expiration of the Trustee's term of office.

Section 7. Place of Meeting.

Meetings of the Council shall be held at the principal office of the corporation or at any other place within or without the State of California allowable by law and that has been designated in the notice of the meeting, or, if there is no such notice, by resolution of the Council.

Section 8. Meetings; Annual Meeting.

Notwithstanding any other provision of these bylaws, all meetings of the Council and its standing committees shall be called, noticed, and held in compliance with the provisions of the Ralph M. Brown Act ("Brown Act") and California Education Code Section 47604.1, as added by California Senate Bill No. 126 (2019).

The Council shall meet annually for the purpose of organization, appointment of officers, and the transaction of such other business as may properly be brought before the

meeting. This meeting shall be held at a time, date, and place as may be specified and noticed by resolution of the Council.

Section 9. Regular Meetings.

Regular meetings of the Council, including annual meetings, shall be held at such times and places as may from time to time be fixed by the Council.

Section 10. Special Meetings.

Special meetings of the Council for any purpose may be called at any time by the chairman of the Council, or the president if a chairman has not been designated, or by a majority of Trustees. The party calling a special meeting shall determine the place, date, and time thereof.

Section 11. Notice of Special Meetings.

i. Special meetings of the Council may be held only after each Trustee has received notice given personally or by email, telephone, telegraph, facsimile, telex, or other similar means of communication.

ii. Any such notice shall be addressed or delivered to each Trustee at the Trustee's address or email address as it is shown on the records of the corporation or as may have been given to the corporation by the Trustee for purposes of notice or, if an address or email address is not shown on the corporation's records or is not readily ascertainable, at the place at which the meetings of the Trustees are regularly held.

iii. Notice by mail shall be deemed received at the time a properly addressed written notice is deposited in the United States mail, postage prepaid. Any other written notice shall be deemed received at the time it is personally delivered to the recipient or is delivered to a common carrier for transmission, or is actually transmitted by the person giving the notice by electronic means to the recipient. Oral notice shall be deemed received at the time it is communicated, in person or by telephone or wireless, to the recipient or to a person at the office of the recipient whom the person giving the notice has reason to believe will promptly communicate it to the receiver.

iv. The notice of special meeting shall state the time of the meeting, and the place if the place is other than the principal office of the corporation, and the general nature of the business proposed to be transacted at the meeting. No business, other than the business the general nature of which was set forth in the notice of the meeting, may be transacted at a special meeting.

Section 12. Quorum.

A majority of the voting Trustees then in office shall constitute a quorum. Every act or decision done or made by a majority of the voting Trustees present at a meeting duly held at which a quorum is present is an act of the Council, subject to the more stringent provisions of the California Nonprofit Public Benefit Corporation Law or other applicable laws. A meeting at which a quorum is initially present may continue to transact business notwithstanding the

withdrawal of voting Trustees, if any action taken is approved by at least a majority of the required quorum for such meeting. Trustees may not vote by proxy.

Section 13. Consent to Meetings.

Except as otherwise provided in the Brown Act, the transactions of the Council at any meeting, however called and noticed or wherever held, shall be as valid as though done at a meeting duly held after regular call and notice if a quorum be present, and if, either before or after the meeting, each Trustee entitled to vote, not present in person signs a written waiver of notice, or a consent to the holding of such meeting, or approval of the minutes thereof. All such waivers, consents, or approvals shall be filed with the corporate records and made a part of the minutes of the meeting. Notice of a meeting need not be given to any Trustee who attends the meeting without protesting prior to or at the commencement of the meeting, the lack of notice to such Trustee.

Section 14. Telephonic and Electronic Video Meetings.

Except as otherwise provided in the Brown Act, members of the Council may participate in a meeting through the use of conference telephone, electronic video screen communication, or other communications equipment, to the extent permitted by applicable open meeting laws, if any. Participation in a meeting through use of conference telephone constitutes presence in person at that meeting as long as all members participating in the meeting are able to hear one another and so long as all other applicable legal requirements are followed. Participation in a meeting through the use of electronic video screen communication or other communications equipment (other than conference telephone) constitutes presence in person at that meeting if, in addition to following all other applicable legal requirements, (i) each member participating can communicate with all other members concurrently, (ii) each member is provided the means of participating in all matters before the Council including, without limitation, the capacity to propose, or to interpose an objection to, specific action to be taken, and (iii) the corporation has adopted and implemented some means of verifying both that the person participating in the meeting is a trustee or other person entitled to participate in the meeting and that all actions of, or votes by, the Council are taken or cast only by the Trustees and not by persons who are not Trustees.

Section 15. Adjournment.

A majority of the Trustees present, whether or not a quorum is present, may adjourn any Council meeting to another time or place in accordance with applicable legal requirements.

Section 16. Rights of Inspection.

Every Trustee has the absolute right at any reasonable time to inspect and copy all books, records, and documents of every kind and to inspect the physical properties of the corporation, to the full extent permitted under applicable federal and state laws regarding pupil confidentiality.

Section 17. Council Committees.

The Council may appoint an executive committee and one or more other committees each consisting of two (2) or more Trustees to serve at the pleasure of the Council, and delegate to such committee any of the authority of the Council, except with respect to:

- a. The approval of any action for which the California Nonprofit Public Benefit corporation Law requires the approval of the Council;
- b. The filling of vacancies on the Council or on any committee that has the authority of the Council;
- c. The amendment or repeal of bylaws or the adoption of new bylaws;
- d. The amendment or repeal of any resolution of the Council that by its express terms is not so amendable or repealable; or
- e. The appointment of other committees having the authority of the Council.

Any such committee must be created, and the members thereof appointed, by resolution adopted by a majority of the number of Trustees then in office, and any such committee may be designated as an executive committee or by such other name as the Council shall specify. The Council may appoint, in the same manner, alternate members to a committee who may replace any absent member at any meeting of the committee. The Council shall have the power to prescribe the manner in which proceedings of any such committee shall be conducted. In the absence of any such prescription, such committee shall have the power to prescribe the manner in which its proceedings shall be conducted. Unless the Council, such committee, or these bylaws shall otherwise provide, the regular and special meetings and other actions of any such committee shall be governed by the provisions of this Article applicable to meetings and actions of the Council. Minutes shall be kept of each meeting of each committee.

Section 18. Other Committees.

- a. The chairman of the Council (if there is such a position) or the president, subject to the limitations imposed by the Council, or the Council, may create other committees, either standing or special, to serve the Council that do not have the powers of the Council. The president, with the approval of the Council, shall appoint members to serve on such committees, and shall designate the committee chairman. If a Trustee is on a committee, he or she shall be the chairman. Each member of a committee shall continue as such until the next annual election of officers and until his or her successor is appointed, unless the member sooner resigns or is removed from the committee.
- b. Meetings of a committee may be called by the chairman of the Council (if there is such a position), the chairman of the committee or a majority of the committee's voting members. Each committee shall meet as often as is necessary to perform its duties. Notice of a meeting of a committee may be given at any time and in any manner reasonably designed to inform the committee members of the time and place of the meeting. A majority of the voting members of

a committee shall constitute a quorum for the transaction of business at any meeting of the committee. Each committee may keep minutes of its proceedings and shall report periodically to the Council. A committee may take action by majority vote.

c. Any member of a committee may resign at any time by giving written notice to the chairman of the committee or to the president. Such resignation, which may or may not be made contingent upon formal acceptance, shall take effect upon the date of receipt or at any later time specified in the notice. The chairman may, with prior approval of the Council, remove any appointed member of a committee. The president, with the Council's approval, shall appoint a member to fill a vacancy in any committee or any position created by an increase in the membership for the unexpired portion of the term.

Section 19. Reimbursement.

Trustees and members of committees shall not receive any compensation for their services; however, the Council may approve reimbursement of a Trustee's actual and necessary expenses incurred in the conduct of the corporation's business.

Section 20. Nonliability of Trustees.

To the fullest extent permitted by law, no Trustee shall be personally liable for the debts, liabilities, or other obligations of this corporation.

Section 21. Interested Persons.

Not more than forty-nine percent (49%) of the Trustees serving on the Council may be "interested persons." An "interested person" for purposes of this provision, is (i) any person compensated by the corporation for services rendered to it within the previous twelve (12) months whether as a full- or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a Trustee as Trustee, and (ii) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of any such person. However, any violation of the provisions of this Section shall not affect the validity or enforceability of any transaction entered into by the corporation.

Section 22. Standard of Care.

A Trustee shall perform the duties of a Trustee, including duties as a member of any committee of the Council upon which the Trustee may serve, in good faith, in a manner such Trustee believes to be in the best interests of the corporation and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances. In performing the duties of a Trustee, a Trustee shall be entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data, in each case prepared or presented by:

i. One or more officers or employees of the corporation whom the trustee believes to be reliable and competent in the matters presented;

ii. Counsel, independent accountants, or other persons as to matters that the Trustee believes to be within such person's professional or expert competence; or

iii. A committee of the Council upon which the Trustee does not serve as to matters within its designated authority, provided that the Trustee reasonably believes that such information merits confidence and the Trustee acts in good faith, after reasonable inquiry when the need therefore is indicated by the circumstances, and without knowledge that would cause such reliance to be unwarranted.

Section 23. Conflicts of Interest.

