



Elite Academic Academy - Lucerne

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pwd=R2daZzJSNnZPNUV3Nk83K0diZXJtUT09 Meeting ID: 975
6620 2696 Passcode: 920373

November 4, 2021 at 9:00 am

43414 Business Park Drive Temecula, CA 92590

37941 Rudall Ave. Palmdale, CA 93550

9921 Carmel Mountain Road #170 San Diego, CA 92129

11560 Elizabeth Lake Road, Leona Valley, CA 93551



Elite Academic Academy - Lucerne November 4, 2021

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?](https://eliteacademic.zoom.us/j/97566202696?pwd=R2daZzJSNnZPNUV3Nk83K0diZXJtUT09)
pwd=R2daZzJSNnZPNUV3Nk83K0diZXJtUT09 Meeting ID: 975 6620
2696 Passcode: 920373. One tap mobile
+16699009128,,97566202696#,,,,*920373# US (San Jose) Passcode:
920373

Time: 9:01 a.m.

1.0 Call To Order

Roll Call:

Susan McDougal, Cody Simms, Kent Christensen
Present Present Present

Cody Kent

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 November 4, 2021.

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)

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)

Time: 9:01 a.m.

6.0 Pledge Of Allegiance

Led By: **Karen Makkai**

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 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 at least 72 hours prior to the meeting.

9.0 General Functions

9.1 Informational Items

A. CEO Report

9.2 Consent Agenda

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

Cody Kent

Motion: Second:

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

A. Meeting Minutes from October 7, 2021 and October 28, 2021

[EAA-LU 10.07.21.pdf](#)

[EAA-LU Special Meeting 10.28.2021.pdf](#)

B. Warrant Register

[WarrantRegisterLU_Oct21.pdf](#)

C. New Instructional Services Community Partners

[Elite Academic Instructional Service Community Partner_Nov_2021.xlsx - VCI Community Partners.pdf](#)

D. New Educational Materials Community Partners

[Elite Academic Educational Materials Partner_Nov_2021.xlsx - EM Partners.pdf](#)

E. Job Descriptions

[JD Academic Innovation - Temporary IT Support \(pending\).pdf](#)

[JD At Promise Director \(pending\) .pdf](#)

[JD Career Technical Education \(CTE\) Teacher \(pending\).pdf](#)

[JD CTE Liaison - Athletic Lead \(pending\) .pdf](#)

[JD Lead Teacher \(rider to TOR or Content Teacher JD\) \(pending\).pdf](#)

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

[JD Teacher of Record - Virtual \(pending\).pdf](#)

[JD Teacher of Record - Flex \(pending\).pdf](#)

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

[JD IT - Technology Support Coordinator \(pending\) .pdf](#)

10.0 Personnel Services

10.1 Employee Change of Relationship

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

[2122331.pdf](#)

[2122332.pdf](#)

[2122339.pdf](#)

[2122336.pdf](#)

[2122329.pdf](#)

[2122033.pdf](#)

[2122340.pdf](#)

[2122097.pdf](#)

[2122344.pdf](#)

[2122343.pdf](#)

[2122018.pdf](#)

[2122317.pdf](#)

[2122337.pdf](#)

[21221119.pdf](#)

[2122333.pdf](#)

[2122076.pdf](#)

[2122052.pdf](#)

[2122323.pdf](#)

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

Motion: Second:

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

11.0 Business Services

11.1 DocuSign Contract 21-22

It is recommended that the board approve the following DocuSign Contract 21-22 for Elite Academic Academy - Lucerne.

[DocuSign Contract 21-22.pdf](#)

11.2 CA Colleges Service Contract

It is recommended that the board ratify the following California Colleges Service Contract for Elite Academic Academy - Lucerne.

[EAA-LU AB 1584 CA Colleges.pdf](#)

11.3 Updated Insurance Policies

It is recommended that the board approve the following updated Insurance Policies for Elite Academic Academy - Lucerne.

[EAA Insurance Policy-Umbrella Policy Increased coverage \(to include Abuse & Molestation\).pdf](#)

[EAA Updated Insurance Policy - Employee Dishonesty Coverage.pdf](#)

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

Motion: Second:

Vote: **Susan, Aye, Kent; Aye, Cody; 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.

11.4 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.

[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.

12.0 Educational Services/Policy Development

Items 12.1, 12.2, 12.3 and 12.4 were opened together. A vote was taken for each item separately.

12.1 Math Placement Policy

It is recommended that the Board approve the following Math Placement Policy for Elite Academic Academy - Lucerne.

[Elite Math Placement Policy\(pending board approval\).pdf](#)

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

Motion: Second:

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

12.2 Updated Suicide Prevention Policy

It is recommended that the board approve the following Updated Suicide Prevention Policy for Elite Academic Academy - Lucerne.

[Suicide Prevention Policy - Proposed Update Oct 2021.pdf](#)

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

Motion: Second:

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

12.3 Updated Handbook of Suicide Prevention, Intervention, and Postvention

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

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

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

Motion: Second:

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

12.4 Updated Social Media Cyber-Bullying Policy

It is recommended that the board approve the following Updated Social Media Cyber-Bullying Policy for Elite Academic Academy - Lucerne.

[EAA Social Media_Cyberbullying Notice & Procedures-Updated Oct 2021.pdf](#)

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

Motion: Second:

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

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 December 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-

[Susan](#) [Kent](#)

Motion: Second:

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

Time: 9:26 a.m.

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.

Staff Present

Meghan Freeman
Tracy Hasper
Gena Altamirano
Karen Makkai
Ashlea Kirkland-Haynes
Dr. Laura Spencer
Adam Woodard
Catherine Heredia
Evan Jorgensen
Antonette Sims

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Kent Christensen
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DocuSigned by:
Meghan Freeman
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12/4/2021

12/14/2021