



Elite Academic Academy - Lucerne August 5, 2021

Board Of Directors - Elite Academic Academy - Lucerne

Time: 8:30 a.m

1.0 Call To Order

Roll Call:

Susan McDougal, Cody Simms, Kent Christensen

Present Present Present

2.0 Approve/Adopt the Agenda

It is recommended the Board of Directors adopt as presented the agenda for the Board Meeting of August 5, 2021.

Kent Cody
Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

3.0 Public Comment -Closed Session

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board's jurisdiction under section 8.0 Public Comments at Board Meetings.

4.0 Adjourn to Closed Session

The board will consider and may act on any of the Closed Session matters listed in Agenda Item 13.0.

5.0 Closed Session

The Board will consider and may act on any of the following items in closed session; any action taken in closed session will be reported in open session as required by law.

5.1 Personnel Matters (With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54957.6)

A) CEO Annual Goals and Objectives

CEO Goals and Objectives

B) CEO Salary Study

CEO Salary Study

5.2 Employer/Employee Relations (With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54957.6)

5.3 Confer with, or receive advice from, legal counsel regarding potential pending litigation (With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54957.6)

Time Open: 8:32 am
Time Closed: 9:03 am

A) Special Education Case Number-
2021060761

B) Special Education Case Number-
2021060366

Time: 9:03 am

6.0 Pledge Of Allegiance

Led By: [Cody Simms](#)

7.0 Open Session

8.0 Public Comment

Please submit a request to speak to the Board of Directors. Cards can be asked for by emailing galtamirano@eliteacademic.com. Please complete and return the form for agenda items or non-agenda items, prior to the meeting. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written copy and an administrator will provide answers at a later date.

9.0 General Functions

9.1 Informational Items

A. CEO Report

[EEA-LU CEO Report June July 21.pdf](#)

9.2 Consent Agenda

It is recommended that the board approve the following consent agenda items.

A. Meeting Minutes from June 17, 2021

[EAA-LU 06.17.2021.pdf](#)

B. Warrant Register

[WarrantRegisterLU_Jul21.pdf](#)

C. Job Descriptions

[JD PT CTE Teacher Part Time-Certificated \(1\).pdf](#)

[JD Teacher on Special Assignment \(TOSA\) \(pending\).pdf](#)

[JD Virtual Science Content Teacher -Certificated \(pending\).pdf](#)

[JD-Elite Virtual Content Teacher Spanish \(pending\).pdf](#)

[JD Homeschool Teacher \(pending\) .pdf](#)

[Speech and Language Pathologist JD \(pending\).pdf](#)

[JD 2021 Temporary Part-Time Community Relations Clerk \(pending\).pdf](#)

[JD 2021 Community Relations Clerk \(pending\).pdf](#)

[Cody](#) [Kent](#)

Motion: Second:

Vote: [Susan; Aye, Cody; Aye, Kent; Aye.](#)
[Item carries 3-0.](#)

D. New Instructional Services Community Partners

Elite Academic Instructional Service Partner_July_2021.pdf

10.0 Personnel Services

10.1 Temporary Certificated Hires

It is recommended that the Board ratify the following Temporary Certificated Hires for Elite Academic Academy - Lucerne.

21220266

21220107

21220018

21221119

10.2 Temporary Classified Hires

It is recommended that the Board ratify the following Temporary Classified Hires for Elite Academic Academy - Lucerne.

21220310

21220309

10.3 Certificated Hires

It is recommended that the Board ratify the following Certificated Hires for Elite Academic Academy - Lucerne.

21220329

21220325

21220323

21220320

21220317

21220076

21220331.pdf

21220332.pdf

21220097.pdf

21220333.pdf

10.4 Employee Contract Addendums

It is recommended that the Board ratify the following Employee Contract Addendums for Elite Academic Academy - Lucerne.

21220290 Addendum (2)

21220290 Addendum (1)

21220295 Addendum.pdf

21220288 Addendum (2)

21220288 Addendum (1)

10.5 Employee Releases and Resignations

It is recommended that the Board ratify the following Employee Releases and Resignations for Elite Academic Academy - Lucerne.