The corporation shall comply with all applicable laws regarding conflicts of interest, including the California Nonprofit Public Benefit Corporation Law. For so long as the Corporation is authorized to and operates a California charter school, the Corporation shall adhere to the conflict of interest requirements set forth in Education Code Section 47604.1, as added by California Senate Bill No. 126 (2019).

Section 24. Annual Report.

Pursuant to Section 6321 of the California Nonprofit Public Benefit Corporation Law, the chief financial officer shall cause an annual report to be prepared and sent to each Trustee not later than 120 days after the close of the fiscal or calendar year. Such annual report shall be prepared in conformity with the requirements of the California Nonprofit Public Benefit Corporation Law as it may be in effect from time to time.

Section 25. Annual Statement of Certain Transactions and Indemnifications.

If required by applicable law, the corporation shall furnish an annual statement of certain transactions and indemnifications to each of the Trustees no later than 120 days after the close of the fiscal year that includes any information required by Corporation Code Section 6322.

ARTICLE V
Officers

Section 1. Officers.

The officers of this corporation shall be a president, one or more vice presidents, a secretary, and a chief financial officer (Treasurer). The corporation may also have, at the discretion of the Council, a chairman of the Council, one or more assistant secretaries, one or more assistant treasurers, and such other officers as may be elected or appointed by the Council. Any number of offices may be held by the same person, except that neither the secretary nor the treasurer may serve concurrently as the president or chairman of the Council.

Section 2. Appointment of Officers.

Except as otherwise specified in Sections 3 and 10 of this Article, the officers of the corporation shall be chosen annually by the Council and each shall hold office until he or she shall resign or shall be removed or otherwise disqualified to serve, or his or her successor shall be elected and qualified.

Section 3. Subordinate Officers.

The Council may appoint and may empower the president to appoint such other officers as the business of the corporation may require, each of whom shall hold office for such period, have such authority, and perform such duties as are provided in the bylaws or as the Council may from time to time determine.

Section 4. Chairman of the Council.

The chairman of the Council, if one is designated, shall preside at all meetings of the Council and exercise and perform such other powers and duties as may from time to time be assigned by the Council.

Section 5. President.

The president (as well as the chief executive officer, who may be referred to as the School Executive Director) of the corporation have, subject to the control of the Council, general supervision, direction, and control of the day-to-day business and affairs of the corporation. The president has the general management powers and duties usually vested in the office of president of a corporation, as well as such other powers and duties as may be prescribed from time to time by the Council. In the absence or nonexistence of a chairman of the Council, the president shall preside at all meetings of the Council.

Section 6. Vice President.

In the absence or disability of the president, the vice president (or if more than one (1) vice president is appointed, in order of their rank as fixed by the Council or if not ranked, the vice president designated by the Council) shall perform all the duties of the president and when so acting shall have all the powers of, and be subject to all of the restrictions upon, the president. The vice presidents shall have such other powers and perform such other duties as the Council may prescribe from time to time.

Section 7. Secretary.

The Secretary shall keep or cause to be kept, at the principal office of the corporation in the State of California, the original or a copy of the corporation's Articles of Incorporation and bylaws, as amended to date, and a register showing the names of all Trustees and their respective email addresses. The secretary shall cause the seal of the corporation to be affixed to such papers and instruments as may be required in the regular course of business, but failure to affix it shall not affect the validity of any instrument. The secretary also shall keep or cause to be kept at the principal office, or at such other place as the Council may order, including

digital storage, a record of minutes of all meetings of the Council and its committees, with the time and place of holding; whether regular or special; if special how authorized; the notice thereof given; the names of those present and absent; and the proceedings thereof. The Secretary shall give, or cause to be given, notice of all the meetings of the Council required by these bylaws or by law.; The Secretary shall cause all reports, statements and other documents required by law to be properly kept or filed, except to the extent the same are to be kept or filed by the treasurer. The Secretary shall have such other powers and perform such other duties as may be prescribed from time to time by the Council.

Section 8. Chief Financial Officer/Treasurer

The chief financial officer shall keep and maintain or cause to be kept and maintained adequate and correct accounts of the properties and business transactions of the corporation, including accounts of its assets, liabilities, receipts, disbursements, gains and losses. The records of account shall at all times be open to inspection by any Trustee. The chief financial officer shall deposit or cause to be deposited all monies and other valuables in the name and to the credit of the corporation in such depositories as may be designated by the Council. The chief financial officer shall disburse, or cause to be disbursed, the funds of the corporation as shall be ordered by the Council or designated chief executive officer (who may be known as the School Executive Director). The chief financial officer shall render, or cause to be rendered, to the president and the Trustees, upon request, an account of all transactions as chief financial officer. The chief financial officer shall present , or cause to be presented, an operating statement and report, since the last preceding board meeting, to the Council at all regular meetings. The chief financial officer shall have such other powers and perform such other duties as may be prescribed from time to time by the Council.

Notwithstanding anything to the contrary contained herein, the funds of the corporation shall be held on behalf of the corporation by the Treasurer of the County of Orange and shall be disbursed upon the direction of the chief financial officer of the corporation and in accordance with the policies of the County of Orange. Funds of the corporation may also be held in other accounts as needed for the business of the corporation.

Section 9. Removal and Resignation.

Any officer may be removed, either with or without cause, by the Council at any time by a majority vote of a quorum of the Council. In the case of an officer appointed by the president, the president shall also have the power of removal. Any such removal shall be without prejudice to the rights, if any, of the officer under any contract of employment. Any officer may resign at any time by giving written notice to the corporation, but without prejudice to the rights, if any, of the corporation under any contract to which the officer is a party. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 10. Vacancies.

A vacancy in any office because of death, resignation, removal, disqualification, or any other cause, shall be filled in the manner prescribed in the bylaws for regular election or appointment to such office, provided that such vacancies shall be filled as they occur and not on an annual basis.

ARTICLE VI
Indemnification

Section 1. Definitions.

For the purposes of this Article, “agent” means any person who is or was a Trustee, director, officer, or employee of this corporation, or is or was serving at the request of the corporation as a trustee, director, officer, employee or agent of another foreign or domestic corporation, partnership, joint venture, trust or other enterprise, or was a trustee, director, officer, employee or agent of a foreign or domestic corporation which was a predecessor corporation of this corporation or of another enterprise at the request of such predecessor corporation; and “proceeding” means any threatened, pending completed action or proceeding, whether civil, criminal, administrative or investigative; and “expenses” includes, without limitation, attorneys’ fees and any expenses of establishing a right to indemnification under Sections 4 or 5.b. of this Article.

Section 2. Indemnification in Actions by Third Parties.

This corporation may indemnify any person who was or is a party or is threatened to be made a party to any proceeding (other than an action by or in the right of this corporation to procure a judgment in its favor, an action brought under Section 5233 of the California Nonprofit Public Benefit corporation Law, or an action brought by the Attorney General or a person granted relator status by the Attorney General for any breach of duty relating to assets held in charitable trust) by reason of the fact that such person is or was an agent of this corporation, against expenses, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with such proceeding if such person acted in good faith and in a manner such person reasonably believed to be in the best interests of this corporation, and, in the case of a criminal proceeding, had no reasonable cause to believe the conduct of such person was unlawful. The termination of any proceeding by judgment, order, settlement, conviction or upon a plea of *nolo contendere* or its equivalent shall not, of itself, create a presumption that the person did not act in good faith and in a manner which the person reasonably believed to be in the best interests of this corporation or that the person had reasonable cause to believe that the person's conduct was unlawful.

Section 3. Indemnification in Actions by or in the Right of the Corporation.

This corporation may indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action by or in the right of this corporation, or brought under Section 5233 of the California Nonprofit Public Benefit corporation Law, or brought by the Attorney General or a person granted relator status by the Attorney General for breach of duty relating to assets held in charitable trust, to procure a judgment

in its favor by reason of the fact that such person is or was an agent of the corporation, against expenses actually and reasonably incurred by such person in connection with the defense or settlement of such action if such person acted in good faith, in a manner such person believed to be in the best interests of the corporation and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances. No indemnification shall be made under this Section:

i. In respect of any claim, issue or matter as to which such person shall have been adjudged to be liable to this corporation in the performance of such person's duty to the corporation, unless and only to the extent that the court in which such proceeding is or was pending shall determine upon application that, in view of all the circumstances of the case, such person is fairly and reasonably entitled to indemnity for the expenses which such court shall determine;

ii. Of amounts paid in settling or otherwise disposing of a threatened or pending action, with or without court approval; or

iii. Of expenses incurred in defending a threatened or pending action which is settled or otherwise disposed of without court approval, unless it is settled with the approval of the Attorney General.

Section 4. Indemnification Against Expenses.

To the extent that an agent of this corporation has been successful on the merits in defense of any proceeding referred to in Sections 2 or 3 of this Article or in defense of any claim, issue, or matter therein, the agent shall be indemnified against expenses actually and reasonably incurred by the agent in connection therewith.

Section 5. Required Determinations.

Except as provided in Section 4 of this Article, any indemnification under this Article shall be made by this corporation only if authorized in the specific case, upon a determination that indemnification of the agent is proper in the circumstances because the agent has met the applicable standard of conduct set forth in Sections 2 or 3 of this Article by:

a. A majority vote of a quorum consisting of Trustees who are not parties to such proceeding; or

b. The court in which such proceeding is or was pending upon application made by this corporation or the agent or the attorney or other person rendering services in connection with the defense, whether or not such application by the agent, attorney, or other person is opposed by this corporation.

