



Elite Academic Academy - Lucerne May 5, 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: 9:00 a.m.

1.0 Call To Order

Roll Call:
Susan McDougal, Cody Simms, Kent Christensen
Present Present Present

Cody Susan
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 May 5, 2022.

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: 9:00 a.m.

6.0 Pledge Of Allegiance

Led By: Meghan Freeman

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. 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

[EAA-LU CEO Report April 22.pdf](#)

9.2 Consent Agenda

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

A. Meeting Minutes from April 7, 2022

[EAA-LU 04.07.22.pdf](#)

B. Warrant Register

[WarrantRegisterLU_Apr_2122.pdf](#)

C. New Instructional Services Community Partners

[Elite Academic Instructional Service Community Partner_May_2022 - VCI Community Partners.pdf](#)

D. Job Descriptions

[JD - Community Relations Lead \(pending board approval\).pdf](#)

[JD - Coordinator of Schoolwide Systems and Supports \(pending board approval\).pdf](#)

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

[JD - Director MTSS \(pending board approval\).pdf](#)

[JD - Director of Assessment and Accountability \(pending board approval\).pdf](#)

[JD - MTSS Instructional Aide \(pending board approval\).pdf](#)

[JD Independent Study School Social Worker \(Certificated\) \(pending board approval\).pdf](#)

[JD Instructional Aide \(pending board approval\).pdf](#)

Cody Susan

Motion: Second:

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

[JD Temp Admissions Clerk - \(pending board approval\).pdf](#)

[JD - Speech Language Pathology Assistant \(SLPA\) \(pending board approval\).pdf](#)

[JD Lead Teacher Stipend \(rider to Teacher JD\) \(pending board approval\).pdf](#)

[JD Social Media and Marketing Stipend \(rider to CTE Teacher JD\) \(pending board approval\).pdf](#)

[Large Academy Stipend \(rider to Teacher JD\) \(pending board approval\).pdf](#)

[JD Program Specialist Stipend \(rider to SAI\) \(pending board approval\).pdf](#)

[JD - MTSS Stipend \(rider to Teacher_other JD\) \(pending board approval\)\(2\).pdf](#)

[JD - School Psychologist \(pending board approval\)\(1\).pdf](#)

E. Employee Evaluation Templates

[EAA-21.22 Certificated Employee Annual Review .pdf](#)

[EAA-21.22 Administrative Employee Annual Review .pdf](#)

[_EAA-21.22 Classified Employee Annual Review.pdf](#)

10.0 Personnel Services

* Items 10.1-10.3 were opened together. A vote was taken for each item separately.

Motion: Kent
Second: Cody

10.1 Temporary Classified Hires

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

[22230036.pdf](#)

10.2 Certificated Employee Contracts

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

[22230348.pdf](#)

[22.23 A. House Contract.pdf](#)

10.3 Employee Changes of Relationship

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

[22230295.pdf](#)

[21220290.pdf](#)

10.4 Letters of Intent for Temporary Certificated Hires

It is recommended that the board ratify the following Letters of Intent for Temporary Certificated Hires for Elite Academic Academy - Lucerne.

[22.23 Esposito LOI Signed.pdf](#)

[22.23 Frank LOI Signed.pdf](#)

[22.23 Kirby LOI Signed.pdf](#)

[22.23 McClean LOI Signed.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.

[22.23 McKinney LOI Signed.pdf](#)

[22.23 Merida LOI Signed.pdf](#)

[22.23 Robbins LOI Signed.pdf](#)

[22.23 Roberts LOI Signed.pdf](#)

[22.23 Sawelenko LOI Signed.pdf](#)

[22.23 Truong LOI Signed.pdf](#)

[22.23 Whiteman LOI Signed.pdf](#)

[22.23 Willbanks LOI Signed.pdf](#)

[22.23 Metzger LOI Signed.pdf](#)

10.5 Letters of Intent for Temporary Classified Hires

It is recommended that the board ratify the following Letters of Intent for Temporary Classified Hires for Elite Academic Academy - Lucerne.

[22.23 DeCamper LOI Signed.pdf](#)

[22.23 Silvestre LOI Signed.pdf](#)

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

Motion: Second:

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

11.0 Business Services

11.1 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](#)

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

Motion: Second:

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

11.2 Community Partner Packets 2022-23

It is recommended that the board approve the following Community Partner Packets 22-23 for Elite Academic Academy - Lucerne.

[2022-2023 EMR Community Parter Packet EAACS_complete.pdf](#)

[2022-2023 VCI Community Partner Packet EAACS_complete_ts.pdf](#)

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

Motion: Second:

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

11.3 Prom/Graduation/June Professional Development Vendor Proposals

It is recommended that the board approve the following Prom/Graduation/June Professional Development Vendor Proposals for Elite Academic Academy - Lucerne.

[Elite Academic Graduation 2022 StarWay Production Quote.pdf](#)

[Hawk Ranch Lucerne Grad-Professional Dev Quote.pdf](#)

[1024 Production Graduation Photo Booth Quote \(1\).pdf](#)

[Elite Lucerne 5.7.22 Prom Quote \(1\).pdf](#)

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

Motion: Second:

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

11.4 Pay Scales/Salary Ranges for 2022-23

It is recommended that the board approve the following Pay

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

Motion: Second:

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

Scales/Salary Ranges for 2022-23 for Elite Academic Academy - Lucerne.

[2022_2023 Staff Salary Ranges .xlsx](#)

11.5 CSC Borrowing Agreement

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

[LU_CSC Calcs.pdf](#)

[Elite Academic Lucerne Funding August LCFF.pdf](#)

11.6 Monday.com Contract 22-23

It is recommended that the board approve the following Monday.com Contract for 22-23 for Elite Academic Academy - Lucerne.

[Monday.com Contract 22-23.pdf](#)

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.

12.0 Educational Services/Policy Development

12.1 Updated Employee Handbook -Section 5.3, Rev. 2

It is recommended that the board approve the following Updated Employee Handbook Section 5.3, Rev. 2 for Elite Academic Academy - Lucerne.

[Updated Employee Handbook - Corrected version of 5.3.pdf](#)

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

12.2 Declaration of Need for 2022-23

It is recommended that the board approve the following Declaration of Need for the 2022-23 school year for Elite Academic Academy - Lucerne.

[CA State Declaration of Need 2022.23-LU.pdf](#)

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

12.3 School Pathways Proposal 22-23

It is recommended the board approve the following School Pathways Proposal 22-23 for Elite Academic Academy - Lucerne.

[Elite Lucerne SP Quote v2 \(7.1.2022-6.30.2025\).pdf](#)

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

12.4 Board of Directors Meeting Calendar 2022-23

It is recommended the board approve the following Board of Directors Meeting Calendar 2022-23 for Elite Academic Academy - Lucerne.

[EAA-LU 2022-23 Board of Directors Meetings Calendar.pdf](#)

Cody Kent
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 regularly scheduled meeting is June 2, 2022 at 9:00 a.m.

*Motioned to move meeting to June 9, 2022 at 9 a.m.
Motion: Kent, Second: Cody. Vote: Susan; Aye, Cody; Aye, Kent; Aye. Item carries 3-0.

15.0 Board Comments and Future Planning

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


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.

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

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