Kent Cody

Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Kent Cody

Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Cody Kent

Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Cody Kent

Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Kent Cody

Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

[21220013](#)

[21220064](#)

[21220011.pdf](#)

10.6 Employee Changes of Relationship

It is recommended that the Board ratify the following Employee Changes of Relationship for Elite Academic Academy - Lucerne.

[20210296](#)

10.7 Contract Templates 2021-2022

It is recommended that the Board ratify the revised/updated 2021-2022 Contract Templates for Elite Academic Academy - Lucerne.

[21.22 - 11 Month - Certificated Teacher Contract.pdf](#)

[21.22 - 12 Month - Certificated Teacher Contract .pdf](#)

[21.22 Directors Contract \(Certificated Notice of Employment\).pdf](#)

[21.22 Full Time Certificated \(Director\) _At-Will_ Exempt \(Salary\) Contract .pdf](#)

[21.22 Full Time Classified \(Director\) _At Will_ Exempt \(Salary\) Contract .pdf](#)

[21.22 Full-Time Classified Non-Exempt \(Hourly\) Contract.pdf](#)

[21.22 Full-Time Classified Non-Exempt \(Salary\) Contract .pdf](#)

[21.22 Part-Time Certificated Non-Exempt \(Hourly\) Contract .pdf](#)

[21.22 Part-Time Classified Non-Exempt \(Hourly\) Contract .pdf](#)

10.8 Staffing Calendar - 224

It is recommended that the Board approve the following Staffing Calendar for New Hire 224 Day Employees for Elite Academic Academy - Lucerne.

[2021-2022 Staffing Calendars -approved - New Teacher 224 \(12 month\).pdf](#)

11.0 Business Services

11.1 CSC Borrowing Agreement

It is recommended that the board approve the CSC Borrowing Agreement for Elite Academic Academy - Lucerne.

[7.30.21 LU Board Report - Cash Flow.pdf](#)

[Charter School Capital Funding Proposal_LU_7-30-21.pdf](#)

[Elite Academic Academy Term Sheet 7.28.21.pdf](#)

[FE-018592-1 EAA Lucerne 8.23.21.pdf](#)

11.2 20.21 Payroll Allocation

It is recommended that the board approve the 20.21 Payroll Allocation between Elite Academic Academy - Lucerne and Elite Academic Academy- Mountain Empire.

[2020-21 Audit_Payroll Allocation_EAA - Board Presentation.pdf](#)

[2020-21 Audit_Payroll Allocation_EAA - Allocation Summary.pdf](#)

11.3 Pitney Bowes Contracts

[Cody](#) [Kent](#)
Motion: Second:
Vote: **Susan; Aye, Cody; Aye, Kent; Aye.**
Item carries 3-0.

[Kent](#) [Cody](#)
Motion: Second:
Vote: **Susan; Aye, Cody; Aye, Kent; Aye.**
Item carries 3-0.

[Cody](#) [Kent](#)
Motion: Second:
Vote: **Susan; Aye, Cody; Aye, Kent; Aye.**
Item carries 3-0.

[Kent](#) [Cody](#)
Motion: Second:
Vote: **Susan; Aye, Cody; Aye, Kent; Aye.**
Item carries 3-0.

[Kent](#) [Cody](#)
Motion: Second:
Vote: **Susan; Aye, Cody; Aye, Kent; Aye.**
Item carries 3-0.

[Cody](#) [Kent](#)
Motion: Second:

It is recommended that the board retroactively approve the Pitney Bowes Contracts for Elite Academic Academy - Lucerne.

[Pitney Bowes Lease Agreement 21-25 \(2\).pdf](#)

[Pitney Bowes Lease Agreement 21-25 \(1\).pdf](#)

11.4 Pitney Bowes Resolution

It is recommended that the board approve the Pitney Bowes Resolution for Elite Academic Academy - Lucerne.

[Pitney Bowes Resolution 21.22 LU.pdf](#)

11.5 Special Education Master Vendor Contracts 21.22

It is recommended that the board approve the Special Education Master Vendor Contracts 21.22 for Elite Academic Academy - Lucerne.