Section 6. Advance of Expenses.

Expenses incurred in defending any proceeding may be advanced by this corporation prior to the final disposition of such proceeding upon receipt of an undertaking by or on behalf of the agent to repay such amount unless it shall be determined ultimately that the agent is entitled to be indemnified as authorized in this Article.

Section 7. Other Indemnification.

No provision made by this corporation to indemnify its or its subsidiary's trustees, directors, or officers for the defense of any proceeding, whether contained in the Articles of Incorporation, bylaws, a resolution of trustees/directors, an agreement, or otherwise, shall be valid unless consistent with this Article. Nothing contained in this Section 7 shall affect any right to indemnification to which persons other than such trustees/directors and officers may be entitled by contract or otherwise.

Section 8. Forms of Indemnification Not Permitted.

No indemnification or advance shall be made under this Article, except as provided in Sections 4 or 5.b., in any circumstances where it appears:

a. That it would be inconsistent with a provision of the Articles of Incorporation, these bylaws, or an agreement in effect at the time of the accrual of the alleged cause of action asserted in the proceeding in which the expenses were incurred or other amounts were paid, which prohibits or otherwise limits indemnification; or

b. That it would be inconsistent with any condition expressly imposed by a court in approving a settlement.

Section 9. Insurance.

The corporation shall have the power to purchase and maintain insurance on behalf of any agent of this corporation against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such whether or not this corporation would have the power to indemnify the agent against such liability under the provisions of this Article; provided, however, that this corporation shall have no power to purchase and maintain such insurance to indemnify any agent of the corporation for a violation of Section 5233 of the California Nonprofit Public Benefit corporation Law.

Section 10. Nonapplicability to Fiduciaries of Employee Benefit Plans.

This Article does not apply to any proceeding against any trustee, investment manager, or other fiduciary of an employee benefit plan in such person's capacity as such, even though such person may also be an agent of the corporation as defined in Section 1 of this Article. The corporation shall have power to indemnify such Trustee, investment manager, or other fiduciary to the extent permitted by subdivision (f) of Section 5140 of the California Nonprofit Public Benefit Corporation Law.

ARTICLE VII
Miscellaneous

Section 1. Fiscal Year.

The fiscal year end of the corporation shall be determined by the Council.

Section 2. Checks, Drafts, Etc.

All checks, drafts, or other orders for payment of money, notes, or other evidences of indebtedness issued in the name of or payable to the corporation and any and all securities owned by or held by the corporation requiring signature for transfer shall be signed or endorsed by such person or persons and in such manner as from time to time shall be determined by the Council or the president.

Section 3. Endorsement or Execution of Documents and Contracts.

Subject to the provisions of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance, or other instrument in writing and any assignment or endorsement thereof executed or entered into between the corporation and any other person, when signed by the chairman of the Council, the president, certain designated vice-presidents, the secretary or the chief financial officer of the corporation, shall be valid and binding on the corporation in the absence of actual knowledge on the part of the other person that the signing officer(s) had no authority to execute the same. Additionally, by resolution of the Council, general signatory authority may be granted and delegated to other persons on behalf of the corporation. Any such instruments may be signed by any other person or persons and in such manner as from time to time shall be determined by the Council, or the chairman of the Council, or the president. Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the corporation to any contract or engagement or to pledge its credit or to render it liable for any purpose or amount.

ARTICLE VIII
Amendments

These bylaws shall be reviewed at least once every three (3) years and such review shall be documented in the minutes of the Council meetings. These bylaws may be amended or repealed and/or new bylaws adopted only by approval of a majority of the number of Trustees then in office.

CERTIFICATE OF ADOPTION

I, the undersigned, do hereby certify:

1. That I am the Secretary of Journey School.

2. That the foregoing Bylaws constitute the Bylaws of said school as duly adopted by the school's Council on **December 5, 2019**. The revised bylaws shall go into effect on

_____.

Date: 12/5/2019



_____,
Richard Martin, Board Secretary

RESTATED BYLAWS

JOURNEY SCHOOL

Revised

Approved December 5, 2019

JOURNEY SCHOOL COUNCIL COMPOSITION POLICY

APPROVED Dec.5, 2019

Revisions presented Feb.26, 2026

BACKGROUND:

The Journey School Council is the governing body for Journey School, a California public charter school. Journey School is organized as a California public benefit corporation and in addition has 501c3 status from the IRS. The Journey School Council is the Board of Directors for the corporation. Those seated on the Council are referred to as Council members. The Council follows a Policy Governance model.

DESIRED COUNCIL COMPOSITION:

The Council believes that it is in the best interest of the school for the Council to represent a balance of the following stakeholders, while also meeting all legal requirements for California corporations:

PARENTS or FORMER PARENTS

TEACHERS

COMMUNITY AT LARGE

AUTHORIZING DISTRICT

ALUMNI

In addition, it is also in the best interest of the school to have members of the Council with expertise in the following areas:

LEGAL

FINANCIAL and FUNDRAISING

EDUCATION

WALDORF METHODS

FACILITIES/OPERATIONS

BOARD LEADERSHIP

REAL ESTATE

The Council recognizes that having members who are paid staff members or consultants of the school, in any capacity in which the school provides compensation, creates financial conflicts of interest that must be carefully addressed in order to follow the law and also to avoid a perception of any conflicts. In addition, spouses or other immediate family members of school staff also have a financial conflict of interest if seated on the Council.

The Council also recognizes that parents of former students or former students (alumni) are especially able to provide the broad perspective, the detachment from day to day operations, and deep experience that are such desired attributes for visionary board members.

COUNCIL COMPOSITION GOALS and GUIDELINES:

In order to allow the Council to be composed of the desired balance of members, the following guidelines are hereby adopted as policy. These guidelines are to be used when recruiting, nominating and electing Council members. The figures below are based on a total number of Council members of five. If there are greater or less than five Council members, the relative percentage of each category would apply.

- ④ From one to two of the Council members may be parents of a child currently enrolled at the school.
- ④ The Council may have one but not more than two “interested parties”. The definition of an “interested person”, using the legal definition, includes all employees of the school, anyone who receives any type of compensation by the school within the previous 12 month, and any immediate family member of anyone who received such compensation from the school. Nothing in this policy is intended to contradict any legal guidelines for charter school or non-profit boards. The Council may choose not to have any “interested parties” on the Council.
- ④ Three to five of the Council members will be community members at large, who are neither current parents, staff members nor family members of staff. Parents of former students and alumni of Journey School may be particularly well suited to fill this role as they understand the student and parent perspective but have more distance from the day to day operations after graduating from Journey.

② CUSD, the authorizing district of Journey School, may, at its discretion, appoint one voting member to the Council. If CUSD does not choose to seat a member on the Council, it may designate a liaison in an advisory capacity instead.

② The school Administrator~~s~~ will serve as a key part of the governance team, serving as the Council's chief executive to provide professional expertise and leadership while tasked with the responsibility to ~~advisor, designee and support to the Council and has the responsibility to~~ carry out School operations in accordance with Board policy, the charter and the law.

The expertise of each member will be examined and new members from every category will be selected or elected with the goal of balancing types of professional expertise on the Council. At the annual meeting and/or the meeting at which the Council performs its self evaluation, the composition of the Council will be reviewed and analyzed for how closely it aligns to this policy, and strategies will be developed to attain a close match between the actual Council composition and the desired composition as stated in this policy.

COUNCIL ADVISORY POSITIONS

In order to expand the input from stakeholder groups the Council will make use of Advisors , who will act as members of the public in an advisory capacity. Advisory positions are not Council members and do not have a voting capacity, only seated Council members have the authority to make motions, second motions, vote, and otherwise participate in Council discussion and decisions.

The Council agenda shall include designated agenda items for advisor participation, including updates, reports, and recommendations relevant to the advisor's role or stakeholder group. Advisory participation shall only occur during these identified agenda items or during public comment, as applicable, and shall be facilitated by the Council Chair or designee. Advisors, along with all members of the public, retain the right to make public comment during designated public comment periods in accordance with the Brown Act and Council procedures. Advisory participation during a designated agenda item does not replace or limit public comment rights.

It is recommended that advisory roles rotate periodically among eligible representatives to provide the Council with a range of perspectives, experiences, and insights, including representation from various grade levels when applicable. Rotation supports inclusive governance and informed decision-making while maintaining continuity of advisory input.

~~rather than a voting capacity. The following Advisory positions will be regular positions. Additional advisory positions may be created on an as-needed and temporary basis.~~

Parent Cabinet: Parent Cabinet, in consultation with the Administration and Council, may select a ~~representative~~ a current member of the Parent Cabinet Executive Committee to provide updates and information regarding Parent Cabinet operations including fundraising, events, volunteerism, and related activities. ~~serve in an advisory capacity to the Council.~~

Faculty: The instructional staff of Journey School, in consultation with the Administration and Council, may select a ~~representative~~ current staff member to provide updates and information regarding the instructional program as experienced by staff and students, professional development, curricular overviews, school events and related activities. ~~to serve in an advisory capacity to the Council.~~

Financial: A Financial expert, which may include a staff member, contracted fiscal staff, or other qualified individual, shall provide information and analysis related to budgets, long-term financial outlook, financial reporting, fiscal oversight, audits, and related activities.

