



## Elite Academic Academy - Lucerne

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<https://eliteacademic.zoom.us/j/97566202696?>

pwd=R2daZzJSNnZPNUV3Nk83K0diZXJtUT09 Meeting ID:

975 6620 2696 Passcode: 920373

February 2nd, 2023 at 10:15 am

43414 Business Park Drive, Temecula, CA 92590

In person at: 3649 Mission Inn Ave., Riverside, CA 92501

11560 Elizabeth Lake Rd., Leona Valley, CA 93551



## Elite Academic Academy - Lucerne February 2, 2023

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

#### Meeting Location

Due to the ongoing COVID-19 pandemic, this meeting will be held via teleconference as well as in person.

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: 10:16 am

#### 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 2nd, 2023.

Motion to open  
3.1-3.3 together:  
Motion: Kent  
Second: Cody

#### 3.0 Board Organization

##### 3.1 Election of Board President

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

**Kent Cody**

Motion: Second:

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

##### 3.2 Election of Board Vice President

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

**Kent Susan**

Motion: Second:

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

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

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

**Cody Susan**

Motion: Second:

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

#### 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.

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: 10:19 am

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## 7.0 Pledge Of Allegiance

Led By: [Meghan Freeman](#)

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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 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. 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 Authorizer Report

[EAA-LU CEO Report Jan. 2023.pdf](#)

#### B. 21-22 Audit Report

[21.22 CLA Signed Final Report and Financial Statements - Lucerene.pdf](#)

### 10.2 Consent Agenda

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

#### A. Meeting Minutes from December 1st, 2022

[EAA-LU 12.01.22.pdf](#)

#### B. Warrant Register

[WarrantRegisterLU\\_Dec.Jan\\_2223.pdf](#)

#### C. New Instructional Materials Community Partners

[Elite Academic Instructional Service Community](#)

Kent Susan

Motion: Second:

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

[Partner\\_January\\_23 - VCI Community Partners.pdf](#)

## D. New Educational Materials Community Partners

[Elite Academic Educational Materials Partner\\_December\\_22\\_January\\_23.xlsx - EM Partners.pdf](#)

### 10.3 Job Descriptions

[JD - ASB Advisor Stipend \(pending board approval\).pdf](#)

[JD - Instructional Support Tutor \(pending board approval\).pdf](#)

[JD - Marketing Coordinator \(pending board approval\).pdf](#)

[JD - Office Manager \(pending board approval\).pdf](#)

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### 11.0 Personnel Services

Opened together  
Motion: Kent  
Second: Cody

#### 11.1 Employee Contract Addendums

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

[2223389.pdf](#)

[22230360.pdf](#)

#### 11.2 Employee Changes of Relationship

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

[22230058.pdf](#)

[22230080.pdf](#)

#### 11.3 Independent Contractor Agreements

It is recommended that the board ratify the following Independent Contractor Agreements for Elite Academic Academy - Lucerne.

[22.23 S. Schuster IC Agreement.pdf](#)

[22.23 D. Nelson IC Agreement.pdf](#)

#### 11.4 Employee Contracts

It is recommended that the board ratify the following Employee Contracts for Elite Academic Academy - Lucerne.

[22230398.pdf](#)

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### 12.0 Business Services

#### 12.1 CTEIG Expenditure Report for the 21/22 Fiscal Year

It is recommended that the board approve the following CTEIG Expenditure Report for the 21/22 Fiscal Year for Elite Academic Academy - Lucerne.

[Elite Academic Academy Lucerne CTEIG Signature Page \(1\).pdf](#)

[Elite Academic Academy Lucerne\\_36 75051 0136960 \\_CTEIG\\_Financial\\_Expenditure\\_Report\\_23.xlsx](#)

#### 12.2 Professional Development Vendor Contracts

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.

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.

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.

It is recommended that the board approve the following Professional Development Vendor Contracts for Elite Academic Academy - Lucerne.

[Elite Academy Banquet Checks.pdf](#)

[Elite Academic Academy Professional Development Contract.pdf](#)

### 12.3 UPK Grant Collection Survey

It is recommended that the board approve the following UPK Grant Collection Survey for Elite Academic Academy - Lucerne.

[LU-2022 Round 1 Reporting Period UPK Expenditure Report \(1\).pdf](#)

### 12.4 Independent Contractor Invoice - D. Nelson

It is recommended that the board approve the following Independent Contractor Invoice - D. Nelson for Elite Academic Academy - Lucerne.

[D. Nelson HSMI #1152 - Elite Academic \(1\).pdf](#)

### 12.5 Funding Determination for 2022-23

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

[FY23\\_EAA\\_LU\\_FundingDetermination.pdf](#)

### 12.6 Video Approach Contract

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

[VideoApproachEliteContract2023.pdf](#)

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## 13.0 Educational Services/Policy Development

### 13.1 Special Education Vendor Contract

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

[DOT4Kids\\_signedLU 2022-2023-Final-Master-Contract-TOC.pdf](#)

### 13.2 Internship MOU Agreement

It is recommended that the board approve the following Internship MOU Agreement for Elite Academic Academy - Lucerne.

[2023 Internship MOU \(1\).pdf](#)

### 13.3 SARC Report

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

[2022\\_LU\\_School\\_Accountability\\_Report\\_Card\\_Elite\\_Academic\\_Academy\\_-\\_Lucerne\\_20230125 \(1\).pdf](#)

### 13.4 School Calendars for 2023-2024

It is recommended that the board approve the following School Calendars for 2023-2024 for Elite Academic Academy - Lucerne.

[23\\_24 Open Enrollment Calendar draft v1 - Open Enrollment 23\\_24.pdf](#)

[Track A 2023-2024 Calendar Awaiting Board Approval - A v3.pdf](#)

[Track B 23\\_24 calendar - awaiting board approval.pdf](#)

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.

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.

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.

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.

## 13.5 Elite Blooms Proposal

It is recommended that the board approve the following proposal for Elite Blooms for Elite Academic Academy - Lucerne.

[Proposal EliteX Blooms Pricing 1.27.23.pdf](#)

[Systems and Innovation Architect Pricing 1.27.23.pdf](#)

Kent Cody

Motion: Second:

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

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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 2nd , 2023 at 9:00 a.m.

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## 16.0 Board Comments and Future Planning

Kent Cody

Motion: Second:

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

Time: 11:00 am

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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.

Staff Present:

Meghan Freeman  
Catherine Heredia  
Adam Woodard  
Gena Altamirano

DocuSigned by:  
  
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DocuSigned by:  
Kent Christensen  
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4/10/2023

4/5/2023