



## Elite Academic Academy - Lucerne February 3, 2022

### Board Of Directors - Elite Academic Academy - Lucerne

#### Meeting Location

Due to the ongoing COVID-19 pandemic, this meeting will be held via teleconference only.

Members of the public may observe the meeting and offer public comment using the

following dial-in numbers and/or internet link:Join Zoom Meeting  
https://eliteacademic.zoom.us/j/97566202696?  
pwd=R2daZzJSNnZPNUV3Nk83K0diZXJtUT09 Meeting ID: 975 6620  
2696 Passcode: 920373. One tap mobile  
+16699009128,,97566202696#,,,,\*920373# US (San Jose) Passcode:  
920373

Time: 8:59 a.m.

#### 1.0 Call To Order

Roll Call:

Susan McDougal, Cody Simms, Kent Christensen  
**Present Present Present**

**Kent Cody**

Motion: Second:

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

#### 2.0 Approve/Adopt the Agenda

It is recommended the Board of Directors adopt as presented the agenda for the Board Meeting of February 3, 2022.

#### 3.0 Board Organization

##### 3.1 Election of Board President

**Kent nominates Susan, Cody seconds.**

Motion: Second:

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

It is recommended that the board nominate and elect a Board President for Elite Academic Academy - Lucerne.

**Kent nominates Cody, Susan seconds.**

##### 3.2 Election of Board Vice President

Motion: Second:

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

It is recommended that the board nominate and elect a Board Vice President for Elite Academic Academy - Lucerne.

**Cody nominates Kent, Susan seconds.**

##### 3.3 Election of Board Treasurer/Clerk

Motion: Second:

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

It is recommended that the board nominate and elect a Treasurer/Clerk for Elite Academic Academy - Lucerne.

#### 4.0 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 9.0 Public Comments at Board Meetings.

#### 5.0 Adjourn to Closed Session

The board will consider and may act on any of the Closed Session matters listed in Agenda Item 14.0.

#### 6.0 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.

\* Items 3.1, 3.2, and 3.3 were opened together. A vote was taken for each item separately.  
Motion: Kent  
Second: Cody

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

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

Time: 9:02 a.m.

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## 7.0 Pledge Of Allegiance

Led By: [Dr. Susan McDougal](#)

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## 8.0 Open Session

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## 9.0 Public Comment

Please submit a request to speak to the Board of Directors. Cards can be asked for by emailing [galtamirano@eliteacademic.com](mailto:galtamirano@eliteacademic.com). Please complete and return the form for agendized or non-agendized 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. A request for disability-related modifications or accommodations in order to participate in the public meeting, including auxiliary aids or services, may be made to Ms. Meghan Freeman at [mfreeman@eliteacademic.com](mailto:mfreeman@eliteacademic.com) at least 72 hours prior to the meeting.

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## 10.0 General Functions

### 10.1 Informational Items

#### A. CEO Report

[CEO Report Jan 2022.pdf](#)

#### B. LCAP Annual Update

[2022\\_Supplement\\_to\\_Annual\\_Update\\_for\\_2021-22\\_LCAP\\_Elite\\_Academic\\_Academy\\_-\\_Lucerne\\_20220124 \(1\).pdf](#)

[2021\\_LCAP\\_Mid-Year\\_Report\\_Elite\\_Academic\\_Academy\\_-\\_Lucerne\\_20220128 \(3\).pdf](#)

#### C. Audit Report

[Elite Lucerne Audit Report.docx](#)

### 10.2 Consent Agenda

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

#### A. Meeting Minutes from December 16, 2021

[EAA-LU 12.16.21.pdf](#)

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

## B. Warrant Register

[WarrantRegisterLU\\_Dec\\_Jan\\_2122.pdf](#)

## C. New Instructional Services Community Partners

[Elite Academic Instructional Service Community Partner\\_Feb\\_2022.xlsx - VCI Community Partners.pdf](#)

## D. New Educational Materials Community Partners

[Elite Academic Educational Materials Partner\\_Feb\\_2022.xlsx - EM Partners.pdf](#)

## E. Job Descriptions

[JD Director of Virtual Learning \(pending Board approval\).pdf](#)

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### 11.0 Personnel Services

#### 11.1 Employee Contract Change in Relationship

It is recommended that the board ratify the following Employee Contract Change in Relationship for Elite Academic Academy - Lucerne.

[2022208](#)

[Susan](#) [Cody](#)

Motion: Second:

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

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### 12.0 Business Services

#### 12.1 State of Emergency Policy

The Board will review and consider approval of a proposed resolution finding that the proclamation of a state of emergency continues and that local health officials have continued to recommend measures to promote social distancing such that meeting in person would present an imminent risk to the health or safety of the attendees and that, therefore, the Board of Directors will continue to meet remotely in order to ensure the health and safety of attendees.

[LU-Resolution recognizing a state of emergency and authorizing teleconferenced meetings pursuant to AB 361.pdf](#)

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

Motion: Second:

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

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### 13.0 Educational Services/Policy Development

#### 13.1 Updated Parent/Student Handbook 21-22

It is recommended that the board approve the following Updated 21-22 Parent-Student Handbook for Elite Academic Academy - Lucerne.

[Updated Elite Parent\\_Student Handbook 2021-2022 \(Pending Board Approval 2.3.22\).docx.pdf](#)

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

Motion: Second:

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

#### 13.2 SARC Report

It is recommended that the board approve the following SARC Report for Elite Academic Academy - Lucerne.

[2021\\_School\\_Accountability\\_Report\\_Card\\_Elite\\_Academic\\_Academy\\_-\\_Lucerne\\_20220125 \(2\).pdf](#)

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

Motion: Second:

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

### 13.3 Safety Plan 2022-23

It is recommended that the board approve the following Safety Plan 2022-23 for Elite Academic Academy - Lucerne.

[22-23 Elite Safety Plan-Lucerne \(Pending Board Approval\).pdf](#)

### 13.4 Sports Medicine Curriculum Proposal

It is recommended that the board approve the following Sports Medicine Curriculum Proposal Report for Elite Academic Academy - Lucerne.

[Sports Medicine Curriculum Proposal.pdf](#)

### 13.5 School Calendars for 2022-23

It is recommended that the board approve the following School Calendars 2022-23 for Elite Academic Academy - Lucerne.

[2022-2023 Calendar Draft - Track A with 3 week Winter Break.pdf](#)

[2022-2023 Calendar Draft - Track B with 3 week Winter Break \(6\).pdf](#)

### 13.6 Employee Confidentiality and Non-Disclosure Agreement

It is recommended that the board approve the following Employee Confidentiality and Non-Disclosure Agreement 2022 for Elite Academic Academy - Lucerne.

[Elite Confidentiality Agreement-2022.pdf](#)

### 13.7 Employee Arbitration Agreement 2022

It is recommended that the board approve the following Employee Arbitration Agreement 2022 for Elite Academic Academy - Lucerne.

[Elite 2022 Arbitration Agreement-Pending Board Approval.pdf](#)

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## 14.0 Report of Action Taken in Closed Session

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

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## 15.0 Calendar

The next regularly scheduled meeting is March 3, 2022 at 9:00 a.m.

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## 16.0 Board Comments and Future Planning

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## 17.0 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.

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.

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.

#### Staff Present:

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

\*\* Items 13.6 and 13.7 were opened together. A vote was taken for each item separately.

Motion: Cody  
Second: Kent

Time: 9:35 a.m.

DocuSigned by:

*Kent Christensen*

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3/3/2022

DocuSigned by:

*Meghan Freeman*

A4137E406BF5494...

3/8/2022