~~**Administration:** A school Administrator will serve as advisor, designee and support to the Council and has the responsibility to carry out School operations in accordance with Board policy, the charter and the law.~~

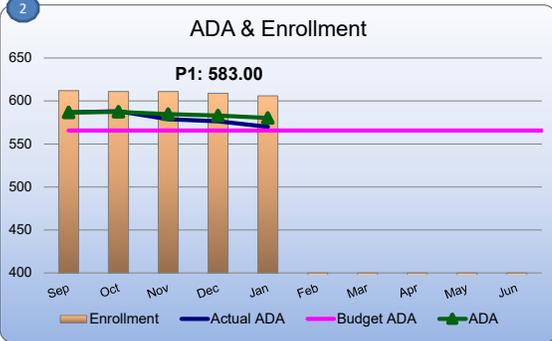
Authorizer: If CUSD does not choose to seat a member on the Council, it may designate a liaison in an advisory capacity instead.

Additional advisory positions may be created on an as- needed and temporary basis.

JOURNEY SCHOOL - Financial Dashboard (January 2026)

1 Key Performance Indicators

ADA vs. Budget ● Cash on Hand ●
 Net Income / (Loss) ● Year-End Cash ●



State Budget Update

CSDC Charter Currents: Budget "Trailer" Bill Clarifies Newsom's "Charter Accountability" and Budget Proposals

Governor Newsom's 2026-27 state budget education "trailer bill" surfaced earlier this week, providing specifics on his budget proposals for the upcoming year. Many of our readers will recall that last year, Governor Newsom vetoed SB 414, the charter-backed reform legislation that the legislature had passed by wide margins.

Auditing Reforms—The bulk of the charter accountability reforms are actually a complete overhaul of California's already-extensive laws governing auditing of school districts while also explicitly subjecting charter schools to these same laws.

- Expands the mandatory scope of auditing, including more extensive auditing of attendance, large payments, ADA-to-teacher ratio caps, loans, and employee compensation.
- Expands the number and scope of required schedules and data contained in audit reports.
- Requires auditing to ensure school districts performed required charter oversight activities.
- Moves the current annual audit report submission deadline from December 15 to January 31.

Charter Authorizing/Oversight Reforms—The governor's proposal includes a few changes to laws governing charter school authorizing, oversight, and renewal.

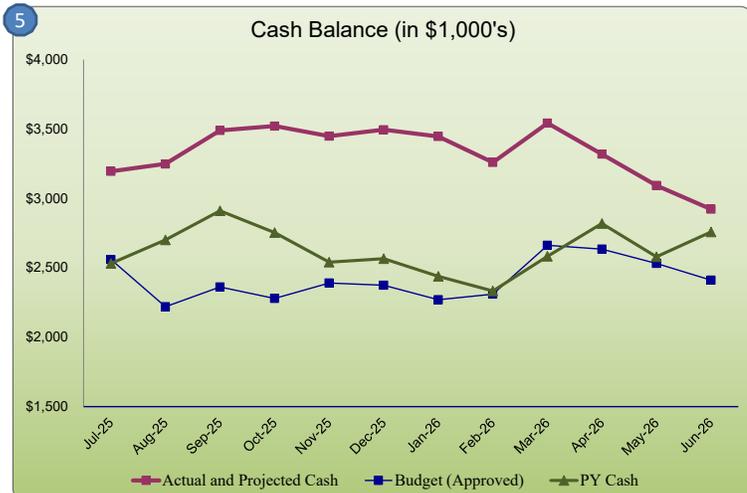
- Extends the mandate to use "verified data" (state-approved student assessment data gauging longitudinal growth in academic achievement) in charter renewal decisions by two years, until July 2028.
- Expands current laws that mandate specific annual oversight activities by charter-granting agencies.

3 Attendance Analysis

	Actual through Month 5	Forecast P2	Budget P2	Budget Variance B/(W)	FY 24-25	FY 23-24
Enrollment	606	605	600	5	610	587
Attendance %	95.1%	94.7%	94.3%	0.4%	94.4%	93.8%
Avg Daily Attendance (ADA)	580.21	575.66	565.60	10.06	579.13	549.71

4 Income Statement

	Actual through 01/31/26	Forecast as of 01/31/26	FY 25-26 Budget	Budget Variance B/(W)	FY 24-25	FY 23-24
Local Control Funding Formula	3,549,236	6,871,983	6,897,349	(25,366)	6,726,490	6,138,343
Federal Revenue	39,371	232,495	196,937	35,558	210,759	148,993
State Revenue	1,043,916	1,141,456	1,205,804	(64,347)	716,339	505,447
Other Local Revenue	358,896	754,384	762,416	(8,032)	785,080	85,124
Grants/Fundraising	88,220	223,000	223,000	0	245,111	243,600
TOTAL REVENUE	5,079,639	9,223,318	9,285,505	(62,187)	8,683,779	7,121,507
<i>Total per ADA</i>		16,022	16,417	(395)	14,995	12,955
<i>w/o Grants/Fundraising</i>		15,635	16,023	(388)	14,571	12,512
Certificated Salaries	1,786,718	3,295,117	3,279,669	(15,449)	3,072,136	2,358,174
Classified Salaries	767,831	1,470,081	1,504,238	34,157	1,396,528	1,267,994
Benefits	1,008,403	1,784,040	1,825,577	41,537	1,510,044	1,257,924
Student Supplies	205,020	473,450	470,429	(3,021)	265,450	259,102
Operating Expenses	1,184,673	2,157,246	2,102,221	(55,026)	1,945,974	1,714,289
Other	17,516	28,816	37,229	8,413	130,357	107,190
TOTAL EXPENSES	4,970,162	9,208,751	9,219,362	10,611	8,320,490	6,964,673
<i>Total per ADA</i>		15,997	16,300	303	14,367	12,670
NET INCOME / (LOSS)	109,477	14,568	66,143	(51,576)	363,290	156,834
OPERATING INCOME	126,993	43,383	103,372	(59,989)	493,646	264,024



Year-End Cash Balance

Projected	Budget	Variance
2,922,516	2,410,833	511,682

6 Balance Sheet

	6/30/2025	1/31/2026	6/30/2026
Assets			
Cash, Operating	2,757,746	3,445,889	2,922,516
Accounts Receivable	1,093,733	11,009	661,257
Due From Others	77	0	0
Deposits/Prepays	79,627	6,804	89,771
Net Fixed Assets	197,843	183,287	171,987
Lease Assets	554,466	443,023	443,083
Other Assets	0	0	0
Total Assets	4,683,492	4,090,012	4,288,614
Liabilities			
A/P & Payroll	277,767	298,117	368,283
Due to Others	50,333	0	223,281
Deferred Revenue	566,976	0	0
Lease Liabilities	555,206	449,209	449,272
Other Liabilities	31,002	31,002	31,002
Total Debt	0	0	0
Total Liabilities	1,481,284	778,328	1,071,838
Equity			
Beginning Fund Bal.	2,838,918	3,202,208	3,202,208
Net Income/(Loss)	363,290	109,477	14,568
Total Equity	3,202,208	3,311,685	3,216,776
Total Liabilities & Equity	4,683,492	4,090,012	4,288,614
Days Cash on Hand	123	137	116
Cash Reserve %	33.7%	37.5%	31.8%