[McColgan_signed2021-2022-Master-Contract_LU.pdf](#)

[SLG_Signed_2021-2022-Master-Contract_LU.pdf](#)

[STS_signed2021-2022-Master-Contract_LU.pdf](#)

[TSW_signed_2021-2022-Master-Contract_LU.pdf](#)

11.6 Tutor Time Phase 2 Proposal

It is recommended that the board approve the Tutor Time Phase 2 Proposal for Elite Academic Academy - Lucerne.

[Tutor Time Elite_Phase 2 Work Proposal](#)

11.7 Nextiva Phone System Contract

It is recommended that the board approve the Nextiva Phone System Contract for Elite Academic Academy - Lucerne.

[Nextiva Contract.pdf](#)

[Nextiva Sales Quote Proposal 16404922\(final\).pdf](#)

11.8 Community Partner Packets 21-22

It is recommended that the board approve the Community Partner Packets 21-22 for Elite Academic Academy - Lucerne.

[2021-2022 EMR Community Parter Packet EAACS_complete.pdf](#)

[2021-22 Community Partners -VCI Packet EAACS_complete.pdf](#)

11.9 Solution Tree HES Accreditation

It is recommended that the board approve the Solution Tree HES Accreditation Contract for Elite Academic Academy - Lucerne.

[Purchase Agreement -HES Accreditation - Elite Academic Academy 6.10.21.pdf](#)

12.0 Educational Services/Policy Development

12.1 Staff Handbook for Suicide Prevention, Intervention and Postvention

It is recommended that the board approve the Staff Handbook for Suicide Prevention, Intervention and Postvention for Elite Academic Academy - Lucerne.

[Handbook of Suicide Prevention, Intervention, and Postvention - updated July 2021 \(1\).pdf](#)

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Kent Cody
Motion: Second:
Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Cody Kent
Motion: Second:
Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Cody Kent
Motion: Second:
Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Cody Kent
Motion: Second:
Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Kent Cody
Motion: Second:
Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Cody Susan
Motion: Second:
Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Kent Cody
Motion: Second:
Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

12.2 Parent/Student Handbook

It is recommended that the board approve the 21.22 Parent-Student Handbook for Elite Academic Academy- Lucerne.

12.3 YouSchool Contract

It is recommended that the board approve the following YouSchool Contract for Elite Academic Academy - Lucerne.

[YOUSchool Proposal Summer Fall 2021.pdf](#)

12.4 Content Teacher Professional Development Proposal

It is recommended that the board approve the following Content Teacher Professional Development Proposal for Elite Academic Academy - Lucerne.

[Content Teacher Professional Development Proposal.pdf](#)

12.5 Independent Study Policy

It is recommended that the board approve the updated independent study policy for Elite Academic Academy- Lucerne

[Independent Study Policy](#)

13.0 Report of Action Taken in Closed Session

The Board will report any action taken in closed session as required by law.

14.0 Calendar

The next scheduled meeting is September 2, 2021 at 9:00 a.m.

15.0 Board Comments and Future Planning

16.0 Adjournment

In compliance with Government Code section 54957.5, open session materials distributed to Board Members for review prior to a meeting may be viewed at the eliteacademic.com or at the scheduled meeting. Board agenda back-up materials may also be requested by calling the School at 1(866)354-8302. In addition, if you would like a copy of any record related to an item on the agenda, please contact administration.

In compliance with the American with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the charter's board of directors, please contact the School at 1(866) 354-8302. Notification 72 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the School shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

Cody Kent

Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Cody Kent

Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Kent Cody

Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Cody Susan

Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Dr. Susan McDougal reported that the Board approved the CEO's Goals and Objectives for the 2021-22 School year and the vote carried 3-0.

Cody Kent

Motion: Second:

Vote: Susan; Aye, Cody; Aye, Kent; Aye.
Item carries 3-0.

Staff Present:

Meghan Freeman
Tracy Hasper
Teresa Schaffer
Gena Altamirano
Catherine Heredia
Karen Makkai
Evan Jorgensen
Laura Spencer
Adam Woodard
Ashlea Kirkland
Antonette Sims
Monique Waithe

Time: 9:39 am

DocuSigned by:

Meghan Freeman

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DocuSigned by:

Kent Christensen

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10/11/2021

10/11/2021