Actuals as of 1/31/2026

	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL							FORECAST	Budget Variance Better / (Worse)	
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Accrual	Jul-25 - Jun-26		
Income																
8011-8098 - Local Control Funding Formula Sources																
8011 Local Control Funding Formula	55,392	55,392	99,705	99,705	99,705	99,705	99,705	82,912	82,912	82,912	82,912	82,912	82,912	82,912	1,023,867	(88,065)
8012 Education Protection Account	-	-	28,957	-	-	-	-	-	28,956	-	-	-	28,427	-	115,296	(1,044)
8019 Local Control Funding Formula - Prior Year	-	-	-	-	-	-	(13,272)	-	-	-	-	-	-	-	(13,272)	(13,272)
8096 In Lieu of Property Taxes	-	346,246	692,491	461,661	461,661	461,661	461,661	461,661	820,762	410,381	410,381	410,381	410,381	337,241	5,736,187	67,110
8098 In Lieu of Property Taxes, Prior Year	-	-	-	92,463	-	-	(82,558)	-	-	-	-	-	-	-	9,905	9,905
Total 8011-8098 - Local Control Funding Formula Sources	55,392	401,638	821,153	653,829	561,366	590,322	465,536	544,573	932,629	493,292	493,292	438,808	420,153	6,871,983	(25,366)	
8100-8299 - Federal Revenue																
8181 Special Education - Federal (IDEA)	-	-	-	-	-	-	-	-	-	-	-	-	-	89,465	89,465	3,085
8221 Child Nutrition - Federal	-	-	-	-	-	-	11,000	4,391	4,344	6,118	5,496	4,275	10,649	46,274	46,274	(4,751)
8291 Title I	-	-	18,007	-	-	4,617	-	-	18,442	-	-	-	32,701	-	73,767	32,785
8292 Title II	-	-	-	3,247	-	-	-	-	3,247	-	-	-	6,495	-	12,989	4,439
8295 Title IV, SSAE	-	-	-	-	2,500	-	-	-	2,500	-	-	-	5,000	-	10,000	-
8299 All Other Federal Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total 8100-8299 - Federal Income	-	-	18,007	3,247	2,500	4,617	11,000	4,391	28,533	6,118	5,496	48,471	100,114	232,495	35,558	
8300-8599 - Other State Revenue																
8520 Child Nutrition - State	-	-	-	-	-	-	31,460	9,701	9,567	14,663	15,240	11,853	29,706	122,189	122,189	(19,981)
8550 Mandate Block Grant	-	-	-	-	11,884	-	-	-	-	-	-	-	-	11,884	-	(1)
8560 Lottery Revenue	-	-	-	-	-	48,002	-	-	28,495	-	-	-	28,495	58,179	163,172	1,898
8592 State Mental Health	2,458	2,458	4,424	4,424	4,424	4,424	4,424	4,416	4,416	4,416	4,416	-	4,365	49,064	3,296	
8593 After School Education & Safety	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8594 Supplemental Categorical Block Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8595 Expanded Learning Opportunity Program	62,938	129,757	14,442	14,442	14,442	14,442	14,442	14,442	14,442	14,442	14,442	-	979	323,652	(47,086)	
8596 Prop 28 Arts & Music	11,291	82,007	8,537	8,537	8,537	8,537	8,537	8,537	8,537	8,537	8,537	-	(61,792)	108,339	15,090	
8599 State Revenue - Other	-	367,979	-	135,986	13,247	-	7,434	-	-	-	-	-	-	(161,490)	363,156	(17,563)
Total 8300-8599 - Other State Income	76,687	582,201	27,403	163,389	52,534	75,405	66,297	37,096	65,457	42,057	42,634	40,348	(130,052)	1,141,456	(64,347)	
8600-8799 - Other Local Revenue																
8660 Interest & Dividend Income	1,094	3,771	12,919	5,070	6,873	6,852	11,455	6,393	6,393	6,393	6,393	6,393	-	80,000	10,000	
8662 Net Increase (Decrease) in Fair Value of Investments	(1,466)	5,863	(1,380)	776	2,194	2,247	(317)	2,417	2,417	2,417	2,417	2,417	-	20,000	-	
8682 Childcare & Enrichment Program Fees	489	-	13,784	12,907	12,171	7,370	10,923	12,471	12,471	12,471	12,471	12,471	-	120,000	(30,000)	
8689 All Other Fees & Contracts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8692 Grants	-	-	-	1,000	-	-	2,000	477	227	10,007	1,184	45,105	-	60,000	-	
8695 Contributions & Events	1,145	1,063	690	5,527	2,321	5,326	22,169	1,224	3,669	3,930	2,257	5,681	-	55,000	-	
8696 Other Fundraising	1,842	4,961	13,807	5,708	4,903	8,751	7,009	7,009	7,009	7,009	7,009	-	-	108,000	-	
8697 E-Rate	-	62	62	124	-	124	-	-	-	-	-	-	2,629	3,000	-	
8699 All Other Local Revenue	-	15	-	-	-	-	-	-	-	-	-	-	-	15	15	
8792 Transfers of Apportionments - Special Education	-	25,368	26,774	48,193	48,193	48,193	48,193	48,193	80,604	40,302	40,302	40,302	36,751	531,369	11,953	
Total 8600-8799 - Other Income-Local	3,105	41,102	66,656	79,304	76,655	78,863	101,432	78,184	112,790	82,529	72,033	147,981	36,751	977,384	(8,032)	
TOTAL INCOME	135,184	1,024,941	933,219	899,769	693,054	749,207	644,265	664,243	1,139,409	623,997	613,456	675,608	426,966	9,223,318	(62,187)	
Expense																
Total 1000 - Certificated Salaries	41,418	248,854	297,396	299,124	297,738	297,725	304,462	301,680	301,680	301,680	301,680	301,680	301,680	-	3,295,117	(15,449)
Total 2000 - Classified Salaries	41,254	49,946	139,002	161,879	135,218	119,280	121,253	144,313	144,313	144,313	144,313	124,998	-	1,470,081	34,157	
Total 1000-2000 - Salaries	82,672	298,800	436,398	461,003	432,956	417,005	425,715	445,993	445,993	445,993	445,993	426,678	-	4,765,199	18,708	
3000 - Employee Benefits																
3111 STRS - State Teachers Retirement System	7,921	47,557	60,545	61,176	61,422	60,082	61,534	59,200	59,200	59,200	59,200	59,200	-	656,235	(10,876)	
3212 PERS - Public Employee Retirement System	10,490	12,473	28,288	30,715	25,904	23,108	24,455	33,690	33,690	33,690	33,690	28,512	-	318,707	84,580	
3311 OASDI - Social Security	2,505	3,037	7,195	8,048	6,760	6,147	6,216	8,435	8,435	8,435	8,435	7,237	-	80,885	6,229	
3331 MED - Medicare	1,186	4,321	6,133	6,490	6,085	5,854	5,980	6,467	6,467	6,467	6,467	6,187	-	68,104	1,263	
3401 H&W - Health & Welfare	102,682	51,345	42,699	52,621	47,081	11,222	74,368	45,000	45,000	45,000	45,000	9,614	-	571,631	(45,931)	
3501 SUI - State Unemployment Insurance	41	149	211	224	210	202	206	223	223	223	223	213	-	2,348	43	
3601 Workers' Compensation Insurance	-	-	-	21,967	-	5,069	5,069	5,069	5,069	5,069	5,069	-	-	52,381	6,478	
3901 Other Retirement Benefits	-	-	-	-	-	-	250	-	-	-	-	500	-	750	(250)	
3902 Other Benefits	-	-	-	1,162	-	-	-	-	-	-	-	31,838	-	33,000	-	
Total 3000 - Employee Benefits	124,825	118,882	145,071	182,402	147,462	111,683	178,078	158,084	158,084	158,084	158,084	143,301	-	1,784,040	41,537	
Total 1000-3000 - Salaries & Benefits	207,497	417,682	581,469	643,406	580,418	528,688	603,793	604,077	604,077	604,077	604,077	569,979	-	6,549,239	60,245	
4000 - Supplies																
4111 Core Curricula Materials	965	-	26,002	1,372	207	137	-	384	384	384	384	384	-	30,600	-	
4211 Books & Other Reference Materials	9	313	384	1,064	286	361	312	904	904	904	904	904	-	7,250	-	
4311 Student Materials	5,896	2,259	4,318	7,388	1,055	2,500	1,132	13,113	13,113	13,113	13,113	13,113	-	90,112	-	

JOURNEY SCHOOL
2025-26 Cash Flow Forecast

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Actuals as of 1/31/2026

	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	Actuals as of 1/31/2026						FORECAST	Budget Variance
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Accrual	Jul-25 - Jun-26	Better / (Worse)
4351 Office Supplies	2,871	575	1,145	2,046	869	365	811	1,964	1,964	1,964	1,964	1,964		18,500	-
4371 Custodial Supplies	1,802	1,809	2,550	4,406	2,762	1,646	3,047	3,636	3,636	3,636	3,636	3,636		36,200	-
4390 Other Supplies	445	457	3,889	2,548	2,364	1,091	2,195	8,381	8,381	8,381	8,381	8,381		54,895	7,116
4411 Non Capitalized Equipment	6,088	6,532	3,124	1,874	135	512	9,489	638	638	638	638	638		30,944	(8,444)
4711 Nutrition Program Food & Supplies	-	-	-	23,586	26,010	16,737	15,281	22,252	21,080	16,396	18,738	23,423	21,446	204,949	(1,694)
4713 CACFP Supper Food & Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total 4000 - Supplies	18,076	11,944	41,412	44,285	33,689	23,349	32,267	51,271	50,099	45,415	47,757	52,442	21,446	473,450	(3,021)
5000 - Operating Services															
5211 Travel & Conferences	2,954	30	81	2,929	1,205	-	1,658	3,419	3,419	3,419	3,419	3,419		25,950	-
5311 Dues & Memberships	9,968	-	4,300	-	99	-	-	370	370	370	370	370		16,217	5,542
5451 General Insurance	44,383	10,448	10,448	20,907	11	10,458	10,458	10,448	10,448	10,448	3			138,461	(47,436)
5511 Utilities	4,475	1,199	6,444	11,035	6,585	7,783	6,365	9,092	9,092	9,092	9,092	9,092		89,343	2,012
5521 Security Services	2,337	-	141	-	-	148	-	75	75	75	75	75		3,000	(2,419)
5531 Housekeeping Services	8,804	8,073	10,796	9,220	8,097	7,603	9,126	8,000	8,000	8,000	8,000	8,000		101,718	(31,518)
5599 Other Facility Operations & Utilities	484	500	1,973	1,261	-	-	4,010	321	321	321	321	321		9,835	-
5619 Other Facility Rentals	15,130	15,130	18,930	15,130	15,319	15,130	15,658	16,892	16,892	16,892	16,892	16,892		194,890	-
5621 Equipment Lease	2,216	1,826	947	7,283	1,778	1,046	5,040	833	833	833	833	833		24,300	-
5631 Vendor Repairs	3,145	4,735	3,582	2,695	1,386	1,314	4,145	3,550	3,550	3,550	3,550	3,550		38,750	-
5812 Field Trips & Pupil Transportation	7,885	-	46,290	8,098	3,861	1,814	3,560	15,281	15,281	15,281	15,281	15,281		147,916	-
5821 Legal	616	1,778	5,975	10,376	7,568	14,212	9,636	2,568	2,568	2,568	2,568	2,568		63,000	(13,000)
5823 Audit	-	6,825	-	13,650	-	-	-	905	905	905	905	905		25,000	-
5831 Advertisement & Recruitment	630	-	210	-	-	-	-	384	384	384	384	384		2,760	-
5841 Contracted Substitute Teachers	-	-	588	3,065	1,232	-	8,546	2,114	2,114	2,114	2,114	2,114		24,000	-
5842 Special Education Services	1,295	-	36,139	52,749	36,285	30,717	65,710	52,582	52,582	52,582	52,582	52,582		485,804	(844)
5849 Other Student Instructional Services	48,000	48,000	7,515	8,167	5,735	2,463	10,499	16,074	16,074	16,074	16,074	16,074		210,750	-
5852 PD Consultants & Tuition	1,225	2,500	-	-	-	-	12	2,612	2,612	2,612	2,612	2,612		16,796	-
5854 Nursing & Medical (Non-IEP)	-	-	14,760	22,063	13,416	12,533	6,583	17,418	17,418	17,418	17,418	17,418		156,447	13,553
5859 All Other Consultants & Services	13,882	-	19,307	18,767	11,682	13,882	28,155	19,017	19,017	19,017	19,017	19,017		200,764	9,458
5861 Non Instructional Software	21,575	50	3,312	1,327	316	179	270	2,967	2,967	2,967	2,967	2,967		41,862	9,422
5865 Fundraising Cost	-	-	-	202	-	1,350	308	28	28	28	28	28		2,000	-
5871 District Oversight Fees	-	-	12,170	8,519	-	-	14,604	6,692	6,692	6,692	6,692	6,692		68,754	220
5872 Special Education Fees (SELPA)	-	232	1,638	2,792	2,792	2,792	2,792	1,768	7,365	3,683	3,683	5,597		35,133	(802)
5881 Intra-Agency Fees	-	-	-	-	-	-	-	-	-	-	-	-		-	-
5899 All Other Expenses	1,245	673	1,297	2,347	3,131	1,707	7,081	1,840	1,840	1,840	1,840	1,840		26,684	-
5911 Office Phone	-	-	-	-	-	-	-	-	-	-	-	-		-	-
5913 Mobile Phone	138	(100)	130	65	65	-	229	49	49	49	49	49		775	-
5921 Internet	399	309	353	332	23	618	294	366	366	366	366	366		4,155	-
5923 Website Hosting	-	-	-	-	-	-	-	87	87	87	87	87		435	389
5931 Postage & Shipping	-	-	200	9	36	-	-	352	352	352	352	352		2,007	236
5999 Other Communications	-	-	-	-	-	-	50	11	11	11	11	11		103	163
Total 5000 - Operating Services	190,787	102,206	207,528	222,989	120,622	125,751	214,790	196,042	201,639	197,957	187,512	189,424	-	2,157,246	(55,026)
6000 - Capital Outlay															
6901 Depreciation Expense	2,403	2,403	2,403	2,403	2,634	2,634	2,634	2,260	2,260	2,260	2,260	2,260		28,816	8,413
Total 6000 - Capital Outlay	2,403	2,403	2,403	2,403	2,634	2,634	2,634	2,260	2,260	2,260	2,260	2,260	-	28,816	8,413
TOTAL EXPENSE	418,763	534,235	832,811	913,082	737,363	680,423	853,484	853,649	858,075	849,708	841,606	814,104	21,446	9,208,751	10,611
NET INCOME	(283,579)	490,706	100,408	(13,313)	(44,309)	68,784	(209,220)	(189,406)	281,333	(225,711)	(228,149)	(138,497)	405,521	14,568	(51,576)
Operating Income														43,383	
Operating Income Excluding Non-cash Lease Expenses														43,023	
EBITDA														43,383	
Beginning Cash Balance	2,757,746	3,195,029	3,248,052	3,489,141	3,520,783	3,447,852	3,494,241	3,445,889	3,258,738	3,542,327	3,318,870	3,092,976	2,922,516	2,757,746	293,584
Cash Flow from Operating Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Income	(283,579)	490,706	100,408	(13,313)	(44,309)	68,784	(209,220)	(189,406)	281,333	(225,711)	(228,149)	(138,497)	405,521	14,568	(51,576)
Change in Accounts Receivable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Prior Year Accounts Receivable	731,736	60,000	129,371	167	7,500	7,787	146,163	-	-	-	-	-	-	1,082,724	(314,932)
Current Year Accounts Receivable	-	-	-	-	-	-	-	-	-	-	-	-	(650,248)	(650,248)	228,263
Change in Due from	77	-	-	-	-	-	-	-	-	-	-	-	-	77	77
Change in Accounts Payable	25,148	(11,704)	(11,854)	37,157	(42,655)	(42,832)	94,864	-	-	-	-	48,720	21,446	118,290	128,823
Change in Due to	-	-	-	-	-	-	(50,333)	-	-	-	-	-	223,281	172,948	757,398
Change in Current Lease Payable	(935)	(905)	(34,783)	(17,304)	(805)	(811)	(50,455)	(35)	(35)	(35)	(35)	203	433	(105,501)	

JOURNEY SCHOOL
2025-26 Cash Flow Forecast

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Actuals as of 1/31/2026

	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL						ACTUAL	FORECAST	Budget Variance	
	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26			Accrual
Change in Lease Assets	15,901	15,907	15,914	15,920	15,927	15,933	15,940	30	30	30	30	(180)		111,383	
Change in Payroll Liabilities	(126,932)	63,591	40,222	6,611	(8,264)	(5,107)	2,104							(27,774)	(27,774)
Change in Prepaid Expenditures	73,464	-	(591)	-	-	-	(50)					(82,967)		(10,144)	60,358
Change in Deferred Revenue	-	(566,976)	-	-	-	-	-							(566,976)	(566,976)
Change in Long Term Lease Liabilities	-	-	-	-	-	-	-						(433)	(433)	
Change in Other Long Term Assets	-	-	-	-	-	-	-							-	
Depreciation Expense	2,403	2,403	2,403	2,403	(4,075)	2,634	2,634	2,260	2,260	2,260	2,260	2,260		22,106	(15,123)
Cash Flow from Investing Activities	-	-	-	-	-	-	-								
Capital Expenditures	-	-	-	-	3,750	-	-							3,750	13,750
Ending Cash Balance	3,195,029	3,248,052	3,489,141	3,520,783	3,447,852	3,494,241	3,445,889	3,258,738	3,542,327	3,318,870	3,092,976	2,922,516	2,922,516	2,922,516	511,682

Journey School Financial Analysis January 2026

Net Income

Journey School is projected to achieve a net income of \$14,568 in FY25-26 compared to \$66,143 in the board-approved budget. This is \$51,576 less than the board-approved budget.

Balance Sheet

As of January 31, 2026 the school's cash balance was \$3,445,889. By June 30, 2026, the school's cash balance is projected to be \$2,922,516.

As of January 31, 2026, the Accounts Receivable balance was \$11,009.

As of January 31, 2026, the Accounts Payable balance, including payroll liabilities, totaled \$298,117.

Income Statement

Revenue

Total revenue for FY25-26 is projected to be \$9,223,318 which is \$62,187 less than the budgeted amount.

- LCFF is projected to be \$25,366 under budget due to 13.07 less TK ADA. TK receives a \$5,545 add-on, so a decrease in TK enrollment has a greater impact on overall funding.
- Title I is projected to be \$32,785 over budget due to a higher entitlement.
- ELOP is projected to be \$47,086 under budget due to less eligible expenses primarily due to less after school aides.
- Childcare and Enrichment fees are projected to be \$30,000 under budget based on current year revenue trends.

Expenses

Total expenses for FY25-26 are projected to be \$9,208,751, which is \$10,611 less than the budgeted amount.

- PERS is projected to be \$84,580 under budget.
- Health and Welfare is projected to be \$45,931 over budget based on current year premiums.
- General Insurance is projected to be \$47,463 over budget due to a higher premium from CharterSafe.
- Housekeeping Services are projected to be \$31,518 over budget due to services from OC Davoc.

Note- Forecast variances of \$30,000 and 10% of budget will be discussed in this report.



ADA

The budgeted P2 ADA is 565.60 based on an enrollment of 600 and a 94.3% attendance rate.

Month 1 ADA: 586.72

Month 4 ADA: 576.36

Month 2 ADA: 588.00

Month 5 ADA: 569.95

Month 3 ADA: 578.89

P1 ADA: 583.00

Note- Forecast variances of \$30,000 and 10% of budget will be discussed in this report.

**Journey School
Check Register
For the Month Ending December 31, 2025**

Check #	Vendor Name	Date	Description	Amount
P082149	BRANDON WICKES	12/1/2025	MULTIPLE VENDORS - GROCERIES FOR COOKING, POTTING SOIL, ETC SAN CLEMENTE STATE PARK - CAMPSITE	162.29
P082150	SILVANA VIEIRA	12/1/2025	RESERVATION	308.25
2801M	EVOLVE AERIALS LLC	12/2/2025	12/25 - VIDEOGRAPHY SERVICES	1,350.00
2802M	SHAYNA LABADIE, SPEECH THERAPY	12/3/2025	11/25 - SPEECH THERAPY	2,400.00
2803M	SANTA CRUZ	12/4/2025	11/25 - HANDYMAN SERVICES	1,314.00
2804M	LUIS CONTRERAS	12/5/2025	11/25 - CREDIT CARD PURCHASES	3,827.24
1006656	FIRST NATIONAL BANK OF OMAHA	12/8/2025	11/25 - STUDENT MEALS	16,737.25
1006657	CUSD - FOOD & NUTRITION SERVICES	12/8/2025	12/25 - HEALTH PREMIUM	32,013.60
A028043	UNITED HEALTHCARE	12/8/2025	11/25 - JANITORIAL SERVICES	8,096.73
A028044	OC DAVOC ENTERPRISES, INC.	12/8/2025	12/25 - PHONES	1,054.33
A028045	GOTO COMMUNICATIONS, INC	12/8/2025	HAND SOAP, ROLL TOWELS, LINERS, ETC	1,055.25
A028046	OC DAVOC ENTERPRISES, INC.	12/8/2025	UPS - NOTARY SERVICE	26.90
A028047	GAYLEN CORBETT	12/8/2025	MULTIPLE VENDORS - JARS, WIRE, BEADS	63.85
E025303	KAYLA PENNINGTON	12/8/2025	11/10/25-11/14/25 - NURSE	4,071.12
E025304	FORESIDE MANAGEMENT COMPANY	12/8/2025	11/17/25-11/21/25 - NURSE	3,805.28
			01/01/26-03/31/26 - SECURITY SYSTEM	
E025305	JMG SECURITY SYSTEMS, INC.	12/8/2025	SUPPORT	148.05
			11/25 - INSTRUCTIONAL AIDES &	
P082513	STRATEGIC KIDS, LLC	12/8/2025	SUBSTITUTES TEACHERS	23,453.00
P082514	INCLUSIVE LEARNING PARTNERS LLC	12/8/2025	11/25 - BEHAVIOR TECHNICIAN	3,234.00
P082515	NEGAR OMIDAKHSH	12/8/2025	BUBBA GUMP - FIELD TRIP STUDENT MEALS	595.66
	EFFECTUAL EDUCATIONAL		09/25/25-10/30/25- PSYCHOLOGIST, AT, NURSE	
P082516	CONSULTING SERVICES	12/8/2025	& AP	9,101.64
P082517	JOY HALVERSON	12/8/2025	MULTIPLE VENDORS - SOCCER NETS, BALLS	627.93
P082518	BEYOND BLINDNESS	12/8/2025	10/25 - PHYSICAL THERAPY SERVICES	245.98
P082519	AMAZON (ABPL)	12/8/2025	BOOKS & CUSTOM STAMP	225.09
1006658	ALICIA CORDOVA	12/15/2025	REIM033125AC	168.00
	PROCOPIO, CORY, HARGREAVES & SAVITCH, LLP.	12/15/2025	11/25 - LEGAL SERVICES	14,212.00
1006659	KAYLA PENNINGTON	12/15/2025	TRADER JOES - CHOCOLATE COINS	47.31
A028222	EARTHROOTS FIELD SCHOOL, INC.	12/15/2025	12/25 - ECO-LITERACY INSTRUCTION	2,463.33
			10/26/25-11/25/25 - PHONE & HOTSPOT FOR	
A028224	VERIZON WIRELESS	12/15/2025	FACULTY USE	87.75
E025453	GREAT MINDS, PBC	12/15/2025	MATH WORKBOOKS	90.45
E025454	WESTERN PSYCHOLOGICAL SERVICES	12/15/2025	SPED PROTOCOL FORMS	133.94
P082918	AMAZON (ABPL)	12/15/2025	OVEN TRAYS, FOIL, FORKS, PAPER CUPS,	281.88
P082919	SHELLEY KELLEY	12/15/2025	RALPHS - APPLES	192.69
			01/26 - INSURANCE & WORKERS	
1006660	CHARTERSAFE	12/22/2025	COMPENSATION PREMIUM	15,517.00
	EXCELLENT EDUCATION		11/25 - BUSINESS SERVICES, CALPADS &	
1006661	DEVELOPMENT	12/22/2025	PAYCHEX FEES	14,605.87
A028411	KAISER PERMANENTE (3383)	12/22/2025	01/26 - HEALTH PREMIUM	24,654.92
E025603	FORESIDE MANAGEMENT COMPANY	12/22/2025	12/01/25-12/05/25 - NURSE	4,721.97
P083382	FIONA KEPHART	12/22/2025	IKEA - CANDLES	35.53
P083383	INCLUSIVE LEARNING PARTNERS LLC	12/22/2025	12/25 - BEHAVIOR TECHNICIAN	1,813.00
	SHAYNA LABADIE, SPEECH THERAPY			
P083384	SANTA CRUZ	12/22/2025	12/25 - SPEECH THERAPY	2,400.00
P083385	AMAZON (ABPL)	12/22/2025	STONE GEODES	187.99
Total				195,531.07

Journey School
Credit Card Register
For the Month Ending December 31, 2025

Credit Card Vendor	Statement Number	Charge Description	Amount
FIRST NATIONAL BANK OF OMAHA	JE123249998567	INSTACART - AFTERCARE SNACK	61.64
FIRST NATIONAL BANK OF OMAHA	JE123249998567	SILKWORM SHOP - SILKWORMS	32.21
FIRST NATIONAL BANK OF OMAHA	JE123249998567	TARGET - DIAPER GENIE DISPOSAL BAGS	51.71
FIRST NATIONAL BANK OF OMAHA	JE123249998567	WICHELT IMPORTS - EMBROIDERY THREAD	606.24
FIRST NATIONAL BANK OF OMAHA	JE123249998567	KUTZALL - HAND RASP TOOLS	920.80
FIRST NATIONAL BANK OF OMAHA	JE123249998567	WOOLERY - SILK COCOONS	43.98
FIRST NATIONAL BANK OF OMAHA	JE123249998567	EBAY - PHONICS KIT	427.13
FIRST NATIONAL BANK OF OMAHA	JE123249998567	TARGET - DUCT TAPE	15.43
		INSTACART - WIPES, HAND SANITIZER, ALL	
FIRST NATIONAL BANK OF OMAHA	JE123249998567	PURPOSE CLEANER	40.35
FIRST NATIONAL BANK OF OMAHA	JE123249998567	INSTACART - AFTERCARE SNACK	79.46
FIRST NATIONAL BANK OF OMAHA	JE123249998567	HOME DEPOT - SCRUB BRUSHES, LEVEL	58.03
FIRST NATIONAL BANK OF OMAHA	JE123249998567	PEARSONPLUS - STUDY PREP VIDEO &	7.99
FIRST NATIONAL BANK OF OMAHA	JE123249998567	BRAVE WRITER - BOOKS	47.80
FIRST NATIONAL BANK OF OMAHA	JE123249998567	APPLE - APPLECARE	9.99
FIRST NATIONAL BANK OF OMAHA	JE123249998567	APPLE - (1) CELL PHONE	515.42
FIRST NATIONAL BANK OF OMAHA	JE123249998567	APPLE - (1) CELL PHONE REFUND	(2.97)
FIRST NATIONAL BANK OF OMAHA	JE123249998567	INSTACART - AFTERCARE SNACK	44.93
		ECOLOGY CENTER - 3RD GRADE FIELD TRIP	
FIRST NATIONAL BANK OF OMAHA	JE123249998567	FEE	600.00
FIRST NATIONAL BANK OF OMAHA	JE123249998567	BRIGHTWHEEL - AFTERCARE SOFTWARE	129.00
FIRST NATIONAL BANK OF OMAHA	JE123249998567	INSTACART - COPIER PAPER	138.10
Total			\$ 3,827.24

**Journey School
Check Register
For the Month Ending January 31, 2026**

Check #	Vendor Name	Date	Description	Amount
2805M	COASTAL ARBOR TREE SERVICE INC	1/6/2026	01/26 - TREE TRIMMING	1,900.00
2806M	LUIS CONTRERAS	1/8/2026	12/25 - HANDYMAN SERVICES	1,944.00
2807M	ALPINE FRESH USA	1/8/2026	11/25 - BOTTLED WATER SERVICE	846.75
2808M	BRANDON WICKES	1/8/2026	MULTIPLE VENDORS - LUMBER, HARDWARE, COMPOST, ETC HMART - POTSTICKER FUNDRAISING	185.43
2809M	CATHRINE JI	1/8/2026	1/8/2026 INGREDIENTS	137.43
2810M	DEPARTMENT OF JUSTICE	1/8/2026	11/25 - FINGERPRINTS	470.00
2811M	BEYOND BLINDNESS	1/8/2026	11/25 - PHYSICAL THERAPY SERVICES	245.98
2812M	WESTERN EXTERMINATOR COMPANY	1/9/2026	12/25 - PEST CONTROL MAINTENANCE	192.16
2813M	WESTERN EXTERMINATOR COMPANY	1/9/2026	12/25 - PEST CONTROL MAINTENANCE	177.92
2814M	VOID	1/9/2026	VOID	0.00
2815M	INCLUSIVE LEARNING PARTNERS LLC	1/9/2026	12/25 - BEHAVIOR TECHNICIAN	4,009.67
2816M	EVOLVE AERIALS LLC	1/9/2026	12/25 - VIDEOGRAPHY SERVICES	1,350.00
1006662	SHAYNA LABADIE, SPEECH THERAPY SANTA CRUZ	1/12/2026	VOID - \$9,600.00 - VOID	0.00
1006663	EFFECTUAL EDUCATIONAL CONSULTING SERVICES	1/12/2026	11/25 - IEP NURSE, PSYCHOLOGIST & APE 02/26 - INSURANCE & WORKERS	14,504.00
1006664	CHARTERSAFE	1/12/2026	COMPENSATION PREMIUM	15,517.00
1006665	CAPISTRANO UNIFIED SCHOOL	1/12/2026	11/25-12/25 - RENT & OVERSIGHT	42,747.34
2817M	WELLS FARGO 9313	1/12/2026	12/25 - CREDIT CARD PURCHASES	305.74
2818M	FIRST NATIONAL BANK OF OMAHA	1/12/2026	12/25 - CREDIT CARD PURCHASES	7,120.83
2819M	WELLS FARGO 9313	1/12/2026	12/25 - LATE & FINANCE CHARGES	44.00
A028691	OC DAVOC ENTERPRISES, INC.	1/12/2026	12/25 - JANITORIAL SERVICES	7,602.79
A028692	GOTO COMMUNICATIONS, INC	1/12/2026	01/26 - PHONES	1,050.37
A028693	OC DAVOC ENTERPRISES, INC.	1/12/2026	TISSUE, LINERS, SOAP, PAPER TOWELS, ETC	1,467.57
A028694	EARTHROOTS FIELD SCHOOL, INC.	1/12/2026	01/26 - ECO-LITERACY INSTRUCTION	2,463.33
E025785	FORESIDE MANAGEMENT COMPANY	1/12/2026	12/08/25-12/12/25 - NURSE	4,603.48
E025786	FORESIDE MANAGEMENT COMPANY	1/12/2026	12/15/25-12/18/25 - NURSE	3,207.99
P084037	CAPISTRANO UNIFIED SCHOOL	1/12/2026	09/15/25-10/20/25 - WATER USE TAPE, MULTIPLICATION CHART STICKERS,	1,979.64
P084038	AMAZON (ABPL)	1/12/2026	MARKERS	126.96
2820M		1/13/2026	01/26 - PAYROLL	177.54
2821M	KAISER PERMANENTE (3383)	1/13/2026	02/26 - HEALTH PREMIUM	24,654.92
2822M	SEGERSTROM CENTER FOR THE ARTS	1/14/2026	02/26 - INDEPENDENT STUDY FIELD TRIP	611.82
2823M	WESTERN EXTERMINATOR COMPANY	1/14/2026	11/25 - PEST CONTROL MAINTENANCE	177.92
2824M	WESTERN EXTERMINATOR COMPANY	1/14/2026	11/25 - PEST CONTROL MAINTENANCE	192.16
2825M	DEPARTMENT OF PARKS AND RECREATION	1/14/2026	01/26 - INDEPENDENT STUDY FIELD TRIP	90.00
2826M		1/15/2026	01/26 - PAYROLL	1,009.49
2827M		1/15/2026	01/26 - PAYROLL	434.02
1006666	EXCELLENT EDUCATION		12/25 - BUSINESS SERVICES, CALPADS & DEVELOPMENT	14,614.85
1006667	CUSD - FOOD & NUTRITION SERVICES	1/20/2026	PAYCHEX FEES 12/25 - STUDENT MEALS 11/26/25-12/25/25 - PHONE & HOTSPOT FOR	15,281.00
A028867	VERIZON WIRELESS	1/20/2026	FACULTY USE	183.23
E025924	BRIGHTSTAR CARE OF SOUTH ORANGE COUNTY	1/20/2026	09/30/24-10/04/24 - NURSE	2,649.05
E025925	MOBILE RELAY ASSOCIATES, LLC, DBA. RAYCOM	1/20/2026	01/01/26-12/31/26 - HANDHELD RADIO SERVICE	100.00
E025926	FORESIDE MANAGEMENT COMPANY	1/20/2026	09/15/25-09/19/25 - NURSE	1,781.50
E025927	GREAT MINDS, PBC	1/20/2026	MATH WORKBOOKS	136.95
P084432	REVOLUTION OFFICE	1/20/2026	11/12/25-12/11/25 - COPIER LEASE	1,462.38
P084433	NATIONAL SCHOOL FORMS	1/20/2026	HALL PASSES	337.51
P084434	WENDY BEAUMONT	1/20/2026	SECURE LIVE SCAN - FINGERPRINTS	35.00
P084435	LILIPOH PUBLISHING INC	1/20/2026	REFERENCE PUBLICATION	12.00
P084436	CHIKA CHARD	1/20/2026	ETSY - WOLLEN FELT BALLS	43.10
P084437	AMAZON (ABPL)	1/20/2026	NAME TAG STICKERS	42.77

**Journey School
Check Register
For the Month Ending January 31, 2026**

Check #	Vendor Name	Date Description	Amount
		HOBBY LOBBY - CLAY, PAINT, BRUSHES,	
P084438	ERIN O'NEIL	1/20/2026 CONTAINERS	143.18
P084439	DEPARTMENT OF JUSTICE	1/20/2026 12/25 - FINGERPRINTS	378.00
P084440	NICOLA WELLNER	1/20/2026 MINUTE KEYS - CLASSROOM KEYS	19.40
		MULTIPLE VENDORS - SPORTS EQUIPMENTS,	
P084441	JEANNIE LEE	1/20/2026 PIZZA, ICE CREAM, ETC	262.76
2828M	COLONIAL LIFE	1/21/2026 02/26 - INSURANCE PREMIUM	674.24
2829M	LUIS CONTRERAS	1/21/2026 01/26 - HANDYMAN SERVICES	1,584.00
2830M	VOID	1/26/2026 VOID	0.00
2831M	CITY OF ALISO VIEJO	1/26/2026 02/26 - PARENT EDUCATION VENUE RENTAL	528.00
		12/25 - INSTRUCTIONAL AIDES &	
2832M	STRATEGIC KIDS, LLC	1/26/2026 SUBSTITUTES TEACHERS	22,533.75
2833M	STRATEGIC KIDS, LLC	1/26/2026 12/25 - ELOP LEAD & INSTRUCTORS	3,460.00
E026074	QUADIENT LEASING USA, INC.	1/26/2026 12/22/25-03/21/26 - POSTAGE METER LEASE	199.17
E026075	WESTERN EXTERMINATOR COMPANY	1/26/2026 01/26 - PEST CONTROL MAINTENANCE	370.08
P084923	FAITH BENFORD	1/26/2026 7 DAYS LIVESCAN - FINGERPRINTS	36.50
P084924	BEYOND BLINDNESS	1/26/2026 12/25 - PHYSICAL THERAPY SERVICES	245.98
2834M	CAPISTRANO SEWING & VACUUM	1/29/2026 12/25 - SEWING MACHINES REPAIR	616.88
Total			209,279.53

**Journey School
Credit Card Register
For the Month Ending January 31, 2026**

Credit Card Vendor	Statement Number	Charge Description	Amount
WELLS FARGO 9313	2819	12/25 - LATE & FINANCE CHARGES	44.00
FIRST NATIONAL BANK OF OMAHA	JE123250001016	A CHILD'S DREAM - MUSIC INSTRUCTION	38.90
FIRST NATIONAL BANK OF OMAHA	JE123250001016	INSTACART - AFTERCARE SNACK FOOD	88.53
FIRST NATIONAL BANK OF OMAHA	JE123250001016	INSTACART - AFTERCARE SNACK FOOD	41.97
FIRST NATIONAL BANK OF OMAHA	JE123250001016	STAPLES - CREAMER	30.98
FIRST NATIONAL BANK OF OMAHA	JE123250001016	STAPLES - COFFEE	41.99
FIRST NATIONAL BANK OF OMAHA	JE123250001016	STAPLES - BATTERIES, PENCILS, CREAMER	68.32
FIRST NATIONAL BANK OF OMAHA	JE123250001016	SEGERSTROM CENTER FOR THE ARTS - FIELD TRIP PERFORMANCE TICKETS	252.28
FIRST NATIONAL BANK OF OMAHA	JE123250001016	SHEA THERAPEUTIC RIDING CENTER - FIELD TRIP FEE	810.00
FIRST NATIONAL BANK OF OMAHA	JE123250001016	ALLIANCE FOR PUBLIC WALDORF EDUCATION - CONFERENCE TICKETS	901.86
FIRST NATIONAL BANK OF OMAHA	JE123250001016	HOME DEPOT - FLOWERS, PLANT FOOD	187.08
FIRST NATIONAL BANK OF OMAHA	JE123250001016	INSTACART - AFTERCARE SNACK FOOD	43.19